

# e-Prospectus (Session 2023)



## Directorate of Online Studies (OL) Guru Nanak Dev University, Amritsar

Accredited with **CGPA of 3.85 on four point scale** at "**A++**" grade (Highest among all India Central, State Public and Private Universities) by NAAC and Conferred "University with Potential for Excellence" and Category-I status by UGC



Websites

<http://gndu-online.in>

**Enquiry: +91-7347300816, +91-7740063405**

# *Admissions 2023-24*

- About Guru Nanak Dev University, Amritsar
- Approval letter from UGC DEB New Delhi
- NOC from AICTE, New Delhi
- General Rules & Ordinance
- General Instructions for AI Proctored Examinations
- Registration & other Fees
- Courses 2023-24 (with Eligibility & Fee Structure)
- Admission Procedure
- Refund Policy
- Common Procedure for Admission
- Studio and Proctored Room
- Promotion Policy & Course Duration
- Steps for Admission
- Counselling Proforma
- Undertaking Proforma

# About Guru Nanak Dev University

Guru Nanak Dev University was established on November 24, 1969 to mark the birth Quincentenary of Sri Guru Nanak Dev Ji, the founder of Sikhism. The University upholds the teachings and values of the Guru, the apostle of universal brotherhood, truthfulness, non-violence, compassion, tolerance, harmony, humanity, who strictly observed moral and ethical values in daily life.

Ever since its foundation the endeavour of the University has always been to meet the objectives enshrined in the Guru Nanak Dev University Act 1969, which emphasize that the new University would make provisions for imparting education and promoting research in the humanities, learned professions, sciences, especially of applied nature and technology. Hence, it has been promoting education in such fields as Basic and Applied Sciences, Arts, Management, Information Technology, Media, Industrial Technology, Environment, Planning and Architecture Studies. In addition, research on the life and teachings of Guru Nanak Devji, promotion of Punjabi language and spreading education among educationally backward classes and communities are its other commitments.

The UGC conferred this University with status of "University with Potential for Excellence" in 2012. The National Assessment and Accreditation Council (NAAC), Bangalore in December 2022 re-accredited the University in 4th cycle with CGPA of 3.85 out of 4-point scale at "A++" grade highest level, as per accreditation framework of NAAC. Earlier, it had been accredited at "A" grade level in 2000, reaccredited in 2nd cycle 2007 with CGPA of 3.50/4.00 then reaccredited in 3rd cycle in 2014 with CGPA 3.51/4.00. The current H index of the university is 134 indicating the quality of research publications at national and international level.

Guru Nanak Dev University, Amritsar has become the only University of Punjab to get the elite "Category-1" status by the University Grants Commission (UGC), giving autonomy to open new Departments, schools, off-campus facilities and start new schools and distance learning programmes, besides the freedom to hire foreign faculty without the UGC's approval.

With the motto of the University as engraved on its emblem „Guru's wisdom illumines all“, the University has been leaving no stone unturned to meet the aspirations and expectations of the society. Spread over area of 500 acres towards the west of the city, Guru Nanak Dev University presents a picture of lush green landscape, modern architecture and sustainable environment. The University today boasts of 44 teaching Departments at the Campus, two regional campuses and 170 affiliated, university and constituent colleges, many of which are located in the rural areas so as to make quality Higher Education accessible to the rural masses. All the programmes of the university comply with the guidelines of New Education Policy 2020.

More than twenty thousand students, an overwhelming majority of them being women, are enrolled in various Departments at University Campus, Regional Campuses and University-Constituent Colleges. Online admission, online Counselling, online re-evaluation, introduction of Credit Based Evaluation

&Grading System etc. are a few hallmarks of the University. All the results have been computerized and OMR (Optical Magnetic Recognition) system is being used to bring in more efficiency and transparency. It is the first University in the region to have computerized its examination and registration system. The students now have an all-time access to their results through SMS service.

Academically also, the University has carved a niche for itself in the field of Higher Education in the country. Our university is recognized as one of the leading institutions in North India in the domain of Arts, Humanities, Science and Technology. Many coveted projects from the apex bodies like MHRD, DST, CSIR, BARC and other organizations worth crores of rupees have been awarded to our faculty members. One of the four Nodal Calibration Centres established by Bhabha Atomic Research Centre is set up at our campus. The Centre of Emerging Life Sciences equipped with the state-of-the-art scientific instrument's worth crores of rupees, a well-maintained Botanical Garden, Department of Sports Medicine & Physiotherapy are a few to mention. A well-equipped modern computer lab with the help of TCS has been established to strengthen the University infrastructure and to prepare students for employment. Presently, a Centre with Potential for Excellence in Life Sciences and a Centre for Advanced Study in Chemistry granted by UGC are working successfully in the University. A Centre for Entrepreneurship and Innovation is being set up in the university under the aegis of RashtriyaUchatarShikshaAbhiyan to provide skill-oriented training and incubation facilities.

In the field of culture and Sports the achievements of the University are also noteworthy. The University has been National Champion for 10 times and the winner of the North-Zone-Inter-Varsity Cultural Championship for 13 times. The fact that the University has been the winner of the coveted Maulana Abdul Kalam Azad Trophy, the highest Sports award for a University in the country, for a record number of 24 times, speaks volumes about its supremacy in the field of Sports. An Astro Turf for hockey, a swimming pool of International Standards, a velodrome, a gymnasium hall, a shooting range and many other state-of-the art Sports facilities are the prized possessions of the University. The Lifelong Learning Department of the University is successfully catering to the male and female folk of the region to make them self-dependent by offering various skill development programmes.

The track record of employment of our students by big business houses and multinational companies has been very satisfactory. Our students of engineering, planning, architecture, management and commerce field are employed by government sector and companies in India and abroad. They are all contributing to the credit worthiness of the University by their hard work and diligence. All these achievements and successes are due to the heart and soul put in by the students, faculty members, and administration of the University.

# *University Grant Commission – Distance Education Bureau Approval letter for session 2023-24 and Onwards*

UNIVERSITY GRANTS COMMISSION  
DISTANCE EDUCATION BUREAU

F.No. 39-2/2023 (DEB-I)

17 August, 2023

The list of Higher Educational Institutions (HEIs) entitled to start full-fledged Online Programmes without prior approval of the UGC, as per provisions stipulated under Regulation 3(B)(a) of the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments from academic year 2023-24, academic session beginning July-August, 2023 and onwards.

- (I) As mandated by the Regulations, online applications were submitted by the Entitled HEIs willing to offer programmes under online mode. Further, each HEI submitted affidavit for ensuring compliance to all the provisions of the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments and also deposited prescribed fee as notified by the Commission.
- (II) The duly certified information submitted by the HEI, was to ascertain conformity to the following **four provisions only**:
  1. Entitlement eligibility criteria of the HEI.
  2. Permissibility of proposed programmes to be offered under online mode.
  3. Adherence to UGC Notification of Specification of Degrees, 2014 and its amendments.
  4. Prior approval of Regulatory Authority, wherever applicable.
- (III) **Programmes under the ambit of Regulatory Authorities have been considered on the basis of communication/recommendations received from respective Regulatory Authority. The HEIs strictly shall abide by the conditions such as number of seats, recognition period, etc. mentioned in the relevant Regulatory Authority letter.**
- (IV) **The Regulations also mandate that the programme-wise Entitled HEIs shall not offer online programmes under any franchise arrangement and shall have complete ownership of these programmes.**
- (V) The HEIs are entitled to offer Online programmes, till they are complying NAAC or NIRF ranking requirements as per Regulation 3(B)(a) of University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments and on non-compliance, **they shall discontinue the programmes and accordingly, inform the same to the UGC.** The learners already enrolled in the current entitled programmes shall be allowed to complete the programmes in the laid down manner as per the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments.
- (VI) The List of entitled HEIs which have submitted the affidavit to ensure compliance to University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments and have been found complying with above mentioned provisions (as per (II) above), for academic year 2023-24, session beginning from July-August, 2023 and onwards is appended herewith.
- (VII) Higher Education Institution shall write 'UGC entitled as per University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments' instead of 'UGC recognized' at all places.

- (VIII) The Higher Educational Institution shall scrupulously abide by all the terms and conditions as stipulated under Parts III, IV and V of the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 (including any amendments thereto) and shall take steps as stipulated under Annexure-I to VIII & Annexure-X of the said Regulations.
- (IX) Commission in its 571<sup>st</sup> meeting held on 25<sup>th</sup> July, 2023 has decided that last date of admission and last date for uploading of student admission details on the UGC-DEB web portal for offering ODL and Online programmes for academic session July-August, 2023 will be as under:

- **Last Date for Admission: 30<sup>th</sup> September 2023.**
- **Last Date for Submission of Student Data on the Portal: 15<sup>th</sup> October 2023.**

All Entitled HEIs entitled to offer programmes through online mode shall comply with the above decision of the Commission, failing which, UGC shall take punitive action as per Regulation 7 (3) of UGC (ODL Programmes and Online Programmes) Regulations, 2020 and its amendments.

- (X) The Higher Educational Institutions have submitted an affidavit to the effect that in case any information, documentary evidence submitted/produced by the Higher Educational Institution is found to be false or wrong at a later stage or in case there is any violation of University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its amendments by the HEI, the Higher Educational Institution shall be solely liable and responsible for any such contravention/violation and for any consequences thereof (including career consequences of Learner) In such events, the HEI may also be subject to the consequences stipulated under Regulation 7 of University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 (including any amendments thereto).

**(Prof. Manish R. Joshi)**  
Secretary

S.No.	STATE	TYPE OF HEI	HEI NAME	NUMBER OF PROGRAMMES	ACADEMIC SESSION	NAME OF PROGRAMMES
40.	PUNJAB	STATE UNIVERSITY	GURU NANAK DEV UNIVERSITY	11	Academic year 2023-24, session beginning from July- August 2023	1) BACHELOR OF COMPUTER APPLICATIONS 2) BACHELOR OF COMMERCE 3) BACHELOR OF ARTS 4) MASTER OF ARTS (ENGLISH) 5) MASTER OF ARTS (PUNJABI) 6) MASTER OF COMMERCE 7) MASTER OF BUSINESS ADMINISTRATION (FINANCIAL MANAGEMENT) 8) MASTER OF BUSINESS ADMINISTRATION 9) MASTER OF BUSINESS ADMINISTRATION (MARKETING MANAGEMENT) 10) MASTER OF BUSINESS ADMINISTRATION (HUMAN RESOURCE MANAGEMENT) 11) MASTER OF COMPUTER APPLICATIONS

S.No.	STATE	TYPE OF HEI	HEI NAME	NUMBER OF PROGRAMMES	ACADEMIC SESSION	NAME OF PROGRAMMES
75.	UTTARAKHAND	PRIVATE UNIVERSITY	<b>UTTARANCHAL UNIVERSITY</b>	05	Academic year 2023-24, session beginning from July- August 2023	1) BACHELOR OF ARTS 2) BACHELOR OF BUSINESS ADMINISTRATION 3) BACHELOR OF COMPUTER APPLICATIONS 4) MASTER OF COMPUTER APPLICATIONS 5) MASTER OF BUSINESS ADMINISTRATION
76.	WEST BENGAL	DEEMED-TO-BE UNIVERSITY	<b>RAMAKRISHNA MISSION VIVEKANANDA EDUCATIONAL AND RESEARCH INSTITUTE</b>	01	Academic year 2023-24, session beginning from July- August 2023	1) MASTER OF ARTS (SANSKRIT)

**Note:**

1. It shall be the sole responsibility of the HEI to ensure that programmes offered in full-fledged Online mode strictly abide to all the provisions of UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and its subsequent amendment and the clauses as mentioned in the affidavit submitted by the HEI.
2. Duration of the programmes shall be as per UGC notification on Specification of Degrees and its Amendments.
3. The list shall be updated from time to time, as required. Accordingly, the stakeholders are requested to refer to the various public notices on UGC website (<http://www.ugc.ac.in/deb/notices.html>), which are updated from time to time.

