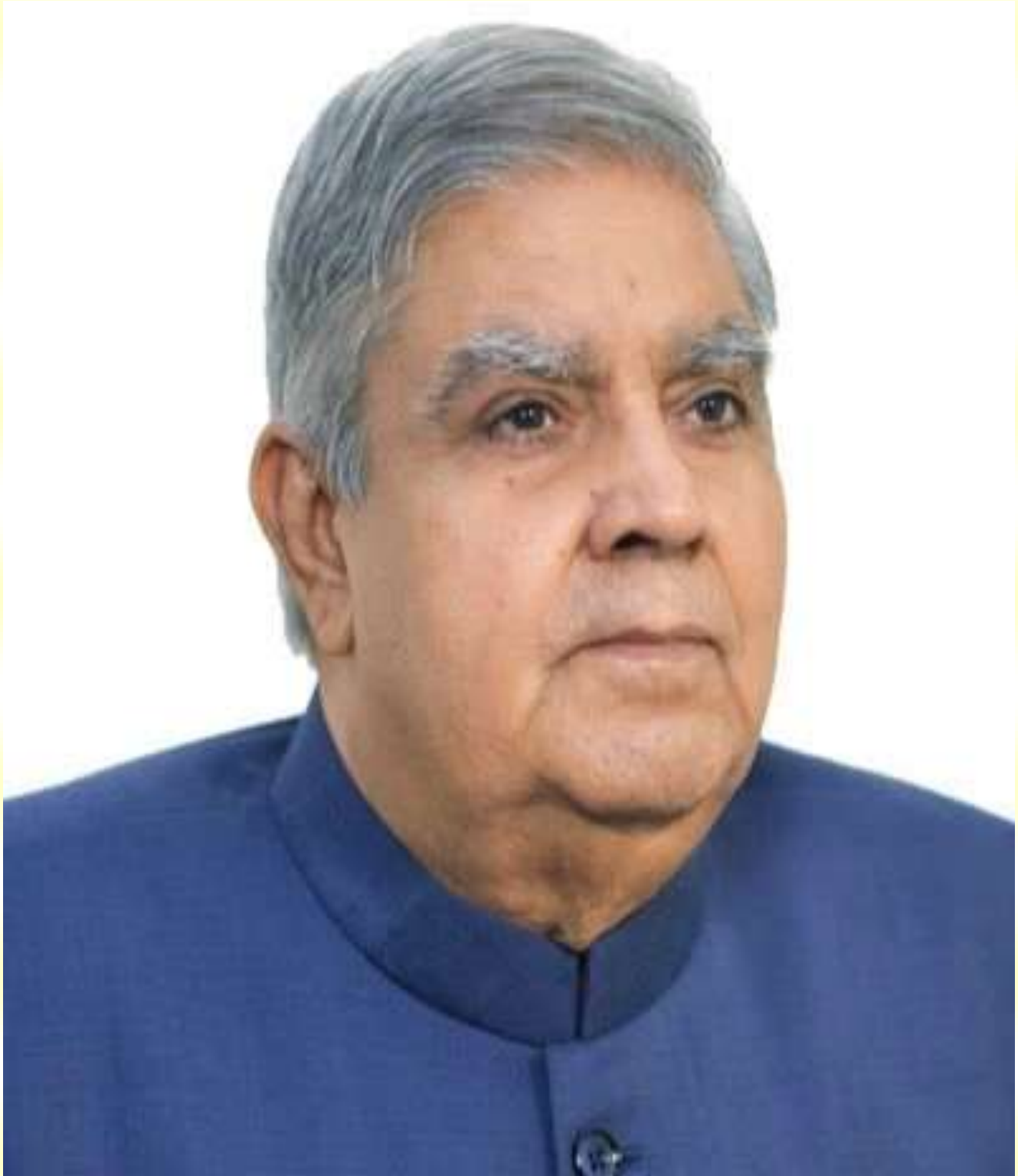




PROSPECTUS 2022-23



**UNIVERSITY SCHOOL OF OPEN LEARNING
PANJAB UNIVERSITY CHANDIGARH**



*Hon'ble Shri Jagdeep Dhankhar, Vice President of India and Chancellor,
Panjab University, Chandigarh*

Professor Raj Kumar

Vice-Chancellor

Punjab University

Chandigarh



Dear Students,

Greetings and blessings!

It gives me immense pleasure to welcome you to the University School of Open Learning (USOL), Punjab University, Chandigarh. USOL, a premier interdisciplinary teaching-learning center in the University, has acted as a catalyst to impart distance education across the country and its far-flung areas. It has made concerted efforts to reach out to the students efficiently and effectively. Along with its committed faculty that believes in collaborative efforts, updated pedagogical methods and tools: USOL promotes inclusivity, individuality and intelligence. Instilling the art of critical thinking and preparing distance learners for the challenges of the twenty-first century has been its objective.

USOL provides meticulously prepared printed study material, scheduled personal contact programs (PCPs) in online/offline mode, insightful and updated assignments and feedback sheets. It also organizes various events from time to time related to sports, music, creative writings, communication skills, NSS and other participatory activities to cultivate its students' collaborative and leadership qualities in the students. The school makes constant and consistent efforts to improve and effect positive differences in the field of education and pedagogy.

I am sure your association with USOL will be far-reaching and fruitful.

Wishing you all the very best; stay safe and healthy!

Raj Kumar
Vice Chancellor

Professor Neeru

Chairperson, USOL



‘यूनिवर्सिटी स्कूल ऑफ ओपन लर्निंग’ के विद्यार्थी के रूप में आप इस विभाग से जुड़ना चाहते हैं, यह हमारे लिए अतीव प्रसन्नता का विषय है। आप अपनी उच्चतर शिक्षा के लिए एक ऐसे विभाग का चयन कर रहे हैं जो पिछली आधी शताब्दी से शिक्षा को कक्षाओं की चारदीवारी से बाहर भी उपलब्ध कराने का कार्य सफलतापूर्वक कर रहा है। पंजाब विश्वविद्यालय के इस महत्वपूर्ण विभाग की स्थापना 1971 ईस्वी में की गयी थी। तब इसका नाम था- पत्राचार शिक्षा निदेशालय। आज यह विभाग ‘यूनिवर्सिटी स्कूल ऑफ ओपन लर्निंग’ (यूसोल) के नाम से तथा अपने लगभग तीस प्रोग्रामों के माध्यम से दूर-पास के हज़ारों विद्यार्थियों के उच्चतर शिक्षा पाने के सपने को साकार कर रहा है। आपका सपना भी हमारे माध्यम से साकार हो सकता है। आप एक गृहिणी हैं, घर-परिवार संभालने का बहुत ही महत्वपूर्ण कार्य कर रही हैं, अपनी व्यस्तताओं के कारण नियमित विद्यार्थी के रूप में अध्ययन नहीं कर सकती, कोई बात नहीं। यूसोल है न ! आइए, यूसोल में प्रवेश लीजिये। और आप? आप एक दूकानदार हैं, या किसी और व्यवसाय से जुड़े हैं, रोज़ कॉलेज नहीं जा सकते मगर आगे पढ़ने की ललक समाई है आप में। तो यूसोल में प्रवेश लीजिये न! और आप एक उच्च अधिकारी हैं मगर और ज्ञान पाने का सपना आपको सोने नहीं देता। तो आइए न! अपने सपने को साकार करने के लिए यूसोल का चयन कीजिए। यकीन मानिए, आप जैसे हज़ारों-लाखों विद्यार्थी उच्चतर शिक्षा पाने के अपने सपने को यूसोल के माध्यम से ही साकार कर चुके हैं, और हज़ारों अभी भी कर रहे हैं।

यूसोल का बेहद अनुभवी और उच्च शिक्षित प्राध्यापक-वर्ग उच्च-शिक्षा पाने के आपके इस सफ़र में आपका मार्गदर्शन करेगा। ‘व्यक्तिगत संपर्क कार्यक्रम’(Personal Contact Programme) आपको अपने प्राध्यापकों से प्रत्यक्ष पढ़ने का सुअवसर प्रदान करेगा। यहाँ का विशाल पुस्तकालय अपनी एक लाख से भी अधिक पुस्तकों के माध्यम से आपके ज्ञान के फलक को विस्तार देगा। यहाँ होने वाले सेमिनार आपको विभिन्न ज्ञानानुशासनों के क्षेत्र में होने वाले नवीनतम शोध से परिचित करायेंगे। कुछ विषयों में उपलब्ध यहाँ की प्रयोगशालाएँ आपको ज्ञान का क्रियात्मक अनुभव प्रदान करेंगीं। यहाँ होने वाली पाठ्येतर प्रतियोगिताएँ आपके व्यक्तित्व को और भी निखार देंगीं। खेल-प्रतियोगिताएँ आपको नए जोश से भर देंगीं। प्रतिभाशाली विद्यार्थी पंजाब विश्वविद्यालय के नियमानुसार यहाँ छात्रवृत्ति पा सकेंगे और आरक्षित वर्ग के विद्यार्थी भी पंजाब विश्वविद्यालय के नियमानुसार यहाँ शुल्क-मुक्ति का लाभ उठा सकेंगे। आपको मिलने वाली डिग्री भी यूजीसी के ‘दूरस्थ शिक्षा ब्यूरो’ (Distance Education Bureau of UGC) तथा पंजाब विश्वविद्यालय से मान्यता प्राप्त होगी। आपका पाठ्यक्रम, आपकी परीक्षा, आपकी डिग्री – सब कुछ नियमित विद्यार्थियों के समान होगा।

यूसोल के विद्यार्थी के रूप में आपका सफ़र सुखद तथा सार्थक रहे, यही शुभकामना है।

डॉ. नीरू

प्रोफेसर व विभागाध्यक्षा

यूनिवर्सिटी स्कूल ऑफ ओपन लर्निंग

पंजाब विश्वविद्यालय

चंडीगढ़

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Website for Online Admission:	www.usoladmissions.puexam.in
Date of Start of Online Admission:	5 th August, 2022
Last Date for registration for admission and generating Post Office Fee Challan:	15 th September, 2022
Last Date for Deposit of Fee:	19 th September, 2022
Last Date for completing Online Admission Process:	22 nd September, 2022
Last Date for submission of Printed Admission form to USOL:	27 th September, 2022

ABOUT USOL

University School of Open Learning (USOL) is a pioneer institution of distance education with fifty golden years of serving those who could not reach to formal education. It commenced its journey in year 1971 as Directorate of Correspondence Courses to embrace the lofty mission to take the reach of quality education beyond the four walls of University. From being an undergraduate institute in its initial phase, it grew to become a leading and popular Open and Distance Learning Institute. Today it is fully equipped to cater to the ever evolving needs and expectations of 21st Century learners.

USOL offers a wide range of programmes: Traditional Undergraduate and Post graduate programmes, Professional, Job-oriented, Skill-based, Market-driven courses and some Value oriented courses.


Faculty at USOL is highly qualified and actively engaged in research and advancement of knowledge. Having effectively integrated ICT in its curriculum, USOL is fully equipped to disseminate quality education through online mode besides the traditional face to face mode of teaching.

Students of USOL undertake the same syllabi, in the same duration and appear in the same mode of examination like the regular students of Departments and Colleges affiliated to Panjab University. Through its imposing building located at the beautiful campus of Panjab University it extends its excellent facilities and renders effective support services to students.


The Faculty

**Prof. Neeru
Chairperson, USOL**


COMMERCE AND MANAGEMENT STUDIES


Name in Full:	Prof. Geeta Bansal	
Designation:	Professor & Coordinator	
Academic Qualification:	M.Com (Gold Medalist),MBA(HR),Ph.D.	
Area of Specialization:	Strategic Management , HR and Organization Behavior, Business Environment	
Teaching Experience:	25 Years	
Research Experience:	25 Years	

DEFENCE AND STRATEGIC STUDIES


Name in Full:	Prof. Meena Dutta	
Designation:	Professor & Coordinator	
Academic Qualification:	M.A. Defence Studies, Political Science, Gandhian and Peace Studies, Ph.D	
Area of Specialization:	National Security and Conflict Resolution	
Teaching Experience:	36 Years	
Research Experience:	38 Years	


ECONOMICS


Name in Full:	Prof. Harsh Gandhar	
Designation:	Professor & Coordinator	
Academic Qualification:	M.A. Economics (Gold Medalist), Ph.D. (Economics)	
Area of Specialization:	Economics of Education, Public Finance	
Teaching Experience:	28 Years	
Research Experience:	20 Years	


Name in Full:	Mrs. Sangeeta Malhotra	
Designation:	Associate Professor	
Academic Qualification:	M.A. , M.Phil (Economics)	
Area of Specialization:	Economics of Agriculture, Public Finance and Micro Economics	
Teaching Experience:	31 Years	
Research Experience:	Nil	


EDUCATION


Name in Full:	Dr. Manju Gera	
Designation:	Professor	
Academic Qualification:	M.Sc. Honours (Zoology), M.Ed., Ph.D. (Edu.), UGC-NET (Edu) & Post Graduate Diploma in Statistics	
Area of Specialization:	Educational Technology, Special Education (Learning disabled)	
Teaching Experience:	20 Years	
Research Experience:	18 Years	

Name in Full:	Dr. Mamta Garg	
Designation:	Professor	
Academic Qualification:	M.Sc. (Hons) Botany, M.Ed., Ph.D. (Education), NET-CSIR (Life Sciences), NET-UGC (Education)	
Area of Specialization:	Guidance and Counselling, School Education	
Teaching Experience:	22 years	
Research Experience:	20years	


Name in Full:	Prof. Ram Mehar	
Designation:	Professor	
Academic Qualification:	M. Sc. (Geography), M.A.(Hindi), M.Ed.(General), M.Ed. (Educational Technology), Ph. D. (Education), NET(Education)	
Area of Specialization:	Educational Technology and Educational Research & Statistics	
Teaching Experience:	18 Years	
Research Experience:	22 Years	


Name in Full:	Prof. Supreet Kaur	
Designation:	Professor	
Academic Qualification:	M.A. , M.Ed. Ph.D,(NET)	
Area of Specialization:	Guidance and Counselling, Educational Technology	
Teaching Experience:	18 Years	
Research Experience:	18 Years	


Name in Full:	Dr. Kuljeet Kaur Brar	
Designation:	Assistant Professor	
Academic Qualification:	B.Sc. (Medical), B.Ed., M.Ed. (Guidance and Counseling), M.A. (Punjabi), M.A.(Psychology) Ph.D. (Education)	
Area of Specialization:	Guidance and Counseling, Stress and Coping, Mental health	
Teaching Experience:	19 Years	
Research Experience:	15 Years	

Name in Full:	Mr. Jeesu Jaskanwar Singh	
Designation:	Assistant Professor & Coordinator	
Academic Qualification:	M.Sc. (Honours School) Zoology, Masters of Mass Communication, Masters of Education	
Area of Specialization:	Educational Technology, Guidance & Counselling, Photography, Electronic Media, Cytogenetics	
Teaching Experience:	14 Years	
Research Experience:	6 Years	


ENGLISH

Name in Full:	Praveen Sharda	
Designation:	Professor & Coordinator	
Academic Qualification:	M.A., M.Phil. PH. D	
Area of Specialization:	Critical Theory, Stylistics, English Language Teaching	
Teaching Experience:	37 Years	
Research Experience:	19 Years	

Name in Full:	Mr. Rajesh	
Designation:	Assistant Professor	
Academic Qualification:	B.A.,M.A.(English),M.A.(Philosophy), M.A.(Linguistics), Ph.D	
Area of Specialization:	Literary Theory, Cultural Studies, Indian writing in English, Regional Literature in Translation, Applied Linguistics	
Teaching Experience:	20 Years	
Research Experience:		

Name in Full:	Dr. Ravinder Kaur	
Designation:	Assistant Professor	
Academic Qualification:	M.A., M. Phil., PhD	
Area of Specialization:	Feminism, Cultural Studies, New Media Studies, Dalit Studies, and Non- Fiction Prose.	
Teaching Experience:	8+ Years	
Research Experience:	8+ Years	

GEOGRAPHY

Name in Full:	Dr. Sucha Singh	
Designation:	Assistant Professor & Coordinator	
Academic Qualification:	Ph.D	
Area of Specialization:	Agricultural Geography and Population Geography	
Teaching Experience:	9.5 Years	
Research Experience:	9 Years	

HINDI

Name in Full:	Prof. Yojna Rawat
Designation:	Professor & Coordinator
Academic Qualification:	Ph.D
Area of Specialization:	Modern Hindi Literature, Feminist discourse, translation
Teaching Experience:	33 Years
Research Experience:	33 Years



Name in Full:	Prof. Neeru
Designation:	Professor
Academic Qualification:	M.A. , Ph.D, UGC-(NET)
Area of Specialization:	Modern Hindi Literature, WomenDiscourse, HumanValues
Teaching Experience:	35 Years
Research Experience:	36 Years



HISTORY

Name in Full:	Prof. Sheena Pall
Designation:	Professor & Coordinator
Academic Qualification:	M.A., M.Phil, SLET (Pb), UGC (Net), Ph.D
Area of Specialization:	Socio-Cultural history of Modern Punjab and India
Teaching Experience:	25 Years
Research Experience:	27 years



POLITICAL SCIENCE

Name in Full:	Prof. Enamul Nahar
Designation:	Professor
Academic Qualification:	B.A., B.Ed, M.A., M.Phil. and Ph.D.
Area of Specialization:	Minority Policies, Dalit issues, Foreign Policy of India and State Policies
Teaching Experience:	
Research Experience:	



Name in Full:	Dr. Kamla
Designation:	Assistant Professor & Coordinator
Academic Qualification:	M. Phil, Ph. D.
Area of Specialization:	Human Rights and Indian Politics
Teaching Experience:	25 Years
Research Experience:	25 Years



Name in Full:	Prof. Swarnjit Kaur
Designation:	Professor
Academic Qualification:	M.A.,M. Phil. Ph. D
Area of Specialization:	Globalization and Human Rights, International Relations
Teaching Experience:	24+ Years
Research Experience:	More than a decade excluding personal research



PUBLIC ADMINISTRATION

Name in Full:	Dr. Purva Mishra
Designation:	Professor & Coordinator
Academic Qualification:	M.A. , M.Phil, Ph.D(Public Administration)
Area of Specialization:	Urban Governance, E-Governance, Environment Administration
Teaching Experience:	20 Years
Research Experience:	18 Years



Name in Full:	Dr. Anil Kumar
Designation:	Assistant Professor
Academic Qualification:	M.Sc. M.A. (NET-JRF) M.Phil, Ph.D
Area of Specialization:	New Public Management, Personnel Administration
Teaching Experience:	More Than Eight Years of Experience
Research Experience:	10 Years



PUNJABI

Name in Full:	Dr. Bhupinder Singh Pali
Designation:	Assistant Professor
Academic Qualification:	M.A. , M.Phil, Ph.D
Area of Specialization:	Art of Drama and Theatre and Punjabi Drama and Theatre
Teaching Experience:	30 Years
Research Experience:	30 Years



Name in Full:	Dr. Parveen Kumar
Designation:	Assistant Professor & Coordinator
Academic Qualification:	M.Phil, Ph.D
Area of Specialization:	Modern Poetry Punjabi
Teaching Experience:	10 Years
Research Experience:	14 Years



Name in Full:	Mr. Harmail Singh
Designation:	Assistant Professor
Academic Qualification:	M.A., M.Ed
Area of Specialization:	Contemporary Punjabi Poetry and Ecocriticism
Teaching Experience:	7 Years 10 Months
Research Experience:	Nil



SOCIOLOGY

Name in Full:	Prof. Madhurima Verma
Designation:	Professor
Academic Qualification:	Ph.D, Post doctorate(UGC-Research Awardee)
Area of Specialization:	Research Methodology, Gender Studies, Gerontology, Disability Studies
Teaching Experience:	30 Years
Research Experience:	30 Years



Name in Full:	Dr. Reena Chaudhary
Designation:	Assistant Professor & Coordinator
Academic Qualification:	B.A. (Hons), M.A. (Soc), Ph.D.
Area of Specialization:	Sexual Harassment at workplace, General Issues, Research Methodology, Sociology of Development
Teaching Experience:	13+ Years
Research Experience:	13+ Years



Name in Full:	Dr. Rajni
Designation:	Assistant Professor
Academic Qualification:	Ph.D
Area of Specialization:	Sociology of Education, Sociology of Development, and Urban Studies
Teaching Experience:	9 Years
Research Experience:	9 Years



STATISTICS

Name in Full:	Dr. Richa Sharma
Designation:	Assistant Professor & Coordinator
Academic Qualification:	B.Ed, Ph.D, UGC(NET)
Area of Specialization:	Survival Analysis, Frailty Model
Teaching Experience:	10 Years
Research Experience:	10 Years



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Programmes Offered

I. Under Graduate Programmes (Semester System)

1. [B.A.](#)
2. [B.Com](#)
3. [Bachelor of Library and Information Science \(B.LIS\) \(one year course\)](#)
4. [Bachelor of Education \(B.Ed\)*](#)

II. Certificate Courses

1. [Certificate Course in Vivekananda Studies](#) (Annual System)
2. [Certificate Course in Women Studies](#) (Annual System)
3. [Certificate Course in Corporate Security, Safety and Fire Protection Management](#) (6 Weeks)

III. Post Graduate Programmes (Semester System)

1. Master in Arts (M.A) in
 - i. [Economics](#)
 - ii. [Education](#)
 - iii. [English](#)
 - iv. [History](#)
 - v. [Public Administration](#)
 - vi. [Hindi](#)
 - vii. [Political Science](#)
 - viii. [Punjabi](#)
 - ix. [Sociology](#)
2. [Master of Commerce \(M.Com\)](#)
3. [Master of Business Administration](#)

IV. Advance Diploma Programmes (Semester System)

1. [Advance Diploma in Computer Application](#)
2. [Advance Diploma in Disaster Management and Corporate Security](#)
3. [Advance Diploma in Educational Management and Leadership](#)
4. [Advance Diploma in Guidance and Counselling](#)
5. [Advance Diploma in Health Family Welfare and Population](#)
6. [Advance Diploma in Human Right and Duties](#)
7. [Advance Diploma in Library Automation and Networking](#)
8. [Advance Diploma in Mass Communication](#)
9. [Advance Diploma in Photography](#)
10. [Advance Diploma in Social Work](#)
11. [Advance Diploma in Statistics](#)

Note: All Degree programmes (Graduate and Post Graduate) are approved by the Distance Education Bureau (UGC) Vide F.No.1-6/2018 (DEB-I), dated 09 August 2018 (www.ugc.ac.in/deb) and all Certificate Courses as well as Advance Diploma are approved from the statutory bodies of Panjab University.

*For admission to B.Ed. semester-I, visit usolbed.puchd.ac.in

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Who Can Apply

USOL admission is open* to:

- ❖ New Applicants
- ❖ Continuing/Old Students
- ❖ Reappear/Compartment Cases
- ❖ Gap Year Students
- ❖ For students interested into two courses simultaneously.

❖ New Applicants:-

- Admission shall be open to any Indian National who resides in any part of India, temporarily stays in a foreign country and who satisfies the admission requirements.
- ***Foreign Nationals** working in the foreign missions in India and their dependents residing with them may also apply for admission, subject to the condition that before submitting their Admission cum Examination Form, they are required to obtain **Eligibility Certificate** from the Registrar, Panjab.
- ***Foreign students** who have passed B.A. /B. Com Part-I Examination from this University, shall be allowed to complete the remaining parts of these integrated courses through USOL even while staying in their respective countries, subject to the number of chances available in the respective examinations as provided in the Regulations

*** Admission of foreign students will be confirmed only after the approval of Syndicate/Dean International Students, Panjab University.**

❖ Continuing/Old Students: -

• Undergraduate Programmes:-

- a. (i) Students who have qualified at least 50% of the total number of papers in B.A./B.Com. Semester-I & II examination **conducted by Panjab University** are eligible to seek admission to B.A./B.Com. Semester-III.
(ii) Further students who have qualified at least 50% of the total number of papers in B.A./B.Com semester I & II and III & IV examination **conducted by Panjab University** are eligible to seek admission to B.A./B.Com semester V.
- b. Along with these students who have passed 1st year/ semester-I & II or 2nd year/Semester-III & IV examination of B.A./B.Com courses conducted by **some other University/College affiliated to another University in India** under specific authorization by the University concerned, be allowed to migrate to USOL in the semester- III or semester -V class of the respective course on the condition that such a student will have to clear the deficient subject/s, if any, within the permissible chances, as prescribed under the Panjab University Regulations.

- **Postgraduate Programmes: -**

- a. Students who have passed M.A. Part-I (under old annual system) / M.A. semester I or II (under semester system) in the subjects offered by USOL in examination **conducted by Panjab University** shall be eligible to seek admission for Semester III of the M.A. courses.
- b. Also those students who have passed M.A. Part-I **from Kurukshetra University (Kurukshetra), Maharishi Dayanand University (Rohtak), Punjabi University (Patiala), Guru Nanak Dev University (Amritsar), Himachal Pradesh University (Shimla)** in the subject whose examination has been recognized as equivalent to the corresponding examination in Panjab University, provided the students offered the same papers as are available at USOL. In this case the marks obtained in M.A. Part-I from any of these Universities shall be counted towards division of successful candidates at Part II (semester III/ IV) examination by increasing or reducing the marks obtained in accordance with the maximum marks prescribed for Part-I (Semester – I & II) by Panjab University.

- ❖ **Reappear/Compartment Cases: -**

- In case of reappear or compartment, if a candidate passes in reevaluation or supplementary examination, he/she shall be eligible to seek admission to the next higher class within ten working days of the communication of re-evaluation result to him/her. However, no candidate would be granted admission on the basis of re-evaluation result after last date of admission.
- Similarly, if a candidate becomes eligible for the Supplementary Examination after reevaluation he/she may be permitted to appear at the usual supplementary examination or thereafter at the time of the next examination only, Such a candidate will also be eligible to seek provisional admission to the next higher class, without late fee, within ten working days of the communication of the result of re-evaluation to him/her.
- Compartment/Reappear Candidates of other Universities are not eligible to join any class of this University except in case of B.A. /B. Com Semester-I.

- ❖ **Gap Year Students**

- A student on the rolls of the University School of Open Learning who fails to appear or having appeared fails in the concerned University examination may be allowed to continue his/her enrolment for a period of one year in case of B.Com examination, two years in case of Diploma examinations and three years in case of other examination immediately succeeding the year in which he/she completed the requirement of Regulation 4, on payment of fee as prescribed by the Syndicate every year and to appear in the University examination as an ex-student of University School of Open Learning.

Provided that a student on the rolls of the USOL who appears in the M.A. (Semester system) Examination and is eligible to repeat a course may be allowed to continue his/her enrolment till the completion of the M.A. course on payment of fee as prescribed by the syndicate to the Department every time when he/she applied for admission to the examination in the course/s as an ex-student.

- ❖ **For students interested in two courses simultaneously:-**

- A candidate is allowed to appear in two examinations simultaneously, i.e. one for improvement and other for regular full-time course, in addition to a Certificate/Diploma/Advanced Diploma/Post Graduate Diploma course offered in the evening session, being pursued as a regular

student/private student of the University Teaching Department/ USOL/Affiliated Colleges of the University/in private capacity, as the case may be. Appearance at the improvement examination will be allowed only after completion of the entire course as per the existing regulations/ rules.

- A student who is enrolled for Ph.D. degree in Panjab University will be allowed to join any other course in Panjab University after submission of his/her thesis. (Syndicate para 27 dated 26-4-2014).

Important Note

Admission to various courses offered by USOL will be provisional subject to confirmation by the Panjab University. If on verification, it is found that a student does not fulfill the eligibility conditions, his/her candidature will be cancelled with no claim whatsoever against USOL. Further, in such case the fee paid by him/her shall be refunded after a deduction of 25 percent of the fee paid by him/her.

The students are therefore, advised in their own interest to go through the eligibility conditions carefully and make sure of their eligibility before submitting their Admission-cum-Examination Form.

The rules incorporated in this Prospectus are subject to the over-riding effect of the relevant Regulations and Rules contained in the Panjab University Calendar as also the resolutions adopted by the Syndicate. In case of any inconsistency between what is mentioned in this Prospectus and that in the University Regulations & Rules etc. the latter shall prevail. In case of any dispute, it shall be subject to the jurisdiction of Chandigarh court only.

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Important Dates

Starting Date of Admission is 5th August, 2022

1. Schedule for Online Admission for odd semesters of all programmes in USOL (except for B.Ed. Semester-I and MBA Semester-I) without any late fee

- (a) Last date of registration for admission and generating fee challan for Post office : 15th September, 2022(Thursday)
- (b) Last date of deposit of fee:-
- (i) Through Post-Office : 19th September, 2022(Monday)
- (ii) Netbanking/Debit/Credit Cards : 19th September, 2022(Monday)
- (c) Last date of completing online admission process : 22th September, 2022 (Thursday)
- (d) Last date of sending hard copy of Online Admission Cum Examination Form (along with documents) to USOL: 27th September, 2022(Tuesday)

Note: In case result of previous semester is not declared by Panjab University even after last date of online registration for admission, in such cases students may be allowed to apply for admission within 10 days of declaration of result with the permission of authorities.

2. Schedule for filling up Examination form and deposit of Fee for all Even Semesters (II or IV or VI)

- (i) Tentative Time Period for deposit of fee : February/March 2023

(Important Note: *Students must deposit their Even Semesters fee irrespective of the declaration of result their previous Semester. Hard Copy of Examination Form for Even Semesters needs not to be submitted to USOL. Exact schedule for filling up examination form and depositing fee will be announced in January/February 2023 on USOL Noticeboard <https://usol.puchd.ac.in/show-noticeboard.php?nbid=1>

3. Participation in Co- Curricular Activities

- Last date for submitting Articles & Entries for Magazine and Hunar. : 15-02-2023 (Wednesday)

4. Academic Calendar

- (i) Commencement of PCP Classes for Odd Semesters : August, 2022
- (ii) Commencement of Semester end Examination (Semester I/III/V) : December, 2022
- (iii) Commencement of Even Semesters : January, 2023
- (iv) Commencement of PCP Classes for Even Semesters : February, 2023
- (v) Examination of Certificate Courses (Annual System) : May, 2023
- (vi) Commencement of Semester-end Examination (Semester II/IV/VI):May, 2023

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Important Instructions Information

Before filling the Admission cum Examination form, students are advised to follow the instructions given below:

- ❖ Read all the instructions given on Admission portal and in this Prospectus carefully
- ❖ Check the eligibility condition/s of the programme for which you are seeking admission, if you fulfill the eligibility condition/s only then fill the Online Application form.
- ❖ Fill all the information asked in the Online Application form carefully. In case of any doubt or query, either read the prospectus or call at 0172-2534302 (9 am to 5 pm) or contact helpdesk at USOL.
- ❖ While filling up the form please make sure of spellings of your name, name of your father and mother. If you will fill the wrong spellings, the same will be printed on your result card. So check these properly before submitting the form.
- ❖ Provide the correct postal address/correspondence address as well as mobile phone number and email id. USOL will not be able to communicate with you if you provide incomplete or incorrect address or email id or phone number of some other person.
- ❖ Before filling the elective subjects (in case of B.A) or optional subjects (in case of Post Graduate programmes), consult the prospectus as there are few elective subjects and options for which study material is available. If you choose a subject for which study material is not available then USOL will not be providing learning material and PCP classes for that subject.
- ❖ Candidate applying for Postgraduate programme must mention the optional subjects in the online admission form carefully.
- ❖ While filling up the online Admission cum Examination form, candidate should indicate preferences for cities of Examination Centre of his/her choice as mentioned in the prospectus. The University reserves the right to abolish any city for Examination Centre.
- ❖ The concession of 5% marks for SC/ST/BC/PWD students in the minimum eligibility criteria for admission is available in USOL as per Panjab University rules. But the same concession will not be given to those who have been placed under compartment/re-appear in qualifying examination.
- ❖ In case any relevant information is not given by the candidate, his candidature may be cancelled.
- ❖ All types of enquiries can be made from the Reception/Counter in person or on the telephone at 0172-2534302 or e-mail: usol@pu.ac.in and enquires can also be made on Help lines as mentioned on the last page of this prospectus.

Instructions related with Fee

- ❖ The candidates of USOL have to pay their fee separately for Odd semesters (I or III or V) and Even Semesters (II or IV or VI) in all the courses. However, students of Certificate Courses (being Annual Courses) have to pay fee only once at the time of Admission.
- ❖ The payment for odd semesters (I or III or V) will be made at the time of online admission.
- ❖ Fee for even semester along with examination forms is to be deposited in the month of March, 2023.
- ❖ In case there is balance fee intimated by USOL, only such fee is to be deposited as per following directions:
 1. Fee can be deposited in cash at State Bank of India, PU Extension Counter, Administrative Block, Panjab University, Sector 14, Chandigarh
 2. Fee can also be deposited through online on website (<https://payonline.puchd.ac.in/>)

Note: The students are advised to keep the record of Fee deposit.

Refund of Fee (specific provision)

- If a student withdraws his/her admission before prescribed date, then the refund of fee will be done as per the Panjab University norms.

- If a candidate is not enrolled because he/she has not submitted the required certificate/documents by last date fixed for the purpose or submit bogus or forged documents, his/her fee shall not be refunded in any case.
- If a candidate drops out in the middle of the course (i.e. II/IV/VI Semester), the fee paid by him/her, shall not be refunded except refundable library security.
- However, fee can be adjusted within the University Teaching Departments or any other course offered by USOL, where the candidate happens to get admission for that particular academic year.
- If a candidate is found ineligible by the University, then the fee paid by him/her shall be refunded after a deduction of 25 percent of the fee paid by him/her. In this case, the candidate must apply for refund to USOL within three months of the date of issue of the letter of ineligibility by USOL, failing which the request for refund will not be entertained.
- Refund wherever permissible, will be made in due course of time.

FEE REFUND RULES

If a student chooses to withdraw from the programme of study in which he/she enrolled, following four-tire system for their fund of fees remitted by the student will be applicable:

<u>Sr. No</u>	<u>Percentage of Refund of Aggregate fees*</u>	<u>Point of time when notice of withdrawal of admission</u>
1.	100%	15 days before the formally-notified last date of admission
2.	80%	Not more than 15 days after the formally-notified last date of admission
3.	50%	More than 15 days but less than 30 days after formally-notified last day of admission
4.	00%	More than 30 days after formally notified last date of admission

*Inclusive of course fee and non-tuition fee but exclusive of caution mercy and security deposit)

1. In case of (1) in the table above, PU will deduct an amount of 10% of the aggregate fees as processing charges from there fundable amount.
2. Refund forms will be available at the P.U. Website i.e. <http://forms.puchd.ac.in> (the photocopy of bank passbook of the candidate only be attached)

After getting admission, you should keep in mind that:

Verification of the Original Certificates/Documents is mandatory

All admission will be provisional till the verification of the original certificates/documents and their subsequent confirmation by the University. The students are required to bring the original certificates/documents as and when USOL asks for these. These will be returned to the students immediately after verification.

USOL reserves the right to cancel the provisional admission and/or the result of any part of the examination of the concerned courses of any student whose certificates/documents are found to be bogus, forged and tampered with (Regulation 1.4 (ii) at page 589 of PU calendar Vol II 2007). In such cases, the fee deposited shall not be refunded.

Thus, it is the responsibility of the student to submit the required authentic certificates and documents within the stipulated period as and when demanded, failing which his/her admission shall stand cancelled without any notice.

Change in Subject/Medium of Instruction

While requesting for change of subjects one may keep in mind the permitted combination of subjects mentioned in the prospectus.

- (i) A student may be permitted to change his/her subject/medium of instruction within one month of the commencement of session or within one month of the date of admission.
- (ii) After the specified time-limit of one month, as given above, the student will be required to pay fee for the change of his/her subject/medium of instruction/option
 1. Change of subject/medium of instruction/option Rs. 330/-
 2. Change of Programme Rs. 300/-

Note: USOL shall not conduct classes and provide study material in all the options/elective subject. So before selecting any option/elective subject, keep this in mind. In case of B.A., if a student change an elective subject which is not as per the specified subject combination, USOL will not be responsible for any adverse consequences.

Teaching Learning Process

USOL imparts instructions mainly through the printed lesson, which are supplemented by personal contact programmes, evaluation of assignments/response-sheets and audio lessons (on selected topics).

- **Study Material:** Once the admission is granted, the printed study material is provided to the students either through registered postal cover or students may collect it personally from USOL. Study material is also uploaded at USOL website. For study material of undergraduate programme, click <https://usol.puchd.ac.in/show-noticeboard.php?nbid=20> and for study material of postgraduate programme, click <https://usol.puchd.ac.in/show-noticeboard.php?nbid=19>
- **Assignments:** In all undergraduate programmes (**except for B.A/B.Com. Semester- V and VI**) and all Post-graduate programme (in all the four semesters), the submission of assignments is mandatory on the basis of which internal assessment is awarded. Assignments of respective subjects will be available on USOL web-noticeboard. Students are required to submit these before the last date otherwise they will not be awarded internal marks.
- **Personal Contact Programme:** To give a personal touch to the study programmes, USOL organizes Personal Contact Programmes (PCP) in each semester for all programmes. The PCP schedule for various courses is given in this prospectus as well as on USOL notice board. It is mandatory for all the students to attend PCP as per UGC-DEB regulations. 75% attendance is mandatory during PCPs (80% in case of B.Ed.)
- **Response Sheets/Practice questions:** The study material contains response sheets for practice. These response sheets do not carry any marks but it is in the interest of the students to attempt them. Students may get it checked from the faculty to obtain feedback that would help the students in preparing for the examination.
- **Feedback:** Feedback is an essential component of teaching learning process at USOL. It helps us improving and further developing our teaching and study material. There are two Performa, one is distributed to students during PCP where they can submit feedback with regard to teaching and second one is enclosed in study material where student has to provide feedback with regard to study material.

IMPORTANT

Keep visiting the USOL website (www.usol.puchd.ac.in) for all notices and latest updates and join WhatsApp group of your class.

Instructions related to Even Semesters (2nd/4th/6th)

All the students are required to fill the online examination form for even semester (II/IV/VI) in the month of February/March 2023(ugexam.puchd.ac.in for Under Graduate and pgexam.puchd.ac.in for Post Graduate classes) failing which the students will not be allowed to appear in these semester end examination.

You have to fill the Examination Form of Even Semester (II/IV/VI) in the Month of February/March 2023, failing which you will not be allowed to appear in the even semesters Examination to be held in May, 2023. Examination Form for Even Semester (II/IV/VI) will be available at <http://ugexam.puchd.ac.in> for Under Graduate Programmes and <http://pgexam.puchd.ac.in> for Post Graduate Programmes.

Attend PCP classes as per the PCP schedule and for online study material of Undergraduate programme, click <https://usol.puchd.ac.in/show-noticeboard.php?nbid=20> and for study material of Postgraduate programme, click <https://usol.puchd.ac.in/show-noticeboard.php?nbid=19>

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Under Graduate Programmes

- **B.A. Semester-I & II**
- **B.A. Semester-III & IV**
- **B.A. Semester-V & VI**
- **B.Com. Semester I to VI**
- **B.LIS Semester-I & II**
- **B.Ed. Semester – I to IV**

B.A. Semester-I & II

The Bachelor of Arts (B.A.) degree is one of the most popular three year interdisciplinary Undergraduate programmes. The course offers a wide combination of choices in social sciences and languages. It aims to develop useful interdisciplinary knowledge, key practical skills and functional transferable skills amongst students. It prepares them to explore employment in wide range of professions, pursue a specific career goal or take a higher academic degree of their choice.

- **Eligibility**
- **Course Structure**
- **PCP Dates**
- **Fee**
- **Contact**

Eligibility

1. A person who has passed one of the following examinations with passing marks in English as one of the subject shall be eligible to join the Semester I of B.A. degree course in USOL. However, a person who has not qualified English as one of the subjects at the +2 examination, shall be eligible to join B.A. Semester - I provisionally subject to his/her qualifying the deficient subject of English from the parent Board/Body/Council/University in two consecutive chances subsequent to his/her admission, failing which his/her admission to B.A. Semester - I and the result for the examination shall automatically stand cancelled.
 - a) B.A./B.Sc./B.Com.Part-I (OldScheme/Pre-Medical/Pre-engg/Intermediate/Arts/Science/Agriculture Examination of Panjab University
 - b) The +2 examination under 10+2+3 system of education of a recognized university/ Board/ Council, provided he/she has secured at least 33% marks in aggregate of all subjects (including the marks obtained by him/her in the compartment Theory and Practical/s taken together) taken up by him/her at the +2 examination.
 - c) Prak Shastri/Vishard examination with compulsory English (Vide Senate Para-LXXVII dated 06.12.2009)
 - d) Any other examination recognized by the university as equivalent to (a), (b) and (c) above;

2. Candidates who have been placed under compartment shall/should fulfill the following conditions: -

- (i) He/She should have been placed in compartment in one subject only.
- (ii) He/She should have obtained at least 20% marks (theory + practical + internal assessment) in the subject in which he/she has been placed under compartment.
- (iii) He/She should have obtained the requisite percentage of the marks in the examination as laid down in the relevant regulations.

