

Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur
Directorate of Distance Education

Mandatory disclosure in reference to UGC-DEB F.No. 12-9/2016(DEB-III),
dated 24.08.2016

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1. Name of the courses an offer.

Sr. No	Name of Programme (Traditional Courses in Bachelor's Degree)
01	B.A. HONOURS IN HISTORY
02	B.A. HONOURS IN HINDI
03	B.A. HONOURS IN ENGLISH
04	B.A. HONOURS IN POLITICAL SCIENCE
05	B.A. HONOURS IN ECONOMICS
06	B.A. HONOURS IN SOCIOLOGY
07	B.COM. HONS IN COMMERCE
08	B.SC. HONOURS IN MATHEMATICS
09	B.A. HONOURS IN ANCIENT HISTORY
10	B.A. HONOURS IN SANSKRIT
11	B.A. HONOURS IN URDU
12	B.A. HONOURS IN BENGALI
13	B.A. HONOURS IN PSYCHOLOGY
14	B.A. HONOURS IN GEOGRAPHY
15	B.A. HONOURS IN HOME SCIENCE
16	B.SC. HONOURS IN PHYSICS
17	B.SC. HONOURS IN CHEMISTRY
18	B.SC. HONOURS IN ZOOLOGY
19	B.SC. HONOURS IN BOTANY
20	B.A. HONOURS IN PHILOSOPHY
21	B.A. HONOURS IN MAITHILI
22	B.SC. HONOURS IN ELECTRONICS
Sr. No	Name of Programme (Traditional Courses in Master's Degree)
23	M.A. IN HISTORY
24	M.A. IN HINDI
25	M.A. IN ENGLISH
26	M.A. IN POLITICAL SCIENCE
27	M.A. IN ECONOMICS
28	M.A. IN SOCIOLOGY
29	M.COM. IN COMMERCE
30	M.SC. IN MATHEMATICS
31	M.A. IN ANCIENT HISTORY
32	M.A. IN SANSKRIT
33	M.A. IN URDU
34	M.A. IN PERSIAN
35	M.A. IN PSYCHOLOGY
36	M.A. IN GEOGRAPHY
37	M.A. IN HOME SCIENCE
38	MSC. IN PHYSICS
39	M.SC. IN CHEMISTRY
40	M.SC. IN ZOOLOGY
41	M.SC. IN BOTANY
42	M.A. IN PHILOSOPHY
43	M.A. IN MAITHILI
44	M.SC. IN ELECTRONICS

Sr. No	Name of Programme (Professional Courses in Bachelor's & Master's Degree)
45	BACHELOR OF COMPUTER APPLICATIONS
46	BACHELOR OF BUSINESS ADMINISTRATION
47	BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY
48	BACHELOR OF JOURNALISM & MASS COMMUNICATION
49	BACHELOR OF LIBRARY & INFORMATION SCIENCE
50	B.A. (HONS. IN EDUCATION)
51	MASTER OF COMPUTER APPLICATIONS
52	MASTER OF BUSINESS ADMINISTRATION
53	MASTER OF SCIENCE IN INFORMATION TECHNOLOGY
54	M.A. (EDUCATION)
55	MASTER OF LIBRARY AND INFORMATION SCIENCE
56	B.ED. (ODL)
57	POSTGRADUATE DIPLOMA IN FINANCIAL MANAGEMENT

2. Approval of the statutory bodies of the university.

Sl. No.	Name of the Course	Duration Period	Academic Council	Syndicate	Senate
01	BCA	3 Years (6 Semesters)	04.04.2011 Any Other Item No. 1 08.07.2015 vide Item No. 5	09.04.2011 vide Item No. C(3) 10.07.2015 vide Item No. 3	16.01.2012 vide Item No. 26
02	BBA	3 Years (6 Semesters)	04.04.2011 Any Other Item No. 1 08.07.2015 vide Item No. 5	09.04.2011 vide Item No. C(3) 10.07.2015 vide Item No. 3	16.01.2012 vide Item No. 26
03	B.Sc.IT	3 Years (6 Semesters)	04.04.2011 Any Other Item No. 1 08.07.2015 vide Item No. 5	09.04.2011 vide Item No. C(3) 10.07.2015 vide Item No. 3	16.01.2012 vide Item No. 26
04	M.Sc.IT	2 Years (4 Semesters)	04.04.2011 Any Other Item No. 1 08.07.2015 vide Item No. 5	09.04.2011 vide Item No. C(3) 10.07.2015 vide Item No. 3	16.01.2012 vide Item No. 26
05	BLIS	1 Year (2 Semesters)	04.04.2011 Any Other Item No. 1 08.07.2015 vide Item No. 5	09.04.2011 vide Item No. C(3) 10.07.2015 vide Item No. 3	16.01.2012 vide Item No. 26
06	MLIS	1 Year (2 Semesters)	04.04.2011 Any Other Item No. 1 08.07.2015 vide Item No. 5	09.04.2011 vide Item No. C(3) 10.07.2015 vide Item No. 3	16.01.2012 vide Item No. 26
07	BJMC	1 Year (2 Semesters)	04.04.2011 Any Other Item No. 1 08.07.2015 vide Item No. 5	09.04.2011 vide Item No. C(3) 10.07.2015 vide Item No. 3	16.01.2012 vide Item No. 26
08	PGDFM	2 Years (4 Semesters)	04.04.2011 Any Other Item No. 1 08.07.2015 vide Item No. 5	09.04.2011 vide Item No. C(3) 10.07.2015 vide Item No. 3	16.01.2012 vide Item No. 26
09	B.Ed. (Distance Mode)	2 Years	04.04.2011 Any Other Item No. 1 08.07.2015 vide Item No. 5	09.04.2011 vide Item No. C(3) 10.07.2015 vide Item No. 3	16.01.2012 vide Item No. 22
10	MCA	3 Years (6 Semesters)	13.03.2013 vide Item No. 04 08.07.2015 vide Item No. 5	16.03.2013 vide Item No. 04 10.07.2015 vide Item No. 3	30.04.2014 vide Item No. 25
11	MBA	2 Years (4 Semesters)	13.03.2013 vide Item No. 04 08.07.2015 vide Item No. 5	16.03.2013 vide Item No. 04 10.07.2015 vide Item No. 3	30.04.2014 vide Item No. 25
12	B.A. (Hons. in Education)	4 Years (8 Semesters)	13.03.2013 vide Item No. 04 08.07.2015 vide Item No. 5	16.03.2013 vide Item No. 04 10.07.2015 vide Item No. 3	30.04.2014 vide Item No. 25

13	M.A. in Education	2 Years (4 Semesters)	13.03.2013 vide Item No. 04 08.07.2015 vide Item No. 5	16.03.2013 vide Item No. 04 10.07.2015 vide Item No. 3	30.04.2014 vide Item No. 25
14	B.A./B.Sc./B.Com.	3 Years (6 Semesters)	13.03.2013 vide Item No. 04 08.07.2015 vide Item No. 5	16.03.2013 vide Item No. 04 10.07.2015 vide Item No. 3	30.04.2014 vide Item No. 25
15	M.A./M.Sc./M.Com.	2 Years (4 Semesters)	13.03.2013 vide Item No. 04 08.07.2015 vide Item No. 5	16.03.2013 vide Item No. 04 10.07.2015 vide Item No. 3	30.04.2014 vide Item No. 25
16	MA PMIR	2 Years (4 Semesters)	13.03.2013 vide Item No. 04 08.07.2015 vide Item No. 5	16.03.2013 vide Item No. 04 10.07.2015 vide Item No. 3	30.04.2014 vide Item No. 25

3. Approval of Regulatory bodies (Complete approval letter)



डॉ. (श्रीमती) रेनु बत्रा
संयुक्त सचिव

Dr. (Mrs.) Renu Batra
Joint Secretary



सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग
University Grants Commission

(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)

बहादुर शाह जफर मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002

दूरभाष Phone : कार्यालय Off : 011-23231273

फैक्स Fax : 011-23231291, e-mail : renu.ugc@nic.in

By Speed Post

F.No. UGC/DEB/4/3/BBABU/2015 (DEB-I)/86

September, 2015

The Vice Chancellor
Babasaheb Bhimrao Ambedkar Bihar University
Khabra Road, B.U Campus,
Muzaffarpur-842001,
Bihar

1 5 SEP 2015

Sub: Continuation of recognition for offering programmes in Open & Distance Learning (ODL) mode for academic year 2015-16 - reg.

Sir/Madam,

Reference is invited to your letter no. DDE/367 dated 08.07.2015 vide which a letter of intent and a fresh affidavit duly sworn in has been forwarded to this office. UGC vide its letter no. DEB/Recog/BRA/Bihar/7067-7071 dated 28th May, 2014 had conveyed its approval to your University for offering programmes under distance learning mode during the session 2014-15. In this regard, I am directed to inform that the UGC vide its 505th meeting vide item no. 2.03 held on 22nd December 2014 decided to maintain the status quo about recognition of the programmes, under distance education mode, during the academic session for 2015-16. Accordingly, the recognition accorded to your University, vide the above said letter of UGC, is hereby continued for the academic year 2015-16. Your University may therefore continue to offer the programmes under 'Institutional Recognition' through ODL mode, which were mentioned in the letter of intent dated 22.09.2014 submitted along with an affidavit for the year 2014-15 (copy enclosed).

2 The university shall scrupulously abide by the following terms and conditions, while offering the programmes through distance learning mode during the session 2015-16 in accordance with the Affidavit dated 08.07.2015, duly notarised and signed by Sri Lalan Kumar, Administrative Officer-cum-Programme Officer of Directorate of Distance Education of the university, submitted to the commission vide letter dated 08.07.2015 :-

- i) The University shall offer only those programmes through Open and Distance Learning (ODL) mode, which are approved by the statutory bodies of the University as per norms and also by UGC and wherever necessary by the apex regulatory bodies in the country.
- ii) It is the responsibility of the University to follow the norms prescribed by the concerned regulatory body/ies such as UGC, AICTE, NCTE/any other and also seek its/their prior approval, wherever required.


Renu Batra

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- ii) The University shall not start any new programme without prior approval of UGC and other concerned regulatory authorities in anticipation of recognition.
 - iv) The nomenclature of all the programmes to be offered under distance mode shall be strictly as per UGC/AICTE Regulations.
 - v) No teacher education programme shall be offered without prior approval of the NCTE.
 - vi) The Ministry of HRD's directions prohibiting B.E/ B.Tech through distance mode vide its letter dated 29.07.2009 shall be adhered to strictly.
 - vii) The programmes in Engineering and Technology e.g. B.E/ B.Tech/ Diploma and courses in Medicines/ Nursing/ Physiotherapy etc. are not allowed and the University will not be offering the same.
 - viii) The university shall refrain from offering such programmes that are not allowed to be offered, through distance mode by the respective apex body/ies.
 - ix) No online programme leading to award of Degree/ Certification shall be offered by the University, until a policy is framed and approved by UGC in this regard.
 - x) The minimum duration of a programme offered in ODL mode shall not be less than the minimum duration of similar programme offered through the regular mode.
 - xi) The University shall run its ODL programmes only in those subjects/ fields which are offered by it through regular mode.
 - xii) The university shall have at least one full time faculty member exclusively for coordinating each programme at the headquarters
 - xiii) The eligibility conditions for admissions to each course to be offered through distance learning mode shall be as per norms of UGC/AICTE and other regulatory bodies.
 - xiv) The territorial jurisdiction in respect of University for offering programmes through distance mode will be as per the policy of UGC on territorial jurisdiction and opening of off campuses/centres/study centres as mentioned in the UGC notification No.F.27-1/2012(CPP-II), dated 27th June 2013, a copy of which is also posted on the UGC website www.ugc.ac.in/deb.
 - xv) The programmes in distance mode will not be offered through franchising arrangement and /or through any private institution /college
3. Moreover, the University shall not offer any M.Phil/Ph.D Programme through distance learning mode in compliance to clause 5 of the UGC (Minimum Standard and Procedure for awards of M.Phil./Ph.D Degree), Regulation 2009.
4. The Institution's management of the distance education programmes will be open for review and inspection by the UGC. The academic norms of the programmes shall be under monitoring by the concerned regulatory authorities.
5. Your University is required to send, a list of the programmes that will be offered, through distance mode, during 2015-16, duly authenticated by the Registrar of the University.

Shardul Singh R. B. S.

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6. It may also be noted that:

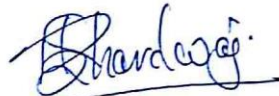
- i. If the university fails to comply with the conditions of recognition for which the Affidavit, as mentioned above has been submitted or if it is found conducting affairs in a manner that leads to deterioration of academic standards, the UGC may withdraw its recognition.
- ii. In case any information, documentary evidence submitted/produced by the University/institution is found to be false or fake at a later stage, the recognition of University/institution shall be withdrawn and the University/Institution concerned shall be solely responsible for the career consequences, if any arising out of the same.

Yours faithfully,


(Dr. Renu Batra)

Copy to:

1. The Registrar, Babasaheb Bhimrao Ambedkar Bihar University, Khabra Road, B.U Campus, Muzaffarpur-842001, Bihar
2. The Principal Secretary, Higher Education, Govt. of Bihar, Vikash Bhawan, Patna-800015
3. The Member Secretary, AICTE, 7th floor, Chanderlok building, Janpath, New Delhi 110001
4. The Member Secretary, National Council for Teacher Education, Hans Bhawan, New Delhi-110002
5. The Joint Secretary (TEL), MHRD, Govt of India, Shastri Bhawan, New Delhi-110001
6. Publication Officer (Web), UGC for updating website.
7. Guard file.


(R.I.S Bhardwaj)
Section Officer, DEB

Babasaheb Bhimrao Ambedkar
Bihar University
Muzaffarpur (Bihar)-842001

Estd.:- 1952

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Dy.No: 112/20

25/9/14

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Prof. (Dr.) Vivekanand Shukla
Registrar



Website :- www.brabu.net
Mobile :- 9431070554
Phone No. :- 0621- 2243071
Fax No. :- 0621- 2243071
E-Mail id :- registrar.brabu@gmail.com

Ref. No. D.D.E. 247

Dated...2.2.9.2014



Dr. K. Ramesh,
Deputy Director,
Distance Education Council,
Maidan Garhi, New Delhi-110068.

Sub:- Regarding continuation of recognition for offering programmes in Open & Distance Learning (ODL) for Academic Year, 2014-15.

Sir,

In reference to your letter vide letter no. DEB/Recog/BRA/Bihar/7067-7071 dated 28th May, 2014, I have informed that granting traditional courses of Bachelor's & Master's Degree in the subjects (History, Hindi, English, Political Science, Economics, Sociology, Commerce, Mathematics, AIH&C, Sanskrit, Urdu, Persian, Psychology, Geography, Home Science, Physics, Chemistry, Zoology, Botany, Philosophy, Maithili & Electronics) and professional courses such as {BCA, BBA, B.Sc.IT, B.A. (Hons. in Education, BJMC, BLIS, PGDFM, MCA, MBA, M.Sc.IT, MA (Education), MLIS, B.Ed. (Distance Mode, 2 years, NCTE approved from the Session 2014-15)}. All these programmes are duly approved by the concerned competent Statutory Bodies such as Academic Council, Syndicate & Senate of the University.

Ed (New)
U nam
25/9/14
May exam
put up plan
25.9.

Further, I have to inform that all the terms & conditions mentioned in para 1 to 5 in your letter are strictly followed by the institution / university and in this regard an affidavit duly notarized is enclosed herewith for your kind perusal.

Thanking You.

