



DEPARTMENT OF DISTANCE & CONTINUING EDUCATION

School of Open Learning, Campus of Open Learning,
University of Delhi



POSTGRADUATE ADMISSIONS 2023-24

PROGRAMS OFFERED :

- ✽ M.A. HINDI
- ✽ M.A. HISTORY
- ✽ M.A. POLITICAL SCIENCE
- ✽ M.A. SANSKRIT
- ✽ M.COM.

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School of Open Learning is the constituent of the University of Delhi. The Course and Syllabi of all PG Programs of DDCE/SOL are the same as of University of Delhi. The PG Programs of University of Delhi are controlled by the respective departments of the University.

1. ADMISSION PROCEDURE

1.1 Online Registration

- All the candidates seeking admission to the Postgraduate (PG) Programs including course offered by DDCE/SOL are required to register themselves online on PG admission web portal of the DDCE/SOL.
- There is a common Web Portal for the centralized registration of applicants and a common registration of applicants for admission to all the Postgraduate Programs in the DDCE/SOL, University of Delhi. Online registration details are available on the PG admission portal of DDCE/SOL, University of Delhi.
- While filling online Registration Form choose course/options carefully as no modification is allowed after submission of the form.

2. COURSES AVAILABLE, DATE OF REGISTRATION AND DATE OF ADMISSION

All the **PG** Programs offered by the **Department of Distance and Continuation Education/School of Open Learning; University of Delhi** are **Recognized** by the **UGC/DEB/DU**. The PG programmes offered by SOL along with the date of registration and date of admission are given in the table below -

S.no.	Course	Date of registration	Date of admission
1.	M.A. Hindi	Registration commences w. e. f .01.07.2023 to 14.08.2023 on DU Web Portal	Will be notified DDCE/SOL PG Portal
2.	M.A. History		
3.	M.A. Political Science		
4.	M.A. Sanskrit		
5.	M.Com		

3. AGE

As per Ordinance of the University, there is no minimum age bar for admission to the Postgraduate Programs in the University and its colleges except in courses where the respective regulatory bodies (such as MCI, AICTE etc.) have prescribed the minimum age requirement in the regulations.

4. ELIGIBILITY FOR ADMISSION

The minimum eligibility for admission to various Post-graduate Programs offered by the DDCE/SOL is as per the eligibility decided by the respective University of Delhi Departments which is given below: -

I-Program Specific Eligibility for M. Com: 2023-24

Category	Program Specific Eligibility	Minimum Marks
1A*	B.Com(Hons.) / B.com (Pass / Program) / bachelor's degree in commerce/Bachelor of Management Studies (B.M.S.)/ Bachelor of Business Studies (B.B.S.)/ Bachelor of Business Administration (B.B.A.) /Bachelor of Business Administration in Financial Investment Analysis (B.B.A-F.I.A.)/Bachelor of Financial and Investment Analysis (B.F.I.A.)/ Bachelor's in Business Economics (B.B.E) / B.A. (Hons.) Business Economics (B.B.E.) from a recognized University	50% marks in aggregate or equivalent grade for candidates belonging to UR/OBC/EWS Category, 45% marks in aggregate or equivalent grade for candidates belonging to SC/ST PwBD Category
2A*	B.Com. (Hons.)/ B.Com. (Pass/ Program)/ Bachelor's Degree in Commerce/ Bachelor of Management Studies (B.M.S.)/ Bachelor of Business Studies (B.B.S.)/ Bachelor of Business Administration (B.B.A.)/ Bachelor of Business Administration in Financial Investment Analysis (B.B.A-F.I.A.)/ Bachelors of Financial and Investment Analysis (B.F.I.A.)/ Bachelor's in Business Economics (B.B.E)/ B.A. (Hons.) Business Economics (B.B.E.) from University of Delhi	

Note:- *1A Represents for any recognized University

***2A Represents for University of Delhi**

II-Program Specific Eligibility for M.A. Political Science :2023-24

Category	Program Specific Eligibility	Minimum Marks
1A*	Bachelor's Degree from a recognized University	50% marks in aggregate or equivalent grade for candidates belonging to UR/OBC/EWS Category, 45% marks in aggregate or equivalent grade for candidates belonging to SC/ST PwBD Category
1B*	Master's Degree from a recognized University	
2A*	B.A. (Hons.) Political Science from University of Delhi	

Note:- *1A & 1B Represent for any recognized University

***2A Represents for University of Delhi**

III-Program Specific Eligibility for M.A. HISTORY :2023-24

Category	Program Specific Eligibility	Minimum Marks
1A*	Bachelor's Degree from a recognized University	50% marks in aggregate or equivalent grade for candidates belonging to UR/OBC/EWS Category, 45% marks in aggregate or equivalent grade for candidates belonging to SC/ST/PwBD Category
1B*	Master's Degree from a recognized University	
2A*	B.A. (Hons.) History from University of Delhi	

Note:- *1A & 1B Represent for any recognized University

*2A Represents for University of Delhi

IV-Program Specific Eligibility for M.A. HINDI: 2023-24

Category	Program Specific Eligibility	Minimum Marks
1A*	Bachelor's Degree from a recognized University with at least two (02) Courses in Hindi	50% marks in aggregate or equivalent grade for candidates belonging to UR/OBC/EWS Category, 45% marks in aggregate or equivalent grade for candidates belonging to SC/ST/PwBD Category
1B*	Master's Degree from a recognized University in any of the following: Sanskrit, English, Modern Indian Language (other than Hindi), Linguistics, Sociology, History, Philosophy, Psychology, Political Science, Buddhist studies, Journalism/ Mass Communication	
2A*	B.A. (Hons) Hindi from University of Delhi	

Note:- *1A & 1B Represent for any recognized University

*2A Represents for University of Delhi

V-Program Specific Eligibility for M.A. SANSKRIT: 2023-24

Category	Program Specific Eligibility	Minimum Marks
1A*	Bachelor's Degree with at least two (02) Courses in Sanskrit from a recognized University	50% marks in aggregate or equivalent grade for candidates belonging to UR/OBC/EWS Category, 45% marks in aggregate or equivalent grade for candidates belonging to SC/ST/PwBD Category
1B*	Bachelor's Degree from any recognized University with Diploma in Sanskrit from University of Delhi	
1C*	Shastri/Acharya (Sanskrit) examination from recognized University/Deemed University	
2A*	B.A. (Hons.) Sanskrit from University of Delhi	

Note:- *1A, 1B & 1C Represent for any recognized University

***2A Represents for University of Delhi**

5. MODE OF ADMISSION

In all the Faculties/Departments, except the ones offering Interdisciplinary or Professional Programs, there are only direct mode of admission for Postgraduate Programs.

- There will be two separate lists to be prepared based on merit given as follows-
 - a) Students who have passed their graduation/bachelor's degree from University of Delhi. (2A)
 - b) Students who have passed their graduation/bachelor's degree from a recognized University including University of Delhi. (1A/1B/1C)
- The Merit List for the Unreserved Category seats will comprise of all the candidates in the order of merit. No one will be excluded from the same. In other words, it will also include SC/ST/OBC/EWS Candidates if they come in the Unreserved Category Merit List just because he /she belongs to SC/ST/OBC/EWS Category. Such a candidate is entitled to be considered under the Unreserved Category, as well as under the Reserved Category. Admission to open category seats will strictly be in the order of merit without excluding SC/ST/OBC/EWS/WQ Category Candidates.

50% seat will be filled up from each of the category given above. Both the lists will be prepared keeping in view the Reservation/concession policy shall apply directly in compliance with the rules notified by the University from time to time.

The DDCE/SOL will release the Admission Lists separately for all categories at <https://sol.du.ac.in>.

5.1. Intimation regarding Admission

PG Admission Portal of the DDCE/SOL. The DDCE/SOL shall utilize this result for further admissions in DDCE/SOL. The details about the same will be available at <https://sol.du.ac.in>.

- Selected applicants are required to furnish the required documents online at the time of admission and pay the Admission Fee/Requisite Fees online.
- **Documents to be submitted/uploaded at the Time of Online Admission (Please visit website <https://sol.du.ac.in>)**

While seeking admission to SOL, the candidates have to fill in an Online Admission Form along-with requisite fees as well as scanned copies of the required documents.

The Applicants must submit/ upload legible scanned copies of the following documents along-with Online Admission Form. If any of the required document(s) is/are not submitted, the candidature for Admission of the concerned candidate will not be considered:

- Duly filled Online Admission Form.
- One recent passport-size photograph (1st required).
- Self-attested **Photocopy of Class 10th Passing Certificate.**
- Self-attested **Photocopy of Class 12th Passing Certificate.**
- Self-attested **Photocopies of UG - I, II- & III-Year Mark-sheet/ Semester I to VI.**
- Students are required to upload the self-attested photocopy of the **UG-Degree Certificate.** If the same is not available. Upload the **Original Provisional Certificate** of Graduation.
- Migration Certificate of the concerned University (if the candidate is graduate from other than Delhi University). The DU student who has got the Migration Certificate issued from DU for any other University has to surrender his / her Migration Certificate in DU.
- Self-attested photocopy of Reserve Category Certificates issued in the name of the concerned **candidate only**, if eligible for admission under any of the Reserve Categories (like SC/ST/OBC/PWBD/EWS/WQ etc.) The Certificate of the candidate must be issued by the Competent Authority and the same must be uploaded well in time before the Last Date of Admission.
- Latest **Original Income Certificate**, if applied for Fee Concession.