Note: -The candidates securing less than 20% marks in the subject of compartment at the +2 examination be made eligible to join B.A. Semester-I, if they cleared or secured 20% or more marks in the subject in the supplementary examination held in July/August on or before last date for admission with late fee with the permission of the Vice-Chancellor, provided the seat/s is/are available (Syndicate para 43(xiv) meeting held dated 27-01-2013).

Course Structure

There are two Compulsory subjects and three Elective subjects in each semester of B.A. Programme.

(a) Compulsory Subjects

- | | | |
|------|--|-----------------------------|
| (i) | Punjabi (PBC) (Two papers) | 50 marks (in each semester) |
| | OR | |
| | * History and Culture of Punjab (HCP) (one paper) | 50 marks (in each semester) |
| (ii) | English (ENG) (one paper) | 50 marks (in each semester) |

*The following categories of students shall be entitled to take the option of History and Culture of Punjab in lieu of Punjabi as compulsory subject:

- (i) Students who are not domiciled in Punjab and have not studied Punjabi up to 10th class.
- (ii) Ward of/and Defence Personnel and Central Government employee/employees who are transferrable on all India basis.

(b) Elective Subjects

USOL provides study material and conducts Personal Contact Programme (PCP) in the elective subjects mentioned below. Students may opt for two to three papers from these elective subjects ***selecting not more than one subject from any of the following sets of combinations:**

1. English **(ENO)** or Hindi **(HIN)** or Punjabi **(PBI)**
2. Economics **(ECO)** or Defence & Strategic Studies **(DEF)**
3. History **(HIS)** or Mathematics **(MAT)**
4. Public Administration **(PUB)** or Philosophy **(PHI)**
5. Political Science **(POL)** or Statistics **(STA)** or Human Rights and Duties **(HRD)**
6. Sanskrit **(SKT)** or Psychology **(PSY)** or Geography **(GEO)**
7. Sociology **(SOC)**
8. Women's Studies **(WST)**

***Special conditions for selecting Elective Subjects**

Note: (a) A student who selects only two elective subjects from the above list can opt one elective subject (other than practical subject) in addition to those mentioned above. For selection of such one subject, please visit <https://www.puchd.ac.in/includes/syllabus/2021/20211011103132-revisedb.a.b.sc.general1and2semesterexaminations2021-22.pdf?202210590407>

He/she shall have to prepare such subject on his/her own because no study material will be provided by USOL and no PCP class will be conducted for such subjects.

- (b) Students of B.A. Semester-I can opt Mathematics only if he/she has passed that subject in the qualifying examination or qualifies in the subject as a deficient/additional subject from the concerned Board/University/Council in the supplementary examination subsequent to the admission.
- (c) Students can opt Statistics only if he/she takes up Mathematics.
- (d) A student cannot opt for two such subjects in which certificate of practical work is required

Note: USOL provides study material and PCP classes only in the above mentioned subjects. However, student can opt one subject other than above mentioned subjects from list available at PU website i.e.

<https://puchd.ac.in/includes/syllabus/2020/20200907175625-b.a.b.sc.generalfirstandsecondsemesterexaminations2020-2021...pdf?202111170607>

INSTRUCTIONS FOR PRACTICAL SUBJECTS

USOL students may opt for only one out of the following three practical subjects:

(1) For Geography Students: -

In the case of students of USOL opting Geography as one of their subjects, there is No Practical Examination. They are required to prepare and submit their Map Work Note-Book (Practical Notebook) with the help of exercises given at the end of the lecture-scripts provided by USOL. **This Map Work Practical Note-Book (for the students of B.A. I to V Semester) carry 10 marks. In case of semester VI, it carries 30 marks.**

The students of Geography are advised to send/submit their Map Work Practical Note-Books/Field reports to the Coordinator of Geography, USOL, Panjab University, Chandigarh-160014 under registered cover or by hand at least ten days before the start of examination.

(2) For Psychology Students: -

Students can opt for Psychology in B.A. Ist & IInd Semester, provided they appear in practical and theory examination at the Centre created by University. **The completion of practical course is compulsory** in which a student will have to conduct eight (8) practical and make a practical file. File will be checked during P.C.P. days only.

Students are required to attend practical classes during PCP at USOL. Those who cannot attend Psychology practical classes at USOL can attend practical classes in any college affiliated to any

university recognized by UGC. Such students will have to submit a completion certificate of practical course from the Principal/Head of the Affiliated College/University*.

External Practical Examination is of 20 marks. The 10 marks are of internal assessment. Therefore, students are advised to attend practical classes, prepare files during P.C.P. and get it checked immediately.

***Affiliated Colleges of Universities for getting completion certificates for Practical's: –**

- (i) Colleges affiliated to the Panjab University and Universities situated in the States of Punjab, Haryana and Himachal Pradesh.
- (ii) Universities of Allahabad, Bombay, Calcutta, Delhi, Jodhpur, Kerala, Madras, Mysore, Osmania, Patna, Pune, Rajasthan, Sagar, Varanasi, Agra and Dayal Bagh (Deemed University).

(3) For Defence & Strategic Studies Students: -

- (i) Practical Examination is compulsory for B.A. Semester-I & II.
- (ii) Classes for practical will be held along with the theory classes during PCP.
- (iii) Practical note books shall be prepared in consultation with the Coordinator of Defence & Strategic Studies and to be submitted at least fifteen days before the start of examination.
- (iv) The Centre of practical examination will be USOL only.

Medium of Study Material

The study material for the elective subjects will be provided in the languages as mentioned below:

English/Hindi/Punjabi: **B.A.** - Economics, Geography, History, Philosophy, Political Science, Public Administration, Sociology and Environment, Road Safety Education and Violence against Women/Children and Drug Abuse

English only: **B.A.** -Mathematics, Psychology, Defence and Strategic Studies, Women Studies, Statistics, History & Culture of Punjab, Human Rights and Duties

Teaching Learning Process

The first component of the programme is the Study Material in each subject prepared by the expert faculty in Self Learning Mode (SLM)

The second component Personal Contact Programme (PCP) for the students where lectures are delivered by expert faculty.PCPs are held in each semester. It will be in blended mode i.e. online classes for six days followed by offline face-to-face classes at USOL. 75% attendance is mandatory during PCP.

The third component is Response sheets which form an integral component of instruction-process which helps distance learners to prepare them for their final examination. They are advised to attempt the Response sheets, mostly given at the end of respective lesson units, and get them evaluated from the faculty for a useful feedback.

Evaluation

Internal Assessment: Internal assessment of 5 marks in compulsory papers and 10 marks each in elective papers will be based on the assignments. Students have to submit online objective type assignment in each paper in semester I as well as semester-II. Assignments will be available at USOL website during or after the conduct of PCP.

External Assessment: External examination in each paper shall be conducted by Panjab University with the regular students of the University as per the schedule issued by Controller of Examination.

PCP Dates

To give a feel of classroom learning and establish interaction between teachers and students, USOL organizes Personal Contact Programmes (PCP) at regular intervals. During current session, USOL will organize Online PCP to reach out all the students. The link for PCP will be share at USOL website. It is in the interest of the students as they learn to interact in the classroom and seek answers to their subject related queries during PCPs.

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0010

Note: For fee deposit refer to fee details at [Fee structure](#)

Contact

In case of any academic query, the students are advised to contact their respective subject coordinators as mentioned at the Faculty Page.

Convenor B.A. Semester I & II

Dr. Kamla

Room No 417, 3rd floor, USOL

Ph. No.9781277101

B.A. Semester-II

(a)Compulsory Papers

- | | | |
|-------|--|----------|
| (i) | Punjabi (PBC) | 50 marks |
| | OR | |
| | History and Culture of Punjab (HCP) | 50 marks |
| (ii) | English (ENG) | 50 marks |
| (iii) | *Environment, Road Safety Education and Violence against Women/Children and Drug Abuse | |

*This paper of Environment, Road Safety Education and Violence against Women/Children and Drug Abuse is a compulsory paper, candidates are required to pass with at least 33% marks either in the first year (semester system) or in Second year/Third Year of the course failing which the degree will not be issued.

(b) Elective Papers

Three elective papers selected in B.A. Semester-I will remain the same in semester-II.

**** Please Note: A student is allowed to change a subject in the even semester examination provided he/she will clear that subject as deficient in lower semester examination which he/she has changed in the higher semester for qualifying the award of Bachelor's Degree (Vide Circular No. Misc./A-6/3295 dated 06-04-2018).***

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B.A. Semester-III & IV

- **Eligibility**
- **Course Structure**
- **PCP Dates**
- **Fee**
- **Contact**

If a candidate having passed second semester of B.A. or any subsequent semester examination discontinues his/her studies he/she shall be permitted to join the next semester within two years of his/her passing the qualifying semester examination.

Eligibility

- (i) Students who have qualified at least 50% of the total number of papers in B.A. Semester-I & II are eligible to seek admission to B.A. Semester-III.
- (ii) A person who has passed B.A. Semester-I & II or B.A.-Ist year examination under 10+2+3 scheme from any other university in India recognized by the Panjab University as equivalent to its B.A. Semester – I, II examination.

However, the subjects he/she has studied in B.A Semester I & II should be the same as offered by this University. In case of any deficiency i.e. if the combination of subjects at USOL is not available he/she shall have to pass the deficient subject in the following December and May Examinations. The total number of credits shall however, remain the same. If such a student fails to pass the deficient subject in the following December and May examinations, his/her result for B.A. Semester-III examination shall stand cancelled.

Provided that the marks obtained in B.A. first year examination shall be counted towards his/her division by increasing or decreasing the maximum marks in accordance with the maximum marks prescribed by Panjab University.

Note: In addition to the conditions laid down in (i) & (ii) above, the candidates from other Universities are required to submit eligibility certificate issued from Registration Branch of Panjab University, Chandigarh along with an application form.

Course Structure

Every student shall take the same subjects which he/she had chosen in B.A. Ist & IInd Semester. In case a student passed his/her qualifying examination from any other College/University with combination of subjects which are not available in USOL he/she will have to pass the deficient subject according to the combination of subjects being provided in USOL.

(a) Compulsory Papers

- (i) Punjabi (**PBC**) 50 marks (in each semester)

OR

History and Culture of Punjab (**HCP**)

- (ii) English (**ENG**) 50 marks (in each semester)

(b) Elective Subjects**

**The three elective subjects in B.A. semester III will remain the same as selected in B.A. Semester I & II. Each of these three subjects will carry 100 marks in semester III and IV.

** Note: A student is allowed to change a subject in any circumstances in the even semester examination whereas he/she will have to clear that subject as deficient in lower semesters examination which he/she has changed in the higher semester for qualifying the award of Bachelor's Degree (Vide Circular No. Misc./A-6/3295 dated 06-04-2018).*

Note: Students who have opted for a practical subject shall fulfill all the requirements as mentioned in B.A. Semester-I.

Evaluation

Internal Assessment: Internal assessment of 5 marks in compulsory papers and 10 marks each in elective papers will be based on the assignments. Students have to submit online objective type assignment in each paper in semester III as well as semester-IV. Assignments will be available at USOL website during or after the conduct of PCP.

External Assessment: External examination in each paper shall be conducted by Panjab University with the regular students of the University as per the schedule issued by Controller of Examination.

PCP Dates

To give a feel of classroom learning and establish interaction between teachers and students, USOL organizes Personal Contact Programmes (PCP) at regular intervals. During current session, USOL will organize PCP in blended mode to reach out all the students. The link for Online PCP will be share at USOL website. It is in the interest of the students as they learn to interact in the classroom and seek answers to their subject related queries during PCPs. 75% attendance is mandatory.

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0010

For fee deposit refer to fee details at [Fee structure](#)

Contact

In case of any academic query, the students are advised to contact their respective subject coordinators as mentioned at the Faculty Page.

Convenor B.A. Semester III & IV

Dr. Sucha Singh

Room No 320, 2nd floor, USOL

Ph. No.8427756064

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B.A Semester-V & VI

- [Eligibility](#)
- [Course Structure](#)
- [PCP Dates](#)
- [Fee](#)
- [Contact](#)

Eligibility

The students who have qualified at least 50% of the total number of papers in B.A. Semester-I & II and III & IV are eligible to seek admission to B.A. Semester-V.

Transitory Regulation: The candidate shall clear all the papers/Re-appear papers within 6 years of the first admission to the first year of the course. (Implemented with effect from 2014-15).

Course Structure

(a) **Compulsory Papers**

(i) Punjabi (PBC) 50 marks (in each semester)

OR

History and Culture of Punjab (HCP)

(ii) English (ENG) 50 marks (in each semester)

(b) **Elective Subjects***

***The three elective subjects will remain the same as selected in previous semesters and will carry 100 marks each.**

** Note: A student is allowed to change a subject in any circumstances in the even semester examination whereas he/she will have to clear that subject as deficient in lower semesters examination which he/she has changed in the higher semester for qualifying the award of Bachelor's Degree (Vide Circular No. Misc./A-6/3295 dated 06-04-2018).*

Note: Students who have opted practical subject shall fulfill all the requirements as mentioned in B.A. Semester-I.

PCP Dates

During current session, USOL will organize PCP in blended mode to reach out all the students. The link for Online PCP will be share at USOL website. It is in the interest of the students as they learn to interact in the classroom and seek answers to their subject related queries during PCPs. 75% attendance is mandatory.

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0010

For fee deposit refer to fee details at [Fee structure page](#)

Contact

In case of any academic query, the students are advised to contact their respective subject coordinators as mentioned at the Faculty Page.

Convenor B.A. Semester V & VI

Dr. Ravinder Kaur

Room No 312, 2nd floor, USOL

Ph. No.9780333818

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B.Com. (Semester System)

Bachelor of Commerce (B.Com.) is a three year programme spread over six semesters. The programme aims at honing the existing skills, knowledge and abilities of the students who intend to obtain Graduate Degree in Commerce. It would nevertheless fulfill the self-aspirational needs of the individuals who are looking for upgrading their professional qualifications in line with the market needs. The course is useful to the students who are pursuing CA/CS or want to take up any other kind of competitive examination. The programme would also make the students eligible for enrolling in M. Com/MBA programme.

- [Eligibility](#)
- [Course Structure](#)
- [Teaching-Learning Process](#)
- [PCP Dates](#)
- [Fee](#)
- [Contact](#)

B. Com. Semester-I & II

Eligibility

(1) Admission to the first semester of B. Com Degree course shall be open to a student/learner who has passed one of the following examinations conducted by a recognized Board/Council/University:

(a) +2 examination or B.Com Part-I (old scheme) of Panjab University with three of the following subjects securing at least 45 per cent marks in the aggregate: -

- Commerce (or theory of commerce or foundation course in commerce)
- Accountancy (or book keeping and accountancy)
- Economics
- Business Organisation (or Business Management or Theory and Practice of Management).
- Insurance (or General Insurance or Life Insurance).
- Banking and Trade
- Commercial Geography
- Office Management and Secretarial Practice (or Office Organization and Management).
- Mercantile Law (or any Company Law)
- Auditing
- Typewriting and Stenography/Computers (for typewriting)

Additional Subjects:

- Accountancy/Accounts/Accounting
- Accounting for Business
- Advance and Foreign Exchange
- Advanced Maths & Computer Applications
- Applied Mathematics
- Auditing
- Banking

- Book Keeping and Accountancy
- Business Economics & Quantitative Methods
- Business Mathematics
- Business Organization & Management
- Business Studies
- Business Studies II
- Capital Market Operations
- Commerce
- Computerized Accounting II
- Cost Accounting
- Derivative Market Operation
- Economics Geography
- Economics
- E-Commerce
- Elements of Accounting
- Elements of Cost Accounting and Auditing
- Elements of Cost Accounting
- Entrepreneurship
- Factory Organisation/Office Administration
- Financial Accounting
- Financial Market Management
- Fundamental of E-Business
- Human Resource Management
- Income Tax
- Informatics Practices
- Insurance
- Introduction to Financial Markets
- Investment Management
- Legal Studies
- Management and Marketing of Insurance
- Management of Resources
- Marketing
- Marketing and Salesmanship
- Marketing Management and Retail Business
- Material Management
- Mathematics
- Mathematics (B)
- Management of Bank Office
- Modern Office Practice –II
- Office Communication
- Office Procedures and Practices
- Organization of Commerce
- Principles and Practices of Life Insurance
- Principle of Management & Economics
- Retailing
- Retail Management
- Salesmanship
- Secretarial Practices and Accounting
- Shorthand
- Statistics

- Store Accounting
- Type Writing
- Theory and Practice of Commerce
- Taxation

- (b) +2 Examinations or B.A. Part-I (Old Scheme) of Panjab University with at least two of the subjects mentioned in (a) securing at least 50% marks in aggregate.
- (c) +2 Examinations or B.A. Part-I/B.Sc. I Examination of the Panjab University under the Old Scheme not covered in (b) securing at least 55% marks.
- (d) Any other examination recognized by the University as equivalent to (a) or (b) or (c) as given above with requisite percentage of marks given under each clause.

Provided that a candidate seeking admission to the Semester-I of B.Com should have passed in the subject of English at the +2 examination and in cases where passing in English is not necessary according to the regulations of certain Boards/Bodies/Councils/Universities in India, the admission of the candidate shall be provisional and will be confirmed only after he has cleared the subject of English as a deficient subject from the parent Board/Body/Council/University in two consecutive chances subsequent to his admission. In case a candidate does not clear the relevant subject at any of the two consecutive chances allowed to him subsequent to the date of his admission, his provisional admission to the course shall stand cancelled.

- (2) Candidate who has been placed under compartment/reappear fulfills the following conditions: -
- (i) He/She should have been placed in compartment/reappear in one subject only.
 - (ii) He/She should have obtained at least 20% marks (theory + practical + internal assessment) in the subject in which he/she has been placed under compartment; and
 - (iii) He/She should have obtained the requisite percentage of marks in the aggregate of the examination as laid down in the relevant regulations.

The following categories of students shall be entitled to take the option of History and Culture of Punjab in lieu of Punjabi as compulsory subject

1. Students who are not domiciled in Punjab and have not studied Punjabi up to 10th/12th.
2. Ward of/and defence Personal and Central Govt. employees who are transferable on all India basis.

Note: The candidates securing less than 20% marks in the subject of compartment at the +2 examination be made eligible to join B.Com Semester-I, if they cleared or secured 20% or more marks in the subject in the supplementary examination held in July/August on or before last date for admission with late fee with the permission of the Vice-Chancellor, provided the seat/s is/are available (Syndicate para 43(xiv) meeting held dated 27-01-2013).

B. Com. Semester-III & IV

Eligibility

A person who has passed one of the following examination shall be eligible to join the Third Semester of the Bachelor of Commerce (General) course as the case may be: -

- (a) Who qualified at least 50% of the total number of papers in B. Com Semester I and II is eligible to seek admission to B.Com Semester III.
- (b) B.Com first year/ Semester I and II examination under 10 + 2 + 3 scheme from any other university in India recognized by Panjab University as equivalent to its B. Com Semester I and II examination provided that the subjects he/she has studied in B. Com Semester I and II examination were the same as offered by this University. In case of any deficiency, he/she has to pass the deficient subjects in the following

December and May examination. The total number of credits shall however remain the same. If such a student fails to pass the deficient subjects in the following December and May examination, his/her B. Com Semester IV result shall stand cancelled.

Transitory Regulation

The candidate shall clear all the papers/Re-appear papers within 5 years of the first admission to the first year of the course (Implemented with effect from 2015-16). A candidate must take the second/third year examination within three years of his passing the first/second year examination respectively.

B. Com. Semester-V & VI

Eligibility

A person who has passed one of the following examinations shall be eligible to join the B. Com Semester V: -

- (a) Who qualified at least 50% of the total number of papers in B.Com Semester I to IV is eligible to seek admission to B. Com Vth Semester.
- (b) B. Com Second year (Semester III and IV) examination under 10 + 2 + 3 scheme from any other university in India recognized by Panjab University as equivalent to its B.Com Semester III and IV examination provided that the subjects he/she has studied in B. Com Semester III to IV examination were the same as offered by this University. In case of any deficiency, he/she has to pass the deficient subjects in the following December and May examination. The total number of credits shall however remain the same, if such a student fails to pass the deficient subjects in the following December and May examination, his/her B.Com Semester VI result shall stand cancelled.

Transitory Regulation

The candidate shall clear all the papers/Re-appear papers within 5 years of the first admission to the first year of the course. (Implemented with effect from 2015-16). A candidate must take the second/third year examination within three years of his passing the first/second year examination respectively.

Course Structure

The duration of the course leading to the degree of Bachelors of Commerce (B.Com) is three academic years. Each year is divided into two semesters. The examination for the first, third and fifth semesters shall ordinarily be held in the month of December/January and for the second, fourth and sixth semesters in the month of April/May, or on such dates as may be fixed by the syndicate.

There will be 38 theory papers of 3700 marks.

Every candidate shall be examined in the subjects as laid down in the syllabus prescribed from time to time where 80 % marks will be based on External theory papers and 20% marks will be based on internal assessment in semester I,II,III,IV.

Internal Assessment: Internal assessment in each paper will be based on the assignments. Students have to submit online objective type assignment in each paper in semester I,II,III,IV.. Assignments will be uploaded on USOL website after the conduct of PCP.

External Assessment: External examination in each paper shall be conducted by Panjab University with the regular students of the University as per the schedule issued by COE.

Subjects/Papers for B. Com Semester-I & II

Semester-I			Semester- II		
Course Code	Course Title	Max Marks	Course Code	Course Title	Max Marks
BCM 101A	Punjabi	50	BCM.201A	Punjabi	50
	OR			OR	
BCM 101B	History and Culture of Punjab		BCM 201B	History and Culture of Punjab	
BCM 102	English and Business Communication	100	BCM 202	English and Business Communication	100
BCM 103	Interdisciplinary Psychology for Managers	100	BCM 203	Interdisciplinary E-Commerce	100
BCM 104	Business Economics-I	100	BCM 204	Business Economics-II	100
BCM 105	Principles of Financial Accounting	100	BCM 205	Corporate Accounting	100
BCM 106	Commercial Laws	100	BCM 206	Business Laws	100
BCM 107	Principles and Practices of Management	100	BCM 207	Human Resource Management	100

*Environment, Road Safety Education, Violence against Women/Children and Drug Abuse **Marks (100+50)**

*This is a compulsory qualifying paper, which the students have to study in the B.A./B.Sc./B.Com./BBA 1st year (2nd Semester). If the student/s failed to qualify the paper during the 2nd Semester, he/she/ they may be allowed to appear/qualify the same in the 4th or 6th Semester/s.

Subjects/Papers for B. Com Semester-III & IV

Semester-III			Semester- IV		
Course Code	Course Title	Max Marks	Course Code	Course Title	Max Marks
BCM 301	Interdisciplinary Issues in Indian Commerce	100	BCM 401	Interdisciplinary Security Analysis and Portfolio Management	100
BCM 302	Cost Accounting	100	BCM 402	Advanced Accounting	100
BCM 303	Company Law	100	BCM 403	Auditing and Secretarial Practice	100
BCM 304	Business Mathematics and Statistics	100	BCM 404	Cost Management	100
BCM 305	Banking and Insurance	100	BCM 405	Marketing Management	100
BCM 306	Goods and Services Tax (GST)	100	BCM 406	Quantitative Techniques and Methods	100

Subjects/Papers for B. Com Semester- V & VI

Semester -V			Semester-VI		
Course Code	Course Title	Max Marks	Course Code	Course Title	Max Marks
BCM 501	Income Tax Laws	100	BCM 601	Direct Tax Laws	100
BCM 502	Management Accounting	100	BCM 602	Financial Management	100
BCM 503	Indian Economy	100	BCM 603	Issues in Financial Reporting	100
BCM 504	Production and Operations Management	100	BCM 604	Social and Business Ethics	100
BCM 505	Entrepreneurship and Small Business	100	BCM 605	Operational Research	100
BCM 506	Financial Markets and Services	100	BCM 606	Sectoral Aspects of Indian Economy	100

Syllabus for detailed Syllabus, rules and regulations and other details refer PU website i.e. <https://www.puchd.ac.in/includes/syllabus/2020/20200826213622-b.com.pdf?202211013007>

Teaching - Learning Process

The teaching learning process encompasses three components whereby the students will be provided ample support from the department in terms of guidance and counseling by the faculty.

The first component of the programme is the Study Material in each subject prepared by the expert faculty in Self Learning Mode (SLM)

The second component Personal Contact Programme (PCP) for the students where lectures are delivered by expert faculty.

The third component is Response sheets which form an integral component of instruction-process which helps distance learners to prepare them for their final examination. They are advised to attempt the Response sheets, mostly given at the end of respective lesson units, and get them evaluated from the faculty for a useful feedback.

The fourth component is internal assessment which is done through MCQ's based assignments in semester I, II,III,IV and it is formative assessment component of the curriculum.

The marks secured by the student in internal assessment will be uploaded on usol noticeboard for meeting any discrepancy there of before the final result is sent to the result branch. There after no communication will be entertained with regards to internal assessment.

Medium of Study Material

The study material will be provided in English only for all the papers (except for Punjabi) in all the semesters.

Medium of Examination

Students are free to write their examination in English/Hindi/Punjabi.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0020

Note: For fee deposit refer to fee details at [Fee structure](#)

Contact

Coordinator: Prof. Geeta Mangla Bansal

Room No. 412, Third Floor, Department of Commerce and Management Studies, USOL

Ph-0172-2534323

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BACHELOR OF LIBRARY AND INFORMATION SCIENCE (B.LIS)

(One Year Course) Semester System

The library and Information Science program, (B.LIS) educates students at the Bachelor's level to become active professionals for organizing libraries, archives and information centers. The practical oriented course aims to prepare individuals for positions of responsibility in the field of library and information service. The main thrust of the course is simply to ensure that each student explores adequate employment opportunities and also to prepare graduates to assume responsible positions in library and information centers.

- **Eligibility**
- **Course Structure**
- **PCP Dates**
- **Fee**
- **Contact**

Eligibility

A person who possesses any of the following qualifications shall be eligible to join the course:

- (a) Bachelor's degree with at least 50 percent marks in the aggregate from this University or from any other University the Bachelor's degree of which has been recognized by the Syndicate/Senate; **OR**
- (b) Master's degree from this University or from any other University the Master's degree of which has been recognized by this University, **OR**
- (c) Any other qualification recognized by the Syndicate/Senate as equivalent to (a) and (b) above.

Note: The examination shall be open to a student who fulfills the requirements as laid down in regulations mentioned below:

- (a) At least 75% attendance in theory as well as practical papers during the Personal Contact Programmes;
- (b) The medium of instructions shall be English and the question paper shall also be set in English only.
- (c) For students of USOL, the medium of examination shall be English/ Hindi / Punjabi.
- (d) For internal assessment 2 assignments will be given in each paper for 10 marks each which will be compulsory.

Course Structure

Note: There are four papers in each semester of 100 marks each, 80 marks are for theory and 20 marks for internal assessment.

Semester- I

- B. LIS- 01** : Foundations of Library and Information Science
- B. LIS-02** : Knowledge Organization: Classification (Theory)
- B. LIS-03** : Knowledge Organization: Cataloguing (Theory)
- B. LIS-04** : Information and Communication Technology: Basics

Semester- II

- B. LIS-05** : Management of Library and Information Centres
B. LIS-06 : Knowledge Organization: Classification (Practice)
B. LIS-07 : Knowledge Organization: Cataloguing (Practice)
B. LIS-08 : Information Sources and Services (Theory)
B.LIS -09 : Information and Communication Technology: Practical

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#).

Fee & Fee Code: C0070

Note: For fee deposit refer to fee details at [Fee structure](#)

Reappear

If a candidate fails to qualify in any paper/papers of B.Lib.I.Sc.Examination. He/She may be allowed to appear for two years subsequently as a "Late College Student" /Private candidate, in the paper/papers in which he/she failed to qualify. The period of two years is counted/private candidate from the time he/she becomes eligible to appear in the said examination. If he/she still fails to qualify these papers within this period, his/her result shall stand cancelled. Such a candidate shall not be allowed to appear in B.Lib. I.Sc. examination without repeating the whole course as a fresh student.

Contact

Asstt.Course Coordinator: Mr. Gautam Bahl
USOL Library, First Floor,
Office: 01722536129, 01722534303
Contact Number: 9815090214
E-mail: gautam.bahl@pu.ac.in,librarianusol@pu.ac.in

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BACHELOR OF EDUCATION (B.Ed.)

Duration of B.Ed. programme shall be of two academic years, spread over four semesters.

Admission Criteria

Admissions to 800 seats in B.Ed. (correspondence) for session 2022-23 will be done on merit prepared on the basis of marks obtained in the qualifying examination only. Eligible candidates will be admitted as per merit. Counselling schedule will be available on usol website. The students who desire to seek admission in B.Ed. semester I are advised to visit USOL notice board for updates.

Visit <https://usolbed.puchd.ac.in/> for Admission in B.Ed. semester-I for session 2022-23.

- [Eligibility](#)
- [Course Structure](#)
- [Teaching-Learning Process](#)
- [PCP Dates](#)
- [Fee](#)
- [Contact](#)

Eligibility Semester-I

Eligibility conditions as per NCTE norms 2014:

The following categories of candidates are eligible to apply for admission.

- (i) Trained in – service teachers in elementary education.
- (ii) Candidates who have completed a NCTE recognized teacher education programme through face-to-face mode.

A. A person who possesses the following qualifications shall be eligible to join the course:

1. The candidates who entered in teaching profession on the basis of **Diploma/ Certificate in primary/elementary teacher training and are intended to improve their competence by obtaining degree in secondary teacher training programme** can take admission in B.Ed. (ODL) programme, provided they have graduation/post-graduation degree in humanities/science/social science/commerce with minimum 50% marks or degree in engineering/technology with specialization in science and mathematics with minimum 55 % marks.
2. Candidates who have **completed NCTE recognized teacher training programme through face-to-face mode and not in teaching profession** are also eligible for admission in B.Ed. (ODL) programme provided they possess graduation/post-graduation degree in humanities/science/social science/commerce with minimum 50% marks or degree in engineering/technology with specialization in science and mathematics with minimum 55 % marks
3. **In case of students belonging to Scheduled Castes/ Scheduled Tribes/ Backward Class/Person with Disabilities (PwD), the requirement of 50 % marks shall be reduced by 5% provided they have obtained minimum pass marks prescribed by the regulations.**

NOTE: For calculating percentage of marks in case of students who have passed B.A. examination by parts, the following procedure will be adopted:

- (i) Average percentage of marks obtained in Prabhakar / Giani or an equivalent MIL Examination, English and in two more elective subjects. (If more than two subjects have been cleared, the score in which he/ she scored higher marks will be taken into account.)

Prabhakar or Giani will be considered as an elective subject and brought at par with one elective subject in respect of maximum marks.

(ii) For candidates who have received their B.A. degree after doing Shastri or an equivalent Oriental Title examination, marks obtained in Shastri examination or an equivalent OT examination will be considered as scored out of two subjects (elective) and calculated on the basis of the marks obtained in **two** elective subjects to the best advantage of the candidate.

Course Structure

Semester-I & II

Eligible candidates who have admitted in B.Ed. Semester I have to fill examination form according to course syllabus.

Semester I

Paper	Nomenclature	External Marks	Internal Marks	Total Marks
F-1.1	Philosophical Bases of Education	40	10	50
F-1.2	Growth and Development of the Learner	40	10	50
F-1.3	Techniques of Teaching	40	10	50
F-1.4	Education in Contemporary India	40	10	50
F-1.5	ICT Skill Development	40	10	50
P-1.1	Pedagogy-I	40	10	50
P-1.2	Pedagogy-II	40	10	50
EPC-1.1	Teaching through Drama & Music	20	05	25
EPC-1.2	Simple Expressional Competencies	20	05	25
EPC-1.3	Participation in Sports and Yoga	---	25	25
EPC-1.4	Pre-Internship	---	25	25
		320	130	450

Semester II

Paper	Nomenclature	External Marks	Internal Marks	Total Marks
F-2.1	Sociological Bases of Education	40	10	50
F-2.2	Understanding the Learner	40	10	50
F-2.3	Assessment for Learning	40	10	50
F-2.4	Knowledge, Curriculum and Understanding Disciplines	40	10	50
F-2.5	School Management	40	10	50
P-2.1	Pedagogy-I*	40	10	50
P-2.2	Pedagogy-II*	40	10	50
EPC-2.1	Work Experience Programme**	20	05	25
EPC-2.2	ICT Practical	20	05	25
EPC-2.3	Participation in Sports and Yoga	25	---	25
EPC-2.4	Pre Internship	----	25	25
		345	105	450

Pedagogy of School Subjects (any two) of the following (P-1.1/1.2 and P2.1/2.2):

- Pedagogy of Agriculture
- Pedagogy of Commerce

- Pedagogy of Computer Science
- Pedagogy of Economics
- Pedagogy of English
- Pedagogy of Fine Arts
- Pedagogy of Geography
- Pedagogy of Physical Education
- Pedagogy of Hindi
- Pedagogy of History
- Pedagogy of Home Science
- Pedagogy of Life Science
- Pedagogy of Mathematics
- Pedagogy of Music
- Pedagogy of Physical Science
- Pedagogy of Political Science
- Pedagogy of Public Administration
- Pedagogy of Punjabi
- Pedagogy of Sanskrit
- Pedagogy of Science
- Pedagogy of Social Studies
- Pedagogy of Sociology

****Work Experience Programme: (One of the Following)**

- Candle Making
- Clay Modeling
- Gardening
- Home Craft
- Interior Decoration
- Photography

Semester- III

Students who have qualified at least 50% of the total no. of papers in B.Ed. Semester-I & II are eligible to seek admission to B.Ed. Semester-III.

Paper	Nomenclature	External Marks	Internal Marks	Total Marks
EPC-3.1	School Internship (16 Weeks)	20+20 By School Principal/Mentor		40
	Skill in Teaching Practical	100+100	30+30 (By Subject Teacher)	260
		240	60	300

Semester- IV

Paper	Nomenclature	External Marks	Internal Marks	Total Marks
F-4.1	Gender , School and Society	40	10	50
F-4.2	Guidance and Counseling	40	10	50
F-4.3	Inclusive Education	40	10	50
F-4.4	Understanding the Self	40	10	50
F-4.5	Reading and Reflecting on Text	40	10	50
E-4.1	Elective Option-I***	40	10	50
E-4.2	Elective Option-II***	40	10	50
EPC-4.1	Participation in Community Service/ Cultural Activities/ Educational Tour/Trip	-	25	25
EPC-4.2	Communication, Employability and Resource Development Skill	20	5	25
		300	100	400

*****Elective Options: (Any two of the following)**

- | | |
|---|--|
| (i) Distance Education and Life Long Learning | (ii) Environmental Education |
| (iii) Health and Physical Education | (iv) Human Rights and Peace Education |
| (v) Life Skills Education | (vi) E-Education Resource Development |
| (vii) Population Education | (viii) School Library and Information Services |

Total Marks: 1600

Teaching - Learning Process

A blended approach is adopted to deliver the curriculum. The learning material is provided at the time of admission which covers whole of the syllabus. Along with this, mandatory Personal Contact Programmes are organized in each of the four semesters at the specified study centers*. Each PCP is spread over 15 days. During PCPs the teachers interact with the students and try to cover whole of the syllabi of the particular semester. Various innovative techniques and technologies are used to teach during PCPs. Equal emphasis is given on both theory and practical parts. Besides, these students are given opportunity to sharpen their teaching skills by organizing internship programmes at schools as well as by conducting workshops during Personal Contact Programmes. Apart from the specified PCPs, the teachers are available throughout the year for the academic counseling of the students. Besides offline PCPs, online sessions are organized.

Medium of Study Material and Examination

The study material will be provided to the students in English language only. The learning material covers whole of the syllabus. Though the students are free to take up any of the three languages (English/Hindi/ Punjabi) to write their examination papers but the language of the learning material which is provided to students by USOL is English only.

PCP Dates

The admitted students shall be required to attend personal contact programmes of 15 days in each semester at allotted study centers. 80% attendance is mandatory during PCPs. If any of the student fail to attend minimum of 80% classes then the examination roll no will not be issued by the university.

The approved study centers for the conduct of Personal Contact Programs (PCP) are given below. The candidates will be allotted study centres in order of merit at the time of counseling. **Study Centre once allotted will not be changed.**

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0080

Note: For fee deposit refer to fee details at [Fee structure](#)

Contact

Course Coordinator: Mr Jeesu Jaskanwar Singh

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Certificate Courses

- Certificate Course in Vivekananda Studies (Annual System)
- Certificate Course in Women Studies (Annual System)
- Certificate Course in Corporate Security, Safety & Fire Protection Management

Certificate Course in Vivekananda Studies (Annual System)

This one-year unique value oriented course is specially designed for mature students, in- service teachers, working professionals and value educators who wish to comprehend the meaning and significance of values in life and learn ways to reinstate them. Through a critical study of life, thought and messages of Swami Vivekananda and some other Sages of Modern India, the students are oriented to resolve their value conflicts, counter consumerist influences, awaken to their spiritual strengths and learn to develop an approach of holistic development of life.

- Eligibility
- Course Structure
- Teaching -Learning Process
- PCP Dates
- Fee
- Contact

Eligibility

The admission to the course is open to persons who have passed at least 10 +2 examination from a Board / University / Council recognized by the Panjab University or any other higher examination.

Course Structure

The Course is divided in to two Papers- **I & II of 100 marks each**. **Paper I** further comprises of **4 units** covering life, background, works, missions, path breaking ideas and central teachings of *Swami Vivekananda*. **Paper-II** comprises of two Parts-**Part A & Part B**. **Part A** gives an overview of the life sketches and teachings of six modern Indian sages like *Sri Ramakrishna*, *Ma Sarda* and *Sri Aurobindo*, who have deeply influenced the collective- consciousness of modern India. **Part B** offers three options out of which students choose one. These options aim to prepare students to put their theoretical knowledge to critical introspection and eventually enable them to put their learning to practice.

Subjects/Papers

Course code	Title of Paper	Max. Marks
LWSV	Life and works of Swami Vivekananda Theory: 100	100
SMI	Paper A Sages of Modern India Theory: 50	50
	Paper B Theory/Practical: 50	50
	i) Term Paper and Book review OR ii) Project Work OR iii) Practical sessions on Positive Self Development	100

Teaching - Learning Process

The course is largely based on printed study-material (soft copies are also available on request) developed in **Self Learning Mode**. The dominant interface in face-to face and other forms of communication is quite engaging. While the overall approach is liberal and secular, the students are encouraged to question their foundational assumptions and adopt an approach of critical introspection. *Students who opt for practical sessions on Self Development* get to explore their spiritual strengths and learn better self-management through yogic practices, self-monitored self-development module and meditation. All through the session, learners are free to consult their faculty. The learners keep a regular touch through social media platform. Regular recorded audio talks are also shared through these platforms.

Medium of Instruction: The study material is available in English Medium only. However, during Personal Contact Programme (PCP) sessions students are absolutely free to interact in English or Hindi or Punjabi languages.

Medium of Examination: Students can choose any one of the following as their medium of examination- English/Hindi/Punjabi

Personal Contact Programme- Every year a six-day PCP is held in the month of November/December during which students get ample opportunities to learn from, interact with and connect to their Course Leader, Expert Guest faculty and Spiritual Masters.

Assessment- The Assessment is based on year end examination paper pen tests comprising of 2 papers which are normally held in the month of May/June. Students choosing for different options offered in **Part B of Paper II** are assessed according to their respective requirements. Practical sessions are held during the Personal Contact Programme.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0190

Note: For fee deposit refer to fee details at [Fee structure](#)

Contact

Course Coordinator: Prof. Pankaj Srivastava

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Certificate Course in Women Studies (Annual System)

This programme provides a foundation upon which to build a deeper knowledge of issues surrounding feminism, gender and sexuality. It examines issues pertinent to women's lives in the past and the present from an economic, political, social and cultural perspective. It also highlights the efforts taken at national and international level to upgrade the position of women. This Programme is not offered in any other university except Panjab University and that too at USOL only.

- **Eligibility**
- **Course Structure**
- **Teaching-Learning Process**
- **PCP Dates**
- **Fee**
- **Contact**

Eligibility

A person, who has passed one of the following examinations, shall be eligible to join the course:

- (a) +2 examination from Board of School Education, Punjab / Haryana or Central Board of Secondary Education, Delhi. **OR**
- (b) An examination of another University / Board / Body recognized by the Syndicate as equivalent to (a) above.

Course Structure

The one-year certificate course contains 2 papers. Each paper shall be of 100 marks. Each Paper shall consist of written examination of 80 marks and Internal Assessment of 20 marks based on a written assignment. Each paper is divided into four units. There shall be 9 questions in all. The first question shall be compulsory containing 15 short questions spread over the whole syllabus to be answered in about 25 to 30 words each. The candidate is required to attempt any 10 short answer type questions carrying 2 marks each (20 marks). Rest of the paper shall contain 4 units. Each Unit shall have two questions and the candidate shall attempt one question from each unit.

Paper- I : Conceptualising Women Studies

Paper- II : National and International Initiatives for Women

Teaching – Learning Process

Medium of Study Material: Students opting for Certificate course will be provided study material in English only.

Medium of Examination Students can write their examination in any of the three medium i.e. English/Hindi/Punjabi.

Assignments

1. *There will be an internal assessment of 20 marks in each paper which is based on assignment.*
2. *The students are required to submit one assignment per paper during the course of the study.*

Syllabus For detailed Syllabus and other details refer PU website i.e. https://www.puchd.ac.in/includes/syllabus/2010/20101020121601-cert_women_studies.pdf?202202142607

PCP Dates

There will be Five days PCP twice a year.

