



CHANCELLOR
H.E. Shri Fagu Chauhan
Hon'ble Governor, Bihar



VICE CHANCELLOR
Prof. (Dr.) Krishna Chandra Sinha



PRO VICE CHANCELLOR
Dr. Sanjoy Kumar



REGISTRAR
Dr. Md. Habibur Rahman



REGISTRAR (EXAM.)
Dr. Neelam Kumari



FINANCE OFFICER
Sri Prem Shankar Singh Pankaj

NALANDA OPEN UNIVERSITY



VISION

Establishment of a University of Excellence to Nurture Young and Talent Human Resource for the service of Indian society and World at large Preserving the Integrity and Sanctity of Human Values.

MISSION

Our Mission is to Pursue Higher Education, Scholarship and Research at the Highest Level of Excellence Involving All Desirous Social Groups Living Even in the Remotest of the Remote Areas.



संदेश

नालन्दा खुला विश्वविद्यालय बिहार का एकमात्र खुला विश्वविद्यालय है जो दो दशकों से भीअधिक समय से ऐसे व्यक्तियों को शिक्षा प्राप्त करने का अवसर देता आ रहा है जो किन्हीं कारणों से उच्च शिक्षा प्राप्त करने से वंचित रह गए हैं। दूरस्थ शिक्षा के माध्यम से ग्रामीण जनमानस, महिलायें, विकलांग, दलित, आर्थिक दृष्टि से कमजोर व्यक्तियों के साथ-साथ जेल में रह रहे कैदियों, सुदूर नगरों एवं महानगरों में जाकर अध्ययन करने में असमर्थ लोगों को नालन्दा खुला विश्वविद्यालय द्वारा रोजगारपरक पाठ्यक्रम उपलब्ध कराये जाते हैं, साथ ही उनके सर्वांगीण विकास के लिए अनेक अवसर भी उपलब्ध कराये जा रहे हैं। इस क्षेत्र में नालन्दा खुला विश्वविद्यालय का योगदान अत्यन्त प्रशंसनीय रहा है। अर्थात्, सुलभ, कम खर्च में सभी को गुणवत्ता से परिपूर्ण उच्च शिक्षा का अवसर उपलब्ध कराना इस विश्वविद्यालय का दृष्टिकोण एवं मूल लक्ष्य है। इस लक्ष्य की प्राप्ति के लिए विश्वविद्यालय के सभी शिक्षकों, पदाधिकारियों एवं कर्मचारियों ने कठिन परिश्रम, अथक प्रयास, समर्पणभाव एवं पूर्ण निष्ठा के साथ अपना योगदान दिया है। सतत प्रयास का ही परिणाम है कि आज इस विश्वविद्यालय में 105 पाठ्यक्रम चल रहे हैं और लगभग 1.5 लाख विद्यार्थी अध्ययनरत हैं। विद्यार्थियों की सुविधा के लिए बिहार एवं झारखण्ड राज्यों के विभिन्न क्षेत्रों में 220 अध्ययन केन्द्र एवं नामांकन केन्द्र संचालित हैं।



नालन्दा नालन्दा खुला विश्वविद्यालय की स्थापना का उद्देश्य बिहार के सभी शिक्षार्थियों को उच्च शिक्षा के अवसर उपलब्ध कराना है। आज यह विश्वविद्यालय ऐसे व्यावसायिकपाठ्यक्रमों को प्रारम्भ करने में तत्पर है जिससे छात्रों को जीविका अर्जन करने का साधन मिल सके तथा जो अपना एवं अपने प्रदेश के विकास में सहयोगी हो सकें।

नालन्दा खुला विश्वविद्यालय में विगत कई वर्षों से इंटरमीडियेट, स्नातक, स्नातक प्रतिष्ठा, स्नातकोत्तर डिप्लोमा, स्नातकोत्तर पाठ्यक्रम के साथ-साथ अनेक महत्त्वपूर्ण रोजगारोन्मुखी सर्टिफिकेट पाठ्यक्रमों को संचालित किया जा रहा है। विश्वविद्यालय में बी.एड., बी.लिब.एससी., एम.लिब.एससी., बी.सी.ए. एवं एम.सी.ए. पाठ्यक्रम भी संचालित हो रहे हैं, जो विद्यार्थियों में बहुत लोकप्रिय हैं।

विश्वविद्यालय की सभी पाठ्य सामग्री विषय के विशेषज्ञों द्वारा विद्यार्थियों को विशेष रूप से ध्यान में रखकर तैयार की गयी है ताकि विद्यार्थी बिना शिक्षक के भी स्वाध्याय से उच्च शिक्षा ग्रहण कर सकें। विश्वविद्यालय समय-समय पर अपनी सभी पाठ्य सामग्रियों का संशोधन-परिवर्तन भी करता रहता है। इस प्रकार प्रत्येक वर्ष विद्यार्थी को अद्यतन ज्ञान प्राप्त होता है। आप सभी विद्यार्थियों एवं उनके अभिभावकों को यह जानकर खुशी होगी कि बहुत जल्द ही नालन्दा खुला विश्वविद्यालय की सभी स्वाधिगम सामग्री (Self Learning Material) ऑनलाइन उपलब्ध होगी। अर्थात् विद्यार्थीगण घर बैठे अपनी आवश्यकता के अनुसार स्वाधिगम सामग्री को डाउनलोड कर अध्ययन कर सकते हैं।

हम सभी जानते हैं कि अभी सारी दुनिया कोरोना महामारी से ग्रसित है, जिसकी कल्पना संभवतः किसी ने नहीं की थी। इस परिस्थिति में हम सभी को सावधान रहने और निजी एवं सामाजिक सुरक्षा के नियमों का पालन करने की आवश्यकता है। अभी संपूर्ण विश्व की सारी क्रियाकलाप बाधित है। पठन-पाठन से सम्बन्धित क्रियाकलाप भी बाधित है। ऐसे में विद्यार्थियों को अच्छे से अच्छा ज्ञान अपने घर पर ही मिल सके, यह आज के समय की आवश्यकता है। कोरोना महामारी के इस काल में भी विश्वविद्यालय ने अपने शिक्षण कार्यों को बिना किसी रुकावट के जारी रखने का प्रयास किया है। नालन्दा खुला विश्वविद्यालय ने आज की आधुनिक प्रौद्योगिकी का प्रयोग करते हुए सूचना तकनीक के माध्यम से विशेषज्ञों द्वारा तैयार किये गये पाठ्यक्रम

को विश्वविद्यालय कंवेयसाइट पर ई-कॉन्टेंट (e-Content) के माध्यम से उपलब्ध कराया है जो कि विद्यार्थी के ज्ञानवर्द्धन के लिए बहुत ही लाभदायक है।