24/09/14
Administrative Officer
-Cum-
Programme Officer
Directorate of Distance Education
B.R.A. Bihar University, Muzaffarpur

02/09/15

Yours sincerely,

Registrar 27/9/14

4. Details of academic calendar.

सत्र (जनवरी 2016 से आगे)

क्र० सं०	परीक्षा का नाम	नामांकन की प्रारम्भिक तिथि	नामांकन की अंतिम तिथि	दत्त कार्य जमा करने की अंतिम तिथि	परीक्षा प्रपत्र भरने की तिथि	परीक्षा प्रारम्भ होने की तिथि	परीक्षाफल प्रकाशन की तिथि
1	स्नातक प्रथम सेमेस्टर (जनवरी 2016 से आगे)	25.02.2016	15.04.2016	15.04.2016	01.06.2016 से 25.06.2016	01.07.2016 से 31.07.2016	31.08.2016
2	स्नातक द्वितीय सेमेस्टर (जनवरी 2016 से आगे)	25.02.2016	15.04.2016	15.04.2016	01.06.2016 से 25.06.2016	01.07.2016 से 31.07.2016	31.08.2016
3	स्नातक तृतीय सेमेस्टर (जनवरी 2016 से आगे)	25.02.2016	15.04.2016	15.04.2016	01.06.2016 से 25.06.2016	01.07.2016 से 31.07.2016	31.08.2016
4	स्नातक चतुर्थ सेमेस्टर (जनवरी 2016 से आगे)	25.02.2016	15.04.2016	15.04.2016	01.06.2016 से 25.06.2016	01.07.2016 से 31.07.2016	31.08.2016
5	स्नातक पंचम सेमेस्टर (जनवरी 2016 से आगे)	25.02.2016	15.04.2016	15.04.2016	01.06.2016 से 25.06.2016	01.07.2016 से 31.07.2016	31.08.2016
6	स्नातक षष्ठ सेमेस्टर (जनवरी 2016 से आगे)	25.02.2016	15.04.2016	15.04.2016	01.06.2016 से 25.06.2016	01.07.2016 से 31.07.2016	31.08.2016
7	स्नातकोत्तर प्रथम सेमेस्टर (जनवरी 2016 से आगे)	25.02.2016	15.04.2016	15.04.2016	01.06.2016 से 25.06.2016	01.07.2016 से 31.07.2016	31.08.2016
8	स्नातकोत्तर द्वितीय सेमेस्टर (जनवरी 2016 से आगे)	25.02.2016	15.04.2016	15.04.2016	01.06.2016 से 25.06.2016	01.07.2016 से 31.07.2016	31.08.2016
9	स्नातकोत्तर तृतीय सेमेस्टर (जनवरी 2016 से आगे)	25.02.2016	15.04.2016	15.04.2016	01.06.2016 से 25.06.2016	01.07.2016 से 31.07.2016	31.08.2016
10	स्नातकोत्तर चतुर्थ सेमेस्टर (जनवरी 2016 से आगे)	25.02.2016	15.04.2016	15.04.2016	01.06.2016 से 25.06.2016	01.07.2016 से 31.07.2016	31.08.2016

5. Student strength – enrolled, appeared and passed the examinations under ODL programmes during the last three academic sessions.

Number of Students				
Academic Year	No. of Students	Under Regular Mode	Under Distance Mode	Grand Total
2013-14	P.G. – 3600	-	3600	9000
	U.G. – 3800	-	3800	
	Professional – 1600	-	1600	
2014-15	P.G. – 4200	-	4200	17599
	U.G. – 8900	-	8900	
	Professional – 3400	-	3400	
	Short Term – 1099	-	1099	
2015-16	P.G. – 4900	-	4900	22250
	U.G. – 9300	-	9300	
	Professional – 5200	-	5200	
	Short Term – 2850	-	2850	

6. List of Study centres with complete address and details of Coordinator and support services, face to face contact programmes etc.

Sl. No.	Name of Study Centres / Institutes	Name of Co-ordinator(s)	Contact No.
1	Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur.	Sri Lalan Kumar, Academic Director, DDE	9431246343
2	L.N. Mishra College of Business Management, Bhagwanpur, Muzaffarpur.	Prof. I.B. Lal	9955028948, 9431013368
3	Vaishali Institute of Rural Management, Narayanpur Anant Station Road, Muz.	Dr. N.P.S. Nanda	8987319566
4	Shayam Nandan Sahay College, Dheeranpatti, Muzaffarpur.	Prof. Vijay Verma	9431281386
5	M.D.D.M. College, Muzaffarpur	Dr. Sushila Singh	9471808384
6	Dr. Jagannath Mishra College, Muzaffarpur	Dr. Ratan Kumar Jha	9431476004
7	Basundhara Teachers' Training College, Silout, NH-28, Muzaffarpur	Dr. U.S. Roy	0621-2812073
8	Siddique Memorial Teacher's Training College, Sarmastpur, Sakra (Dholi), Muzaffarpur	Dr. Raju Arshad Ahmad	7857099066, 9473344777
9	R.S.S. Science College, Sitamarhi.	Dr. Laliteshwar Pd. Sinha	9905230328, 8252594791
10	Priya Rani Degree College, Bairgania, Sitamarhi.	Dr. Bharti	9572531443, 7209340633
11	Mahatma Buddha Teachers' Training College, Sitamarhi.	Dr. Dhruv Kumar	9431072195
12	Jawahar Lal Nehru Memorial College, Nawahi, Sursand, Sitamarhi	Dr. Om Prakash Singh	9430052659
13	L.N.D. College, Motihari.	Dr. Birendra Singh	9661902286
14	Balmiki Teachers' Training College, Vaishali.	Dr. Braj Mohan Prasad	9431017732
15	B.P.S. College, Desari, Vaishali	Dr. Rajeev Kumar, Deptt. of Hindi	9905292801
16	B.M.D. College, Dayalpur, Vaishali	Dr. Kaushal Kishore Singh	9771767109
17	R.N. College, Hajipur, Vaishali	Dr. S.K. Singh	9431449951
18	T.P. Verma College, Narkatiaganj, West Champaran	Dr. Vinod Verma	06253-243535, 8002663079
19	S.R.A.P. College, Bara Chakia, Motihari, East Champaran	Dr. Hari Narayan Thakur	9472436229, 9801627252
20	Pt. Ugam Pandey College, Motihari, East Champaran	Sri Karmatma Pandey	9431639440
21	Mahatma Shiv Shankar Giri College, Areraj, East Champaran (a Constituent unit of B.R.A. Bihar University, Muzaffarpur)	Dr. Ram Kumar	9431093878
22	Sri Ramkhelavan Janhi Uchchar Madhyamki Vidyalaya, Kushahar, Sheohar	Dr. Ravi Kumar 'Ravi'	9162584821
23	Rajkiya Krit Sri Gokul Jagat High School, Narwara, Sheohar (10+2)	Mrs. Neelam Kumari	9771272205, 9708023310
24	S.G.J.S.S. School, Sonaul Sultan, Purnahiya, Sheohar, Bihar (10+2)	Mr. Surendra Chandra	9097870524, 9472160175

7. List of Examination Centres.

Sl. No.	Examination Centre
01	Social Science Block, B.R.A.B.U., Muz.
02	Rameshwari Lata Sanskrit Mahavidyalaya, Darbhanga
03	Suraj Devi Mishri Lal Mahila S.S. Vidyalaya, Mirzanhat, Bhagalpur
04	S.R.K.G. College, Sitamarhi
05	Pandit Ugam Pandey College, Motihari
06	Indian Institute of Business Management, Budha Marg, Patna
07	T.P. Verma College, Narkatiaganj
08	Mahabodhi College, Gaya

8. Availability of SLMs on website.

Sl. No	Name of Programme (Traditional Courses in Bachelor's Degree)	SLMs / Books
01	B.A. HONOURS & MASTER IN HISTORY	SLMs available
02	B.A. HONOURS & MASTER IN HINDI	SLMs available
03	B.A. HONOURS & MASTER IN ENGLISH	Books available
04	B.A. HONOURS & MASTER IN POLITICAL SCIENCE	SLMs available
05	B.A. HONOURS & MASTER IN ECONOMICS	SLMs available
06	B.A. HONOURS & MASTER IN SOCIOLOGY	SLMs available
07	B.COM. HONS & MASTER IN COMMERCE	SLMs available
08	B.SC. HONOURS & MASTER IN MATHEMATICS	Books available
09	B.A. HONOURS & MASTER IN ANCIENT HISTORY	Books available
10	B.A. HONOURS & MASTER IN SANSKRIT	Books available
11	B.A. HONOURS & MASTER IN URDU	Books available
12	B.A. HONOURS & MASTER IN BENGALI	Books available
13	B.A. HONOURS & MASTER IN PSYCHOLOGY	SLMs available
14	B.A. HONOURS & MASTER IN GEOGRAPHY	SLMs available
15	B.A. HONOURS & MASTER IN HOME SCIENCE	SLMs available
16	B.SC. HONOURS & MASTER IN PHYSICS	Books available
17	B.SC. HONOURS & MASTER IN CHEMISTRY	Books available
18	B.SC. HONOURS & MASTER IN ZOOLOGY	Books available
19	B.SC. HONOURS & MASTER IN BOTANY	Books available
20	B.A. HONOURS & MASTER IN PHILOSOPHY	Books available
21	B.A. HONOURS & MASTER IN MAITHILI	Books available
22	B.SC. HONOURS & MASTER IN ELECTRONICS	Books available
Sl. No	Name of Programme (Professional Courses in Bachelor's & Master's Degree)	
23	BACHELOR OF COMPUTER APPLICATIONS	SLMs available
24	BACHELOR OF BUSINESS ADMINISTRATION	SLMs available
25	BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY	SLMs available
26	BACHELOR OF JOURNALISM & MASS COMMUNICATION	Books available
27	BACHELOR OF LIBRARY & INFORMATION SCIENCE	SLMs available
28	B.A. (HONS. IN EDUCATION)	SLMs available
29	MASTER OF COMPUTER APPLICATIONS	SLMs available
30	MASTER OF BUSINESS ADMINISTRATION	SLMs available
31	MASTER OF SCIENCE IN INFORMATION TECHNOLOGY	Books available
32	M.A. (EDUCATION)	SLMs available
33	MASTER OF LIBRARY AND INFORMATION SCIENCE	SLMs available
34	B.ED. (ODL)	SLMs available
35	POSTGRADUATE DIPLOMA IN FINANCIAL MANAGEMENT	SLMs available

10. Name and other details of Course Coordinator at the HQ for each course.

Sl. No.	Undergraduate Course	Postgraduate Course	Course Co-ordinator
01	B.A. Hons. in History	M.A. in History	Dr. Pankaj Roy (Ph.D.)
02	B.A. Hons. in Hindi	M.A. in Hindi	Prof. Satish Kumar Roy (Ph.D.)
03	B.A. Hons. in English	M.A. in English	Dr. Dev Vrat Nirala (Ph.D.)
04	B.A. Hons. in Political Science	M.A. in Political Science	Dr. Ram Prakash (Ph.D.)
05	B.A. Hons. in Economics	M.A. in Economics	Dr. Sanjay Kumar (Ph.D.)
06	B.A. Hons. in Sociology	M.A. in Sociology	Prof. Ajay Kumar Singh (Ph.D.)
07	B.A. Hons. in Commerce	M.A. in Commerce	Dr. R.K. Srivastava (Ph.D.)
08	B.A. Hons. in Mathematics	M.A. in Mathematics	Prof. Ajay Kumar Singh (Ph.D.)
09	B.A. Hons. in AIH&C	M.A. in AIH&C	Dr. Pankaj Roy (Ph.D.)
10	B.A. Hons. in Sanskrit	M.A. in Sanskrit	Sri Indranath Jha (Ph.D.)
11	B.A. Hons. in Urdu	M.A. in Urdu	Dr. Syed Alay Zafar (Ph.D.)
12	B.A. Hons. in Persian	M.A. in Bengali	Dr. Bhakti Ganguli (Ph.D.)
13	B.A. Hons. in Psychology	M.A. in Psychology	Prof. Ratnesh Mishra (Ph.D.)
14	B.A. Hons. in Geography	M.A. in Geography	Dr. Jai Narayan Mishra (Ph.D.)
15	B.A. Hons. in Home Science	M.A. in Home Science	Dr. Sangeeta Rani (Ph.D.)
16	B.A. Hons. in Maithili	M.A. in Maithili	Prof. Rajan Kumar Singh (Ph.D.)
17	B.A. Hons. in Philosophy	M.A. in Philosophy	Prof. Sadanand Singh (Ph.D.)
18	B.Sc. Hons. in Physics	M.A. in Physics	Dr. Lalan Jha (Ph.D.)
19	B.Sc. Hons. in Chemistry	M.A. in Chemistry	Prof. A.K. Srivastava (Ph.D.)
20	B.Sc. Hons. in Zoology	M.A. in Zoology	Prof. Shivanand Singh (Ph.D.)
21	B.Sc. Hons. in Botany	M.A. in Botany	Prof. Rajeev Bimal (Ph.D.)
22	B.Sc. Hons. in Electronics	M.A. in Electronics	Dr. Lalan Jha (Ph.D.)

Professional (Bachelor's & Master's) Degree Course Co-ordinator

Sl. No.	Undergraduate Course	Postgraduate Course	Course Co-ordinator
01	BCA	MCA	Prof. Lalan Kumar
02	BBA	MBA, MAPMIR & PGDFM	
03	B.Sc.IT	M.Sc.IT	
04	B.A. (Hons. in Education)	M.A. (Education)	
05	BJMC		
06	BLIS	MLIS	
07	B.Ed. (ODL)		

11. Complete Prospectus / brochure covering all aspects of ODL programmes.



Babasaheb Bhimrao Ambedkar
Bihar University, Muzaffarpur
बाबासाहेब भीमराव अम्बेदकर
बिहार विश्वविद्यालय, मुजफ्फरपुर
दूरस्थ शिक्षा निदेशालय
Directorate of Distance Education

DEPARTMENT OF MATHEMATICS
DIRECTORATE OF DISTANCE EDUCATION

Prospectus

for

General Programmes
(Bachelor's & Master's Degree)

(Approved & Recognised by UGC-DEB)

Phone No.+Fax No :- 0621-2242495

Mobile No. :- 9431246343

Email Id:- lalankumar.ddebrabu@gmail.com

Website: www.ddebrabu.net

Price : Rs. 400/-
By Post: Rs. 450/-



Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur Directorate of Distance Education



Dr. Pandit Palande
Hon'ble Vice-Chancellor
B.R.A.B.U., Muz.

From the Desk of
Hon'ble Vice-Chancellor

Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur was initially established in the name of the University of Bihar (i.e. ते ग ह ते ' ओ त इ) in 1952 at Patna as the second University in Bihar and as one of the 15th oldest Universities in Independent India. During the past 62 years, the University has made tremendous contributions towards studies, teaching, research in general education, specially in technical and vocational education in the state of Bihar.

The Centre for Distance Education (CDE) was established in the year 1995 with an aim to provide higher education to those, who could not attend regular colleges due to economic constraints and those who were employed and sought to upgrade their educational qualifications and capabilities.

Apart from conducting general and traditional Bachelor's and Master's Degree Programmes, the DDE has also started some new Professional Courses such as BCA, BBA, MCA, MBA & MA (Personnel Management & Industrial Relations) from Session 2013-14. The DDE is going to be pioneer in starting M.Phil. courses in various subjects in the state of Bihar.

Recently, viewing the need for skilled manpower in the country, on the lines of policies of central and state government, the DDE has initiated skills development and vocational programmes in the areas of Management, IT, Para-Medical Sciences & Technical subjects to cater to the growing requirements of skilled and professional persons in the country. The above programmes are job oriented and entrepreneurship promotional, in nature. The university is planning to promote such vocational courses for the empowerment of youths in general of urban and rural areas, specially the dropouts, women and working persons from the current session.

The university abides by the rules and regulations and specifications laid down by University Grants Commission (UGC), Distance Education Bureau of UGC and all the above programmes are approved and recognised by UGC-DEB, Ministry of HRD, Govt. of India which is valid for employment in government and private sectors enterprises.

I extend my best wishes to all students studying through the DDE (Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur) and hope that the education they acquire through the DDE will help them in their professional career to help achieve their goals.


Vice-Chancellor

General Programmes (Bachelor's & Master's Degree)



University Grants Commission
Bahadur Shah Zafar Marg
New Delhi-110 002

F. No. UGC/DEB/ 2013
Dated 14.10.2013

The Registrar/Director
Of all the Indian Universities
(Deemed, State, Central Universities/
Institutions of National importance)

Subject: Equivalence of Degrees awarded by Open and Distance Learning
(ODL) Institutions at par with Conventional Universities/ Institutions

Sir/ Madam,

There are a number of Open and Distance Learning Institutions (ODLIs) in the country offering Degree/ Diploma/Certificate programmes through the mode of non formal education. These comprise Open Universities, Distance Education Institutions (either single mode or dual mode) of Central Universities, State Universities, Deemed to be Universities, Institutions of National Importance or any other Institution of Higher learning recognized by Central/State/Statutory Council/Societies registered under the Society Registration Act 1860.

2. A circular was earlier issued vide UGC letter F1 No- 52/2000(CPP-II) dated May 05, 2004 (**copy enclosed**) mentioning that Degrees/Diplomas / Certificates/ awarded by the Open Universities in conformity with the UGC notification of degrees be treated as equivalent to corresponding awards of the traditional Universities in the country.

3. Attention is also invited to UGC circular No F1-25/93(CPP-II) dated 28th July 1993 (**copy enclosed**) for recognition of degrees and diplomas as well as transfer of credit for courses successfully completed by students between the two types of universities so that the mobility of students from Open University stream to traditional universities/ institutions is ensured without any difficulty.

4. The Government of India, in exercise of its power conferred under section 20(1) of UGC Act 1956, issued directions dated 29th December 2012 entrusting UGC with the responsibility of regulating higher education programme in open and distance learning (ODL) mode. Consequently, Universities/ Institutions desirous of offering any programme through distance mode would require recognition of UGC.

5. As you are aware, the Government of India has envisaged a greater role for the Open and the Distance Education System. The envisioned role may be fulfilled by recognizing and treating the Degrees / Diplomas/ Certificates awarded through distance mode at par with the degrees obtained through the formal system of education. Open and Distance Education System in the country is contributing a lot in expansion of Higher Education and for achieving target of GER, without compromising on quality. Non recognition/ non equivalence of degrees of ODL institutions for the purpose of promotion/ employment and pursuing higher education may prove a deterrent to many learners and will ultimately defeat the purpose of Open and Distance Education.