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0180

Note: For fee deposit refer to fee details at [Fee structure](#)

Contact

Coordinator: Prof. Madhurima Verma,
Room No. 325, Second Floor, USOL
Ph. 0172-253-4279
Email:-*madhurimasoc@pu.ac.in*

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Certificate Course in Corporate Security, Safety & Fire Protection Management

The course aims to deepen the student's knowledge and ability to manage safety operations at different level. It will also inculcate the management skill needed in an expanding and increasingly defining corporate security; besides offering avenues to students in their career pursuits of professionalized nature. Corporate security, safety and Fire protection Management have a complimentary role and is becoming most significant in view of changing social fabric in terms of architecture designs, pollution hazards, environment degradation; human and property losses and above all lack of skill and awareness in self-defence and in an event of any contingency.

The course aims at targeting Civilians, serving and retired personnel in Defence Services and Paramilitary forces.

- [Eligibility](#)
- [Course Structure](#)
- [Fee](#)
- [Contact](#)

Eligibility

The admission to the course shall be open to a candidate who has obtained minimum 45% marks in the higher secondary examination (12th examination) in any discipline.

Course Structure

The participant can complete the Certificate course in 6 Weeks. The course offers 4 papers (3 Papers and Study Report). The examinations and Viva-voca will be held in USOL only.

Subjects/Papers

Paper: I- Industrial Security & Safety: Concept & Important Ingredients

Paper: II- Industrial Security & Safety: Specific Relevance in the Existing Environment encompassing various domains

Paper: III- Fire Protection, Safety & Management

Paper: IV- Study Report

Duration of Course: 6 Weeks

The duration of the course will be for a period of one & half months (6 weeks).

There will be two such planned courses in an academic year depending on the demand.

For further details see USOL noticeboard.

Medium of Instruction

There will be expert lectures from the Academic Time, faculty members and Defence analyst. The medium of instruction will be English. However, students are free to write their answers in English, Hindi or Punjabi in the examination.

Center of Examination

The theory examination and viva voca will be held in department of Defence & Strategic Studies, University School of Open Learning only. The successful candidate will be awarded with certificate.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0240

For fee deposit refer to fee details at [Fee structure page](#)

Contact

Course Coordinator: Prof. Meena Dutta

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ADVANCE DIPLOMA PROGRAMMES

- Advance Diploma in Computer Application
- Advance Diploma in Disaster Management and Corporate Security
- Advance Diploma in Educational Management and Leadership
- Advance Diploma in Guidance and Counselling
- Advance Diploma in Health Family Welfare and Population Education
- Advance Diploma in Human Right and Duties
- Advance Diploma in Library Automation and Networking
- Advance Diploma in Mass Communication
- Advance Diploma in Photography
- Advance Diploma in Social Work
- Advance Diploma in Statistics

Advance Diploma in Computer Applications (ADCA)

- Eligibility
- Course Structure
- PCP Dates
- Fee
- Contact

Eligibility

The minimum qualification for the admission in this course shall be -

1. Bachelor's Degree of Panjab University Under 10 +2 +3 system of examination with at least 50% marks in any discipline. **OR**
2. B. Tech / B.E. **OR**
3. B.Voc (Software Development, B.Voc (Hardware and Networking) & B.Voc Multimedia (Graphic & Animation) course **OR**
4. Any other Examination recognized by the Syndicate as equivalent to 1 and 2 above.

Course Structure

Semester- I		Semester- II	
Paper Code	Paper Name	Paper Code	Paper Name
ADCA-1101	Fundamentals of Computer	ADCA -2101	Object Oriented Concepts Using C++ and JAVA
ADCA-1102	Programming using C Language	ADCA -2102	Web Technologies

ADCA-1103	Advance Database System	ADCA -2103	Software Engineering
ADCA-1104	Data Communication & Networks	ADCA -2104	Computer Based Accounting
ADCA-PR-1105	Lab1 (Based on ADCA-1101 & ADCA-1102)	ADCA -PR-2105	Lab3 (Practical Based on ADCA-2101)
ADCA-PR-1106	Lab2 (Based on ADCA-1103)	ADCA -PR-2106	Lab4 (Practical Based on ADCA-2102)
		ADCA -2107	Project Work: Project will involve Development of Business Application/Website

- Notes:**
1. Pass Marks: 40% Marks in Theory, Internal Assessment and Practical separately.
 2. 50% Marks for Project Work.
 3. 50% Marks in Aggregate to qualify the examinations.

Assignments

The Assignments for theory and practical papers are compulsory. The students are required to complete the assignments and submit the same within the stipulated period.

PCP Dates

1. A total of 60 Theory and 60 Practical i.e. 120 contact classes will be provided to the students in University.
2. Two PCPs shall be conducted during the academic session for duration of 10 days each for 6 hours daily.

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0110

For fee deposit refer to fee details at [Fee structure page](#)

Contact

**Coordinator: Dr. Rohini Sharma,
Dept. of Computer Science and Applications, Panjab University,
Ph. 253-4075
Email.:chairpersondcsa@gmail.com**

Advance Diploma Course in Disaster Management and Corporate Security

The aim of this course is to raise the level of awareness and preparedness as well to enhance analytical skills and professional competence of different key stakeholders in the discipline of 'Disaster Management and Corporate Security'.

The course will address all stages of Disaster Management and Corporate Security in a comprehensive and holistic manner; including (i) Pre-Disaster Preparedness and Mitigation, (ii) Rescue and Relief in the context of Disaster, (iii) Post Disaster Rehabilitation, Reconstruction and Recovery and, (iv) Corporate Security Training course to teach concepts of Security Management, Administration and Security Planning.

The course further aims to deepen the student's knowledge and enhance their ability to manage safety operations. Besides focusing on developing management skills and knowledge that a student will need in an expanding and constantly changing Corporate Security.

- [Eligibility](#)
- [Course Structure](#)
- [PCP Dates](#)
- [Fee](#)
- [Contact](#)

Eligibility

The qualification for the admission in the course shall be Bachelor's degree with the minimum 45% marks in any discipline from a recognized University.

Course Structure

This course offers six papers (5 papers and a project report). The students are supposed to submit two copies of the project report by April end positively and the viva-voce will be held in department of defence studies USOL only.

Subjects

Semester -1

Paper 1- Disaster Management –Conceptual Framework

Paper II- Human Resource Management

Paper III- Disaster Security Planning

Semester -2

Paper IV- Dynamics of Corporate Security

Paper V- Security Awareness Programmes in Corporate

Paper VI- Project Report + Viva-voca

Course Format

The course consists of Personal Contact Programme (PCP), Assignments and Project Report. The learning materials shall be provided in the form of lesson scripts based on printed study-material developed in **Self Learning Mode (SLM)** to each candidate by the department.

Duration – One Year

The duration of the course will be for a period of one year spread into two semesters

Medium of Instruction

Currently the study material is provided in English only however students are free to write their answers in Hindi or Punjabi also in their exams. During Personal Contact Programme (PCP) classes, students are absolutely free to interact in any of the prescribed languages.

PCP Dates

A total of 30 contact classes will be held. Two PCPs shall be conducted during the academic session for duration of 12 days. (15 classes in first semester for 5 days & 10 classes in second semester for 5 days)

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#).

Assessment

The Assignments for theory papers are compulsory. The students are required to complete the assignments and submit the same within the stipulated period.

Fee & Fee Code: C0230

For fee deposit refer to fee details at [Fee structure page](#)

Contact

Coordinator: Prof. Meena Dutta
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Advance Diploma in Educational Management and Leadership

There has been a constant rise in the demand for visionary teachers/administrators with an in-depth understanding of learning process and this course is meticulously designed to respond to the professional needs of such individuals. It acquaints the candidates with practical knowledge and skills necessary to run an educational institution. This Advance diploma will meet the ever-increasing demand for trained manpower in educational organizations. It will be apt for teachers willing to switch over from teaching to administrative job and will be ideal for principals and institutional heads looking for up gradation in their administrative skills.

The aim of this multidisciplinary one-year (two semesters) programmes to enhance the administrative skills and operational abilities of those who have been assigned to or who aspire to lead an academic institution. This diploma will provide a comprehensive knowledge about the theoretical aspects, familiarize with the practical aspects of existing educational management, and offer insights to adopt a futuristic approach. This course will help the aspirants to acquire and upgrade skills in areas such as interpersonal relationship, leadership and team building, strategic planning and decision-making necessary for effective management.

- **Eligibility**
- **Course Structure**
- **Teaching Learning Process**
- **PCP**
- **Fee**
- **Contact**

Eligibility

Graduation in any stream with minimum of 50% marks or any other equivalent examination recognized by Panjab University, Chandigarh.

Course Structure

Semester-I

Papers	Titles	Internal Marks	External Marks	Total	Credits
I	Introduction to Educational Administration and Management	25	75	100	5
II	Educational Policy, Plans, and Programmes	25	75	100	5
III	Organizational Behaviour	25	75	100	5
	Submission of Project Proposal (Non-Credit)	--	--	--	--
	Total Marks	300			15

Semester-II

Papers	Titles	Internal Marks	External Marks	Total	Credits
IV	Emerging Concepts in Educational Management	25	75	100	5
V	Educational Leadership: Western and Indian Perspectives	25	75	100	5
VI	Project Report	50	50	100	5
	Total Marks	300			15

Grand Total= 300+300= 600 (Total Credits=30)

Teaching Learning Process

The course consists of mandatory Personal Contact Programme (PCP), Assignments and Project. The learning materials shall be provided in **Self Learning Mode (SLM)** format. The Assignments and sessional work for theory papers are compulsory. The students are required to complete the assignments as well as sessional work by the stipulated time period and submit the same to department.

Project Report

Students are required to conduct project and submit Project Report in second semester which will be evaluated by the internal and external examiners and viva exam will be conducted for the same.

Medium of Instruction

The medium of instructions will be English.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0280

For fee deposit refer to fee details at [Fee structure](#)

Practical Fee: - 1500/-

Contact

Course Coordinator: Mr Jeesu Jaskanwar Singh

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Advance Diploma in Guidance and Counselling

Advance Diploma in Guidance and Counselling aims at

- Training in-service teachers in the field of guidance and counseling so that they may impart educational and vocational guidance to all school students and counsel the students for personal problems.
- Preparing those persons who have an aptitude to become a counselor as trained counselors so that they may pursue their career in this field.
- Providing an insight about various aspects of guidance as well as counseling to those who wish to carry out their research in the field.

Number of Seats: 75 (Reservation will be as per PU policy)

- **Eligibility**
- **Admission Procedure**
- **Course Structure**
- **PCP Dates**
- **Fee**
- **Contact**

Eligibility

The minimum qualification for admission to first semester of the course shall be

- (a) A Bachelor's degree in any discipline of the University or a degree of any other University which has been recognized by the Syndicate as equivalent thereto with not less than 50% marks in the aggregate.

Provided that in case of candidates having Bachelors degree of the university through modern India languages [Hindi/Urdu/Punjabi (Gurumukhi Script)] and /or in a classical language (Sanskrit/ Persian/Arabic) or degree of any other university obtained in the same manner recognized by the syndicate, 50% marks in the aggregate shall be calculated by taking into account full percentage of marks in all the papers.

Admission Procedure

Admission to 75 seats in Advance Diploma in Guidance and Counselling will be done on **merit based on marks obtained in the qualifying examination (i.e. Graduation)**. The reservation policy of Panjab University shall be followed.

The seats distribution between general and reserved categories will be as per Panjab University's Reservation Policy. The following is the distribution of seats:

Category	General	SC	ST	BC	Defence	Persons with Disability	Riot/Terrorist Victims	Freedom Fighter	Total
PU Policy	58.5%	15%	7.5%	5%	5%	5%	2%	2%	
Seats	44	11	6	4	4	4	2	2	77*

The additional **one seat shall be only for reserve category candidate. In case it remains unfilled, then it will not be converted into General Category. The interchangeability and transfer of seats shall be done in accordance with the Panjab University Policy.*

ADMISSION PROCEDURE

The candidates are required to follow the steps given below:

Step 1: Click on Advance Diploma in Guidance and Counselling at usoladmissions.puexam.in

Step 2: Fill the online Application Form carefully mentioning the category against which you seek admission.

Step 3: Note down your login id and password.

Step 4: Pay the Registration fee (Rs. 300/-and Rs. 150/- for SC/ST/Person with Disability)

Step 5: Complete your form by uploading your latest passport size photograph and signature latest by August 31, 2022.

Step 6: Download and Print the filled Application form.

Step 7. Send printed copy of Application form along with required documents to The Chairperson, University School of Open Learning, Panjab University, Chandigarh-160014 through registered post latest by September 6, 2022.

Step 8. Check the Provisional Merit list to be displayed on the website on September 12, 2022.

Step 9. Check the Final Merit list to be displayed on the website on September 12, 2022.

Step 10. Pay the fees for first semester before last date September 22, 2022. **Remember that your admission will be confirmed only after you deposit the course fee.**

Course Structure

Course Curriculum

The course curriculum will be the exactly the same as approved by syndicate of Panjab University for Advance diploma in Guidance and Counselling in face-to face mode.

SEMESTER I						
Sr. No.	Paper	Course code	Course Title	Evaluation		
				Internal	External	Total
1	I	GC-I	Understanding Human Nature	30	70	100
2	II	GC- II	Basics of Guidance and Counselling	30	70	100
3	III	GC-III	Theories and Practices in Counselling	30	70	100

SEMESTER II						
4	IV	GC- IV	Appraisal and Evaluation	30	70	100
5	V	GC-V	Career Guidance and Counselling	30	70	100
6	VI	GC-VI	Internship	50	50	100
TOTAL				200	400	600

PCP

There will be mandatory Personal Contact Programme (PCP) of 10 days duration in each semester. The PCP will be conducted at USOL only. 75% attendance during PCP will be mandatory for the students to be eligible for appearing in the semester-end examination.

For PCP dates visit [Schedule of Personal Contact Programmes \(PCPs\)](#)

Assessment

In order to incorporate an element of Continuous Internal Assessment of students, the Department will conduct one house test during Mandatory Personal Contact Programme (PCPs) (for each paper and other activities as quantified below:

1. House Test- 7 marks
2. Assignments- 8 marks
3. Sessional Work- 15 marks

Internship

The course has an input of one month (four weeks) internship programme. Trainees are required to have an attachment with a school or an institution or an agency under an experienced onsite counsellor for the stipulated period. During the period of internship, the trainees would plan and undertake work related to planning and execution of guidance and counselling activities including counselling casework.

Fee & Fee Code: C0250

For fee deposit refer to fee details at [Fee structure page](#)

Contact

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Advance Diploma in Health, Family Welfare and Population Education

The Advance Diploma in Health, Family Welfare and Population Education is a diploma course of one year comprising of two semesters. It addresses issues related to health and population. This diploma is helpful in updating knowledge of people working in the Health sector, Education Sector, NGOs and Government projects related to population and health. The course aims to enhance the knowledge of working teachers especially in the field of Population Education and Research. After completing this diploma, the students get better opportunities to work in various Health, Population and Education related sectors and seek higher positions in their career.

- **Eligibility**
- **Course Structure**
- **Teaching - Learning Process**
- **PCP Dates**
- **Fee**
- **Contact**

Eligibility

The admission to the course shall be open to any person who has obtained the Bachelor's degree in any discipline or any other qualification recognized as equivalent by the Syndicate.

Course Structure

The course comprises of two semesters. There shall be four papers in each semester, each carrying 100 marks. 80 marks are for theory and 20 marks for assignments given in the form of MCQ's (online mode).

Semester- I

Paper- I : Fundamentals of Population Education

Paper- II : Health Education and Health Care

Paper- III : Reproductive Health

Paper- IV : Population Dynamics

Semester- II

Paper- I : Environmental Health

Paper- II : Family Welfare

Paper- III : Issues and Problems of Population

Paper- IV : Population Policies

Teaching-Learning Process

The course content is provided in printed lesson form, which is in Self Learning Mode. On the basis of the lesson scripts or the printed material sent to the students, they are required to prepare the assignments for internal

assessment of 20 marks in each paper. In addition, Personal Contact Program (PCP) is held once per semester as per PCP schedule given below. Also, on any working day students may visit the department for interaction/consultation with the concerned teachers. Students may also contact the teachers on the phone during University working hours.

Medium of Instruction

The medium of instruction for this course is ENGLISH only. Hence, the lessons scripts will be sent to you only in English medium.

Medium of Examination

The students can write the exams in English, Hindi or Punjabi.

Assessment

Each paper of this course is of 100 marks, of which 20 marks are for internal assessment based on the assignments given in the form of MCQ's (online mode) and 80 marks are for the term end written examination.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0140

Note: For fee deposit refer to fee details at [Fee structure](#)

Contact

Coordinator: Dr. Sucha Singh
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Room No. – 320, Deptt.of Geography, USOL
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Advance Diploma in Human Rights and Duties

Advance Diploma in Human Rights and Duties is a one-year course spread in two semesters. The papers of the course covering the entire syllabus aim to introduce the students to the basics of Human Rights and Duties. The purpose of this diploma is to acquaint the students with the evolutionary and theoretical perspectives of Human Rights and Duties. Dalits, tribals, women and farmer's movements are included in the course to make the students aware about the general problems and to sensitize them towards these Human Rights related issues. Apart from creating awareness of Human Rights and Duties, the diploma opens new avenues for employment in the field of education, research projects, NGOs, Journalism and Human Rights association.

- **Eligibility**
- **Course Structure**
- **Teaching- Learning Process**
- **PCP Dates**
- **Fee**
- **Contact**

Eligibility

The admission to the course shall be open to any person who has passed the Bachelor Degree examination in any faculty from Panjab University or any other University recognized as equivalent thereto.

Course Structure

Human Rights and Duties are universal to the lives of individuals and groups. Imparting knowledge on this subject to the individuals is the exigency of the contemporary period. The course intends to develop the understanding about theoretical and practical aspect of human rights. The Paper on Research methodology is included in the syllabus to equip the students with research techniques. The course further aims to sensitize the students towards human rights issues and prepares them to find out their solutions. Field research work also forms a part of the syllabus. Empirical research work enables the students to experience the realities of the present world.

The courses are offered according to the following scheme:

Semester- I

All papers are compulsory:

Paper	Subject	Subject Code
Paper- I	Fundamentals of Human Rights and Duties	DHR01
Paper- II	Human Rights Theory and Practice: International Scenario	DHR02
Paper- III	Human Rights Theory and Practice: The Indian Context	DHR03
Paper-IV	Research Methodology	DHR04

Semester- II

All papers are compulsory:

Paper	Subject Name	Subject Code
Paper- V	Human Rights: Development Discourse and Problems	DHR05

Paper- VI : Human Rights: International and Regional Mechanisms	DHR06
Paper- VII : Human Rights Movements in India	DHR07
Paper- VII : Field Based Project Work	DHR08

MAXIMUM MARKS EACH PAPER: 100 (Theory Paper: 80 & Internal Assessment: 20)

Note: -Study material will be available in English Medium Only

Note:

1. The one-year Diploma course contains 4 papers in first semester and 4 papers in second semester. Each paper shall be of 100 marks. Paper I -VII shall each consist of written examination of 80 marks and Internal Assessment of 20 marks based on a MCQ's (online mode).
2. Paper - VIII is project based, comprising a Project Report of 80 marks and Internal Assessment of 20 marks to be awarded on the basis of the viva-voce.
 - (a) Each student is required to take up a project based on fieldwork, for paper VIII.
 - (b) The students have the liberty to select any topic related to Human Rights issues, violations, enforcement etc. and may conduct the research/fieldwork in the geographical area of their choice.
 - (c) For successful completion of the diploma, each student is required to submit a typed project report on a given date in the month of March (3rd Week) and make a presentation of the same before the examiner at the end of the course.

Syllabus: For detailed Syllabus and other details refer PU website i.e. <http://puchd.ac.in>

Teaching - Learning Process

The study material covers almost whole of the syllabus. Though the students are free to take up any of the three languages (English/Hindi/Punjabi) to write their examination papers but the language of the study material is English only. Along with this, Personal Contact Programs are organized in each of the two semesters. Each PCP is spread over 5 days. During PCPs the teachers interact with students and try to cover whole of the syllabi of the particular semester. Innovative techniques are also used for engaging the students.

Medium of Examination: Students can choose any one of the following as medium of examination. English/Hindi/Punjabi.

Medium of Study Material: The study material is available in English Medium only. However, during (PCP) classes students are absolutely free to interact in English/Hindi/Punjabi.

Assessment

Evaluation is done on the basis of semester terminal examination and Internal assessment (see course structure/details). The terminal/external examination is conducted in the month of December for semester -I and in the month of May/June for semester -II.

Internal Assessment/ Assignments:

1. There will be an internal assessment of 20 marks in each paper, which is based on MCQ's (online mode) for USOL students.
2. The students are required to submit one assignment for each paper for internal assessment during the course of study.

3. The students are, therefore, advised in their own interest to submit all the assignments positively by the respective due date.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0120

For fee deposit refer to fee details at [Fee structure page](#)

Contact

Coordinator: Dr. Kamla

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Contact Number: 01722534332

E-mail: coordpolsci@pu.ac.in

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Advance Diploma in Library Automation and Networking

In keeping with the demand for skill development in Library and Information Science (LIS) with the application of ICT, USOL Panjab University has developed this one-year Advance Diploma Programme in Library Automation and Networking.

The programme aims to develop professional competence of the LIS professionals in an automated and networked environment. It provides practical exposure to enhance technological skills of the learners for independently developing and managing a computerized library. The main aim of the course is to equip students to access global electronic information with high precision in a cost-effective manner and organize the content as per the local needs.

- **Eligibility**
- **Course Structure**
- **PCP Dates**
- **Fee**
- **Contact**

Eligibility

The admission to course shall be open to persons who have passed Bachelors of Library and Information Science (B.Lib. & I.Sc.)

OR

Two year integrated course of Master of Library & Information Science (M.Lib. & I.Sc.) From any recognized University (Senate Para XVI dt. 29.03.2015).

Note: The examination shall be open to a student who fulfils the requirements as laid down in regulations:

- (a) At least 75% attendance in theory as well as practical papers during the Personal Contact Programmes;
- (b) The medium of instructions shall be English and the question paper shall also be set in English only. However, the medium of examination shall be English/ Hindi / Punjabi.
- (c) For internal assessment 2 assignments will be given in each paper for 10 marks each which will be compulsory.

Course Structure

There are six papers in two Semesters of 100 marks each, 80 marks are for theory and 20 marks for internal assessment.

Semester- I

Paper Code Title of the Paper

(LAN-01)	Basics of Computers and Network Technology
(LAN-02)	Library Automation
(LAN-03)	Computer Practical-1

Semester- II

(LAN-04)	Information Systems
(LAN-05)	Digital Library and Content Management
(LAN-06)	Computer Practical-2

For Reappear Students

A candidate who has been on the rolls of USOL and fails to appear or having appeared, fails in the examination, may be allowed to continue his/her enrolment for the period of two years immediately succeeding the year in which he/she completed the course on payment of continuation fee as prescribed by the Syndicate from time to time every year, in addition payment of the examination fee and to appear in the examination as an ex-student of USOL.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0130

For fee deposit refer to fee details at [Fee structure page](#)

Contact

Coordinator: Dr. Shiv Kumar,
Contact No: 0172-2534769
E-mail: shivpuchd@pu.ac.in

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Advance Diploma in Mass Communication

This one-year Advance Diploma in Mass Communication (ADMC), spread in two semesters, has been designed for persons having a flair for writing, speaking, newsgathering and who are keen on making a career in Mass Communication. ADMC also aims to serve the requirements of in-service journalist's/photojournalists, freelance journalists, citizen journalists, bloggers and stringers. The course attempts to provide the learners adequate avenues to enhance their domain knowledge, hone relevant practical skills and nurture their professional talent. After the completion of the course the learners gain increased capacity and better confidence to seek higher positions or pursue their personal goals.

- **Eligibility**
- **Course Structure**
- **Teaching - Learning Process**
- **PCP Dates**
- **Fee**
- **Contact**

Eligibility

The admission to the course shall be open to any person who has passed Bachelor's Degree examination in any faculty from Panjab University or any other University recognized as equivalent thereto.

Course Structure

This course comprises of 5 papers of 900 marks during the entire session. In each semester students study four theory papers, each carrying 100 marks, while they have a practical component of 50 marks. Paper I-IV gives a comprehensive overview of Mass Communication, Print Media, Electronic Media, Advertising and Public Relation. Paper-V in both the semesters has a mandatory practical assignment.

Semester- I

- ADMC 101 :** Introduction to Communication
ADMC 102 : Basics of Print Journalism
ADMC 103 : Radio & TV Communication-I
ADMC 104 : Advertising and Public Relations-I
ADMC 105 : Practical Assignments-I

Semester- II

- ADMC 106 :** Communication Theory
ADMC 107 : Print Journalism
ADMC 108 : Radio & TV Communication-II
ADMC 109 : Advertising and Public Relations-II

ADMC 110 : Practical Assignments-II

Note: The assignments are required to be submitted in the portfolio twenty days before the commencement of the theory exams as mentioned in the Academic Calendar. No assignment will be accepted thereafter and the candidates' defaulter in this regard will not be issued the roll nos. for the theory papers.

Teaching - Learning Process

The engaging instructional components, which are largely based on printed study material presented in SLM, allow learners to derive a rewarding learning experience. While the study material covers the entire theoretical part of the syllabus, the practical assignment provides adequate opportunities to try their hands on creating different genres of journalism like- interviewing personalities, writing articles and conceiving a story board for a TV Commercial. During PCP sessions, students get ample opportunities to interact with experienced faculty and interact with their peers. Students are free to consult their coordinator throughout the session. Medium of instruction shall be English, but students are allowed to take the examination in English/Hindi/Punjabi medium.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0100

Note: For fee deposit refer to fee details at [Fee structure](#)

Contact

Coordinator: Prof. Sumedha Singh

Contact No :253-4634

Email.:scs@pu.ac.in

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Advance Diploma in Photography

Photography is an artistic means of expression. It is rightly said that a single picture can sometimes be much more eloquent than a thousand words. Few vocations offer a larger variety of prospects than does photography. It is also known as the hobby course. Lately it is emerging as a popular career choice among all the age groups. The popularity of the photography can be judged from the fact that more than 250 billion photos have been uploaded to Facebook. Such a scenario indicates there are many job avenues for a modern-day photographer such as Press Photographers/photojournalists, Portrait and Wedding Photographers, Fashion Photographers, Scientific Photographer, Free Photographer etc.

Students who are passionate about photography can choose this course as it will help the students to get their dream jobs in photography. This professional diploma course will provide clarity about the concepts and aspects relevant in the real world of photography. There will be a significant focus on approaching the subject in a practical manner while also imparting necessary theoretical knowledge. The students will get an opportunity to interact with professional photographers active in the field and learn through their insights and experiences.

- **Eligibility**
- **Course Structure**
- **Teaching Learning Process**
- **PCP**
- **Fee**
- **Contact**

Eligibility

The minimum qualification for the admission in this course shall be

1. Bachelor's Degree with at least 50% marks in any discipline from a recognized University.
2. Who appeared under semester system for undergraduate courses and has up to two re-appears in Semester- III, IV, V & VI is also allowed to take admission under semester system in ADP.

Course Structure

This course is ideally suited for people who want their career in photography. The students of Advance Diploma in Photography will gain mastery in various aspects of Photography.

Advance Diploma in Photography (AGDP) is one year course comprising of 2 (two) semesters. There are 10 papers (8 theory papers and 2 practical papers), five papers per semester. The Practical assignments (Paper-105) are required to be submitted in the portfolio twenty days before the commencement of theory exams as mentioned in the academic calendar. No assignment will be accepted thereafter and the candidates' defaulting in this regard will not be issued the roll number for the theory exams. Details are given below:

Semester-I	
Papers	Marks
Paper 101- Introduction to Photography	100
Paper 102- Introduction to Photography equipment	100
Paper 103- Photography as a profession-I: Photojournalism	100
Paper 104- Photography as a profession-II	100
Paper 105- Practical Assignments	100

Semester -II	
Papers	Marks
Paper 106- Basics of ICT	100
Paper 107- New Media and Photography	100
Paper 108- Digital Photo Editing	100
Paper 109- Exhibiting your work	100
Paper 110- Practical Assignments	100

Teaching Learning Process

The course consists of Personal Contact Programme (PCP), Assignments and two Practical. The learning materials shall be provided in the form of lesson scripts based on printed study-material developed in **Self Learning Mode (SLM)** to each participant by the department.

Medium of Instruction: The medium of instructions will be English only. However, the medium of examination shall be English/Hindi/Punjabi.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0270

For fee deposit refer to fee details at [Fee structure page](#)

Practical Fee: - 1500/-

Contact

Coordinator: Mr.Jeesu Jaskanwar Singh
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Advance Diploma in Social Work

This is a job oriented especially in social sectors. It is highly useful for individuals working in NGOs and other such agencies. It is very suitable for individuals who want to bring a change to the society and help the poor and needy by doing their part. Further it would be initiating self-employed opportunities in welfare, development and allied sectors. Basically, social work is the applied stream of social science. The course offered is of vital significance in overall learning process of the students. Thus, the expected outcome of this programme is to produce well trained and skilled professional social workers aligned with national and international work ethos.

- **Eligibility**
- **Course Structure**
- **Teaching Learning Process**
- **PCP**
- **Fee**
- **Contact**

Eligibility

The minimum qualification for the admission in this course shall be:

1. Bachelor's Degree with at least 50 % marks in any discipline from a recognized University.
2. Who appeared under semester system for undergraduate courses and has up to two re-appears in Semester- III, IV, V & VI is also allowed to take admission under semester system in ADSW.

Course Structure

The ADSW course has eight papers and will be offered during the first and second Semesters of the program. All of these courses are compulsory for all the students. The students are required to take up four papers only in each semester. Theory paper shall be of 100 marks (80 marks for written examination and 20 marks for internal assessment), Project Report examination shall be of 100 marks (75 marks for field work report and 25 marks for viva-voce) in 2nd semester.

Semester I

Paper I - Origin and Development of Social Work
Paper II - Social Work: Basic Concepts
Paper III - Research Methods in Social Work
Paper IV - Social Work Practicum and Supervision

Semester II

Paper I - Social Case Work and Group Work
Paper II - Social Work Interventions -I
Paper III - Social Work Interventions –II
Paper IV –Project Report

Teaching Learning Process

The course consists of Personal Contact Programme (PCP), Assignments and Project Report. The learning materials shall be provided in the form of lesson scripts based on printed study-material developed in **Self Learning Mode (SLM)** to each student by the department.

The Assignments for theory papers are compulsory. The students are required to complete the assignments and submit the same within the stipulated period.

Project Report

There is one paper of Project Report in second semester. Student will submit report which will be evaluated and viva exam will be there.

Medium of Instruction

The medium of instructions will be English.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0260

For fee deposit refer to fee details at [Fee structure page](#)

Practical Fee: - 1500/-

Contact

**Coordinator: Prof. Madhurima Verma,
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Ph. 0172-253-4279**

Email.:-*coordsw@pu.ac.in*

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Advance Diploma in Statistics

The Advance Diploma in Statistics (ADST) is a one-year program being offered by USOL in the semester's format. The program has been developed in the backdrop of the exigencies of quantification-riddled information age, which has virtually made 'Statistics' the language of the modern world. The program, which thrives on the fundamentals of Research Methodology, aims at preparing its aspirants to harness basic Statistical Techniques, using some Statistical Software as well, to address various issues/questions emanating from real life situations. The program usually attracts the researchers engaged in R&D and in various other fields; such as medicine and market survey, computer professionals, faculty from various universities and colleges, besides others who wish to enhance their employability potential.

- **Eligibility**
- **Course Structure**
- **Teaching - Learning Process**
- **PCP Dates**
- **Fee**
- **Contact**

Eligibility

The admission to course shall be open to any person

Who has obtained the Bachelor's degree in any discipline or any other qualification from Panjab University or any other University as equivalent.

Note: The student who has been placed under compartment in lower examination is not eligible for Admission.

Course Structure

The overall program is divided into eight papers, with four papers in each Semester.

Semester I

Paper-I	Descriptive Statistics I	M.Marks: 100
Paper-II	Probability and Sampling Distributions	M.Marks: 100
Paper-III	Basic Business Statistics	M.Marks: 100
Paper-IV	Research Methods	M.Marks: 100

1. The thrust of the paper is on basic concepts and applications of statistics and not on mathematical derivations.
2. The paper is divided into two sections, namely A and B.
3. The question paper will have 9 questions carrying equal marks. The candidate will be required to attempt five questions including the first compulsory question and two questions from each section, in three hours' duration. The compulsory question shall consist of short answer type questions covering the whole syllabus with no internal choice.

4. The students are allowed to use electronic calculators with four basic Mathematical operations and up to one memory.
5. The distribution of 100 marks is as follows:

Final Examination : 80 marks

Internal Assessment: 20 marks

Note: *Students are required to submit the assignment (MCQ's (online mode)) for each subject/paper

Semester II

Paper- V	Descriptive Statistics II	M.Marks: 100
Paper- VI	Testing of Hypotheses	M.Marks: 100
Paper- VII	Time Series Analysis and Design of Experiments	M.Marks: 100
Paper- VIII	Research Project (Dissertation)	M.Marks: 100

1. The thrust of the paper is on basic concepts and applications of statistics and not on mathematical derivations.
2. The paper is divided into two sections, namely A and B.
3. The question paper will have 9 questions carrying equal marks. The candidate will be required to attempt five questions including the first compulsory question and two questions from each section, in three hours duration. The compulsory question shall consist of short answer type questions covering the whole syllabus with no internal choice.
4. The students are allowed to use electronic calculators with four basic Mathematical operations and up to one memory.
5. The distribution of 100 marks is as follows:

Final Examination : 80 marks

Internal Assessment: 20 marks

Paper - VIII Research Project (Dissertation) (M. Marks: 100)

1. The thrust of the Dissertation-based paper is to give an opportunity to the students to have a firsthand experience of data collection, compilation, analysis and report writing.
2. A list of suggested topics etc. for the Projects shall be provided to the students at the time of enrolment. However, they will be encouraged to undertake Project related to their professional placement.
3. They will execute the Project under the guidance of a member of the Faculty in University/College who is Ph.D. and has at least three research papers to his credit.
4. The project has to be submitted as per the date finalized by USOL in consonance with the University Admission and Examination schedule.
5. The distribution of 100 marks is as follows:

Project Report : 50 marks
Viva : 50 marks

Note: Students are required to submit the assignment for each subject/paper

Teaching-Learning Process

The method of instruction includes Printed Study Material in Self Learning Mode, Personal Contact Programme (PCP) of one-week duration, Assignments, Dissertation/ Projects in Course & Counseling of students on a one to one basis.

Medium of Instruction & Examination

The medium of instruction for this course is English only. Hence, the lessons will be sent to you in English medium only and the examination paper shall only be in English mode.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0160

Note: For fee deposit refer to fee details at [Fee structure](#)

Contact

Coordinator: Dr. Richa Sharma
Office: Room No. 431 and 433, 3rd Floor, Department of Statistics, USOL, P.U.
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POST GRADUATE PROGRAMMES

- Masters of Arts (Economics, Education, English, Hindi, History, Political Science, Public Administration, Punjabi, Sociology)
- M.Com.
- MBA

MASTERS OF ARTS (M.A.)

USOL OFFERS:

- M.A. ECONOMICS
- M.A. EDUCATION
- M.A. ENGLISH
- एम.ए. हिन्दी
- M.A. HISTORY
- M.A. POLITICAL SCIENCE
- M.A. PUBLIC ADMINISTRATION
- ਐਮ.ਏ ਪੰਜਾਬੀ
- M.A. SOCIOLOGY

General Eligibility

Semester -I & II

A person who has passed one of the following examinations from this University or from the Punjab University at Lahore before 1948 or from any other University, whose examination has been recognized as equivalent to the corresponding examination of this University, shall be eligible to join the **Semester -I of the M.A. Course**:

- (i) B.A. with Honours in the subject of the Postgraduate Course;
- (ii) (a) Bachelor's degree in any faculty with at least 50% marks in the aggregate; **(Not applicable for M.A. Punjabi, M.A. Hindi Course)**
 - (b) Diploma in Physical Education examination or Post-Graduate Diploma in Library Science after having passed B.A. or B.Sc;
- (iii) (a) The B.A. (Pass) examination in full subjects obtaining at least 45% marks in the elective subject of the Post-Graduate Course;
 - (b) Or has obtained B.A. Degree through English only regulations obtaining at least 45% marks in the subject of Post-Graduate Course;
- (iv) Obtained B.A. degree, after passing examination in an Oriental Classical Language or a Modern Indian Language with at least 45 per cent marks (out of the aggregate excluding the additional paper)

at the Honours in Oriental Titles or Modern Indian Languages examination, in the subject of Post-Graduate course;

- (v) Master's degree examination in another subject or another faculty **(Not applicable for M.A. Punjabi, M.A. Hindi Course)**
- (vi) The B.A. examination under Social Service Regulations or under War Regulations and has subsequently passed in the subject concerned at the B.A. examination obtaining at least 45 per cent marks;
- (vii) B.Sc. Honours School;

Specific Eligibility conditions for different M.A. Programmes:

A person, who has passed one of the following examinations, shall also be eligible: -

- 1) **For M.A. PUBLIC ADMINISTRATION:** Bachelor's Degree obtaining 45% marks in Public Administration OR B.A. (Pass) with 45% marks in Political Science or Economics or Sociology or Psychology.
- (2) **For M.A. ECONOMICS:** Bachelor's degree obtaining at least 45% marks in the subject of Economics.
- (3) **For M.A. POLITICAL SCIENCE:** A Person who has passed one of the following examination from the Panjab University or an examination recognized by the Syndicate as equivalent thereto, shall be eligible to join the M.A. degree course, other than in Physical Education :
 - (i) A Bachelor's Degree obtaining at least 45% marks in the subject of Post Graduate Course, or 50 % marks in the aggregate.
 - (ii) B.A. with Honours in the subject of the Postgraduate course or B.Sc Hons. School Course
 - (iii) Masters' degree examination in any other subject,

A person who has passed B.A. with 45% marks in any social science discipline shall also be eligible.

- (4) **For M.A. HINDI:** (i) Bachelor's Degree obtaining at least 45% marks in Hindi or 50% marks in the aggregate provided the candidate has passed Hindi as an Elective/ Compulsory Subject.
 - (ii) OR B.A. with Honours in Hindi or B.Sc. with (Hons. School) course.
 - (iii) OR Master's Degree Examination in any other subject provided the candidate has studied Hindi (Compulsory) and Sanskrit at Graduate level.
 - (iv) Preference will be given only those students who have studied Hindi (elective), Hindi (Compulsory) and Sanskrit (Elective) at Graduate level.
 - (v) For M.A. Hindi Part –I Examination 45% marks in Sanskrit (Elective) or examination (new course) are also accepted.
 - (vi) For Hindi Course, a person who after passing B.A. Examination, has passed the Prabhakar Examination Securing 45% marks (out of aggregate excluding the additional paper, shall also be eligible.

(5) **For M.A. PUNJABI:**

- (i) Bachelor's Degree obtaining at least 45% marks in the subject of Post Graduate course or 50% marks in the aggregate B.A./B.Sc/B.Sc.(Hons)
- (ii) Master's degree examination in any other subject provided the candidate must have studies Punjabi compulsory as a compulsory subject at graduate level.

(6) **For M.A. ENGLISH:** Bachelor's Degree obtaining at least 45% marks in English Elective or English Compulsory subject OR Bachelor's Degree in any faculty obtaining 50% marks in the aggregate OR B.A. with (Hons.) in English. OR B.A./B.Sc. with (Hons.) in subject other than English obtaining at least 50% marks in aggregate OR Master's Degree in any other subject with 50% marks in aggregate

(7) **For M.A. SOCIOLOGY:** A person who has passed one of the following examination from the Panjab University or an examination recognized by the Syndicate as equivalent thereto, shall be eligible to join the M.A. degree course, other than in Physical Education :

- (i) A Bachelor's Degree obtaining at least 45% marks in the subject of Postgraduate course, or 50% marks in the aggregate.
- (ii) B.A. with Honours in the subject of Post Graduate Course or B.Sc.(Hons.). School.
- (iii) Master's Degree examination in any other subjects other than in physical Education.
- (iv) Subject weightage will be given to candidates who have been taken six full papers in Sociology in B.A. Course.

(8) **For M.A. EDUCATION:**

A person who has passed one of the following examinations from Panjab University or from any other University whose examination has been recognized as equivalent to the corresponding examination of this university shall be eligible to join the First Semester class of M.A. Education course in USOL:

- a) For Indian Nationals: A Graduate in any discipline/stream with 50% marks from recognized Indian universities with B.Ed.

OR

The student who has studied Education; or Philosophy; or Psychology; or Sociology or Public Administration or History or Economics or Geography or Political Science or Anthropology as elective subject or honors course at first or second degree level with 50% marks.

- b) For Foreign Nationals: A student having 50% marks in the qualifying examination or equivalent grade from Foreign University having equivalent graduate degree certified by the Association of Indian Universities (AIU).