नारी सशक्तिकरण की दिशा में नालन्दा खुला विश्वविद्यालय सदा ही तत्पर रहा है। सभी पाठ्यक्रमों में महिला विद्यार्थियों से 25 प्रतिशत फीस कम ली जाती है। यही कारण है कि नालन्दा खुला विश्वविद्यालय में महिला विद्यार्थियों की संख्या प्रति वर्ष बढ़ती जा रही है। महिलाओं एवं गृहिणियों को ध्यान में रखकर विश्वविद्यालय ऐसे अन्य कार्यक्रम चलाने का प्रयास कर रहा है जिनमें ज्ञान हासिल कर यह वर्ग अपने खाली समय का उपयोग अपनी पारिवारिक आय बढ़ाने में कर सके।

नालन्दा खुला विश्वविद्यालय ज्ञान का प्रसार करने वाला ऐसा संस्थान है जो 'न लाभ न हानि' के सिद्धांत में विश्वास रखकर पाठ्यक्रमों की फीस निर्धारित करता है। यह सत्य है कि नालन्दा खुला विश्वविद्यालय द्वारा चलाये गये सभी पाठ्यक्रमों की फीस अन्य संस्थानों अथवा विश्वविद्यालय द्वारा चलाये जा रहे समान पाठ्यक्रमों की तुलना में बहुत कम है।

नालन्दा खुला विश्वविद्यालय अपनी नियमबद्धता और सत्रों को नियमित रखने के लिए जाना जाता है। हमें खेद है कि अयाचित स्थितियों के कारण विश्वविद्यालय का सत्र निर्धारित समय से पिछड़ गया है, किन्तु धीरे-धीरे स्थितियों में सुधार होगा और आशा है कि जल्द ही सबकुछ पूर्ववर्त नियमित हो जायेगा।

नालन्दा खुला विश्वविद्यालय अपने विद्यार्थियों को अधिक-से-अधिक सुविधाएँ देने का प्रयास करता है। मुझे यह बताने में बहुत ही हर्ष हो रहा है कि नालन्दा खुला विश्वविद्यालय द्वारा सत्र 2020-21 से नामांकन की प्रक्रिया UMIS (University Management Information System) के माध्यम से आरंभ हो गयी है। नालन्दा खुला विश्वविद्यालय UMIS सिस्टम को लागू करने वाला बिहार का पहला विश्वविद्यालय है। हमारे विद्यार्थियों को अधिक कठिनाईयों का सामना नहीं करना पड़े इसके लिए हमने इन सारी बातों को ध्यान में रखकर इस UMIS सिस्टम को तैयार कराया है।

हम सभी जानते हैं कि नालन्दा खुला विश्वविद्यालय के मुख्यालय का अपना कोई भवन नहीं है। इसका मुख्यालय पटना के बिस्कोमान भवन में किराये पर अवस्थित है। लेकिन मुझे यह बताने में प्रसन्नता हो रही है कि नालन्दा जिला के बड़गाँव में इस वर्ष के अंत तक नालन्दा खुला विश्वविद्यालय का प्रशासनिक कार्यालय सुचारू रूप से कार्य करने लगेगा, अर्थात् विश्वविद्यालय का अपना प्रशासनिक एवं शैक्षणिक भवन तैयार हो जायेगा।

हम बिहार राज्य एवं देश के अन्य राज्यों के शिक्षा एवं ज्ञान प्राप्त करने के इच्छुक सभी वर्गों के व्यक्तियों को इस विश्वविद्यालय का अंग बनने के लिए आमंत्रित करते हैं। हम विश्वविद्यालय के कार्यक्रमों को सफल बनाने में प्रदेश के बुद्धिजीवियों के सक्रिय सहयोग की भी अपेक्षा रखते हैं और उनसे मिल रहे सहयोग के प्रति आभारी भी हैं।

हमें विश्वास है कि नालन्दा खुला विश्वविद्यालय द्वारा चलाए जा रहे विभिन्न बहुआयामी शिक्षा कार्यक्रमों का लाभ अधिक-से-अधिक शिक्षार्थियों द्वारा लिया जा सकेगा। हमें राज भवन एवं बिहार सरकार का पूर्ण सहयोग सदैव प्राप्त होता रहा है। आशा है, भविष्य में भी मिलता रहेगा।

मैं छात्रों के उज्ज्वल भविष्य की कामना करता हूँ।



(प्रो. डॉ. कृष्ण चन्द्र सिन्हा)

कुलपति, नालन्दा खुला विश्वविद्यालय, पटना

कुलगीत

हम हैं नालन्दा खुला विश्वविद्यालय
हर सपना पूरा करने का है दृढ़ निश्चय ।

घर-घर में हम शिक्षा का अलख जगाते
हैं जहाँ अंधेरा ज्ञानदीप ले जाते ।
गाँव-नगर या पिछड़े इलाक़े
हम विद्या की जोत जलाते ।

है लक्ष्य यही संकल्प हमारा
नित बहे उच्च शिक्षा की धारा

जब ठान लिया फिर कैसा संशय
हम हैं नालन्दा खुला विश्वविद्यालय ।

घर बैठे पढ़ने की सुविधा
फिर कैसा असमंजस, दुविधा?
महिलाओं को मिलती सुविधा
हम प्रेरित करते, वे आएँ लाभ उठाएँ ।

जय पावका नः सरस्वती कल्याणी
हम वेदमंत्र की वही चिरन्तन वाणी ।
साकार कर रहे नालन्दा की गरिमा
प्रगति पंथ पर पाकर वही महिमा ।

हम हैं नालन्दा खुला विश्वविद्यालय
हर सपना पूरा करने का है दृढ़ निश्चय ।





Some Important Features

1. Women candidates get 25% concession in fee.
2. Free education to Jail (Prison) inmates.
3. All payments shall be received in exact amount in the form of Demand Draft, payable in favour of Nalanda Open University at Patna. Demand draft of less or more amount shall not be accepted.
4. **Three previous years' questions set** of all subjects are available on the website of Nalanda Open University. Students need not to contact any body for previous year questions.
5. All important and up-to-date information are available on University website and NOU Mobile App.
6. University has 105 courses and 220 Study Centres.
7. Carrying mobile phone in Examination Hall is an offence. A candidate found with mobile phone in examination hall can be expelled or fined Rs. 500/- only.
8. Assignment copies are required to be submitted paperwise in sealed envelop only on prescribed date examination (paperwise).
9. Candidate not submitting assignment on prescribed date (Examination Date) on prescribed copy be declared fail.