6. Accordingly, the Degrees/ Diplomas/ Certificates awarded for programmes conducted by the ODL institutions, recognized by DEC (erstwhile) and UGC, in conformity with UGC Notification on specification of Degrees should be treated as equivalent to the corresponding awards of the Degree/Diploma/Certificate of the traditional Universities/ institutions in the country.



(Vikram Sahay) 14/12/14
Director(Admn)

Tel: 011 2323 0405

Email: vikramsahay7@gmail.com

Encl: As above

Copy to:

1. Secretary, Government of India, Ministry of Human Resource Development, Department of Higher Education, Shastri Bhawan, New Delhi-110 001.
2. Secretary, All Indian Council for Technical Education, 7th Floor, Chandra Lok Building, Janpath, New Delhi.
3. Secretary, Association of Indian Universities, AIU House, 16 Comrade Indrajit Gupta Marg (Kotla Marg), New Delhi-110002.

D.D.E., B.R.A.B.U., Muzaffarpur



Babasaheb Bhimrao Ambedkar
Bihar University, Muzaffarpur
बाबासाहेब भीमराव अम्बेदकर
बिहार विश्वविद्यालय, मुजफ्फरपुर

दूरस्थ शिक्षा निदेशालय
Directorate of Distance Education

Prospectus

for
General Programmes
(Bachelor's & Master's Degree)

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Emai Id:- lalankumar.ddebrabu@gmail.com

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01 About the University

Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur was initially established in the name of University of Bihar (i.e. बिहार विश्वविद्यालय) in 1952 at Patna as the 2nd University in Bihar and as one of the fifteen oldest Universities in Independent India. Rai Bahadur Shyam Nandan Sahay was its founder Vice-Chancellor. Originally its jurisdiction extended over the entire State of Bihar (including the portion of present Jharkhand State) except the Colleges and P.G. (Post Graduate) Departments located in Patna which formed the part of Patna University.

Further the Bihar University Act 1960 bifurcated University of Bihar into three Universities as given below:-

- ? Bihar University, Muzaffarpur
- ? Ranchi University, Ranchi
- ? Bhagalpur University, Bhagalpur

Furthermore, Magadha University, Gaya was created by separating it from Bihar University under Bihar University Act 1960.

Later, Mithila University, Darbhanga was created in 1973 by getting it separated from Bihar University.

Once more, Bihar University was bifurcated into Bihar University, Muzaffarpur and Jay Prakash University, Chapra in 1990.

In 1992, Bihar University was renamed as Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur.

The present Territorial jurisdiction of B.R.A. Bihar University, Muzaffarpur is spread over 6 Districts of Muzaffarpur, Vaishali, Sitamarhi, Shivhar, East Champaran and West Champaran in North Bihar. The soil of this territorial jurisdiction of the University is credited to get the whole of the world enlightened with the splendid contributions in the field of Religious, Spiritual & Philosophical thoughts; Literature & Culture; Scientific, Mathematical & Astronomical knowledge and concept of Democracy (x .k a) thousands / hundreds of years before Christ.

At present, B.R.A. Bihar University is the epicenter of Socio-economic transformation of North Bihar. It is facing uphill task of promoting the cause of higher education to the unprivileged classes of society of the whole of North Bihar. The area is socially, economically and educationally backward. There is need to produce skilled human resources to cope with the situation arising out of globalization and new economic policy.



General Programmes (Bachelor's & Master's Degree)



The P.G. (Post Graduate) Departments and the Colleges under the University impart teaching in the Faculties of Humanity, Social Science, Science, Commerce, Law, Medicine, Engineering, Business Management, Education, Prakrit & Jainology as well as in Homeopathic, Ayurvedic and Unani Systems of Medicines. The territorial jurisdiction of this University still extends over the whole State of Bihar in respect of teaching in Homeopathic, Ayurvedic & Unani Systems of Medicines.

The University is imparting higher education to desirous persons through 21 Post Graduate Departments, 37 Constituent Colleges, a number of affiliated Colleges and the DDE (Directorate of Distance Education).

The teachers and students of this University are actively engaged in Research-works and in a number of Research Projects sanctioned by UGC, DST, ICHC, ICMR, Planning Board and other National Agencies.

In the field of Computer Education, the University has achieved remarkable progress. UGC sponsored Computer Centre was established in the University in 1997 in the University Department of Mathematics. It is, of course, the 1st UGC sponsored Computer Centre in Bihar.

In view of growing need of promoting skills for greater employability of the over increasing number of youths and also with a view to giving them an opportunity to become useful as skilled human resource, B.R.A. Bihar University has taken bold initiative of starting a number of vocational and professional courses in P.G. Departments and constituent & affiliated Colleges of the University.

The University strongly feels that the Vocational/Professional Courses need to be promoted in bigger way. So it has started 14 Professional Courses and 81 Short-tem Job-oriented Courses through the DDE (Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur).

The University is also pioneer in whole of Bihar in starting M.Phil. Courses through the DDE. The University is striving tirelessly to overcome the challenging task of promoting and developing facilities for the relevant higher education to increasing number of young men and desirous persons in the Socially, Economically and backward region in North Bihar.



General Programmes (Bachelor's & Master's Degree)



02 About the Directorate of Distance Education

The DDE (Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur) was established initially in the name of CDE (Centre for Distance Education) in May, 1995 and afterwards, it started functioning formally with effect from September, 1995. The Senate of B.R.A. Bihar University, Muzaffarpur at its meeting held on 2nd March, 1997 accorded post-facto approval of the scheme of the Academic Council to open Centre for Distance Education in the University for imparting education to desirous candidates under open and distance mode. The course being imparted by this Centre by correspondence/distance mode are as under:-

- (a) B.A./B.Sc./B.Com. from 1993-95 session in the subjects in which there is no practical and teaching is imparted in regular college of the University except involving practical.
- (b) M.A./M.Sc./M.Com. from 1993-95 session in the subjects in which there is no practical and teaching is imparted in the University.
- (c) The Centre for Distance Education will have the status of P.G. College/Institute and may introduce self-financing vocational and job-oriented courses.

The name of the CDE (Centre for Distance Education) has been changed to the new name DDE (Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur) by the Notification of Registrar of the University vide Memo No. 208/R dated 29.09.2012.

The DDE has performed well in all the years since 1995 and succeeded well in the University Examinations and many times succeeded in achieving highest/high ranks in the University Examinations.

The DDE has started 14 Professional Courses such as B.Ed., B.A. (Hons. in Education), M.A. (Education), BCA, MCA, B.Sc.(IT), M.Sc.(IT), BBA, MBA, P.G. Diploma in Financial Management, M.A. in Personnel Management & Industrial Relations, BLIS, MLIS and Bachelor of Journalism & Mass Communications.

The DDE has also initiated 81 Short-term Job-oriented Professional Courses under skill development programmes from the current session 2014- 15.

The DDE is pioneer in whole of Bihar for starting M.Phil. Programme (Regular Mode) in various Traditional & Professional Courses.

The DDE is also going to start M.Ed. Programme (Regular Mode), D.El.Ed. Programme (Distance Mode) & B.Ed.-M.Ed. Integrated Programme (Regular Mode) from the session 2016- 17.

The DDE has several Study Centres to provide proper facilities of personal contact classes / face to face training to its students for theoretical and practical subjects. Many more Study Centres are to be established in near future.



General Programmes (Bachelor's & Master's Degree)



03 Territorial Jurisdiction of the DDE

The territorial jurisdiction / limits in which the DDE shall exercise its power and perform its duties shall be the entire State of Bihar. Any change in the Territorial Jurisdiction of the DDE may be decided by the Advisory Council of the DDE as per norms of the UGC-DEB (University Grants Commission-Distance Education, Bureau, New Delhi) from time-to-time subject to the provision of regulations and statutes.

04 Directorate Open to All

- (a) Every Indian National, irrespective of Caste/Colour/ Sex/Creed/Socio-cultural Stratum/Economical Status/ Employed/Unemployed, is eligible to seek admission in any programme of the DDE.
- (b) Foreign Nationals either residing in India or abroad or non-resident Indians may seek admission in any Programme of the DDE as per Policy and guidance laid down by the Government.

05 Courses in General Programmes

At present, the DDE offers Courses in the following subjects under General Programmes for Bachelor's & Master's Degree.

- (01) Bachelor's Degree Subjects (3 Years / 6 Semesters):- Hindi, English, Sanskrit, Urdu, Persian, Bengali, Maithili, Economics, History, AIH&C, Political Science, Sociology, Geography, Home Science, Psychology, Mathematics & Commerce for Honours & General Courses.
- (02) Master's Degree Subjects (2 Years / 4 Semesters):- Hindi, English, Sanskrit, Urdu, Persian, Bengali, Maithili, Economics, History, AIH&C, Political Science, Sociology, Geography, Home Science, Psychology, Mathematics & Commerce

06 UGC-DEB Recognition Status

The DEB of University Grants Commission, Ministry of HRD, Govt. of India has given institutional recognition to offer programmes through Distance Mode, which are approved by all the concerned statutory bodies of the university.

Sl. No.	State	University	Duration of Recognition		Type of Recognition	Status of Recognition
			From	To		
25	Bihar	B.R. Ambedkar Bihar University, Muzaffarpur	Session 2007-08	Till the Committee visits and submit its recommendations and a decision is taken by the UGC-DEB	Provisional Recognition	The UGC-DEB has given institutional recognition to offer Programmes through Distance Mode, which are approved by all the concerned Statutory Bodies of the University.

General Programmes (Bachelor's & Master's Degree)



The Academic functioning of the DDE in General Courses (Bachelor's & Master's Degree) is guided by the following Regulations:-

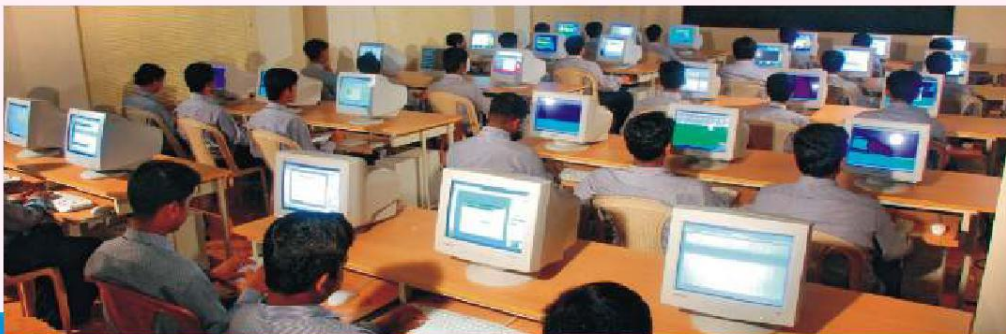
- * At present, there is no ceiling with regard to the number of students to be admitted in various General Courses. Whenever, the total number of seats in any subject is fixed, the admission shall be strictly on merit-basis and the reservation-policy in admission will be adopted as per guideline of the Govt. of Bihar.
- * For admission in B.A./B.Sc./B.Com.(Hons. & General) Programmes in any subject (offered by the DDE), the student must have passed 10+2 or equivalent Examination. In addition, a student is required to have obtained at least 45% marks at the 10+2 or Equivalent level in the subject in which he/she proposes to offer Honours.
- * The candidate desirous of seeking admission in P.G. (Postgraduate) level in any subject (offered by the DDE) must have passed Bachelor's Degree (Hons. or General) or equivalent Examination from recognized University/Institute with the subject, possessing at least 40% marks in that subject. However, a candidate, who is even dishonored subject or in one of subsidiary subjects with at least 40% marks.
- * Any Hons. Graduate or Three Years Degree holder may be admitted to the P.G. Course, even in one of subsidiary subjects with at least 40% marks.
- * A Three Years General or Hons. Graduate in Commerce may be admitted to the P.G. Course in Economics.
- * An M.A. in any subject may do M.A. in any other permissible subject.
- * No B.Sc. (Agriculture) Graduate of any other Technical/Vocational Graduate can be allowed admission in P.G. General Classes.
- * The candidate will not be allowed to change their admission. It is advisable to opt the subjects very carefully before taking admission.
- * No M.Sc. Degree-holder can be allowed to be admitted to M.A. Or M.Com. Course.
- * An M.A./M.Sc./M.Com. Degree-holder may improve his/her case by changing the Special Group paper or papers of the concerned subject.\
- * At present, the syllabus of B.R. Ambedkar Bihar University, Muzaffarpur for the Traditional/General Courses is followed in the DDE with restriction that each paper shall constitute two parts:-
 - (a) 80% marks in written/viva-voce/G.D. (Group Discussion) Examinations.
 - (b) 20% marks mark in Assignments.



General Programmes (Bachelor's & Master's Degree)



- * No Graduate or Regional College of Physical Education can be allowed to be admitted to P.G. General Courses.
- * No applicant shall be admitted in the Course, if he/she does not submit his/her application form complete in all respects together with depositing the tuition fee and other charges within specified period of time.
- * The T.D.C. (Three Years Degree Course) will be of 3 Parts (i.e. T.D.C. I, II & III). Each Part of T.D.C. Will consist of 2 Semesters. Each Semester will be of 6 months.
After passing T.D.C. I (i.e. after passing Semesters I & II of T.D.C.), the learner will be required to seek admission in T.D.C. II afresh similarly after passing T.D.C. II (i.e. after passing Semesters III & IV of T.D.C.), the learner will be required to seek admission afresh in T.D.C. III to complete Semesters V & VI of T.D.C.
- * The P.G. (Postgraduate) Course will be of 4 Semesters i.e. of 2 years. The 1st Year of P.G. Class is known as P.G. (Previous) and the 2nd Year of P.G. Class is termed as P.G. (Final). Of Course, P.G. (Previous) consists of 2 Semesters I & II and P.G. (Final) also consists of 2 Semesters III & IV of P.G. Course.
After passing P.G. (Previous), the learner will be required to seek admission in P.G. (Final).
- * Certificate or Degree- holders of IGNOU and other recognised Open Universities / National Open School may be considered of merit for admission to the next higher course.
- * Such candidates shall not be allowed to be admitted, who, in the opinion of the Vice-Chancellor of the University or in the opinion of the Director of Directorate of Distance Education, is not fit for admission in the interest of the DDE.
- * No candidate can claim admission as a matter of right.
- * A wrong statement or willful suppression of facts may render the candidate liable to be removed from the roll of the DDE without paying back the fees and other charges paid by him to the DDE.
- * Papers/documents submitted by students at the time of admission are the property of the DDE and so in no case the papers/documents can be returned to students.
- * All disputes are subject to local (Muzaffarpur) Jurisdiction. The place of jurisdiction for filing of suit, if necessary, will be only at the judicature of Hon'ble High Court, Patna.
- * Different types fees & charges paid to the DDE will not be refunded under any circumstance.
- * Prospectus once sold will not be refunded/replaced/exchanged under any circumstance.
- * The rules and regulations given in the Prospectus may be amended by the DDE/University as per requirement.
- * If any student is found using unfairness in Examination, he/she shall be expelled from the Examination.
- * To carry mobile phone or any electronic device in Examination Hall is strictly prohibited and any student carrying these articles inside the room will be fined Rs. 400/- (Rupees Four Hundred only) and/or may be debarred from rest examination.



General Programmes (Bachelor's & Master's Degree)



General Instructions

- * **No provision of free- studentship & scholarship:-**
There is no provision of free- studentship or scholarship for any category of students in the DDE. Admitted students of DDE have to arrange any financial assistance from any agency at their own level.
- * **Enrollment number:-**
After admission, each candidate will be given an enrollment number. He/she must quote this enrollment number in all his/her future correspondence with the DDE. Any letter/application which does not bear the enrollment number will not be entertained.
- * **No possibility of simultaneously admission in DDE:-**
Simultaneously admission in more than one programme of the DDE is not permissible.
- * **No change of subject after admission:-**
Enrolled student will not be allowed to change their subjects after admission. It is advisable to opt the subjects very carefully before taking admission.
- * **Mode of payment:-**
All types of fees and charges are to be paid by students of the DDE in the form of Bank Draft or Multicity Banker's Cheque of any nationalized Bank in favour of the Director, Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur payable at Muzaffarpur.
- * **Non-refund of fees:-**
Students admitted in the DDE can not claim for refund of fees after admission.
- * **Payment of Fees :-**
Fee may also be deposited at respective Study Centre/ Learning Centre/ Information Centre in the form of DD or Multicity Banker's Cheque of some nationalized Bank in favour of Director, Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur. The candidate must clearly maintain his or her name, address, mobile no., programme on the back of DD/Multicity Banker's Cheque deposited with the DDE.
- * The candidate may submit complete filled in form either at Headquarter or at any Study Centre/ Learning Centre/ Information Centre.
- * Admission depends on availability of seats in each programme.
- * Candidate will have to deposit requisite programme fee for desired programme, otherwise claim for admission will not be entertained.
- * Attested & self-attested Xerox copies of all relevant mark-sheets are required to be enclosed with the application form for admission.