(9) **For M.A. HISTORY:**

- (i) B.A. with Honours in History
- (ii) Bachelor's degree in any faculty with at least 50% marks in the aggregate.
- (iii) B.A. (Pass)/B.Sc (Pass) examination in full subjects obtaining at least 45% marks in the subject History.
- (iv) Master's degree examination in another subject or another faculty.

Notes:

The concession of 5% marks for SC/ST/BC/PWD students in admission is available in USOL as per Panjab University rules.

- 5% marks concession shall be given to Persons with Disability (PWD) in the minimum eligibility criteria for a course subject to minimum disability of 40% provided they have obtained minimum pass marks prescribed by regulations.

For Compartment Candidates: A candidate who has been placed under compartment in one subject in B.A. Third year examination of this University shall be allowed to join M.A. First Year (semester system) class provisionally if he/she fulfils other requirements and provided (i) that the re-appear is not in the subject in which he/she is seeking admission in M.A.; and (ii) if he/she fails to clear the compartment subject of the B.A. Third Year examination in the next two consecutive chances immediately following the examination in which he/she was placed under compartment, his/her provisional admission to M.A. First Year (First and Second semester) examination shall be cancelled.

Eligibility

Semester -III & IV

Person who has passed one of the following examinations is eligible to join Semester III and IV:

- (i) Students who have qualified at least 50% of the total number of papers jointly in M.A. Semester-I & II are eligible to seek admission to M.A. 3rd Semester.
- (ii) Students who have qualified at least 50% of the total number of papers jointly in M.A. Semester-I, II & III are eligible to seek admission to M.A. 4th Semester.
- (iii) Semester-I & II examination in the subject offered from Kurukshetra/Punjabi/Guru Nanak Dev/Maharishi Daya Nand/Himachal Pradesh University provided he/she offered the same papers as are available at this University.

- Notes:**
1. *A candidate for Semester-III & IV examination must have passed Semester-I & II examination not more than five years previously. (Senate Discuss dated 08-12-2007).*
 2. *Compartment/Re-appear candidates of other University are not eligible to join M.A. 3rd Semester of this University.*

M.A. ECONOMICS

Economics is one of the fastest growing disciplines in the world. Economics is an extremely broad field of learning that takes the movements of people, money and material things as its object of study. It is a practical science that deploys highly quantitative problem solving approach towards understanding the behavior of the human being. It is a field of study that tracks, studies, projects and predicts human behavior and is one of the most important and relevant skills for the world today. Economics underpins many of the phenomenon unfolding around us everyday. Master in Economics is a two years Postgraduate academic programme and its spread over four semesters. Its core objectives include imparting a wide conceptual knowledge of the subject, to help learners develop a good perspective on key economic issues and acquire relevant foundational skills including logical reasoning and analysis. The course further aims at developing talented people who possess the knowledge of Economics that will equip them to play active roles in today's dynamic society. It helps prepare distance learners for seeking suitable jobs in the Business world, Government services, Economic services, Financial Services, Educational institutions, Research organizations and also prepare them for competitive exams including Civil Services.

- **Programme Outcomes**
- **Course Structure**
- **Teaching- Learning Process**
- **PCP**
- **Fee**
- **Contact**

Programme Outcomes

Economics is one of the fastest growing disciplines and an extremely broad field of learning that takes the movements of people, money and material things as its object of study. It is a practical science that connects directly to the lives of individuals and of groups. After doing M.A. Economics programme, the students will

- gain conceptual knowledge of the Economics subject,
- develop a good perspective on key economic issues
- acquire relevant foundational skills including logical reasoning and analysis
- Develop understanding and knowledge of economics and thus will get equipped to play active role in today's dynamic society.
- be able to get suitable jobs in Business world, Government services, Economic services, financial Services, Educational institutions, Research organizations and be capable of applying for and performing well in competitive exams including Civil Services.

Course Structure

Coursework at USOL, PU includes papers like Micro Economics, Macro Economics, International Economics, Money and Banking, Economics of Public Finance etc. The course intends to develop understanding of issues of national and international significance like poverty, unemployment, trade, growth, money, income depression, prices and monopoly etc. The aim of the course is to foster students who gain the ability to deal flexibly with the diversity of the subject of Economics and new changes that take place in the field.

The programme consists of 16 courses/papers comprising **12 Core/Compulsory papers** and **4 Elective/Optional papers** for all students. Each of these courses will carry 100 marks.

Terminal Evaluation : 80

Internal Assessment : 20

It shall not be compulsory to pass in continuous internal Assessment. Thus, whatever marks are secured by a student out of 20% marks, will be carried forward and added to his/her score out of 20% i.e. the remaining marks allocated to the particular subject and, thus he/she shall have to secure pass marks both in the University examination as well as total of Internal Assessment and University examinations.

Internal Assessment/Assignments:

1. **There will be an internal assessment of 20 marks in each paper which is based on online assignments (MCQs) for USOL students.**
2. No assignment will be accepted after the last date. The students are required to submit one assignment for each paper for Internal Assessment during the course of the study.
3. The students are, therefore, advised in their own interest to submit all the assignments positively by the respective due date.

Syllabus: For detailed Syllabus and other details refer PU website i.e. <http://puhcd.ac.in>

M. MARKS: 100 (Theory Paper: 80 & Internal Assessment: 20)

The courses are offered according to the following scheme.

Semester- I

There are four Papers. All papers are compulsory:

PAPER	SUB CODE	SUBJECT
Paper- I	MAECO-101	Micro Economics-I
Paper- II	MAECO-102	Macro Economics-I
Paper- III	MAECO-103	Quantitative Methods-I
Paper- IV	MAECO-104	International Economics

Note: - USOL provides Study material in English Medium Only

Semester- II

There are four Papers. All papers are compulsory:

PAPER	SUB CODE	SUBJECT
Paper- I	MAECO-201	Micro Economics-II
Paper- II	MAECO-202	Macro Economics-II
Paper- III	MAECO-203	Quantitative Methods-II
Paper- IV	MAECO-204	Public Finance

Note: -USOL provides Study material in English Medium Only

Semester- III

There are four Papers- two compulsory papers (Paper I & II) and two optional papers (Paper III & IV):

PAPER	SUB CODE	SUBJECT
Paper- I	MAECO-301	Economics of Growth and Development I
Paper- II	MAECO-302	Indian Economic Issues –I

Note: - Distance learners are to select any two options as Paper III & IV from the following list of papers; **USOL provides study material for only two optional papers (Economics of Agriculture- I and Economics of Population)** in addition to above mentioned two compulsory papers:

Paper- III	MAECO- 303
Paper- IV	MAECO- 304

Options:

Two optional papers to be chosen in all [including A) and B) both] from list below.

A) **Optional papers** for which study material, PCP classes & internal assessment **will be provided by USOL.**

Option (i) Economics of Agriculture-I *(To be continued in sem-IV, if chosen in Sem. III)

Option (vii) Economics of Population

B) **Optional papers** for which **no USOL assistance** regarding study material/ Guidance/PCP (only internal assessment will be taken.)

Option (ii) Economics of Industry-I *(To be continued in sem-IV, if chosen in Sem. III)

Option (iii) Environmental Economics

Option (iv) History of Economic Thought

Option (v) Econometrics-I *(To be continued in sem-IV, if chosen in Sem. III)

Option (vi) Mathematical Economics-II *(To be continued in sem-IV, if chosen in Sem. III)

*Note: No change allowed as per PU Rules, See Syllabus at <https://puchd.ac.in/includes/syllabus/2020/20200805153230-m.aeconomics2020-21.pdf?202212475207>

Notes: 1. The students who opt for Economics of Agriculture-I, or/and Economics of Industry-I in Semester III will have to opt for Economics of Agriculture-II or/and Economics of Industry-II in the Semester-IV respectively. Also the students who have not studied Economics of Agriculture-I/Economics of Industry-I in Semester III will not be allowed to study Economics of Agriculture-II/ Economics of Industry-II in Semester IV. Similarly; No one can opt for Econometrics – II/Mathematical Economics II in Semester IV without having studied these papers in Semester III.

2. Please check website of USOL while filling/finalizing options for Semester III usol.puchd.ac.in.

3. Study material will be available in English medium only and that too for two papers only opt (i) and opt (vii) only. Opt (ii) to Opt (vi) if opted by you , will have to be prepared on your own.

4. PCP will be held only for compulsory papers and other optional papers where study material is provided by USOL.

Semester- IV

There are four papers- two compulsory papers (Paper I & II) and two optional papers (Paper III & IV):

PAPER	SUB CODE	SUBJECT
Paper- I	MAECO-401	Economics of Growth and Development II
Paper- II	MAECO-402	Indian Economic Issues II

Distance learners are to select any two options as Paper III & IV from the following list of papers, USOL provides study material for only two optional papers* (Economics of Agriculture-I and Economics of Money and Banking) in addition to compulsory papers:

Paper- III MAECO- 403

Paper- IV MAECO- 404

Options:

Two optional papers to be chosen in all [including A) and B) both] from list below.

A) **Optional papers** for which study material PCP classes & internal assessment **will be provided by USOL.**

Option (i) Economics of Agriculture-II *(only if offered part I in Sem. III)

Option (vii) Economics of Money and Banking

B) **Optional papers** for which **no USOL assistance** regarding study material/Guidance/PCP (only internal assessment will be taken.)

Option (ii) Economics of Industry-II *(only if offered part I in Sem. III)

Option (iii) Research Methods

Option (iv) Public Policy

Option (v) Econometrics-II *(only if offered part I in Sem. III)

Option (vi) Mathematical Economics-II *(only if offered part I in Sem. III)

*Note: No change allowed as per PU Rules, See Syllabus at

<https://puchd.ac.in/includes/syllabus/2020/20200805153230-m.aeconomics2020-21.pdf?202212475207>

Notes: 1 USOL provides study material for 4 papers - 2 compulsory papers i.e. Paper I & II and two options under paper III & IV i.e.

Option (i): Economics of Agriculture-II and option (iv): Economics of Money and Banking. Any other option offered by you, you will have to prepare on your own.

2. Please check website of USOL while filling/finalizing options for Semester IV
<http://puchd.ac.in/includes/syllabus/2017/20170807150448-m.a.economicssemestersystemexaminations2017-18.pdf?201711335908>

3 USOL offers study material in English medium only.

Teaching - Learning Process

A blended approach is followed to deliver the curriculum. The learning material covers almost whole of the syllabus. Though the students are free to take up any of the three languages (English/Hindi/ Punjabi) to write

their examination papers but the language of the study material is English only. Along with this, Personal Contact Programmes are organized in each of the four semesters. During PCPs the teachers interact with the students and try to cover whole of the syllabi of the particular semester. Innovative techniques are also used for the students.

Medium of Examination: Students can choose any one of the following language as their medium of examination - English/Hindi/Punjabi

Medium of Study Material: The study material is available in English medium only, however, during Personal Contact Programme (PCP) classes students are absolutely free to interact in English/Hindi/Punjabi

Assessment

Evaluation is done on the basis of semester terminal examination and Internal assessment (see course structure/details). The terminal /external examination are conducted in the month of December for Semesters I & II; and in the month of May/June for Semesters II & IV.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0040

For fee deposit refer to fee details at [Fee structure](#)

Contact

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M.A. EDUCATION

Master of Arts in Education i.e. M.A. (Education) is a pedagogical course designed to impart to eligible candidates advanced lessons in theoretical and practical educational thought and processes. It aims to prepare students as Teacher Educators, Administrators and Researchers for various institutions engaged in Teaching, Education Research and Education Planning. The course enables the students to critically evaluate current issues and trends in the practices of classroom instruction and curriculum development and apply that knowledge appropriately in the development of curricula and instructional strategies. Thus hones students skills needed in analyses of education-related theories for application to real-world experiences along with providing competency in educational leadership.

- **Course Structure**
- **Teaching -Learning Process**
- **PCP**
- **Fee**
- **Contact**

Course Structure

M.A. (Education) is spread over two years (divided into four semesters). In semester I and II, there will be five papers in all, out of which three papers i.e., Papers I, II and III will be basic and compulsory for all the students and two papers i.e. IV and V will be optional. Students will have to select any two options out of the eight specializations. In semester III and IV, there will be two basic and compulsory for all the students and two optional papers. The two optional papers Guidance and Counselling and Educational Technology are available (For Study Material, PCP Classes and Assignment purpose) to be selected by the students in semester I cannot be changed and the students will study the same specialization in semesters II, III & IV of M.A. Education. In semester III students have to prepare Synopsis (Research Proposal) and in semester IV students have to submit dissertation.

Each paper will be of 5 credits. A student earns credits in each paper if he / she obtain the minimum pass marks in each paper. In all, student will be required to obtain a minimum of 100 credits towards fulfillment of M.A. Education programme completion criteria.

Semester- I

All papers are compulsory:

PAPER	SUB CODE	SUBJECT
Paper 1	PSF	Philosophical & Sociological Foundations of Education-I
Paper 2	EDP	Educational Psychology-I
Paper 3	ERS	Educational Research & Statistics-I
Paper 4	EDT	Educational Technology-I
Paper 5	GNC	Guidance & Counselling-I

Semester- II

All papers are compulsory:

PAPER	SUB CODE	SUBJECT
Paper 6	PSF	Philosophical & Sociological Foundations of Education-II
Paper 7	EDP	Educational Psychology-II
Paper 8	ERS	Educational Research & Statistics-II
Paper 9	EDT	Educational Technology-II
Paper 10	GNC	Guidance & Counselling-II

Semester- III

All papers are compulsory:

PAPER	SUB CODE	SUBJECT
Paper 11	HCE	History and Contemporary Issues of Indian Education-III
Paper 12	CRD	Curriculum Development-III
Paper 13	DIS	Dissertation Proposal/Synopsis
Paper 14	EDT	Educational Technology-III
Paper 15	GNC	Guidance & Counselling-III

Semester- IV

All papers are compulsory:

PAPER	SUB CODE	SUBJECT
Paper 16	HCE	History and Contemporary Issues of Indian Education-IV
Paper 17	CRD	Curriculum Development-IV
Paper 18	DIS	Dissertation
Paper 19	EDT	Educational Technology-IV
Paper 20	GNC	Guidance & Counselling-IV

Teaching - Learning Process

The transaction of curriculum is done by providing learning material in Self Learning mode which covers whole syllabi and organizing Personal Contact Programme of ten days in each of the four semesters. Though the learning material is available in English Medium only, however, during Personal Contact Programme (PCP) classes students are absolutely free to interact in English/Hindi/Punjabi. During PCPs, teachers try to cover whole of the syllabi of the particular semester. Innovative techniques and are also used for the students. Along with theory, practical works in specific papers will be taken up during PCPs.

Medium of Examination: Students can choose any one of the three languages i.e. English/Hindi/Punjabi, as their medium of examination i.e. writing their theory papers.

Assessment

Evaluation is done on the basis of semester terminal examination and Internal assessment (see course structure/details). The terminal /external examination are conducted in the month of December for semester I & II; and in the month of May/June for semester II & IV.

PCP Dates

There will be mandatory Personal Contact Programme (PCP) of 10 days duration in each semester. The PCP will be conducted at USOL only. **75% attendance** during PCP will be mandatory for the students to be eligible for appearing in the semester-end examination.

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0040

Note: For fee deposit refer to fee details at [Fee structure](#)

Contact

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M.A. ENGLISH

Masters in English is a much sought-after programme as students consider both English language and Literature as a window to the world. English is indispensable for higher education and the proficiency in the language is an essential prerequisite for all competitive examinations. The course opens plenty of avenues for employment. Jobs become more accessible in education, the corporate sector, media and administrative sectors. The course is spread over four semesters and has the objective of acquainting students with the literature written in English and translated into English from various Indian and foreign languages. Besides, the course prepares distance learners to cultivate a comprehensive understanding of certain core areas such as Literary Criticism, Literary Movements, Indian Writings in English, British Literature, and World Literatures. The Course also offers exposure to specialized areas such as Post-Colonial Studies, Cultural Studies, Linguistics, Shakespeare and American Literature.

The Course further aims at honing creative skills in students to enable them in becoming good content developers, editors, and creative writers. The study of literature sensitizes students to the problems of society whereby they become equipped to grapple with the challenges of day-to-day life.

- [Course Structure](#)
- [Teaching- Learning Process](#)
- [PCP](#)
- [Fee](#)
- [Contact](#)

Course Structure

The course is spread over four semesters. There are two compulsory papers in Semester I (Literary Movements- I and Approaches to Literary Criticism-I) and correspondingly in Semester II (Literary Movements- II and Approaches to Literary Criticism-II), whereas in Semester III & IV, there is only one compulsory paper (Critical Theory – I and Critical Theory – II). The entire course of M.A. (English) consists of **18 (eighteen) papers**. Semesters I & II shall have four papers each (a total of 8 out of which four shall be compulsory and four optional); Semesters III & IV shall also have four papers each (a total of 10 out of which two shall be compulsory and eight optional). One paper (paper XIII) shall be allotted to dissertation-work. If a student does not want to undertake dissertation-work, he/she can opt for a paper titled 'Research Methods'. Another paper— 'Skill Enhancement/Social Outreach' (paper XVIII, Sem IV) based on practical training is to be opted for in the second year. In case a student does not want to take this paper based on practical skills, he/she can opt for a paper titled 'Creative Writing and Soft Skills'. The details of these papers (XIII & XVIII) along with their corresponding alternatives appear later in the document.

The USOL students are required to opt for **British Literature-I and British Literature-II as optional papers in the first semester and British Literature-III and British Literature-IV** in the second semester. In the third semester, a student is required to take three optional papers, **Indian Writings (in English)-I, American Literature-I and World Literature-I**. In semester three, the students can either opt for Research Methods or Dissertation – Work in Paper XIII. The Study material and PCP will be provided for Research Methods as well as Dissertation Writing. In the fourth semester, a student is required to take three optional papers, **Indian Writings (in Translation)-II, American Literature-II and World Literature-II**. USOL offers study material for the above-mentioned options as well as compulsory papers only. However, the department will send assignments for all the optional papers in all the four semesters. **For Paper XVIII in semester IV, students can opt for 'Skill Enhancement/Social Outreach' or 'Creative Writing and Soft Skills'**. Study material and PCP will be provided for "Creative Writing and Soft Skills". For the Paper Skill Enhancement/Social outreach, a workshop will be organised by the department

Subjects/Papers

Semester I

M. MARKS: 100 (THEORY PAPER: 80 & INTERNAL ASSESSMENT: 20)

Two compulsory papers

Paper I

Literary Movements-I

Paper II

Approaches to Literary Criticism – I

Two optional papers

Paper III

1. Cultural Studies –I
2. Language and Linguistics –I
3. **British Literature – I (Offered by USOL)**

Paper IV

1. Introduction to Literary Genres –I
2. **British Literature –II (Offered by USOL)**
3. Academic Writing – I

Note: The study material will be provided and PCP will be held only for compulsory papers and other optional papers offered by USOL.

Semester II

Two compulsory papers

Paper V

Literary Movements –II

Paper VI

Approaches to Literary Criticism –II

Two optional papers

Paper VII (Choose any one of the following)

1. Cultural Studies – II
2. Language and Linguistics – II
3. **British Literature – III(Offered by USOL)**

Paper VIII (Choose any one of the following)

1. Introduction to Literary Genres –II
2. **British Literature – IV (Offered by USOL)**
3. Academic Writing – II

NOTE: - Students can opt for **British Literature –I in Paper III and British Literature – II** in Paper IV from the list of optional papers. Study material and PCP will be provided only for two compulsory and two optional papers. In Semester II, **British Literature III and British Literature IV** are to be taken.

Note: The study material will be provided, and PCP conducted only for compulsory papers and other optional papers offered by USOL.

Semester- III

One compulsory paper:

Paper IX

Critical Theory – I

Three optional papers: Choose any three papers from the list of courses.

Paper X

Indian Writings (in English) – I (Offered by USOL)

Cultural Studies – III

Shakespeare –I

Stylistics

Paper XI

Postcolonial Literatures –I

New Media Writing – I

World Literature –I(Offered by USOL)

Literature and Ecology –I

Paper XII

Indian Literary Criticism and Theory -I

Writings from Punjab – I

Introduction to Literary Genres –III

American Literature –I(Offered by USOL)

Paper XIII

Dissertation-Work

Research Methods

(for private students and those who do not want to undertake dissertation-work)

Note: The study material will be provided and PCP will be held only for compulsory papers and other optional papers offered by USOL.

Semester- IV

One compulsory paper

Paper XIV

Critical Theory – II

Four optional papers: Choose any three papers from the list given below.

Paper XV

Indian Writings (in Translation) – II(Offered by USOL)

Cultural Studies -- IV

Shakespeare –II

English Language Teaching (ELT)

Paper XVI

Postcolonial Literatures –II

New Media Writing – II

World Literature –II (Offered by USOL)

Literature and Ecology –II

Paper XVII

Indian Literary Criticism and Theory –II

Writings from Punjab – II

Introduction to Literary Genres –IV

American Literature –II (Offered by USOL)

Paper XVIII

Skill Enhancement/ Social Outreach

Or

Creative Writing and Soft Skills

(for private students and those who do not want to undertake dissertation-work)

Note: The study material will be provided and PCP will be held only for compulsory papers and other optional papers offered by USOL.

Teaching - Learning Process

The course is delivered to the students by means of the printed material dispatched to them as well as through the lecture mode during the Personal Contact Programme (PCP). The PCP will be of 12 days (Monday to Saturday for two weeks) for all the semesters. During the PCP the teachers will interact with the students and try to give an overview of the whole syllabi of the semester. Innovative techniques are also used to engage the students.

Assessment: Evaluation is done based on semester terminal examination and internal assessment (See course structure/details). The terminal/external examination is conducted in the month of December for Semester I and III; and in the month of May/June for semester II and IV.

Terminal Evaluation : 80

Internal Assessment : 20

1. There will be an internal assessment of 20 marks in each paper which will be based on an online multiple-choice assignment test.
2. The students are required to appear for the on-line assignment for each paper for Internal Assessment on the prescribed date.
3. The on-line assignment examination will not be repeated.

Syllabus For detailed Syllabus and other details refer PU website i.e. <https://www.puchd.ac.in/includes/syllabus/2021/20211028122644-m.a.english2021-2022.pdf?202211140007>

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0040

For fee deposit refer to fee details at [Fee structure page](#)

Contact

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एम.ए. हिन्दी

एम. ए. (हिन्दी) एक ऐसा द्वि-वर्षीय कोर्स है जो यूसोल के विद्यार्थियों में पर्याप्त लोकप्रिय है। यह कोर्स हिन्दी-भाषा और हिन्दी-साहित्य के व्यापक और गहन रूप से तो विद्यार्थियों को परिचित कराता ही है, कुछ अन्य भारतीय भाषाओं की रचनाओं के माध्यम से उनमें तुलनात्मक दृष्टि का विकास भी करता है। साथ ही, समीक्षा की भारतीय और पाश्चात्य - दोनों दृष्टियों के परिचय के द्वारा विद्यार्थियों के आलोचनात्मक विवेक को भी जाग्रत करता है। ज्ञान-विज्ञान के अन्यान्य अनुशासनों में विकसित दलित-विमर्श, स्त्री-विमर्श, उत्तरआधुनिक विमर्श जैसी अवधारणाएँ तथा अनुवाद और मीडिया जैसे रोज़गारोन्मुख विषय एम. ए. (हिन्दी) के पाठ्यक्रम का अभिन्न अंग हैं जिनके माध्यम से यह कोर्स अपनी अद्यतनता और गतिशीलता के साथ-साथ अपने अन्तर-अनुशासनीय उपागम (Inter-disciplinary approach) को भी प्रमाणित करता है।

- [Course Structure](#)
- [Teaching - Learning Process](#)
- [PCP](#)
- [Fee](#)
- [Contact](#)

कोर्स- संरचना

कोर्स की अवधि दो वर्षों की है जो चार सेमेस्टरों में विभाजित है। प्रत्येक सेमेस्टर में चार पेपर निर्धारित हैं। पहले और दूसरे सेमेस्टर के चारों पेपर अनिवार्य हैं। इन दोनों सेमेस्टरों के लिए पाठ्यक्रम का निर्धारण इस प्रकार से किया गया है कि विद्यार्थी हिन्दी-साहित्य के इतिहास के चारों कालों (आदिकाल, भक्तिकाल, रीतिकाल तथा आधुनिक काल) से तो (पेपर-एक के माध्यम से) भली-भाँति परिचित हो ही जाएगा; आधुनिक काल के हिन्दी-साहित्य से विशिष्ट परिचय (पेपर-दो व पेपर-तीन के माध्यम से) भी प्राप्त कर लेगा। साहित्य के विभिन्न भारतीय व पाश्चात्य सिद्धान्तों का (पेपर-चार के माध्यम से) अध्ययन साहित्य को समझने की उसकी दृष्टि को विकसित करेगा।

सेमेस्टर तीन व सेमेस्टर चार में कुछ पेपर अनिवार्य हैं मगर 'विशेषज्ञता' के लक्ष्य को पाने के लिए यहाँ विद्यार्थी को पेपर तीन में कुछ विकल्प उपलब्ध कराए गए हैं मगर यूसोल के विद्यार्थी केवल विकल्प - ii (सूरदास एवं अन्य कृष्ण भक्त कवि) का ही चयन कर सकते हैं। पी. सी. पी. के दौरान भी केवल विकल्प - ii (सूरदास एवं अन्य कृष्ण भक्त कवि) की ही कक्षाएँ लगेंगी तथा विभाग की ओर से पाठ्यसामग्री भी केवल इसी विकल्प की उपलब्ध कराई जाएगी। सेमेस्टर तीन और सेमेस्टर चार के अनिवार्य पेपरों का संबंध भाषा-विज्ञान, हिन्दी-भाषा, हिन्दी-काव्य का प्राचीन व मध्यकाल, मीडिया-लेखन और अनुवाद, भारतीय साहित्य आदि के साथ है।

प्रत्येक पेपर 100 अंक का है जिसमें से 80 अंक सेमेस्टर के अंत में ली जाने वाली मुख्य परीक्षा के लिए रखे गए हैं तथा 20 अंक आंतरिक मूल्यांकन (Internal Assessment) के लिए हैं। यूसोल के विद्यार्थियों का आंतरिक मूल्यांकन एक प्रश्न पत्र के (Assignment) के ज़रिए किया जाएगा जो विभाग की ओर से विद्यार्थियों को उपलब्ध कराया जाएगा। सभी विद्यार्थियों के लिए यह अनिवार्य है क्योंकि इसमें प्राप्त अंक ही उसके 'आंतरिक मूल्यांकन के अंक' होंगे।

पेपर

M. Marks: 100 (Theory Paper: 80 & Internal Assessment: 20)

Semester- I (All papers are Compulsory)

PAPER	SUB CODE	SUBJECT
Paper- I	HSM	हिन्दी साहित्य का आदिकाल व मध्यकाल
Paper- II	AHK	आधुनिक हिन्दी काव्य

Paper- III	AGS	आधुनिक हिन्दी गद्य साहित्य
Paper- IV	BKS	भारतीय काव्यशास्त्र के सिद्धान्त और हिन्दी आलोचक

Semester- II (All papers are Compulsory)

PAPER	SUB CODE	SUBJECT
Paper- I	HSK	हिन्दी साहित्य का आधुनिक काल
Paper- II	AHK	आधुनिक हिन्दी काव्य
Paper- III	AGS	आधुनिक हिन्दी गद्य साहित्य
Paper- IV	PKS	पाश्चात्य काव्यशास्त्र एवं समकालीन आलोचना सिद्धान्त

Semester- III

नोट:- यू.एस. ओ.एल. के विद्यार्थी केवल सूरदास एवं अन्य कृष्ण भक्त कवि विकल्प का चयन कर सकते हैं । पाठ्य-सामग्री तथा assignment केवल इसीविषय की ही उपलब्ध कराई जाएगी ।

PAPER	SUB CODE	SUBJECT
Paper- I	BHV	भाषा विज्ञान एवं हिन्दीतर भाषाओं का अध्ययन
Paper- II	PMK	प्राचीन एवं मध्यकालीन काव्य
Paper- III	SAK	सूरदास एवं अन्य कृष्ण भक्त कवि
Paper- IV	MLA	मीडिया लेखन और अनुवाद

Semester- IV

PAPER	SUB CODE	SUBJECT
Paper- I	BHV	भाषा विज्ञान एवं हिन्दी भाषा का अध्ययन
Paper- II	PMK	प्राचीन एवं मध्यकालीन काव्य
Paper- III	SAK	सूरदास एवं अन्य कृष्ण भक्त कवि
Paper- IV	BAS	भारतीय साहित्य

अध्ययन- अध्यापन- प्रक्रिया

दूरवर्ती शिक्षा मुख्यतः मुद्रित पाठ्य-सामग्री पर आधारित होती है। 'व्यक्तिगत संपर्क कार्यक्रम' (PCP) भी इस शिक्षण में बहुत महत्वपूर्ण भूमिका निभाते हैं। एम. ए. (हिन्दी) के विद्यार्थियों को भी संपूर्ण पाठ्यक्रम पर आधारित पाठ्यसामग्री उपलब्ध कराई जाएगी। प्रत्येक सेमेस्टर के प्रत्येक पेपर के लिए उन्हें अलग-अलग मुद्रित पाठ्यसामग्री उपलब्ध कराई जाएगी। विद्यार्थी के अधिकतम हित को ध्यान में रखते हुए पाठ्यसामग्रीविषय-विशेषज्ञों द्वारा तैयार कराई गई है। इसके अतिरिक्त, प्रत्येक सेमेस्टर में छः दिन का 'व्यक्तिगत संपर्क कार्यक्रम'(PCP) भी रखा जाएगा जिसके अंतर्गत चारों पेपर पढ़ाए जाएंगे।

Assignments

1. There will be an internal assessment of 20 marks in each paper which is based on written assignments/MCQ.
2. No assignment will be accepted after the last date. The students are required to submit one assignment for each paper for Internal Assessment during the course of the study.
3. The students are, therefore, advised in their own interest to submit all the assignments positively by the respective due date.

Syllabus For detailed Syllabus and other details refer PU website i.e. <https://www.puchd.ac.in/includes/syllabus/2021/20210913154928-m.a.hindisyllabus2021-22compressed1.pdf?202211140007>

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0040

Note: For fee deposit refer to fee details at [Fee structure](#)

Contact

कोर्स संयोजक : प्रोफेसर योजना रावत, हिन्दी-विभाग
कमरा नं : 305 यूसोल
ऑफिस फोन नं : 01722536152
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M.A. HISTORY

The Department of History runs a two-year Post Graduate course comprising of four semesters. This course has envisaged moving away from conventional history, with an emphasis on analytical method for reconstructing the past. It will broaden and deepen the understanding of students by delving into some neglected areas of historical research. The scope of papers includes histories of marginal groups, economic history, urban history, contemporary history, regional history and world history. In addition, there are also courses on history of art, architecture, and religion and research methodology. The courses are inter-disciplinary in nature so that the students learn from other related disciplines such as economics, sociology, anthropology, political science and geography.

- **Courses structure**
- **Teaching - Learning Process**
- **PCP**
- **Fee**
- **Contact**

Course Structure

The course comprises of four semesters. There shall be four papers in each semester. Each paper is of 100 marks (Theory Paper: 80 & Internal Assessment: 20)

Semester- I

All Papers are Compulsory

PAPER	SUB CODE	TITLE OF PAPER
Paper- I	HIS 111	The Punjab (mid-fifteenth to seventeenth centuries)
Paper- II	HIS 231	Ancient India: An Overview
Paper- III	HIS 221	Medieval India: Political Processes
Paper- IV	HIS 211	Modern India: Political Processes

Semester- II

PAPER	SUB CODE	TITLE OF PAPER
<u>Group-I</u> Paper I:	HIS 125	Punjab in the Eighteenth Century (Compulsory)
<u>Group- II</u> Paper II:	<u>Any one of the following</u>	
	HIS 713 *Opt. (i)	Agrarian Economy of Ancient India
	HIS 712 Opt. (ii)	Agrarian Economy of Medieval India
	HIS 711 Opt. (iii)	Agrarian Economy of Modern India
	HIS 721 Opt. (iv)	Industry, Trade & Urbanization in Medieval India
	HIS 730 Opt. (v)	Industry and Trade in Modern India

HIS 733 Opt.(vi) Urbanization in Modern India **(In abeyance till further orders)**

Group- III Paper III: Any one of the following

HIS 831 Opt. (i) Modern World (Mid 15th - 19th Century)

HIS 844 *Opt. (ii) China & Japan (1840-1950)

HIS 821 Opt. (iii) History of Canada (In abeyance till further orders)

HIS 811 Opt. (iv) American Imperialism in the Nineteenth and Twentieth Centuries
(In abeyance till further orders)

Group- IV Paper IV: Any one of the following

HIS 812 *Opt. (i) (b) USA (1820-1973)

HIS 832 Opt. (ii) World in the Twentieth Century

Semester- III

PAPER	SUB CODE	SUBJECT
<u>Group- I Paper- I</u>	(HIS 123)	Punjab in the Nineteenth Century (<u>Compulsory</u>)
<u>Group- II Paper II:</u>	<u>Any one of the following</u>	
	(HIS 431)	Opt. (i) Evolution of Ancient Societies
	(HIS 421)	Opt. (ii) Feudal Society in Western Europe
	(HIS 411)	Opt. (iii) History of Capitalism
	(HIS 412)	*Opt. (iv) Rise and Growth of Colonialism in India
	(HIS 602)	Opt. (v) History of Secularism in Modern India (In abeyance till further orders)
<u>Group- III & IV Paper III & IV:</u>	<u>Any two of the following</u>	
	(HIS 432)	Opt. (i) Cultural History of Ancient India
	(HIS 604)	Opt. (ii) Sacred Centres in Indian Civilization
	(HIS 424)	Opt. (iii) Medieval Indian Art and Monuments
	(HIS 601)	*Opt. (iv) Gender Relations in Modern India
	(HIS 455)	Opt.(v) Diaspora in Colonial India (In abeyance till further orders)
	(HIS 603)	Opt. (vi) Science, Technology & Medicine in Colonial India (In abeyance till further orders)
	(HIS 213)	Opt. (vii) Constitutional Development in Modern India, 1773-1947
	(HIS 212)	*Opt. (viii) National Movement in India 1858-1947
	(HIS 214)	Opt. (ix) British Policy and Princely States (In abeyance till further orders)
	(HIS 263)	Opt. (x) Contemporary India 1947- 1992

Semester- IV

PAPER	SUB CODE	SUBJECT
Group- I Paper- I	(HIS 126)	Punjab in the Twentieth Century (<u>Compulsory</u>)
Group –II Paper- II: (Any one of the following)		
	(HIS 911)	Opt. (i) History and Historiography
	(HIS 912)	*Opt. (ii) - History and Historical Method
Group –III & IV Paper- III & IV: Any two of the following		
	(HIS 720)	Opt. (i) Religious and Social Processes in Ancient India
	(HIS 438)	Opt. (ii) Buddhism in India
	(HIS 428)	*Opt. (iii) Religious Developments in Medieval India
	(HIS 426)	Opt. (iv) Islamic Traditions of Medieval India
	(HIS 471)	Opt. (v) Dalit Movements in Modern India
	(HIS 731)	Opt. (vi) Working Class Movements in Modern India
	(HIS 467)	Opt. (vii) Peasant Movements in Modern India
	(HIS 418)	*Opt. (viii) Socio-Religious Reform Movements in Modern India
	(HIS 462)	Opt. (ix) History of Caste and Caste Politics in Modern India

Note:-

Semester –II: USOL provides study material only for following options: HIS 713, HIS 844, HIS 812

Semester –III: USOL provides study material only for following options: HIS 212 HIS-412 HIS- 432

Semester –IV: USOL provides study material only for following Options: HIS 912, HIS 428, HIS 418

Teaching - Learning Process

The course content is provided in printed lesson form which is in Self Learning Mode. On the basis of the lesson scripts or the printed material sent to the students, they are required to prepare the assignments to attempt assessment of 20 marks in each paper. In addition, Personal Contact Program (PCP) is held once per semester as per PCP schedule given in the prospectus. Also, on any working day students may visit the department for interaction/ consultation with the concerned teachers. Students may also contact the teachers on the phone during university working hours. PCP will be held only for compulsory papers and other optional papers where study material is provided by USOL.

Medium of Study Material: Lectures delivered during the Personal Contact Programme (PCP) are in English, Hindi and Punjabi. **Study Material is provided in English medium only.**

Medium of Examination: Students can write examinations in all three mediums: English, Hindi and Punjabi.

Assignments

Each paper of this course is of 100 marks, of which 20 marks are for internal assessment based on the online assignments (MCQs) and 80 marks are for the semester end written examination.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0040

Note: For fee deposit refer to fee details at [Fee structure](#)

Contact

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M.A. POLITICAL SCIENCE

M.A. in Political Science is a two-year Post Graduate academic course. The course is divided into four semesters and its objective is to help the students understand the mechanism and constitutional system of the government. The knowledge of domestic and foreign policies is imparted to the students of political science. The study of political science is valuable for creating good citizenship and securing unity of the nation. The course further aims at producing the best political leaders, able administrators, efficient diplomats and well informed journalists. The course also helps the students in securing suitable jobs in research projects, NGO's, teaching in educational institutions, journalism and media etc. It also prepares them to explore Opportunities State and Central services.

- [Course Structure](#)
- [Teaching- Learning Process](#)
- [PCP](#)
- [Fee](#)
- [Contact](#)

Course Structure

The course aims at introducing students to the key concepts of political science. The course further focuses on making the students aware of the text of constitution and working of its various institutions. The course also imparts the knowledge of major developments in international relations. The paper on Western and Indian Political thinkers will introduce the students to different discourses in the domain of Indian and Western Political thought. Various current topics and political developments are also included in the course to make the students competent enough to comprehend national and international problems in future.

The programme consists of 16 courses/papers comprising of **12 Core/ compulsory papers** and **4 elective/optional papers** for all students. Each of these courses will carry 100 marks, of which 20 marks will be for internal assessment and 80 marks for the end semester examinations.

Terminal Evaluation : 80

Internal Assessment : 20

Internal Assessment/ Assignments:

1. There will be an internal assessment of 20 marks in each paper which is based on online assignments for USOL students.
2. The students are, therefore, advised in their own interest to submit all the assignments positively by the respective due date.

Syllabus: For detailed Syllabus and other details refer PU website i.e. <http://puhd.ac.in>

Subjects/Papers

M. MARKS: 100 (THEORY PAPER: 80 & INTERNAL ASSESMENT: 20)

Semester- I

PAPER	SUB CODE	SUBJECT
Course- I	WPT	Western Political Thought-I
Course- II	CPA	Key Concept in Political Analysis

Course- III	IAW	Indian Politics: Institution at Work
Course- IV	INR	International Relations: An Historical Overview

Semester- II

PAPER	SUB CODE	SUBJECT
Course- V	WPT	Western Political Thought-II
Course- VI	CPO	Comparative Politics-I: Understanding Advanced Industrial Societies
Course- VII	IPO	Indian Politics: Political Processes
Course- VIII:	TIR	Theories of International Relations

Semester- III

PAPER	SUB CODE	SUBJECT
Paper- IX	IPT	Indian Political Thought – I (Compulsory)
Paper- X:	CPO	Comparative Politics-II: Understanding Developing Societies (Compulsory)
Paper- XI:	PIL	Public International Law-I
Paper- XII:	PAD	Public Administration

Semester- IV

PAPER	SUB CODE	SUBJECT
Paper- XIII:	IPT	Indian Political Thought-II (Compulsory)
Paper- XIV:	FPI	Foreign Policy of India (Compulsory)
Paper- XV:	SPI	State Politics in India
Paper- XVI:	PIL	Public International Law-II

Teaching - Learning Process

The learning material covers almost whole of the syllabus. Though the students are free to take up any of the three languages (English/Hindi/Punjabi) to write their examination papers but the language of the study material is English only. Along with this, Personal Contact Programs (PCP) is organized in each of the four semesters. During PCPs the teachers interact with students and try to cover whole of the syllabi of the particular semester. Innovative techniques are also used for engaging the students.

Medium of Examination: Students can choose any one of the following as medium of examination. English/Hindi/Punjabi.

Medium of Study Material: The study material is available in English Medium only. However, during PCP classes students are absolutely free to interact in any of these three languages.

Assessment

Evaluation is done on the basis of semester terminal examination and Internal assessment **online assignments (MCQs)** (see course structure/details). The terminal/external examination is conducted in the month of December for semester 1 and 3; and in the month of May/June for semester 2 and 4.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0040

For fee deposit refer to fee details at [Fee structure](#)

Contact

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M.A. PUBLIC ADMINISTRATION

The M.A. Programme in Public Administration is a multi-disciplinary and job oriented course. The curriculum integrates theoretical and practical perspectives in the field of Governance. The sequence of the course has been designed in such a way so as to cover the different aspects of governance.

- [Course Structure](#)
- [Teaching - Learning Process](#)
- [PCP](#)
- [Fee](#)
- [Contact](#)

Course Structure

There is a four-semester programme. Each semester has three core papers and two optional papers. Each paper is of four (4) credits except for papers VIII (a) and VIII (b) in Semester IV that are of two (2) credits each. A candidate must successfully complete 20 credits at the end of 2nd Semester to join the 3rd Semester and 28 credits at the end of the 3rd Semester to join the 4th Semester.