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) 14/12/1
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.

CONTENTS

Sl.No.	Particulars	Page Nos.
1.	About the University	1
2.	Distance Learning and Nalanda Open University	2
3.	Aims and Objectives of the University	2
4.	Educational Scenario in Bihar	2
5.	Academic Set-up of the University	3
6.	Academic Session of the University	9
7.	Programmes at a Glance	9
8.	New Programmes to be Launched in Near Future	11
9.	Minimum Eligibility for Admission to Various Courses	12
10.	Language of Self Learning Material	13
11.	Medium and Mode of Teaching and Examinations	14
12.	Counselling-cum-Study Centres of the University	14
13.	Sale of Prospectus for Admission to First Year Students	21
14.	Offline / Online Admission Procedures for First Year Students	22
15.	Document Required at the time of Admission	24
16.	Selection of Candidates for Admission and Issue of Examination Admit Card	25
17.	Simultaneous Admission in More than one Course of the University is not Permissible	25
18.	Syllabi of Different Programmes	25
19.	Course fee for Different Programmes	25
20.	Rebate to Women Candidates in Admission fee	26
21.	Registration	26
22.	Identity Card	26
23.	Change of Course in the Mid-Way	26
24.	Change of Address	26
25.	Distribution of Course Material and Syllabus to First Year Students	26
26.	विद्यार्थियों को नामांकन के समय उपलब्ध कराई जाने वाली सामग्रियाँ	27
27.	Admission Procedure for 2nd and 3rd Year Students	27
28.	Distribution of Examination Admit Card, SLM, etc. to 2nd and 3rd year Students	28
29.	Provision for Failed Students	28
30.	Procedure to Obtain Fresh Material in Case of Loss of Material Already Supplied	29
31.	Distribution of Marks	29
32.	परामर्श कक्षाएँ (Counselling Classes)	29
33.	Assignment Work / Project Report Must be Submitted in Time to Complete the Course	30
34.	सत्रीय-कार्य / प्रोजेक्ट रिपोर्ट को जमा करने के सम्बन्ध में प्रावधान	30
35.	Practical Classes / Must be Completed to Complete the Course	32
36.	Library	32
37.	Examination and Pass Marks	33
38.	Improvement Examination	33

Sl.No.	Particulars	Page Nos.
39.	Examination Schedule for 2023	34
40.	Examination Centre	36
41.	Opening of New Examination Centres	36
42.	Publication of Results	36
43.	Award of Certificates/Degrees	36
44.	Award of Gold Medals and Prizes	37
45.	Re-Evaluation and Scrutiny	38
46.	सूचना अधिकार अधिनियम के अन्तर्गत सूचना की प्राप्ति	38
	46A. परीक्षा में व्यवहृत उत्तर पुस्तिकाओं की छायाप्रति को उपलब्ध कराने के सम्बन्ध में नालन्दा खुला विश्वविद्यालय का परिनियम	38
	46B. व्यवहृत उत्तर पुस्तिका की छायाप्रति प्राप्त करने हेतु आवेदनपत्र का प्रारूप	40
47.	General Guidelines for Students	41
48.	विद्यार्थियों द्वारा बार-बार एवं ध्यानपूर्वक पढ़े जाने वाले बिन्दु	41
49.	विश्वविद्यालय तथा विद्यार्थियों से सम्बन्धित सूचनाओं का प्रकाशन	42
50.	New Courses	42
51.	Upgradation of Old Courses	43
52.	Structure and Brief Syllabi of the Masters Degree Programmes offered by the University	43
	(A) Master's Degree Courses in Arts Subjects	43
	(B) Master's Degree Courses in Science Subjects	65
	(C) Master's Degree Courses in Commerce (M.Com.)	75
	(D) Master's Degree Course in Library and Information Science (MLIS)	76
	(E) Master's Degree Course in Journalism and Mass Communication (MJMC)	77
	(F) Master's Degree Course in Computer Application (MCA)	78
53.	Post Graduate Diploma Courses	80
54.	Bachelor of Education (B.Ed.) Course	84
55.	Bachelor of Library and Information Science (BLIS) Course	86
56.	Bachelor of Arts (Hons.)	87
	(B) Bachelor of Science (Hons.) Courses	104
	(C) Bachelor of Commerce (Hons.) Course	114
57.	Bachelor in Business Administration (BBA)	116
58.	Bachelor in Computer Application (BCA) Course	117
59.	Intermediate Courses	119
60.	Certificate Courses	124
	Annexure I : Details of Programmes	147
	Annexure II : Theory & Practical Counselling Classes for 2022 Admission	154
	Annexure III : Coursewise Requirement of Assignment Copy in First Year	155
	Annexure E : Scrutiny Application Form	157
	Annexure A : Admission-cum-Registration Form, 2022	i-ii
	Annexure B : Annual Examination Application Form, 2023	iii-iv
	Annexure C : Holidays List, 2022	v
	Annexure D : Check List	vii



1. About the University

The Nalanda Open University is the only university in the State of Bihar, which is meant for imparting education exclusively through the system of open & distance learning. The University was established in March 1987, by an ordinance, promulgated by the Government of Bihar. Later, after enactment of Nalanda Open University Act, 1995 by the Bihar Legislature, the University came under the authority and jurisdiction of the new Act. The University is an autonomous body under the Nalanda Open University Act, 1995, and is named after the famous Nalanda University of ancient India.

At present, the university is functioning from its camp office at Biscomaun Bhawan, Gandhi Maidan, Patna. The university offices are located on 1st, 2nd, 3rd, 4th & 12th floors of Biscomaun Building. The university is in possession of about 65,000 sq. feet of built-up area. The university has classrooms, laboratories for science subjects and

training facilities for computer programmes. The computer laboratory of the university is connected with 1 Gbps Internet-connection under NKN project of MHRD and equipped with 350 high end computers with latest processors. It is one of the largest computer centres in this part of the country. Besides Biscomaun Building, the university has hired space at Co-operative Bank Building (opposite B.N. College, Patna) and some built-up areas of Bihar Vidyapith (Near Kurji Hospital, Digha) for distribution of self-learning material (SLM). Moreover, with the help of State Government, a new spacious campus for the University is in an advance stage of construction at Nalanda.

The administrative functions of the university is performed from the 3rd floor of the Biscomaun Bhawan. The university has a well-equipped, developed and fully automated administrative office.

The university has an air-conditioned electronically controlled examination centre for about 1000 examinees and a state of the art library, with about 100,000 titles.