General Programmes (Bachelor's & Master's Degree)



- * Original mark-sheets and other relevant documents are required to be produced for verification at the time of admission.
- * Candidate desirous for admission is required to be present in person at time of admission for signature in Admission Register. If the candidate is not present, then his/her claim for admission will be rejected.
- * No CLC/DLC/Migration Certificate is required.
- * Candidates are required to fill in Data-format annexed with the Hand-book.
- * Admitted candidate will be provided course-materials (on availability), identity card and relevant assignment- questions with answer- books.
- * Each student will be required to submit answered answer- books of assignment within prescribed period of time as directed by the DDE.
- * Assignment should be written very carefully in own handwriting. It should be also written in own words as far as possible. It should not be copied from the learning materials.
- * In case of loss of assignment copy, fresh assignment copy may be procured from DDE on payment of Rs. 100/- (Rupees one hundred only) for each of assignment. The amount is payable in the Bank-Account of the DDE through challan.
- * No assignment will be accepted after TEE (Term End Examination) of that course. Hence, Answer-books of Assignment must be submitted on or before date fixed by the DDE.
- * Enrolled students must visit DDE's official website www.ddebrabu.net regularly for updating information.
- * Programme Fee may be enhanced any time by the DDE due to enhancement in prices of Course-materials.

09

Duration of the Course

- * **For Bachelor's Programmes:-**
The minimum period required to complete the Bachelor's Programme will be of 3 Years (6 Semesters) and the maximum period allowed for completion of this particular course will be of 6 Years (12 Semesters).
After 6 Years, no candidate will be allowed to appear at the Bachelor's Programme Examination.
- * **For Master's Programmes:-**
The minimum period required to complete the Master's Programme will be of 2 Years (4 Semesters) and the maximum period allowed for completion of this particular course will be of 4 Years (8 Semesters).
After 4 Years, no candidate will be allowed to appear at the Master's Programme Examination.



General Programmes (Bachelor's & Master's Degree)



10 Fees & Other Charges Required for Admission

Students, seeking admission in any programme of the DDE, is first required to purchase one copy of Prospectus containing Application-form and Registration-form from the Sales-counter of the DDE on payment of Rs. 400/- (Rupees four hundred only) payable through Bank Demand Draft or Multicity Banker's Cheque of some Nationalised Bank in favour of Director, Directorate of Distance Education, B.R. Ambedkar Bihar University, Muzaffarpur payable at Muzaffarpur. The same can be made available by post also by remitting Rs. 450/- (Rupees four hundred fifty only) payable through Bank Demand Draft or Multicity Banker's Cheque of some Nationalised Bank in favour of Director, Directorate of Distance Education, B.R. Ambedkar Bihar University, Muzaffarpur payable at Muzaffarpur.

For Bachelor's Programme:-

A student seeking admission in Three Years Degree (Hons. & General) Course in the DDE is required to pay the sum of Rs. 3,700/- (Rupees three thousand seven hundred only) in the form of DD or multicity Banker's Cheque of some nationalised Bank drawn in favour of the Director, Directorate of Distance Education, B.R. Ambedkar Bihar University, Muzaffarpur payable at Muzaffarpur at the time of Admission for one year (i.e. for 2 Semesters) only. This amount of Rs. 3,700/- includes Rs. 500/- as Admission & Tuition Fee, Rs. 300/- as Registration Fee, Rs. 500/- as Development Fee, Rs. 100/- as Identity Card Fee, Rs. 300/- as fee for Assignments and Rs. 2,000/- as Miscellaneous charges (for Learning/Course materials with bag, postal charges, Library Fee etc.). It does not include Examination Fee and cost of Prospectus.

After passing T.D.C. Part-I (i.e. after passing Semester I & II of T.D.C.), the learner will be required to seek admission in T.D.C. Part-II after paying the requisite fees and charges as mentioned above. Further after passing T.D.C. Part-II (i.e. after passing Semester III & IV of T.D.C.) the learner will be again required to seek admission a fresh in T.D.C. Part-III after paying the requisite amount of fees and charges as mentioned above.

For Master's Programme:-

A student seeking admission in P.G. (Postgraduate) Course in the DDE is required to pay the sum of Rs. 4,300/- (Rupees four thousand three hundred only) in the form of DD or multicity Banker's Cheque of some nationalised Bank drawn in favour of the Director, Directorate of Distance Education, B.R. Ambedkar Bihar University, Muzaffarpur payable at Muzaffarpur at the time of Admission for one year (i.e. for 2 Semesters) only. This amount of Rs. 4,300/- includes Rs.600/- as Admission & Tuition Fee, Rs. 300/- as Registration Fee, Rs. 500/- as Development Fee, Rs. 100/- as Identity Card Fee, Rs. 300/- as fee for Assignments and Rs. 2,500/- as Miscellaneous charges (for Learning/Course materials with bag, postal charges, Library Fee etc.). It does not include Examination Fee and cost of Prospectus.

After passing P.G. (Previous), the learner will be required to seek admission in P.G. (Final) after paying the requisite fees and charges as mentioned above.

(Note:- 01. It is also notable that the Registration-fee is chargeable from each student in the DDE for once only in one's career in the DDE / BRABU, Muzaffarpur).

02. Examination-fee has to be paid separately at the time of filling Examination-form.)



General Programmes (Bachelor's & Master's Degree)



11

How to apply for Admission

A candidate seeking admission in the DDE must fill in Application-form carefully enclosing all the necessary self attested photostat copies of certificates / marksheet / admit card and DD or Banker's Cheque as mentioned below:-

- Properly filled application form signed by the candidate and counter signed by his/her father/guardian must be submitted on or before the last date of submission of application already announced by the DDE.
- Attested & self-attested photocopies of mark-sheets from Matriculation onwards and Admit-card of the last Examination, which qualifies the candidate for admission.
- Attested & self-attested photocopy of Registration Certificate, if the candidate is already registered with DDE/Bihar University, Muzaffarpur/ B.R.A. Bihar University, Muzaffarpur.
- 3 (Three) latest coloured photographs of size 3 cm x 4 cm, one of them being attested by competent authority. Full name of the candidate must be written clearly on the back of each photograph.
- Registration-form, enclosed in the Prospectus, is required to be filled up by the Candidate and submitted along with the filled Application-form for admission, if the candidate is not already registered with the DDE/Bihar University, Muzaffarpur/ B.R.A. Bihar University, Muzaffarpur.
- The requisite fee and charge in the form of DD / multicity Banker's Cheque as directed in Sl. No. 10.

12

Identity Card

Every student admitted in the DDE will be issued an Identity Card under the facsimile signature of the Administrative Officer of the DDE. This Identity Card shall remain valid till the completion of the programme. The Identity Card will entitle the student to have access to various facilities being offered by the Directorate. The Identity Card will also serve as an entry card to enter the premises of the DDE and access to its library and other facilities provided by the DDE. Without Identity Card, a student may be denied entry to attending counseling classes.

In case of loss of Identity Card, Duplicate Identity Card may be issued on payment of Rs. 200/- (Rupees two hundred only) in Bank-Account of the DDE through the challan. One coloured photograph of size 4cm x 3cm of the candidate is also required to be deposited alongwith the letter of request for duplicate Identity Card. After completing the programme, the candidate must surrender the Identity Card to the Directorate at the time of receiving Grade Card.



General Programmes (Bachelor's & Master's Degree)



13 Contact Programme

Personal contact classes will be arranged according to the necessity, where students and teachers will follow the method of two-way communication. In such classes, the students will put their problems and the concerned teachers will solve, guide and help.

The candidates are advised to visit the DDE and watch the Notice Board of the DDE for detailed programme about contact classes. The detailed programme about contact classes may also be announced on the website of the DDE. Individual information about contact classes will not be provided. Students are required to keep Identity Cards with themselves while attending contact classes.

14 Library

Enrolled students in the DDE can consult books and journals available in the library at the reading room.

A student is required to deposit caution-money of Rs. 1,000/- (Rupees one thousand only) in the form of Bank Draft or multicity Banker's Cheque of nationalized Bank in favour of Director, Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur to get books of price up to Rs. 500/- (Rupee five hundred only) for a maximum period of 15 (Fifteen) days. But he/she will be responsible for the safety of books. In case of book is lost or damaged, he/she will have to pay the double price of book along with postal charge, which will be deducted from the caution-money.

It is to be noted that the caution-money is refundable on request of the candidate after the completion of the programme. It is also to be noted that a student is required to produce Identity Card at the entrance of Library Hall and observe the set discipline of Library.



General Programmes (Bachelor's & Master's Degree)



Examination / Evaluation

- The DDE will itself conduct Examination of students enrolled here semester- wise.
- A learner in the DDE is required to appear at Term End Examination (TEE) twice a year i.e. in the month of June/July and December/January usually.
The programme of TEE will be announced by the DDE and it will be uploaded on the website of the DDE, i.e. www.ddebrabu.net. The programme of TEE will also be displayed on the Notice Board of the DDE.
- A learner will fill in the Examination-form to appear in TEE, if his/her enrollment for the programme in which he/she wishes to appear is valid and minimum duration to pursue the programme has elapsed. He/she has already submitted required number of assignments in time and paid the Examination Fee of Rs. 800/- (Rupees Eight hundred only) in the form of DD or multicity Banker's Cheque of some nationalized Bank in favour of Director, Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur payable at Muzaffarpur.
- A learner who having qualified the course or fails to appear at the examination shall be allowed to take subsequent examinations on payment of prescribed examination fee. The opportunity will be provided to the students only in two more examinations.
- The medium of examination shall be English or Hindi.
- Assignments : Every student enrolled in the DDE is required to get assignment packet consisting of Assignment-questions alongwith Answer-books from the DDE at the start of each Semester and submit the answered Answer- books in the office of the DDE on or before the last date finalized by the DDE. The last date of submission of answered Assignment-books will be displayed on website of the DDE and on the Notice Board of the DDE as well.
- Admit Card/Hall Ticket:
Admit Card/Hall Tickets may be issued to bonafide enrolled students of the DDE, who have submitted properly filled Examination forms along with the required amount of Examination fee to appear at TTE after the completion of their courses and after the submission of Assignment/Project works/Dissertation in time.
Each and every examinee of the DDE is required to get Admit Card/Hall Ticket downloaded from the website of the DDE i.e. www.ddebrabu.net or from the office of the DDE on production of Identity Card Candidates are advised to see the Notice Board of the DDE or look into the website of the DDE regarding the latest up-to-date information about the availability of the Admit Card/Hall Ticket in the office of the DDE.



General Programmes (Bachelor's & Master's Degree)



• Distribution of Weightage/Marks:-

Each programme consists of a number of course (papers) , the division of weightage / marks between the TEE and Assignment is generally in the ratio of 80:20 respectively.

• System fo Grades for Evaluating Learner's Achievement:-

The DDE follows the following system of Grading for evaluating learner's achievement:-

Letter Grade	Qualitative Level	Point Grade	Percentage
A	Excellent	5	80% & above
B	Very Good	4	60% to 79.9%
C	Good	3	50% to 59.9%
D	Satisfactory	2	40% to 49%
E	Unsatisfactory	1	Below 40%

Five points Grading Scale is adopted to assess and evaluate the Assignment and TEE (Term End Examination) and it is also converted into equivalent percentage.

• Award of Certificate / Diploma / Advance Diploma

Those who complete the Programme successfully as per regulation of Certificate / Diploma / Advance Diploma shall be awarded accordingly by DDE, B.R.A. Bihar University, Muzaffarpur in prescribed form specifying the class/grade in which he/she has been placed.

A student of B.A./B.Sc./B.Com. or M.A./M.Sc./M.Com. will be declared successful, if he/she scores at least C Grade or 40% marks in TEE (Term End Examination) and Assignments separately.

A student of Hons. in B.A./B.Sc./B.Com. will be declared to achieve Hons., if he/she scores at least 45% marks in aggregate of Hons. Papers of TEE (Term End Examination) and Assignments separately, whereas he/she is required to score at least 40% marks only in subsidiary papers of TEE and Assignments separately.

The list of successful candidates at the end of Final Examination of B.A./B.Sc./B.Com. (Hons.) / M.A./M.Sc./M.Com. shall be published in order of merit.

• Issue of Certificates & other Documents:-

Students are required to apply in prescribed format for issue of Provisional Certificate /Original Certificate/ Duplicate Certificate/ Duplicate Mark-sheets/Duplicate Admit Card etc. The prescribed format can be downloaded from the website of the DDE i.e. www.ddebrabu.net or can be obtained from the office of the DDE.

Fees for Original Certificates / Documents are chargeable from the applicants at the rates given below:-

- Fee for Original Certificate — Rs. 1,000/-
- Fee for Provisional Certificate — Rs. 500/-
- BFee for Duplicate Certificate/Mark-sheet/
Admit Card/Identity Card — Rs. 200/-

In emergent circumstance, the same will be issued to the candidate within three working days from the date of submission of application along with depositing two-times the prescribed fee.

All fees are to be deposited in the form of DD or multicity Banker's Cheque of some nationalized Bank in favour of Director, Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur payable at Muzaffarpur.

It is notable that Original Mark-sheet is to be made available to each student after completion of the result of Certificate/ Diploma / Advance Diploma without charging any extra fee.

• Re-evaluation & Scrutiny:-

There is no provision for re-evaluation of answer-books. However, a candidate may apply for re-totaling of his/her weightage after paying prescribed fee of Rs. 200/- (Rupees two hundred only) per paper on prescribed form within 30 days from the date of publication of result.



16

Authorised Study Centres

Sl. No.	Name of Study Centres / Institutes	Name of Co-ordinator(s)	Contact No.
1	Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur.	Sri Lalan Kumar, Academic Director, DDE	9431246343
2	L.N. Mishra College of Business Management, Bhagwanpur, Muzaffarpur.	Prof. I.B. Lal	9955028948, 9431013368
3	Vaishali Institute of Rural Management, Narayanpur Anant Station Road, Muz.	Dr. N.P.S. Nanda	8987319566
4	Shayam Nandan Sahay College, Dheeranpatti, Muzaffarpur.	Prof. Vijay Verma	9431281386
5	M.D.D.M. College, Muzaffarpur	Dr. Sushila Singh	9471808384
6	Dr. Jagannath Mishra College, Muzaffarpur	Dr. Ratan Kumar Jha	9431476004
7	Basundhara Teachers' Training College, Silout, NH-28, Muzaffarpur	Dr. U.S. Roy	0621-2812073
8	Siddique Memorial Teacher's Training College, Sarmastpur, Sakra (Dholi), Muzaffarpur	Dr. Raju Arshad Ahmad	7857099066, 9473344777
9	R.S.S. Science College, Sitamarhi.	Dr. Laliteshwar Pd. Sinha	9905230328, 8252594791
10	Priya Rani Degree College, Baigania, Sitamarhi.	Dr. Bharti	9572531443, 7209340633
11	Mahatma Buddha Teachers' Training College, Sitamarhi.	Dr. Dhruv Kumar	9431072195
12	Jawahar Lal Nehru Memorial College, Nawahi, Sursand, Sitamarhi	Dr. Om Prakash Singh	9430052659
13	L.N.D. College, Motihari.	Dr. Birendra Singh	9661902286
14	Balmiki Teachers' Training College, Vaishali.	Dr. Braj Mohan Prasad	9431017732
15	B.P.S. College, Desari, Vaishali	Dr. Rajeev Kumar, Deptt. of Hindi	9905292801

General Programmes (Bachelor's & Master's Degree)



16

Authorised Study Centres

Sl. No.	Name of Study Centres / Institutes	Name of Co-ordinator(s)	Contact No.
16	B.M.D. College, Dayalpur, Vaishali	Dr. Kaushal Kishore Singh	9771767109
17	R.N. College, Hajipur, Vaishali	Dr. S.K. Singh	9431449951
18	T.P. Verma College, Narkatiaganj, West Champaran	Dr. Vinod Verma	06253-243535, 8002663079
19	S.R.A.P. College, Bara Chakia, Motihari, East Champaran	Dr. Hari Narayan Thakur	9472436229, 9801627252
20	Pt. Ugam Pandey College, Motihari, East Champaran	Sri Karmatma Pandey	9431639440
21	Mahatma Shiv Shankar Giri College, Areraj, East Champaran (a Constituent unit of B.R.A. Bihar University, Muzaffarpur)	Dr. Ram Kumar	9431093878
22	Sri Ramkhelavan Janhi Uchchatar Madhyamki Vidyalaya, Kushahar, Sheohar	Dr. Ravi Kumar 'Ravi'	9162584821
23	Rajkiya Krit Sri Gokul Jagat High School, Narwara, Sheohar (10+2)	Mrs. Neelam Kumari	9771272205, 9708023310
24	S.G.J.S.S. School, Sonaul Sultan, Purnahiya, Sheohar, Bihar (10+2)	Mr. Surendra Chandra	9097870524, 9472160175



Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur Directorate of Distance Education

Phone+Fax:- 0621-2244879

Website:- www.ddebrabu.net

Email Id:- lalankumar.ddebrabu@gmail.com

Mobile:- 9431246343

Admission Notice

Professional Courses

BCA

BBA

B.Sc.IT

BLIS

BJMC

MCA

B.A. (Hons. in Education)

M.A. (Education)

MBA

PGDFM

M.Sc.IT

MLIS

B.Ed.