# *NOC from AICTE, New Delhi for session 2023-24 and Onwards*

**All India Council for Technical Education**  
(A Statutory body under Ministry of Education, Govt. of India)  
Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 Website: [www.aicte-india.org](http://www.aicte-india.org)



## APPROVAL PROCESS 2023-24

## No Objection Certificate (NOC)

F.No. North-West/2023-24/1-43388791414

Date: 10-Jun-2023

To,  
The Vice Chancellor/Director,  
GURU NANAK DEV UNIVERSITY AMRITSAR  
GURU NANAK DEV UNIVERSITY GT ROAD AMRITSAR,  
AMRITSAR, AMRITSAR,  
Punjab, 143005

**Sub: No Objection Certificate for Open and Distance Learning (ODL) / Online Learning (OL) 2023-24 to 2027-28**

Madam / Sir,

In terms of the provisions under the All India Council for Technical Education (Grant of Approvals for Technical Education) Regulations, 2020 notified on 4th February 2020 and amended on 24th February 2021 and norms standards, procedures and conditions prescribed by the Council from time to time, I am directed to convey the no objection to:

<b>Permanent Id</b>	1-43388791414	<b>Application Id</b>	1-43388791414
<b>Name of the Institution/University</b>	GURU NANAK DEV UNIVERSITY AMRITSAR	<b>Name of the Society/Trust</b>	GURU NANAK DEV UNIVERSITY
<b>Institution/University Address</b>	GURU NANAK DEV UNIVERSITY GT ROAD AMRITSAR, AMRITSAR, Punjab, 143005	<b>Society/Trust Address</b>	GURU NANAK DEV UNIVERSITY GT ROAD AMRITSAR, Amritsar, Amritsar, Punjab, 143005
<b>Institution/University Type</b>	Government	<b>Region</b>	North West

**For conduct of following Courses in ODL mode for the Academic Year 2023-24 to 2027-28\***

Sr. No.	Program	Level	Course (Specialization)	Center	Number of Seats
1	Management	POST GRADUATE	Master of Business Administration	Headquarter	5000
2	COMPUTER APPLICATIONS	POST GRADUATE	MCA	Headquarter	5000

**For conduct of following Courses in OL mode for the Academic Year 2023-24 to 2027-28\***

Sr. No.	Program	Level	Course (Specialization)	Center	Number of Seats
1	Management	POST GRADUATE	Master of Business Administration	Headquarter	3500
2	COMPUTER APPLICATIONS	POST GRADUATE	MCA	Headquarter	3500
3	Management	POST GRADUATE	Master of Business Administration- Financial Management	Headquarter	1000
4	Management	POST GRADUATE	Master of Business Administration- Marketing Management	Headquarter	1000
5	Management	POST GRADUATE	Master of Business	Headquarter	1000

Application Number: 1-43388791414

Page 1 of 3

Note: This is a Computer generated Report. No signature is required.

Letter Printed On: 14 June 2023

			Administration- Human Resource Management		
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Application Number: 1-43366791414

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Page 2 of 3

Letter Printed On: 14 June 2023

The University/Institute shall obtain necessary approval from University Grants Commission (UGC) as per the prescribed schedule and procedure.

The Administration/ Management of the University shall strictly follow further conditions as may be specified by the Council from time to time. The Council may withdraw the No Objection Certificate (NOC), in case it observes any violation of said ODU/OL regulations, mis-representation of facts and submitting factually incorrect information.

**Prof. Rajive Kumar**  
**Member Secretary, AICTE**

Copy to:

1. **Secretary, University Grants Commission**
2. **Guard File(AICTE)**

\*\* Individual Approval letter copy will not be communicated through Post/Email. However, a consolidated list of Approved Institutions(bulk) may be downloaded from the respective login id's.

Application Number: 1-43388791414

Note: This is a Computer generated Report. No signature is required.

Page 3 of 3

Letter Printed On: 14 June 2023

# General Rules & Ordinances of Directorate of Online Studies

- 1) The University, through its Directorate of Online Studies, may conduct Programs & Courses leading to Bachelor's, Master's, Degree / Diploma, PG Diploma & Certificate or any other examination and certification, under different faculties of the University, except for those specifically excluded by the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020, as per the above mentioned regulation, as in effect now and amended from time to time.
- 2) For these Programs to be conducted via the Online mode, the Admissions procedure, Eligibility and Equivalency for Admission, the Method and Medium of Instructions, Examination Procedure, Mode of Examination, and other common rules and aspects shall be as detailed herein. Program specific eligibility requirements if any over above notified in the General Rules & Ordinances, shall be notified along with the list of Programs and Courses and may be amended if deemed necessary and notified accordingly,
- 3) For Programs and Courses of study to be conducted Online via this Directorate, the Course Structure and Syllabi shall be the same as that followed in the regular Programs / Courses or ODL Programs as applicable, unless otherwise notified.
- 3) The Programs shall also follow the Choice Based Credit System (CBCS) under semester mode, and have the same minimum and maximum duration as prescribed for the Regular & ODL Courses.
- 4) The fees for these Programs & Courses shall be as notified from time to time.
- 5) The University shall establish a Directorate of Online Studies (hereinafter to be called the 'Directorate'), and besides the Director, may appoint the requisite staff for the smooth and efficient functioning of the Directorate.
- 6) The Vice Chancellor may appoint a Director of the above mentioned 'Directorate of Online Studies', to head the same.
- 4) The functioning of the Director may include
  - i) to admit students in different courses and programs via the designated Online Application System,
  - ii) to attend to the administrative and academic duties of the Directorate
  - iii) to be the overall supervisor and to monitor the conduct of the courses to be offered by the University in the Online Mode from time to time.
  - iv) to ensure smooth co-ordination between various departments to ensure admissions and result declaration activities are done in an efficient manner.
- 5) To fulfil the requirements of Technology, Content Development and various associated functions of the Directorate, and as provided for in the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 following the guidelines laid out for the same, and with the permission of the University Syndicate in Proceedings dated on 22<sup>nd</sup> June 2020, by Syndicate Para 5.10, and subsequent permission of the State Government (as per interface meeting and presentation with Secretary, Higher Education, Government of Punjab, dated 15<sup>th</sup> July 2020 and subsequent communication received dated July 17, 2020), University has set up in PPP mode an Online Technology Platform - an Integrated Solution along with Managed Services for Technology, Content, and Student Support in collaboration with a technology and services partner competent in these matters. The Agreement & MOU has been subsequently Approved in the Syndicate Proceedings held on 21<sup>st</sup> September 2020, in Para 5.3 .
- 6) The responsibilities of the technology and services partner in the PPP/ their team shall be responsible for managing the above mentioned technology platform / online learning platform and also shall include the following
  - i) to setup the required cloud based Learning Platform as required by the UGC for the use of the University under the University's brand and name.
  - ii) to assist the University in presenting the required technology capability to the University Grants Commission and the State Government, and any other regulatory or statutory authority, as required by State Government and UGC and as may be required from time to time.
  - iii) To setup the required infrastructure at the University Campus, as required for recording and editing of content and lectures, and to assist the University in creating and editing the required Video Lectures and associated eContent Material for Courses & Programs as offered by the University from time to time.

- v) to provide the required assistance to the Students as required in counselling and help required during submitting applications as part of enrollments procedure using the Online Application System part of the above-mentioned Platform,
- vi) to appoint and manage the required manpower as it requires to provide all required services for carrying out the various functions as required by the directorate using the technology platform.
- vii) to carry out all other required support functions as detailed in its MOU/Agreement.
- 7) To ensure efficient monitoring and management of the entire Program, the University shall appoint a Co-Ordination Committee of 5 members, of which 3 members including the Co-Ordinator In-Charge / Chairman shall be a Dean of the University faculty. 2 Other members shall be from the Collaborators side, to ensure speedy resolution of any issues and collaborative efforts in the interests of the Students.
- 8) The Directorate shall ensure compliance to these Rules & Ordinances, as well as those of the University and Regulations as prescribed by the UGC for the Conduct of Online Programs, as well as any other Regulation that is applicable.
- 9) In any case clarification required from these Rules & Ordinances are not available/silent, relevant provisions contained in the University calendars' as well as 'The Gazette of India: Extraordinary' Part III Section 4 No. 354] dated 4<sup>th</sup> September, 2020, University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 ) and amendments published from time to time will be applicable.

### **1. Programs & Courses**

The List of Programs and Courses to be offered shall be notified by the University along with their Program Structure, Courses, Syllabi and their Duration. This list may be amended by the University from time to time, and shall be deemed to constitute an integral part of the ordinances. Amendments and or additions may be notified if deemed necessary, as and when required.

### **2. Fees**

The list and amount of Fees to be charged towards the Programs and Course notified as above shall also be notified along with. In the case of International Students, fees may be prescribed on the basis of Geography and Socio-Economic Conditions of the various Regions / Countries. Fees so prescribed may be amended by the University from time to time.

Refund of fees, if sought by a student at any point, shall be in compliance with the UGC Notification Dated Oct 2018 governing the same, with the 'Date of Admission' / 'Application Approval Date' serving as the 'last date of admission'.

### **3. Admissions – Procedure**

Students eligible for admission to an Online Program or Course being offered by the University may apply for admission online via the Online Application System part of the Integrated Platform setup for this purpose and shall be enrolled after due verifications of their identity, eligibility and having paid their fees. The admissions shall be considered in either of two cycles, as provided for in the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 i.e the January Cycle, or the July Cycle, of the particular Academic Year. Admissions for a particular cycle shall be open for a period of 6 months each, ending on the date as communicated by UGC to be the last date for admissions for that particular cycle.

All applications shall be accompanied with Proof of Identity, as well as Proof of Educational Qualifications as required to establish eligibility and or equivalency. The same shall be uploaded online using the Online Application System.

In the case of Indian students, identity verification shall be as integrated with Aadhaar or ascertained using other government recognized identity document; in the case of International Students, Passport or any other National Identity Cards shall be applicable.

For ascertaining educational qualifications, School Leaving Certificates, Diploma Certificate and or Degree Certificate along with a Transcript or Grade Card / DMC, as applicable, shall be used. In case of International Students, should the documents be in a language other than English, a notarized copy of the translation shall also be required in addition to the original being uploaded.

In view of the University Grants Commission's scheme to allow students to enroll in two simultaneous Programs, one via regular and the other via Online / ODL, the student would not be required to submit a Migration Certificate for enrollment in the Online Program.

All such documents uploaded shall be required to be self attested before uploading, in accordance with UGC Guidelines.

Once an applicant's eligibility is ascertained, the applicant may submit the application after having made the required fee payments. A separate account shall be designated for all such fee payments, and they shall be made only using digital means, via the payment gateway designated for the process and integrated into the Technology Platform, or in the case of International Students, via SWIFT / TT Transfers or by any other means permitted by the Reserve Bank of India for Inward Foreign Remittances. Once a fee payment is completed, Applications shall be submitted digitally Online using the Online Application System.