New Building of Nalanda Open University at Nalanda

2. Distance Learning and Nalanda Open University

The University offers courses in higher learning through Open and Distance Learning (ODL) mode of education to the students of the State of Bihar in particular and the students of the country in general who did not opt for or have been denied admission in conventional institutions or who are unable to study in such institutions as day scholars, but are still desirous to upgrade their educational qualification. The courses offered by the University are innovative, job oriented and self-satisfying. It may be mentioned here that Nalanda Open University is the 4th oldest open University of the country. During its existence of last 31 years, it has contributed immensely in spreading higher education through the distance mode of learning.

The University is recognized by the **Distance Education Bureau (DEB), University Grants Commission (UGC), and Ministry of H.R.D., Govt. of India**, for imparting education through open and distance mode of learning (ODL).

The University is also a member of International Council of Open and Distance Education (ICDE) and Asian Association of Open Universities (AAOU) for improvement and upgradation of its courses at international level.

3. Aims and Objectives of the University

The aims and objectives of the University are:

- (a) To provide educational opportunities to those who are unable to take up formal education and are yet desirous to upgrade their educational qualification and acquire state of the art knowledge in various fields of learning through correspondence course, contact programmes at study centres and other means of mass communication, like radio, satellite, and electronic mode.
- (b) To provide flexibility in enrolment to various courses of higher education in matters, like, age of entry, choice of courses, methods of learning, conduct of examination, operation of programmes etc.

- (c) To offer degree, diploma and certificate courses in different disciplines of learning and to provide facilities for research and advance learning.
- (d) To disseminate knowledge and to undertake activities for advancement of art, education, literature, science and technology.
- (e) To provide special facilities through distance mode of education to individuals and groups, like elderly people, in-service personnel, housewives, people living in remote areas, socially disadvantaged people and others to upgrade their skill and to acquire higher academic qualifications.
- (f) To lay emphasis on introduction and teaching of vocational as well as conventional courses, leading to award of degree, diploma and certificates.
- (g) To create awareness for self-sufficiency and act as a catalyst to equip people with knowledge and higher qualification to enable them to become suitable for new job opportunities.
- (h) To provide modern courses in rural, agricultural, industrial and commercial disciplines to meet people's aspirations in these areas.
- (i) To design learning material in a manner which may lead to improvement in socio-economic conditions of the general masses.
- (j) To bring awareness in women, children, and downtrodden about their social rights, duties and legal status in the society.

4. The Educational Scenario in Bihar

Bihar is a densely populated state with an approximate population of about 12 crores, but the State has the lowest literacy percentage (only about 60) among the states and Union Territories of India. As such, it is essential that Bihar makes an all out effort to leap forward in spreading the education and improving its performance on the literacy front. The State has, now, about 10,657 secondary schools (Government and private), including 10+2 schools and 14 state run universities besides 2 Central universities. Every year, over 8-10 lakh students appear at the Secondary School

Examination and nearly 40-50% of them pass out. However, not all of them can get accommodated for higher education in institutions of conventional learning. Therefore, the distance mode institutions, like, the Nalanda Open University, have to play a major role in meeting the aspirations of such students, who are denied admission in conventional institutions, but are still anxious to pursue their studies at higher levels. The Nalanda Open University provides them an alternative route to pursue their studies through distance mode of education.

5. Academic Set-up of the University

The University academic affairs are managed through the following schools to cater education in distinctly related subject.

5.1 School of Computer Education and Information Technology

The vision of the school is to emerge as an institution of excellence for IT education through online & distance mode and to excel in Research & Development. The missions of the school are:

- ❖ To offer PG & UG programmes in Computer Science and IT related areas, keeping in tune with the latest developments and industrial requirements.
- ❖ To offer advanced level training programme and to promote industry based internship, leading to the development of skilled technical man power in Software industry.
- ❖ To guide and supervise in the identified IT domains to enhance students' R&D potential.

This school is under over-all supervision of two full time computer experts namely, Dr. Amar Nath Pandey, MCA, M.Phil. (CS), Ph.D. (CS), Dr. Kiran Pandey, MCA, Ph.D. (CS) and Dr. AmreshRanjan,



Sri A.N. Pandey



Dr. Kiran Pandey



Dr. Amresh Ranjan

M.Sc. (Math), Ph.D. (Statistics). Through this school, the University is imparting computer education in the following programmes:

- 5.1.1 Master of Computer Application (MCA)
- 5.1.2 Bachelor of Computer Application (BCA)
- 5.1.3 Certificate Course in Information Technology (CIT)
- 5.1.4 Short Course in Home Usages of Computers
- 5.1.5. Certificate in Computer Network Administration (Routing and Switching) : This course is based on CISCO courses and students has option to get CCNA- CISCO Certificate also.

Short Certificate Course in Home Usages of Computers is a four week course and has been introduced by the university as a philanthropic training programme, run on a very nominal fee basis, for the benefit of laymen, senior citizens, house-wives etc. The course is intended to provide these sections of citizenship basic knowledge and practice of computers so that they can perform their day-to-day work, online, using computers for work, like, railway reservation, banking transactions, letter writing, e-telephony, inter-netting, entertainment etc.

This school is now working on designing and developing Certificate courses in Internet Marketing.

5.2 School of Economics, Commerce and Management

This School is responsible for designing, developing and coordinating courses in Economics, Commerce and Management at Post Graduate, Diploma, Graduate and Intermediate levels. Till date, the following courses have been developed by this school:

- 5.2.1 Master of Commerce
- 5.2.2 M.A. in Economics
- 5.2.3 Post-Graduate Diploma in Financial Management
- 5.2.4 Post-Graduate Diploma in Marketing Management
- 5.2.5 Post-Graduate Diploma in Human Resource Management

- 5.2.6 Bachelor of Commerce
- 5.2.7 Bachelor in Business Administration (BBA)
- 5.2.8 B.A. (Hons.) in Economics
- 5.2.9 Certificate Course in Disaster Management
- 5.2.10 Intermediate of Commerce
- 5.2.11 Certificate Course in Insurance Services.

At present there are three coordinators in the School of Economics, Commerce and Management, namely (i) Prof. (Dr.) Durga Nand Jha, former Head of the Department of Economics, Patna University, (ii) Dr. Riyazuddin of Vanijya Mahavidyala, Patna University, Patna and (iii) Prof. Devendra Prasad Singh, Retd. Prof. of Commerce, Magadh University.



Prof. Durga Nand Jha



Dr. Riyazuddin

This school is working hard to develop the following courses:

- (i) Certificate Course in Stock Exchange Transactions and Investment Management.
- (ii) Post Graduate Diploma in Stock Exchange Transactions and Investment Management.
- (iii) Post Graduate Diploma in Taxation Laws.