MAPMIR

Traditional Courses

Bachelor's Degree Subjects (3 Years / 6 Semesters):-

Hindi, English, Sanskrit, Urdu, Persian, Bengali, Maithili, Economics, History, AIH&C, Political Science, Sociology, Geography, Home Science, Psychology, Mathematics, Physics, Chemistry, Botany, Zoology & Commerce for Honours & General Courses.

Master's Degree Subjects (2 Years / 4 Semesters):-

Hindi, English, Sanskrit, Urdu, Persian, Bengali, Maithili, Economics, History, AIH&C, Political Science, Sociology, Geography, Home Science, Psychology, Mathematics, Physics, Chemistry, Botany, Zoology & Commerce.

Paramedical / Short-term Job-oriented Course

Certificate, Diploma & Advanced Diploma Courses in Computerized Accounting / Computer Applications / Dental Assistant / (Dresser Compoundery/Health Assistant Attendant/Patient Care) / Nurse Aid / (Medical X-Ray Technician/Medical Imaging Technology/Radiology X-Ray) / (Multipurpose Health Assistant & Worker/Sanitary Inspector/Public Health & Sanitation Technology) / ECG Technician / (First Aid & Community Health/Community Health Worker) / Blood Bank Technician / Safety Management / Industrial Safety / Pharmacy / Certificate in Library Science / Certificate in Acupressure / E-Governance / Ultrasonography / Retail Management / Optometry / Hotel Management / O.T. Technician / Medical Lab Technology / Physiotherapy / Journalism & Mass Communication / Pre-Primary Teachers' Training / Fire Safety / Hospital Management / Computer Hardware & Networking / Electrical Technician / Yoga & Naturopathy / Computer Teachers' Training

Lalan Kumar
A.O.-cum-P.O., DDE, BRABU, Muz.

Prof. (Dr.) Shivji Singh
Director, DDE, BRABU, Muz.



Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur Directorate of Distance Education



Prof. Ratnesh Mishra
Registrar,
B.R.A.B.U., Muz.



Prof. (Dr.) Shivji Singh
Director,
D.D.E., B.R.A.B.U., Muz.



Sri Lalan Kumar
A.O.-cum-P.O.,
D.D.E., B.R.A.B.U., Muz.

Education Across the Boundary

It was initially established in the name of CDE (Centre for Distance Education) in 1995. Now-a-days it is named as Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur (abbreviated as DDE) since 29.09.2011. Students are studying in different subjects at Graduate level (General & Honours) and in Postgraduate level in Faculties of Humanities, Science, Social Science and Commerce.

The DDE has already started various Professional Courses such as BCA, BBA, B.Sc.IT, BLIS, BJMC, B.A. (Hons. in Education), M.Sc.IT, MLIS, M.A. (Education), PG Diploma in Financial Management from the Session 2012-13.

The DDE has also started some new Professional Courses such as MCA, MBA & M.A. (Personnel Management & Industrial Relations) from Session 2013-14 and B.Ed. Course (Distance Mode) from Session 2014-15.

Recently, the DDE has also started M.Phil. Courses (Regular Mode) from Session 2014-15 and Paramedical Courses/Short-term Job-oriented Professional Courses and Traditional Courses involving practical from Session 2015-16.

The DDE is also going to start M.Ed. Programme (Regular Mode), D.El.Ed. Programme (Distance Mode) & B.ED.-M.Ed. Integrated Programme (Regular Mode) after the approval of NCTE, Bhubaneswar from the Session 2017-18.

The DDE has stolen a march with exemplary all round development under inspiring guidance of Hon'ble Vice-Chancellor Prof. (Dr.) Pandit Palande with active co-operation of Registrar Prof. Ratnesh Mishra and under leadership of its Director Prof. (Dr.) Shivji Singh.

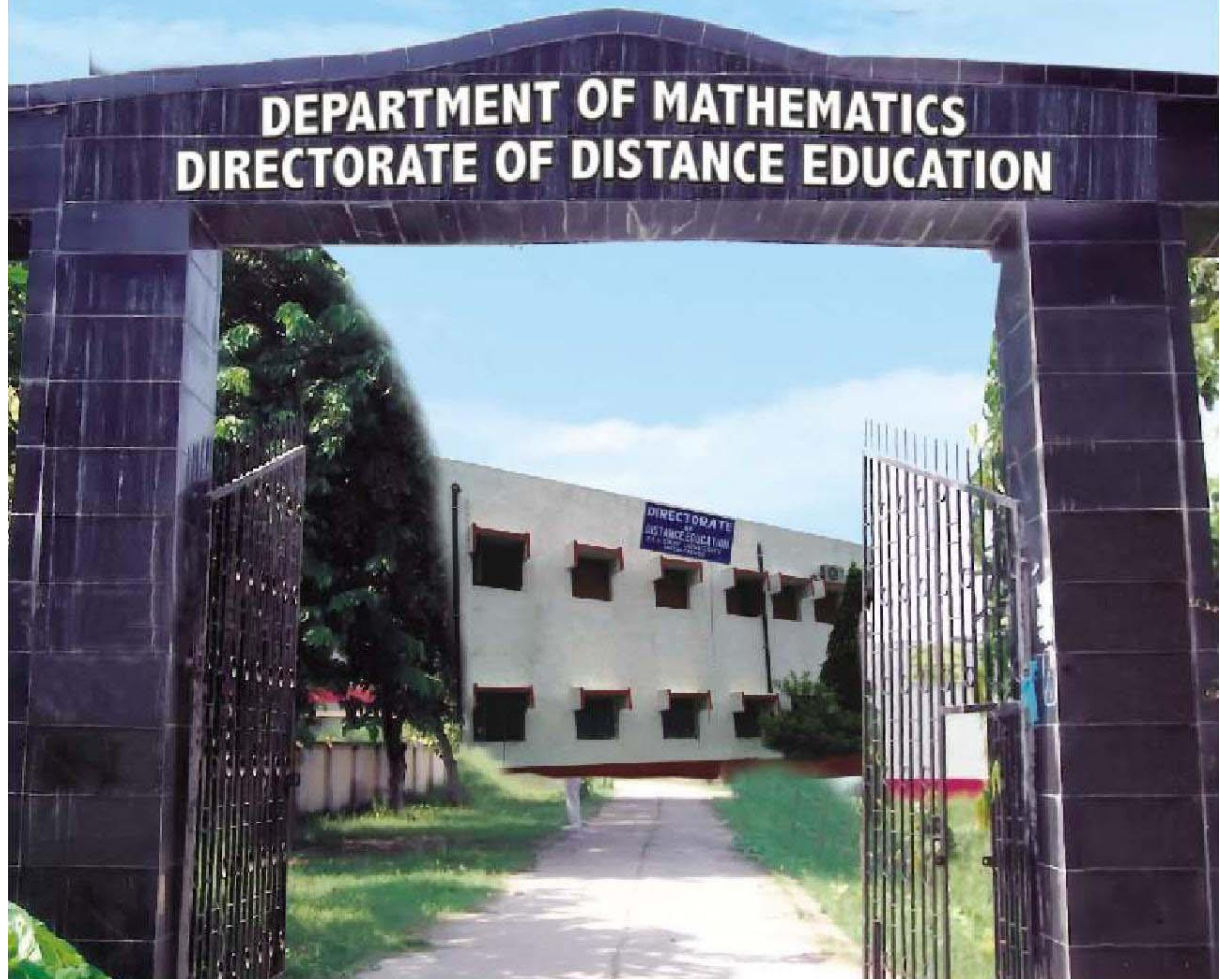
Administrative Officer

**Professional Programmes & Skill Development Programmes
Prospectus**



बी० आर० अम्बेदकर बिहार विश्वविद्यालय, मुजफ्फरपुर
B.R. Ambedkar Bihar University, Muzaffarpur

www.ddebrabu.net





बी० आर० अम्बेदकर बिहार विश्वविद्यालय, मुजफ्फरपुर
B.R. Ambedkar Bihar University, Muzaffarpur

दूरस्थ शिक्षा निदेशालय
Directorate of Distance Education

Student's Handbook & Prospectus
Professional & Skill Development Programmes
(Distance & Face to Face Mode)

*Approved & Recognised by
UGGC/DEB, Ministry of HRD, Govt. of India*



बी० आर० अम्बेदकर बिहार विश्वविद्यालय, मुजफ्फरपुर B.R. Ambedkar Bihar University, Muzaffarpur



Dr. Pandit Palande
Hon'ble Vice-Chancellor
B.R.A.B.U., Muz.

From the Desk of
Hon'ble Vice-Chancellor

Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur was initially established in the name of the University of Bihar (i.e. fo'oto[ky;]) in 1952 at Patna as the second University in Bihar and as one of the 15th oldest Universities in Independent India. During the past 62 years, the University has made tremendous contributions towards studies, teaching, research in general education, specially in technical and vocational education in the state of Bihar.

The Centre for Distance Education (CDE) was established in the year 1995 with an aim to provide higher education to those, who could not attend regular colleges due to economic constraints and those who were employed and sought to upgrade their educational qualifications and capabilities.

Apart from conducting general and traditional Bachelors and Masters Degree Programmes, the DDE has also started some new Professional Courses such as BCA, BBA, MCA, MBA & MA (Personnel Management & Industrial Relations) from Session 2013-14. The DDE is going to be pioneer in starting M.Phil. courses in various subjects in the state of Bihar.

Now, Viewing the need for skilled manpower in the country, on the lines of policies of central and state government, the DDE has initiated skills development and vocational programmes in the areas of Management, IT, Para-Medical Sciences & Technical subjects to cater to the growing requirements of skilled and professional persons in the country. The above programmes are job oriented and entrepreneurship promotional, in nature. The university is planning to promote such vocational courses for the empowerment of youths in general of urban and rural areas, specially the dropouts, women and working persons from the current session.

The university abides by the rules and regulations and specifications laid down by University Grants Commission (UGC), Distance Education Bureau of UGC and all the above programmes are approved and recognised by UGC-DEB, Ministry of HRD, Govt. of India which is valid for employment in government and private sectors enterprises.

I extend my best wishes to all students studying through the DDE (Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur) and hope that the education they acquire through the DDE will help them in their professional career to help achieve their goals.



About the B.R.A. Bihar University, Muzaffarpur

Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur was initially established in the name of University of Bihar (i.e. **fçgkj fo'ofokky**;) in 1952 at Patna as the 2nd University of undivided Bihar and as one of the 15th oldest Universities in Independent India. Rai Bahadur Shyam Nandan Sahay was its founder Vice-Chancellor. Originally its jurisdiction extended over the entire State of Bihar (including the portion of present Jharkhand State) except the Colleges and P.G. (Post Graduate) Departments located in Patna which formed the part of Patna University.

Further the Bihar University Act 1960 bifurcated University of Bihar into three Universities as given below:-

- Bihar University, Muzaffarpur
- Ranchi University, Ranchi
- Bhagalpur University, Bhagalpur.

Again, Magadh University, Gaya was created by separating it from Bihar University under Bihar University Act 1960. Later on, Mithila University, Darbhanga was created in 1973 by getting it separated from Bihar University. Once more, Bihar University was bifurcated into Bihar University, Muzaffarpur and Jai Prakash University, Chapra in 1990.

In 1992, Bihar University was renamed as Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur.

The soil of this territorial jurisdiction of the University is credited to get the whole of the world enlightened with the splendid contributions in the field of Religious, Spiritual & Philosophical thoughts; Literature & Culture; Scientific, Mathematical & Astronomical knowledge and concept of Democracy (x.kra=k) thousands of years before Christ.

At present, B.R.A. Bihar University is the epicenter of socio-economic transformation of Bihar. It is facing uphill task of promoting the cause of higher education to the unprivileged classes of society of the whole of Bihar. This area is socially, economically and educationally backward. There is need to produce skilled human resources to cope with the situation arising out of globalization and new economic policy and subsequent development.

The P.G. (Post Graduate) Departments and the Colleges under the University impart teaching in the Faculties of Humanities, Social Sciences, Science, Commerce, Law, Medicine, Engineering, Management, Education, Prakrit & Jainology as well as in Homeopathic, Ayurvedic and Unani Systems of Medicines. The University is imparting higher education to desirous persons through 21 Post Graduate Departments, 37 Constituent Colleges, a number of affiliated Colleges and the DDE (Directorate of Distance Education).

The teachers and students of this University are actively engaged in research-works and in a number of research projects has been sanctioned by UGC, DST, ICHC, ICMR, Planning Board and other National Agencies.

In the field of computer education, the University has achieved remarkable progress. UGC sponsored computer centre was established in the University in 1997.

In view of growing need of promoting skills for greater employability of the over increasing number of youths and also with a view to giving them an opportunity to become useful as skilled human resource, B.R.A. Bihar University has taken bold initiative of starting a number of vocational and professional courses in P.G. Departments and constituent & affiliated Colleges of the University.

The University strongly feels that the Vocational/ Professional Courses need to be promoted in big way. So it has started 14 Professional Courses and 81 Short-term Job-oriented Skill Development Programmes through the DDE (Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur).

The University is also pioneer in whole of Bihar in starting M.Phil. Courses through the DDE. The University is striving tirelessly to overcome the challenging task of promoting and developing facilities for the relevant higher education to increasing number of young men and desirous persons in the socially, economically and backward region of Bihar.





About the Directorate of Distance Education

The DDE (Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur) was established initially in the name of CDE (Centre for Distance Education) in May, 1995 and afterwards, it started functioning formally with effect from September, 1995. The Senate of B.R.A. Bihar University, Muzaffarpur at its meeting held on 2nd March, 1997 accorded post-facto approval of the scheme of the Academic Council to open Centre for Distance Education in the University for imparting education to desirous candidates under open and distance mode. The course being imparted by this Centre by correspondence/distance mode are as under:-

- (i) B.A./B.Sc./B.Com. from 1993-95 session in the subjects in which there is no practical and teaching is imparted in regular college of the University except involving practical.
- (ii) M.A./M.Sc./M.Com. from 1993-95 session in the subjects in which there is no practical and teaching is imparted in the University.
- (iii) The Centre for Distance Education will have the status of P.G. College/Institute and may introduce self-financing vocational and job-oriented courses.

The name of the CDE (Centre for Distance Education) has been changed to the new name DDE (Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur) by the Notification of Registrar of the University vide Memo No. 208/Rdated 29.09.2012.

The DDE has performed well in all the years since 1995 and succeeded well in the University Examinations and many times succeeded in achieving highest/high ranks in the University Examinations.

The DDE has started 14 Professional Courses such as B.Ed., B.A. (Hons. in Education), M.A. (Education), BCA, MCA, B.Sc.(IT), M.Sc.(IT), BBA, MBA, P.G. Diploma in Financial Management, M.A. in Personnel Management & Industrial Relations, BLIS, MLI and Bachelor of Journalism & Mass Communications.

The DDE is also initiating 81 Short-term Job-oriented courses under skill development programmes from the current session 2014-15.

The DDE is pioneer in whole of Bihar in starting M.Phil. Programme (Regular Mode) in various Traditional & Professional Courses.

The DDE has several Study Centres to provide proper facilities of personal contact classes / face to face training to its students for theoretical and practical subjects. Many more Study Centres are to be established in near future.

Territorial Jurisdiction of the DDE

The territorial jurisdiction / limits in which the DDE shall exercise its power and perform its duties shall be the entire State of Bihar. Any change in the Territorial Jurisdiction of the DDE may be decided by the Advisory Council of the DDE as per norms of the UGC/DEB from time-to-time subject to the provision of regulations and statutes.

Directorate Open to All

- (i) Every Indian National, irrespective of Caste/Colour/ Sex/ Creed/ Socio-cultural Stratum/ Economical Status/ Employed/Unemployed, is eligible to seek admission in any programme of the DDE.
- (ii) Foreign Nationals either residing in India or abroad or non-resident Indians may seek admission in any Programme of the DDE as per Policy and guidance laid down by the Government.

UGC-DEB Recognition Status

The DEB of University Grants Commission, Ministry of HRD, Govt. of India has given institutional recognition to offer programmes through Distance Mode, which are approved by all the concerned statutory bodies of the university.