Semester- I

Core Papers:

PAPER	SUB CODE	SUBJECT
Paper- 1	ADT	Administrative Theory
Paper- 2	INA	Indian Administration
Paper- 3	CDA	Comparative and Development Administration

Optional Papers:

Paper- 4	CCA	Citizen Centric Administration
Paper-5	AON	Administration of NGOs
Paper-6	ENA	Environment Administration
Paper-7	OMG	Office Management
Paper-8	EAD	Economic Administration

Note: USOL will provide study material only for Paper 1-4 and 6.

Semester- II

Core Papers:

PAPER	SUB CODE	SUBJECT
Paper- 1	ADT	Administrative Thought
Paper- 2	FND	Financial Administration
Paper- 3	PPA	Public Personnel Administration

Optional Papers:

Paper– 4	ORP	Organisational Psychology
Paper– 5	POA	Police Administration
Paper-6	PMG	Project Management
Paper-7	IAD	International Administration
Paper-8	MAG	MIS and E-Governance

Note: USOL will provide study material only for Paper 1-5.

Semester- III

Core Papers

Paper– 1	RMS	Research Methods and Statistics
Paper– 2	LGI	Local Governance in India
Paper– 3	SSA	Social Systems and Welfare Administration

Optional Papers

Paper–4	DMG	Disaster Management
Paper–5	MOP	Management of Disciplinary Proceedings
Paper–6	PHA	Public Health Policy and Administration
Paper–7	CP1	Corporate Governance
Paper–8	ARM	Advanced Research Methods with Dissertation (a) Advance research Methods (b) Dissertation

Note: USOL will provide study material only for papers 1 to 4 and 6.

Semester- IV

Core Papers

Paper– 1	PPA	Public Policy and Analysis
Paper– 2	ADL	Administrative Law
Paper– 3	ODAI	Organisational Development and Administrative Improvement

Optional Papers

Paper– 4	EIG	Ethics in Governance
Paper– 5	EPA	Education Policy and Administration
Paper– 6	LPA	Labour Policy and Administration
Paper– 7	RG	Regulatory Governance

Paper– 8 PEM Public Enterprise Management

Note: USOL will provide study material only for papers 1 to 3, 5 and 8.

For detailed Syllabus and other details refer PU website i.e.
<https://www.puchd.ac.in/includes/syllabus/2021/20210811162139-m.a.publicadministration2021-22.pdf?202211183507>

Teaching - Learning Process

The pedagogy is designed to nurture the attributes of intellectual enquiry, scholarship, research and writing. This will include the printed course material, reference study material from other sources, class room counseling and discussions, field visits and written assignments, presentations, role play, case studies, field visits etc. and will be Information and Communication Technology supported. The use of these methods should equip the student with listening, writing and presentation skills along with the capacity for analysis and evaluation. Peer evaluation, people skills, navigating public spaces, leadership and team work will be skills expected to develop and to prepare the student for the world of work. PCP will be held only for compulsory papers and other optional papers where study material is given by USOL.

Medium of Examination- Students are free to write their examination in English/Hindi/Punjabi.

Assignments

1. There will be an internal assessment of 20 marks in each paper which is based on **online assignments (MCQs)**.
2. The students are required to submit one assignment for each paper for Internal Assessment during the course of the study.
3. The students are, therefore, advised in their own interest to submit all the assignments positively by the respective due date.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0040

Note: For Fee deposit refer to fee details at [Fee structure](#)

Contact

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ਐਮ.ਏ ਪੰਜਾਬੀ

ਦੋ ਸਾਲਾ ਐਮ ਏ ਪੰਜਾਬੀ (ਭਾਸ਼ਾ ਤੇ ਸਾਹਿਤ) ਦਾ ਕੋਰਸ ਜਿਥੇ ਬੜਾ ਰੋਚਕ ਤੇ ਗਿਆਨ ਭਰਪੂਰ ਹੈ, ਉਥੇ ਇਹ ਵਿਦਿਆਰਥੀ ਨੂੰ ਸਾਹਿਤ ਲਿਖਣ, ਪੜ੍ਹਨ ਤੇ ਸਮਝਣ ਦੀ ਵੀ ਚੇਟਕ ਲਾਉਂਦਾ ਹੈ। ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਦਾ ਵਿਸ਼ਵ ਦੀਆਂ ਹੋਰ ਭਾਸ਼ਾਵਾਂ ਵਿਚ ਇਕ ਬਹੁਤ ਵੱਡਾ ਮੁਕਾਮ ਹੈ। ਇਸ ਕੋਰਸ ਦੀ ਗਿਆਨ ਪ੍ਰਾਪਤੀ ਉਪਰੰਤ ਰੁਜ਼ਗਾਰ ਹਾਸਲ ਕਰਨ ਲਈ ਦੇਸ਼ ਵਿਦੇਸ਼ ਵਿਚ ਵਿਦਿਆਰਥੀਆਂ ਲਈ ਇਸ ਸਮੇਂ ਬਿਹਤਰ ਸੰਭਾਵਨਾਵਾਂ ਬਣੀਆਂ ਹੋਈਆਂ ਹਨ। ਇਹ ਕੋਰਸ ਵਿਦਿਆਰਥੀਆਂ ਨੂੰ ਜਿਥੇ ਪੰਜਾਬੀ ਸਭਿਆਚਾਰ ਦੀਆਂ ਅਮੀਰ ਪਰੰਪਰਾਵਾਂ ਤੋਂ ਜਾਣੂ ਕਰਵਾਉਂਦਾ ਹੈ, ਉਥੇ ਜ਼ਿੰਦਗੀ ਦੀਆਂ ਚੁਣੌਤੀਆਂ ਦਾ ਮੁਕਾਬਲਾ ਕਰਨ ਦਾ ਆਤਮਕ ਬਲ ਵੀ ਉਨ੍ਹਾਂ ਨੂੰ ਬਖਸ਼ਦਾ ਹੈ। ਇਸ ਕੋਰਸ ਰਾਹੀਂ ਮਹਾਨ ਤੇ ਅਨੁਭਵੀ ਸਾਹਿਤਕਾਰਾਂ ਦੁਆਰਾ ਰਚੇ ਗਏ ਸਾਹਿਤ ਦੀ ਅਨੁਭਵ ਪੂਜੀ ਪ੍ਰਾਪਤ ਕਰਕੇ ਵਿਦਿਆਰਥੀਆਂ ਨੂੰ ਸਫਲ ਜੀਵਨ ਜੀਉਣ ਦੀ ਪ੍ਰੇਰਨਾ ਵੀ ਪ੍ਰਾਪਤ ਹੁੰਦੀ ਹੈ।

ਐਮ ਏ ਪੰਜਾਬੀ ਕੋਰਸ ਦੀ ਇਮਤਿਹਾਨੀ ਵਿਉਂਤ ਮੁਤਾਬਕ ਵਿਦਿਆਰਥੀਆਂ ਨੇ ਦੋ ਸਾਲਾਂ ਦੇ ਦੌਰਾਨ **ਕੁੱਲ 16 ਪੇਪਰਾਂ** ਦਾ ਅਧਿਐਨ ਕਰਨਾ ਹੁੰਦਾ ਹੈ।

- [Course Structure](#)
- [PCP](#)
- [Fee](#)
- [Contact](#)

ਕੋਰਸ ਦਾ ਸੰਗਠਨ

ਐਮ.ਏ ਪੰਜਾਬੀ ਦੇ ਕੋਰਸ ਨੂੰ ਚਾਰ ਸਮੈਸਟਰਾਂ ਵਿਚ ਵੰਡਿਆ ਗਿਆ ਹੈ। ਹਰ ਸਮੈਸਟਰ ਵਿਚ ਚਾਰ ਪੇਪਰਾਂ ਦੀ ਪ੍ਰੀਖਿਆ ਹੁੰਦੀ ਹੈ। ਕੁਲ 16 ਪੇਪਰ ਹਨ। ਹਰ ਪੇਪਰ ਨਾਲ ਸੰਬੰਧਤ ਅਸਾਈਨਮੈਂਟ (ਪ੍ਰਸ਼ਨ ਪੱਤਰ)ਆਨ ਲਾਈਨ ਭੇਜੀ ਜਾਂਦੀ ਹੈ ਤੇ ਵਿਦਿਆਰਥੀਆਂ ਵਲੋਂ ਪ੍ਰਾਪਤ ਉੱਤਰ ਪੱਤਰਿਕਾ ਨੂੰ ਸਮੈਸਟਰ ਪ੍ਰੀਖਿਆ ਦਾ ਭਾਗ ਮੰਨ ਕੇ ਚੈਕ ਕੀਤਾ ਜਾਂਦਾ ਹੈ। ਹਰ ਅਸਾਈਨਮੈਂਟ ਦੇ 20 ਨੰਬਰ ਹਨ। ਅਸਾਈਨਮੈਂਟ ਮਲਟੀਪਲ ਚੋਇਸ ਪ੍ਰਸ਼ਨ ਉੱਤਰ ਗੁਰਗਲ ਫੌਰਮ ਰਾਹੀਂ ਭੇਜੀ ਜਾਂਦੀ ਹੈ।

Subjects/Papers

ਕੁਲ ਅੰਕ : 100 (ਲਿਖਤੀ ਪੇਪਰ : 80 ਅਤੇ ਅਸੈਸਮੈਂਟ ਅੰਕ : 20)

Semester- I

PAPER	SUB CODE	SUBJECT: PUNJABI
Paper- I	(MPS)	ਮੱਧਕਾਲੀ ਪੰਜਾਬੀ ਸਾਹਿਤ ਦਾ ਇਤਿਹਾਸ
Paper- II	(SSP)	ਸਾਹਿਤ ਸਿਧਾਂਤ, ਸਨਾਤਨੀ ਕਾਵਿ ਸ਼ਾਸਤਰ ਅਤੇ ਪੰਜਾਬੀ ਆਲੋਚਨਾ
Paper- III	(MPK)	ਮੱਧਕਾਲੀ ਪੰਜਾਬੀ ਕਾਵਿ
Paper- IV	(PNV)	ਪੰਜਾਬੀ ਨਾਵਲ ਦਾ ਅਧਿਐਨ

Semester- II

PAPER	SUB CODE	SUBJECT: PUNJABI
Paper- I	(APS)	ਆਧੁਨਿਕ ਪੰਜਾਬੀ ਸਾਹਿਤ ਦਾ ਇਤਿਹਾਸ
Paper- II	(APV)	ਆਧੁਨਿਕ ਪੱਛਮੀ ਕਾਵਿ ਸ਼ਾਸਤਰ ਅਤੇ ਵਿਹਾਰਕ ਆਲੋਚਨਾ
Paper- III	(MPK)	ਮੱਧਕਾਲੀ ਪੰਜਾਬੀ ਕਾਵਿ-II
Paper- IV	(PNA)	ਪੰਜਾਬੀ ਨਾਵਲ ਦਾ ਅਧਿਐਨ

Semester- III

PAPER	SUB CODE	SUBJECT
Paper- I	(BVP)	ਭਾਸ਼ਾ ਵਿਗਿਆਨ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ
Paper- II	(SLS)	ਸਭਿਆਚਾਰ, ਲੋਕਧਾਰਾ ਅਤੇ ਪੰਜਾਬੀ ਸਭਿਆਚਾਰ
Paper- III	(APK)	ਆਧੁਨਿਕ ਪੰਜਾਬੀ ਕਵਿਤਾ-I
Paper- IV	(PNR)	ਪੰਜਾਬੀ ਨਾਟਕ ਅਤੇ ਰੰਗਮੰਚ ਦਾ ਅਧਿਐਨ-I

Semester IV

PAPER	SUB CODE	SUBJECT
Paper- I	(BPG)	ਭਾਸ਼ਾ ਵਿਗਿਆਨ, ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਅਤੇ ਗੁਰਮੁਖੀ ਲਿਪੀ
Paper- II	(PLL)	ਪੰਜਾਬੀ ਲੋਕਧਾਰਾ ਅਤੇ ਲੋਕ ਸਾਹਿਤ
Paper- III	(APK)	ਆਧੁਨਿਕ ਪੰਜਾਬੀ ਕਵਿਤਾ-II
Paper- IV	(PNR)	ਪੰਜਾਬੀ ਨਾਟਕ ਅਤੇ ਰੰਗਮੰਚ ਦਾ ਅਧਿਐਨ-II

For detailed Syllabus and other details refer PU website i.e.
<https://www.puchd.ac.in/includes/syllabus/2021/20211005105648-mapunjabisemestersystem2021-2022upd.pdf?202211191407>

Assignments

1. There will be an internal assessment of 20 marks in each paper which is based on online assignments (MCQs)
2. The students are required to submit one assignment for each paper for Internal Assessment during the course of the study.
3. The students are, therefore, advised in their own interest to submit all the assignments positively by the respective due date.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0040

For fee deposit refer to fee details at [Fee structure](#)

ਸੰਪਰਕ

ਕੋਆਰਡੀਨੇਟਰ : ਡਾ. ਪ੍ਰਵੀਨ ਕੁਮਾਰ
ਪੰਜਾਬੀ ਵਿਭਾਗ
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M.A. SOCIOLOGY

Masters degree programme in Sociology offers an exciting opportunity to study Sociology at an advanced and specialized level with a distinctive focus on the traditional and contemporary thought. This two year course is designed to extend and develop student's knowledge on core areas of sociological scholarship and methods. It offers students the opportunity to equip themselves with established and emergent ideas in the discipline as well as engaging in debates around the most pressing sociological challenges faced by modern world. Whether students have studied Sociology at undergraduate level or not, the friendly and interactive faculty will expand their knowledge and give them an enhanced sociological education.

- **Course Structure**
- **Learning- Teaching Process**
- **PCP**
- **Fee**
- **Contact**

Course Structure

There are four semesters. Each student shall take up all four Required Courses in the First Semester. In the Second Semester, in addition to two Required Courses, each student shall opt for two Open Courses out of those offered in that particular Semester. In the Third Semester again, in addition to two Required Courses, each student shall opt for two Open Courses, out of those offered during that Semester, including Field Dissertation, depending upon his/her eligibility for the same. In the Fourth Semester, apart from one Required Course, each student shall opt for three Open Courses (two in case he/she already has dissertation). The theory paper will be of 80 marks and 20 marks are for assignments (Internal Assessment). The Assignments are available online as per instructions. The students are required to complete the assignments and submit the same within the stipulated period.

Subjects/Papers

M. MARKS: 100 (THEORY PAPER: 80 & INTERNAL ASSESMENT: 20)

Semester- I

All Papers are compulsory:

PAPER	SUB CODE	SUBJECT
Paper- I	SOC R-411	History of Social Thought
Paper- II	SOC R-412	Sociology of Family and Gender
Paper- III	SOC R-413	Sociology of Development
Paper- IV	SOC R-414	Social Stratification: Concepts & Theories

Semester- II

PAPER	SUB CODE	SUBJECT
Paper- I	SOC R 425	Positivistic Sociological Theories (<u>Compulsory</u>)

Paper- II SOC R 439 Methods & Techniques in Social Research (Compulsory)

Paper- III & IV : Select any two options:

SOC O 521 Population and Society
SOC O 621 ***Social Dimensions of Development**
SOC O 721 ***Sociology of Urban Settlements**
SOC O 821 Structural Moorings of Gender Oppression
SOC O 921 Peasants and Rural Society in India
SOC O 922 Organizational Theory and Behaviour
SOC O 923 Basic Social Statistics

Note:*USOL provides study material for Options:-SOC O-621, SOC O-721

Semester- III

PAPER	SUB CODE	SUBJECT
Paper- I	SOC R 438	Interpretive Sociological Theories (<u>Compulsory</u>)
Paper- II	SOC R 426	Methodology of Social Research (<u>Compulsory</u>)

Paper- III & IV : **Select any two Options:**

SOC O 532 Basic Methods in Population Studies
SOC O 632 ***Social Development in India**
SOC O 633 Rural Development in India
SOC O 732 Problems of Urban India
SOC O 832 Family in Cross Cultural Perspective
SOC O 931 Sociology of Aging
SOC O 932 Organizational Structure and Development
SOC O 933 Sociology of Deviance: Concepts and Theories
SOC O 934 ***Sociology of Crime**
SOC O 935/945 Dissertation (III and IV Semesters)
SOC O 936 Advanced Social Statistics
SOC O 937 Sociology of Education

Note:*USOL provides study material for Options: SOC O-0632 SOC O-0934

Semester- IV

PAPER	SUB CODE	SUBJECT
Paper- I	SOC R 440	Perspectives on Indian Society (<u>Compulsory</u>)

Paper- II,III & IV: Have you opted for Dissertation i.e. SOCO-935 in 3rd semester. ?

If "YES", then select **any two options** from following options:

If “NO” then select any three options:

SOC O 543	Determinants and Consequences of Population Growth
SOC O 544	Sociology of Human Migration
SOC O 644	*Environmental Crisis and Sustainable Development
SOC O 645	Entrepreneurship and Development
SOC O 743	Cities, Urban Planning and Development
SOC O 843	Family Dynamics in Contemporary India
SOC O 844	Gender and Development
SOC O 941	Fundamentals of Industrial Sociology
SOC O 942	*Social Problems
SOC O 943	Political Sociology
SOC O 944	Sociology of Marginalized Communities
SOC O 946	*Media and Culture

Note:*USOL provides study material for Options:-SOC O 644, SOC O-942, SOC O-946

For detailed Syllabus and other details refer PU website i.e.

<https://www.puchd.ac.in/includes/syllabus/2021/20211116111610-m.a.sociologysemestersystemrevised2021-22.pdf?202211195107>

Teaching – Learning Process

Medium of Study Material: Students studying at USOL will be provided study material in English and Hindi Medium.

Personal Contact Programme: Further, there will be contact classes per semester.PCP will be held only for compulsory papers and other optional papers where study material is given by USOL.It is in the interest of the students to attend the PCP.As per DEB guidelines, 75% attendance in PCP is Mandatory.

Medium of Examination Students can write their examination in English/Hindi/Punjabi. There shall be 9 questions in all. The first question is compulsory and shall be short answer type containing 10 short questions spread over the whole syllabus to be answered in about 30 to 35 words each, carrying 20 marks i.e. 2 marks each. Rest of the paper shall contain 4 units. Each unit shall have two long questions and the candidates shall be given internal choice of attempting one question from each Unit – 4 in all. Each question will carry 15 marks.

Assignments

- 1. There will be an internal assessment of 20 marks in each paper which is based on assignments given in the form of MCQ (online mode).**
2. The students are required to submit one assignment for each paper for Internal Assessment during the course of the study.
3. The students are, therefore, advised in their own interest to submit all the assignments positively by the respective due date.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0040

For fee deposit refer to fee details at [Fee structure page](#)

Contact

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Master of Commerce (M.Com)

Master of Commerce (M.Com) is a Post Graduate Degree in Commerce of two years duration spread over four semesters which aims at honing the existing skills, knowledge and abilities of the students who intend to obtain Post Graduate Degree in Commerce. The degree would help the students to take up higher responsibilities in their chosen field especially for the students who would like to take up teaching assignments at higher level institutes. It would nevertheless fulfill the self-aspirational needs of the individuals who are looking for upgrading their professional qualifications in line with the market needs. The course is useful to the students who are pursuing CA/CS or want to take up any kind of competitive examination (Civil Services, SSC, and UGC etc.). The programme would also make the students eligible for enrolling in M. Phil and Ph. D programmes in any university.

- **Eligibility**
- **Course Structure**
- **Teaching - Learning Process**
- **PCP**
- **Fee**
- **Contact**

Eligibility

Semester -I & II

- (a) B.Com./BBA with not less than 45 % marks in the aggregate; **OR**
- (b) B.Com (Hons.) degree with not less than 45% marks in the aggregate **OR**
- (c) A graduate with Honours in Economics or Mathematics or Statistics or Commerce with not less than 45% marks in the aggregate **OR**
- (d) A graduate with 50% marks in the aggregate having offered Economics, Mathematics, Statistics, Commerce, Computer Applications or Computer Sciences as a subject in the examination:

Provided that in case of candidates having Bachelor's degree of the University through Modern Indian Languages (Hindi/Urdu/Punjabi (Gurmukhi Script) and/or in a Classical Language (Sanskrit/Persian/Arabic) or degree of any other University obtained in the same manner recognized by the Syndicate; 50% marks in the aggregate shall be calculated by taking into account full percentage of marks in all the papers in Language excluding the additional optional paper, English and the elective subject taken together; **OR**
- (e) A pass in the final examination conducted by the Institute of Chartered Accountants of India or The Institute of Cost and Works Accountants of India or England or The Institute of Company Secretaries of India; **OR**
- (f) Graduate from any other stream not covered in (a) to (f) above with not less than 60% marks in the aggregate.
- (g) A candidate who has passed B. Voc (Banking, Insurance & Retailing) and B. Voc (Retail Management) be given admission in the M. Com Course as it has already been approved by the UGC.

Eligibility

Semester -III & IV

Third and fourth semester admission/examinations shall be open to a candidate who: -

- (i) Has passed M.Com. 1st and 2nd semester from USOL and has been on the rolls of USOL/College during the academic year preceding M.Com. 3rd and 4th Semester examination.
- (ii) Has passed 50% of the prescribed papers of 1st and 2nd semesters jointly.
- (iii) II (A) A Candidate, who having passed the second semester examination discontinues his studies, may be permitted to join the 3rd Semester within two years of his passing the second semester examination as per P.U. Col. Vol. 2007 Page 348(ii).

- Note:**
1. *The duration of the examination in each subject will be 3 hours.*
 2. *Maximum marks for external/written examination are 80 marks and Internal Assessment is 20 marks.*
 3. ***Internal Assessment will be based on online assignment (MCQs)(Compulsory).***
 4. *Use of non-programmable calculators by the students in the Examination Hall is allowed. The calculators will not be provided by the University.*

Note: A student must exercise the option to be taken in 3rd & 4th semester by the end of 2nd Semester. Option will be given if the minimum number of students in each group is more than 50.

Course Structure

The duration of the course leading to the degree of Master of Commerce (M.Com.) shall be two academic years. Each year shall be divided into two semesters. The examination for the first and the third semesters shall ordinarily be held in the month of December/January and for the second and the fourth semesters in the month of April/May, or on such dates as may be fixed by the syndicate

The Course is divided into four semesters comprising of 27 theory papers and 01 Viva-Voce examination of 2800 marks.

Every candidate shall be examined in the subjects as laid down in the syllabus prescribed from time to time where 80 % marks will be based on theory papers and 20% marks will be based on online assignment (MCQs) to be submitted by the students which is compulsory, failing which the roll no. of the candidate will be withheld by the department. The viva-voce examination is 100% based on student's performance in the viva. Viva-Voce shall be conducted jointly by internal and external examiners.

Subjects/Papers

Semester- I

PAPER	SUB CODE	SUBJECT
Paper- I	MC. 101	Managerial Economics
Paper- II	MC. 102	Quantitative Methods for Business
Paper- III	MC. 103	Modern Accounting Theory & Reporting Practices
Paper- IV	MC. 104	Organisation Theory and Behaviour

*GROUP D	:	ACCOUNTING & FINANCE
	MC. 309	Strategic Cost Management
	MC. 310	International Accounting
GROUP E	:	APPLIED ECONOMICS
	MC. 311	Industrial Economics
	MC. 312	Applied Econometrics
*GROUP F	:	BANKING AND INSURANCE
	MC. 313	Bank Management
	MC. 314	Insurance Management
Paper-VII	MC. 315 A	Financial markets and Instruments

(Theory paper for USOL students only)

Note: - *USOL provides study material & conduct PCP for only for Groups A, B, D and F. However, online assignments will be uploaded for group C and E. (No PCP classes are conducted for group C and E)

Semester- IV

PAPER	SUB CODE	SUBJECT
Paper I	MC. 401	Project Planning and Control
Paper-II	MC. 402	Knowledge Management
Paper-III	MC. 403	Business Ethics and Corporate Governance

Every Student Has to Select Any One Group from the Two Groups Selected in the Third Semester (Selected Group in the 4th Semester Will Be Having Three Papers)

<u>*GROUP A</u>	:	MARKETING
	MC. 404	Advertising and Sales Management
	MC. 405	Service Marketing
	MC. 406	Consumer Behavior
*GROUP B	:	HUMAN RESOURCE MANAGEMENT
	MC. 407	Organizational Change and Development
	MC. 408	Training and Development
	MC. 409	Compensation Management
GROUP C	:	INTERNATIONAL BUSINESS
	MC. 410	International Business Environment
	MC. 411	Global Financial Management
	MC. 412	International Marketing Management
*GROUP D	:	ACCOUNTING & FINANCE

	MC. 413	Advanced Corporate Accounting
	MC. 414	Security Analysis and Portfolio Management
	MC. 415	Advanced Auditing
GROUP E	:	APPLIED ECONOMICS
	MC. 416	Macro Economic Analysis and Policy
	MC. 417	Economics of Services
	MC. 418	World Trading System
*GROUP F	:	BANKING AND INSURANCE
	MC. 419	Bank Legislation
	MC. 420	Risk Management
	MC. 421	Actuarial Practice
Paper-VII	MC. 422	Comprehensive VIVA-VOCE

Note: - *USOL provides study material & conduct PCP for only for Groups A, B, D and F. However, online assignments will be uploaded for group C and E. (No PCP classes are conducted for group C and E)

- Note:**
1. Each student shall be examined in the papers (including Project and Viva-Voce) as laid down in the syllabus prescribed from time to time.
 2. A student of M.Com. of the University School of Open Learning who fails to submit all the assignments of the session by the due date shall not be eligible to appear in the University examination.
 3. The students are advised to give their chosen optional papers in the examination form for M. Com Semester-III and IV respectively.

Syllabus For detailed Syllabus, rules and regulations and other details refer PU website i.e. <https://www.puchd.ac.in/includes/syllabus/2017/20170905103952-m.com2017-18.pdf?202211232907>

Note: Study material is provided in English Medium only.

Medium of Examination-English/Hindi/Punjabi

Teaching - Learning Process

The teaching learning process encompasses five components whereby the students will be provided ample support from the department in terms of guidance and counseling by the faculty.

The first component of the programme would be the Study Material in each subject prepared by the expert faculty in Self Learning Mode (SLM) as per DEB guidelines for distance learners.

The second component would be Personal Contact Programme (PCP) of six days duration for the students whereby lectures in all the subjects would be deliberated by the expert faculty.

*The third component is the online assignments (MCQs) for internal assessment of 20 marks in each paper.

The fourth component is the theory paper examination in each paper to be conducted by the University.

The fifth component is the Comprehensive Viva-Voce examination conducted by the department to evaluate the student learning during the two years programme.

Assessment

**Internal Assessment will be based on Online Assignments (MCQ's)*

The students are advised to visit USOL noticeboard for assignments which are uploaded on usol.puchd.ac.in.

1. There will be an internal assessment of 20 marks in each paper which is based on online assignments (MCQ's based, which will be uploaded in usol noticeboard along with the schedule).
2. The students are, advised in their own interest to submit all the assignments strictly as per schedule of online assignments.
3. The internal assessment awards of a candidate who fails or does not appear in the examination but has submitted the assignments will be carried forward and he will not be required to submit the assignments again, if he appears in that examination.
4. The Roll No. for M.Com semester examination will be issued only to those students who have submitted all the assignments. In case he/she appears as an ex-student in the next year, he/she will be allowed to appear only after the submission of assignments of that session.
5. The marks secured by the student in internal assessment will be uploaded on usol noticeboard for meeting any discrepancy there of before the final result is sent to the result branch. There after no communication will be entertained with regards to internal assessment.
6. There is no provision for re-evaluation of assignments. The marks allotted in internal assignments are final.

Important Note: Candidates who fail to submit the Assignment by due date will not be allowed to sit in the examination.

PCP Dates

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0030

Note: For fee deposit refer to fee details at [Fee structure](#)

Contact

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Special Note:

Please check your personal mail-id provided to the department from time to time and also usol noticeboard for all regular updates regarding your course and other academic and non-academic activities.

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Programme's Mission & Objectives:

The mission of the MBA Programme is to contribute towards the dissemination of information and knowledge in the field of management to the students who are aspiring to become managers. The program aims at providing education to those budding managers and aspirants who are unable to enroll in the regular mode due to any reason. It was started to meet the increasing demand of MBA Aspirants, mainly from working executives who want to learn while they earn.

The Objective of the program is to enhance the academic credentials and career prospects of the learners which is one of the most sought after degrees in today's business world which gives them an edge and better their employment prospects apart from widening their knowledge base. The aim of the program is to give them an opportunity to blend theory with practice which will enhance their career prospects and would help them in career progression as well.

Relevance of the Program with HEI's Mission and Goals:

The relevance of the programme lies in its contribution to the larger goals of HEI which aims at providing education to all by enabling the students who are unable to enroll in regular mode, especially the girls, the working students through distance mode by honing the existing skills, knowledge and abilities of the students who intend to obtain post Graduate Degree in management. The goal is to target the eligible individuals who are looking for upgrading their professional qualifications in line with the market needs.

Nature of Prospective target group of learners:

The target group of learners is the budding managers in the business world who are aspiring to take up higher responsibilities and positions in their organization. It would nevertheless fulfill the self-aspirational needs of the individuals who are looking for upgrading their professional qualifications in line with the market needs. The course is useful to the students who are pursuing CA/CS or wants to take up any kind of competitive examination (Civil Services, SSC, UGC etc.). The programme would also make the students eligible for enrolling in M.Phil. and Ph.D. programmes.

Appropriateness of programme to be conducted in Open and Distance Learning mode to acquire specific skills and competence:

The appropriateness of MBA programme through distance learning lies in the fact that most of the Universities running MBA have limited seats which hampers the aspirations of lakhs of students wanting to earn a professional degree in business administration, where distance mode proves to a boon for them.

There is a huge demand for master's degree in business administration from the learners who do not have a professional management degree in hand. This program aims at providing an opportunity to such learners who are working and do not have time to attend regular classes along with their working schedule, but are keen on improving their educational qualification for professional growth.

This degree never the less helps in boosting their level of confidence apart from equipping them with the requisite managerial skills and helps them in developing a mindset of a global manager.

In addition, the department collaborates with the Central Placement Cell (CPC) of Panjab University for enabling them to improve their placements prospects after obtaining MBA degree. The Department also organizes Academia Industry Interface programmes and Industrial visits for enhancing the employability skills of the students from time to time and giving them hands on experience of blending theory with practice thus incorporating the concept of experiential learning.

- Admission to MBA programme is through Entrance test which is conducted by CET Panjab University Chandigarh. For details visit <http://mbausol.puchd.ac.in>
- Date of Availability of MBA prospectus and online entrance test form on the website of Panjab University 08.08.2022.
- Date of entrance test 11.09.2022 (Sunday)
- Date of Counselling will be 3rd and 4th October 2022.

- Eligibility
- Course Structure
- Teaching - Learning Process
- PCP
- Fee
- Contact

Eligibility

Semester -I & II

- (i) A Bachelor's or Master Degree in any discipline of Panjab University or a degree of any other University which has been recognized by Panjab University as equivalent thereto with at least 50% marks in aggregate;

Provided that:In case of candidates having Bachelor's degree of the through Modern Indian Language [Hindi/Urdu/Punjabi (Gurmukhi Script)] and or in a Classical Language (Sanskrit/Persian/Arabic) or degree of any other University obtained in the same manner recognized by the Syndicate. 50% marks in the aggregate shall be calculated by taking into account full percentage of marks in all the papers in Language excluding the additional optional paper, English and the elective subject taken together. **OR**

- (ii) A pass in final examination conducted by the (a) Institute of Chartered Accountants of India or England, (b) Institute of Cost and Works Accountants of India or England, and (c) Institute of Company Secretaries of India. **OR**

- (iii) AMIE examination with 50% marks or more after having passed the diploma examination with 60% marks or above and have at least 5 years research/teaching of professional experience.

Concession of 5% marks will be given in the eligibility requirements for SC/ST/BC/PwD candidates.

Semester -III & IV

Third and fourth semester admission shall be open to a candidate who has passed 50% of the prescribed papers of 1st and 2nd semester jointly. In case the result of the candidate has been declared as '**fail in aggregate**' by Panjab University, he/she is eligible only if, he/she obtained 50% marks in any of 5 papers or more papers of MBA 1st and 2nd Semester jointly. The third and fourth Semester examination shall be open to a student who:-

- (i) has been on the rolls of the University School of Open Learning during third and fourth semester respectively, and

- (ii) has submitted all of the written assignments of third and fourth semester respectively, and
- (iii) has secured minimum 50% marks in at least 50% of the papers of 1st and 2nd semester jointly.
- (iv) In case a student who has not submitted his/her assignments as per **6.1(ii) Rules and Regulations of MBA Programme w.e.f. Admissions from 2014-15 onwards** and wants to appear as an ex-student of University School of Open Learning, he/she shall be allowed to do so only after submission of all the assignment of the semester in which he/she wants to appear.

Provided further that:

- (a) A candidate who has been placed under re-appear in 1st/3rd Semester examination in Nov./Dec. will be eligible to re-appear along with 2nd/4th Semester examination to be held in next April/May examination. In case a candidate is unable to pass in re-appear in April/May examination, he/she will be given another chance in Nov. /Dec. Examination to pass such papers.
- (b) A candidate who has been placed under re-appear in 2nd/4th Semester examination in April/May will be eligible to re-appear along with 1st/3rd Semester examination to be held in next Nov./Dec. examination. In case a candidate is unable to pass in re-appear in Nov./Dec. examination he/she will be given another chance in next April/May Examination to pass such papers. (*Syndicate para 24 dated 4-11-2012*).

Course Structure

MBA w.e.f 2022-23

TENURE: The MBA Programme shall be of 2 years duration (4 Semesters).

EVALUATION: Each Semester End Evaluation will be of 100 marks in the proportion of 50:50.

50 Marks for the External examination. (Theory)

50 Marks for the Internal assessment*.(Online MCQ's)

Note: Candidates who fail to submit the online assignments by due date will not be allowed to sit in the examination.

The duration of the course leading to the degree of Master in Business Administration (MBA) shall be two academic years. Each year shall be divided into two semesters. The examination for the first and the third semesters shall ordinarily be held in the month of December/January and for the second and the fourth semesters in the month of April/May, or on such dates as may be fixed by the syndicate

The Course is divided into four semesters comprising of 26 theory papers examination with the total of 2600 marks.

Each candidate shall be examined in the subjects as laid down in the syllabus prescribed from time to time, where 50 % marks will be based on Theory papers and 50% marks will be based on online Assignments (MCQ's) to be submitted by the students as per schedule uploaded on USOL notice board.

SCHEME OF EXAMINATION

- ❖ Examination in each subject will be of 3 hours duration.
- ❖ Maximum marks for external/written examination is 50 marks and internal assessment is 50 marks (on the basis of assignments)

SYLLABUS OF MBA:

<https://drive.google.com/drive/folders/13dqM0YMMFnu6TRa0jNOuP0h4oQIBr1eP?usp=sharing>

Instructions to the paper setters:

There will be four Units. There will be 10 questions in all, two/three questions from each unit. The Students are required to attempt five questions in all selecting at least one question from each unit.

The curriculum of MBA through distance mode is relevant to the changing business scenario and caters to the needs of all the aspiring learners especially the working executives. The students are given the choice of opting any one Specialization in the third and fourth semesters which are:

Group B: Finance

Group D: Marketing

Group E: Human Resource Management

USOL does not offer specialization in Group A (E&GM) and Group C (IT&OM)

Subject/Paper

First Semester

CODE	TITLE	MARKS 600
MBA6101	BUSINESS ECONOMICS	100
MBA6102	BUSINESS STATISTICS	100
MBA6103	MANAGEMENT ACCOUNTING	100
MBA6104	ORGANIZATIONAL BEHAVIOUR	100
MBA6105	MARKETING MANAGEMENT	100
MBA6106	WORKSHOP ON BUSINESS COMPUTING	50
MBA6108	WORKSHOP ON BUSINESS RESEARCH	50

Second Semester

CODE	TITLE	MARKS 800
MBA6201	BUSINESS ENVIRONMENT	100
MBA6202	HUMAN RESOURCE MANAGEMENT	100
MBA6203	OPERATIONS MANAGEMENT	100
MBA6204	FINANCIAL MANAGEMENT	100
MBA6205	LEGAL ASPECTS OF BUSINESS	100
MBA6207	SUMMER TRAINING REPORT AND VIVA-VOCE*	100
MBA6208	COMPREHENSIVE VIVA-VOCE**	100
MBA6209	WORKSHOP ON BUSINESS COMMUNICATION	50
MBA6210	WORKSHOP ON MULTIVARIATE STATISTICAL TECHNIQUES	50

***SUMMER TRAINING REPORT AND VIVA VOCE**

At the end of the examination of 2nd Semester the students will undergo compulsory summer training for a period of 6-8 weeks. Every student will submit the Summer Training Report within two weeks from the start of teaching for 3rd Semester.

Link for detailed Summer Training Manual:

<https://drive.google.com/drive/folders/1xsgowBi2EJR4d4tKPrkZID4ZTDqhFsby?usp=sharing>

Instruction for SUMMER TRAINING

Please note

- I. Those students who are already working can submit the summer Training report from their respective organizations only.
- II. Those who are not working, have to find the organization for summer training on their own. DCMS, USOL will not assist in finding the organization for summer internship. All the students have to finalize the organization and inform the department in the beginning of the second semester; in the month of January (Google Form will be shared).
 - After the Completion of Second Semester Examination the students will go on 6-8 Weeks summer training in various Industrial undertakings, banking and financial services institutions, and Retail Sector organizations, undertake a project there to study a particular problem and file three copies of summer training report within 15 days of the completion of the training.
 - The student has to file a certificate of completion of training to be issued by organization where the student undergoes training.
 - A VIVA-VOCE Examination will be conducted by the External examiner appointed by the University on the problems undertaken in the summer training report. .

Comprehensive VIVA-VOCE**

Comprehensive Viva-Voce of 2nd Semester would be based on papers taught in 1st and 2nd Semester. The students are advised to exercise the option of the specialization to be taken in 3rd & 4th semester by the end of 2nd semester on coordcomm@pu.ac.in. as and when called for through Google form.

THIRD SEMESTER

Semester- III

CODE	TITLE	MARKS
MBA7101	Strategic Management	100
➤	STUDENTS ARE TO OPT FOR TWO GROUPS OUT OF THE GROUPS OFFERED.	
➤	AND FURTHER IN ONE GROUP OPTED BY THEM THEY ARE TO OPT FOR THREE PAPERS OUT OF THE PAPERS OFFERED.	
➤	IN THE SECOND GROUP THEY ARE TO OPT FOR TWO PAPERS OUT OF THE PAPERS OFFERED	

which will make the five papers in total in opted groups.

GROUP A: Entrepreneurship and General Management

GROUP B: Finance

GROUP C: Information Technology And Operations Management

GROUP D: Marketing

GROUP E: Human Resource Management

Please note that USOL will not conduct classes and provide study material for Options A and Option C
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GROUP A: ENTREPRENEURSHIP AND GENERAL MANAGEMENT

MBA7111	ENTREPRENEURIAL DEVELOPMENT AND NEW ENTERPRISE MANAGEMENT	100
MBA7112	ENTREPRENEURIAL FINANCE	100
MBA7113	INFRASTRUCTURE AND PROJECT FINANCE	100
MBA7114	TAX PLANNING FOR ENTREPRENEURS	100
MBA7115	INVESTING IN PRIVATE EQUITY	100
MBA7116	MARKETING FOR ENTREPRENEURSHIP	100

GROUP B: FINANCE

MBA7121	FINANCIAL STATEMENT ANALYSIS	100
MBA7122	FINANCIAL ENGINEERING	100
MBA7123	MANAGEMENT OF FINANCIAL SERVICES	100
MBA7124	INVESTMENT MANAGEMENT	100
MBA7125	MANAGEMENT CONTROL SYSTEMS	100
MBA7126	PROJECT PLANNING, ANALYSIS AND MANAGEMENT	100

USOL will conduct classes and provide study material for MBA 7121, 7123 and 7125.

GROUP C: INFORMATION TECHNOLOGY & OPERATIONS MANAGEMENT

MBA7131	MOBILE COMMERCE	100
MBA7132	PRODUCT INNOVATION IN TECHNOLOGY BUSINESS	100
MBA7133	BUSINESS PROCESS RE-ENGINEERING	100
MBA7134	SYSTEMS ANALYSIS AND DESIGN	100
MBA7135	ENTERPRISE RESOURCE PLANNING	100
MBA7136	MANAGEMENT INFORMATION SYSTEMS	100

GROUP D: MARKETING

MBA7141	ADVERTISING AND CONSUMER BEHAVIOUR	100
MBA7142	GLOBAL MARKETING MANAGEMENT	100
MBA7143	MARKETING RESEARCH AND PRODUCT MANAGEMENT	100
MBA7144	INTERNET MARKETING AND RETAIL MANAGEMENT	100
MBA7145	GLOBAL SUPPLY CHAIN MANAGEMENT	100
MBA7146	INDUSTRIAL AND RURAL MARKETING	100

USOL will conduct classes and provide study material for MBA 7141, 7142, 7143.