5.3 School of Health and Environment

This school is responsible for designing, developing and coordinating different courses related to Health and Environment. Till date, the following courses has been developed by this school:

- 5.3.1 P.G. Diploma in Yogic Studies
- 5.3.2 B.A. (Hons.) in Yoga
- 5.3.3 B.Sc. (Hons.) in Yoga
- 5.3.4 Certificate course in Basic Medical Assistance and Nursing (*Kept in abeyance*)
- 5.3.5 Certificate course in Child Psychology and Guidance (*Kept in abeyance*)

- 5.3.6 Certificate course in Clinical Dental Technique (*Kept in abeyance*)
- 5.3.7 Certificate course in Dental and Oral Hygiene (*Kept in abeyance*)
- 5.3.8 Certificate course in Dental Mechanics (*Kept in abeyance*)
- 5.3.9 Certificate course in ECG Technique (*Kept in abeyance*)
- 5.3.10 Certificate course in Health and Environment
- 5.3.11 Certificate course in Medical Laboratory Techniques (*Kept in abeyance*)
- 5.3.12 Certificate course in Operation Theatre Assistantship (*Kept in abeyance*)
- 5.3.13 Certificate course in Optometry and Ophthalmic Assistantship (*Kept in abeyance*)
- 5.3.14 Certificate course in Radiography and Imaging Technique (*Kept in abeyance*)
- 5.3.15 Certificate course in Physio Therapy and Yoga Therapy.

The University has appointed Dr. Prabhakar Devraj, Former Director of Central Dispensary, Patna University as the Coordinator of this school.

5.4 School of Indian and Foreign Languages

Presently there are three teachers in this school, (i) Prof. Bhupendra Kalsi, former Head, Dept. of Hindi, Magadh University, (ii) Prof. Israil Reza, former Head, Dept. of Urdu, Patna University, both are appointed as guest teachers and (iii) Prof. Badri Narayan Singh, former Head of the Dept. of Hindi, A.N. College, Magadh University has been appointed as the Coordinator in this school. Prof. Bhupendra Kalsi has been given the charge of Post Graduate section of Hindi. The Graduate including Intermediate section of Hindi Department is under the charge of Prof. Badri Narayan Singh. Prof. Israil Reza is incharge of Urdu subjects from Undergraduate to Post Graduate level. This school is responsible for designing and developing different courses at Certificate, Diploma, Graduate and PG levels in Indian and foreign languages. The school is also responsible for coordinating all the programmes under its jurisdiction, including the development of course material, its improvement

and continuous upgradation, apart from organising counselling classes and conducting all other student related activities.



Prof. Badri Narayan Singh



Prof. Israil Reza

Till date, the following courses have been developed by this school:

- 5.4.1 M.A. in Bhojpuri (*Kept in abeyance*)
- 5.4.2 M.A. in English (*Kept in abeyance*)
- 5.4.3 M.A. in Hindi
- 5.4.4 M.A. in Magahi (*Kept in abeyance*)
- 5.4.5 M.A. in Sanskrit
- 5.4.6 M.A. in Urdu
- 5.4.7 M.A. in Maithili (*Kept in abeyance*)
- 5.4.8 P.G. Diploma in Hindi-Eng. Translation
- 5.4.9 B.A. (Hons.) in Hindi
- 5.4.10 B.A. (Hons.) in Urdu
- 5.4.11 Hindi as a subject in Intermediate
- 5.4.12 Urdu as a subject in Intermediate
- 5.4.13 English as a subject in Intermediate
- 5.4.14 Certificate Course in Bhojpuri
- 5.4.15 Certificate Course in Magahi
- 5.4.16 Certificate Course in Maithili
- 5.4.17 Certificate Course in Pali
- 5.4.18 Certificate Course in Prakrit
- 5.4.19 Certificate Course in Sanskrit
- 5.4.20 Certificate Course in Urdu
- 5.4.21 Certificate Course in Hindi-English Translation.

5.5 School of Indology

Indology is a discipline, dealing with the study of Indian History, Literature, Philosophy, and Culture; with added emphasis on study of Ancient Indian History, Culture & Archaeology. The School of Indology has, till date, developed the following programmes:

- 5.5.1 M. A. in History.
- 5.5.2 B.A. (Hons.) in History.
- 5.5.3 B.A. (Hons.) in Tourism.
- 5.5.4 History as a subject in Intermediate
- 5.5.5 Certificate Course in Buddhist Studies
- 5.5.6 Certificate Course in Christian Studies
- 5.5.7 Certificate Course in Hindu Studies
- 5.5.8 Certificate Course in Islamic Studies
- 5.5.9 Certificate Course in Jain Studies
- 5.5.10 Certificate Course in Sikh Studies.

The Certificate courses in various religions and beliefs have been developed to make people aware of the inherent strength of different religions and the way they have contributed to over all development of the human race and society. The University does believe that this will enable the people of different socio-religious background, in a country like ours, to understand and appreciate view points of others in a spirit of mutual tolerance and pure understanding.

The PG section of the school is headed by Prof. (Dr.) P.K. Poddar, former H.O.D. of History, Patna University. The Graduate and Intermediate sections are under the charge of Dr. Poonam Choudhary, Retd. Principal, A.N. College, Magadh University. The school is, now, working on designing and development of two new PG programmes, one in Women's Studies and another in Anthropology to be offered to students from the next academic session, commencing in June, 2021.



Prof. (Dr.) P.K. Poddar



Prof. (Dr.) Poonam Choudhary

5.6 School of Journalism and Mass Communication

This school was established by the University to design and develop courses in the fast growing area of Mass Communication and Journalism, including, T.V. Journalism. The school has so far

developed the following programmes:

- 5.6.1 Master in Journalism and Mass Communication
- 5.6.2 Post Graduate Diploma in Journalism and Mass Communication
- 5.6.3 Post Graduate Diploma in Information and Public Relations
- 5.6.4 B.A. (Hons.) in Journalism and Mass Communication

All the above courses have very heavy input of practical training which is imparted to the students in the areas of electronic and print media. The training in electronic media includes attachment of students with T.V. studios and handling of movie/still cameras. Print media training is given through attachment with the publication divisions of reputed newspapers. Students are also exposed to a very heavy dose of practical training in computer applications.

This school is working hard to develop following courses to be introduced from next academic session of 2017:

- (i) Certificate Course in Radio Journalism
- (ii) Certificate Course in Photo Journalism
- (iii) Journalism as a subject in Intermediate Course



Prof. Dinesh Prasad Singh

The University has appointed Prof. Dinesh Prasad Singh, former H.O.D. of Hindi, Patna University as the co-ordinator of this school.