General Instructions

- **No provision of free-studentship & scholarship:-**
There is no provision of free-studentship or scholarship for any category of students in the DDE. Admitted students of DDE have to arrange any financial assistance from any agency at their own level.
- **Enrollment number:-**
After admission, each candidate will be given an enrollment number. He/she must quote this enrollment number in all his/her future correspondence with the DDE. Any letter/application which does not bear the enrollment number will not be entertained.
- **No possibility of simultaneously a dmission in DDE:-**
Simultaneously admission in more than one programme of the DDE is not permissible.
- **No change of subject after admission:-**
Enrolled student will not be allowed to change their subjects after admission. It is advisable to opt the subjects very carefully before taking admission.
- **Mode of payment:-**
All types of fees and charges are to be paid by students of the DDE in the form of Bank Draft or Multicity Banker's Cheque of any nationalized Bank in favour of the Director, Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur payable at Muzaffarpur.
- **Non-refund of fees:-**
Students admitted in the DDE can not claim for refund of fees after admission.
- **Payment of Fees:-**
Fee may also be deposited at respective Study Centre/ Learning Centre/ Information Centre in the form of DD or Multicity Banker's Cheque of some nationalized Bank in favour of Director, Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur. The candidate must clearly maintain his or her name, address, mobile no., programme on the back of DD/Multicity Banker's Cheque deposited with the DDE.
- The candidate may submit complete filled in form either at Headquarter or at any Study Centre/ Learning Centre/ Information Centre.
- Admission depends on availability of seats in each programme.
- Candidate will have to deposit requisite programme fee for desired programme, otherwise claim for admission will not be entertained.
- Attested & self-attested Xerox copies of all relevant mark-sheets are required to be enclosed with the application form for admission.
- Original mark-sheets and other relevant documents are required to be produced for verification at the time of admission.
- Candidate desirous for admission is required to be present in person at time of admission for signature in Admission Register. If the candidate is not present, then his/her claim for admission will be rejected.
- **No CLC/ DLC/ Migration Certificate is required.**
- Candidates are required to fill in Data-format annexed with the Hand-book.
- Admitted candidate will be provided course-materials (on availability), identity card and relevant assignment-questions with answer-books.
- Each student will be required to submit answered answer-books of assignment within prescribed period of time as directed by the DDE.
- Assignment should be written very carefully in own handwriting. It should be also written in own words as far as possible. It should not be copied from the learning materials.
- In case of loss of assignment copy, fresh assignment copy may be procured from DDE on payment of Rs. 100/- (Rupees one hundred only) for each of assignment. The amount is payable in the Bank-Account of the DDE through challan.
- No assignment will be accepted after TEE (Term End Examination) of that course. Hence, Answer-books of Assignment must be submitted on or before date fixed by the DDE.
- Enrolled students must visit DDE's official website www.ddebrabu.net regularly for updating information.
- Programme Fee may be enhanced any time by the DDE due to enhancement in prices of Course-materials.





DURATION, ELIGIBILITY & ACADEMIC FEES

CERTIFICATE

Duration : Minimum 6 Months (1 Semester)

Maximum 1½ years (3 Semesters)

Eligibility : 10th / Matric / Equivalent Pass

Tuition Fees : Rs. 5000 Per Semester

Exam. Fees : Rs. 800 Per Semester

DIPLOMA

Duration : Minimum 12 Months (2 Semesters)

Maximum 24 Months (4 Semesters)

Eligibility : 10th / Matric / Equivalent / Certificate Pass

Tuition Fees : Rs. 5000 Per Semester

Exam. Fees : Rs. 800 Per Semester

ADVANCED DIPLOMA

Duration : Minimum 24 Months (4 Semesters)

Maximum 36 Months (6 Semesters)

Eligibility : 10+2 / Inter / Equivalent / Diploma Pass

Tuition Fees : Rs. 5000 Per Semester

Exam. Fees : Rs. 800 Per Semester

How to apply for Admission

A candidate seeking admission in the DDE must fill in Application-form carefully enclosing all the necessary self attested photostat copies of certificates / marksheet / admit card and DD or Banker's Cheque as mentioned below:-

- Properly filled application form signed by the candidate and counter signed by his/her father/guardian must be submitted on or before the last date of submission of application already announced by the DDE.
- Attested & self-attested photocopies of mark-sheets from Matriculation onwards and Admit-card of the last Examination, which qualifies the candidate for admission.
- Attested & self-attested photocopy of Registration Certificate, if the candidate is already registered with DDE/ Bihar University, Muzaffarpur / B.R.A. Bihar University, Muzaffarpur.
- 3 (Three) latest coloured photographs of size 3 cm x 4 cm, one of them being attested by competent authority. Full name of the candidate must be written clearly on the back of each photograph.
- Registration-form, enclosed in the Prospectus, is required to be filled up by the Candidate and submitted along with the filled Application-form for admission, if the candidate is not already registered with the DDE/ Bihar University, Muzaffarpur / B.R.A. Bihar University, Muzaffarpur.
- The requisite fee and charge in the form of DD / multicity Banker's Cheque as directed.

Identity Card

Every student admitted in the DDE will be issued an Identity Card under the facsimile signature of the Administrative Officer of the DDE. This Identity Card shall remain valid till the completion of the programme. The Identity Card will entitle the student to have access to various facilities being offered by the Directorate. The Identity Card





will also serve as an entry card to enter the premises of the DDE and access to its library and other facilities provided by the DDE. Without Identity Card, a student may be denied entry to attending counseling classes.

In case of loss of Identity Card, Duplicate Identity Card may be issued on payment of Rs. 200/- (Rupees two hundred only) in Bank-Account of the DDE through the challan. One coloured photograph of size 4cm x 3cm of the candidate is also required to be deposited alongwith the letter of request for duplicate Identity Card. After completing the programme, the candidate must surrender the Identity Card to the Directorate at the time of receiving Grade Card.

Contact Programme

Personal contact classes will be arranged according to the necessity, where students and teachers will follow the method of two-way communication. In such classes, the students will put their problems and the concerned teachers will solve, guide and help.

The candidates are advised to visit the DDE and watch the Notice Board of the DDE for detailed programme about contact classes. The detailed programme about contact classes may also be announced on the website of the DDE. Individual information about contact classes will not be provided. Students are required to keep Identity Cards with themselves while attending contact classes.

Library

Enrolled students in the DDE can consult books and journals available in the library at the reading room.

A student is required to deposit caution-money of Rs. 1,000/- (Rupees one thousand only) in the form of Bank Draft or multicurrency Banker's Cheque of nationalized Bank in favour of Director, Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur to get books of price up to Rs. 500/- (Rupee five hundred only) for a maximum period of 15 (Fifteen) days. But he/she will be responsible for the safety of books. In case of book is lost or damaged, he/she will have to

pay the double price of book along with postal charge, which will be deducted from the caution-money.

It is to be noted that the caution-money is refundable on request of the candidate after the completion of the programme. It is also to be noted that a student is required to produce Identity Card at the entrance of Library Hall and observe the set discipline of Library.

Examination / Evaluation

- The DDE will itself conduct Examination of students enrolled here semester-wise.
- A learner in the DDE is required to appear at Term End Examination (TEE) twice a year i.e. in the month of June/July and December/January usually. The programme of TEE will be announced by the DDE and it will be uploaded on the website of the DDE, i.e. www.ddebrabu.net. The programme of TEE will also be displayed on the Notice Board of the DDE.
- A learner will fill in the Examination-form to appear in TEE, if his/her enrollment for the programme in which he/she wishes to appear is valid and minimum duration to pursue the programme has elapsed. He/she has already submitted required number of assignments in time and paid the Examination Fee of Rs. 800/- (Rupees Eight hundred only) in the form of DD or multicurrency Banker's Cheque of some nationalized Bank in favour of Director, Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur payable at Muzaffarpur.
- A learner who having qualified the course or fails to appear at the examination shall be allowed to take subsequent examinations on payment of prescribed examination fee. The opportunity will be provided to the students only in two more examinations.
- The medium of examination shall be English or Hindi.**
- Assignments :** Every student enrolled in the DDE is required to get assignment packet consisting of Assignment-questions alongwith Answer-books from the





DDE at the start of each Semester and submit the answered Answer-books in the office of the DDE on or before the last date finalized by the DDE. The last date of submission of answered Assignment-books will be displayed on website of the DDE and on the Notice Board of the DDE as well.

• **Admit Card/ Hall Ticket:**

Admit Card/Hall Tickets may be issued to bonafide enrolled students of the DDE, who have submitted properly filled Examination forms along with the required amount of Examination fee to appear at TTE after the completion of their courses and after the submission of Assignment/ Project works/ Dissertation in time.

Each and every examinee of the DDE is required to get Admit Card/Hall Ticket downloaded from the website of the DDE i.e. www.ddebrabu.net or from the office of the DDE on production of Identity Card. Candidates are advised to see the Notice Board of the DDE or look into the website of the DDE regarding the latest up-to-date information about the availability of the Admit Card/Hall Ticket in the office of the DDE.

• **Distribution of Weightage/ Marks:-**

Each programme consists of a number of course (papers), the division of weightage / marks between the TEE and Assignment is generally in the ratio of 70:30 respectively. Five points Grading Scale is adopted to assess and evaluate the Assignment and TEE (Term End Examination) and it is also converted into equivalent percentage.

• **Award of Certificate / Diploma / Advance Diploma**

Those who complete the Programme successfully as per regulation of Certificate / Diploma / Advance Diploma shall be awarded accordingly by DDE, B.R.A. Bihar University, Muzaffarpur in prescribed form specifying the class/grade in which he/she has been placed.

• **Issue of Certificates & other Documents:-**

Students are required to apply in prescribed format for issue of Provisional Certificate /Original Certificate/ Duplicate Certificate/ Duplicate Mark-sheets/ Duplicate

Admit Card etc. The prescribed format can be downloaded from the website of the DDE i.e. www.ddebrabu.net or can be obtained from the office of the DDE.

Fees for Original Certificates/ Documents are chargeable from the applicants at the rates given below:-

- Fee for Original Certificate — Rs. 1,000/-
- Fee for Provisional Certificate —Rs. 500/-
- Fee for Duplicate Certificate/ Mark-sheet/ Admit Card / Identity Card —Rs. 200/-

In emergent circumstance, the same will be issued to the candidate within three working days from the date of submission of application along with depositing two-times the prescribed fee.

All fees are to be deposited in the form of DD or multicurrency Banker's Cheque of some nationalized Bank in favour of **Director, Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur payable at Muzaffarpur.**

It is notable that Original Mark-sheet is to be made available to each student after completion of the result of Certificate / Diploma / Advance Diploma without charging any extra fee.

• **Re-evaluation & Scrutiny:-**

There is no provision for re-evaluation of answer-books. However, a candidate may apply for re-totaling of his/her weightage after paying prescribed fee of Rs. 200/- (Rupees two hundred only) per paper on prescribed form within 30 days from the date of publication of result.

System of grades for evaluation of Learner's Achievement:-

Letter Grade	Qualitative Level	Point Grade	Percentage
A	Excellent	5	80% & above
B	Very Good	4	60% to 79.9%
C	Good	3	50% to 59.9%
D	Satisfactory	2	40% to 49.9%
E	Unsatisfactory	1	Below 40%



Professional Programmes

BACHELOR OF COMPUTER APPLICATION (BCA)

BCA 3 Years/ Six Semesters (Regular Course)

- Name of the Course :- BCA (Bachelor of Computer Application)
- Academic Activity :- As per Norms prescribed by the UGC/DEB and the policy decision taken by the Advisory Council of the DDE and the Academic Council of BRABU.
- Eligibility and Criteria :- 10+2 or equivalent from recognized University/Board/Institute with at least 45% marks.
- Total Fee :- Rs. 4,700/- Per Semester — Rs. 2,000/- Development Fee. — Total Rs. 30,200/- (Rupees Thirty Thousand Two Hundred only) — Rs. 1,000/- Per Examination Fee. Fee Structure may be changed from time to time, if so needed.
- Programme :- The 3 year programme for the Bachelor of Computer Application (BCA) Course is designed to provide necessary theoretical & practical knowledge, which could enable students to develop computerized IT as well as adequately equip them to computer application in science and engineering and to meet the growing manpower in Data processing.
- AREA TO BE COVERED

1st Semester				2nd Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
01	BCA01	Mathematical Foundation	4	07	BCA07	Discrete Mathematics	4
02	BCA02	Computer Fundamental	4	08	BCA08	Computer Architecture	4
03	BCA03	Business Communication & Information System	4	09	BCA09	C Programming & Data Structure	4
04	BCA04	Fundamentals of Management	3	10	BCA10	Business Accounting	3
05	BCA05	Lab. On Windows	3	11	BCA11	Lab. on C	3
06	BCA06	Lab on MS-Office	2	12	BCA12	Lab on Computer Organisation	2
Total Credit =			20	Total Credit =			20

3rd Semester				4th Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
13	BCA13	System Analysis & Design	4	19	BCA19	Numerical Methodology	4
14	BCA14	Database Management System	4	20	BCA20	Computer Graphics and Multimedia	4
15	BCA15	Object Oriented Programming in C++	4	21	BCA21	Operating System & Unix	4
16	BCA16	Computer Network	3	22	BCA22	Software Engineering Principles	3
17	BCA17	Lab on DBMS	3	23	BCA23	Lab on Unix & Multimedia	3
18	BCA18	Lab on Numeric Techniques through C++	2	24	BCA24	Lab on Numerical Methodology for C/C++	2
Total Credit =			20	Total Credit =			20

5th Semester				6th Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
25	BCA25	Visual Basic	4	31	BCA31	Project Report	7
26	BCA26	Internet & Java Programming	4	32	BCA32	Seminar & Presentation- 50 Marks	7
27	BCA27	Research Methodology	4	33	BCA33	Viva-Voce (Based on Project Report)- 50 Marks	6
28	BCA28	Lab on Oracle	3				
29	BCA29	Lab on Java & Internet	3				
30	BCA30	Lab on Visual Basic	2				
Total Credit =			20	Total Credit =			20



- Examination :- Term End Semester Examination will be conducted by the DDE on behalf of B.R.A. Bihar University, Muzaffarpur.
- Project Study & Viva-Voce :- The candidate will prepare project report under the guidance of the faculty & submit them as per the date announced by the DDE.
- Internal Assessments :- 30% marks in each theory paper have been prescribed by internal assessments.



BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY (B.SC.IT)

B.Sc. IT 3 Years / Six Semesters (Regular Course)

- Name of the Course :- B.Sc. IT (Bachelor of Science in Information Technology)
- Academic Activity :- As per Norms prescribed by the UGC/DEB and the policy decision taken by the Advisory Council of the DDE and the Academic Council of BRABU.
- Eligibility and Criteria :- 10+2 or equivalent from recognized University/Board/Institute with at least 45% marks.
- Total Fee :- Rs. 6,000/- Per Semester.— Rs. 2,000/- Development Fee.— Total Rs. 38,000/- (Rupees Thirty Eight Thousand only)— Rs. 1,000/- Per Examination Fee. Fee Structure may be changed from time to time, if so needed.
- Programme :- The 3 year programme for the Bachelor of Science in Information Technology (B.Sc.IT) Course is designed to provide necessary theoretical & practical knowledge, which could enable students to develop computerized IT as well as adequately equip them to Computer in IT and to meet the growing manpower in Data processing.
- AREA TO BE COVERED

1st Semester				2nd Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
01	BIT01	Fundamental of IT	4	07	BIT07	Computer Organization & Architecture	4
02	BIT02	Mathematics of IT	4	08	BIT08	Mathematics	4
03	BIT03	Logic Design	4	09	BIT09	Operating System	4
04	BIT04	C Programming & Data Structure- Theory	3	10	BIT10	Technical Communication Theory	2
05	BIT05	DBMS	3	11	BIT11	Computer Network	4
06	BIT06	C Programming & Data Structure- Practical	2	12	BIT12	Linux & DBMS- Practical	2
Total Credit =			20	Total Credit =			20

3rd Semester				4th Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
13	BIT13	Ops with Java	4	19	BIT19	Fundamental of Algorithms	4
14	BIT14	RDBMS with SQL	4	20	BIT20	Software Engineering	4
15	BIT15	TCP/IP	4	21	BIT21	Visual Basic	4
16	BIT16	Multimedia System	2	22	BIT22	Server Site Programming Theory	4
17	BIT17	Website Design	2	23	BIT23	Technical Communication	2
18	BIT18	Mini Project	4	24	BIT24	Server Site Programming Practical	2
Total Credit =			20	Total Credit =			20

5th Semester				6th Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
25	BIT25	Mobile Computing	4	31	BIT31	Software Project Management	4
26	BIT26	WML & WAP Programming Theory	2	32	BIT32	Computer Graphics	4
27	BIT27	Cryptography & Networking Security	4	33	BIT33	Artificial Intelligence	4
28	BIT28	E-Commerce	4	34	BIT34	Project Work	8
29	BIT29	Data Storage Management	4				
40	BIT30	WML & WAP Programming Practical	2				
Total Credit =			20	Total Credit =			20

- Examination :- Term End Semester Examination will be conducted by the DDE on behalf of B.R.A. Bihar University, Muzaffarpur.
- Project Study & Viva-Voce :- The candidate will prepare project report under the guidance of the faculty & submit them as per the date announced by the DDE.
- Internal Assessments :- 30% marks in each theory paper have been prescribed by internal assessments.



Bachelor of Business Administration (BBA)

BBA 3 Years / Six Semesters (Regular Course)

- Name of the Course :- BBA (Bachelor of Business Administration)
- Academic Activity :- As per Norms prescribed by the UGC/DEB and the policy decision taken by the Advisory Council of the DDE and the Academic Council of BRABU.
- Eligibility and Criteria :- 10+2 or equivalent from recognized University/ Board/ Institute with at least 45% marks.
- Total Fee :- Rs. 4,700/- Per Semester. — Rs. 2,000/- Development Fee. — Total Rs. 30,200/- (Rupees Thirty Thousand Two Hundred only) — "Rs. 1,000/- Per Examination Fee." Fee Structure may be changed from time to time, if needed.
- Programme :- The 3 year programme for the Bachelor of Business Administration (BBA) Course is designed to provide necessary background and practical which would enable the students to develop Management skill as well as to adequately equip them for Management application in science and engineering and allied disciplines and to meet the growing manpower requirements in data processing.