Once submitted, the Online Application may be verified Online by the Director or an officer of the University authorized to do so and approved if acceptable. Upon approval, the student shall be issued a Registration ID, and the date of Approval shall serve as the Date of Admission. Thereafter, the Student may begin his or her Program Studies immediately.

The Applications so approved shall be forwarded to the relevant Department/s of the University as and when required.

#### **4. Eligibility & Equivalency for Admission**

The Eligibility and Equivalency applied shall be as below

- For Indian Students, (both by Citizenship and Residency), the eligibility conditions as prescribed by the University for these Programs as conducted in ODL shall apply, unless specified otherwise;
- In case a particular program being offered in the Online Mode is not offered in the ODL mode, the University shall specify eligibility requirements for the same separately.
- For International Students, whether by citizenship or residence, the rules of eligibility and equivalency as specified in **Annexure I** of these Rules & Ordinance shall apply. The same shall be deemed to constitute an integral part of these Rules & Ordinances;

## 5. Scheme, Method & Medium of Instruction

The delivery of Instruction for these Programs shall be completely online, following the four quadrant approach as per UGC (Credit Framework for online learning courses through SWAYAM) Regulations, 2016, wherein

- (i) Quadrant-I is e-Tutorial; which shall contain: Video and Audio Content in an organized form, animation, Simulations, video demonstrations, Virtual Labs, etc,
- (ii) Quadrant-II is e-Content; which shall contain; self-instructional material (digital Self Learning Material), e-Books, illustrations, case studies, presentations etc, and also contain Web Resources such as further references, Related Links, Open source Content on Internet, Videos, Case Studies, books including e-books, research papers and journals, Anecdotal information, Historical development of the subject, Articles, etc.
- (iii) Quadrant-III is the Discussion forum for raising of doubts and clarifying the same on real time basis by the Course Coordinator or his or her team.
- (iv) Quadrant-IV is Assessment, which shall contain; Problems and Solutions, which could be in the form of Multiple Choice Questions, Fill in the blanks, Matching Questions, Short Answer Questions, Long Answer Questions, Quizzes, Assignments and solutions, Discussion forum topics and setting up the FAQs etc.

An attendance or completion of 75% of the course material of a particular subject shall be required for students to be eligible for the final / end term examination of the subject/course, and shall be calculated automatically by the Learning Platform on the basis of time spent on each of the above quadrants, mapped using weightages proportionate to quantum of material available in each of these quadrants which may vary from Course to Course depending upon the nature of the Course / discipline / department.

## 6. Assessments & Examinations

As detailed in the UGC regulations governing the same, the evaluation shall include two types of assessments:

- (i) continuous or formative assessment;
  - a. To constitute of 20% weightage of the total score
  - b. To be conducted in the form of Two Online Tests ;spaced apart equally in courses syllabus; and of 10% or 10 marks each.
  - c. To be in the form of any of the following - Multiple Choice Questions, Fill in the blanks, Matching Questions, Short Answer Questions, Long Answer Questions, Quizzes, Assignments.
- (ii) summative assessment in the form of end semester examination or term end examination.
  - a. To constitute of 80% weightage of the total score
  - b. To be conducted in the form of a Online Exam, conducted Online, using a unique Question Paper generated by drawing randomized Questions from a preprepared Question Bank, while following the prescribe Question Paper Pattern, which could be in the form of Multiple Choice Questions, Fill in the blanks, Matching Questions, Short Answer Questions, Long Answer Questions,
  - c. The End Semester / Final - Online Exams so conducted shall be invigilated or proctored using Remote Proctoring method / Online Proctored Examinations method, as detailed in the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 ), in compliance with the requirements detailed therein.

- d. The attendance of examinees shall be authenticated through biometric system as per Aadhaar details or other Government identifiers of Indian learners and Passports/ Government Provided ID Cards (of the Country of origin or residence) for International learners. Facial Recognition and other AI techniques may be used to ensure the veracity of the same.
  - e. Students may be proctored via AI based Remote Proctoring System, recordings of which shall be subsequently reviewed by human proctors, or a live proctoring appointment, by choosing an available time slot and scheduling the Exam accordingly.
  - f. Recordings of each exam shall be kept in archived for a minimum of 5 years for inspection at any time.
- A student may attempt a Continuous / Internal Assessment at any time, after having gone through the portion of syllabus to be tested in the same;
  - A student may attempt a End Term / Final Exam at any time, provided that he or she fulfils the following criteria
    - a. The student has attempted the two Internal Assessments / Continuous Assessments / formative Assessments of that subject, and the results of the same have been communicated to him / her; and
    - b. The student has completed 75% coverage or attendance of the material of that course as per the system, spread across the 4 Quadrants.

The exams conducted in the Online mode shall be considered as part of one of either of two Exam Cycles – June Cycle (from March to August) or the December Cycle (from September to February).

## **7. Evaluation & Results**

Evaluation of Exams conducted in the Online mode shall be done Onscreen evaluation method on a regular and ongoing basis, by the examiners appointed by the Directorate for the same, and the results for the same shall be communicated to the student within a 30 day period of the exam submission.

In case of a completely objective type / system scored test being part of the formative assessment / continuous assessment, the result may be system scored and be communicated to the student within 48 hours of submission of the test.

In case of having failed to secure the required pass marks in a particular course, the Student may reappear for the same after paying the required exam fee, but no sooner than 45 days from the date of the original exam. In case the student fails to secure a pass grade in two attempts, he / she shall have to wait till the subsequent exam cycle to reattempt the same.

The final results of all exams conducted in the Online mode, whether part of the formative or continuous assessment, or the end term / final exam, shall be declared and considered as part of one of either of two Exam Cycles – June Cycle (from March to August) or the December Cycle (from September to February).

## **8. Progression**

A student may progress into the successive semesters during the Program provided that he or she fulfils the following requirement

i) The Student has completed the minimum amount of time required to have progressed to that semester, i.e 6 months for each preceding semester, as a student of that Program from the date of Admission onwards;

Once a student has progressed into the new semester, in the case of it being an odd semester, the student may start studies of a course belonging to the new semester provided the following requirement is met –

ii) He or she should have secured at least 50% of the credits from courses already available to him or her up to that point from the previous semesters.

## 9. Grading System

The Grading will follow Credit-Based System, the details of which are given below: While undertaking the course work, the following terms are defined:

- 'Course' means a semester.
- 'Credit' means weightage assigned to a course
- 'Grade' means a letter grade assigned to a student on a 10 point scale.
- 'Grade' point means points assigned to a letter grade.
- 'Semester Grade Point Average' (SGPA) means weighted average of grades in a semester.

m

$$SGPA = \frac{\sum (G_i \times C_i)}{\sum C_i}$$

Where  $G_i$  are the grade points in the  $i$ th course and  $C_i$  are the credits registered for the  $i$ th course, for all the 'm' number of courses in a particular semester.

$\sum (G_i \times C_i)$  = Total grade points obtained by a student in a semester,

$\sum C_i$  = Total credits registered by the student in that semester.

Or

$$SGPA = \frac{[(G_1 \times C_1) + (G_2 \times C_2) + (G_3 \times C_3) + \dots + (G_m \times C_m)]}{(C_1 + C_2 + C_3 + \dots + C_m)},$$

'Cumulative Grade Point Average' (CGPA) means weighted average of grades in all the semesters, at the end of any semester or at the end of the course completion.

n

$$CGPA = \frac{\sum (G_i \times C_i)}{\sum C_i}$$

$$= \frac{[(G_1 \times C_1) + (G_2 \times C_2) + (G_3 \times C_3) + \dots + (G_n \times C_n)]}{(C_1 + C_2 + C_3 + \dots + C_n)},$$

Where  $G_i$  are the grade points in the  $i$ th course and  $C_i$  are the credits registered for the  $i$ th course, for all the 'n' number of courses in all the semesters.

SGPA and CGPA shall be calculated up to two decimal places, after rounding off the third decimal to the nearest second place integer decimal, hence 0.005 to be increased to 0.01

The student would be awarded a letter grade on a 10 point scale on the basis of his/her performance. The conversion of CGPA to Percent Score will be carried out by multiplication of respective CGPA by a factor of 10. Grades and equivalence between selected percentages in absolute marks system and CGPA is as follows.

Existing						Proposed		
Academic Performance	Grade	Grade points	Percentage Score in Absolute marking system	%age	CGPA	Percentage Marks	Common Grading Table Letter Grade	Grade Points
Outstanding	O	10	90-100	100	10	>90 to ≤100	O (Outstanding)	10
Excellent	A+	9	80-89.9	90	9.0	>80 to ≤90	A+ (Excellent)	9
Very Good	A	8	70-79.9	80	8.0	>70 to ≤80	A (Very Good)	8
Good	B+	7	60-69.9	70	7.0	>60 to ≤70	B+ (Good)	7
Above Average	N	6	50-59.9	60	6.0	>50 to ≤60	B (Above Average)	6
Average	C	5	40.1-49.9	50	5.0	≥40 to ≤50	C (Average)	5
Pass	P	4	35-40	40	4.0	≥35 to ≤40	P (Pass)	4
Fail	F	0	Below 35			Below 35	F (Fail)	0
Absent	Ab	0				Absent (Ab)	F (Fail)	0

**Conversion from CGPA to Percentage:**

A CGPA of 6 will be considered equivalent to 60% marks. The conversion of CGPA to Percent Score will be carried out by multiplication of respective CGPA by a factor of 10.

- a) A student shall be required to maintain a minimum of **4 CGPA** at the end of the even semester of each academic session. If his/her CGPA falls below **4** at the end of second semester of any year, the student will be declared as having failed in that year and will have to seek readmission to the first semester of that year.
- b) A student getting '**F**' Grade in any subject will be treated as having failed in that subject. If he/she fails in a subject, he/she will have to repeat the subject and will have to obtain at least 'P' grade in that subject, within the maximum period defined (**UGC Letter no. F.12-I/2015 (CPP-II) dated 15.10.2015**) to complete the degree/diploma for that subject.
- c) It will be compulsory for a student to appear in the End-Semester Examination (Major Test). A student who does not appear in the End-Semester Examination (Major Test) will be treated as having failed in that course and will be awarded 'F' Grade.
- d) Re-evaluation shall be allowed as per ordinances.
- e) The medium of instructions shall be as already existing in the ordinances.
- f) Grace marks will be allowed as per University ordinances.
- g) Maximum time allowed to pass a course is given below:

<b>Course Duration</b>	<b>Maximum time to complete a degree</b>
Five Years	Seven Years
Four Years	Six Years
Three Years	Five Years
Two Years	Four Years
One Year	Two Years

**7. Lateral Exit**

Students who wish to exit the Program before completing the entire tenure or requirements or are forced to exit the Program due to having completed the maximum duration, may apply for a lateral exit, wherein they shall be eligible for the award of a Certificate / Diploma / PG Diploma in the same discipline as per the number of Credits they have secured while in the Degree Program.

**8. Certification**

- The successful candidate shall be awarded the degree in the subject of his/her study indicating the CGPA obtained on the basis of the result of all the semester examinations. A student who does not complete the programme of study within the minimum duration of the course of his/her study, or fails in any course, shall not be eligible for any merit position/medal/award of the University.

- Diploma/Degrees pertaining to all the courses offered under Online Mode will be treated at par with the regular courses.