5.7 School of Library and Information Science

This school is responsible for conducting the following programmes.

- 5.7.1 Master of Library and Information Science
- 5.7.1 Bachelor of Library and Information Science

- 5.7.3 Certificate course in Library and Information Science



Shri Dinesh Singh

The School is headed by Shri Dinesh Singh.

5.8 School of Pure and Agricultural Sciences

This school is responsible for designing, developing and coordinating all programmes in pure and agricultural sciences. Till date, this School has developed the following programmes:

- 5.8.1 M.Sc. in Botany
- 5.8.2 M.Sc. in Chemistry
- 5.8.3 M.Sc. in Geography
- 5.8.4 M. Sc. in Mathematics
- 5.8.5 M. Sc. in Physics
- 5.8.6 M. Sc. in Zoology
- 5.8.7 B. Sc. (Hons.) in Botany
- 5.8.8 B. Sc. (Hons.) in Chemistry
- 5.8.9 B.Sc. (Hons.) in Geography
- 5.8.10 B.Sc. (Hons.) in Mathematics.
- 5.8.11 B.Sc. (Hons.) in Physics
- 5.8.12 B.Sc. (Hons.) in Statistics (*Kept in abeyance*)
- 5.8.13 B.Sc. (Hons.) in Zoology.
- 5.8.14 Biology, Chemistry, Mathematics and Physics as subjects in Intermediate Science
- 5.8.15 Certificate course in Bio-fertiliser Production
- 5.8.16 Certificate Course in Floriculture Technology
- 5.8.17 Certificate course in Medicinal and Aromatic Plants
- 5.8.18 Certificate course in Soil Health Management
- 5.8.19 Certificate course in Artificial Insemination and Minor Veterinary Services (*Kept in abeyance*)



Prof. (Dr.) A.K. Sharan



Prof. (Dr.) K.K. Singh



Prof. (Dr.) P.N. Choubey



Prof. (Dr.) Sudama Singh



Prof. (Dr.) N.P. Tiwary

At present there are six coordinators in the school of Pure and Agricultural Sciences, namely, (i) Prof. (Dr.) A. K. Sharan, Retd. Prof. & former Head of Botany, V.K.S. University, Ara; (ii) Prof. (Dr.) Shyam Nandan Prasad, Retd. Principal of J.P. University, Chapra & former Head, PG Dept. of Botany, R.L.S.Y. College, Bakhtiyarpur, Patna; (iii) Prof. (Dr.) P.N. Choubey, Retd. Head of the Mathematics, B.N. College, Patna University; (iv) Prof. (Dr.) K.K. Singh, Retd. Professor & former Head Chemistry, A.N. College, Magadh University; (v) Prof. (Dr.) Sudama Singh, Retd. Professor, Physics, A.N. College, Magadh University and (vi) Prof. N.P. Tiwary, Retd. Professor of Zoology, College of Commerce, Patna.

Prof. (Dr.) A.K. Sharan is incharge of Botany subject from undergraduate to PG level, likewise Prof. K.K. Singh is exclusive incharge of Chemistry and Prof. P.N. Choubey is exclusive incharge of Mathematics from Intermediate to PG level. Prof. Sudama Singh is incharge of Physics and Prof. N.P. Tiwary is made incharge of Zoology.

5.9 School of Social Sciences

This School is responsible for designing, developing and coordinating Post Graduate, Graduate, Intermediate and Certificate programmes in Social Sciences. The courses being offered by this school at different levels are as follows:

- 5.9.1 M. A. in Geography
- 5.9.2 M. A. in Political Science
- 5.9.3 M.A. in Psychology
- 5.9.4 M.A. in Pubic Administration
- 5.9.5 M.A. in Sociology
- 5.9.6 B.A./B. Sc. (Hons.) in Geography
- 5.9.7 B.A. (Hons.) in Political Science
- 5.9.8 B.A. (Hons.) in Psychology
- 5.9.9 B.A. (Hons.) in Public Administration
- 5.9.10 B.A. (Hons.) in Sociology
- 5.9.11 B.A. (Hons.) in Statistics (*Kept in abeyance*)
- 5.9.12 Intermediate (Arts)
- 5.9.13 Certificate course in Abolition of Child Labour
- 5.9.14 Certificate course in Child and Women's Rights
- 5.9.15 Certificate course in Legal Awareness Among Women

There are four Coordinators and one Guest Teacher in this school, namely, (i) Prof. (Dr.) Prabha Shukla, Retd. Head of the Dept., Psychology, Patna University; (ii) Prof. (Dr.) Kanak Verma, Retd.



Prof. (Dr.) Prabha Shukla



Dr. Nidhi Sinha



Prof. Kanak Verma



Prof. (Dr.) Md. Attaullah



Prof. Dharmshila Prasad

Head of the Dept., Psychology, B.N. College, Patna University, (iii) Dr. Dharamshila Prasad, Retd. Prof. and H.O.D. of Sociology & former Principal of Magadh Mahila College, Patna University, (iv) Prof. (Dr.) Md. Attaullah, Retired Professor of

Geography, Nalanda College, Biharsharif, Magadh University—all are appointed as Coordinators, and (v) Dr. Nidhi Sinha, Retd. Reader, Political Science, Patna Women's College, Patna University is appointed as a guest teacher. Prof. Prabha Shukla looks after PG level of Psychology and Prof. Kanak Verma look after Psychology subject from Intermediate to Graduate level. Prof. Dharamshila Prasad is exclusive incharge of Sociology, Social Work and Rural Development at Graduate to PG levels; Prof. Nidhi Sinha is incharge of Political Science and Public Administration. Prof. Md. Attaullah is incharge of Geography from Intermediate to Post Graduate levels.

5.10 School of Teacher's Education

The school is responsible for conducting the following programmes:

5.10.1 M.A. in Education

5.10.2 B.Ed.

5.10.3 B.A. (Hons.) in Education

The B.Ed. programme is a two-year course meant only for in-service teachers of primary, middle, secondary and higher secondary schools, who have completed at least two years of teaching and who have secured at least 50% (for reserved category 45%) of marks at the Graduate level. They also must be paid teachers and appointed against regular vacancy. The selection to B.Ed. programme is made on the basis of a preliminary scrutiny, followed by a competitive test. There are only 500 seats sanctioned for the B.Ed. course by the NCTE.

The University has started M.A. programme in Education. A training programme for Elementary School Teachers is also on the anvil.

The School of Teacher's Education has full fledged and whole-time faculty of seven teachers. Presently, three teachers are working, namely (i) Mrs. Meena Kumari (ii) Dr. Sangeeta Kumari and (iii) Dr. Pallavi.