- Self-attested photocopy of **BPL Ration Card as well as Original Income Certificate**, if applied for Financial Assistance.
- Disability Certificate, in case of Physical with Disability candidates issued by the Competent Hospital / Board.
- **Candidates are required to produce all the Certificates for verification, If required.**
- The Enrolment number allocated by the Colleges of University of Delhi is essential while filling in the admission form. However, for other than University of Delhi will allocate the Enrolment Number separately.

5.2. Schedule of Payment of Fee and Other Charges:

Fees submitted to DDCE/SOL website through Online process will be considered an authorized and valid payment to the school. Students are advised not to hand over their fees exclusively in cash/Fees Receipt to any students or unauthorized persons.

These fees/charges are applicable to the students of all Postgraduate Programs. Students are categorized as per the following guidelines for the purpose of determining the fee structure applicable to them.

5.3. Categories

- Category A -The Students who are residing in India.
- Category B-Students residing abroad and are getting mail through the Diplomatic Bag c/o Ministry of External Affairs.
- Category C-The Indian Nationals who are residing abroad and the foreign nationals seeking admission through Deputy Dean, Foreign Students, University of Delhi.

5.4. Schedule of Fees/Charges:

- Basic Fees and Charges payable by students seeking admission to **M.Com./M.A.** Programs are indicated below. Please note that the Fee Structure is different for various Categories of Students. Please read the notes carefully to know if any Extra Charges are payable depending on your choice of Course.

5.5. Examination Fee: Examination Fees are charged Semester-wise from the student.

- **Registration Fee -**

Applicants can register themselves for admission to the offered Programmes (2023–24) through the website <https://sol.du.ac.in/> by filling up online registration form and by paying the requisite registration fee (UR/OBC-NCL/EWS: Rs 250/-, SC/ST/PwBD: Rs 100/-) within the specified time period. Admission in the programme will depend upon eligibility fulfillment, merit in the list and availability of the seats.

M.Com/M.A. Hindi

S.No.	Head	Fees in Rupees
1.	Tuition Fee	1000
2.	University Student Welfare Fund	200
3.	College Student Welfare Fund	200
4.	University Development Fund	1000
5.	College Development Fund	400
6.	University Facilities and Services Charges	1000
7.	College Facilities and Services Charges	3000
8.	Economically Weaker Section Support University Fund	150
9.	Examination fees for semester I	960
	Total	7910

1. The PwBD category students will have to pay an online admission fee of Rs. 1738 /- and examination fee semester-I Rs. 240/- ($1738+240=1978.00$) at the time of admission.
2. Examination Fee (for semester-II) of Rupees 960/- will also be paid separately.
The PwBD category Examination Fee (for semester-II) of Rupees 240/- will also be paid separately.
3. Rs. 400/- will be deducted under the head of “College Facilities and Services Charges” for the students who do not want the Hard copy of the Study Material.

Notes

- An additional amount of Rs. 1,500/-per year towards postage charges will have to be paid online by overseas students except those who are getting mail through Diplomatic Bag.
- The fees and other charges are to be paid in Indian currency (Rupees) along with the online application form for admission by pay debit/credit card.
- The PWBD category students will have to pay online only Rs.1978/-at the time of admission.
- The University Examination Fee of semester 1st is included in it and those who will be promoted /eligible for 2nd semester will have to pay the examination fees separately.
- Examination fee for Reappear/Improvement papers will be charged Rs.600/- up to 4 papers/subject and additional Rs.150/- for each subject will be charged beyond 4 papers/subject for the student appearing in M.Com. Examination.

M.A. History/ M.A. Political Science/M.A. Sanskrit

S.No.	Head	Fees in Rupees
1.	Tuition Fee	1000
2.	University Student Welfare Fund	200
3.	College Student Welfare Fund	200
4.	University Development Fund	1000
5.	College Development Fund	400
6.	University Facilities and Services Charges	1000
7.	College Facilities and Services Charges	3000
8.	Economically Weaker Section Support University Fund	150
9.	Examination fee for semester-I	810
	Total	7760

1. The PwBD category students will have to pay online admission fee of Rs.1738 /- and examination fee semester-I Rs. 203/- (1738+203=1941.00) at the time of admission.
2. The examination Fee (for semester-II) of Rupees 810/- will also be paid separately. The PwBD category Examination Fee (for semester-II) of Rupees 203/- will also be paid separately.
3. Rs. 400/- will be deducted under the head of “College Facilities and Services Charges” for the students who do not want the Hard copy of the Study Material.

Notes: -

- An additional amount of Rs. 1,500/-per year towards postage charges will have to be paid online by overseas students except those who are getting mail through Diplomatic Bag.
- The fees and other charges are to be paid in Indian currency (Rupees) along with the online application form for admission by debit/credit card.
- The PWBD category students will have to pay online only Rs.1941 /- at the time of admission.
- The University Examination Fees are charged to the student's semester-wise. However, basic fees are changed twice for Semester I/II and III/IV from beginning of the each academic session as applicable.
- Examination fee for Reappear/Improvement papers will be charged Rs.600/- up to 4 papers for the student appearing in M.A.(Hindi/Political Science/History/Sanskrit) and an additional Rs.150/-for each subject will be charged beyond 4 papers/subject for the student appearing in M.A. Examination.

5.6. Special Fee to be collected from Foreign Students

Foreign students residing in India admitted through FSR are required to pay registration fee in Indian Rupees equivalent to US \$ 400 for Postgraduate Programs as per the Executive Council's decision dated 08-04-2002 from the academic year 2002-2003 on-wards. As per letter Ref. No. FSR /6312, dated 24, Jan. 2013 of Dy. Dean, (Foreign Students) University of Delhi, the School will charge Rs. 6,000/- as registration fee for the School of Open Learning. In addition, a total fee for M.Com/M.A. Hindi of Rs. 16,910/- and for M.A.History/Political Science/Sanskrit of Rs. 16,760/- will have to be paid Online as per details above.

5.7. Students Availing Facility of Diplomatic Bag

Students residing abroad and availing facility of Diplomatic Bag C/o Ministry of External Affairs do not come under the category of Foreign Students and hence they are not required to deposit Rs.10,000/- for Post graduate Programs. However, they will pay fees as per Category 'A' excepting Library Security.

5.8. Indian Nationals Residing Abroad

Indian Students residing abroad and falling under Category Casper Section 8.4.1 will have to pay Rs. 16,910/- or Rs. 16,760/- online for Post-graduate Programs. This would include Tuition Fee and other charges.

5.9. Fee Receipt/ Identity Cards

After completing all admission related formalities by students can download their Fee Receipt/Identity Cards online from the DDCE/SOL website <https://sol.du.ac.in>. The students are advised to contact concerned Admission Unit-VIII (Room No 19) at the School of Open Learning, North Campus, if any of the students is not able to download his/her Identity Card.

6. RESERVATION POLICY

• RESERVATION AND RELAXATIONS / CONCESSIONS

The University strictly adhere to Central Government Policies in matter so Reservation and Relaxation, and in order to avail the same under SC / ST / OBC / EWS quota a candidate has to produce a valid certificate issued by any of the following authorities:

- District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st class Stipendiary Magistrate / City Magistrate / Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner.
- Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate.
- Revenue Officer not below the rank of Tehsildar.
- Sub-Divisional Officer of the area where the Candidate and/ or his family normally resides.
- Administrator/ Secretary to the Administrator/ Development Officer (Lakshadweep Islands).
- The candidates must note that the SC/ST/ OBC (Non-Creamy Layer) Certificate **from any other person / authority shall not be accepted in any case. If the candidate happens to belong to SC/ST/OBC, candidate's caste/tribe must be listed in the appropriate Govt. of India Schedule.**
- If the candidate belongs to SC / ST / OBC category, candidate 's Caste / Tribe must be listed in the appropriate Govt. of India Schedule. The Caste Certificate should clearly state: (a) Name of his / her Caste / Tribe (b) whether candidate belongs to OBC / SC or ST (c) District and the State or Union Territory of candidate's usual place of residence, and (d) the appropriate Govt. of India Schedule under which his / her Caste / Tribe is approved as SC /ST/OBC.
- If the candidates do not have updated valid EWS / OBC (Non-Creamy Layer) / SC or ST Caste /Tribe certificate at the time of Registration, **'The candidate may upload the acknowledgement slip of application for the certificate.** However, at the time of admission, the candidate will have to produce his / her recent / valid original EWS / OBC (Non-Creamy Layer) / SC / ST certificate. Under no circumstance will further time to submit recent/ valid required certificate will be given.
- However, if a/an EWS / OBC (Non-Creamy Layer) / SC / ST candidate seeks admission under some other category (for example PwBD / CW etc.) the candidate should satisfy the minimum eligibility requirement for that particular category.

(a) Reservation of seats for Schedule Caste (SC)/ Schedule Tribe (ST) Candidates

- 22½% of the total numbers of seats are reserved for candidates belonging to Scheduled Caste and Scheduled Tribes (15% for Scheduled Caste and 7½% for Scheduled Tribes, inter changeable, if necessary).

Candidates to note that the SC/ST certificate from any other person / authority shall not be accepted in any case. If the candidate happens to belong to SC or ST, Candidate's caste/tribe must be listed in the appropriate Govt. of India Schedule.

It is a statutory obligation on the part of Departments/Colleges to fill all seats reserved for Scheduled Caste / Scheduled Tribe Candidates.