GROUP E: HUMAN RESOURCE MANAGEMENT

MBA7151	LABOUR LEGISLATION-I	100
MBA7152	STRATEGIC HUMAN RESOURCE MANAGEMENT	100
MBA7153	PERFORMANCE AND COMPENSATION MANAGEMENT	100
MBA7154	ORGANISATION DEVELOPMENT	100
MBA7155	WORKSHOP ON TRAINING AND DEVELOPMENT	100
MBA7156	COMPARATIVE INDUSTRIAL RELATIONS	100

USOL will conduct classes and provide study material for MBA 7151, 7153,7154.

TOTAL 600

FOURTH SEMESTER

CODE	TITLE	MARKS
MBA7203	COMPREHENSIVE VIVA-VOCE****	100
MBA7204	HUMAN VALUES AND BUSINESS ETHICS	100

Students to continue with the two groups opted by them in third semester. And further in each group opted by them they are to opt for two papers out of the papers offered.

GROUP A: ENTREPRENEURSHIP AND GENERAL MANAGEMENT

MBA7211	MANAGING STRATEGIC IMPLEMENTATION AND BUSINESS TRANSFORMATION	100
MBA7212	MANAGING TEAMS	100
MBA7213	MANAGING GLOBAL ENTERPRISE	100
MBA7214	ORGANISATION STRUCTURE AND DESIGN	100

GROUP B: FINANCE

MBA7221	STARTEGIC COST MANAGEMENT	100
MBA7222	INTERNATIONAL FINANCIAL MANAGEMENT	100

MBA7223	BEHAVIORAL FINANCE	100
MBA7224	CORPORATE GOVERNANCE	100

USOL will conduct classes and provide study material for MBA 7222, and 7224.

GROUP C: INFORMATION TECHNOLOGY AND OPERATIONS MANAGEMENT

MBA7231	KNOGE MANAGEMENT	100
MBA7232	MANAGEMENT OF TECHNOLOGY	100
MBA7233	BUSINESS INTELLIGENCE	100
MBA7234	TOTAL QUALITY MANAGEMENT	100

GROUP D: MARKETING

MBA7241	MARKETING OF SERVICES	100
MBA7242	WORKSHOP ON FOREIGN TRADE DOCUMENTATION AND TRADE FINANCE	100
MBA7243	CUSTOMER RELATIONSHIP MANAGEMENT AND SALES MANAGEMENT	100
MBA7244	APPLICATION OF ACCOUNTING AND FINANCE IN MARKETING	100

USOL will conduct classes and provide study material for MBA 7241 and 7242.

GROUP E: HUMAN RESOURCE MANAGEMENT

MBA7251	HUMAN RESOURCE INFORMATION SYSTEM	100
MBA7252	PERSONAL EFFECTIVENESS AND LEADERSHIP	100
MBA7253	WORKSHOP ON MANAGEMENT OF DISCIPLINE AND DISCIPLINARY PROCEEDINGS	100
MBA7254	LABOUR LEGISLATION-II	100

USOL will conduct classes and provide study material for MBA 7251 and 7254.

TOTAL 600

Comprehensive Viva-Voce of the 4th Semester would be based on papers taught in 3rd and 4th Scheme.

MBA(Executive) Semester –III & IV

Note: 1. Examination in each subject will be of 3 hours duration.

2. Maximum marks for external/written examination is 80 marks and internal assessment is 20 marks (on the basis of assignments)

Instructions to the paper setters:

There will be four Units. There will be 10 questions in all, two/three questions from each unit. The Students are required to attempt five questions in all selecting at least one question from each unit.

The curriculum of MBA through distance mode is relevant to the changing business scenario and caters to the needs of all the aspiring learners especially the working executives. (The detailed curriculum is available on the Panjab University web site <http://pu.ac.in/syllabus.php>)

The students are given the choice of opting any one Specialization in the third and fourth semesters which are:

Group A: Marketing & International Business

Group B: Finance

Group C: Human Resource Management

TENURE: The MBA (Executive) Programme shall be of 2 years duration (4 Semesters).

EVALUATION: Each Semester End Evaluation will be of 100 marks in the proportion of 80:20.

80 Marks for the external examination.

20 Marks for the internal assessment*.

Note: -* Candidates who fail to submit the online assignments by due date will not be allowed to sit in the examination.

The duration of the course leading to the degree of Master in Business Administration (MBA-Ex) shall be two academic years. Each year shall be divided into two semesters. The examination for the first and the third semesters shall ordinarily be held in the month of December/January and for the second and the fourth semesters in the month of April/May, or on such dates as may be fixed by the syndicate

The Course is divided into four semesters comprising of 20 theory papers examination with the total of 2000 marks.

Each candidate shall be examined in the subjects as laid down in the syllabus prescribed from time to time, where 80 % marks will be based on Theory papers and 20% marks will be based on online Assignments (MCQ's) to be submitted by the students as per schedule uploaded on usol notice board.

The option of the specialization to be taken in 3rd & 4th semester by end of 2nd Semester.

Semester- III

Note: A student must exercise the specialization for Optional Groups to be taken in 3rd & 4th semester by the end of 2nd semester. The option is not subject to change, once it has been exercised. Hence it is advised to take up the specialization after thoughtful consideration.

The programme offers specialization in three areas viz. Marketing and International Business, Finance and HRM.

MBAEX7101	Strategic Management	100
MBAEX7102	Managing Across Cultures	100

Select any one group (Specialization):

GROUP A: MARKETING & INTERNATIONAL BUSINESS

MBAEX7103	Services Marketing	100
MBAEX7104	Global Marketing	100
MBAEX7105	Advertising and Consumer Behavior	100
GROUP B:	FINANCE	
MBAEX7106	Management Control System	100
MBAEX7107	Security Analysis and Portfolio Management	100
MBAEX7108	Strategic Cost Management	100
GROUP C:	HUMAN RESOURCE MANAGEMENT	
MBAEX7109	Organizational Development	100
MBAEX7110	Executive Compensation	100
MBAEX7111	Managerial Effectiveness	100

Semester- IV

MBAEX7201	Corporate Governance	100
MBAEX7202	Business and Marketing Research	100

Select the group (specialization) already opted in 3rd Semester:

GROUP A: MARKETING & INTERNATIONAL BUSINESS

MBAEX7203	International Business Economics	100
MBAEX7204	Strategic Brand Management	100
MBAEX7205*	International Financial Management	100

GROUP B: FINANCE

MBAEX7206	Financial Markets and Services	100
MBAEX7207	Financial Statement Analysis	100
MBAEX7208*	International Financial Management	100

GROUP C: HUMAN RESOURCE MANAGEMENT

MBAEX7209	Human Resource Development	100
MBAEX7210	Industrial Psychology	100
MBAEX7211	International Human Resource Management	100

Paper MBAEX7205 & MBAEX7208 (International Financial management is offered in both Group A and Group B)

Teaching - Learning Process

The teaching learning process encompasses Six components whereby the students will be provided ample support from the department in terms of guidance and counseling by the faculty.

- **STUDY MATERIAL:** The first component of the programme would be the Study Material prepared by an expert faculty in Self Learning Mode (SLM) in each subject. Both hard copy and soft copy will be provided.

- **PCP'S**: The second component would be the Personal Contact Programme (PCP) of six days duration for the students whereby lectures in all the subjects are delivered by the expert faculty in each semester.
- **ONLINE ASSIGNMENTS**: The third component is the written assignment for internal assessment of 50 marks in each subject which would help the students in improving their writing skills on the pattern of the external examination.
- **TERM END EXAMINATION**: The fourth component is the theory paper examination in each subject to be conducted by the University.
- **SUMMER TRAINING** : The fifth component is Summer Internship, which you will undergo during the summer break which will impart experiential learning to you in understanding the application of management concepts.
- **COMPERHENSIVE VIVA VOCE**: The sixth component is comprehensive viva voce which will be conducted after 2nd and 4th semester to evaluate the learner learning understanding of the subjects taught during the academic sessions.

Assessment

****Internal Assessment based on Online Assignments (MCQ's)***

The students are advised to visit USOL notice board for assignment schedule which are uploaded on usol.puchd.ac.in.

1. There will be an Internal Assessment of 50 marks in each paper which is based on online assignments (MCQ's).
2. No assignment will be accepted after the link is closed. The students are required to submit one assignment for each paper for Internal Assessment during the course of the study (26 assignments in all four semester)
3. The students are, therefore, advised in their own interest to submit all the assignments positively as per the schedule uploaded on usol notice board.
4. The internal assessment awards of a candidate who fails or does not appear in the examination but has submitted the assignments will be carried forward to the next examination, if he appears again.
5. The Roll No. for MBA semester examination will be issued only to those students who have submitted all the assignments. In case he/she appears as an ex-student in the next year, he/she will be allowed to appear only after the submission of assignments of that session.
6. The marks secured by the student in internal assessment will be uploaded on the usol notice board .

For detailed rules & regulations, refer to the <https://docs.google.com/document/d/1XSDtLC3A4imsQCFbToE5uPLknq30axSFflycWjEcGTM/edit?usp=sharing>

Medium of Instruction and Examination- ENGLISH ONLY

Important Note: Candidates who fail to submit the Assignment by due date will not be allowed to sit in the examination.

PCP Dates

Classes will be conducted on CISCO WebEx.

Class	Convener	PCP DATES
1. MBA (Ex) Semester-III	Prof Geeta Bansal	31-10-2022 (Mon) - 05-11-2022 (Sat)
2. MBA Semester-I	Prof Geeta Bansal	07-11-2022(Mon) - 12-11-2022(Sat)
Class	Convener	PCP DATES
3. MBA Semester-II	Prof Geeta Bansal	27.03.2023 (Mon) – 01.04.2023(Sat)
4. MBA(Ex) Semester-IV	Prof Geeta Bansal	03.04.2023 (Mon) – 08.04.2023 (Sat)

For PCP dates visit link [Schedule of Personal Contact Programmes \(PCPs\)](#)

Fee & Fee Code: C0090

Note: For fee deposit refer to fee details at [Fee structure](#)

Contact

Coordinator: Prof. Geeta Mangla Bansal
Room No. 412, Third Floor, Department of Commerce and Management Studies, USOL
Ph-0172-2534323
Email.:coordcomm@pu.ac.in

Special Note:

Please check your personal mail-id provided to the department from time to time and also the noticeboard at USOL website for regular updates regarding all academic and co-curricular activities of the department.

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PERSONAL CONTACT PROGRAMME

Personal Contact Programme (PCP) for Session 2022-23 for the students of Undergraduate and Postgraduate courses of USOL will be conducted as per the following schedule. Any change in schedule will be intimated to you on USOL website. The details of Personal Contact Programme are as under:-

<u>B.A.</u>	<u>Semester -V</u>	<u>Semester -VI</u>
	03-10-2022(Mon) to 09-10-2022 (Sun) *Holiday on 05/10/2022 on account of Dussehra	20-02-2023 (Mon) to 25-02-2023(Sat)
	<u>Semester -III</u>	<u>Semester -IV</u>
	10-10-2022(Mon) to 15-10-2022 (Sat)	27-02--2023 (Mon) to 04-03-2023(Sat)
	<u>Semester -I</u>	<u>Semester -II</u>
	17-10-2022(Mon) to 22-10-2022 (Sat)	06-03-2023 (Mon) to 12-03-2023(Sun) *Holiday on 08/03/2023 on account of Holi
<u>B.LIS</u>	<u>Semester -I</u>	<u>Semester -II</u>
	14-11-2022 (Mon) to 19-11-2022 (Sat) In Two Groups	06-02-2023 (Mon) to 13/02/2023 (Mon) (Group-I) 14-02-2023(Tue) to 21/02/2023 (Tue) (Group-II)
<u>B.Com.</u>	<u>Semester -V</u>	<u>Semester -II</u>
	03-10-2022(Mon) to 09-10-2022 (Sun) *Holiday on 05/10/2022 on account of Dussehra	20-02-2023(Mon) to 25-02-2023(Sun)
	<u>Semester -III</u>	<u>Semester -IV</u>
	10-10-2022(Mon) to 15-10-2022 (Sat)	27-02--2023 (Mon) to 04-03-2023(Sat)
	<u>Semester -I</u>	<u>Semester -VI</u>
	17-10-2022(Mon) to 22-10-2022 (Sat)	06-03-2023 (Mon) to 12-03-2023(Sun) *Holiday on 08/03/2023 on account of Holi
<u>M.Com</u>	<u>Semester -I</u>	<u>Semester -II</u>
	14-11-2022(Mon) to 19-11-2022(Sat)	20-03-2023(Mon) to 25-03-2023(Sat)
	<u>Semester -III</u>	<u>Semester -IV</u>
	26-10-2022(Wed) to 06-11-2022(Sun)	13-03-2023(Mon) to 18-03-2023(Sat)
<u>M.B.A.</u>	<u>Semester -I</u>	<u>Semester -II</u>
	07-11-2022(Mon) to 12-11-2022(Sat)	27-03-2023(Mon) to 01-04-2023(Sat)
	<u>Semester -III</u>	<u>Semester -IV</u>
	31-10-2022(Mon) to 05-11-2022(Sat)	03-04-2023(Mon) to 08-04-2023(Sat)

<u>B.Ed.</u>	<u>Semester -I</u>	<u>Semester -II</u>
	05-11-2022(Sat) to 20-11-2022 (Sun)	06-02-2023(Mon) to 22-02-2023 (Wed)
	<u>Semester -III</u>	<u>Semester -IV</u>
	22-08-2022(Mon) to 03-09-2022 (Sat)	01-03-2023(Wed) to 16-03-2023 (Thur)
<u>M.A.Education</u>	<u>Semester -I</u>	<u>Semester -II</u>
	12-10-2022(Wed) to 21-10-2022(Fri)	10-04-2023(Mon) to 19-04-2023(Wed)
	<u>Semester -III</u>	<u>Semester -IV</u>
	01-09-2022((Thu) to 10-09-2022(Sat)	20-02-2023(Mon) to 01-03-2023(Wed)
Note: PCP of B.Ed and M.A. Education will be held in physical mode.		

<u>M.A.English</u>	<u>Semester -I</u>	<u>Semester -II</u>
	14-11-2022(Mon) to 19-11-2022(Sat) 21-11-2022(Mon) to 26-11-2022(Sat)	27-03-2023(Mon) to 01-04-2023(Sat) 03-04-2023(Mon) to 08-04-2023(Sat)
	<u>Semester -III</u>	<u>Semester -IV</u>
	31-10-2022(Mon) to 05-11-2022(Sat) 07-11-2022(Mon) to 12-11-2022(Sat)	13-03-2023(Mon) to 18-03-2023(Sat) 20-03-2023(Mon) to 25-03-2023(Sat)
<u>M.A.Economics</u>	<u>Semester -I</u>	<u>Semester -II</u>
	14-11-2022(Mon) to 19-11-2022(Sat)	20-03-2023(Mon) to 25-03-2023(Sat)
	<u>Semester -III</u>	<u>Semester -IV</u>
	07-11-2022(Mon) to 12-11-2022(Sat)	13-03-2023(Mon) to 18-03-2023(Sat)
<u>M.A.Hindi</u>	<u>Semester -I</u>	<u>Semester -II</u>
	14-11-2022(Mon) to 19-11-2022(Sat)	20-03-2023(Mon) to 25-03-2023(Sat)
	<u>Semester -III</u>	<u>Semester -IV</u>
	07-11-2022(Mon) to 12-11-2022(Sat)	13-03-2023(Mon) to 18-03-2023(Sat)
<u>M.A.History</u>	<u>Semester -I</u>	<u>Semester -II</u>
	14-11-2022(Mon) to 19-11-2022(Sat)	20-03-2023(Mon) to 25-03-2023(Sat)
	<u>Semester -III</u>	<u>Semester -IV</u>
	07-11-2022(Mon) to 12-11-2022(Sat)	13-03-2023(Mon) to 18-03-2023(Sat)
<u>M.A.Political Science</u>	<u>Semester -I</u>	<u>Semester -II</u>
	14-11-2022(Mon) to 19-11-2022(Sat)	20-03-2023(Mon) to 25-03-2023(Sat)
	<u>Semester -III</u>	<u>Semester -IV</u>
	07-11-2022(Mon) to 12-11-2022(Sat)	13-03-2023(Mon) to 18-03-2023(Sat)
<u>M.A.Public Adm.</u>	<u>Semester -I</u>	<u>Semester -II</u>

	14-11-2022(Mon) to 19-11-2022(Sat)	20-03-2023(Mon) to 25-03-2023(Sat)
	<u>Semester -III</u>	<u>Semester -IV</u>
	07-11-2022(Mon) to 12-11-2022(Sat)	13-03-2023(Mon) to 18-03-2023(Sat)
<u>M.A.Punjabi</u>	<u>Semester -I</u>	<u>Semester -II</u>
	14-11-2022(Mon) to 19-11-2022(Sat)	20-03-2023(Mon) to 25-03-2023(Sat)
	<u>Semester -III</u>	<u>Semester -IV</u>
	07-11-2022(Mon) to 12-11-2022(Sat)	13-03-2023(Mon) to 18-03-2023(Sat)
<u>M.A.Sociology</u>	<u>Semester -I</u>	<u>Semester -II</u>
	14-11-2022(Mon) to 19-11-2022(Sat)	20-03-2023(Mon) to 25-03-2023(Sat)
	<u>Semester -III</u>	<u>Semester -IV</u>
	07-11-2022(Mon) to 12-11-2022(Sat)	13-03-2023(Mon) to 18-03-2023(Sat)

ADVANCE DIPLOMA/CERTIFICATE COURSES

<u>Advance diploma in Computer Application</u>	<u>Semester -I</u>	<u>Semester -II</u>
	14-11-2022(Mon) to 23-11-2022(Wed)	18-04-2023(Tue) to 27-04-2023(Thu)
<u>Advance Diploma in Disaster Management and Corporate Security</u>	<u>Semester -I</u>	<u>Semester -II</u>
	21-11-2022(Mon) to 25-11-2022(Fri)	17-04-2023(Mon) to 21-04-2023 (Fri)
<u>Advance Diploma in Educational Management and Leadership</u>	<u>Semester -I</u>	<u>Semester -II</u>
	01-11-2022(Tue) to 06-11-2022(Sun)	24-04-2023(Mon) to 30-04-2023(Sun)
<u>Advance Diploma in Guidance and Counselling</u>	<u>Semester -I</u>	<u>Semester -II</u>
	27-10-2022(Thu) to 02-11-2022(wed)	24-04-2023(Mon) to 30-04-2023(Sun)
<u>Advance Diploma in Health, Family Welfare And Population Education</u>	<u>Semester -I</u>	<u>Semester -II</u>
	21-11-2022(Mon) to 25-11-2022(Fri)	17-04-2023(Mon) to 21-04-2023 (Fri)
<u>Advance Diploma In Human Rights And Duties</u>	<u>Semester -I</u>	<u>Semester -II</u>
	21-11-2022(Mon) to 25-11-2022(Fri)	17-04-2023(Mon) to 21-04-2023 (Fri)
<u>Advance Diploma in</u>	<u>Semester -I</u>	<u>Semester -II</u>
	17-10-2022(Mon) to 21-10-2022 (Fri)	30-01-2023(Mon) to 03-02-2023(Fri)

<u>Library Automation and Networking</u>		
<u>Advance Diploma in Mass Communication</u>	<u>Semester -I</u>	<u>Semester -II</u>
	31-10-2022(Mon) to 04-11-2022 (Fri)	27-02-2023(Mon) to 03-03-2023(Fri)
<u>Advance Diploma in Photography</u>	<u>Semester -I</u>	<u>Semester -II</u>
	21-11-2022(Mon) to 25-11-2022(Fri)	17-04-2023(Mon) to 21-04-2023 (Fri)
<u>Advance Diploma in Statistics</u>	<u>Semester -I</u>	<u>Semester -II</u>
	21-11-2022(Mon) to 25-11-2022(Fri)	17-04-2023(Mon) to 21-04-2023 (Fri)
<u>Advance Diploma in Social Work</u>	<u>Semester -I</u>	<u>Semester -II</u>
	21-11-2022(Mon) to 25-11-2022(Fri)	17-04-2023(Mon) to 21-04-2023 (Fri)
<u>CCWS</u>	21-11-2022(Mon) to 25-11-2022(Fri)	17-04-2023(Mon) to 21-04-2023 (Fri)
<u>CCVS</u>	14-11-2022(Mon) to 18-11-2022(Fri)	
<u>CCCS</u>	03-10-2022(Mon) to 19-11-2022(Sat)	

Important Note:-

1. All Theory and Practical classes will be held online/offline.
2. As per DEB guidelines, minimum attendance of 75% is compulsory.
3. For the subject of Psychology and Defence & Strategic Studies (B.A.1st to B.A. 6th Sem.) attending practical classes that will be held during P.C.P. is mandatory.
4. As regard PCP Classes of B.Ed. & M.A. Education, minimum attendance in theory as well as practical classes is mandatory; otherwise the roll no for end semester examination will not be issued.
5. Minimum attendance for B.Ed PCP Classes is 80% .
6. Teachers are always available on all working days for academic counselling in USOL Building.
7. Information about links to be joined and classrooms/timings will be uploaded on the USOL Noticeboard well before time.
8. In case there is any change/revision in the PCP Schedule, information will be available on USOL Noticeboard i.e. <https://usol.puchd.ac.in/show-noticeboard.php?nbid=1>

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FEE STRUCTURE AND FEE CODE

The detail of fee for various courses is as follows:

Sr. No.	Name of the Course	Semester-I/III/IV (Amt. in Rs.)	Semester-II/IV/VI (Amt. in Rs.)	Fee Code
1.	B.A. (I & II Semester)	11090	3800	C0010
2.	B.A. (III & IV Semester)	8385	3925	C0010
3.	B.A. (V & VI Semester)	8235	3775	C0010
4.	B.Com (I & II Semester)	12140	4800	C0020
5.	B.Com (III & IV Semester)	9435	4920	C0020
6.	B.Com (V & VI Semester)	8235	4770	C0020
7.	B.LIS. (I & II Semester)	10030	8400	C0070
8.	B.Ed. (I & II Semester)	20851	12855	C0080
9.	B.Ed. (III & IV Semester)	19210	13405	C0080
10.	Certificate Courses in Women Studies	8850	-	C0180
11.	Certificate Courses in Vivekananda Studies	6410	-	C0190
12.	Certificate Courses in Corporate Security, Safety & Fire Protection Management	5500	-	C0240
13.	M.A. (I & II Semester)	12425	5595	C0040
14.	M.A. (III & IV Semester)	10525	5795	C0040
15.	M.Com (I & II Semester)	12425	5595	C0030
16.	M.Com (III & IV Semester)	10525	5795	C0030
17.	M.B.A. (I & II Sem.)	30457	21875	C0090
18.	M.B.A. (Executive) (III & IV Sem.)	28130	22825	C0090
19.	Advance Diploma in Computer Applications	20009	12555	C0110
20.	Advance Diploma in Human Rights & Duties	12095	5265	C0120
21.	Advance Diploma in Health, Family Welfare and Population Education	12095	5265	C0140
22.	Advance Diploma in Library Automation & Networking	13360	4075	C0130
23.	Advance Diploma in Mass Communication	11523	5210	C0100
24.	Advance Diploma in Statistics	11635	4880	C0160
25.	Advance Diploma in Disaster Management and Corporate Security	13360	4075	C0230
26.	Advance Diploma in Guidance and Counseling	13360	4075	C0250
27.	Advance Diploma in Social Work	13485	4205	C0260
28.	Advance Diploma in Educational Management and Leadership	13485	4325	C0280
29.	Advance Diploma in Photography	13485	4325	C0270

Note: The Students are required to pay the following fee as applicable to them along with above-mentioned fee:

- 1) Continuation Charges= Rs. 100/- (To be paid by only those candidates who are already registered with this University).
- 2) Registration Fee= Rs. 500/- (To be paid by those candidates who are not already registered with Panjab University).
- 3) Eligibility Fees= Rs. 75/- (To be paid by those candidates who have passed the lower examination from the University/Board other than Panjab University).
- 4) Migration Fees= Rs. 500/- (To be paid by those candidates who have passed lower examination from other University and Boards except CBSE, ICSE, PANJAB, HARYANA & HIMACHAL BOARD).
- 5) Special Fees = Rs. 275/- (To be paid only by those candidates who apply for admission from a place outside the jurisdiction of PU (i.e. Distt. Ludhiana, Hoshiarpur, Moga, Muktsar, Tehsil of Faridkot, Ferozepur, and Chandigarh are in jurisdiction of Panjab University).
- 6) Rs. 300/- will be charged from each student as online admission fee except for SC/ST/PWD, for these candidate's fee is Rs. 150/-.
- 7) Admission form fee of Rs. 75/- to be charged only for the courses, if any, the admission to which is not online.

Practical Fees for those who opt for the following subjects in B.A.

- i) Psychology= Rs. 1240/-
- ii) Defence and Strategic Studies= Rs. 840/-
- iii) Geography= Rs. 420/-

Practical Fees for Advance Diploma Courses.

AD in Social Work	Rs 1500/-
AD in Photography	Rs 1500/-
AD in Educational Management	Rs 1500/-

Mode of Payment Only for Balance fee, if any:

In case there is any balance fee intimated by USOL only, such fee is to be deposited as per following directions:

- Fee can be deposited in cash at State Bank of India, PU Extension Counter, Administrative Block, Panjab University, Sector 14, Chandigarh or at any Post Office all over the Country.
- Fee can also be deposited through online on website (<https://payonline.puchd.ac.in/>)

Important Note:

1. The students are advised to keep the photocopy of University Fee Receipt.
2. Fee once paid at the time of admission to any course shall not be refunded under any circumstances except refundable securities or where explicitly so provided.

However, fees can be adjusted within the University Teaching Departments, any other course offered by USOL, where the students happen to get admission for that particular academic year.

Refund of Fee (specific provisions):

- (i) If a student is not enrolled because he /she has not paid full or part of his/her fee by the prescribed date, the amount paid by him/her, if any, shall not be refunded.
- (ii) If a student is not enrolled because he/she has not submitted the required certificates by last date fixed for the purpose or submits bogus or forged documents, his/her fee shall not be refunded.

- (iii) If a student drops out in the middle of the course (i.e. Even Semester), the fees paid by him/her, shall not be refunded.
- (iv) If a student is found ineligible the fee paid by him/her shall be refunded after a deduction of 25 percent of the fee paid by him/her.

Wherever refund is permissible, the application must reach within three months of the date of issue of the letter by USOL in this behalf failing which the request will not be entertained.

FEE CONCESSION AND RESERVATION IN ADMISSION

- Fee Concessions
- Students Aid Fund
- Freeship for SC/ST
- Blind/PWD Students
- Concession to Transgender Student
- Fee Concession to Students Whose Parents are Not Surviving
- National E-Scholarship

FEE CONCESSIONS

The following categories of students are given fee concessions:

- **University employees** (both in service and retired) or one child is exempted from the payment of full tuition fee, 2nd Child and others exempted for half tuition fee as per rules (except self-financing courses).
- **University employees (both in service and retired) and their wards** are exempted from the payment of 25% of tuition fee in self-financing courses.
- **Wives, children and members of the Defence/Para Military forces** who are permanently disabled or killed during action are exempted from the payment of tuition fee only, in case they submit a certificate to this effect from the appropriate authority.
- **Brother-sister fee concession** is given to younger sibling. Elder sibling pays his/her full fees while his/her younger sibling is offered half tuition fee concession. (P.U.Calendar Vol. III 2016 at page 657). There will be no brother-sister Tuition fee concession for self-supporting/ financing courses like MBA(Ex),B.Ed., PGDCA and PGDMC.
- **Children of the persons killed in November 1984 riots** and terrorist violence in Punjab are entitled for exemption from all the charges as per Punjab Government decision. (except for self-financing courses).For detail visit link : http://dcdc.puchd.ac.in/downloads/NewsAndEvents/_90770623-.pdf
- **Exemption in fee for wards of martyrs/permanent disabled** (up to 80% leading to incapacitation) **of Kargil war** who have a valid certificate from the Ministry of Defence to this effect and the same is entered in the Pension Book of the family. (Except for self-financing courses).

Students under Kashiri Migrants, 1984 riot victims and Rural and Border area visit link given below:

http://dcdc.puchd.ac.in/downloads/NewsAndEvents/_90770623-.pdf

STUDENTS AID FUND

For deserving and needy students, financial assistance is available from Student Aid Fund, maintained by the University.

1. Income certificate from a competent authority, which shall mean the Executive Magistrate, Tehsildar or the employer as the case may be, is must for availing Student Aid Fund.
2. Those students would be eligible for student aid fund second time, if her/she secure at least 50% marks in the previous examination.

3. Full fee will be charged from the Economically Weaker Students (EWS) at the time of admission and financial assistance will be provided to such students as per income slab.
4. Students covered under Self-Finance courses are not entitled for availing Student Aid Fund.

Slab of Annual Family Income from all sources All Teaching Departments-

All Teaching Departments- USOL / VVBIS & IS Hoshiarpur	<ol style="list-style-type: none"> 1. Nil Income 2. Up to 1,00,000/- 3. 1,00,001 to 3,00,000/- 4. 3,00,001/- to 4,00,000/- 	Amount to be disbursed to a student as approved by the Vice-Chancellor on the recommendation of the Committee depending upon the number of applicants and available funds for each academic year.
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The amount of help given to a student under this scheme in an academic year shall be decided by the Syndicate from time to time. (Vide Syndicate Para 44 1/15/28/29-05-2016)

The **Specimen** of Form is appended in the prospectus (Form- A) and available in specimens at usoladmissions.puchd.ac.in

Note: -Students covered under Self-Financing courses are not entitled for availing Student Aid Fund.

FREESHIP FOR SC/ST

A. Post Matric Scholarship Norms/Guidelines for SC students of Punjab State only:

- (i) **For Normal Courses:-** Tuition fee and other non-refundable charges have not been charged, except refundable component such as Library security etc. from the SC students belonging to Punjab State studying or taking admission in normal programmes at the time of admission. Only those students are eligible for Post Matric Scholarship Scheme who have annual family income not more than Rs. 2.50 lac.
- (ii) **For Self-Financing Courses:-**Such Students must deposit only 25% of the fee of the respective semester (excluding examination fee) at the time of admission.

Important Note:-As per this undertaking, students are required to deposit the fee to USOL immediately within 15 days after receiving Post Matric Scholarship Amount in their Bank Account reimbursed by the Punjab Govt., failing which students are liable to pay balance fee with late fee charges as University norms.

Following points need to be taken care by SC Students at the time of Admission or before submission of hard copies of the PMS forms:

1. The Bank account of student be in active mode. Dormant bank or parent bank account should not be used.
2. Bank account number of the student must be linked with the Aadhaar Number.
3. Correct mobile number of the student be quoted and should not be used or attached with other bank account.
4. In case of merge of banks, updated/corrected IFSC code must be mentioned on the Ambedkar Portal.

Following documents are to be deposited to avail the facility of Post Matric Scholarship as per instruction of DPI Colleges (Pb.). The documents shall be submitted along with the hard copy of Online Application-cum-Examination Form”

1. Register Free ship card online through website 'scholarships.punjab.gov.in' compulsory by Social Welfare Deptt. Punjab.
2. Original Income Certificate of duly attested by 1st Class Magistrate (Latest and of Current Academic session, i.e. not older than July 2022)
3. Photocopy of Punjab Residence Certificate of the candidate. (Self-attested)
(Aadhaar card, pan card, ration card etc. will not be accepted as residence proof.)
4. Photocopy of Caste certificate of the Candidate. (Self-attested)
5. Photocopy of Last examination passed by the Candidate. (Self-attested)
6. Bank Account No.of the Candidate with IFSC Code(Self-attested)
7. Photocopy of Aadhaar Card of the Candidate (Self attested)
8. Punjabi Undertaking through 'scholarships.punjab.gov.in' website.
9. Gap year affidavit (Required if gap is more than 3 years.)

* **Bank Account Number of the students must be seeded/linked with the Aadhaar Number.**

Note: In case you not send the above required documents well in time, **you have to pay the USOL full fee** and will not be entitled for **Post Matric Scholarship**.

IMPORTANT NOTE:-Students availing the freeship for SC/ST/PWD/Blind category will be required to pay the **Online Prospectus Charges** (Rs. 150) and **Refundable Library security** (Rs. 880/- for Under Graduate, Rs.1100/-for Post Graduate Courses, (if already not paid)

Incomplete application form and information will not be entertained.

B. For Other states : (SC/ST/BC/OBC Students belonging to states other than Punjab i.e. Haryana, Chandigarh, H.P., J.& K, UP, Bihar etc.)

SC/ST/BC/OBC categories of students belonging to other states (except Punjab) , studying or taking admission in normal as well as self-financing courses of the Teaching departments of Panjab University and its Regional Centres belonging to States other than Punjab (i.e. Chandigarh, Haryana, Himachal Pradesh, J&K, Bihar, Rajasthan. etc.) who are eligible and applied for Post Matric Scholarship (PMS) through online , such students are required to pay essentially the full fee at the time of admission. Their fee would be reimbursed by their respective states welfare departments directly into such students bank account through online banking management system after duly submission through departments and further processing of their PMS scholarship form on time (i.e. before due date) by the respective state welfare division.

Important Note: They are also required to fill up the Post Matric Scholarship application form before due date which is mandatory for such students who want to take the benefit of reimbursement of claim of fee paid by them at the time of admission. The Chairperson/H.O.D. of all the Teaching Department are requested to get all the formalities completed by eligible students, belonging to states other than Punjab and hard copies of their Post Matric Scholarship forms along with supporting documents duly checked, verified and countersigned (with office seal) may be sent to the office of SC/ST Cell by 30.10.2022 for onwards submission to the District Welfare Officer of the concerned state. The fee will be reimbursed by the respective/concerned state government directly into the bank account of students through Online Banking Management System. Individual student is fully responsible to ensure to submit the same to the office of SC/ST Cell before due date.

Scheme of Post Matric Scholarship for OBC Students by the Government of India/State Government/U.T. Administration:

Those candidates belonging to OBCs so specified in relation to the State/Union Territory to which the applicant actually belongs, i.e. is permanently settled, who have passed the Matriculation or higher secondary or any higher examination of a recognized university or Board of Secondary Education and who belong to a family having income not exceeding Rs. 1 lac per annum are eligible for Post Matric Scholarship for OBC Students. Students have to apply for this scholarship by filing up the application form available at the respective websites of the State governments and process it through the Chairperson of University department.

Important: In case a candidate is not found to be eligible for Freeship/Fee concession after verification of document by USOL, the candidate has to pay the full fee.

If the candidate does not pay the fee, his/her candidature will be cancelled and cannot claim refund in any case.

BLIND/PWD STUDENTS

Blind students who join a regular degree/Post-graduate degree/self-financial courses at the P.U. would be allowed exemption from payment of tuition fee only for progressive courses and not for parallel courses and rules as applicable to other, students would be applicable to the blind students.

The free education, including examination fee, be provided to the completely blind student belonging to below poverty line, as described by the relevant Government notification/s, in any course/self-financing courses, only for progressive courses and not for parallel courses in the University and its affiliated Colleges, subject to the student being otherwise eligible.

- a) The total family income from all sources does not exceed Rs. 2.5 lacs per annum and the income certificate shall be accepted when issued by the competent authority which shall mean the Executive Magistrate/ Tehsildar/NaibTehsildar/SDM.
- b) The candidate has to submit an affidavit to this effect by 1st Class Magistrate. A limited number of course books (one per paper) may also be provided, which would be returnable after the completion of the course. (Vide Syndicate Para-19 dated 18-5-2014).

The fee concession and Financial Assistance be also given to the person with Physical Disability (PwD) as is available to the blind students.(Vide Syndicate Para-10 dated16-03-2019)

CONCESSION TO TRANSGENDER STUDENT

Guidelines for grant of concession to the Transgender students

Following documents/information shall be submitted by the students and verified by the Department.

1. Aadhaar Card/VoterID Card/Passport/driving License/PAN card/RC/Ration card/Bank Passbook, if any, be submitted by the students showing the candidate belongs to Transgender Category.
2. Students should not involve in criminal cases, ragging or any other misconduct/violation of University Rules.
3. Students must attain the minimum percentage of attendance as prescribed by the University in the current year i.e. not less than 75%.
4. Those students who are residing with their parents or separately from their parents needs to submit their affidavit duly attested by the Executive Magistrate/Tehsildar/SDM certifying that:-

- i) Not getting any fellowship/scholarship/concession from any source
 - ii) Total income from all sources not exceeds Rs.2.5 lacs per year.
5. Full fee concession shall be counted in the subsequent year's only if:-
The students must have passed the examination in first attempt i.e. should not have are appear or compartment or drop the examination.
6. The application of such students be duly recommended by the Chairperson/Director/Co-coordinator of the irrespective department.

FEE CONCESSION TO STUDENTS WHOSE PARENTS ARE NOT SURVIVING

Guidelines for grant of fee concession to the students, whose both parents are not surviving and there is no source of income and those whose father has expired and mother is not able to bear his/her expenditure towards studies.

(Vide Syndicate Para 27 dated 29-2-2012).

Following documents/Information shall be submitted by the student and verified by the Department:

1. Concession is applicable for tuition fee only.
2. Proof of Death is submitted by the candidate.
3. There should be no academic arrears in the year of getting the benefit.
4. 10% of tuition fee plus admissible funds be taken from such students at the time of admission in the 1st year. After confirming the claim of the students, the concerned Chairperson/Director will recommend the refund of 10% tuition fee paid by the student.
5. For subsequent years, no tuition fee is charged from the eligible students those who fulfill the conditions. However, fee towards funds shall be paid by the student.
6. Student should not involve in ragging or any other misconduct/violation of University Rules.
7. Student must attain the minimum percentage of attendance as prescribed by the University in the current year i.e. not less than 75%.
8. Family income of student does not exceed Rs.2,50,000/-p.a. (Syndicate Para 47 R (xxxvi dated 27.11.2016))
9. Student must submit evidence in the form of affidavit duly attested by the Executive Magistrate/Tehsildar/NaibTehsildar /SDM certifying that:-
 - i) The income of the surviving mother or guardian/is not more than 2, 50,000/-per annum from all sources.
 - ii) Not getting any fellowship/scholarship from any source. If getting any fellowship/scholarship, the student will have to refund the amount of fellowship / scholarship to the University to get the benefit of 100% exemption intuition fee under this category.

NATIONAL E-SCHOLARSHIPS

National Scholarships

At present, the current list of On Board Scholarship Schemes is available at Website www.scholarship.gov.in under National Scholarship Portal. Students are required to register themselves and upload the required documents with the help of their own unique login ID and password.

The students may avail the following scholarships from various Government bodies. For this they have to download the scholarship form from the concerned website and fill it properly and get it countersigned from the Chairperson of USOL.

A. Ministry of Minor Affairs

1. Post-Matric Scholarship Scheme for Minorities.
2. Merit-Cum-Means Scholarship For Professional and Technical Courses CS

B. Department of Empowerment of Persons with Disabilities

3. Post-Matric Scholarships for Students with Disabilities

C. Ministry of Labour and Employment

4. Financial Assistance for Education of the wards of Beedi/Cine/IOMC/LSDM Workers- Post Matric

D. Department of Higher Education

5. Central Sector Scheme of Scholarship for college and University Students.

E. WARB, Ministry of Home Affairs

6. Prime Minister's Scholarship Scheme for Central Armed Police forces & Assam rifles.

F. RPF/RP SF, Ministry of Railway

7. Prime Minister's Scholarship Scheme for RPF/RPSF

Students from Departments/Institutions/ Centres/ Constituent Colleges of Panjab University may register themselves at this site to apply for the scholarship scheme, according to their eligibility. Students will get their application Id from the site and upload the required data and their supporting documents with the help of their own application ID and password.

The following documents are mandatory required to be uploaded along with the online applications for any of the above said scholarship schemes:

1. Printout of Scholarship Application, completed in all respect.
2. Passport size photo of the student
3. Institutional Verification Form
4. Self-attested photocopy of Residential Certificate
5. Annual Family Income Certificate
6. **In case of Fresh Scholarship Applicant:** Copy of self-attested certificate of 'Previous Academic Mark sheet' as filled in the form
In case of Renewal Scholarship Applicant: Copy of self-attested certificate of 'Previous year Mark sheet' as filled in the form
7. Self-attested copy of the fee receipt of current course, deposited by the student in the department at the time of admission
8. Annual fee detail for both the semesters of current academic year (to be provided by department)
9. Self-attested photocopy of AADHAAR Card
10. Self-attested photocopy of Bank Account passbook in the name of student linked with Aadhar Card

Students will submit the hard copy of scholarship application form along with their supporting documents to their respective teaching departments/Institutions/ Centres/ Constituent Colleges of Panjab University and the Chairperson/HOD of the respective teaching departments/Institutions/ Centres/ Constituent Colleges are required to verify the student's Scholarship Application Form i.e. (Institutional Verification, Annual Course Fee, Previous Class percentage and other supporting documents etc.) and send the same to National E-Scholarship Section of SC/ST Cell, Aruna Chandra Hall, 1st Floor, Room No. 2016 for approval and further processing.

It is also advised to visit regularly on the website <http://scholarships.gov.in> for other new scholarship introduced by the Govt. of India from time to time, so that maximum number of students of the university can avail the benefit by applying for scholarship/s according to their eligibility.