On the suggestions of some Government agencies and on the demand of students and guardians, the University has established the following new schools:



Mrs. Meena Kumari



Dr. Sangeeta Kumari



Dr. Pallavi

5.11 School of Continuing Education

This school has been established for designing, developing and coordinating the following programmes:

5.11.1 M.A. in Home Science

5.11.2 M.Sc. in Home Science

5.11.3 M.A. in Rural Development

5.11.4 M.A. in Social Work (To be introduced)

5.11.5 B.A. in Home Science

5.11.6 B.Sc. in Home Science

5.11.7 B.A. in Social Work

5.11.8 Certificate Course in Food and Nutrition

5.11.9 Certificate Course in Nutrition and Child Care

5.11.10 Certificate Course in HIV and Family Education

5.11.11 Certificate Course in Indian Constitution and Panchayati Raj.



Dr. Bimla Sinha

Presently school is headed by Dr. Bimla Sinha, Retd. Reader, Home Sc., Arvind Mahila College, Patna. She has been appointed as a guest teacher.

5.12 School of Environmental Science and Disaster Management

This school was established by the University to design and develop courses in the fast growing and very important area of Environmental Science and Disaster Management. The school has so far developed the following programmes:

- 5.12.1 M.A. in Environmental Science
- 5.12.2 M.Sc. in Environmental Science
- 5.12.3 Certificate Course in Environmental Studies
- 5.12.4 Certificate Course in Disaster Management

This school is also working hard on development of following courses:

- 5.12.5 M.A. in Disaster Management
- 5.12.6 M.Sc. in Disaster Management
- 5.12.7 PG Diploma in Disaster Management
- 5.12.8 PG Diploma in Environmental Science



Prof. (Dr.) Bihari Singh



Prof. B. K. Mishra

There are two Coordinators in this school. Prof. (Dr.) Bihari Singh, former Principal, A.N. College & Head, PG Dept. of Chemistry and Environmental Science, A.N. College, Patna, Magadh University and Prof. (Dr.) B.K. Mishra, Retd. Prof. and Head, Dept. of Geology, Patna University.

6. Academic Session of the University

The Academic Session of the University runs from the month of June of the current year to the month of May of the next year.

7. Programmes at a Glance

The university shall be offering the following programmes in the session 2018-19:

I. Doctor of Philosophy (Ph.D.) Programme

(Kept in abeyance)

- | | |
|------------------|------------------------|
| (i) Economics | (ii) Education |
| (iii) Geography | (iv) Hindi |
| (v) History | (vi) Political Science |
| (vii) Psychology | (viii) Sociology |
| (ix) Urdu | (x) Botany |
| (xi) Chemistry | (xii) Mathematics |
| (xiii) Physics | (xiv) Zoology |
| (xv) Commerce. | |

Admission is taken through the qualifying test. (Separate notification for Admission Test will be made in due course of time).

II. Post Graduate Degree Courses

(a) Arts Stream:

- (i) Master of Arts in Bhojpuri (Kept in abeyance)
- (ii) Master of Arts in Economics
- (iii) Master of Arts in Education
- (iv) Master of Arts in English (Kept in abeyance)
- (iv) Master of Arts in Environmental Science
- (vi) Master of Arts in Geography
- (vii) Master of Arts in Hindi
- (viii) Master of Arts in History
- (ix) Master of Arts in Home Science
- (x) Master of Arts in Magahi (Kept in abeyance)
- (xi) Master of Arts in Maithili (Kept in abeyance)
- (xii) Master of Arts in Political Science
- (xiii) Master of Arts in Psychology
- (xiv) Master of Arts in Public Administration
- (xv) Master of Arts in Rural Development
- (xvi) Master of Arts in Sanskrit
- (xvii) Master of Arts in Sociology
- (xviii) Master of Arts in Urdu

(b) Science Stream:

- (i) Master of Science in Botany
- (ii) Master of Science in Chemistry
- (iii) Master of Science Disaster Management
- (iii) Master of Science Environmental Science
- (iv) Master of Science in Geography
- (v) Master of Science in Home Science
- (vi) Master of Science in Mathematics
- (vii) Master of Science in Physics
- (viii) Master of Science in Zoology

(c) Commerce Stream:

- (i) Master of Commerce

(d) Media Stream:

- (i) Master of Journalism and Mass Communication

(e) Computer Stream:

- (i) Master of Computer Application

(f) Library and Information Science Stream

- (i) Master of Library and Information Science

III. Post Graduate Diploma Courses

- (i) Post Graduate Diploma in Financial Management (PGDFM)
- (ii) Post Graduate Diploma in Hindi-English Translation (PGDHET)
- (iii) Post Graduate Diploma in Human Resource Management (PGDHRM)
- (iv) Post Graduate Diploma in Information & Public Relations (PGDIPR)
- (v) Post Graduate Diploma in Journalism and Mass Communication (PGDJMC)
- (vi) Post Graduate Diploma in Marketing Management (PGDMM)
- (vii) Post Graduate Diploma in Yogic Studies (PGDYS).

IV. Bachelor of Education (B.Ed.) Course

(Admission is through Selection Test according to NCTE norm. Separate notification will be made for B.Ed. admission.)

V. Bachelor of Library and Information Science (BLIS) Course

VI. Graduate Degree Courses

(a) Arts Stream:

- (i) B.A. (Hons.) in Economics
- (ii) B.A. (Hons.) in Education
- (iii) B.A. (Hons.) in Geography
- (iv) B.A. (Hons.) in Hindi
- (v) B.A. (Hons.) in History
- (vi) B.A. (Hons.) in Home Science
- (vii) B.A. (Hons.) in Journalism & Mass Communication (B.A. in JMC)
- (viii) B.A. (Hons.) in Political Science
- (ix) B.A. (Hons.) in Psychology
- (x) B.A. (Hons.) in Public Administration
- (xi) B.A. (Hons.) in Social Work
- (xii) B.A. (Hons.) in Sociology
- (xiii) B.A. (Hons.) in Statistics (*Kept in abeyance*)
- (xiv) B.A. (Hons.) in Tourism
- (xv) B.A. (Hons.) in Urdu
- (xvi) B.A. (Hons.) in Yoga

(b) Science Stream:

- (i) B.Sc. (Hons.) in Botany
- (ii) B.Sc. (Hons.) in Chemistry
- (iii) B.Sc. (Hons.) in Geography

- (iv) B.Sc. (Hons.) in Home Science
- (v) B.Sc. (Hons.) in Mathematics
- (vi) B.Sc. (Hons.) in Physics
- (vii) B.Sc. (Hons.) in Statistics (*Kept in abeyance*)
- (viii) B.Sc. (Hons.) in Yoga
- (ix) B.Sc. (Hons.) in Zoology

(c) Commerce Stream:

- (i) Bachelor of Commerce
- (ii) Bachelor in Business Admin. (BBA)

(d) Computer Education Stream:

- (i) Bachelor of Computer Application (BCA)

VII. Intermediate Courses

- (i) Intermediate in Arts
- (ii) Intermediate in Commerce
- (iii) Intermediate in Science.