# Eligibility

## I Eligibility / Equivalency for International Students applying for Under Graduate Programs

For International Students – i.e Students who have completed their schooling via Boards / Schooling Systems other than those mentioned above, the eligibility and equivalence shall be **considered provided that the foreign system of education prescribes a minimum of 12 years of regular schooling; Provided**

- (i) the school is affiliated by a Board that has been approved/recognized in the country concerned;
- (ii) the school leaving certificate has been issued by the Board that has been approved/recognized/accredited in the country concerned;

*Specifically Listed entities apart from above general definition*

As of now, the AIU has accorded Equivalence to some of the most popular Systems of School Education of the world i.e. the British System (GCE 'O' & 'A' Level), American System (High School Diploma), International Baccalaureate (IB) awarded by the International Baccalaureate Organization Geneva, Switzerland, French International Baccalaureate, 12 year General Secondary School Certificate Examination conducted in most of the Gulf countries etc;

GCE/IGCSE/GCSE examinations of the approved British Examination Bodies, with Minimum 5 (Five) subjects in A, B, C Grades including English at ORDINARY ("O") Level and 2/3 subjects at ADVANCED ("A") LEVEL has been equated with +2 stage qualification.

### Country Specific

- a. 12 years Baccalaureate Certificate of Chad, Gabon, France and Tunisia;
- b. International Baccalaureate Diploma awarded by
- c. 12 years General Secondary Education Certificate of the Ministry of Education Bahrain, Egypt, Jordan, Kuwait, Oman, Saudi Arabia, United Arab Emirates and other Gulf countries;
- d. GCE/IGCSE/GCSE examinations of the approved British Examination Bodies, with Minimum 5 (Five) subjects in A, B, C Grades including English at ORDINARY ("O") Level and 2/3 subjects at ADVANCED ("A") LEVEL has been equated with +2 stage qualification. Candidates intending to join Professional courses are required to have passed the subjects of Physics, Chemistry, Biology/Mathematics in ADVANCED LEVEL & English at AS LEVEL;
- e. 12 Year High School Diploma from accredited Schools of USA;
- f. Intermediate/Senior Secondary/Higher Secondary examinations of the approved Boards in Pakistan, Bangladesh, Bhutan and Nepal;
- g. 12 year Secondary Stage qualification of National Examinations Board of the Ministry of Education, Ethiopia, Sudan;

h. 12-year Secondary Stage examination conducted by various Provinces in Canada and Australia provided that the candidate having passed Ontario Secondary School Diploma of the Ministry of Education, Ontario, should have acquired minimum 6 (Six) "U/M" (University Preparatory Courses);

i. GCE "Ordinary and Advanced" level examination of the Department of Education, Government of Sri Lanka, Singapore, Hong Kong & Mauritius provided that candidates having passed O and A level Examinations should fulfil the same conditions as prescribed at Sr. No. iv above;

j. 12 year STPM examination of Malaysia;

k. 12 year Secondary Stage qualification of Indonesia, Japan, Korea, Republic of Vietnam and Yemen Arab Republic;

l. "Abitur" examination of Germany;

m. 12 year High School Diploma awarded by the accredited American Schools/International Schools in other countries following American System of Education subject to the condition that the High School Diploma awarded by the American Schools in USA and other parts of the world should be accredited either by the State Departments of Education OR by one of the Six Regional Accrediting Agencies in USA i.e

- (a) Middle States Association of Schools and Colleges;
- (b) New England Association of Schools and Colleges;
- (c) North Central Association of Schools and Colleges;
- (d) Northwest Association of Schools and Colleges;
- (e) Southern Association of Schools and Colleges; and
- (f) Western Association of Schools and Colleges.

n. Pre University Certificate Examination of the Ministry of Education, Iran;

o. 12 year Secondary School Certificate Examination of the Ministry of Education, Islamic Republic of Afghanistan;

p. 12 Year Secondary School Certificate Examination of the Ministry of Education, Republic of Iraq;

q. 12 Year Senior School certificate Examination of West African Examinations Council (WACE) in A, B, C Grades on a scale of 1-4 (A-1, B-2, B-3, C-4) conducted in the countries of Nigeria etc;

r. EXAMEN D'ETAT of the Ministry of Primary, Secondary & Professional Education in the Democratic Republic of Congo;

s. 12 year Kenya Certificate of Secondary Education Examination with more than 5 (Five) subjects in the Grades A, B, & C of the Kenya National Examinations Council, Nairobi, Kenya;

t. Advanced Certificate of Secondary Education Examination with minimum 2 (Two) Principal Passes & 2 (Two) Subsidiary Passes of the National Examinations Council of Tanzania;

u. Uganda Advanced Certificate of Education Examination with minimum 2 (Two) Principal Passes & 2 (Two) Subsidiary Passes of the Uganda Examinations Board;

v. 12 year Certificate D'Enseignement Secondaire Generale (D'Humanities General) of the Ministry of National Education, Republic of Burundi;

w. Eritrean Secondary Education Certificate of the Ministry of Education , State of Eritrea;

x. Baccalaureat De L'Enseignement Secondaire General ( Baccalaureat of General Secondary Education) of the Ministry of National Education, Republic of Cameroon;

y. Baccalaureat De L'Enseignement DU Second Degre (Baccalaureate of Secondary Education) of Republic of Chad;

z. Higher School Certificate Examination of Department of Education, Papua New Guinea; aa. Level III of NZQA

#### **For Students coming in via Vocational Studies Academic Pathways**

d. NSQF4 or its equivalent in the Country of Study.

## **II Eligibility / Equivalency for International Students applying for Post Graduate Programs**

For International Students – (and also for Students who have completed their education outside of India), the eligibility and equivalence shall be **considered provided that they have completed a minimum of 15 years of formal education;**

#### ***Provided***

- (i) the school leaving certificate has been issued by the Board that has been approved/recognized/accredited in the country concerned;
- ii) the qualification earned post their schooling has been awarded by a university or Institution which is duly approved/recognized/accredited in its own country;
- iii) summation of the total number of years spent in formal education is 15 years.

#### **For Students admitted through Pathway Programs / Diploma Programs**

c. 3 Year Higher National Diploma or 2 Year National Diploma Plus 1 Year HND is considered as equivalent, if any of the below apply

- i) the same enables the student to enroll directly for the 4<sup>th</sup> year of a Degree Program in the same Country, OR
- ii) it is considered as equivalent to a Graduation Level Degree by the Government or relevant authorities OR
- iii) it is considered as equivalent to a Graduation Level Degree by International Accreditation Agencies recognized by the AIU.

#### **For Students coming in via Vocational Studies Academic Pathways**

d. NSQF 7 or its equivalent in the Country of Study.

*General instructions for AI Proctored Mode  
Examinations for Courses under Directorate of  
Online Studies*

***Examination Instruction Manual***

**Booking of Examinations**

1. Students are allowed to book the examination slots at least 48 hours prior to the examination.
2. Students are instructed to login at least 15 minutes prior to the scheduled timing.
3. The examination slot would remain active for 30 minutes from the scheduled timing. If the student fails to login during this time, the student will not be allowed to take the exam. Such students can reschedule their exams only after 24 hours.

**Instructions for Students:**

1. A numbered list of all questions appears at the right side of the screen.
2. Click the Start Test button below to start (the timer of the assessment starts only once you click the Start button).
3. Keep a close eye on the time left while appearing for the Examination.
4. Once you click the Start button, a question and the possible answer choices will appear. Select the choice(s) you find to be the correct answer to the question.
5. Answer chosen gets saved automatically as soon as you click on the next button.
6. The answers can be changed any time during the assessment.
7. Use next and back buttons to navigate on to the next and/or previous question.
8. After you finish the test, click on the submit test button to submit your test. Examination can also be submitted any time during the assessment.
9. The examination will automatically stop when the assessment time is over.
10. You are suggested to ensure a stable Internet connection and proper power backup before taking the Assessment. University has no provision to reset the assessment if the internet is disturbed and the examination gets affected.
11. Do not use incognito mode/new private window to attempt any internal assessment.
12. On successful completion of the internal assessments with 40% marks on an average, he/she is eligible to appear for the term end examination.
13. The external examination is of a total of 80 marks and each question carries 16 marks.
14. The question paper shall consist of 4 sections.

15. Students are required to attempt a total of 5 questions from the 4 sections. Attempting one question from each section is mandatory and the remaining one question can be attempted from any of the section.

***For better understanding refer the below example:***

Type 1- Answer any 1 of the following, Students have to pick 1 question from the set of (1.1, 1.2)

Type 2- Answer any 1 of the following, Students have to pick 1 question from the set of (2.1, 2.2)

**Technical Requirements:**

To avoid any technical glitches, you are required to meet the Technical Requirement as follows.

1. A reliable computer/Laptop with a minimum of three-hour power backup running Windows operating system.
2. A web cam with 640x480 video pixel resolution or higher.
3. Headphones or working speakers connected to the computer.
4. A working microphone connected to the computer. We recommend a web cam that has an in built microphone.
5. A web browser (Google chrome and Mozilla Firefox must be installed in the system) with Adobe Flash Player installed. We recommend Flash Player 10 or more.
6. A reliable, high-speed internet connection (minimum 1MBPS recommended).
7. The ability to allow video and screen-sharing connections to the computer you will be using to take your exam.

**Please note-** The system (desktop/laptop) and internet connection to be used during the examination must be a personal one and not official (office internet and the system) as the official internet connection most of the times blocks the video streaming. In case you are using the official system and the official network, it must have the full administrator right so that the required changes can be done by the Proctor team (if and when required).

All the antivirus and firewall of your system must be disabled in advance while giving examination. To disable the firewall in your system kindly follow the steps mentioned below:

**For Windows:**

Go to Control Panel --> Windows Defender Firewall --> Turn Windows Defender Firewall On/Off

Click on Turn Off Defender Firewall under Private and Public Network Settings.

**For Mac**

Go to Apple menu --> System Preferences --> Security.

Firewall --> Turn Off Firewall

**Note:Steps to follow to start the examination:**

Step 1: Log in to (<https://gndu.u18evolute.cloud>) by using your Login Credentials.

Step 2: Click on Start Exam under External Exam tab.

Step 3: The screen which opens will connect you to Proctor.

Step 4: You are required to follow instructions from Proctor there on.

**Code of conduct for the Online Test.**

1. Use of a simple Calculator is allowed. No digital calculators are allowed during the examination.

2. No one else is allowed in the room during the examination.
3. You will be monitored throughout your examination via webcam by the proctor Team at the University.
4. Students must ensure that the Camera is not switched off anytime during the examination.
5. You are not allowed to take calls/use mobile phones during the examination except for attending any calls from the University for any assistance during the live examinations.
6. Mobile Phones can be used for scanning of QR Codes only during the examination of courses that have images / tables / graphs / charts etc .
7. Use of Bluetooth or any other Electronic Gadgets is strictly prohibited.
8. Students are not allowed to use the restrooms during the examination.
9. If you have any health-related concerns (like diabetic/pregnant women/cervical etc) you are advised to inform the proctor team before the start of the examination.
10. Eatables are not allowed during the examinations.

**Malpractice:**

1. If it is observed that the student is involved in malpractice while giving the examination, in such a situation the examination will be cancelled by the Proctor team.
2. Students are instructed not to open any other application/website/pdf/word document etc. during the examination.
3. Usage of mobile phone (for any other purpose other than specified above) or any other electronic gadget is strictly prohibited during the examination. Any Student if found to be violating the regulation would be marked as a case of malpractice.

**Declaration of Results:**

To be notified by the University.