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STUDENT SUPPORT SERVICES

- Library Facility
- Educational Media Centre(EMC)
- Placement and Guidance Cell
- Grievance Cell
- SC/ST Cell
- Students Support Services Cell

Library Facility

USOL maintains a richly stocked library, meant exclusively for the teachers and students of this institution. Housed on the first floor of USOL building, it has on its shelves more than 1, 00,000 books of text, reference and of general nature. In addition, good number of journals, magazines and newspapers are subscribed to.

- (i) **Lending Facilities:-**The books are issued for a period of one month. For the outstation students, books are sent under 'Postal Library Service' for two months and postal charges for sending are borne by USOL. The number of books that can be borrowed by a student at one time is as follows:

P.G. Classes.....	4 books
U.G. Classes	3 books
Certificate Courses.....	3 books

- (ii) **Book Bank:** USOL library also maintains richly stocked book bank mainly comprising of text books for students. The Students from economically weaker section, whose total family income from all sources is less than Rs. 10,000/- per month can borrow two books for the entire session from the Book-Bank. For details, students can write directly to the Assistant Librarian, USOL.
- (iii) **Membership:** Students can take membership of USOL library by bringing enrolment card and one stamp size photograph.
- (iv) **Panjab University Extension Library, Ludhiana:** The students of USOL residing at Ludhiana or nearby places may also avail library facilities of the Panjab University Extension Library. Copy of the rules and membership form may be collected from the Librarian, Panjab University Extension Library, Civil Lines, Ludhiana.
- (v) **Refund of Library Security:** For the session 2021-22 last date for the library security refund form submission will be 30.4.2023 and for the current session i.e. 2022-23 last date for the submission of library security refund form will be 30.4.2024. (Form will be available in appendix as well as on the notice board of USOL).The Library security refund form should accompany the photocopy of Bank Account Passbook showing A/C No., Name of Bank and IFSC Code as the refund amount will be transferred to the Bank A/C directly.

Contact:

Email- librarianusol@pu.ac.in

Ph no.0172-2534303

Asstt Librarian: 9815090214

Educational Media Centre (EMC)

With a vision of widening access to learning and enhancing the quality of education to an increasing population of distance learners, Educational Media Centre (EMC) was set up in the year 1988 at DCC (now USOL). Mandated to integrate evolving distance education techniques and latest communication technologies, the EMC still continues to strive to augment the learning experience of distance learners and to strengthen the student instructional process through its in-house wing and its activities. Besides providing infrastructural and technical support for facilitating multimedia learning, the EMC has produced 8 video programmes and 325 audio programmes of its own. Faculty of USOL is facilitated with teaching-learning material and equipment's such as overhead projector, slide projector, LCD projector, Episcopes, Sound system and Laptops during PCPs and events. USOL students benefit from over 200 audio programmes available for free duplication.

The EMC is also contributing in Faculty Development Programmes activities by organizing Audio-content Development workshops. The EMC facilities and services are liberally utilized by USOL faculty and students.

Contact:

Mr. Sunil Dutt,
EMC Room No. L2, First Floor, USOL
Ph no.9467053963,
Email.:sunil@pu.ac.in

Grievance Cell

Grievance Cell comprising of the following members has been created in USOL with an aim to address and resolve any complaints/grievances lodged by USOL students. The students are free to send their grievances to the convener of the cell. They can also drop their complaints in to the complaint drop box placed near the reception of USOL.

1. Prof. Emanuel Nahar(Convener)Ph.- 2534332 Email.:naharemanual92@gmail.com

2. Prof. Geeta Bansal

3. Prof. Harsh Gandhar

4. Dr. Manju Gera

SC/ST Cell

SC/ST Cell comprising the following members has been created in USOL with an aim to resolve the issues of SC/ST students, if any:

1. Dr. Kamla(Convener)

Ph.- 2534332

Email.:kamlasandhu15@gmail.com

2. Dr. Anil Kumar

3.Dr. Sucha Singh

4. Prof. Ram Mehar

5. Prof. Manju Gera

6.Dr. Rajni

Students Support Services Cell

1. Dr. Reena Rani Chaudhary(Convener) Ph.- 253-4279

Email.: reena_ch12@yahoo.co.in

2. Dr. Kamla

3. Dr. Rajesh Jaiswal

4. Dr. Anil

5.. Dr. Richa Sharma

6. Dr. Bhupinder Singh Pali

7. Dr. Ravinder Kaur

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CO-CURRICULAR ACTIVITIES

- Creative Writing Competition
- USOL Magazine
- Hunar
- Sports Meet
- Workshops

USOL provides its distance learners some good opportunities to tap their creative potential. Talent in various forms is an integral part of every individual and USOL gives suitable platform to its students to showcase their talent. USOL has always believed that our distance learners are equally endowed with unique potentials and they must get adequate opportunities at befitting extra-curricular platforms to showcase their prowess and creative talents.

CREATIVE WRITING COMPETITION

In order to hunt and chisel the writing skills of students, USOL organizes three competitions every year. Their details are as follows:-

A. Essay Writing Competition

The topics for this year's contest are as follows:

English

1. Clean and Green Planet
2. Gender Stereotypes
3. Mental Health in Times of Covid-19
4. Social Media and Students
5. Cyber Crimes and Society
6. Human Values: Past and Present

Hindi

1. स्वच्छ और हरित धरा
2. लिंग संबंधी रूढ़ धारणाएँ
3. कोविड-19 के समय में मानसिक स्वास्थ्य
4. सोशल मीडिया और विद्यार्थी
5. साइबर अपराध और समाज
6. मानव मूल्य: अतीत और वर्तमान

Punjabi

1. ਸਾਫ਼ ਸਬਜ਼ ਧਰਤੀ
2. ਲਿੰਗ ਸਬੰਧੀ ਰੂੜੀਵਾਦੀ ਧਾਰਨਾਵਾਂ
3. ਕੋਵਿਡ -19 ਦੇ ਸਮੇਂ ਮਾਨਸਿਕ ਸਵਸਥ
4. ਸ਼ੈਸ਼ਲ ਮੀਡੀਆ ਅਤੇ ਵਿਦਿਆਰਥੀ

5. ਸਾਈਬਰ ਅਪਰਾਧ ਅਤੇ ਸਮਾਜ
6. ਮਾਨਵ ਮੁੱਲ : ਅਤੀਤ ਅਤੇ ਵਰਤਮਾਨ

B. Story Writing Competition

Students can submit a self-composed story on a topic of their choice pertaining to their experience.

C. Poetry Writing Competition

Students can give any (self-composed) poem on a topic of their choice.

Note: Declaration Form is available as Form- C in Specimen

Guidelines for Essay, Story and Poetry Writing Competitions:

1. A student may submit only one entry each in essay, poetry and story writing in one language. The Student can choose to write in English, Hindi or Punjabi.
2. The word limit for essays in Hindi, Punjabi or English is 1200 words
3. Entries adjudged 1st, 2nd and 3rd may be published in USOL Magazine.
4. Entries for the competition should be type-set in MS Word and the given Fonts are to be applied according to languages used i.e. English (Arial), Hindi (Unicode), Punjabi (Anmol).
5. Only soft copies of entries are to be sent via **e-mail: usol@pu.ac.in** mentioning Entry in a particular competition.
6. Poems, Short-stories and Essays should not be offensive to religious or caste sentiments of any community.
7. The entries should reach the Chairperson, USOL (via e-mail) by 15-02-2023.
8. Decision of the judges regarding results of the said competitions will be final.
9. Entries submitted in each competition must be original. Students should send declaration form along with their entries. Failure to do so will lead to cancellation of the entries.

USOL Magazine

USOL brings out a magazine every year for its students. It provides a forum for distance learners for self-expression and helps in promoting their talent for creative writing. The magazine invites poems, short-stories, essays, and informative pieces. All entries sent must be original.

Entries for USOL should be type-set in MS Word and the given Fonts are to be applied according to languages used i.e. English (Arial), Hindi (Unicode), Punjabi (Anmol).

USOL has also introduced two new features this year: i.e. **Interviews** and **Title cover**.

Interviews

The interested students can interview any eminent personality, compose a write-up, and submit their entries in English, Hindi, or Punjabi language. The word limit for each interview is 1500 words only.

The participants are required to submit two photographs with the interviewed personality.

Title cover contest

The entries for the USOL magazine title cover should be creative and aesthetically appealing. The interested students can submit their entries for the session 2022-23. The best design entry will be awarded and will be adopted as the official title cover of the magazine for the session 2022-23. Two more commendable entries will also be duly awarded for their valuable contribution.

Size: 7"x9"

Colour: 4 colour

Submission: All the entries (Hard Copies) should reach the Editor-in-Chief positively by Feb 15, 2023. The soft copy of all the entries should also be mailed to **email:usol@pu.ac.in**

Editorial Board:

Chief Patron : Prof. Raj Kumar (Hon'ble Vice-Chancellor)
Patron : Prof. Neeru
Editor in Chief : Prof. Harsh Gandhar

Editors:

1. Mrs. Sangeeta Malhotra
2. Dr.Rajesh Jaiswal
3. Mr. Harmail Singh

Important Note: -

Last date for submitting the entries : 15 February, 2023 (Wednesday)

HUNAR

USOL organizes a Multi-format cultural event- HUNAR every year, offering its distance learners an excellent opportunity and a generous platform to showcase their performative skills and oratorical excellence. The event features open contests for USOL students in different genres: a) Poetry Recitation b) Declamation c) Poster Making d) Photography e) Rangoli making f) Extempore g) Poetry Writing h) Essay Writing i) Dance j) Singing etc. Besides, each year new contests and categories are added taking care of the interest and demand of the students. Eminent artists, veteran authors and seasoned creative professionals who grace various events share their creative accomplishments and provide useful tips to the participants. The pageant of creativity HUNAR is ordinarily held in the month of February each year but the registration for participation in the various contests commences a few weeks before. The students are informed about the event through the USOL notice board, WhatsApp, and the Facebook page. The students are requested to check the USOL web-notice board for all updates at usol.puchd.ac.in.

SPORTS MEET

An Annual Sports event is organized by USOL each year in the month of March. In this day-long event, sports enthusiast distance learners, staff, and faculty members participate with great fervor. While there are serious contenders who participate in regular athletic contests such as 400 mt. race, 100 mt. sprint, long jump, and high jump; fun games like tug-of-war, three-legged race, backward-walk, and sack race draw maximum participation. The students are informed about the event through the USOL notice board, WhatsApp, and the Facebook page. The students are requested to check the USOL notice board for all updates on this link usol.puchd.ac.in.

WORKSHOPS

The Placement and Guidance Cell of USOL organizes workshops for distance learners for enhancing their employability skills. The students also benefit from Industrial visits and Industry-Academia interfaces.

Moreover, motivational functions such as the prize distribution function and convocation are regular features of student activities held at USOL. The schedule of all such activities is notified on the USOL notice board i.e. usol.puchd.ac.in.

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Placement and Guidance Cell

USOL has set up a Placement and Guidance Cell for its students with an aim to facilitate the process of placement for its beneficiaries. Placement and Guidance Cell USOL has been instrumental in sensitising its learners for enhancing their potential for job readiness and market acceptability. For capacity building of its students, lectures and workshops are organised on preparing CVs, sharpening communication skills and personality development.

Resource persons from academia, industry, private and public organisations addressed the students during the sessions 2020-21 and 2021-22 regarding job opportunities of relevance in Banking sector, Hotel Management sector and field of Data Analysis, mentionable are Joint Director NIELT Ropar Mrs. Anita and Prof Shaad from Oman. Through Special Lecture Series, we connected to experienced faculty, like Prof. Gurmail Singh VC, Akal Univ. Bhatinda universities Prof. NVM Rao from BITS Pilani. The achievements of students are showcased on social media platforms i.e. USOL facebook page. The successful students addressed the ongoing batches in the Alumni Online Meet 2021-22 to encourage the students. Personal Contact Programme, Employment Officer Mrs. Minakshi Goyal addressed the students and helped them register with the Employment exchange in online and offline sessions during the per programme last three years. The passing out batches were given offers from ICICI Bank, HDFC bank and other offers through Directorate of Employment Mohali. Academia Industry Interface of MBA programme has been made open for learners from all subjects the Chairperson Prof. Madhurima made special efforts in connecting USOL Cell with the Central Placement Cell, PU.

Henceforth interested students of USOL would be connected with mainstream activities of PU like soft skills workshop, communication skills etc. This year workshops on skill enhancement, lectures on job readiness and industrial visits would be planned. Information will be provided online through USOL notice board regularly.

Note: 1.All interested students are required to give their consent to be added to the data base of the students interested in forwarding their name and mail id for employment offers received by USOL.

2. Check noticeboard on regular basis.

Members of Placement and Guidance Cell at USOL:

1. Prof. Harsh Gandhar (**Convener**)Ph.- 2536131 Email.:hgandhar@gmail.com
2. Prof. Supreet Kaur
3. Prof. Sheena Pall
4. Dr. Rajni
5. Prof. Mamta Garg

Placement and Guidance Cell makes efforts to:

- (i) Organize personality development programs for its registered beneficiaries;
- (ii) Provide regular inputs on Key Developments on the National and International Scenario from general studies and current affairs point of view through e-mails, and
- (iii) Organize Annual Educational Fair.

The students enrolling in the terminal classes B.A./B.Com (IIIrd year) and M.A./M.Com./MBA in USOL may get themselves registered with the Placement and Guidance Cell.

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EVENTS@USOL

List of Events in USOL for Session July, 2021 - June, 2022

Sr. No.	Event	Topic	Date
1.	Online Workshop	"Statistical Techniques Computation using R/R-Studio"	13.09.2021 to 21.09.2021
2.	Online Expert Lecture	"Accessing relevant E-resources for Teaching and Research"	29.09.2021
3.	Online Faculty Development Programme	"Tools & Technology for Online Teaching"	25.10.2021 to 29.10.2021
4.	Workshop with International Collaboration	Psychometric evaluations	14.8.21
5.	Academia Industry Interface 2021	"Enhancing Employability Skills and Personality Development"	31.10.21 to 12.12.2021
6.	Academia Industry Interface 2022	"Enhancing Employability skills and Managerial effectiveness"	1.4.2022 to 3.4.2022
7.	Placement Drive	For undergraduate and postgraduate students	March-April 2022
8.	Career Exhibition	By students of ADGC	5.4.2022
9.	Workshop on Communication skills and employability	For B.Ed. students	23.5.2022
10.	Workshop on ICT	For B.Ed. students	11.6.2022
11.	Workshop on Yoga	For USOL students and faculty	
12.	Workshop on life skills	For B.Ed. students	26.6.2022
13.	NSS camps	Plantation drive, Cleanliness drive, Awareness campaign	Throughout year
Celebration of Days			
14.	Constitution Day		26.11.2021
15.	Republic Day		26.1.2021
16.	Statistics Day		
Special Expert Lectures			
17.	Online Special Expert Lecture	"Who moved my Cheese"	31.10.2021
18.	Online Special Expert Lecture	"Dining Etiquettes"	7.11.2021
19.	Online Special Expert Lecture	"Growth Model: A Summative View"	11.11.2021

20.	Online Special Expert Lecture	"Critical Theory"	11.11.2021
21.	Online Special Expert Lecture	"Indian Economy & Covid Impaact"	12.11.2021
22.	Online Special Expert Lecture	"National Health Policy"	12.11.2021
23.	Online Special Expert Lecture	"Scientific Method and Social Research"	12.11.2021
24.	Online Special Expert Lecture	"National Movement in Modern India"	12.11.2021
25.	Online Special Expert Lecture	"Demographic dividend & Indian Population of India"	13.11.2021
26.	Online Special Expert Lecture	"National Movement in Modern India"	13.11.2021
27.	Online Special Expert Lecture	"UNO"	13.11.2021
28.	Online Special Expert Lecture	"Languages Matters"	14.11.2021
29.	Online Special Expert Lecture	"Basics of Research"	15.11.2021
30.	Online Special Expert Lecture	"On choice of a topic for a research proposal"	16.11.2021
31.	Online Special Expert Lecture	"Harrod Domar Model"	17.11.2021
32.	Online Special Expert Lecture	"Documentation in Dissertation Writing"	17.11.2021
33.	Online Special Expert Lecture	"Documentation of web/online sources"	18.11.2021
34.	Online Special Expert Lecture	"Writing of an effective Dissertation"	19.11.2021
35.	Online Special Expert Lecture	"Economic Changes and Response: British Agrarian Policies and Commercialization of Agriculture; Rural Indebtedness; Tribal and Peasant Uprising w.r.t. Santhal, Bhil, Munda Rebellions"	24.11.2021
36.	Online Special Expert Lecture	"India: Transportation"	24.11.2021
37.	Online Special Expert Lecture	"Power Dressing fir Success"	28.11.2021
38.	Online Special Expert Lecture	"Indian Economy & Global Scenario"	30.11.2021
39.	Online Special Expert Lecture	"Introduction to Classical Thinkers"	30.11.2021
40.	Online Special Expert Lecture	"Historiography on the modern India State-approaches and Interpretation. Colonialist and nationalist"	1.12.2021
41.	Online Special Expert Lecture	"Punjab Mid 15 th to 17 th Centuries"	1.12.2021
42.	Online Special Expert Lecture	"Punjab Mid 15 th to 17 th Centuries"	3.12.2021
43.	Online Special Expert Lecture	"Consumer Protection Act in India"	3.12.2021
44.	Online Special Expert Lecture	"Production Function"	4.12.2021
45.	Online Special Expert Lecture	"Centre State Relation in India"	4.12.2021
46.	Online Special Expert Lecture	"Decision Making in Public Administration"	7.12.2021
47.	Online Special Expert Lecture	"Introduction to Women Studies"	7.12.2021
48.	Online Special Expert Lecture	"Physical Geography;Rocks"	8.12.2021
49.	Online Special Expert Lecture	"institution of Khalsa"	8.12.2021
50.	Online Special Expert Lecture	"Climate Finance & Competitive Exam in Discipline of Economics"	12.12.2021
51.	Online Special Expert Lecture	"Magic of Yoga; Achieving Balance in Life"	6.2.2022
52.	Online Special Expert Lecture	"Long Haulers"	18.2.2022
53.	Online Workshop	"Use of Mendeley Ssoftware in managing"	25.2.2022

		research	
54.	Online Special Expert Lecture	"Gender in Sikh History"	8.3.2022
55.	Online Special Expert Lecture	"Contemporary Relevance of Neta JI Subhas: Past as Present"	16.3.2022
56.	Online Special Expert Lecture	"Effective Communication for better Interpersonal relationships"	24.3.2022 to 25.3.2022
57.			
58.	Online Special Expert Lecture	With the collaboration of Dr. B.R. Ambedkar P.U. Chandigarh "Dr. B.R. Ambedkar and Constituent Assembly Election's of 1946"	12.4.2022
59.	Online Special Expert Lecture	"Sociological Understanding of Family and Marriage Institution"	17.4.2022
60.	Online Special Expert Lecture	"The Ghadar Movement: Background, ideology and Legacy"	21.4.2022
61.	Online Special Expert Lecture	"Making of the Shiromani Gurdwara Prabandhak Committee"	22.4.2022
62.	Online Special Expert Lecture	"The Significance of Ethics in Research and Publication"	22.4.2022
63.	Online Special Expert Lecture	"Partition and It's aftermath"	23.4.2022
64.	Online Special Expert Lecture	"Joy of Giving : Let us Understand the Individual Social Responsibility as the Youth of Tomorrow"	23.4.2022
65.	Online Special Expert Lecture	"Careers in Sociology"	23.4.2022
66.	Online Special Expert Lecture	"Important concepts of Keynesian Economics"	24.4.2022
67.	Online Special Expert Lecture	"Guru Tegh Bahadur: Frighten no One and Be Afraid of None"	29.4.2022
68.	Online Special Expert Lecture	"Let us scan the Macro Economics Environment in India Today" "Petroleum Products need to be taxed high given the Macroeconomic Environment"	29.4.2022
69.	Capacity Building workshop	For the administrative staff on improving interpersonal skills	24.03. 22
70.	Online Special Expert Lecture	"Public Policy: Scope and Meaning and Scope"	2.5.2022
71.	Online Special Expert Lecture	"Indian Capital Market (Venture Capotal and Mutual Fund)"	3.5.2022
72.	Online Special Expert Lecture	"Govt. Policy Initiative and Recent Economic Performance"	3.5.2022
73.	Online Special Expert Lecture	"Growth and Development of Nations"	4.5.2022
74.	Online Special Expert Lecture	"Mathematical formulation of concepts in Economics"	4.5.2022
75.	Online Special Expert Lecture	"Food Insecurity"	5.5.2022
76.	Online Special Expert Lecture	"Introducing Heteroscedasticity, Autocorrelation and Multicollinearity"	5.5.2022
77.	Online Special Expert Lecture	"Punjab in 1930's-1940's"	6.5.2022
78.	Online Special Expert Lecture	"Conceptual framework in Macro Economics (for Money Market)"	6.5.2022

79.	Online Special Expert Lecture	"Why Substance Abuse is a Social Problem?"	7.5.2022
80.	Online Special Expert Lecture	"Parametric Tests, Non Parametric Tests	7.5.2022
81.	Online Special Expert Lecture	"Theories of Agriculture"	8.5.2022
82.	Online Special Expert Lecture	"Punjab after Partition"	8.5.2022
83.	Online Special Expert Lecture	"Rise of China's Communist Party"	11.5.2022
84.	Online Special Expert Lecture	Collaboration with Dr. B.R. Ambedkar Centre P.U. Chandigarh "Child Rights"	12.5.2022
85.	Online Special Expert Lecture	"Dynamics of Debt accumulation in India"	12.5.2022
86.	Online Special Expert Lecture	"Axioms of Consumer Behaviour"	13.5.2022
87.	Online Special Expert Lecture	"Japan in the Second World War and after"	14.5.2022

ACHIEVEMENTS OF USOL STUDENTS

Department	Name	Class	Achievements
Economics			
	Ms.SimranDiwedi	M.A. Economics	She has been selected for two year MBA in IIM Calcutta after clearing CAT
	Ms.Kirti	M.A. Economics	1. Cleared the Public Service Commission PPSC SDO 2. Ministry of Home Affairs- Assistant Central Intelligence Officer-1 3. CAT 2021: Got Admission offer from MDI Gurgaon, IIM Kozikhode, IIM Trichy, IIM Udaipur, IIM Ranchi, SPJIMR, IIFT Delhi and 8 other new IIMS for PGPM (MBA)
	Mr.Keshav Gupta		Got 439 rank in UPSC CSE 2021
	Ms. Sonia	M.A. Economics	Cleared CTET in Dec. 2021
	Ms.EnnaVerma	M.A. Economics	Cleared CTET in Dec. 2021
	Ms.RajdeepKaur	M.A. Economics	Cleared UGC NET in June 2019
	Ms.IshuGoyal	M.A. Economics	Cleared UGC NET in June 2019
Human Rights & Duties			
	Mr. Kanwal Pal Singh	Diploma in HRD	IG(ITBP)
	Mr. Sunil Yadav	Diploma in HRD	Col. (posted Airport Amritsar)
	Mrs. Ashu	Diploma in HRD	Magistrate (Judicial)
	Mr. Sakshi Satti	Diploma in HRD	Deputy Director Industries, Government of Himachal Pradesh
	Mr. Rajesh	Diploma in HRD	Joint Director Treasury , Haryana
	Mr. Gautam Sehagal	Diploma in HRD	S.S.P. (Punjab)
	Mr. Gurjot Singh Kalar	Diploma in HRD	Assistant Vigilance (Punjab)
Education			
	RajwinderKaur	M.A Education Sem III	UGC Net Clear
	Ms.ShatarupaDasgupta	M.A EducationSem IV	UGC Net Clear
	Md. Aethesham	M.A EducationSem IV	UGC Net Clear
	Ms.DamanjitKaur	Advance Diploma in Guidance and Counselling Sem. II	National Award for Best Video Programme in Production and Cash Prize of Rs. 20,000/- by Central Institute of Education Technology (Delhi)
	Dr.PreetArora	Advance Diploma in Guidance and Counselling Sem. II	Women Icon Award 2022
Sociology			
	Jaideep Singh	B.A Final year	Running an NGO "Ek Kadam Manavta Ki Aur "
Women Studies			
	Ramanjot Kaur		1. Idbi Marathon: 10km 1st position 2.Airtel delhi Marathon: 10km 1st position

			<p>3. 3 times won Gold Medals in 5000m race in Chandigarh state Athletic Championship</p> <p>4.3 times won Gold Medals in 1500 m</p> <p>5. 3rd position in yoga Championship</p> <p>6. Squay martial arts : National 3rd position</p> <p>7.Gatka : National 3rd position</p> <p>8. Unique world record in Mountaineering and also done all Mountaineering courses</p> <p>9.summit mt elbrus Russia's peak in worst weather condition and also done Surya namaskar on the top of this mountain</p> <p>10. Peak : Mt. Elbrus 2020</p> <p>11.Trek : 1.Tungnath</p> <p style="padding-left: 40px;">2.kheerganga</p> <p style="padding-left: 40px;">3.Triund</p> <p style="padding-left: 40px;">4.kedarkantha 7 times</p> <p style="padding-left: 40px;">5.mt.karol</p> <p style="padding-left: 40px;">7.prashar lake trek etc.</p>
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EXAMINATION CENTRES AND CODES

PROVISIONAL LIST OF EXAMINATION CENTRES

B.A/BCOM: Abohar, Bulhowal, Chandigarh, Dakha, Dasuya, Dharamkot, Dhudike, Doraha, Fazilka, Ferozepur Cantt., Ferozepur City, Garhdiwala, Garhshankar, Giddarbaha, Gurusar-Sudhar, Guru Teg Bahadur Garh, Haryana (Hoshiarpur), Hoshiarpur, Jagraon, Jalalabad, Kandhala Jattan, Karamsar (Rara Sahib), Khanna, Killianwali, Lapon (Girls), Ludhiana, Mahilpur, Malout Mandi, Miani(HSP), Moga, Mukerian, Muktsar, Narangwal, Pojewal, Raikot (Girls), Samrala, Sidhsar (SDH), Sidhwan Khurd (Girls), Sukhanand (Moga), Talwara (HSR), Tanda Umar, Zira.

B.Lib. Science: Chandigarh, Ferozepur, Hoshiarpur, Ludhiana, Muktsar.

Certificate Courses: Chandigarh, Ludhiana.

B.Ed.: Abohar, Chandigarh, Ferozepur, Gurusar-Sudhar, Hoshiarpur, Lapon, Ludhiana, Moga, Muktsar, Sidhwan Khurd, Rail Majra, Dhudike.

M.A.: (i) **Public Administration:** Chandigarh, Ludhiana.

(ii) **Other Subjects:** Abohar, Chandigarh, Ferozepur City, Gurusar- Sudhar, Hoshiarpur, Jagraon, Karamsar (Rara Sahib), Ludhiana, Muktsar, Sidhwan Khurd (Girls) Tanda Umar.

M.Com. Abohar, Chandigarh, Dasuya, Ferozepur, Hoshiarpur, Khanna, Ludhiana, Muktsar, Mukerian, Moga.

M.B.A.: Chandigarh, Ludhiana, Hoshiarpur, Moga, Muktsar, Ferozpur

CITY CODES OF EXAMINATION CENTRE

Dear Students, please use the following city codes while filling the Examination Form.

<u>City's Code</u>	<u>City's Name</u>	<u>City's Code</u>	<u>City's Name</u>
ABH	Abohar	KHA	Khanna
BAD	Badal	KIL	Killianwali
BUL	Bulhowal	KOT	Kottan
CHD	Chandigarh	LDH	Ludhiana
DAK	Dakha	LOP	Lopon
DAS	Dasuya	MAH	Mahilpur
DHU	Dhudike	MAL	Malout
DMK	Dharamkot	MIA	Miani
DOR	Doraha	MKT	Muktsar
FAZ	Fazilka	MOG	Moga
FER	Ferozepur City	MUK	Mukerian
FZR	Ferozepur Cantt.	NAR	Narangwal
GAR	Garhshanker	POJ	Pujewal
GID	Giddarbaha	RAI	Raikot
GRD	Gardhiwala	RAM	Ramgarh
GTB	GTB-Garh	RAT	Rattewal
GUR	Gursar Sudhar	SAM	Samrala
HAR	Haryana	SDG	Sardargarh
HSP	Hoshiarpur	SDK	Sidhwankhurd
JAG	Jagraon	SID	Sidhsar
JAL	Jalalabad	SUK	Sukhanand
JHA	Jhar Sahib	TAL	Talwara
KAM	Kamalpura	TAN	Tanda
KAN	Kandhala Jattan	ZIR	Zira
KAR	Karamsar		

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STEPS TO FOLLOW FOR ONLINE ADMISSION PROCESS

(Except MBA Semester -I and B.Ed Semester-I)

Before registering yourself for online admission, please read the prospectus carefully for the relevant information related with eligibility, optional/elective subjects for which study material is available at USOL, PCP schedule and other important information.

After that, follow the following steps for filling up the Online Admission-cum-Examination form:

1. Go to <http://usoladmissions.puexam.in/>
2. Select the Programme (UG/PG) and fill the complete Admission-cum Examination Form.
3. Submit the Form and Note down your Login Id and Password.
4. Login with your username/password again at <http://usoladmissions.puexam.in/>
5. Pay the Fee either through online mode i.e. by Debit Card, Credit Card or Net Banking* or fee can also be paid in any branch of Post Office all over India, after your generating the post office Fee Challan**.

Important Note: -1. Fee submitted through any other mode e.g. Bank Draft, Cash Counter Receipt, Online Transaction, Pay order **will not be adjusted/accepted**.

2. Students are requested not to pay fee online through any UPI or Amazon Pay or any other online Payment Apps. These portals are showing some fee confirmation issues. If payment paid by these modes and will not confirm, then Department will not be responsible for it.

6. If you pay the fee through online mode i.e. Net-banking/ Credit Card/ Debit Card, then your admission process will be completed immediately and you have to take the print out of the complete form then and there.

After paying online fee, login again immediately to complete the online process admission process by uploading your scanned photograph and signature

If fee paid through online mode but not confirmed, please click on **confirm my fee link** and then **click on Continue**.

In case the print of your form is not generated, after paying online fee this means your online transaction has failed and your payment will be refunded by concerned bank in your account within 7 days of transaction. In such a case either retry or pay the fee through fee Challan in Post Office.

7. If you want to pay fee through fee Challan in Post Office, then generate the fee Challan from your admission account and after 24 hours of generating this Challan, deposit the requisite fee mentioned in the fee challan in any Branch of Post Office. In case you pay fee through Post office generated challan, then login again at <http://usoladmissions.puexam.in/> after two days of depositing the fee in the Post office and then complete the process by uploading your scanned photograph and signature.
8. Take a printout of your complete admission cum examination form.
9. Verification of the documents

- An appointment letter will be generated along with the admission form. Students have to come to USOL on the given date along with print-out of admission cum examination form and original documents for verification and confirmation of admission. In case you are not able to come personally for document verification, you have to send the copy of 'Admission cum examination form' with all original documents and self-attested supporting documents by registered post immediately after taking out the print-out of admission cum examination, to USOL at the following address by September 27th 2022:

**The Chairperson,
University School of Open Learning,
Panjab University, Sector 14, Chandigarh-160014**

Following Self-attested copies of Documents/ Certificates are required to bring/send to USOL with the print out of Admission-cum-Examination Form:

- **Detailed Marks Card** of the qualifying examination on the basis of which you are seeking admission. (The original documents will be returned back immediately after verifications are done).
- **Original Migration Certificate (for admission in B.A./B.Com. semester-I):**If +2 Examination passed from any Board other than PSEB, HSEB, HPSEB, CBSE and ICSE New Delhi
- **Original Migration Certificate** Migration Certificate (Only for Students who have passed the lower examinations from any other University than Panjab University)
- **Character Certificate** from the Principal of the School / College last attended if it is first time admission in USOL
- **Reserve Category Certificate**, if claiming admission against any reserve category.
- **SC/ST Certificates:** Students who availed PMS or want to avail freeship, have to attach the required documents at listed with Scholarships/freeship in this prospectus.
- **Other documents in support of claim for fee concession or relaxation of minimum marks of eligibility in case of special category etc.**

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Contact Us

Chairperson

University School of Open Learning

Tel. 0172-2534301, 0172-2534302

E-mail: usol@pu.ac.in

FAX No.: 0172-2541143

Students can contact to the below mentioned dealing officials for enquiry regarding Admission, Result etc. for the Session 2022-23

SET-I

Mrs. Urmil (Supt.) 7837410948, Intercome No. 0172253-4331

Class	Dealing Official	Contact No.
MBA(Ex) 1 st to 4 th Sem, M.A. Economics 1 st to 4 th Sem	Mrs. Reshma	8283822169
M.A. Sociology 1 st to 4 th Sem, M.A. Punjabi 1 st to 4 th Sem, , M.A. Education 1 st to 4 th Sem,	Mrs. Kanchan Thakur	9872757099
M.A. Public Adm 1 st to 4 th Sem, , M.A. Hindi 1 st to 4 th Sem, , M.A. English 1 st to 4 th Sem,	Mrs. Poonam	9915915756
M.A. Pol Sci 1 st to 4 th Sem, , M.A. History 1 st to 4 th Sem	Mr. Pawan Kumar	9464062515

Fee related Queries and SC Student for PMS Matric Scholarship Forms	Mrs. Poonam	9463491919
	Mrs. Meena	9915068363

SET-II

Mrs. Satnam Kaur (Supt.) 9855054907 , Intercome No. 0172253-4308

Class	Dealing Official	Contact No.
B.Com 1 st & 2 nd Sem	Mrs. Rita Devi	9872707920
B.Com 3 rd & 4 th Sem	Ms. Harjeet Kaur	8054403470
B.Com 5 th & 6 th Sem	Mrs. Sanju Bala	8054261589
M.Com 1 st & 2 nd Sem	Mrs. Maninder Kaur	9530923384
M.Com 3 rd & 4 th Sem	Mrs. Beena	9888310192
B.Lib, All Advance Diploma and Certificate Courses	Mr. Pritam	9872003570

SET-III

Mr. Dattu Kishan Gore (Supt.) 9465095869 , , Intercome No. 0172253-4391

Mr. Shri Ram (Set Incharge) 9878135924

Class	Dealing Official	Contact No.
B.A. 1 st & 2 nd Sem	Mrs. Reshma	9876691769
B.A. 3 rd & 4 th Sem	Mrs. Dilpreet Kaur	7973720618
B.Ed 1 st to 4 th sem	Mr. Shri Ram	9878135924
	Mrs. Sarika	9814202456
B.A. 1 st & 2 nd Sem	Mrs. Rukmani	9914362768
B.A. 5 th & 6 th Sem	Mrs. Sunita	9914880130
All B.A. & B.Ed	Mr. Mandeep Singh	9781756029

Online Admission cum Examination Form & Technical issues related queries	Mrs. Sheenam	9855663584
	Mr. Ajay	9988179991

Students can contact to the below mentioned dealing officials for enquiry regarding Lessons, PCP and Assignments etc. the Session 2022-23

S.No.	Name of Course	Name of Official	Mobile No.
1.	B.A.I,B.Com III	Ms.Urmila Devi	9915808058
2.	B.A.V,B.Com I	Mr. Anil Kumar	9855841786
3.	B.A.III,B.Com V,B.Ed I,III	Mr. Yashpal	9417214922
4.	B. Lib- I & ADLAN, ADMC	Ms.Satinder Kaur	9855521819
5.	M.A.(PubAdm) I & III	Ms.Parvesh	7696492189
6.	M.COM I & III MBA I & III	Ms.Sneh Ms. Neha	9780607975 9888438385
7.	M.A.(History) I & III,ADCA	Ms.Prerna	8146943162
8.	M.A.(Hindi) I & III	Ms.Meenu Dogra	9888245573
8.	M.A.(Sociology) I & III,CCWS,ADSW	Ms.Reeta Bains	7589355022
10.	M.A.(PolScience) I & III,ADHRD	Ms.Simpal	7986749096
11.	M.A.(Economics) I & III,ADST,CCVS	Ms.Princee	9855554146
12.	M.A.(English) I & III,ADDM&CS, CCCS	Ms.Poonam	9915935987
13.	M.A.(Punjabi) I & III	Mr.Surjit Yadav	8427610540
14.	M.A.(Education) I & III,ADEML,ADP,ADGC	Ms.Ruchika	9888133308

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List of Holidays

List of Holidays for the Calendar Year 2022 to be observed by USOL:

1. Muharram	August 09	Tuesday
2. Independence Day	August 15	Monday
3. Janam Ashtami	August 19	Friday
4. Agarsain Jayanti	September 26	Monday
5. Mahatma Gandhi Jayanti	October 02	Sunday
6. Dusshera	October 05	Wednesday
	October 06	Thursday
7. Birthday of Maharishi Balmiki Ji	October 09	Sunday
8. Birthday of Sri Guru Ram Dass Ji	October 11	Tuesday
9. Diwali	October 24	Monday
	October 25	Tuesday
10. Birthday of Sri Guru Nanak Dev Ji	November 08	Tuesday
11. Martyrdom of Sri Guru Teg Bahadur Ji	November 28	Monday
12. Christmas Day	December 25	Sunday
13. Birthday of Sri Guru Gobind Singh Ji	December 29	Thursday

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UNIVERSITIES DECLARED FAKE BY UGC

Note: The candidates who have passed/appeared in the qualifying examination from any of the following universities (declared as fake by the UGC) are ineligible, as these institutions have been derecognized by the Panjab University.

1. All India Institute of Public & Physical Health Sciences (AIIPHS) State Government University, Office Kh. No. 608-609, 1st Floor, Sant Kripal Singh Public Trust Building , Near BDO Office, Alipur, Delhi-110036
2. Commercial University Ltd., Daryaganj, Delhi.
3. United Nations University, Delhi.
4. Vocational University, Delhi.
5. ADR-Centric Juridical University, ADR House, 8J, Gopala Tower, 25 Rajendra Place, New Delhi - 110008.
6. Indian Institute of Science and Engineering, New Delhi.
7. Viswakarma Open University for Self-Employment, Rozgar Sewasadan, 672, Sanjay Enclave, Opp. GTK Depot, Delhi-110033.
8. Adhyatmik Vishwavidyalaya (Spiritual University), 351-351, Phase –I, Block-A, Vijay Vihar, Rithala, Rohini, Delhi-110085
9. Badaganvi Sarkar World Open University Education Society, Gokak, Belgaum, Karnataka.
10. St. John's University, Kishanattam, Kerala.
11. Raja Arabic University, Nagpur, Maharashtra.
12. Indian Institute of Alternative Medicine, Kolkatta.
13. Institute of Alternative Medicine and Research, 8-A, Diamond Harbour Road, BUILTECH inn, 2nd Floor, Thakurpurkur, Kolkatta - 700063
14. Gandhi Hindi Vidyapith, Prayag, Allahabad, Uttar Pradesh.
15. National University of Electro Complex Homeopathy, Kanpur, Uttar Pradesh.
16. Netaji Subhash Chandra Bose University (Open University), Achaltal, Aligarh, Uttar Pradesh.
17. Bhartiya Shiksha Parishad, Bharat Bhawan, Matiyari Chinhat, Faizabad Road, Lucknow, Uttar Pradesh - 227105
18. Nababharat Shiksha Parishad, Anupoorna Bhawan, Plot No. 242, Pani Tanki Road, Shaktinagar, Rourkela-769014.
19. North Orissa University of Agriculture & Technology, Odisha.
20. Sree Bodhi Academy of Higher Education No. 186, Thilaspeth, Vazhuthavoor Road, Puducherry-605009
21. Christ New Testament Deemed University, #32-32-2003, 7th Lane, kakumanavarithoto, Guntur, Andhra Pradesh-5220022 and another address of Christ New Testament Deemed University, Fit No. 301, Grace Villa Apts, 7/5, Srinagar, Guntur, Andhra Pradesh-522002

Note: For updated list, please visit UGC website. (<https://www.ugc.ac.in/page/fake-universities.aspx>)

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“RAGGING IS COGNIZABLE AND IS BANNED IN ANY FORM INSIDE & OUTSIDE THE PANJAB UNIVERSITY CAMPUS”

Ingredients/forms of Ragging

- Abetment to ragging;
- Criminal conspiracy to rag;
- Unlawful assembly and rioting while ragging;
- Public nuisance created during ragging;- Violation of decency and morals through ragging;
- Injury to body, causing hurt or grievous hurt;
- Wrongful restraint;
- Wrongful confinement;-Use of criminal force;
- Assault as well as sexual offences or unnatural offences;
- Extortion;
- Criminal trespass;
- Offences against property;- Criminal intimidation;
- Attempts to commit any or all of the above mentioned offences against the victim(s);
- Physical or psychological humiliation;
- All other offences following from the definition of “Ragging”.

Punishments

- Cancellation of admission.
- Suspension from attending classes and academic privileges;
- Withholding/withdrawing scholarship/fellowship and other benefits;
- Debarring from appearing in any test/examination or other evaluation process;
- Withholding Results;
- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.;
- Suspension/expulsion from the hostel;- Cancellation of admission;
- Rustication from the Institution for period ranging from 1 to 4 semesters;
- Expulsion from the institution and consequent debarring from admission to any other institution for a specified period;
- Fine ranging between Rs. 25,000/- toRs. 1 Lakh;
- Rigorous imprisonment up to 3 years;
- Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

Student becoming a victim of ragging should immediately inform to the concerned Authority.