Department/Colleges/Institutes/Centres shall not refuse admission to any SC/ST candidate on the basis of medium of instruction. Any deficiency in the knowledge of any particular language should be addressed, for the purpose, remedial classes may be arranged by the Department/College by utilizing grants available from University Grants Commission.

(b) Other Backward Classes: (Non- Creamy layer, Central List)

27% of seats are reserved for Candidates belonging to Other Backward Classes (OBC-Non-Creamy Layer, Central List)

At the time of giving admission to an OBC Candidates, the Departments /Colleges/ Centres will ensure that the caste is included in the Central List of OBC (the OBC status is to be determined on the basis of the Central List of POBCs (Govt. of India) notified by the Ministry of Social Justice and Empowerment on the recommendations of the National Commission of Backward Classes (available at the website <http://ncbc.nic.in/backward> classes/index.html.)

The certificate must mentioned non-creamy layer status of the Candidate (Non-creamy layer status issued by an authority mentioned in DOPT Office Memorandum no. 36012/22/93-Estt/(SCT) dated 15.11.1993.

The OBC candidate who belong to the 'Non-creamy Layer' and **whose caste appears in the Central List of the OBCs only**, shall be eligible to be considered for admission under the OBC category (Validity period of OBC certificate in respect of 'non-creamy layer' status of the Candidates as per DOPT Office Memorandum No. 36036/2/2013-Estt. (Res-1) dated 31st March 2016. **The certificate should be issued after 31st March 2023.**

It is a statutory obligation on the part of Departments/Centres/Colleges to fill all the seats reserved for OBC candidates.

(c) Reservation for Economically Weaker Sections (EWSs) Applicants

As per the University of Delhi Notifications(Reference No. Aca.1/Reservation of EWSs/2019/63 Dated 28th March 2019 and Reference No, Aca.1/Reservation of EWSs/2019/101 Dated 15th May 2019) for the reservation for Economically Weaker Sections (EWSs) Category, the University Departments/ Centers / Colleges have reserved 10% seats for admission of candidates belonging to EWS category. **The candidate should be issued after 31st March 2023.**

(d) Persons with Benchmark Disabilities (PWBD): As per the provisions of Rights of Persons with Disabilities Act, 2016, not less than 5% seats are reserved for Persons with Benchmark Disabilities. As per the said act, a person with benchmark disability means a person with not less than forty percent of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority. It may be noted that the erstwhile Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (No. 1 of 1996), under which reservation for Persons with Disabilities in admissions was provided earlier has now been repealed.

• Physical disability

(A) Loco motor disability (a person's inability to execute his active activities associated with movement of self and objects resulting from affliction of musculoskeletal or nervous system or both), including—

1. **"Leprosy cured person"** means a person who has been cured of leprosy but is suffering from—
 - i) loss of sensation in hands or feet as well as loss of sensation and paresis in the eye and eyelid but with no manifestation of deformity;
 - ii) manifest deformity and paresis saving sufficient mobility in their hands and feet to enable them to engage in normal economic activity;
 - iii) extreme physical deformity as well as advanced age which prevents him/ her from undertaking any gainful occupation, and the expression "leprosy cured" shall be construed accordingly.
2. **"Cerebral palsy"** means a Group of non-progressive neurological condition affecting body movements and muscle coordination, caused by damage to one or more specific areas of the brain, usually occurring before, during or shortly after birth;
3. **"Dwarfism"** means a medical or genetic condition resulting in an adult height of 4 feet 10 inches (147 centimeters) or less.
4. **"Muscular dystrophy"** means a group of hereditary genetic muscle disease that weakens them so less that move the human body and persons with multiple dystrophy have incorrect and missing information in their genes, which prevents them from making the proteins they need for healthy muscles. It is characterized by progressive skeletal muscle weakness, defects in muscle proteins, and the death of muscle cells and tissue.
5. **"Acid attack victims"** means a person disfigured due to violent assaults by throwing of acid or similar corrosive substance.

(B) Visual impairment

6. **"Blindness"** means a condition where a person has any of the following conditions, after best correction—
7. Total absence of sight; or
8. visual acuity less than 3/60 or less than 10/200 (Snellen) in the better eye with best possible correction; or
9. limitation of the field of vision subtending an angle of less than 10degree.
10. **"Low-vision"** means a condition where a person has any of the following conditions, namely:
11. visual acuity not exceeding 6/18 or less than 20/60 up to 3/60 or up to 10/200 (Snellen) in the better eye with best possible corrections; or
12. limitation of the field of vision subtending an angle of less than 40degree up to 10degree.

(C) Hearing impairment

13. **"Deaf"** means persons having 70DB hearing loss in speech frequencies in both ears.
14. **"Hard of hearing"** means person having 60 DB to 70 DB hearing loss in speech frequencies in both ears.
15. **"Speech and language disability"** means a permanent disability arising out of conditions such as larynx gecto my or aphasia affecting one or more components of speech and language due to organic or neurological causes.

(D) Intellectual disability, a condition characterized by significant limitation both in intellectual functioning (reasoning, learning, problem solving) and in adaptive behavior which covers a range of everyday, social and practical skills, including—

- 16 **"Specific Learning Disabilities"** means a heterogeneous group of conditions wherein there is a depict in processing language, spoken or written, that may manifest itself as a difficulty to comprehend, speak, read, write, spell, or do mathematical calculations and includes such conditions as perceptual disabilities, dyslexia, dysgraphia, dyscalculia, dyspraxia and developmental aphasia.
- 17 **"Autism Spectrum Disorder"** means a neuro-developmental condition typically appearing in the first three year so life that significantly affects a person's ability to communicate, understand relationships and relate to others, and is frequently associated with unusual or stereotypical rituals or behaviors.

(E) Mental Illness:

"Mental illness" means a substantial disorder of thinking, mood, perception, orientation or memory that grossly impairs judgment, behavior, capacity to recognize reality or ability to meet the ordinary demands of life, but does not include retardation which is a condition of arrested or incomplete development to mind of a person, specially characterized by sub normality of intelligence.

(F) Disability caused due to—Chronic neurological conditions, such as—

- 18 **"Multiple sclerosis"** means an inflammatory, nervous system disease in which the myelin sheaths around the axons of nerve cells of the brain and spinal cord are

damaged, leading to demyelination and affecting the ability of nerve cells in the brain and spinal cord to communicate with each other;

- 19 **"Parkinson's disease"** means a progressive disease of the nervous system marked by tremor, muscular rigidity, and slow, imprecise movement, chiefly affecting middle-aged and elderly people associated with degeneration of the basal ganglia of the brain and a deficiency of the neurotransmitter dopamine.

(G) Blood disorder—

- 20 **"Hemophilia"** means an inheritable disease, usually affecting only male but transmitted by women to their male children, characterized by loss or impairment of the normal clotting ability of blood so that a minor wound may result in fatal bleeding.
- 21 **"Thalassemia"** means a group of inherited disorders characterized by reduced or absent amounts of hemoglobin.
- 22 **"Sickle cell disease"** means a hemolytic disorder characterized by chronic anemia, painful events, and various complications due to associated tissue and organ damage; "hemolytic" refers to the destruction of the cell membrane of red blood cells resulting in the release of hemoglobin.

(H) Multiple Disabilities (more than one of the above specified disabilities)

Multiple disabilities including deaf blindness which means a condition in which a person may have combination of hearing and visual impairments causing severe communication, developmental and educational problems.

1. **Any other category:** Any other category as may be notified by the Central Government

Candidates must furnish a valid disability certificate issued by a recognized Government hospital, bearing a photograph of the candidate.

2. **Concession / Waiver of fees in respect of Persons with Benchmark Disabilities (PwBD):** In continuation to the Notification No. Acad.I/PG Fee/2022-23/656 dated 02.08.2022 regarding Post Graduate Fee structure for admissions, It is hereby notified that the candidates belonging to PwBD category shall be given a fee concession of 75% of the total fees as compared to the other students taking admission in a particular program of the University.
Rest of the content of the Notification under reference remains the same.
3. **Children/Widows of the eligible Armed Forces Persons (CW):** A concession of 5% marks in the minimum eligibility requirements.

• **SEAT ALLOCATION**

- **Seat Allocation for Reserved Candidates**

4. **Scheduled Caste/Scheduled Tribe/ Other Backward Classes**

Reservations of seats in admission to various Postgraduate Programs shall be in the following manner.

- Scheduled Caste=15% of total in take in each course
- Scheduled Tribe =7.5%ofTotal in take in each course
- Other Backward Classes=27%of total in take in each course

The seats reserved for SC/ST shall be filled by the SC/ST candidates only. However, in case of non-availability of the eligible candidates the reserved seats maybe interchanged between the SC & ST, if still any seat remains unfilled, the same shall remain vacant.

- **Supernumerary seats:**

5. **Persons with Disabilities (PWBD)** = As per the provisions of Right of Persons with Disabilities Act, 2017, not less than five percent (5%) seats are reserved for Persons with Benchmark Disabilities, where “person with benchmark disability” means a person with not less than forty percent (40%) of a specified disability where specified disability has not been defined in measurable terms and includes person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority. It may be noted that the erstwhile Persons with Disability Act, 1995, under which reservation for Persons with Disabilities in admissions was provided earlier has now been repealed.

The PWBD applicants shall be given a relaxation in their minimum eligibility in the qualifying examination and in the minimum eligibility (if any) in the admission to the extent of 5%.