**Internal Assessments:**

1. Students can attempt the internal assessments (IA-1 & IA-2) anytime as per their convenience.
2. There are two Internal Assessments (IA 1 and IA 2) per subject. Each IA is for 10 marks i.e. total IA is of 20 marks.
3. The question pattern is multiple-choice/ true-false.
4. The maximum time allocated for each internal assessment is 20 minutes.
5. If a student fails to score 40% on an average, he/she can reattempt the IA after 72 hours of the previous attempt.
6. If the student scores 40% in the same there is no chance of improvement.
7. Once the attempt is over, your results will be visible on Internal Assessment page of your dashboard.
8. There is no negative marking for wrong choices selected.

# *General Instruction for AI Proctored Examinations*

*READ THE INSTRUCTIONS CAREFULLY BEFORE STARTING THE EXAMINATION :-*

- 1) This examination will be recorded (both audio and visual) for future reference/s.*
- 2) You are not allowed to open any kind of reference material (i.e., any PDF, DOC file etc.) and/or any other tab/application in your system.*
- 3) Kindly sit straight in front of the webcam. You are not allowed to move away from the exam screen during the examination.*
- 4) You are not allowed to take phone calls during the examination.*
- 5) You are not allowed to copy or take the screenshot of the question paper. In case any such activity is found / reported, your examination will be cancelled without any prior information.*
- 6) If you need to draw any table, graph or diagram in a question and it requires usage of a pen or paper you are instructed to take prior permission from the Proctor team through the chat window before attempting the question. Also, you need to show the blank paper before starting that particular question.*
- 7) Write answers in the answer box only.*

*Dear Student,*

*We understand that you have an exam scheduled. Please click on the "Join the Session" link 5 minutes before to the scheduled exam time using Google Chrome/Mozilla Firefox browser. Once opened, enter your "Username" and then download and run the applet to join the exam team.*

*Guru Nanak Dev University Exam*

*1. Pls Show A4 Sheets on Camera Before writing on it.*

*2. Always remember to Put serial number on each sheet.*

*3. Always remember to write answer number on sheets which you are going to attempt. e.g. Ans Number 1.1 (pg number 1, 2, 3), Ans Number 2.1 (pg number 1, 2, 3).*

*4. By doing this there will be less chances of confusion and will be very easy for you at the time of uploading your sheets.*

*Sheets Uploading process:-*

- 1. First of all you should have an android phn for uploading your written sheets. (NOT IPHONE).*
- 2. Then click on attach sheets option which are written below your answer box.*
- 3. When you click on Attach sheets option, a QR code will open.*
- 4. Use your mobile phone default Scanner or google pay, paytm, Mozilla Firefox Applications scanner for scanning the QR Code.*
- 5. By scanning the respective answer QR Code, a new page Answer Sheet will open.*
- 6. Slightly Scroll down your mobile screen, click on image/ sheet will written.*
- 7. Click on it, your camera will open.*
- 8. Then click your image by taping focus on your screen and avoiding shadows.*
- 9. Then four option will shown to you:- Upload, Retake, Click Next Image and Done.*
- 10. By clicking your image, click on upload option, it will show you pls wait, then shows successfully uploaded page in green colour.*
- 11. Now if you want to upload next sheet of same answer, then click on next page, again click your sheet picture and after clicking it, click on upload again.*
- 12. At the end after uploading your all sheets, click on done.*
- 13. Your all sheets will be uploaded.*
- 14. Tip:- If you do not see the uploaded sheets, then refresh your page, you will see your sheets.*

# *Registration and Other Fees*

## *Application, Admission, Eligibility and Alumni Fee 2023-24 for different courses under Directorate of Online Studies*

Sr. No.	Proposed Fee	India	Indian Overseas/ PIO / NRI etc.	International all others
1.	Application Fee	INR 500.00	USD 30	USD 40
2.	Registration Fee	INR 400.00	USD 25	USD 35
3.	Eligibility Fee	INR 450.00	USD 25	USD 40
4.	Alumni Fee	INR 250.00	USD 20	USD 20

**Reappear Fee of Rs. 900.00**

## *Courses 2023-24 With Eligibility*

Sr. No	Name of Course	Duration (in years)	Eligibility	*Total Fee (per year) 2023-24	Ist Year	IInd Year	IIIrd Year
1	B.A.	03	<p>Senior Secondary Certificate Part – II (12th Class) examination of the Punjab School Education Board</p> <p style="text-align: center;">OR</p> <p>Any other equivalent examination recognized by this University, shall also be admitted to the Part-I examination if he fulfills other conditions such as combination of subjects and/or minimum percentage of marks required for that Examination.</p>	<p>Rs. 20000/-+ \$Examination Fee (____/- + ____/-) + Practical Fee (____/- + ____/-) + SLM Fee Rs. 2000/- (optional) = Total Fee Rs. _____</p>	<p>For Indian Students: Rs. 10000/-+ \$Examination Fee (____/- + ____/-) + Practical Fee (____/- + ____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee Rs. _____</p> <p>For Indian Overseas/ PIO/NRI etc. students: USD 7000/-+ \$Examination Fee (____/- + ____/-) + Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total</p>	<p>For Indian Students: Rs. 10000/-+ \$Examination Fee (____/- + ____/-) + Practical Fee (____/- + ____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee Rs. _____</p> <p>For Indian Overseas/ PIO/NRI etc. students: USD 7000/-+ \$Examination Fee (____/- + ____/-) + Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total</p>	

					Fee Rs. _____	Fee Rs. _____	
					For SAARC (Nepal, Bhutan, Sri Lanka, Bangladesh, Pakistan) students: USD 7000/-+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____	For SAARC (Nepal, Bhutan, Sri Lanka, Bangladesh, Pakistan) students: USD 7000/-+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____	
2	BCA	03	+2 with at least 40% marks in aggregate OR equivalent examination.	Rs. 75000/-+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee Rs. _____	Rs. 25000/-+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee Rs. _____	Rs. 25000/-+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee Rs. _____	Rs. 25000/-+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee Rs. _____
					For Indian Overseas/PIO/NRI	For Indian Overseas/PIO/NRI	For Indian Overseas/PIO/NRI

					etc. students: USD 2333.33/- + \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____	etc. students: USD 2333.33/- + \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____	etc. students: USD 2333.33/- + \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____
					For SAARC (Nepal, Bhutan, Sri Lanka, Bangladesh, Pakistan) students: USD 7000/-+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____	For SAARC (Nepal, Bhutan, Sri Lanka, Bangladesh, Pakistan) students: USD 7000/-+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____	For SAARC (Nepal, Bhutan, Sri Lanka, Bangladesh, Pakistan) students: USD 7000/-+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____

3	B Com	03	+2 with atleast 40% marks in aggregate or equivalent examination.	<p>Rs. _____/- + \$Examination Fee (____/- + _____/-) Practical Fee (____/- + _____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee Rs. _____</p>	<p>Rs. _____/- + \$Examination Fee (____/- + _____/-) Practical Fee (____/- + _____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee Rs. _____</p> <p>For Indian Overseas/ PIO/NRI etc. students: USD 2333.33/- + \$Examination Fee (____/- + _____/-) Practical Fee (____/- + _____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____</p> <p>For SAARC (Nepal, Bhutan, Sri Lanka, Bangladesh, Pakistan) students:</p>	<p>Rs. ____/-+ \$Examination Fee (____/- + _____/-) Practical Fee (____/- + _____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee Rs. _____</p> <p>For Indian Overseas/ PIO/NRI etc. students: USD 2333.33/- + \$Examination Fee (____/- + _____/-) Practical Fee (____/- + _____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____</p> <p>For SAARC (Nepal, Bhutan, Sri Lanka, Bangladesh, Pakistan) students: USD</p>	<p>Rs. _____/- + \$Examination Fee (____/- + _____/-) Practical Fee (____/- + _____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee Rs. _____</p> <p>For Indian Overseas/ PIO/NRI etc. students: USD 2333.33/- + \$Examination Fee (____/- + _____/-) Practical Fee (____/- + _____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____</p> <p>For SAARC (Nepal, Bhutan, Sri Lanka, Bangladesh, Pakistan) students:</p>
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					USD 7000/+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____	7000/+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____	USD 7000/+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____
4	MCA	02	BBA / B. Com / B.Sc. (Regular / Hons.) Economics or Graduate in any stream with Mathematics / Statistics / Computer Sciences/ Applications / IT / Computer Maintenance / Quantitative Techniques as one of the elective subjects with 50% marks (45% for SC/ST) in aggregate or any equivalent degree there to. OR Bachelor's degree in any stream with 50% marks (45% for SC/ST) in aggregate with Mathematics as an elective subject at +2 level.	Rs. 75000/+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee Rs. _____	Rs. 25000/- + \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee Rs. _____	Rs. 25000/- + \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee Rs. _____	Rs. 25000/- + \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee Rs. _____
					For Indian Overseas/ PIO/NRI etc. students:  USD 2333.33/- + \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee	For Indian Overseas/ PIO/NRI etc. students:  USD 2333.33/- + \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee	For Indian Overseas/ PIO/NRI etc. students:  USD 2333.33/- + \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee

					Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____	Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____	Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____
					For SAARC (Nepal, Bhutan, Sri Lanka, Bangladesh, Pakistan) students: USD 7000/+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____	For SAARC (Nepal, Bhutan, Sri Lanka, Bangladesh, Pakistan) students: USD 7000/+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____	For SAARC (Nepal, Bhutan, Sri Lanka, Bangladesh, Pakistan) students: USD 7000/+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____
5	MBA		Bachelor/Master Degree in any discipline or equivalent examination with 50% marks in aggregate.	Rs. 65000/+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee Rs. _____	Rs. 32500/- + \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee	Rs. 32500/- + \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 1000/- (optional) = Total Fee	

					Rs.	Rs.	
					For Indian Overseas/ PIO/NRI etc. students: USD 3500/+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____	For Indian Overseas/ PIO/NRI etc. students: USD 2333.33/- + \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges (optional) = Total Fee Rs. _____	
					For SAARC (Nepal, Bhutan, Sri Lanka, Bangladesh, Pakistan) students: USD 1750/+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal charges	For SAARC (Nepal, Bhutan, Sri Lanka, Bangladesh, Pakistan) students: USD 7000/+ \$Examination Fee (____/- + ____/-) Practical Fee (____/- + ____/-) + SLM Fee Rs. 30/- + actual postal	

					(optional) = Total Fee Rs. _____	charges (optional) = Total Fee Rs. _____	
6	MBA (Financial Management)	02	Bachelor/ Master Degree in any discipline or equivalent examination with 50% marks in aggregate.				
7	MBA (Marketing Management)	02	Bachelor/ Master Degree in any discipline or equivalent examination with 50% marks in aggregate.				
8	MBA (Human Resource Management)		Bachelor/ Master Degree in any discipline or equivalent examination with 50% marks in aggregate.				
9	M.CO M.	02	Bachelor of Commerce (Regular, Hons) / Bachelor of Business Administration with at least 50% marks in aggregate (45% for SC/ST candidates  OR Any other examination recognized or equivalent.				
10	MA English	02	Bachelor's Degree in any Faculty with 50% marks in aggregate OR 45% marks in the subject concerned or equivalent examination. OR Master's degree of this or another University				
11	MA (Punjabi)	02	Bachelor's Degree in any Faculty with 50% marks in aggregate  OR 45% marks in the subject concerned or equivalent examination.  OR Master's Degree of this or another University in another subject or another faculty				

**IMPORTANT INSTRUCTION:-**The student may be allowed to do two academic programmes simultaneously (one Degree programme and one Certificate/Diploma programme) from our University in all three modes, Regular/Online/ODL provided that the total credits of

two programmes shall not exceed 40 per semester, while maintaining the minimum credit requirements of the individual programme [as per the Common Ordinances for programmes under Credit-Based Evaluation and Grading System (w.e.f Session 2023-24)].