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Panjab University Committee Against Sexual Harassment (PUCASH)

PUCASH is constituted for a period of one year consisting of at least six members for redressal of complaints of sexual harassment of women employees/female students. The Committee is headed by a woman professor as its Chairperson and has 50% of its members as women employees. Its members include a woman counsellor and a person with legal background.

The Sexual Harassment of Women at workplace (Prevention Prohibition and Redressal)Act, 2013 the Hon'ble Vice-Chancellor in anticipation of approval of Syndicate and Senate has constituted the internal complaints committee consisting of the following members, extended upto 30.09.2022:-

1. Professor Promila Pathak **(Chairperson)**
Department of Botany
2. Professor Ashok Kumar, Department of Hindi
3. Dr. Gaurav Gaur, Asstt. Professor, Center for Social Work
4. Smt. Poonam Chopra, Deputy Registrar, UIET
5. Ms. Nandini Kakkar, #198, Sector 16-A, Chandigarh
6. Ms. Gunita Sharma, Assistant Registrar, CET
7. Dr. Babita Devi Pathania, Associate Professor, Dept. of Laws **(Convener)**

Details are available at <https://puchd.ac.in/pucash.php?x>

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USOL VIDEO PRODUCTIONS

Video Programmes

Sr. No.	Name of the Programme	Subject/Medium	Duration Min Sec.
1.	Population of India: Some Perspectives	Geography/Eng.	20-12
2.	Statistics : An Introduction	Stat/Eng.	8-38
3.	Democracy –Its changing Contours	Pol. Science/Eng.	20-48
4.	Passage to India- E.M. Forster	English	20-47
5.	Apka Bunti Upanyas Ki Samajik Samasyayen	Hindi	19-48
6.	Lamme Samaye Da Nark: IK Paricharcha	Punjabi	20-45
7.	Political System	Political Science	15-20

USOL AUDIO LECTURES

English

Sr. No.	Topic of the Lecture	Name of the Talker/s	Duration Min.sec.	Size
1.	Humour and Pathos in Lamb's essay.	Dr. C.R.Mittal	15-00	169 MB
2.	The Ballad of Father Gilligan as Narrative poem	Mr.Jagdish Kalra & Dr.(Mrs.)Veena Singh	10.30	121 MB
3.	The Autobiographical Element in Carle's Lamb.	Mr.Surinder Kaushik	15.50	179 MB
4.	Wordsworth and Keats as the romantic poets.	Dr.C.R.Mittal & Mr.Swaran Singh	18.00	182 MB
5.	The Uniqueness of Keats among the romantics.	Dr.C.R.Mittal & Mr.Swaran Singh	15.00	183 MB
6.	The Metaphysical Poetry of John Donne.	Dr.C.R.Mittal	14.00	162 MB
7.	T.S.Eliot & W.B.Yeats as Modern Poets –An Introduction.	Mr.Swaran Singh	13.45	155 MB
8.	Theme of Slavery and Freedom in Huckleberry Finn	Prof.(Mrs.)Meera Malik & Ms.Sandhya Kaushal	22.00	251 MB
	Aristotle's Concept of Catharsis and the	Prof. S.P.Anand &		

9.	Function of Tragedy.	Dr.(Mrs.)Lile Madanjit	14.00	135 MB
10.	Keats's Ode to Autumn's and Shelley's "Ode to the West Wind" as representative Romantic Poems.	Mr. Swaran Singh & Mrs, Nirmal Dutta	16.00	170 MB
11.	Alexander Pope's 'The Rape of the Lock' As A Mirror of 18 th Century urban life-1.	Mr.I.S.Ghumman & Mrs. Arvinder Kaur	14.00	141 MB
12.	The Art of Fielding in Tom Jones.	Prof.(Mrs.)Meera Malik & Mr.I.S Ghumman Mr. Swaran Singh	13.30	128 MB
13.	A Moral Dilemma in Graham Green's Novel.		14.00	164 MB
14.	Shakespearean Tragedy.	Prof.S.P.Anand		
14.	Shakespearean Comedy	Prof.S.P.Anand	17.00	198 MB
15.	The New Critical Approach to Literature.	Mr. Swaran Singh	13.00	150 MB
16.	Symbolism & vision in T.S.Eliot's 'The Waste Land'.	Dr.(Mrs.) Meera Malik	25.30	296 MB
17.			15.00	179 MB
18.	Some Seminal Concepts in the prescribed Essay 'The Study of Poetry by Mathew Arnold.	Dr. (Mrs.) Lille Mandanjit	21.00	225 MB
19.	'Death of a Salesman' as a tragedy and Willy Loman as a tragic protagonist.	Dr.(Mrs.) Meera Malik		
19.	Milton- a study in Heroic Defiance of Established Authority.	Prof. S.P .Anand & Mr..C.R.Mittal	26.00	276 MB
20.	Alexander Pope's 'The Rape of the Lock' As A mirror of the 18 th Century Urban life-II.	Mr.I.S.Ghumman & Mrs. Savita Dhir	13.00	137 MB
21.	Keats Ode – A Study in Thomas Development.	Mr. Surinder Kaushik & Mr. Swaran Singh	12.30	141 MB
22.	Wordsworth's Attitude Towards Nature in Tintern Abbey'.	Mrs. N.Datta & Prof.(Mrs.) Meera Malik Mrs. Veena Singh	15.30	175 MB
23.	The Role of Chance in Thomas Hardy's Novel 'The Mayor of Caster bridge'.		9.00	115 MB
24.	The Theory of Literature and Criticism.	Dr. (Mrs.) Lillie Madanjit Prof. (Mrs.) Meera Malik & Mr. Surinder kaushik Mrs. Veena Singh	16.00	180 MB
	'Ode on Solitude' by Alexander Pope & 'On			

25.	the Human Season' by john Keats.		28.00	342 MB
26.	The Tradition of Revenge in the Elizabethan & Jacobean Drama.	Dr.(Mrs.) Veena Singh	14.00	135 MB
27.	Dr. Faustus: A Hero or a Villain.	Dr. (Mrs) Veena Singh	22.00	247 MB
28.	Metaphor of Blind Lear by Shakespeare.	Mr. Sawarn Singh	24.00	279 MB
29.	Point o View in Conrad's Lord Jim '.		16.20	182 MB
30.	Artiste as Exile- A study of a portrait of An Artiste as a young man- James Joyce's Novel.	Miss Kiran Garg	15.00	166 MB
31.	Macbeth- A Tragic Hero	Miss Kiran Garg	15.00	142 MB
32.	Theme of Love Marriages in the Taming of the Strew.	Mr.Swaran Singh	11.00	125 MB
33.	An Introduction to Shakespearean Tragedy	Dr. (Mrs.) Veena Singh	11.00	114 MB
34.	Significance of the title'The old man and Sea'.	Prof(Mrs.) Meera Malik & Mr. S.Kaushik	14.00	153 MB
36.	Wordsworth- As a Spiritual Mystic		12.00	135 MB
37.			12.00	140 MB

Hindi

Sr. No.	Topic of the Lecture	Name of the Talker/s	Duration Min.sec.	Size
1.	Hindi Gadh Ka Vikas	Dr.(Mrs.)Kamal Gupta	13-15	15.6 MB
2.	Hindi Katha Sahitya: Ek Tippni	Prof.Jagmohan Chopra	17-30	20.1MB
3.	Aadhunik Hindi Kavita:Pramukh Pravrittiyan.	Prof(Mrs.)Santosh Sharma	14-15	16.8 MB
4.	Hindi ka Prarambhik Kavya	Prof(Mrs.)Santosh Sharma	14-15	15.4 MB
	Hindi Sahitya ke itihās Ka Kaak Vibhajan			

5.	Samasya Aur Samadhan	Dr. G.N.Rajguru	17.00	19.8 MB
6.	Ritikaleen Sahitya Aur Uski Visheshtaen Hindi Kahani: Vibhin Andolan	Prof. Jagmohan Chopra	14-30	17.2 MB
7.	Jai Shankar Parshad Aur Mohan	Prof (Mrs.)Santosh Sharma	13-10	15.4 MB
8.	Rakesh:Abhinaita Ki Drishti Se.	Prof. Jagmohan Chopra	15-00	17.4 MB
9.	Mohan Rakesh Ka Natya Sahitya: Adhey Adhure Ke Sandarbh Mein.	Prof. Jagmohan Chopra	14-00	17.6 MB
10	Munshi Prem Chand Ka Katha Sahitya:Godan Tatha "Manjusha"Ke Sandarbh Main.	Prof. Jagmohan Chopra	12-30	14.5 MB
11.	Chhayavad –Samanya Parichai.	Prof.(Mrs.)Santosh Sharma	15-00	17.3 MB
12.	Chhayavad-Prernashrot Avm Parishithitan.	Prof.(Mrs.)Santosh Sharma	15-00	17.8 MB
13.	Chhayavad Ki Paribhsaha Tatha Swaroop Ka Vishaleshan.	Prof.(Mrs.)Santosh Sharma &Smt.Indira Noorpuri	9.00	23.2 MB
14.	Kamleshvar Ki Priy Kahanian Aur unka rachna sansar	Prof. Jagmohan Chopra	13-00	16.6 MB
15.	Premchand Ka Yathrthvad Aur Godan.	Prof. Jagmohan Chopra	14-30	18.5 MB

Punjabi

Sr. No.	Topic of the Lecture	Name of the Talker/s	Duration Min.sec.	Size
1.	Dhani Ram Chatrik:Jeevan Ate Rachna Guru Ram Dass Jee Di Kavita.	Prof.(Mrs.) Surinder Sekhon	13-35	15.9 MB
2.	Gurmat Kav.	Prof .Devinder Singh	12-30	14.7 MB
3.	Sahit Sidhant :Ik Parchai	Prof.Manmohan Singh Dr.(Mr.)Jaspal Kang	12-15	14.0 MB
4.	Sheikh Farid Di Vani Vich Kal Di Prabhamanta.	Dr.(Mr.)Jaspal Kang	14-00	15.8 MB
5.	Punjabi itihask Natak-Ik Adhyan.	Prof.(Mrs.) Surinder	15-00	17.3 MB

6.	Punjabi Alochana Dian Parvirtian.	Sekhon Prof.Ujjagar Singh	15-30	17.4 MB
7.	Bhusha Di Parvartansheelta.	Sehgal	16-00	18.5 MB
8.	Farid Bani Vich Dukh Da Sankalap.	Prof.Ujjagar Singh Sehgal & Prof. Devinder Singh	16-00	20.9 MB
9.	Punjabi Kissa Sahit vich Kadaryar De Kisse Puran Bhagat Di Kav Vilankhanta.	Dr.(Mr.)Jaspal Kang	12-00	14.7 MB
10.	Bhai Veer Singh Da Rahasvadi Anubhav	Dr.(Mr.)Jaspal Kang	12-00	15.0 MB
11.	Sanskrit Kaav Sidhant De Antargat Alankar.	Prof.Ujjagar Singh Sehgal & Prof. Devinder Singh	13-10	15.1 MB
12.	Gurmukh Lipi Di Prachinta. Nath Jogian Da Sahit.	Prof.Devinder Singh & Prof Ujjagar Singh.	11-35	14.1 MB
13.	Punjab Novel Da Kathanak Parbandh Ate Kala Jukta.	Prof. Ujjager Singh	12-00	13.1 MB
14.	Nikki Kahani Ek Gulp Roopar Vajjon.	Prof. Ujjagar Singh	15-00	17.6 MB
15.	Damonder Di Heer Vich Ishq Da Sankalap.	Dr. (Mrs.)Jaspal Kang	15-00	17.5MB
16.	Punjabi Nikki Kahani Da Ubhav Te Vikas	Dr. (Mrs.)Jaspal Kang	14-00	16.1 MB
17.		Dr. (Mrs.)Jaspal Kang	15-00	18.0 MB
18.		Dr. (Mrs.)Jaspal Kang	19-00	24.3 MB

Sanskrit

Sr. No.	Topic of the Lecture	Name of the Talker/s	Duration Min.sec.	Size
1.	Abhigyan Shakuntlam – Natya Kala Ki Drishti Se.	Dr.Kanta D. Mohan & Prof.(Mrs.) Aruna Goel	14-00	15.9 MB
2.	Raghuvanshu- Kavya Kala Di Drishti Se.	Dr. Kanta D. Mohan & Dr. S.D.Sharma	13-25	16.6 MB
3.	Sanskrit Sahitya Ki Drishti Se Ramayan Aur Mahabharat Ka Mulyankan	Dr.Kanta D. Mohan & Prof.(Mrs.) Aruna Goel	15-00	15.6 MB
4.	Sanskrit Anuvad Sambandhi Katipaya Vishesh Niyam.	Dr. Kanta D. Mohan &Dr. S.D Sharma	14-45	17.1 MB
5.	Mahakavi Magh Avem Unki Kavyakala. Natakka Kalidas-Ek Samiksha.	Dr.Kanta D. Mohan & Prof.(Mrs.) Aruna Goel Dr. Kanta.D.Mohan & Dr.S.D Sharma. Dr.S.D Sharma.	16-30	19.5 MB
6.	.Bhanbhatt-Ek Samanya Parichai.	Prof.(Mrs.) Aruna Goel&Dr. K.D Mohan	14-23	17.4 MB
7.	Shree Mad Bhagvad Geeta Ka Darshan Sidhant.	Dr.Kanta D. Mohan & Prof.(Mrs.) Aruna Goel	15-00	18.7 MB
8.	Kavi Bharatrihari Avem Unka Sahitya	Dr.S.D Sharma Prof. (Mrs.)Aruna Goel	16-00	19.8 MB
9.	Kalidas Ki Natyakala-Malvikagnimitra.	Prof. (Mrs.)Aruna Goel	14-00	16.5 MB
10.	Gaddhkar-Banbhatt. Sanskrit Katha Sahitya:Udgam Avem Vikas.	Prof. (Mrs.)Aruna Goel	16-00	20.9 MB
11.			16-00	20.1 MB
12.			14-00	15.8 MB

Political Science

Sr. No.	Topic of the Lecture	Name of the Talker/s	Duration Min.sec.	Size
1.	Emerging Union-State Relation.	Dr.(Mrs.)S.Wasudev	13-30	15.8 MB
2.	Rajnitik Samajikaran.	Mrs, Amarjit Rangi	13-35	16.1 MB
3.	Behaviouralism.	Mrs.Amarjit Rangi	16-00	19.0 MB

4.	Bhartiya Sanghiy Pranli.	Dr.Pardeep Kumar	15-00	16.7 MB
5.	Maxian Approach.	Prof.S.Bhatnagar &Mrs. Amarjit Rangi	14-00	16.0 MB
6.	Political Development.	Prof.S.Bhatnagar & Dr. K.K.Anand	12-15	15.0 MB
7.	Parliamentary Democracy in India States.	Mrs. Amarjit Rangi	15-30	17.1 MB
8.	Problem of Classification of Govts.	Prof.S.Bhatnagar & Mrs. S.Shante	13-30	15.6 MB
9.	Benthamism as Modified by J.S.Mill.	Dr.S.K.Sharma	14-00	16.4 MB
10.	Gandhiji Ka Rajnitik Darshan. Ranjitik Ke Badakte Arth.	Mrs. Hemlate Oberoi	14-00	16.3 MB
11.	The Demand for State Autonomy in India.	Prof.B.S .Brar	11-15	13.0 MB
12.	Regionalism in India Politics.	Dr. (Mrs.)S.Wasudev	12-30	13.5 MB
13.	Bhartiya Rajniti Main Rajnitik Dal.	Dr. Pardeep Kumar	12-00	15.1 MB
14.	Political Development in India.	Dr. Pardeep Kumar	12-00	13.9 MB
15.	Gut Nirpekshata.	Dr.K.K.Anand	13-15	15.0 MB
16.	Theories of Modernization and Political Development.	Dr. (Mrs.)S.Wasudev	15-00	17.6 MB
17.	Development in Political Science.	Prof. S.Bhatnagar	15-00	17.6 MB
18.	Crisis in Political Development.	Mrs.Shalinder Dhillon & Mrs. Amarjit Rangi	12-00	13.3 MB
19.	Rousseau's General Will.	Dr.K.K.Anand	13-15	16.2 MB
20.	Comparative Politics-An Introduction	Dr.M.M.Sharma &Mrs.Suman Sharma	14-00	15.1 MB
21.	Marx's Concept of Alienation.	Prof.S.Bhatnagar & Dr.K.K.Anand	14-30	17.2 MB
22.	Plato's Concept of An Ideal State	Prof. S.Bhatnagar	14-30	17.7 MB
23.	Role of Geography in International Politics.	Prof. S.Bhatnagar & Dr.K.K.Anand	11-30	14.8 MB
24.		Dr.(Mrs.)Surinder Shukla	12-20	12.3 MB

25.	Comparative Study of speaker of Britain and America.	Dr.(Mrs) S.Wasudev	12-00	15.1 MB
26.	Conflict Between Fundaental Rights and Directive Principles.	Dr.(Mrs) S.Wasudev	12-25	9.14 MB
27.	Political Participation	Prof.S.Bhatnagar &Dr. K.K.Anand	17-00	19.9 MB
28.	Role of State in Nation Building.	Mrs. A. Rangji	12-45	14.6 MB
29.	Parliamentary System in India.	Dr.(Mrs) S.Wasudev	15-00	17.6 MB
30.	Amendment Procedure of India Constitution.	Dr.(Mrs) S.Wasudev	15-00	17.8 MB
31.	Gandhi's Non Violence.	Dr. K.K.Anand	13-00	14.4 MB
32.	Decision Making Approach.	Dr. K.K.Anand	15-00	18.0 MB
33.	Samanta Ate Swatantrata Vich Apsi Sambandh.	Mrs. Shalinder Dhillon	15-30	18.5 MB
34.	Politics As the Study of Power.	Mrs, Amarjit Rangji	14-30	16.9 MB
35.	Legacies of Constitution and Political System.	Dr.(Mrs) S.Wasudev	14-15	16.7 MB
36.	Social Practice and its impact on India Political System	Prof. S.Bhatnagar & Dr. K.K.Anand	13-00	15.9 MB
37.	Thomas Hobbs-An Introduction.	Dr.(Mrs)S.K.Shukla	15-00	17.9 MB
38.	Crisis of Legitimacy and Political Development.	Mrs. Amarjit Rangji	14-00	15.0 MB
39.	Determinants of Voting Behaviour in India.	Dr.(Mrs) S.Wasudev	14-00	17.6 MB
40.	Justice.	Dr.(Mrs) S.Wasudev	13-00	19.3 MB
41.	Plato's His Philosophy.	Dr.(Mrs.)S.K Shukla	13-00	14.7 MB
42.	Plato's Theory of Education.	Dr.(Mrs.)S.K Shukla	10-00	11.3 MB
43.	Neo-Colonialism	Dr.(Mrs.)S.K Shukla	13-00	14.4 MB
44.	The Role of Castes in India Politics.	Prof. S.Bhatnagar & Mrs. A.Rangji	14-00	16.1 MB

45.	Voting Behaviour –A Comparative Study of U.S.A & Japan	Mrs. Shalinder Dhillon	15-00	17.8 MB
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History

Sr. No.	Topic of the Lecture	Name of the Talker/s	Duration Min.sec.	Size
1.	Harsha Ki Safaltayen.	Dr.Raja Ram	13-15	15.6 MB
2.	Anglo-Sikh Relation.	Dr.(Mrs.)Vanita Khosla	16-00	18.3 MB
3.	The Chinese Revolution of 1911.	Dr.Raja Ram	12-45	15.1 MB
4.	The Western Impact on China.	Dr.Raja Ram	13-10	15.4 MB
5.	Nazism in Germany.	Dr.(Mrs.)Manju Malhotra	16-00	18.7 MB
6.	The Deccan Policy of the Mughals.	Dr.Parmod Sangar	15-30	18.4 MB
7.	Fahien Ka Bharat Vivran	Dr.Parmod Sangar	11-20	13.6 MB
8.	The Cold War.	Dr.Raja Ram	13-15	15.7 MB
9.	Bharat Ke Swatantrata Sangram Main Gandhi Ka Yogdan.	Mr. V.P.Kailani	12-30	14.3 MB
10.	Open Door Policy.	Dr.Raja Ram	13-00	16.5 MB
11.	Act of 1919	Dr.Parmod Sangar	11-00	12.7 MB
12.	Harding's Policy toward Punjab.	Dr.(Mrs.)Vanita Khosla	9-00	10.9 MB
13.	Role of Bhairam Khan.	Dr.Parmod Sangar	11-00	12.9 MB
14.	Bismark's Foreign Policy from 1870-1914	Dr.Parmod Sangar	12-00	15.7 MB
15.	Causes of Ist World War.	Dr. (Mrs.) Manju Malhotra	16-00	30.7 MB
16.	Dyrarchy and its working.	Dr.R.K.Arora	13-00	14.2 MB

Economics

Sr. No.	Topic of the Lecture	Name of the Talker/s	Duration Min.sec.	Size
1.	Central Banking Techniques of credit Control.	Mr.K.K.Jindal	14-00	14.8 MB
2.	Cooperative movement in India	Mr. R.N Soni	14.13	16.2 MB
3.	Importance of Time Element in The Theory of Value.	Mr.S.B.Prasher & Mrs.Poonam Gupta	11-00	11.9 MB
4.	Demand and Elasticity of Demand.	Mrs. Reena Bhasin & Mr. Satish Dewan	14-00	13.4 MB
5.	Traditional Agriculture &Its Transformation	Dr.R.N.Soni	19-00	20.6 MB
6.	The Capital Formation and Economic Development	Mrs.Reena Bhasin &Mr.Satish K. Dewan.	25-00	29.3 MB
7.	New Agriculture Strategy	Dr.R.N.Soni	15-00	17.2 MB
8.	Concept of Balanced Vs. Unbalanced Growth	Mrs. Parminder Khanna & Mrs, Reena Bhasin	13-00	24.0 MB

Sociology

Sr. No.	Topic of the Lecture	Name of the Talker/s	Duration Min.sec.	Size
1.	Subject Matter & Scope of Sociology	Dr.(Mrs.) S.Kamra	15-30	17.5 MB
2.	Changes in Rural Sociology	Dr.(Mrs.)Madhurima	14-00	15.1 MB
3.	The Concept of Social Structure And Its Element.	Dr.Kiran Preet &Dr.S.K.Kamra	17-00	20.8 MB
4.	Social Mobility And Its Types	Dr.Kiran Preet	15-00	17.6 MB
5.	Caste And Class And Contemporary India	Dr.(Mrs.) S.Kamra	28-00	26.5 MB
6.	Sociological Approaches to the	Dr.S.Kamra &Dr.	20-00	22.8 MB

	Concept of Power.	Madhurima		
7.	Sociology as a Science: Issues and Possibilities	Dr.S.Kamra &Dr. Madhurima	16-00	20.2 MB
8	Chances in Caste-System in India	Dr. Madhurima	15-00	17.4 MB
9.	Social Stratification and Race.	Dr.S.Kamra	15-00	17.2 MB
10.	Development of Self.	Dr. Madhurima	13-00	15.8 MB
11.	The concept of Social System.	Dr.Kiran Preet	16-00	20.8 MB
12..	Criteria of Status Evaluation in India.	Dr.S.Kamra	15-00	19.9 MB
13.	Whether Sociology is a Science or Not?	Dr.S. Kamra & Dr. Kiran Preet.	16-00	19.2 MB

PSYCHOLOGY

Sr. No.	Topic of the Lecture	Name of the Talker/s	Duration Min.sec.	Size
1.	Psychology Today.	Dr.(Mrs.)Saran Kumari Sharma	13-45	16.8 MB
2.	Mental Disorders in Modern Life.	Dr.(Mrs.)Saran Kumari Sharma	14-30	15.1 MB
3.	Learning Theories.	Dr.(Mrs.)Saran Kumari Sharma	13-00	14.4 MB
4.	Reaction Time.	Dr.(Mrs.)Saran Kumari Sharma	15-00	17.6 MB
5.	Psychotherapy.	Dr.(Mrs.)Saran Kumari Sharma	14-00	16.1 MB
6.	Intelligence Test.	Dr.(Mrs.)Saran Kumari Sharma	13-00	15.5 MB
	Insight Theory of Learning.			

7.		Dr.(Mrs.)Saran Kumari Sharma	13-00	13.1 MB
8.	Phobia -A Neurotic Mental Disorder.	Dr.(Mrs.)Saran Kumari Sharma	12-00	15.1 MB
9.	Latest Technology in Correspondence Education.	Dr.(Mrs.)Saran Kumari Sharma & Mrs. Neelam Satsangi	14-00	16.6 MB

PHILOSOPHY

Sr. No.	Topic of the Lecture	Name of the Talker/s	Duration Min.sec.	Size
1.	Concept of Philosophy	Prof. (Mrs.) Raj Khanna.	13-00	15.0 MB
2.	Nature of Ethics.	Prof.(Mrs.) Raj Khanna	15-00	17.4 MB
3.	The Nature of India Philosophy.	Mr. Sudhir Baweja.	13-00	15.2 MB
4.	Logic & Scientific Method.	Prof.(Mrs.) Raj Khanna	14-00	16.3 MB
5.	The Doctrine of Karma in Indian Philosophy.	Prof. (Mrs.) Raj Khanna.	12-00	14.2 MB
6.	Advait Vedant.	Prof. (Mrs.) Raj Khanna. Mr. Sudhir Baweja	14-00	16.6 MB
7.	The Problems of Mind-Body Relationship	Mr. Sudhir Baweja	13-00	14.7 MB
8.	Introduction to India Culture.	Mr. Sudhir Baweja	12-00	13.9 MB
9.	The Nature of Interence.	Mr. Sudhir Baweja	12-00	14.1 MB
10.	The Proofs For The Existence of God.		13-00	14.9 MB

GEOGRAPHY

Sr. No.	Topic of the Lecture	Name of the Talker/s	Duration Min.sec.	Size
1.	Petroleum-The Problem Fuel.	Prof.(Mrs.) Neelam Grover	17-00	19.7 MB

2.	Forms of Precipitation	Dr. S.S.Chib & Prof.(Mrs.) Neelam Grover	13-00	15.0 MB
3.	Asia-A Continent of Diversities.	Mrs.Harveen Pannu & Prof. (Mrs.) Neelam	13-00	14.2 MB
4.	Sanjukt Raj America Bare Mukh Jankari.	Dr. Sodi Ram &Mr. Avtar Singh Sidhu	15-00	16.8 MB
5.	Jwar-Bhatta- Kuchh Prashan.	Dr.S.S.Chib & Mr. Samgra, Singh	14-30	15.8 MB
6.	Nakshian Di Mahatta	Mr. A.S.Sidhu & Dr.S.S.Chip	14-00	15.8 MB
7.	Relief of the Ocean Floors	Prof. (Mrs.) Neelam Grover & Mrs. Harveen Pannu	13-30	16.1 MB
8.	Vayumandal Te Assin.	Mr. A.S.Sidhu & Mr.S.S Rana	13-00	15.0 MB
9.	Mitti Ate Isse Nal Sambandhit Samasyawan.	Mr. A.S.Sidhu & Dr.S.S Chib	14-00	15.6 MB
10.	Mansoon Pavne Aur Unka Bhartiy Jan Jeevan Par Prabhav.	Dr. S.S.Chib & Mr. S.S.Rana	15-00	18.1 MB
11.	Conversation & Preservation of Wild Life.	Dr. S.S.Chib & Mr. A.S.Sidhu	15-00	16.8 MB
12.	Kola-Ik Kaala Heera.	Dr. Sodhi Ram & Mr. S.S.Rana	17-00	19.1 MB
13.	Sheet Kaleen Varsha: Kaaran Tatha Mahatav.	Mr. S.S.Rana & Prof.(Mrs.) Neelam Grover	18-00	19.4 MB
14	Salinity of Ocean Water-Causes and Effects.	Dr.Sodhi Ram & Mr. S.S.Rana	16-25	18.2 MB
15.	Migration & Social, Economic Implication.	Dr. Sodhi Ram & Mr. Avtar Singh	14-00	15.5 MB

16.	Components of Population Growth.	Dr. Sodhi Ram & Mr. A.S.Sidhu	14-30	14.4 MB
17.	Classification of Resources (Sansadhanan Da Vargikaran)		15-00	16.7 MB

PUBLIC ADMINISTRATION

Sr. No.	Topic of the Lecture	Name of the Talker/s	Duration Min.sec.	Size
1.	Administration of Social Welfare Service.	Dr.Pawan Kumar & Mr. R.K.Sharma	15-00	17.4 MB
2.	Dynamics of Policy formulation & implication	Prof Sahib Singh	15-45	18.3 MB
3.	Rural Development	Dr.Pawan Kamra	10-00	11.5 MB
4.	Challenges of Public Health Admn.	Prof. S.L.Goel	17-00	19.2 MB
5.	Method of Data Collection	Dr.Pawan K.Kamra & Mr. Ramesh Paul	13-30	15.9 MB
6.	Research Design	Dr.Pawan Kamra	13-00	15.4 MB
7.	Performance Budgeting	Prof.B.B Goel &Prof. Sahib Singh	13-30	15.8 MB
8.	Decentralization	Prof.B.B Goel &Prof. Sahib Singh	10-00	12.3 MB
9.	Delegated legislation	Dr. Pawan Kumar & Mr. Ramesh Paul	14-00	15.6 MB
10.	Role of University Grant Commission	Dr.Pawan Kamra & Mr. Ramesh Paul	13-00	14.8 MB
11.	Role of Public Enterprises and Economic Development	Prof. Sahib Singh & Prof. B.B.Goel	13-00	14.9 MB

COMMERCE

Sr. No.	Topic of the Lecture	Name of the Talker/s	Duration Min.sec.	Size
1.	Budgeting-A Technique of Cost Control.	Prof. L.K.Bansal & Dr. R.K. Gupta	12-15	13.6 MB
2.	Salient features of Working	Prof. L.K.Bansal	15-00	16.9 MB
3.	Capital Management Cenralization Vs. Decentralization	Dr. Satish Amar	15-00	15.7 MB
4.	Inflation Accounting	Dr.A.K.Saihpal	14-00	15.7 MB
5.	Price Level Accouting	Prof. L.K.Bansal	19-00	24.3 MB
6.	Concept of Depreciating in Accounting	Prof. .K.Bansal & Dr. R.K.Gupta	14-00	15.9 MB
7.	Working Capital (Mgt) Accounting	Dr.N.K Aggarwal	22-00	31.3 MB
8.	Investment Decisions.	Dr.N.K Aggarwal	23-00	29.8 MB
9.	Rectification of errors	Dr.R.K.Gupta & Prof. L.K Bansal	15-00	16.8 MB

DEFENCE STUDIES

Sr. No.	Topic of the Lecture	Name of the Talker/s	Duration Min.sec.	Size
1.	Significance of National Security	Dr. Meena Datta	8-13	7.53 MB

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Specimen for Certificates and Forms

FORM OF APPLICATION FOR GRANT OF FINANCIAL ASSISTANCE OUT OF THE STUDENTS AID FUND

FORM- A

IMPORTANT NOTES:

The Candidate must read the following instructions before submitting the 'Student Aid Fund' form at the time of admission for the session 2022-23

- A **Students covered under self-finance courses are not entitled for availing Student Aid Fund**
- B The affidavit duly attested by the Notary is not to be acceptable. Income Certificate from a competent authority which shall mean the Executive Magistrate, Tehsildar or the employer as the case may be is must for availing Student Aid Fund and Photocopy of Bank Passbook of the candidate.
- C Those students who got re-appear in previous examination are not eligible for getting the financial assistance out of Student Aid Fund and charged the required fee from such students.
- D These Students would be eligible for the Student Aid Fund **second time**, if he/she secure at least 50% marks in the previous examination.
- E All those students who have not filled/ submitted the examination form for the session 2022-23 and who left the course in the session are not eligible for getting the financial assistance under 'Student Aid Fund'.
- F Full fee will be charged from the Student Aid Fund at the time of admission and financial assistance will be provided to such students as per income slab.

FOR ADMISSION BRANCH USOL FOR VERIFICATION OF ADMISSION AND RESULT

Before the disbursement of Student Aid Fund an UNDERTAKING be obtained from each student of the department that he/she is not availing any scholarship/stipend financial Assistance from the concerned department or any other sources moreover the same is to be certified by the Head of the department.

Name of Applicant _____ Man/Woman _____ Class _____

Enrl. No. _____ Session _____

Result: Previous Class _____ Roll No _____

Marks _____ Out of _____ Session _____

Dealing Clerk Assistant Superintendent A.R. (Admission)

1. Have you got the benefit of Student Aid Fund, Yes/No _____ If Yes, Mention Amount _____
Receipt No _____ date _____
2. Name of Applicant _____ Man/Woman _____ Class _____
Enrl.No. _____ Previous Rollno and Marks (Sem I/III) _____
Out of _____ Session _____ Previous Rollno and Marks (Sem II/IV)
_____ Out of _____ Session _____
3. a) Father's Name _____ Occupation _____

b) Name of Guardian, if father not alive/self-dependent _____

4. Father's/guardian monthly income from all sources _____

5. Total Number of dependents on applicant/father/guardian (including oneself) _____

6 Details of the Members of Family including the applicant.

Name	Age	Relationship with the applicant	Monthly income if employed	Dependent

7. Total family income _____

8. a) Is the applicant drawing any scholarship/financial aid or assistance/stipend from any Other source, Mention _____

b) If so indicate the amount being received, name the sanctioning authority and period up to which tenable: _____

9. Has the applicant applied for financial assistance /fee concession in the capacity of

i) Brother/sister (if both studying in this department _____

ii) Dependent son/daughter or University employee _____

iii) Husband/Father permanently disabled or killed during action being member of (strike out which is not applicable).

a) Defence Forces

b) Para Military Forces

iv) Any other capacity _____

10. Mention self-Bank Account No _____, IFSCCode _____ and PassBook/self Account Photocopy along with form.

(Signature and address of the applicant)

Date _____

Mobile No. _____

FOR OFFICE USE ONLY

Certified that the above Sr. No. 1 to 10 particulars have been verified and found correct.

i) Total number of dependents _____ ii) Total family members _____ iii) Eligible/not Eligible _____

Dealing Clerk

Assistant

Superintendent

Asstt.Registrar

Chairperson, USOL

FORM- B

A Format of an affidavit on a stamp paper worth Rs. 20/- duly attested by 1st class Magistrate, to be obtained from the parents of the girl child. Specimen of affidavit for single girl child category is as under:

***SPECIMEN OF AFFIDAVIT BY PARENTS FOR ONLY GIRL CHILD CATEGORY**

I _____ (name) father/mother of Miss _____ (full address to be given) resident of _____ do hereby, solemnly declare and affirm as under:—

1. That I am a citizen of India.
2. That Miss _____ born on _____ is girl child of the deponent.
3. That the deponent has no male child.
4. That the deponent has the following children and none else:
(i) Name (ii) Sex (iii) Date of Birth
5. That neither the deponent nor the a forenamed girl child of the deponent have obtained/availed the benefit granted under this category, in this University/Institute including its affiliated colleges.

Place: _____ Deponent
Dated: _____

VERIFICATION

Verified that the contents of the above affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Place : _____ Deponent
Dated : _____

FORM- C

Very Important Note:

Students are advised to send the following certificate with each entry/article for various contests and USOL Magazine.

CERTIFICATE OF ORIGINALITY

I _____ S/o/D/o _____ Student of
Class _____ Enrolment No. _____ of the University School of Open Learning,
Panjab University, Chandigarh, hereby certify that this entry for Competition/Magazine for 2021-22 entitled
_____ is my original
composition which has not been published anywhere earlier.

Signature: _____

Name: _____

Class: _____ Enrl.No. _____

Date : _____ Address: _____

Place: _____

FORM- D

CHARACTER CERTIFICATE

Certified that student _____ son/daughter of
Shri _____ bears a good moral character.

Name of attesting authority
(in Block Letters) Institution last attended with date and office seal

Signature of Gazetted Officer/Sarpanch/Head of the

AFFIDAVIT/UNDERTAKING TO BE SUBMITTED BY THE SC STUDENTS OF PUNJAB STATE, AT THE TIME OF ADMISSION

I _____ S/o _____ D/o _____
Smt./Sh. _____ R/o _____
_____ do hereby solemnly affirm and declare as under:-

- i. That I want to take admission in _____ (Class) vide Registration No. _____, Enrolment No. _____ in the Institute/Dept. of _____ Panjab University, Chandigarh for the Session 2022-23.
- ii. That I belong to Scheduled Caste category of Punjab State.
- iii. That I have not taken admission in any other course in the session 2022-23.
- iv. That I have not applied for Post Matric Scholarship in other course in 2022-23.
- v. That the annual family income of my parents /guardian from all sources is less than Rs. 2.5 lac.
- vi. That I want to avail the benefit of Post Matric Scholarship Scheme of Govt. of Punjab as per norms.
- vii. That I am not availing and availed any PMS for the same course (UG or PG)
- viii. That I shall submit the prescribed Post Matric Scholarship duly filled form along with supporting documents before due date as per my eligibility in the _____ course.
- ix. **For students studying in Self Finance Courses:** that I shall deposit the balance fee of Rs. _____ (figure) and _____ (in words) (to be filled in by the concerned department) to my department immediately within 30 days after receiving Post Matric Scholarship amount in my Bank Account reimbursed by the Punjab Government, failing which I shall be liable to pay balance fee with late fee charges as per University norms.

AND

For students studying in Normal Courses: that I shall deposit the entire admission fee including Examination Fee. of Rs. _____ (in figure) and _____ (in words) (to be filled in by the concerned department) to my department after receiving Post Matric Scholarship amount in my Bank Account reimbursed by the Punjab Government within 30 Days, failing which I shall be liable to pay balance fee with late fee charges as per University norms.

Deponent

Signature of Parents/Guardian

DECLARATION /VERIFICATION

Certified that, I _____ S/o, D/o Sh./Smt. _____ resident of _____ do hereby solemnly affirm and declare that the information /particulars given above are correct to the best of my knowledge and belief and nothing has been concealed therein.

Dated: _____

Deponent

**UNIVERSITY SCHOOL OF OPEN LEARNING
PANJAB UNIVERSITY, CHANDIGARH**

Application for refund of Tuition/Examination Fee/Excess Amount, if any

A. Particulars of the Applicant:

1. Name.....2. Father's Name.....(In Capitals)
3. Class.....4. Session.....5. Enrollment No.....
6. University Receipt No (Attach Fee Slip).....Dated..... Amount.....
(with which the amount was deposited)
7. Applicant Bank A/C No.IFSC Code
(Attach Passbook page bearing Account No and IFSC Code)
8. Amount of refund claim: Rs.....(Rupees.....)
9. Reason for claiming refund
.....
.....

Address of the Applicant /Candidate

.....
.....

Signature of the Applicant

Dated.....

Phone /Mobile No.....

B. (For use by the Department)

- I.** 1. The particular at 'A' above have been
Checked and found correct.
2. The claim is in order.
3. Remarks regarding admissibility of the Refund
Claimed
4. The refund of Rs..... may
be allowed.

- II.** 1. The library membership No.....
of the applicant has been cancelled.
2. Nothing is due from the Applicant.
1. DMC
2. Sanction
3. Income Register

Fee Clerk/Asstt. Supdt.

A.R.C.S./Chairperson

Library Clerk

Librarian

C. Remarks by the fee checking Section (USOL)

Fee Rs.....received vide Receipt No.....

Dated..... against enrollment No..... has been verified.

Tuition fee verification Clerk

Assistant Accounts

D. Pay order by Accounts Branch

Pay Rs.....
Budget Head.....
Refund.
Budget Provision Exists.....

Clerk

Asstt.

Supdt.

Pay order by Audit

**UNIVERSITY SCHOOL OF OPEN LEARNING
PANJAB UNIVERSITY, CHANDIGARH
SESSION – _____**

Application for refund of Library Security

A. Particulars of the application:

1. Name.....2. Father's Name.....(In Capitals)
 3. Class.....4. Session.....5. Enrolment No.....
 6. University Receipt No.....Dated..... Amount.....
(with which the amount was deposited)
 7. Amount of refund claim: Rs..... (Rupees.....)
 8. Reason for claiming refund
.....
.....
 9. Bank A/C No. Name of the Bank
- IFSC Code(Attach the photocopy of first page of Bank Passbook)
- Address of the Applicant
-
.....

Signature of the applicant

Dated.....

Phone /Mobile No.....

B. (For use by the Department)

- I**
1. The particular at 'A' above have been Checked and found correct.
 2. The claim is in order.
 3. Remarks regarding admissibility of the refund Claimed.....
.....
 4. The refund of Rs..... may be allowed.

- II**
1. The Library Membership No..... of the applicant has been cancelled
 2. Nothing is due from the Applicant.

Asstt.Suptd.A.R.(USOL) Chairperson

Sr.Asstt./Library Clerk Asstt. Librarian

C. Pay order by Accounts Branch

Pay Rs.....
Budget Head ...“Library Security”.....
Budget Provision Exists.....” Yes”

Clerk Asstt, Supdt,


Pay order by Audit

Pay Order Verified



 <https://www.facebook.com/usolofficial/>

 <https://youtube.com/channel/UCCWCEM-3YGLeIUaEDk40pOw>

 https://www.instagram.com/p/CUHk-3jlABg/?utm_medium=share_sheet