6. **Armed Forces (CW) Quota**

Five percent (5%) of seats are reserved for Candidates under this category, program-wise in all departments / Centers /Colleges.

under CW category. The candidates seeking admission under this category need to register online as per the schedule notified by the SOL and have to upload the Educational Concession Certificate (Format of the **Educational Concession Certificate (ECC)** issued by any of the following authorities:

- Secretary, Kendriya Sainik Board, Delhi
- Secretary, rajya Zila Sainik Board.
- Officer-in-Charge, Record Office
- Ist Class Stipendiary Magistrate.
- Ministry of Home Affairs (For Police Personnel in receipt of Gallantry Awards)

No other format shall be permissible. Proofs of the CW category in the form of ID card of parent or dependent, Medical card, Ration card, CSD card, etc. are not admissible in lieu of certificate in correct format. The priority must be clearly mentioned in the certificate. Certificates that do not mention the relevant priority will not be considered.

Admission may be offered to the Children/Widows of personnel of the Armed Forces (priority to IX) including Para-Military Personnel*(only Priority I to IV), in the following order of preference:

Priority I	Widows/Wards of Defence personnel killed in action;
Priority II	Wards of Defence Personnel disabled in action and boarded out from service with disability attribute able to military service.
Priority III	Widows/wards of Defence Personnel who died in peace time with death attributable to military service.
Priority IV	Wards of Defence Personnel disabled in peace time and Boarded out with disability attributable to military service.
Priority V	(a)Wards of Ex-servicemen and serving personnel who are in receipt of Gallantry Awards; <ul style="list-style-type: none"> • Param Vir Chakra • Ashok Chakra • MahaVirChakra • KirtiChakra • UttamYudhSevaMedal • VirChakra • ShauryaChakra • President's Police Medal for Gallantry/President Gallantry Medal for the fire services personnel. • Sena Medal (Gallantry), Nau Sena Medal 9Gallantry), Vayu Sena Medal (Gallantry). • Mention-in-Despatches Police Medal for Gallantry/Gallantry Medal for fire services
Priority VI	Wards of Ex-Servicemen
Priority VII	Wives of: <ul style="list-style-type: none"> • Defence personnel disabled in action and boarded out from service. • Defence personnel disabled in service and boarded out with disability attributable to military service. • Ex-servicemen and serving personnel who are in receipt of Gallantry Awards.
Priority VIII	Wards of Serving Personnel.
Priority IX	Wives of Serving Personnel.

The University may ask for supporting documents along with Educational Concession Certificate (ECC).

7. Ward Quota

Admission to the wards of employees of University of Delhi and its Colleges, both teaching and non-teaching, to the various Postgraduate Programs is made according to the Resolution 9 of the Academic Council dated 27.11.2020 and subsequent notification issued by the University from time to time.

Candidates who wish to apply for admission under DU ward quota must fill the online registration form. The schedule and process for admission under Ward Quota will be notified on the website.

Candidates must be in possession of a valid Employment Certificate issued by due officials at the time of registration. Only the Employment certificate uploaded at the time of registration will be considered. I. cards, Aadhar Card and/ or any other document will be not be accepted.

The eligible candidates are required to upload proof of employment, issued by the legally authorized Authorities of University of Delhi with respect to employment status of either one parent or both parents in University of Delhi or its college, to support his/her claim to admission under this category. The candidates eligible to take admission in more than one program will be given choice to take admission in program in the order of preference made by him/ her.

Colleges are to be allotted based on the merit and preference order of the candidate.

7. REGISTRATION/ ADMISSION OF FOREIGN NATIONALS/INDIAN NATIONALS SETTLED ABROAD

All candidates holding a foreign passport including those who have completed their previous qualifying degree from an Indian University/board will be treated as Foreign Candidates for the purpose of their Registration/Admission in various Departments/Colleges of the University and they will be considered for admission under the quota (As per AC resolution No. 304) prescribed for the foreign students. The Foreign Candidates seeking admission to Postgraduate Programs need to apply through Foreign Students' Registry Portal <http://fsr.du.ac.in>. No Foreign student will be admitted directly by the DDCE/SOL.

All the foreign students shall come under the same category of 5% Admission quota for foreign nationals. This shall include foreign nationals with qualifications from an Indian Board/ University as well as from many Foreign Board / Universities.

Admission in Foreign Students Category shall be done on the basis of Merit. List prepared on the basis of individual merits of the candidates.

Foreign Candidates seeking admission to Postgraduate Program/ PG certificate/ SOL can contact: Foreign Students' Advisor, Foreign Students' Registry Room No.11, First Floor, Conference Centre, University of Delhi-110007 Website: <http://fsr.du.ac.in/>
Email: fsr_du@yahoo.com, fsr@du.ac.in, fsradmissions@du.ac.in Contact: 011-27666756

• Indian Nationals Staying Abroad

- Admissions are also open to Indian nationals working in Indian missions abroad and also to their dependents provided they are:
 - Eligible
 - They take the University examination at the Delhi Centre only
 - They submit a duly attested photocopy of the passport.

On seeking admission to the DDCE/SOL, Indian nationals settled abroad shall be required to make an extra payment of Rs.1,500/- per year towards postage charges. All payments from such students will be accepted online only.

Additional Information

- The students who are already pursuing any of the M.A./M.Com. Programs in the SOL need not apply afresh for admission.
- Any transaction made other than admission counters of DDCE/SOL or SOL Portal will solely be at the risk and responsibility of the student.
- Students are strictly advised to keep all the Fee Receipts quite intact with them till receipt of the irrespective Degree Certificates after completion of the course.
- A student enrolled with the DDCE/SOL, is like any other regular student of the University of Delhi. He/she studies the same syllabi and curricular and is awarded the same degree by the University.
There is no restriction on admission in any course for gap year students.
- It is the basic responsibility of the student to submit the required certificates and documents in support of his/her eligibility, as and when demanded. All admissions are provisional till the verification of original certificates and confirmation by the University of Delhi. The School reserves the right to cancel the admission or result of any part of the examination of the Concerned Degree Course of any student who fails to submit the required documents within the stipulated time or any of the certificates is found to be false/invalid at any stage.
- The students are advised to keep the copy of the Registration Form after filling all formalities on PG Web Portal of the DDCE/SOL. The Merit List for the mode of admission is displayed on the DDCE/SOL website **<https://sol.du.ac.in> and in the concerned Admission Unit-VII & VIII (Room No 18 & 19) of the SOL.**
- The students of University of Delhi who have appeared in final year examination in Annual-2023 of any Under graduate Course can get themselves registered in Postgraduate courses, but their eligibility of admission will only be determined as per Delhi University rules.
- Any person who was/is convicted of an offence involving moral turpitude shall not be admitted to a course of study or shall not be permitted to take any examinations of the University until a period of two years has elapsed from the date of expiry of the sentence imposed on him/ her. However, the Competent Authority of the University of Delhi may exempt any such person from the operation of this rule.
- Aggregate marks in respect of examinations where the results shown in grades and standards attained in different subjects (such as the Pre-University /Pre-

Degree Examination etc.) them in minimum percentage of the marks for subjects given in standards is taken into account.

- The Candidates must ensure their respective eligibility to the course to which they apply. The DDCE/SOL reserves the right to cancel any admission at any stage, if found ineligible as per rules and regulations prescribed by the University of Delhi from time to time. **For any legal proceedings, the jurisdiction shall be the Delhi Courts only.**
- The OBC status is to be determined on the basis of the central list of OBCs, notified by the Ministry of Social Justice & Empowerment on their commendations of the National Commission for Backward Classes available at the website of the Commission (<http://ncbc.nic.in/backwardclasses/index.html>). **The OBC candidate considered must hold a non-creamy layer certificate issued for OBC's.** The documents in evidence of the OBC status will be required from the students at the time of registration as well as while granting admission. **The OBC certificate of the candidate must be available at the time of admission. The certificate should be issued after 31st March 2023, otherwise, the candidate will not be considered eligible for any relaxation.**
- Rounding off a fraction of marks for the purpose of admission to any of the courses is not permissible.
- The Candidates are required to read all relevant instructions of the under-mentioned form quite carefully and then go ahead to fill in the same in compliance with the instructions:
- <https://sol.du.ac.in> Online Admission Format the SOL PG Web Portal.
- The Candidates who have passed their B.A (Pass) /B.A.(Program.) /B.A.(Hons.) under 10+2+3 Scheme Examination of Delhi University or an examination recognized as equivalent there to, if eligible would be registered to Postgraduate Programs for the Academic Session-2023-24.

8. SPAN PERIOD OF STUDY

The **Post-graduate Program** offered by DDCE/SOL has a **Minimum (2 Years)** and a **Maximum (4 Years) Span Period** for completing the Course. The students **must adhere to these stipulations strictly** during their study at the DDCE/SOL. The students are **not allowed to take any examinations after the expiry of the Span Period (4Years).**

Span period of Study (in Years)		
Course	Minimum	Maximum
M.A. Hindi	2	4
M.A. History	2	4
M.A. Political Science	2	4
M.A. Sanskrit	2	4
M.Com	2	4

**9. PROCEDURE FOR CHANGE OF NAME: As per University of Delhi
Notification (No. Aca-II/ Change of name /279/2021/01/190 dated 16th April
2021)**

In suppression of all the previous Notifications issued by the University from time to time, the following procedure for change of name of a student, duly approved by the **Executive Council Resolution No.65** dated **18th March 2021** has been notified for necessary compliance by all concerned.