- \*\*\*\* Students (admitted in BA) can opt any three subjects from the following groups, Only one subject can be selected from each group with other compulsory subjects :

Compulsory Subjects	Elective Subjects				
	Group A	Group B	Group C	Group D	Group E
- Punjabi Compulsory / Punjab History Culture# - English Compulsory	- English (Elective) - Punjabi (Elective)	- Economics - Sociology	- History	- Political Science	- Public Administrative

**NOTE:- # In lieu of Punjabi Compulsory (for those students who are not domicile of Punjab)**

**Note : The Student can choose Hindi/Punjabi/English as a medium of instruction for the elective subjects**

- Any other fee decided by the University at a later stage will be payable by the candidates (if any).
- If the number of candidates seeking in any particular course is less than 10, it will be under the sole discretion of the Directorate whether or not to run that particular course. In the event that Directorate decides not to offer that particular course, the candidate will be refunded with full fee including application fee subject to receipt of application and bank details from the candidate.

## *For International Students*

Eligibility for International Students (both by Citizenship and Residency) Eligibility / Equivalency for International Students applying for Under Graduate Programs For International Students – i.e. Students who have completed their schooling via Boards / Schooling Systems other than those mentioned above, the eligibility and equivalence shall be considered provided that the foreign system of education prescribes a minimum of 12 years of regular schooling; Provided (i) the school is affiliated by a Board that has been approved/recognized in the country concerned; (ii) the school leaving certificate has been issued by the Board that has been approved/recognized/accredited in the country concerned; Specifically Listed entities apart from above general definition As of now, the AIU has accorded Equivalence to some of the most popular Systems of School Education of the world i.e. the British System (GCE ‘O’ & ‘A’ Level), American System (High School Diploma), International Baccalaureate (IB) awarded by the International Baccalaureate Organization Geneva, Switzerland, French International Baccalaureate, 12 year General Secondary School Certificate Examination conducted in most of the Gulf countries etc; GCE/IGCSE/GCSE examinations of the approved British Examination Bodies, with Minimum 5 (Five) subjects in A, B, C Grades including English at ORDINARY(“O”) Level and 2/3 subjects at ADVANCED (“A”) LEVEL has been equated with +2 stage qualification. Country Specific a. 12 years Baccalaureate Certificate of Chad, Gabon, France and Tunisia; b. International Baccalaureate Diploma awarded by c. 12 years General Secondary Education Certificate of the Ministry of Education Bahrain, Egypt, Jordan, Kuwait, Oman, Saudi Arabia, United Arab Emirates and other Gulf countries; d. GCE/IGCSE/GCSE examinations of the approved British Examination Bodies, with Minimum 5 (Five) subjects in A, B, C Grades including English at ORDINARY(“O”) Level and 2/3 subjects at ADVANCED (“A”) LEVEL has been equated with +2 stage qualification. Candidates intending to join Professional courses are required to have passed the subjects of Physics, Chemistry, Biology/Mathematics in ADVANCED LEVEL & English at AS LEVEL; e. 12-year High School Diploma from accredited Schools of USA; f. Intermediate/Senior Secondary/Higher Secondary examinations of the approved Boards in Pakistan, Bangladesh, Bhutan and Nepal; g. 12-year Secondary Stage qualification of National Examinations Board of the Ministry of Education, Ethiopia, Sudan; h. 12-year Secondary Stage examination conducted by various Provinces in Canada and Australia provided that the candidate having passed Ontario Secondary School Diploma of the Ministry of Education, Ontario, should have acquired minimum 6 (Six) “U/M”(University Preparatory Courses); i. GCE “Ordinary and Advanced” level examination of the Department of Education, Government of Sri Lanka,

Singapore, Hong Kong & Mauritius 28 provided that candidates having passed O and A level Examinations should fulfil the same conditions as prescribed at Sr. No. iv above; j. 12-year STPM examination of Malaysia; k. 12-year Secondary Stage qualification of Indonesia, Japan, Korea, Republic of Vietnam and Yemen Arab Republic; l. "Abitur" examination of Germany; m. 12-year High School Diploma awarded by the accredited American Schools/International Schools in other countries following American System of Education subject to the condition that the High School Diploma awarded by the American Schools in USA and other parts of the world should be accredited either by the State Departments of Education OR by one of the Six Regional Accrediting Agencies in USA i.e (a) Middle States Association of Schools and Colleges; (b) New England Association of Schools and Colleges; (c) North Central Association of Schools and Colleges; (d) Northwest Association of Schools and Colleges; (e) Southern Association of Schools and Colleges; and (f) Western Association of Schools and Colleges. n. Pre-University Certificate Examination of the Ministry of Education, Iran; o. 12-year Secondary School Certificate Examination of the Ministry of Education, Islamic Republic of Afghanistan; p. 12 Year Secondary School Certificate Examination of the Ministry of Education, Republic of Iraq; q. 12 Year Senior School certificate Examination of West African Examinations Council (WACE) in A, B, C Grades on a scale of 1-4 (A-1, B-2, B-3, C-4) conducted in the countries of Nigeria etc; r. EXAMEN D'ETAT of the Ministry of Primary, Secondary & Professional Education in the Democratic Republic of Congo; s. 12-year Kenya Certificate of Secondary Education Examination with more than 5 (Five) subjects in the Grades A, B, & C of the Kenya National Examinations Council, Nairobi, Kenya; t. Advanced Certificate of Secondary Education Examination with minimum 2 (Two) Principal Passes & 2(Two) Subsidiary Passes of the National Examinations Council of Tanzania; u. Uganda Advanced Certificate of Education Examination with minimum 2 (Two) Principal Passes & 2(Two) Subsidiary Passes of the Uganda Examinations Board; v. 12-year Certificate D'EnseignementSecondaireGenerale (D'Humanities General) of the Ministry of National Education, Republic of Burundi; w. Eritrean Secondary Education Certificate of the Ministry of Education, State of Eritrea; x. Baccaalaureat De L'EnseignementSecondaire General ( Baccaalaureat of General Secondary Education) of the Ministry of National Education, Republic of Cameroon; y. Baccaalaureat De L'Enseignement DU Second Degre (Baccaalaureate of Secondary Education) of Republic of Chad; z. Higher School Certificate Examination of Department of Education, Papua New Guinea; aa. Level III of NZQA For Students coming in via Vocational Studies Academic Pathways NSQF 4 or its equivalent in the Country of Study. 29 List of documents required to check eligibility at the time of admission Identification Photo AADHAAR / National ID / Government ID / Passport + 1 Proof of current address (Utility bill/ Telephone Bill/ Bank Certified Statement/ Employer Certificate etc) Education UG - School Leaving Certificate (s) / School + Diploma proving 12 years of Formal Education PG - School + Diploma / Degree (Certificates + Transcripts o Grade Cards (DMC) ) - Proving 15 years of Formal Education \* If certificates are in language other than English / Indian Official Languages, to be accompanied by Notarized Copy of Translation (Notary Public as recognized by Country of Origin / Residence) or as certified by High Commission / Embassy. \*

# *Courses 2023-24 Fee Structure*

Approved: Course fee for Different courses under Directorate of Online Studies

Sr. No.	# Full Course Fee for all semesters (Including all University fee)	India	Indian Overseas/PI O/NRI etc	SAARC (Nepal, Bhutan, Sri Lanka, Bangladesh, Pakistan)	Africa	South East Asia (not including Singapore/Malaysia)	West Asia (Middle East + Afghanistan)	Rest of the World
1	MBA	INR 65,000.00	USD 7000	USD 1500	USD 5500	USD 5500	USD 7000	USD 10500
2	MBA (HR, Marketing, Finance)	INR 65,000.00	USD 7000	USD 1500	USD 5500	USD 5500	USD 7000	USD 10500
3	MCA	INR 75,000.00	USD 5160	USD 750	USD 3000	USD 3000	USD 4000	USD 6000
4	BCA	INR 75,000.00	USD 7000	USD 1500	USD 5500	USD 5500	USD 7000	USD 10500
5	M.Com	INR 40,000.00	USD 5333	USD 800	USD 3200	USD 3200	USD 4267	USD 6400
6	MA (Punjabi)	INR 20,000.00	USD 1000	USD 1000	USD 1000	USD 1000	USD 1000	USD 1000
7	BA (Punjabi)	INR 20,000.00	USD 1000	USD 1000	USD 1000	USD 1000	USD 1000	USD 1000

**\* SLM Hard Copy fee of Rs. 1000/- (per semester) would be charged from students residing in India and USD 30 + postal charges (as actual) / per semester would be charged from International Students**

# Total Fee including All University Funds includes (i) Registration Fee (ii) Enrollment Fee (iii) Migration Fee (iv) Continuation Fee (v) (Re-eligibility Fee (vi) Verification Fee (vii) World University Fee or any other University Fee.

1. Study Material will be available online (free of cost) to all students (soft copy), a fee of Rs. 1,000/- + Postal Charges (As Actual) / per semester, will be charged additionally towards Printed Study Material – Optional and USD 30 + postal charges (As actual) / per semester would be charged from International Students
2. Any other fee decided by the University at later stage, will be payable by the candidate (if any)

### Approved Fee: examination fee Different courses under Directorate of Online Studies

Sr. No.	Proposed * Full Course Fee for all semesters (Including all University fee)	India	Indian Overseas /PIO/NRI etc	SAARC (Nepal, Bhutan, Sri Lanka, Bangladesh , Pakistan)	Africa	South East Asia (not Including Singapore/Malaysia)	West Asia (Middle East + Afghanistan )	Rest of the World
1	PG Degree (Semester)	INR 3100.00	USD 400	USD 100	USD 200	USD 200	USD 300	USD 500
2	UG Degree (Semester)	INR 3100.00	USD 400	USD 100	USD 200	USD 200	USD 300	USD 500
3	PG/UG Diploma (Semester)	INR 2000.00	USD 200	USD 75	USD 125	USD 125	USD 150	USD 300
4	Certificate (Semester)	INR 2000.00	USD 200	USD 75	USD 125	USD 125	USD 150	USD 300
5	PG/UG Reappear – Per Paper	INR 900.00	USD 75	USD 25	USD 50	USD 50	USD 50	USD 100

# *Refund Policy*

## *Directorate of Online Studies*

**In case of Student initiating request for Withdrawal from Program.**

Refund Policy w.e.f. session 2023-24 and onwards

In case of student initiating request for Withdrawal from Program

<b>Sr. No.</b>	<b>Point of time when notice of withdrawal of admission is served to HEI</b>	<b>Percentage of Refund of Aggregate fees</b>
1	At least 15 days before the formally notified last date of admission	100%
2	Not more than 15 days after the formally notified last date of admission	100% minus Administrative fee of Rs. 1000
3	More than 15 days but less than 30 days after formally notified last date of admission	50%
4	More than 30 days after formally notified last date of admission	00%

**In case of University rejecting the Application either at admission stage or before generation of Registration Number**

<b>Sr. No.</b>	<b>Point of time when notice of withdrawal of admission is served to HEI</b>	<b>Percentage of Refund of Aggregate fees</b>
1	At admission Processing	100%
2	After admission but before issuance of Registration Number	100%