AREA TO BE COVERED :-

1st Semester				2nd Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
01	BBA01	Business Mathematics	4	06	BBA06	Principles of Management	4
02	BBA02	Communicative English	4	07	BBA07	Organisational Behaviour	4
03	BBA03	Business Accounting	4	08	BBA08	Business Communication	4
04	BBA04	Business Economics	4	08	BBA09	Business Statistics	4
05	BBA05	Business & Industrial Organisation	4	10	BBA10	Fundamental of Computer	4
Total Credit =			20	Total Credit =			20

3rd Semester				4th Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
11	BBA11	Materials & Production Management	4	16	BBA16	Computer Applications in Management	4
12	BBA12	Human Resource Management	4	17	BBA17	Research Methodology	4
13	BBA13	Marketing Management	4	18	BBA18	Management & Control of Costs	4
14	BBA14	Financial Management	4	19	BBA19	Entrepreneurship	4
15	BBA15	Legal Aspects of Business	4	20	BBA20	Business Environment	4
Total Credit =			20	Total Credit =			20

5th Semester				6th Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
21	BBA21	Corporate Taxation	4	26	BBA26	Marketing Management	4
22	BBA22	Business Values & Ethics	4	27	BBA27	Human Resource Management	4
23	BBA23	Fundamentals of Operations Research	4	28	BBA28	Financial Management	4
24	BBA24	Management of Control Techniques	4	29	BBA29	Information Resource Management	4
25	BBA25	Management Information Systems	4	30	BBA30	Managing Rural Change Inter. Trade Mangt.	4
Total Credit =			20	Total Credit =			20

- Examination :- Term End Semester Examination will be conducted by the DDE on behalf of B.R.A. Bihar University, Muzaffarpur.
- Project Study & Viva-Voce :- The candidate will prepare project report under the guidance of the faculty & submit them as per the date announced by the DDE.
- Internal Assessments :- 30% marks in each theory paper have been prescribed by internal assessments.



BACHELOR OF LIBRARY & INFORMATION SCIENCE (BLIS)

BLIS 1 Year / Two Semesters (Regular Course)

- Name of the Course :- BLIS(Bachelor of Library & Information Science)
- Academic Activity :- As per Norms prescribed by the UGC/ DEB and the policy decision taken by the Advisory Council of the DDE and the Academic Council of BRABU.
- Eligibility and Criteria :- Graduation from recognized University/ Board/ Institute with at least 45% marks.
- Total Fee :- Rs. 5,000/- Per Semester. — Rs. 1,000/- Development Fee. — Total Rs. 11,000/- (Rupees Eleven Thousand only) — Rs. 1,000/- Per Examination Fee. Fee Structure may be changed from time to time, if so needed.
- Programme :- The 1 year programme for the Bachelor of Library & Information Science (BLIS) Course is designed to provide necessary background and practical which would enable the students to develop in Library Information & Science Field.
- AREA TO BE COVERED :-

1st Semester				2nd Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
01	BLS01	Fundamentals of Library & Information Science	5	05	BLS05	Information Storage (Theory)	4
02	BLS02	Management of Library & Information Centre	5	06	BLS06	Information Retrieval (Theory)	4
03	BLS03	Information Sources & Services	5	07	BLS07	Information Storage (Practical)	4
04	BLS04	Information Technology & their Application	5	08	BLS08	Information Retrieval (Practical)	4
Total Credit =			20	Total Credit =			20

- Examination :- Term End Semester Examination will be conducted by the DDE on behalf of B.R.A. Bihar University, Muzaffarpur.
- Project Study & Viva-Voce :- The candidate will prepare project report under the guidance of the faculty & submit them as per the date announced by the DDE.
- Internal Assessments :- 30% marks in each theory paper have been prescribed by internal assessments.



BACHELOR OF JOURNALISM & MASS COMMUNICATION (BJMC)

BJMC 1 Year / Two Semesters (Regular Course)

- Name of the Course :- BJMC (Bachelor of Journalism & Mass Communication)
- Academic Activity :- As per Norms prescribed by the UGC/DEB and the policy decision taken by the Advisory Council of the DDE and the Academic Council of BRABU.
- Eligibility and Criteria :- Graduation from recognized University/Board/ Institute with at least 45% marks.
- Total Fee :- Rs. 5,000/- Per Semester. — Rs. 1,000/- Development Fee. — Total Rs. 11,000/- (Rupees Eleven Thousand only) — Rs. 1,000/- Per Examination Fee. — Fee Structure may be changed from time to time, if so needed.
- Programme :- The 1 year programme for the Bachelor of Journalism & Mass Communication (BJMC) Course is designed to provide necessary background and practical which would enable the students to develop in Journalism & Mass Communication Field.
- AREA TO BE COVERED :-

1st Semester				2nd Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
01	BJM 01	Introduction of Journalism & Mass Communication	5	05	BJM 05	Press Management	4
02	BJM 02	History of Hindi Journalism	5	06	BJM 06	Language Competency	4
03	BJM 03	Press Law	5	07	BJM 07	Project Report & News/ Feature Writing	4
04	BJM 04	Reporting & Editing	5	08	BJM 08	Internal Assessment	4
Total Credit			20	Total Credit =			20

- Examination :- Term End Semester Examination will be conducted by the DDE on behalf of B.R.A. Bihar University, Muzaffarpur.
- Project Study & Viva-Voce :- The candidate will prepare project report under the guidance of the faculty & submit them as per the date announced by the DDE.
- Internal Assessments :- 30% marks in each theory paper have been prescribed by internal assessments.

MASTER OF LIBRARY & INFORMATION SCIENCE (MLIS)

MLIS 1 Year / Two Semesters (Regular Course)

- Name of the Course :- MLIS (Master of Library & Information Science)
- Academic Activity :- As per Norms prescribed by the UGC/DEB and the policy decision taken by the Advisory Council of the DDE and the Academic Council of BRABU.
- Eligibility and Criteria :- BLIS from recognized University/Board/ Institute with at least 45% marks.
- Total Fee :- Rs. 5,000/- Per Semester. — Rs. 1,000/- Development Fee. — Total Rs. 11,000/- (Rupees Eleven Thousand only) — Rs. 1,000/- Per Examination Fee. — Fee Structure may be changed from time to time, if so needed.
- Programme :- The 1 year programme for the Master of Library & Information Science (MLIS) Course is designed to provide necessary background and practical which would enable the students to develop in Library Information Science Field.
- AREA TO BE COVERED :-

1st Semester				2nd Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
01	MLS01	Information Communication and Society	5	05	MLS05	Information, Institution, Products & Services	5
02	MLS02	Management of Libraries and Information Centres	5	06	MLS06	Application of Information Technology	5
03	MLS03	Information Processing & Retrieval	5	07	MLS07	(a) Theory- 50 • (b) Practical- 50	5
04	MLS04	Academic Library System	5	08	MLS08	Research Methodology	5
Total Credit =			20	Total Credit =			20

- Examination :- Term End Semester Examination will be conducted by the DDE on behalf of B.R.A. Bihar University, Muzaffarpur.
- Project Study & Viva-Voce :- The candidate will prepare project report under the guidance of the faculty & submit them as per the date announced by the DDE.
- Internal Assessments :- 30% marks in each theory paper have been prescribed by internal assessments.

B.A. (HONS. IN EDUCATION)

B.A. (Hons. in Education) 4 Years/ Eight Semesters (Regular Course)

- Name of the Course :- B.A. (Hons. in Education)
- Academic Activity :- As per Norms prescribed by the UGC/ DEB and the policy decision taken by the Advisory Council of the DDE and the Academic Council of BRABU.
- Eligibility and Criteria :- 10+2 or equivalent from recognized University/ Board/ Institute with at least 45% marks.
- Total Fee :- Rs. 3,500/- Per Semester. — Rs. 2,000/- Development Fee. — Total Rs. 30,000/- (Rupees Eleven Thousand only) — Rs. 1,000/- Per Examination Fee. — Fee Structure may be changed from time to time, if so needed.
- Programme :- The 4 years programme for the B.A. (Hons. in Education) Course is designed to provide necessary background and practical which would enable the students to develop in Education Field.
- AREA TO BE COVERED

1st Semester				2nd Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
01	BAE01	Psychological Bases of Education	10	03	BAE03	Sociological Foundations of Education	10
02	BAE02	Pedagogy	10	04	PGE04	Educational Management	10
Total Credit =			20	Total Credit =			20

3rd Semester				4th Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
05	BAE05	Development of Education in India	10	07	BAE07	Issues of Edu. In Contemporary India	10
06	BAE06	Trends & Issues in Indian Education or Structure	10	08	BAE08	Philosophical Foundations of Education	10
Total Credit =			20	Total Credit =			20

5th Semester				6th Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
09	BAE09	Educational Management & Evaluation	10	11	BAE11	Statistics in Education	10
10	BAE10	Education in Modern India	10	12	BAE12	Educational Thoughts & Practices or	10
Total Credit =			20	13	BAE13	Peace & Human Rights Education	10
				Total Credit =			20

7th Semester				8th Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
14	BAE14	Education Technology	10	17	BAE17	Curriculum Development & Construction or	10
15	BAE15	Guidance and Counseling in Edu. or	10	18	BAE18	Education in the Northeast India	10
16	BAE16	Inclusive Education	10	19	BAE19	Project work on any Relevant Topic	10
Total Credit =			20	Total Credit =			20

- Examination :- Term End Semester Examination will be conducted by the DDE on behalf of B.R.A. Bihar University, Muzaffarpur.
- Project Study & Viva-Voce :- The candidate will prepare project report under the guidance of the faculty & submit them as per the date announced by the DDE.
- Internal Assessments :- 30% marks in each theory paper have been prescribed by internal assessments.



MASTER OF COMPUTER APPLICATION (MCA)

MCA 3 Years/ Six Semesters (Regular Course)

- Name of the Course :- MCA (Master of Computer Application)
- Academic Activity :- As per Norms prescribed by the UGC/DEB and the policy decision taken by the Advisory Council of the DDE and the Academic Council of BRABU.
- Eligibility and Criteria :- Graduation from recognized University/Board/Institute with at least 45% marks.
- Total Fee :- Rs. 8,000/- Per Semester. — Rs. 5,000/- Development Fee. Total Rs. 53,000/- (Rupees Fifty Three Thousand only) — Rs. 1,000/- Per Examination Fee. — Fee Structure may be changed from time to time, if so needed.
- Programme :- The 3 years programme for the Master of Computer Application (MCA) Course is designed to provide necessary theoretical & practical knowledge, which could enable students to develop computerized IT as well as adequately equip them to computer application in science and engineering and to meet the growing manpower in Data processing.
- AREA TO BE COVERED :-

1st Semester				2nd Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
01	MCA01	Information Technology	3	08	MCA08	Information System analysis, Design & Imple.	4
02	MCA02	Computer Organization	3	09	MCA09	Operating System	4
03	MCA03	Programming and Data structure	3	10	MCA10	Oral and Written Management Control	3
04	MCA04	Introduction to Management System	3	11	MCA11	Probability and Combinatory	3
05	MCA05	Mathematical Foundation	3	12	MCA12	Business Programming Lab	3
06	MCA06	Information Technology Lab	3	13	MCA13	Unix & Windows Lab	3
07	MCA07	Programming Lab	2			Total Credit =	20
		Total Credit =	20				

3rd Semester				4th semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
14	MCA14	Database Management System	3	21	MCA21	Network Programming	3
15	MCA15	Computer Communication Network	3	22	MCA22	Software Engineering	3
16	MCA16	Object Object Oriented Analysis and Design	3	23	MCA23	IT Elective-I	3
17	MCA17	Computer Management Support System	3	24	MCA24	Organization Behavior	3
18	MCA18	Statistical Computing	3	25	MCA25	BM Elective-I	3
19	MCA19	Database Lab	3	26	MCA26	Networks Lab	3
20	MCA20	Statistical Computing Lab	2	27	MCA27	CASE Tools Lab	2
		Total Credit =	20			Total Credit =	20

5th Semester				6th Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
28	MCA28	A1 and Application	2	38	MCA38	Seminar	7
29	MCA29	Software Engineering-II	2	39	MCA39	Project	7
30	MCA30	IT Elective-II	2	40	MCA40	Viva-Voce	6
31	MCA31	BM Elective 2	2			Total Credit =	20
32	MCA32	Organization Techniques	2				
33	MCA33	A1 Lab	2				
34	MCA34	Optimization Technique Lab	2				
35	MCA35	Industrial Lecturers	2				
36	MCA36	Seminar	2				
37	MCA37	Project + Viva-Voce	2				
		Total Credit =	20				



- Examination :-
Term End Semester Examination will be conducted by the DDE on behalf of B.R.A. Bihar University, Muzaffarpur.
- Project Study & Viva-Voce :-
The candidate will prepare project report under the guidance of the faculty & submit them as per the date announced by the DDE
- Internal Assessments :-
30% marks in each theory paper have been prescribed by internal assessments.

M.ASTER OF SCIENCE IN INFORMATION TECHNOLOGY (M.Sc. IT)

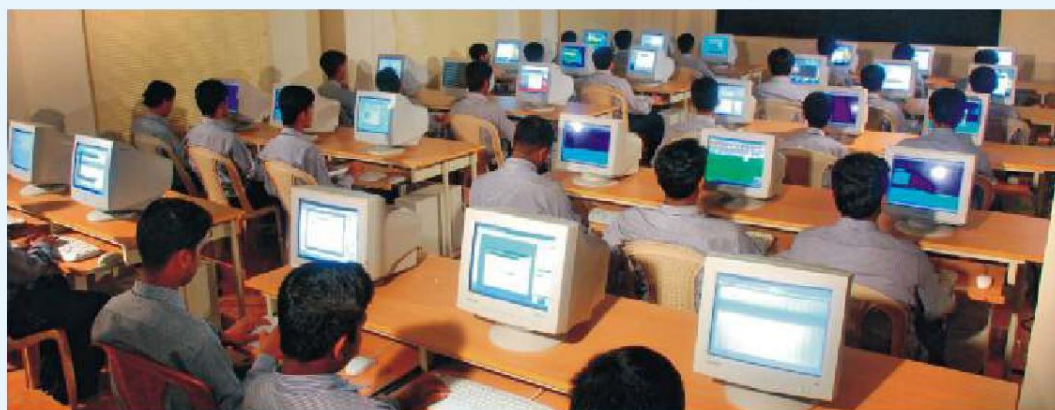
M.Sc. IT 2 Years/ Four Semesters (Regular Course)

- Name of the Course :- M.Sc. IT (Master of Science in Information Technology)
- Academic Activity :- As per Norms prescribed by the UGC/ DEB and the policy decision taken by the Advisory Council of the DDE and the Academic Council of BRABU.
- Eligibility and Criteria :- Graduation from recognized University/ Board/ Institute with at least 45% marks.
- Total Fee :- Rs. 8,000/- Per Semester. — Rs. 2,000/- Development Fee. — Total Rs. 34,000/- (Rupees Thirty Four Thousand only) — Rs. 1,000/- Per Examination Fee. Fee Structure may be changed from time to time, if so needed.
- Programme :- The 2 year programme for the Master of Science In Information Technology (M.Sc.IT) Course is designed to provide necessary theoretical & practical knowledge, which could enable students to develop computerized IT as well as adequately equip them to Computer in IT and to meet the growing manpower in Data processing.
- AREA TO BE COVERED :-

1st Semester					2nd Semester				
Sl. No	Course Code	Subjects	Credits		Sl. No	Course Code	Subjects	Credits	
01	MIT01	Basic of IT	4		06	MIT06	Switching & Transmission Fundamental	4	
02	MIT02	Structured System Analysis & Design (SSAD)	4		07	MIT07	Broadband Communication	4	
03	MIT03	Data Structure Using C	4		08	MIT08	Wireless Mobile Communication	3	
04	MIT04	DBMS & SQL Server	4		09	MIT09	Artificial Intelligence & Remote Communication	3	
05	MIT05	Internet & Multimedia	4		10	MIT10	Visual Basic with .NET Technology	3	
					11	MIT11	Computer Architecture	3	
Total Credit =			20		Total Credit =			20	

3rd Semester					4th Semester				
Sl. No	Course Code	Subjects	Credits		Sl. No	Course Code	Subjects	Credits	
12	MIT12	C++	4		18	MIT18	Client Server Architecture	4	
13	MIT13	Discrete Mathematics	4		19	MIT19	Voice Over IP	4	
14	MIT14	IT Law & Practice	3		20	MIT20	MIS	3	
15	MIT15	JAVA	3		21	MIT21	Internet Working with TCP/IP	3	
16	MIT16	Oracle 9i	3		22	MIT22	JAVA Beans (with Servlets, JDBC, JSP, EJB) & XML	3	
17	MIT17	Advance Software Engg.	3		23	MIT23	Project	3	
Total Credit =			20		Total Credit =			20	

- Examination :- Term End Semester Examination will be conducted by the DDE on behalf of B.R.A. Bihar University, Muzaffarpur.
- Project Study & Viva-Voce :- The candidate will prepare project report under the guidance of the faculty & submit them as per the date announced by the DDE.
- Internal Assessments :- 30% marks in each theory paper have been prescribed by internal assessments.