Student (Male/Female/Others) who wishes to change his/her name for any reason is required to submit the following documents:

- Submission of application, mentioning the Enrolment Number of the student, duly forwarded by the Principal of the College/Head of the Institution, along with Rs. 500/- as Application Fee.
- Newspaper cuttings (in original) as proof of the advertisement published with regard to change of name in at least two Indian leading daily newspapers.
- Self-Declaration on the prescribed format by the Applicant (Appendix-I).
- Original copy of the Government of India Gazette Notification about the change of name.
- Self-declaration by the applicant regarding change of his/her name (Appendix-II)

OR

Submission of the Matriculation, or its Equivalent Certificates in case the student has got his/her name changed in the said certificate while studying in the University of Delhi.

OR

Proof of marriage i.e. a self-attested copy of the Marriage Registration Certificate issued by the Competent Authority in case of female students applying for change of surname due to marriage.

- **Application for change of name will be considered only when the applicant is a student of the University of Delhi at the time of applying for change of name. Application for change of name from a person who is not a student of the University at the time of submission of application or who has already completed his /her course of study shall not be considered.**
- The process of change of name may require at least 2 week' time after submission of application.
- Application of student so many classes for change of name shall be accepted only after **30th September**.
- Any change of name/surname will be effective only after its approval by the University.
- The name after change will be read as changed name alias/ nee earlier name.

After receipt of such requests from the Colleges/Departments, these will be examined by the University and processed for consideration in accordance with the University rules. The Principals of the Colleges/Heads of the Departments may kindly ensure that the above procedure is strictly followed.

10. STUDENT SUPPORT SERVICES

10.1. Syllabus and Study Material

The study materials are prepared by experienced teachers and cover the entire course prescribed by the University of Delhi. The said study materials and the syllabus are provided to the students by hand/by post. Those who do not receive the study materials may write or contact the **Book Producer (Printing), Department of Distance and Continuation Education/School of Open Learning, University of Delhi, Delhi - 110007** to collect them.

10.2. Academic Counseling Sessions (ACS)

The **Academic Counseling Sessions (ACS)** are conducted for a Specified Period ranging between 15-20 Days for each Semester. Generally, these **ACS** are held on **Saturdays, Sundays & Gazetted Holidays**. However, the SOL is going to conduct **Academic Counseling Secessions 2023-2024**.

The **SOL** facilitates the local students in getting **D.T.C. Destination Bus Pass** facility during **Academic Counseling Sessions (Offline)** only from their respective residences to **SOL, North Campus**.

10.3. Library Facility

Library SOL has a resourceful library at the main campus for the students the library has a very good collection of textbooks, magazines, general books, journals, and reference books. The following services /facilities are provided in the library:

- Registration & Renewal of Membership
- Lending Service
- Reference Service
- Reading Room facility
- Book Bank facility
- N-List (National Library and Information) Services & DELNET (Developing Library Network) Services.
- EOC (Equal Opportunity Cell) for visually impaired students.
- Web OPAC Service.

The book/books are issued for fortnight (15 days) only. The timings of the library (subject to change) are as follows; -

09.00 a.m. to 5.30 p.m: (Except Sundays and Holidays)

Library Registration will be available between 09.00 a.m. to 5.30 p.m. all working days.

All students are advised to get themselves registered with the library within **TWENTY DAYS OF THE ALLOTMENT** of their admission number. Students can become members of the library by submitting the fee receipt along with their Identity Card.

Students shall carry their Identity Card on every visit to be shown at the Library gate. If the card is lost by the student, a duplicate can be obtained from the SOL on payment of Rs. 30/-. If any book(s) issued is/are lost, the students will be required to replace it with the latest edition of the book(s).

Reference books and magazines are not issued under any circumstances.

10.4. Book Bank

The school has established the **Students' Aid Fund** to help economically weaker students in the form of text/books or lump sum grant to defray the expenses of education. No **Stipend** or **Scholarship** is **given** out of this fund. The criteria is on for availing of books facility from the **Library Book Bank** is the same as in the case of **Fee Concession**.

10.5. Student Counseling Facility

Members of the Teaching Departments remain available on all working days in the **School at the Main Campus only** to solve the academic problems of the students. The detail of availability of teachers is made available on the DDCE/SOL website i.e. <https://sol.du.ac.in>.

11. FEE CONCESSION/FINANCIAL ASSISTANCE TO STUDENTS

11.1. Fee Concession

Only such students are considered eligible for **Fee Concession Facility** who has studied in a **Government School** and whose **Family Income** from **all sources** is **below Rs.2,50,000/- per annum** subject to submission of **Income Certificate**.

The unemployed students belonging to **Scheduled Castes/Scheduled Tribes Category** can be granted exemption from payment of **Tuition Fee** after seeking admission on production of **Caste and Income Certificates** from the **Appropriate Authority**, provided that his/her parents do not pay Income Tax. Students are required to apply afresh every year for fee concession on promotion to next higher class.

In addition to the above, any other student who has studied **neither** in a **Government School** nor he/she belongs to **SC/ST Category** but his/her **Family Income** from **all sources** is **below Rs. 2,50,000/- per annum** can also apply for **Fee Concession**. He/ She will be required to submit the **Income Certificate** and put a **Tick Mark ()** in the **Column of the Fee Concession in the Online Admission Form**.

11.2. Financial Assistance

*There is a provision of **Financial Assistance** also for the **needy** and the **poor student** i.e. **Rs. 2500/-** in addition to exemption of the **Tuition Fee** subject to producing the following documents:*

- **BPL Ration Card.**
- **Affidavit from the First-Class Magistrate regarding Income Certificate** not more than **Rs. 2,50,000/-per annum**.

The **Students Welfare Committee** of **DDCE/SOL** may consider the applications from other **needy** and **poor** students (who are not covered under the categories mentioned above) for grant of financial aid. Forth is purpose, students will have to submit an application to the **Principal, DDCE/SOL** along-with relevant documents which indicate that the student is in dire need of **Financial Aid**.

11.3. Fee Waiver to the PwBD Category Students

As per University guidelines, In continuation to Notification No. Acad.I/PG Fee/2022-23/656 dated 02.08.2022 regarding Post Graduate Fee structure for admissions, It is hereby notified that the candidates belonging to PwBD category shall be given a fee concession of 75% of the total fees as compared to the other students taking admission in a particular program of the University.

11.4. Financial Assistance to SC/ST Students

Students belonging to scheduled Castes/Scheduled Tribes are advised to apply to their respective State Governments for financial assistance to defray the expenses of their education.

11.5. Fee Concession to University / DDCE, SOL Employee /Ward

The University employees and the employees working in constituent /affiliated colleges of the University of Delhi on permanent basis can also be granted exemption from payment of Tuition Fee. However, the concerned employee will be required to produce documentary proof for the same. The ward/s of permanent employees of DDCE/SOL is/are also exempted from paying Tuition Fee. However, the application must be verified by the Establishment Branch of the DDCE/SOL.

12. PROGRAMME STRUCTURE

12.1. M.Com. Program Structure

The schedule of papers prescribed for various semesters shall be as follows: -

PART-I: Semester-I

Paper Code	Title of papers
324101101	Business Statistics
324101102	Advanced Management
324101103	Managerial Economics
324101104	Financial Planning
324101105	Organization

PART-I: Semester-II

Paper Code	Title of Papers
324101201	Operations Research
324101202	International Business
324101203	Marketing Management
324101204	Advanced Financial Management and Policy
324101205	Ethics, Corporate Governance and sustainability

Teaching

The Department of Commerce, SOL is primarily responsible for organizing lecture work for M.Com. Faculty from Department of Commerce, SOL, Department of Commerce, Delhi School of Economics and experienced faculty from other Colleges associated with Post-graduate teaching are engaged for M.Com Academic Counseling Session (PCP) Classes are organized on Sundays and other holidays.

M.A. Program Structure

12.2. M.A. Hindi

Semester		Core Course(70Credits)		
	Examination Code	Title of papers	No. of papers	Credits (L+T)
I	120501101	101-हिन्दीसाहित्यकाइहििास(आहिकाल से रीहिकालिक)	05	4 + 1
	120501102	102-आहिकलीनहिन्दीकाव्य		4 + 1
	120501103	103-भक्तिकलीनहिन्दीकाव्य		4 + 1
	120501104	104-हिन्दीकथा-साहित्य		4 + 1
	120501105	105-भारिीयकाव्यशास्त्र		4 + 1
II	120501201	201-रीहिकालीनहिन्दीकाव्य	04	4 + 1
	120501202	202-आधुहनकहिन्दीकाव्य-I		4 + 1
	120501203	203-हिन्दी-नाटक		4 + 1
	120501204	204-सामान्यभाषाहिज्ञान		4 + 1
		Core - 120501205	हिंदी साहित्य का इतिहास (आधुनिक काल)	

12.3. M.A. Sanskrit

PART-I: Semester- I

Core 101	121301101	Vaidikavanmaya :rksamhita & Nirukta	4 + 1
Core 102	121301102	Poetries: Sahitya darpana	4 + 1
Core 103	121301103	Sahitya :Naisadha & in Mrcc hakatika	4 + 1
Core 104	121301104	Outline of Culture & Civilization as depicted in Sanskrit Literature	4 + 1

PART-I: Semester-II

Core 201	121301201	Darsana: Nyaya & Vedanta	4+1
Core 202	121301202	Vyakarana: Laghu siddhanta kaumudi	4+1
Core 203	121301203	Sahitya: Meghaduta & Uttararama carita	4+1
Core 728	121301204	An Introduction to Itihasa and Puranic Texts	4
Open Elective 204IDC	120503202	प्रयोजन्मूलकहिन्दी	4

12.4. M.A. Political Science

PART-I: Semester-I

Number of Course		Credits in each course	
Course	Examination Code	Paper (Theory)	
PS-C-101	123201101	Debates in Political Theory	
PS-C-102	123201102	Theories of International Relations	
PS-C-103	123201103	Politics in India	
PS-C-104	123201104	Themes in Indian Political Thought	
Core course 'n'(total number)			4

PART-I : Semester-II

CorePS-C-201	123201201	Comparative Political Analysis	
CorePS-C-202	123201202	Administrative Theory	
OpenElective1*			
OpenElective2*			4

*The list of optional subject / s will be provided by the parent Department i.e., Department of Political Science, University of Delhi, Delhi before the said examination.