# **Common Procedure for admission to be followed by**

## **Step 1**

- 1. Student need to apply on portal or in case of any doubt about the eligibility dmc, document may sent by email**
- 2. Team will check the eligibility and forward it to GNDU office, Col Surinder Kumar and team will fill the counseling proforma along with the documents and if eligibility is as per the GNDU ordinances, director online will approve the application. In case of any doubt clarification may be taken from registration branch.**
- 3. Once director online will approve the case, fee from the student will be enabled on the student portal and collected accordingly.**
- 4. No fee will be collected till the eligibility is verified.**
- 5. Technical Team should instruct the student that they should upload the clean scan copy of original documents.**
- 6. No scan photocopy of document is valid**
- 7. Student should upload the undertaking regarding the genuine and originality of uploaded documents**
  - After the admission schedule is over immediately the return within 7 days to be filed with registration branch to issue the registration number to candidates**
  - After the registration number issue, subject selection will be done and cut list will be generated. This cut list will be sent to the technical team to share with the students for verification of names, father name, mother name, subject selected etc. selected for the examination and the team will contact if required followed by the cut list will lock and roll number will be issued.**
  - After that students are eligible for appearing in the ongoing examination cycle as specified with fulfill the requirement of hours devoted on the LMS and the study and score in the internal examination etc.as per the provision in the ordinances.**

# **Steps for Admission to Courses Under Directorate of Online Studies, Guru Nanak Dev University, Amritsar Session 2023-24**

- 1. Create Student id at <http://online.gndu.ac.in> and login to website <http://gndu-online.in> as per Guide to Registration Process for Admission to Courses Under Directorate of Online Studies, Guru Nanak Dev University, Amritsar Session 2023-24**
- 2. Submit your documents and undertaking online on the website**
- 3. University will check eligibility and verification of the documents before confirmation of admission**
- 4. Cut List of candidate name, Father name, Mother Name, Course etc. would be prepared by the University and send it to the candidates. Candidate need to verify the details and send reply as correction/confirmation (DMC/Degree would be prepared as per cut list details).**
- 5. Roll No. of Candidates would be released before the examination and examination would be held in AI-Proctored mode as per cycle.**



**Guide to**  
**Registration Process for**  
**Admission to Courses Under**  
**Directorate of Online Studies,**  
**Guru Nanak Dev University, Amritsar**  
**Session 2023-24**

Visit us at <https://online.gndu.ac.in/>. Hover your mouse pointer over Admissions Tab/Menu and click Online Studies Admission

The screenshot displays the homepage of GURU NANAK DEV UNIVERSITY. At the top, there is a navigation bar with links for Home, Tenders, @job, Contact Us, NIRF-2023, IQAC, and SSR-2022. A helpline number (+91-183-2258002-09) and accessibility options (A, A+, Screen Reader) are also present. The university's logo and name in both Gurmukhi and English are prominently featured, along with its establishment year (1969) and a quote: "Only University with Category-I status in the states of Punjab, Himachal Pradesh and Chandigarh". A central banner highlights accreditation by NAAC (CGPA of 3.85, A++ grade) and UGC (University with Potential for Excellence status). Below this, a secondary navigation menu includes About us, Admission, Academics, Facilities, Examination, Student, University Links, e-Services, and Research & Development. The main content area features a large image of a certificate of accreditation from the National Assessment and Accreditation Council (NAAC), dated December 19, 2022, which states that the university is accredited with a CGPA of 3.85 on a four-point scale at an 'A++' grade. The certificate is signed by the Director. Below the certificate, there is a link for "Hostel Admissions (Session 2023-24). Click here to Apply." and a navigation bar with links for Faculty Corner, Eminent Lectures, GNDU Patent Certificates, Awards & Achievements, Important Notices, University Shabad/Anthem, and Directorate of Online Studies. An important note at the bottom states that annual/semester theory examinations will now be conducted on already scheduled dates in new examination centers. The Windows taskbar at the bottom shows the search bar, taskbar icons, and system tray information including the date (10-06-2023) and time (12:58).

1. You will then be welcomed at **Punjab College Admission Portal**



2. If you have pursued your education from GNDU and are already registered with GNDU, select the first option '**Already Registered Student of G.N.D.U.**', and fill in the required details.



3. If you have just qualified/passed the 10+2 examination or have pursued your higher education from some other University, Select the '**From other Board/University**' option and fill in the required details accurately. Students, who have already registered with GNDU (qualified for the Graduate/Post Graduate Degree/Diploma/PG Diploma from GNDU) will select the option '**Already Registered Student of G.N.D.U.**'.

**Guru Nanak Dev University, Amritsar**  
Registration for Admission - 2019-20

For proper functioning of this site use GOOGLE CHROME BROWSER !!

Already Registered Student of G.N.D.U.    
  From other Board/University

**Enter Previous Class Details**

Subject Previous Board/University:

Previous Class:

Month and Year of Passing:

Previous Roll No.:

CSE Modifier No. (Optional):

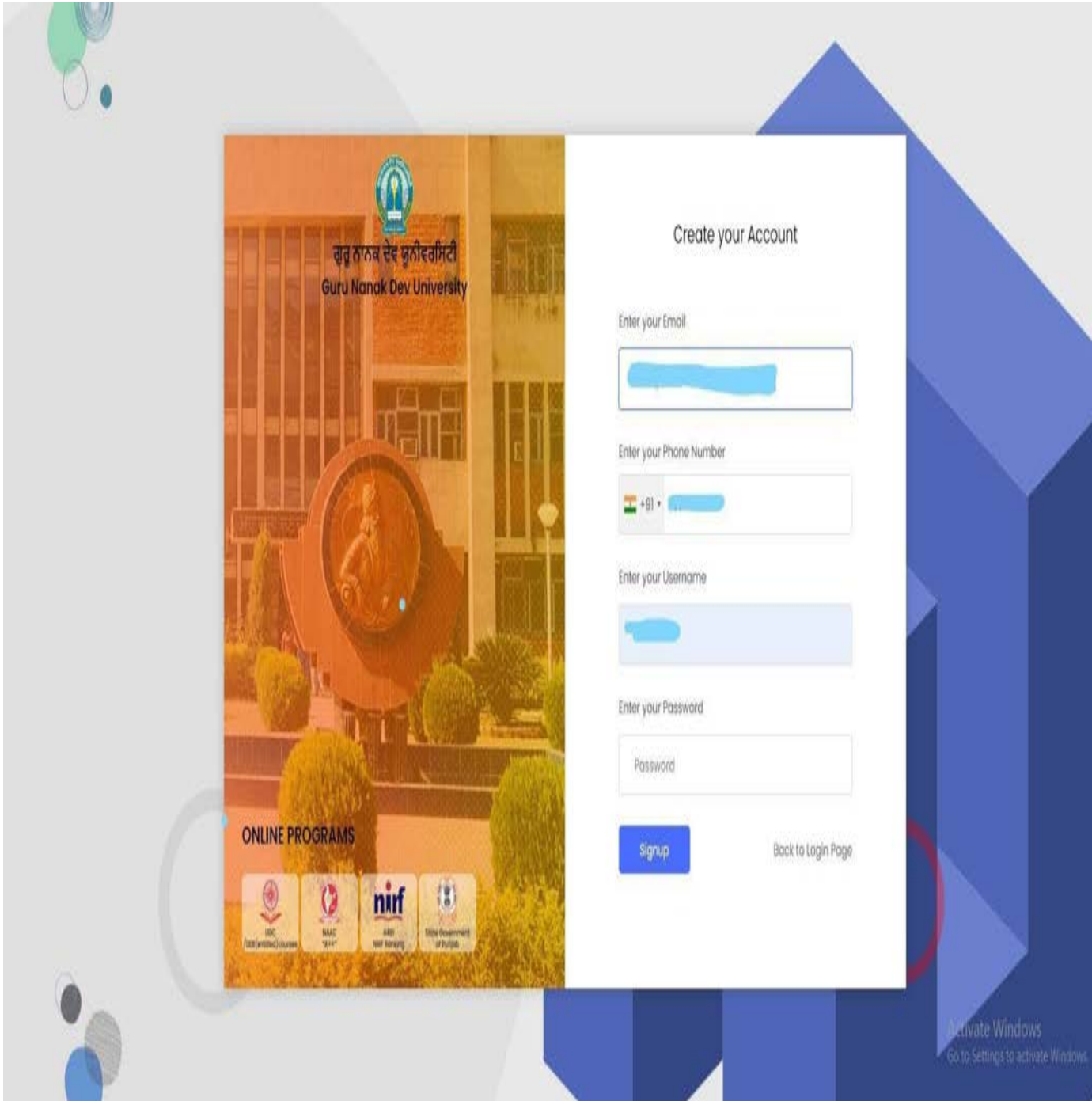
In case of any Private-Admission problem, Contact us (From Monday to Friday (Working Days) Between 9A.M. to 5PM.) 0143-2258902 to 09 (ext. 3062, 3063, 3064, 3065), 9052344099, 9052244093, 8054808054, 9051122112 or email us at helpdesk\_gdnuniversity@gmail.com  
 In case of any College-Admission problem, Contact us (From Monday to Friday (Working Days) Between 9A.M. to 5PM.) 0143-2258902 to 09 (ext. 3062, 3063, 3064, 3065), 9052344099, 9052244093, 8054808054 or email us at helpdesk@gnuniversity.ac.in

4. After you have filled in your details and uploaded your passport size picture & signatures (in jpg format bearing file size not more than 20kb). You will be redirected to your registration page. (see pic for example)



5. Now, you need to click Login Button on the 'Directorate of Online Studies' website :

1. You are required to enter your studentid and password to complete the registration and fee payment process:



2. After the creation of your account, you will be directed to the dashboard of your account.

The screenshot displays the 'Program Details' page on the Guru Nanak Dev University application portal. The page features a dark blue sidebar on the left with navigation options: Dashboard, APPLICATION FORM, Program Details, Fill Application, Select a Program, Personal Details, Academic Details, Employment Details, Upload Documents, Academic Documents, Employment Documents, Upload Photo & ID Proof, Program Payment, and Finish Application. The main content area is titled 'Program Details' and contains five program cards. Each card includes the program name, eligibility criteria, and duration information. The 'Application Progress' sidebar on the right shows steps: Fill Application, Select A Program, Personal Details, Academic Details, Employment Detail, Upload Documents, Academic Docume, Employment Docu, Upload Photo & ID, Program Payment, and Finish Application. The bottom right corner has 'Activate' and 'Go to Set' links.