MASTER OF BUSINESS ADMINISTRATION (MBA)

MBA 2 Years / Four Semesters (Regular Course)

- Name of the Course :- MBA (Master of Business Administration)
- Academic Activity :- As per Norms prescribed by the UGC/DEB and the policy decision taken by the Advisory Council of the DDE and the Academic Council of BRABU.
- Eligibility and Criteria :- Graduation from recognized University/Board/Institute with at least 45% marks.
- Total Fee :- Rs. 12,000/- Per Semester. — Rs. 5,000/- Development Fee. — Total Rs. 53,000/- (Rupees Fifty Three Thousand only) — Rs. 1,000/- Per Examination Fee. — Fee Structure may be changed from time to time, if so needed.
- Programme :- The 2 years programme for the Master of Business Administration (MBA) Course is designed to provide necessary background and practical which would enable the students to develop Management skill as well as to adequately equip them for Management application in science and engineering and allied disciplines and to meet the growing manpower requirements in data processing.
- AREA TO BE COVERED :-

1st Semester				2nd Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
01	MBA01	Management Concepts & Principles	4	06	MBA06	Productions Management	4
02	MBA 02	Organisational Behaviour & Communication	4	07	MBA07	Marketing Management	4
03	MBA 03	Management Accounting	4	08	MBA08	Human Resource Management	4
04	MBA 04	Managerial Economics	4	09	MBA09	Financial Management	4
05	MBA 05	Quantitative Techniques	4	10	MBA10	Research Methodology	4
Total Credit =			20	Total Credit =			20

3rd Semester				4th Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
11	MBA11	MIS & Computer Applications	4	16	MBA16	Business Environment & Govt.	5
12	MBA12	Marketing Management (select one)	4	17	MBA17	Business Policy	5
		• Marketing Research & Consumer Behaviour or		18	MBA18	Legal Aspects of Business	5
		• Advertisement Management or		14	MBA14	Project Report and Viva-Voce	5
		• Sales Management or		Total Credit = 20			
		• International Marketing		<ul style="list-style-type: none"> • Examination :- Term End Semester Examination will be conducted by the DDE on behalf of B.R.A. Bihar University, Muzaffarpur. • Project Study & Viva-Voce :- The candidate will prepare project report under the guidance of the faculty & submit them as per the date announced by the DDE. • Internal Assessments :- 30% marks in each theory paper have been prescribed by internal assessments. 			
13	MBA13	Human Resource Management (select one)	4				
		• Management of Industrial Relations or					
		• Labour Welfare Administration or					
		• Personnel Administration or					
14	MBA14	Financial Management (select one)	4				
		• Financial Control & Reporting or					
		• Portfolio Management or					
		• Management of Financial Institutions or					
15	MBA15	Research Methodology (select one)	4				
		• Production Planning & Control or					
		• Operations Research in Production or					
		• Purchase Management or					
		• Materials Management	4				
Total Credit =			20				



POSTGRADUATE DIPLOMA IN FINANCIAL MANAGEMENT (PGDFM)

PGDFM 2 Years / Four Semesters (Regular Course)

- Name of the Course :- PGDFM (Postgraduate Diploma in Financial Management)
- Academic Activity :- As per Norms prescribed by the UGC/DEB and the policy decision taken by the Advisory Council of the DDE and the Academic Council of BRABU.
- Eligibility and Criteria :- Graduation from recognized University/Board/Institute with at least 45% marks.
- Total Fee :- Rs. 8,000/- Per Semester. — Rs. 2,000/- Development Fee. — Total Rs. 34,000/- (Rupees Thirty Four Thousand only) — Rs. 1,000/- Per Examination Fee. — Fee Structure may be changed from time to time, if so needed.
- Programme :- The 2 years programme for the Postgraduate Diploma in Financial Management (PGDFM) Course is designed to provide necessary background and practical which would enable the students to develop Management skill as well as to adequately equip them for Management application in Financial and allied disciplines and to meet the growing manpower requirements in data processing.
- AREA TO BE COVERED :-

1st Semester					2nd Semester				
Sl. No	Course Code	Subjects	Credits		Sl. No	Course Code	Subjects	Credits	
01	PGD01	Management Concept & Practices	4		06	PGD06	Production Management	4	
02	PGD02	Organisational Behaviour & Communications	4		07	PGD07	Marketing Management	4	
03	PGD03	Management Accounting	4		08	PGD08	Human Resource Management	4	
04	PGD04	Managerial Economics	4		09	PGD09	Financial Management	4	
05	PGD05	Quantitative Techniques	4		10	PGD10	Research Methodology	4	
Total Credit =			20		Total Credit =			20	

3rd Semester					4th Semester					
Sl. No	Course Code	Subjects	Credits		Sl. No	Course Code	Subjects	Credits		
11	PGD11	MIS & Computer Application	4		16	PGD16	Business Environment & Government	5		
12	PGD12	Financial Control & Reporting	4		17	PGD17	Business Policy	5		
13	PGD13	Portfolio Management	4		18	PGD18	Legal Aspects & Business	5		
14	PGD14	Management of Financial Institutions	4		19	PGD19	Project Report & Viva-Voce	5		
15	PGD15	Management of Project Financial Services	4		Total Credit =					20
Total Credit =			20		Total Credit =					20

- Examination :- Term End Semester Examination will be conducted by the DDE on behalf of B.R.A. Bihar University, Muzaffarpur.
- Project Study & Viva-Voce :- The candidate will prepare project report under the guidance of the faculty & submit them as per the date announced by the DDE.
- Internal Assessments :- 30% marks in each theory paper have been prescribed by internal assessments.



M. A. (EDUCATION)

M. A. (Education) 2 Years/ Four Semesters (Regular Course)

- Name of the Course :- M. A. (Education)
- Academic Activity :- As per Norms prescribed by the UGC/ DEB and the policy decision taken by the Advisory Council of the DDE and the Academic Council of BRABU.
- Eligibility and Criteria :- Graduation from recognized University/ Board/ Institute with at least 45% marks.
- Total Fee :- Rs. 3,500/- Per Semester — Rs. 2,000/- Development Fee.— Total Rs. 16,000/- (Rupees Sixteen Thousand only) — Rs. 1,000/- Per Examination Fee. — Fee Structure may be changed from time to time, if so needed.
- Programme :- The 2 years programme for the M. A. (Education) Course is designed to provide necessary background and practical which would enable the students to develop in Education Field.
- AREA TO BE COVERED :-

1st Semester				2nd Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
01	MAE01	Philosophical Foundations of Education (Part I)	4	06	MAE06	Philosophical Foundations of Education (Part II)	4
02	MAE02	Sociological Foundations of Education (Part I)	4	07	MAE07	Sociological Foundations of Education (Part II)	4
03	MAE03	Psychological Foundations of Education (Part I)	4	08	MAE08	Psychological Foundations of Education (Part II)	4
04	MAE04	Research methods in Education (Part I)	4	09	MAE09	Research methods in Education (Part II)	4
05	MAE05	Methods of Data Analysis in Education (Part I)	4	10	MAE10	Methods of Data Analysis in Education (Part II)	4
Total Credit =			20	Total Credit =			20

2nd Semester				4th Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
11	MAE11	Curriculum Development and Comparative Education (Part I)	4	16	MAE16	Curriculum Development and Comparative Education (Part II)	4
12	MAE12	Contemporary Issues in Indian Education (Part I)	4	17	MAE17	Contemporary Issues in Indian Education (Part II)	4
13	MAE13	Optional I: Any one of the following:- (i) Special Education (Part I) (ii) Educational Measurement and Evaluation (Part I) (iii) Teacher Education (Part I) (iv) Computer Education (Part I) (v) Child Education (Part I)	4	18	MAE18	Optional I: Any one of the following:- (i) Special Education (Part II) (ii) Educational Measurement and Evaluation (Part II) (iii) Teacher Education (Part II) (iv) Computer Education (Part II) (v) Child Education (Part II)	4
14	MAE14	Optional II: Any one of the following:- (i) Mgt. & Administration of Education (Part I) (ii) Educational Technology (Part I) (iii) Educational and Vocational Guidance (Part I) (iv) Mental Hygiene and Education (Part I) (v) Economics of Education (Part I)	4	19	MAE19	Optional II: Any one of the following:- (i) Mgt. & Administration of Education (Part II) (ii) Educational Technology (Part II) (iii) Educational and Vocational Guidance (Part II) (iv) Mental Hygiene and Education (Part II) (v) Economics of Education (Part II)	4
15	MAE15	Dissertation (To be submitted at the end of IV Semester i.e. April 30 of per year)	4	20	MAE20	Field Work	4
Total Credit =			20	Total Credit =			20

- Examination :- Term End Semester Examination will be conducted by the DDE on behalf of B.R.A. Bihar University, Muzaffarpur.
- Project Study & Viva-Voce :- The candidate will prepare project report under the guidance of the faculty & submit them as per the date announced by the DDE.
- Internal Assessments :- 30% marks in each theory paper have been prescribed by internal assessments.



M .A. (PERSONNEL MANAGEMENT & INDUSTRIAL RELATIONS)

M .A. (PM IR) 2 Years/ Four Semesters (Regular Course)

- Name of the Course :- M .A. (Personnel Management & Industrial Relations)
- Academic Activity :- As per Norms prescribed by the UGC/DEB and the policy decision taken by the Advisory Council of the DDE and the Academic Council of BRABU.
- Eligibility and Criteria :- Graduation from recognized University/ Board/ Institute with at least 45% marks.
- Total Fee :- Rs. 6,000/- Per Semester. — Rs. 2,000/- Development Fee. — Total Rs. 26,000/- (Rupees Twenty Six Thousand only) — Rs. 1,000/- Per Examination Fee. — Fee Structure may be changed from time to time, if so needed.
- Programme :- The 2 years programme for the M .A. (Personnel Management & Industrial Relations) Course is designed to provide necessary background and practical which would enable the students to prepare for the jobs of Labour Officers, Personnel Officers and Administrative Officers.
- AREA TO BE COVERED :-

1st Semester				2nd Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
01	MPM 01	Principles of Management	5	05	MPM 05	Trade Unionism	5
02	MPM 02	Human Resource Mngt./Personnel Mngt.	5	06	MPM 06	Organizational Behaviour	5
03	MPM 03	Industrial Relations	5	07	MPM 07	Labour Economics	5
04	MPM 04	Labour Legislation & Labour Admn. in India	5	08	MPM 08	Labour Welfare	5
Total Credit =			20	Total Credit =			20

3rd Semester				4th Semester			
Sl. No	Course Code	Subjects	Credits	Sl. No	Course Code	Subjects	Credits
09	MPM 09	International Industrial Relations System	5	13	MPM 13	Paper 13 (Select One)	5
10	MPM 10	Advance Human Resource Development	5	14	MPM 14	• Indian Social & Labour Problem	
11	MPM 11	Wage and Salary Administration	5			• Social Security & Social Welfare	
12	MPM 12	Computer Application & Information System	5			• Comparative Industrial Relations	
Total Credit =			20			• Social Work, Women & Child Welfare	

• Examination :- Term End Semester Examination will be conducted by the DDE on behalf of B.R.A. Bihar University, Muzaffarpur.

• Project Study & Viva-Voce :- The candidate will prepare project report under the guidance of the faculty & submit them as per the date announced by the DDE.

• Internal Assessments :- 30% marks in each theory paper have been prescribed by internal assessments.

15	MPM 15	Dissertation	5
16	MPM 16	Comprehensive Viva-Voce	5
Total Credit =			20





Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur Directorate of Distance Education



Prof. Ratnesh Mishra
Registrar,
B.R.A.B.U., Muz.



Prof. (Dr.) Shivji Singh
Director,
D.D.E., B.R.A.B.U., Muz.



Sri Lalan Kumar
A.O.-cum-P.O.,
D.D.E., B.R.A.B.U., Muz.

Education Across the Boundary

It was initially established in the name of CDE (Centre for Distance Education) in 1995. Now-a-days it is named as Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur (abbreviated as DDE) since 29.09.2011. Students are studying in different subjects at Graduate level (General & Honours) and in Postgraduate level in Faculties of Humanities, Science, Social Science and Commerce .

The DDE has already started various Professional Courses such as BCA, BBA, B.Sc.IT, BLIS, BJMC, B.A. (Hons. in Education), M.Sc.IT, MLIS, M.A. (Education), PG Diploma in Financial Management from the Session 2012-13.

The DDE has also started some new Professional Courses such as MCA, MBA & M.A. (Personnel Management & Industrial Relations) from Session 2013-14 and B.Ed. Course (Distance Mode) from Session 2014-15.

Recently, the DDE has also started M.Phil. Courses (Regular Mode) from Session 2014-15 and Paramedical Courses/Short-term Job-oriented Professional Courses and Traditional Courses involving practical from Session 2015-16.

The DDE is also going to start M.Ed. Programme (Regular Mode), D.El.Ed. Programme (Distance Mode) & B.ED.-M.Ed. Integrated Programme (Regular Mode) after the approval of NCTE, Bhubaneswar from the Session 2017-18.

The DDE has stolen a march with exemplary all round development under inspiring guidance of Hon'ble Vice-Chancellor Prof. (Dr.) Pandit Palande with active co-operation of Registrar Prof. Ratnesh Mishra and under leadership of its Director Prof. (Dr.) Shivji Singh.

Administrative Officer

12. Territorial Jurisdiction of University / Institution.

Sl. No.	District
01	Muzaffarpur
02	Vaishali
03	Sitamarhi
04	East Champaran
05	West Champaran

**13. Minimum qualification of incumbent Subject Coordinators / Counsellors at
the Study Centres (programme wise-for all programmes)**

Sl. No.	Course	Name	Designation
01	MCA, BCA, M.Sc.IT, B.Sc.IT	1. Dr. Pankaj Kumar (Ph.D.) 2. Sri Vinay Kr. Singh (M.Phil.) 3. Dr. Rajesh Kumar (Ph.D.) 4. Dr. I.B. Lal (Ph.D.) 5. Dr. Vijay Kr. Singh (Ph.D.) 6. Dr. Shiv Kant Kumar (Ph.D.)	Counsellor
02	MBA, BBA, PGDFM, PMIR	1. Dr. Shyamanand Jha (Ph.D.) 2. Dr. Neeraj Kumar (NET Qualified) 3. Dr. V. Pathak (Ph.D.) 4. Dr. Akshay Kumar Mishra (Ph.D.)	Counsellor
03	MLIS, BLIS	1. Dr. Sumangla Jha (Ph.D.) 2. Dr. Raghunath Pandey (Ph.D.)	Counsellor
04	BJMC	1. Prof. (Dr.) Satish Kumar Roy (Ph.D.)	Counsellor
05	MA (Education), B.A. (Hons. in Education), B.Ed. (ODL)	1. Dr. Laxmi Rani 2. Dr. Nutan Kumari 3. Mr. Jay Prakash 4. Dr. Dinesh Kumar Singh 5. Dr. Rupesh Kumar Jha 6. Md. Sarfaraj Alam 7. Mr. Dhiraj Kumar Bharti	Counsellor

14. Administrative officials

Details of Administrative officials (Officer / Ministerial Staffs)

Sl. No.	Officer/Ministerial Staffs	Designation	Permanent / Contractual / Outsource / Part Time
01	Prof. (Dr.) Shivji Singh	Director	Part Time
02	Sri Lalan Kumar	Administrative Officer-cum-Programme Officer	Permanent
03	Sri Ravindra Mishra	Section Officer	Fixed
04	Dr. Ashok Kumar	Assistant	Permanent
05	Dr. Pankaj Kumar	System Supervisor	Part Time
06	Sri Vinay Kumar Singh	Software Expert	Part Time
07	Md. Israil	Routine Clerk	Permanent
08	Sri Dablu Kumar	Computer Operator	Contractual
09	Sri Sriram Tiwari	Assistant	Permanent
10	Sri Nand Kishore Ram	Assistant	Contractual
11	Sri Anshu	Routine Clerk	Outsource
12	Sri Abhishek Kumar	Routine Clerk	Outsource
13	Sri Ajay Kumar Sinha	Routine Clerk	Outsource
14	Sri Mukul Kumar	Routine Clerk	Outsource
15	Sri Sanjay Kumar	Routine Clerk	Outsource
16	Sri Prabhakar Kumar	Routine Clerk	Outsource
17	Sri Chandan Kumar	Routine Clerk	Outsource
18	Md. Ibadat Hussain	Peon	Permanent
19	Sri Biteshwar Thakur	Peon	Permanent
20	Sri Vinod Kumar	Peon	Outsource