12.5. M.A. History

The M.A. History program in Delhi University is a two-year course divided into four- semesters. A Student is required to complete 80 credits for the completion of course and the award of degree.

		Semester	
Part-I	First Year	Semester I	Semester II
Part-II	Second Year	Semester III	Semester IV

Course Credit Scheme

Semester	Core Courses			Elective Courses			Open Elective Courses			Total Credits
	No. of papers	Credits (L&T)	Total Credits	No. of papers	Credits (L&T)	Total Credits	No. of papers	Credits (L&T)	Total Credits	
I	1	5	5	3	5	15				20
II				4	5	20				20
III				4	5	20	1	4	4	20+4
IV	1	5	5	3	5	15	1	4	4	20+4

The DDCE/School of Open Learning also offers Post Graduation in History which is of two year's duration. The eligibility for admission to M.A. program is the same as given in the Program brochure available on the DU Website (www.du.ac.in). Each academic year is divided into two semesters. The course-wise details forth said Program can also be looked up on the website. However, the courses to be offered in each semester by the DDCE/SOL will be decided in discussion with the students during the orientation Program for students which is conducted at the beginning of each semester.

As per the terms and conditions laid down by the University Grants Commission the Post Graduation Program in History in DDCE/School of Open Learning is organically linked in its course structure, teaching methodology, mode of examination, and evaluation, to the Post Graduation Program run by the Department of History in the Faculty of Social Sciences, University of Delhi. In short, for the students enrolled both in the formal and the non-formal streams, the Post Graduation Program in History remains essentially the same.

13. EXAMINATION-RELATED INFORMATION

Examination shall be conducted at the end of each Semester as per the Academic Calendar notified by the University of Delhi.

13.1. Admission Ticket and Dates of Examination

SOL is not sending any admit card in mailbox. Admit card can be downloaded from the student dashboard/SOL Website.

Generally, odd Semester Examination I/III starts in the Month of Nov./Dec., however, Even Semester Examination II/IV is started in the Month of April/May each year.

A Student who has to re-appear a paper prescribed for Semester I/III do so only in the odd Semester Examination to be held in November /December. A student who has to reappear in a paper prescribed for Semester II/IV may do so only in the even Semester Examination to be held in April/May.

Students enrolled afresh in 1st Semester examination in the current academic year are not required to fill up the Examination Form.

All Failures/Promoted/Gap year students must fill up their examination form prior to 15 days before the declaration of the date sheet for each Semester through an online process only.

- **Change of Subject: - The option/subject opted once will not be changed in the Postgraduate Programs.**

13.2. Refund of Admission / Examination Fee:

<u>(i)Refund of Admission Fee</u>	<u>Quantum of Fee Refundable</u>
<ul style="list-style-type: none"> When a student applies for withdrawal of admission within 15 days from the date of his/her admission. 	Full Fee after deduction of Rs.500/-
<ul style="list-style-type: none"> When a student applies for withdrawal of admission after 15 days but within a month (30 days) from the date of his /her admission. 	Full Fee after deduction of Rs.1000/-

<p>When a student applies for withdrawal of admission after a month.</p> <p>(ii) <u>Refund of Examination Fee</u></p> <p>In the event to death of a candidate before commencement of examination.</p> <p>In the event of student's inability to continue his/her studies at least one month before the commencement of the examination duly certified by the Principal /Head of the Department/Dean of the faculty</p>	<p>No Refund</p> <p>Full Fee will be refunded to the parents of the student.</p> <p>Full Fee after deduction of Rs.200/-</p>
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• Other Fee Chargeable

Fee Chargeable for Verification of Educational Documents/Record		
Verification for the below-mentioned categories;	Fee Chargeable (in Rs.)	
	Up to 6 years	More than 6 years
Central Govt. Office/State Govt. Office / Govt. Autonomous Body / UT Govt. Office etc.	No Fee	No Fee
Private Sector Office/ Individual/Student etc.	500/-	500/-
Fee Chargeable from Pass out Students for Issuing Various Certificates		
Type of Certificate/ Authentication of Marks Sheets	Fee Chargeable (Rs.)	
Passing / Passing-cum-No Backlog Medium of Instruction / Letter of Recommendation / Medium of Instruction / Non issuance of CLC to Pass Out students / Authentication of Statement of Marks/ Provisional Certificate (if students comes after one year or more / Any other Misc. certificate which is to be issued to the students on their request.	500/-	

13.3. Internal Assessment Examination (IAE)

- As per the decision of the Executive Council, University of Delhi, the Internal Assessment including Continuous Assessment (IA/CA) for the students of DDCE/SOL/COL, University of Delhi is compulsory from the Academic Session 2022-2023.
- For this purpose, DDCE/SOL/COL has decided to conduct online Multiple Choice Questions (MCQ) based Internal Assessments including Continuous Assessments for each Semester separately which will be conducted before the Semester Examinations. The Internal Assessment including Continuous Assessment will be 30 marks in each semester and the Semester Examination will be 70 marks out of 100 marks.

13.4. Scheme of Examination

Span period of the Course:	The span period for completion of the Course is 4 (Four) year, no Students will be given even a single chance to clear any paper beyond the period of 4years.
Declaration of Date-sheet:	Finalizing the date-sheet (M. Com/M.A.(Hindi)/Sanskrit/History) for the semester examination is the part and parcel of the department concerned of University of Delhi, However, date-sheet of M.A.(Political Science) are prepared by the University of Delhi Examination Branch, for approval and finalizing. As and when Final date-sheet received in the SOL and informed the student accordingly through SMS.
Filling of Optional Subject:	Optional Subject for the Postgraduate Programs are filled within 25-30 days after the completing/ over of 2 nd semester and 3 rd semester Examination or subject to the providing list of the concerned Teacher-in-Charge, DDCE/SOL, D.U.
Procedure of filling papers:	The procedure of the giving paper of remained absent /ER /failed remained absent/ER/failed depends upon Semester basis. Like odd semester I/III examination are given in odd semester, however, even Semester II/IV are given in even semester only. The Odd Semester Examination held in Nov/Dec, whereas Even Semester Examination held in April/May every year, immediately, subsequent of the examination.
The procedure of improvement:	Improvement of papers depends upon Semester basis. Like odd Semester I/III examination are given in odd semester, however, Even Semester II/IV are given in even semester only. The Odd Semester Examination held in Nov/Dec, Whereas Even Semester Examination held In April/May every year, immediately, subsequent of the examination.
Declaration of Result:	Conduct of the examination to declaration of the result comes in the jurisdiction of the Examination Branch, University of Delhi, as the result prepared same will the sent to the DDCE/SOL and uploaded it on the website of the DDCE/SOL, however, mark sheet can be down loaded from the website of the University of Delhi.

• **PROMOTION CRITERIA & PASS PERCENTAGE**

13.5. PASS PERCENTAGE & PROMOTION CRITERIA OF M.COM	
	English shall be the medium of instruction and examinations.
A	The minimum marks required to pass any paper in a semester shall be 40% in each paper and 40% in aggregate of a semester.
B	However, a candidate who has secured the minimum marks to pass in each paper but has not secured the minimum marks to pass in aggregate may reappear in any of the paper /so his choice in the concerned semester in order to be able to secure the minimum marks prescribed to pass the semester in aggregate.
C	No student would be allowed to avail of more than 3 chances to pass any paper inclusive of first attempt.
SEMESTER TO SEMESTER PROMOTION	
A	Semester to Semester Promotion: Student shall be required to fulfill the part-to-Part promotion criteria. Within the same Part, students shall be allowed to be promoted from a semester to the next semester, provided he/she has passed at least half of the Programs of the current semester
B	Part – I to Part – II Promotions: Admission to Part – II of the Program shall be open to only those students who have successfully passed at least 75% papers offered for the Part – I Programs of I and II semester taken together. However, he/she will have to clear the remaining papers while studying in the 2 nd year of the program.
C	Students who do not fulfill the promotion criteria shall be declared failed in the concerned part. However, they shall have the option to retain the marks in the Papers in which they have secured Pass marks as per clause (a) above.
REAPPEARANCE IN PASSED PAPERS	
A	A student may reappear in any paper prescribed for a semester, on foregoing in writing her/his previous performance in the paper/s concerned. This can be done in the immediate subsequent semester examination only (for example, a student's reappearing in a paper prescribed for semester I/II examination, may do so along With subsequent semester III/IV)
B	A candidate who has cleared the papers of Part – II (III & IV Semesters) may reappear in any paper of III or IV Semester only once, at the immediate subsequent examination on foregoing in writing her/his previous performance in the paper/s concerned, within the prescribed span period. (Note: The candidate of this category will not be allowed to join any Post graduate Programs)
C	In the case of reappearance in a paper, the result will be prepared on the

	basis of candidate's current performance in the examination.
D	In the case of a candidate, who opt store-appear in any paper/s under the aforesaid provisions, on surrendering her/his earlier performance but fails to reappear in the paper/s concerned, the marks previously secured by the candidate in the paper/s in which she/he has failed to re-appear shall be taken into account while determining her/his result of the examination held currently.