Program Name	Eligibility	Duration	Max Duration
BA - Punjabi	Any candidate who satisfies the following conditions is eligible to seek registration for a Bachelors / Graduate Degree / Diploma Program, unless otherwise specified for a specific Program, upon application for provisional registration after going through these Regulations and Guidelines which shall be supplied along with the application. • A candidate shall have completed 12 years of Education from a recognized state or central board of education, or should have completed 10 years education from aforementioned Boards AND have completed a recognized Diploma or its equivalent of atleast 2 years. • While judging the equivalence of foreign candidates' qualifications when they do not follow the same nomenclature as defined for eligibility purposes of a program, twelve years of formal education may be treated as eligibility for admission to a Graduate Degree.	36 Months	72 Months
Bachelor of Arts	Senior Secondary Certificate Part -II (12th Class) examination of the Punjab School Education Board Or Any other equivalent examination recognized by this University, shall also be admitted to the Part- I examination if he fulfills other conditions such as combination of subjects and/or minimum percentage of marks required for that Examination.	36 Months	72 Months
Bachelor of Computer Applications	Any candidate who satisfies the following conditions is eligible to seek registration for a Bachelors / Graduate Degree / Diploma Program, unless otherwise specified for a specific Program, upon application for provisional registration after going through these Regulations and Guidelines which shall be supplied along with the application. • A candidate shall have completed 12 years of Education from a recognized state or central board of education, or should have completed 10 years education from aforementioned Boards AND have completed a recognized Diploma or its equivalent of atleast 2 years. • While judging the equivalence of foreign candidates' qualifications when they do not follow the same nomenclature as defined for eligibility purposes of a program, twelve years of formal education may be treated as eligibility for admission to a Graduate Degree.	36 Months	72 Months
MA - Punjabi	Any candidate who satisfies the following conditions is eligible to seek registration for a Masters / Graduate Degree / Diploma Program, unless otherwise specified for a specific Program, upon application for provisional registration after going through these Regulations and Guidelines which shall be supplied along with the application. • A candidate shall have completed 12 years of Education from a recognized state or central board of education, or should have completed 10 years education from aforementioned Boards AND have completed a recognized Diploma or its equivalent of atleast 2 years. • While judging the equivalence of foreign candidates' qualifications when they do not follow the same nomenclature as defined for eligibility purposes of a program, twelve years of formal education may be treated as eligibility for admission to a Graduate Degree.	36 Months	72 Months
Master of Commerce	Any candidate who satisfies the following conditions is eligible to seek registration for a Masters / Graduate Degree / Diploma Program, unless otherwise specified for a specific Program, upon application for provisional registration after going through these Regulations and Guidelines which shall be supplied along with the application. • A candidate shall have completed 12 years of Education from a recognized state or central board of education, or should have completed 10 years education from aforementioned Boards AND have completed a recognized Diploma or its equivalent of atleast 2 years. • While judging the equivalence of foreign candidates' qualifications when they do not follow the same nomenclature as defined for eligibility purposes of a program, twelve years of formal education may be treated as eligibility for admission to a Graduate Degree.	36 Months	72 Months

3. Select the course you wish to pursue.



Dashboard

APPLICATION FORM

- Program Details
- Fill Application
  - Select a Program
  - Personal Details
  - Academic Details
  - Employment Details
- Upload Documents
  - Academic Documents
  - Employment Documents
  - Upload Photo & ID Proof
- Program Payment
- Finish Application

## Select a Program

Select Program

Choose a Program

Select Programs

Nationality: Indian

Country of Current Residence: India

Examination Mode: Web Proctored Examination


Previous Next

Application Progress

- Fill Application
  - Select a Program
  - Personal Details
  - Academic Details
  - Employment Details
- Upload Documents
  - Academic Documents
  - Employment Documents
  - Upload Photo & ID Proof
- Program Payment
- Finish Application

Activat

#### 4. Fill in your personal details

 Guru Nanak Dev University

**Personal Details**

Id Proof Type  
Aadhaar Card [Click here to verify your Aadhaar](#)

Please enter the name below: For Indian Nationals, name as mentioned on your Aadhaar card and For Foreign Nationals, name as mentioned on passport or on any valid government id proof.

First Name	Middle Name	Last Name
Indpreet	Enter your Middle name	Kaur

Naming convention as per the provided Id Proof  
Select Naming Convention

Is there any other name/alternate name you use than the one mentioned above, if yes, kindly fill in the column mentioned below.

Yes  No

Date Of Birth  
1983-01-01

Gender  
 Male  Female  Other

Father Name	Mother Name
Davinder Singh	Harpinder Kaur

Blood Group	Native Language
O Rhd positive (O+)	Hindi

Application Pro

- Fill Applicat
- Select A Pr
- Personal De
- Academic I
- Employmer
- Upload Docu
- Academic I
- Employmer
- Upload Phc
- Program Pay
- Finish Applic

5. Fill in your academic details.

The screenshot shows the 'Academic Details' section of the application form. The form is titled '10th Class/SSLC/Equivalent Examination Passed Details'. It contains several input fields for personal and academic information. The left sidebar shows the application progress, and the right sidebar shows the application progress with a 'Finish Application' button.

**Academic Details**

10th Class/SSLC/Equivalent Examination Passed Details

School Name	Place
Shahzada Nand Girls High school	Amritsar
Country	State/ County
India	Punjab
Year of Passing	Board of Studies
1998	punjab school education board
Marks Obtained	Total Marks
471	650.00
Percentage/ CGPA	Enrollment/Roll Number
72	123456

Have you studied Punjabi as a subject in class 10th / High School?

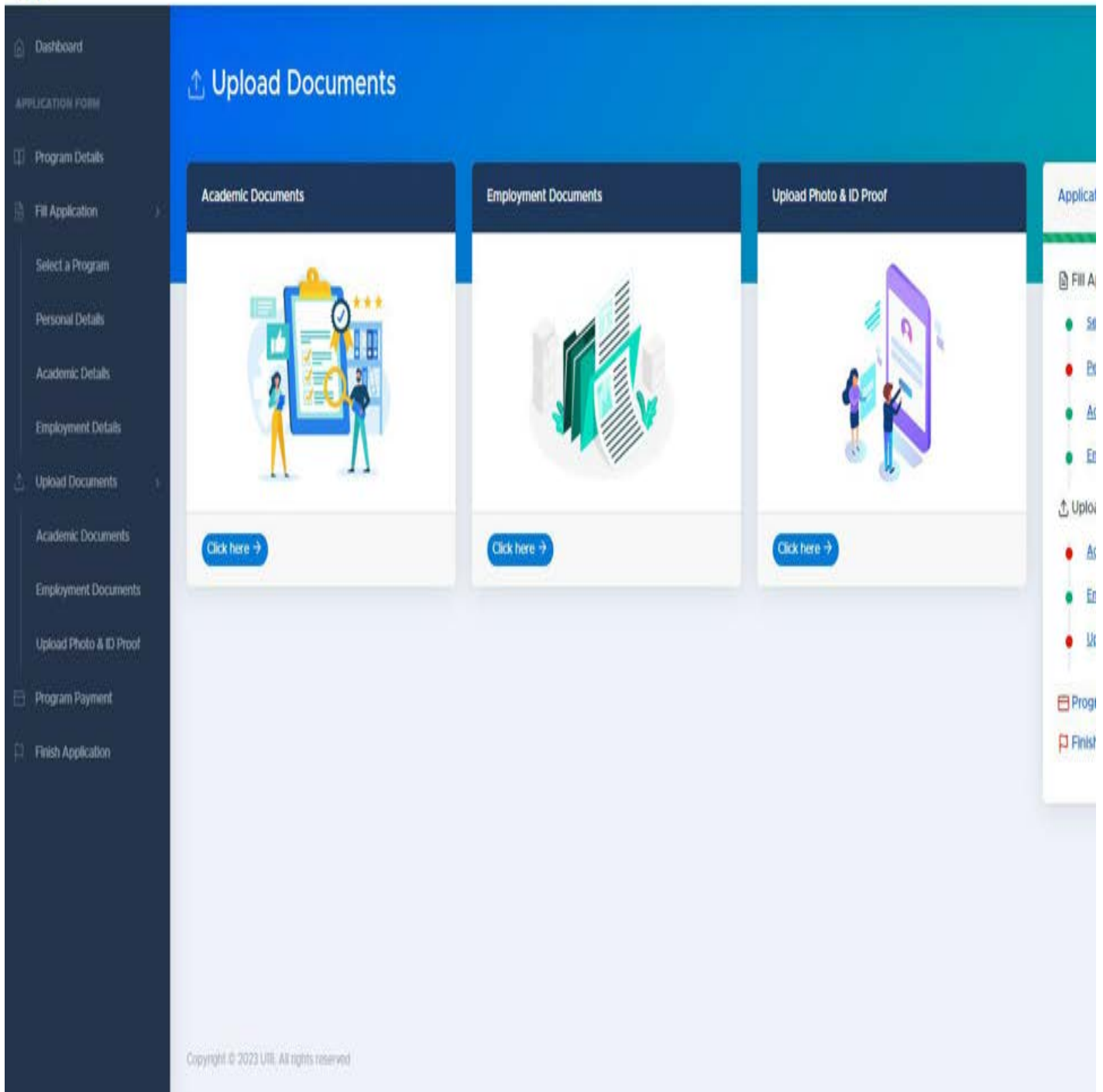
Yes  No

Application Progress

- Fill Application
  - Select A Program
  - Personal Details
  - Academic Details
  - Employment Detail
- Upload Documents
  - Academic Docume
  - Employment Docu
  - Upload Photo & ID
- Program Payment
- Finish Application

Activate  
Go to Set

6. Upload your required academic documents (e.g. detail marks card, passing certificates, degree) Aadhar card/Passport (in case of foreign student) employment details and sample of signature.



Dashboard

APPLICATION FORM

Program Details

Fill Application

Select a Program

Personal Details

Academic Details

Employment Details

Upload Documents

Academic Documents

Employment Documents


Upload Photo & ID Proof

Program Payment

Finish Application


## Upload Documents

### Academic Documents




[Click here →](#)

### Employment Documents



[Click here →](#)

### Upload Photo & ID Proof



[Click here →](#)

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7. Choose your payment plan annually/full payment.

Guru Nanak Dev University

Dashboard

APPLICATION FORM

Program Details

Fill Application

Select a Program

Personal Details

Academic Details

Employment Details

Upload Documents

Academic Documents

Employment Documents

Upload Photo & ID Proof

Program Payment

Finish Application

Important Note

Kindly ensure you have filled all your personal details before processing a payment.

Enrollment Fee (Payable one time)

Registration Fee: INR [redacted] Application Fee: INR [redacted]

Program Fee

Total Academic Fee + Assessment & Online Testing Fee: INR [redacted]

Total Academic Fee + Assessment & Online Testing Fee: INR [redacted]

Total Fees

Total Fees : INR [redacted]

Note : \* Program fee and total fee amount may change on the basis of plan opted.

Select Your Payment Plan

ANNUAL PAYMENT

INR [redacted] Pay Now

You have to pay in 2 installments.

Balance Amount INR [redacted]

Pay after 0 days INR [redacted]

Pay after 365 days INR [redacted]

Pay

FULL PAYMENT

INR [redacted] Pay Now

You have to pay in 1 installments.

Balance Amount INR 0

Pay after 0 days INR [redacted]

Pay

Application Prog

Fill Application

Select A Prox

Personal Det

Academic De

Employment

Upload Docum

Academic De

Employment

Upload Photo

Program Paym

Finish Applcat

8. Choose the payment method.

**Amount Payable**

- Fee Amount — ₹ 5000
- Other Charges — ₹ 0
- Transaction Charge — ₹ 0

**Total Amount**

₹ 5000

**Payment Option**

**Select payment mode**

Your payment details are secured via 128 Bit encryption by VeriSign

Pay with

**MAKE PAYMENT** **CANCEL TRANSACTION**

**Digital India**  
Power To Empower

Activate Windows  
Go to Settings to activate Windows

VeriSign  
Verified by Visa  
MasterCard  
POSS  
SafeKey

# *Studio and Proctored Room: An Overview*



# *Promotion Policy & Course Duration*

As per progression policy of the online courses, students require a minimum of 50% credits to progress in odd semester from 2<sup>nd</sup> to 3<sup>rd</sup> and 4<sup>th</sup> to 5<sup>th</sup> semester (odd semester). Student is automatically promoted to even semesters (second or fourth from first and third).

<b><i>Course Duration</i></b>	<b><i>Maximum time to complete a degree</i></b>
Five Years	Seven Years
Four Years	Six Years
Three Years	Five Years
Two Years	Four Years
One Year	Two Years