DIVISION CRITERIA

	A student who passes all the papers prescribed for Semester I to Semester IV examination would be eligible for the degree. Such a student shall be categorized on the basis of the combined result of Semester I to Semester IV examination as follows: -	
	60%or more	First Division
	50%or more but less than 60%	Second Division
	40%or more but less than 50%	Third Division

• **PROMOTION CRITERIA & PASS PERCENTAGE**

13.6. PASSPERCENTAGE& PROMOTION CRITERIA FOR POST-GRUADUATE STUDENTS OF M.A. (POL.SCI. /HINDI/HISTORY/SANSKRIT)	
A	The minimum marks required to pass any paper in a semester shall be 40%. The students must secure 40%in the End Semester Examination.
B	A student shall be eligible for promotion from 1 st year to 2 nd year of the course Provided she/he has passed 50%papers of I and II semester taken together.
C	Student who does not fulfill the promotion criteria (2) above shall be declared fail in the part concerned. However, they shall have the option to retain the marks in the papers in which they have secured pass marks.
D	A student who has to reappear in a paper prescribed for semester I/III may do so only in the odd semester examinations to be held in November/December. A student who has to reappear in a paper prescribed for Semester II/IV may do so only in the even examination to be held in April/May.
E	No student will be detained in I or III Semester on the basis of his/her performance in I or III Semester examination i.e. the student will be promoted automatically from I to II Semester and III to IV Semester.
REAPPEARANCE IN PASSED PAPERS	
A	A student may reappear in any paper prescribed for a semester, on foregoing in writing her/his previous performance in the paper/s concerned. This can be done in the immediate subsequent semester examination only (for example, a student's reappearing in a paper prescribed for semester I/II examination, may do so along with subsequent semester III/IV)
B	A candidate who has cleared the papers of Part – II (III & IV Semesters) may reappear in any paper of III or IV Semester only once, at the immediate subsequent examination on foregoing in writing her/his previous performance in the paper/s concerned, within the prescribed span period. (Note: The candidate of this category will not be allowed to join any Postgraduate Programs)
C	In the case of reappearance in a paper, the result will be prepared on the basis of candidate's current performance in the examination.
D	In the case of a candidate, who opt store-appear in any paper/s under the aforesaid provisions, on surrendering her/his earlier performance but fails to reappear in the paper/s concerned, the marks previously secured by the candidate in the paper/s in which she/he has failed to re-appear shall be taken into account while determining her/his result of the examination held currently.

DIVISION CRITERIA

A student who passes all the papers prescribed for Semester I to Semester IV examination would be eligible for the degree. Such a student shall be categorized on the basis of the combined result Semester I to Semester IV examination as follows: -

60%or more	First Division
50%or more but less than 60%	Second Division
40%or more but less than 50%	Third Division

In case the students do not receive any information within two years, they are advised to contact the Section Officer (Degree Section), DDCE/SOL and fill in the prescribed Application Forms for Release of Degree Certificate giving therein details regarding Course, DDCE/SOL Roll Number, Year of Passing, Last Examination Roll No., Enrolment Number etc.

13.7. RECHECKING/REVALUATION/EVALUATION OF ANSWER SCRIPT

Semester-wise Mark-sheet can be downloaded from the website of the D.U. link provided for as Pacific time **Error! Hyperlink reference not valid.** tabulated result can be checked in the website of the SOL.

13.8. RULES FOR REVALUATION OF ANSWER SCRIPT

(Candidates seeking revaluation are advised to go through these rules and regulations before applying for the revaluation).

- Revaluation is allowed only in theory papers of non-professional Programs, which have not been jointly valued.
- Select the papers carefully in which you wish to seek revaluation. No second application for additional papers shall be accepted and summarily rejected.
- Revaluation is to be applied for within 15 days of the date of uploading of result of the University website.
- Entries filled by the candidate be got verified from the principal of the College concerned.

Please Note That

- When you apply for revaluation, you surrender your original performance and will now accept their revised performance in which: -
- There can be NOCHANGE,

- There can be INCREASE in marks,
- There can be DECREASE in marks,
- The application is to be made by the candidate in his/her own handwriting and under his/her own signature and not by any one else on his/her behalf.
- Prescribed fee:
Rs.1000/- per paper to be deposited in the miscellaneous payment account of D.U. link provided <http://misconlinefee.du.ac.in> HYPERLINK "http://misconlinefee.du.ac.in/" The print out of the receipt along-with prescribed form dully filled in by the candidate itself will be forward from DDCE/SOL and same will be deposited by the candidate itself in D.U. Examination Branch counter no.6.
- (a) If the award of the Revaluation varies from the original award up to and including +5% of the maximum marks, the original award will stand.
- If the award of the first Revaluator is beyond + 10%, the average of the marks of the original examiner and the first Revaluator will be taken.
- If the award of the Revaluator varies from the original award by more than + 10% of the minimum marks, the answer script will be examined by a Second Revaluator (other than original and first) and the average of the two nearest award out of the three awards thus available (including the original award) shall be taken as final.

13.9. RULES FOR SUPPLY OF COPY OF EVALUATED ANSWER SCRIPT

- Select the paper carefully in which the candidate seeks copy of evaluated answer script.
- Application should be submitted within 61st day and 75th day of declaration of result on University Website.
- The Candidate is required to produce a photocopy of his/her current Admission Ticket and/or statement of marks for verifications of Roll No., marks etc., at the time of submission of Application Form.
- Entries made by the candidate be verified from the Principals of the College/Head of the Department concerned.
- The application is to be made by the candidate on his/her own signature and not by anyone else on his/her behalf.
- Examination office will endeavor to provide copy of Answer-Script within 30 days of submission of application. The student is required to collect the copy of the evaluated answer script within a period of 15 days of the date of intimation of availability of the script on the University website.

- If a student finds any error in totaling of marks or finds that any question has not been evaluated, then he/she should communicate to the Examination office in the prescribed Performa within a period of 10 days of the collection of the evaluated answer script.
- Any representation other than relating to totaling error or unmarked question shall not be admissible.
- Prescribed Fee: Rs.750/-per paper is to be deposited in the miscellaneous payment account of D.U. link provided **Error! Hyperlink reference not valid.** The print out of the receipt along with prescribed form dully filled in by the candidate itself will be forwarded from SOL and same will be deposited by the candidate itself in D.U. Examination Branch counter no.6.

13.10. EXAMINATIONS/RESULTS

As per the direction received from the University, students are hereby informed **that examinations and results for SOL a re-conducted as per a schedule from other Undergraduate/Postgraduate regular Programs of the University of Delhi.**

13.11. HOW TO DOWNLOAD MARK-SHEET

- Download your Marksheet from <https://sol.du.ac.in> or exam.du.ac.in.

13.12. OBTAINING DEGREE CERTIFICATE

The Degree Certificates are generally provided to DDCE/SOL by the University of Delhi approximately after 2 Years from the Year of passing the Final Year Examinations. The DDCE/SOL starts the process of sending the Degree Certificates by Speed Post to the concerned students as and when the same are received from the University. **The students can also check the status of availability of the irrespective Degree Certificates in the “Degree Request” on DDCE/SOL website : <https://sol.du.ac.in>.**

- **OFFICE HOURS**

The SOL Office remains open for interaction with the students on all working days from **09:30 AM** to **05.00 PM** and it remains closed on **Saturdays, Sundays** and **other declared Holidays**.

- **CONTACT INFORMATION**

Complete details of contact information of the Department of Distance and Continuation Education/School of Open Learning are provided below. Students may contact the Department/School in case of any requirements.

In addition, the DDCE/SOL also has a website which provides essential information services related to updating of student's Dashboard, Status of Degree, Mark-sheet, Examination Academic Counseling Session (PCP), Old Question Papers, Study Materials, Syllabus, Faculty members etc. to students. You can visit us at <https://sol.du.ac.in>

NORTH CAMPUS	
DEPARTMENT OF DISTANCE EDUCATION SCHOOL OF OPEN LEARNING CAMPUS OF OPEN LEARNING, University of Delhi https://sol.du.ac.in Helpline:- 011-27008300, 27008301	
PABX/Enquiries	011-27667600, 27667581, 27667645, 27666780,
P.A. to Principal	011-27666776

MEMBERS AND CONVENERS OF STAFF COUNCIL COMMITTEE LIST 2023-2024

PCP COMMITTEE	PRINTING COMMITTEE	LIBRARY COMMITTEE
Prof. J. Khuntia Convener	Dr. Sneha Chawla Convener	Ms. Nalini Prabhakar Convener
Prof. Suman Kr. Verma	Prof. Suman Kr. Verma	Prof. Suman Kr. Verma
Dr. Kumar Bijoy	Prof. J. Khuntia	Prof. J. Khuntia
Dr. Md. Asghar Ali	Prof. Sudhir Kr. Sharma	Prof. Projes Roy
Dr. Bhawani Rani Das	Sh. Prabhat Kumar	Dr. Md. Asghar Ali
Sh. Prabhat Kumar	Dr. Md. Asghar Ali	Dr. Meenakshi Vyas
Dr. Neeta Gupta	Ms. Nalini Prabhakar	Sh. Prabhat Kumar
Ms. Ritika Sharma	Dr. Shakti P. Rout	Dr. Sneha Chawla
Dr. Suchita Yadav	Dr. Suchita Yadav	Dr. Suchita Yadav
Dr. Shakti P. Rout	Ms. Aditi Rao	Dr. Shakti P. Rout
Ms. Saloni Priya		Ms. Aditi Rao
Ms. Manisha Yadav		Ms. Rekha Devi
ADMN. & STUDENTS WELFARE COMMTT.	DEVELOPMENT & PLANNING COMMITTEE	RADIO TALK & SRS COMMITTEE/AUDIO-VISUAL COMMITTEE
Prof. Suman Kr. Verma Convener	Sh. P.K Satapathy Convener	Prof. Suman Kr. Verma Convener
Prof. J. Khuntia	Prof. Suman Kr. Verma	Prof. J. Khuntia
Prof. Ajay Jaiswal	Prof. J. Khuntia	Dr. Md. Asghar Ali
Prof. Projes Roy	Dr. Md. Asghar Ali	Prof. Sudhir Kr. Sharma
Dr. Kumar Bijoy	Dr. Seema Jain	Sh. Prabhat Kumar
Dr. Md. Asghar Ali	Sh. Prabhat kumar	Sh. K.B Gupta
Dr. Meenakshi Vyas	Sh. K.B Gupta	Sh. P.K Satapathy
Sh. Prabhat Kumar	Dr. Shakti P. Rout	Dr. Shakti P. Rout
Dr. Seema Suri	Dr. Suchita Yadav	Dr. Suchita Yadav
Dr. Suchita Yadav	Ms. Rekha Devi	Ms. Aditi Rao
Dr. Shakti P. Rout	Dr. Reema Aggarwal	
Dr. Reema Aggarwal		
PURCHASE COMMITTEE	Co-ordinators	
Prof. J. Khuntia Convener	Prof. Projes Roy	Library & Information Science
Prof. Ajay Jaiswal	Dr. Kumar Bijoy	Financial Studies
Prof. Projes Roy	Dr. Kumar Bijoy	Management Studies
Sh. K.B. Gupta	Dr. Shakti P Rout	Political Science
	Dr. Suchita Yadav	Sanskrit
		Education
		EVS
TEACHERS INCHARGE		
Sh. P.K Satapathy	English	
Dr. Meenakshi Vyas	Hindi	
Prof. J. Khuntia	Economics	
Sh. K.B Gupta	Commerce	
Sh. Prabhat Kumar	History	
Prof. Suman Kr. Verma	Mathematics	
Dr. Md. Asghar Ali	Urdu	

ACADEMIC STAFF

Prof. Payal Mago	Director, Campus of Open Learning, Dean – Faculty of Open Learning, Head – Department of Distance and Continuing Education, Chairperson, G.B. School of Open Learning (director@col.du.ac.in)		
Prof. U.S. Pandey	Officiating Principal, School of Open Learning (uspandey@sol-du.ac.in)		
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Prof. Suman Kumar Verma	Deputy Director, North Regional Centre (skverma@sol-du.ac.in)		
Sh. K.B. Gupta	Deputy Director, East Regional Centre (kbgupta@sol-du.ac.in)		
Prof. Sudhir Kumar Sharma	Deputy Director, West Regional Centre (sksharma@sol-du.ac.in)		
Prof. Ajay Jaiswal	Joint Director, Campus of Open Learning (ajayjaiswal@col.du.ac.in)		
Prof. Projesh Roy	Joint Director, Campus of Open Learning (projesh.roy@sol-du.ac.)		
Dr. Kumar Bijoy	Associate Director, Campus of Open Learning (kumarbijoy@sscbsdu.ac.in)		
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Commerce	1. Mr. K.B. Gupta	Associate Professor	kggupta@sol-du.ac.in
	2. Dr. (Ms.) Sneh Chawla	Associate Professor	snehchawla@sol-du.ac.in
	3. Dr. Uma Shankar Pandey	Professor	uspandey@sol-du.ac.in
	4. Ms. Ritika Sharma	Assistant Professor	ritiksharma@sol-du.ac.in
Economics	1. Dr. Janmejy Khuntia	Professor	jkhuntia@sol-du.ac.in
	2. Mr. Devender	Assistant Professor	economics@col.du.ac.in
Education			
English	1. Dr.(Ms.) Neeta Gupta	Associate Professor	neetagupta@sol-du.ac.in
	2. Dr.(Ms.)Seema Suri	Associate Professor	seemasuri@sol-du.ac.in
	3. Mr. P.K. Satapathy	Associate Professor	pksatapathy@sol-du.ac.in
	4. Ms. Nalini Prabhakar	Assistant Professor	naliniprabhakar@sol-du.ac.in
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Financial Studies	1. Ms. Manisha Yadav	Assistant Professor	manishayadav@sol-du.ac.in
Hindi	1. Dr.(Ms.) Minakshi Vyas	Associate Professor	minakshivyas@sol- du.ac.in
	2. Dr. Sudhir Kumar Sharma	Professor	sksharma@sol-du.ac.in
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History	1. Mr. Prabhat Kumar	Associate Professor	prabhatkumar@sol-du.ac.in
Library and Information Science	1. Ms. Saloni Priya	Assistant Professor	salonipriya@sol-du.ac.in
	2. Dr. Aditi Rao	Assistant Professor	aditirao@sol-du.ac.in
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Management Studies	1. Dr. (Ms.) Reema Aggarwal	Assistant Professor	reemaaggarwal@sol-du.ac.in
Mathematics	1. Dr. Suman Kumar Verma	Professor	skverma@sol-du.ac.in
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	2. Dr. Suparana Jain Yadav	on deputation	suparanajain@dr.du.ac.in
Academic Co-ordinator	1. Mr. Deekshant Awasthi		academiccoordinator@col.du.ac.in

ADMINISTRATIVE STAFF			
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	Khajan Chand, ILL	khajanchand@sol-du.ac.in	
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	Varun Sharma	varuns@sol-du.ac.in	
	Rishabh Dev Bhardwaj	rishabhb@sol-du.ac.in	
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Senior Personal Assistant	Sunil Kumar	sunil@sol-du.ac.in	27008304
In charge Library	Ms. Preeti Sharma	preeti@sol-du.ac.in	27008338
Production Superintendent	Bhuvan Singh Rawat	bhuwan@sol-du.ac.in	



DEPARTMENT OF DISTANCE AND CONTINUING EDUCATION
SCHOOL OF OPEN LEARNING, CAMPUS OF OPEN LEARNING, UNIVERSITY OF DELHI, DELHI-110007

VIRTUAL (ONLINE) HELP DESK

(FOR UG/PG ADMISSIONS-2023-2024)

S.N.	Course	Telephone Number/Mobile Number	Email
1.	Bachelor of Business Administration (Financial Investment Analysis) (BBA-FIA) Bachelor of Management Studies (BMS) B.A. (Hons.) Economics B.A.(Hons.) Psychology	9318356167 011-27008315 011-27008414	undergraduate1@col.du.ac.in
2.	Bachelor of Library and Information Sciences (BLISc.) Master of Library and Information Sciences (MLISc)	9318355600 011-27008315	libraryscience@col.du.ac.in
	M.A. (Hindi), M.A. (Sanskrit)	9318355909 011-27008318	pgadmission@col.du.ac.in
	M.A. History, M.A. Pol. Sc. M.Com. Master of Business Administration (MBA)	9318355909 011-27008314 011-27008464	pgadmission@col.du.ac.in mba1@col.du.ac.in
3.	B.A. Program	011-27008458 011-27008459 011-27008309 011-27008418 011-27008319 011-27008457	undergraduate2@col.du.ac.in
	B.A. (Hons.) English	9318355332 011-27008362	undergraduate1@col.du.ac.in
	B.A. (Hons.) Pol.Sc.	9318355249 011-27008460	undergraduate1@col.du.ac.in
	B.Com.	9318355024 011-27008441 011-27008442	undergraduate1@col.du.ac.in
	B.Com. (Hons.)	011-27008463	undergraduate1@col.du.ac.in

Principal (Officiating)

IMPORTANT:

For any disputes pertaining to Admissions, Examinations, and any other matter, etc., and involving the DDCE/School of Open Learning, the jurisdiction for legal purposes will be Delhi Courts.

DISCLAIMER

This Prospectus is a compendium of inputs assembled and collated from various Sections, Branches, Faculties, Departments, other DU Institutions, and the related sources, Due care has been taken to reproduce the authentic official version of rules and regulations and other relevant information in this Bulletin, to the extent possible.

It should in no case, be construed as a warranty, express or implied, regarding completeness and accuracy of the information provided, as a ready reference.

The DDCE/School of Open Learning, University of Delhi disclaims any liability towards any individual for any loss or damage caused to him/her arising out of any action taken on the basis of this information, which may be due to inadvertent omissions, clerical errors or for any other reason whatsoever.

NOTE:

Admission Tickets and Demand Letter–cum–Examination Form will be available on DDCE/SOL website and Student Dashboard. The DDCE/SOL will send the text message to the students informing about the same.

However, the students are strictly advised to keep in touch with the DDCE/SOL website and their respective Student Dashboards from time to time for latest information and updates.