VIII. Certificate Courses

(a) Agriculture-Related Certificate Courses:

- (i) Certificate in Bio-Fertilizer Production (CBFP)
- (ii) Certificate in Floriculture Technology (CFT)
- (iii) Certificate in Medicinal and Aromatic Plants (CMAP)
- (iv) Certificate in Soil Health Mgt. (CSHM)
- (v) Certificate in Artificial Insemination and Minor Veterinary Services (CAIMVS) (*Kept in abeyance*)

(b) Child and Women Development Related Certificate Courses:

- (i) Certificate in Abolition of Child Labour (CACL)
- (ii) Certificate in Child Psychology and Guidance (CCPG)
- (iii) Certificate in Child and Women's Rights (CCWR)
- (iv) Certificate in Legal Awareness among Women (CLAAW)
- (v) Certificate in Nutrition and Child Care (CNCC)

(c) Health & Environment Related Certificate Courses:

- (i) Certificate in Environmental Studies (CES)

- (ii) Certificate in Food & Nutrition (CFN)
- (iii) Certificate in Health & Environment (CHE)
- (iv) Certificate in HIV and Family Education (CHIVFE)

(d) Para Medical Certificate Courses (*Kept in Abeyance*):

- (i) Certificate in Basic Medical Assistance and Nursing Care (CBMAN)
- (ii) Certificate in Clinical Dental Technique (CCDT)
- (iii) Certificate in Dental and Oral Hygiene (CDOH)
- (iv) Certificate in Dental Mechanics (CDM)
- (v) Certificate in ECG Technique (CECGT)
- (vi) Certificate in Medical Laboratory Technique (CMLT)
- (vii) Certificate in Operation Theatre Assistantship (COTA)
- (viii) Certificate in Optometry and Ophthalmic Assistantship (COOA)
- (ix) Certificate in Physiotherapy & Yoga Therapy (CP & YT)
- (x) Certificate in Radiography and Imaging Technique (CRIT)

(e) Language Based Certificate Courses:

- (i) Certificate in Bhojpuri Language (CBL)
- (ii) Certificate in Magahi Language (CML)
- (iii) Certificate in Maithili Language (CMiL)
- (iv) Certificate in Pali Language (CPL)
- (v) Certificate in Prakrit Language (CPrL)
- (vi) Certificate in Sanskrit Language (CSL)
- (vii) Certificate in Urdu Language (CUL)

(f) Religion Based Certificate Courses:

- (i) Certificate in Buddhist Studies (CBS)
- (ii) Certificate in Christian Studies (CCS)
- (iii) Certificate in Hindu Studies (CHS)
- (iv) Certificate in Islamic Studies (CIS)
- (v) Certificate in Sikh Studies (CSS)

(g) Computer Based and Miscellaneous Certificate Courses:

- (i) Certificate in Information Technology (CIT)
- (ii) Certificate in Disaster Management (CDM)
- (iii) Certificate in Home Usages of Computers (CHUC)
- (iv) Certificate in Insurance Services (CIS)
- (v) Certificate in Indian Constitution and Panchayati Raj (CICPR)
- (vi) Certificate in Library Science (CLiS)
- (vii) Certificate in Interior Decoration (CID)
- (viii) Certificate in Computer Network Administration (Routing & Switching)
- (ix) Certificate in Hindi-English Translation

A broad-sheet, giving details of each of the above programme, minimum qualification prescribed for each course, duration of each course, course fee etc. **can be found at Annexure-I.**

8. New Programmes to be Launched in Near Future

1. PG Diploma in Construction Management
2. Diploma in Poultry Management / Dairy Management
3. Diploma in Food Processing
4. Diploma in Rural Management
5. Diploma in Primary Education
6. PG Diploma in Educational Management
7. Diploma/Degree Course in Buddhist Studies
8. Diploma Course in Nursing
9. Diploma in Interior Design
10. Certificate Courses in Consumer Protection
11. Certificate Programme in Human Rights
12. Certificate/Diploma/Degree in Hospital Management
13. Certificate/Diploma in Fisheries
14. Certificate/Diploma/Degree in Agricultural Business
15. Certificate in Legal Assistantship

9. Minimum Eligibility for Admission and Duration of Various Courses

A candidate holding minimum qualification prescribed for the course as per list below can apply for admission in one of the courses of his/her choice. A candidate can take admission in only one course at a time.

SI No.	Name of the Course	Minimum Eligibility/Qualification	Duration of the Course
1.	Ph.D.	Post Graduation in Relevant Area*	2 years
2.	Master Degree in Arts Subjects	Bachelor or equivalent Degree in any subject	2 Years
3.	Master Degree in Science subjects	Bachelor or equivalent Degree in the subject concerned Science Subject	2 Years
4.	Master Degree in Commerce	Bachelor Degree in Commerce	2 Years
5.	Master of Library and Information Science	Bachelor Degree in Library and Information Science	1 Year
6.	Master Degree in Journalism and Mass Communication	Bachelor or equivalent Degree in any subject or P.G. Diploma in Journalism and Mass Communication	2 Years
7.	Master of Computer Application	BCA or B.Sc. in Computer science or Bachelor Degree with Mathematics as a subject + Certificate in Computing	3 Years
8.	P.G. Diploma Courses	Bachelor or equivalent Degree in any subject	1 Year
9.	B.Ed. Course	Bachelor Degree in any subject with at least 50% marks at graduate level plus 2 years teaching experience. <i>(For detailed eligibility please see advertisement to be published very soon)</i>	2 Years
10.	BLIS	Bachelor or equivalent Degree in any subject	1 Year
11.	Bachelor Degree in Arts Subjects	Intermediate in any stream	3 Years
12.	Bachelor Degree in Science	Intermediate in Science stream	3 Years
13.	Bachelor Degree in Commerce	Intermediate in any stream	3 Years
14.	Bachelor Degree in Computer Application (BCA)	Intermediate with Mathematics OR I.A. with certificate in Computing at least 45% marks	3 Years
15.	Bachelor Degree in Business Administration (BBA)	Intermediate in any stream with minimum 45% marks at Intermediate level	3 Years
16.	Intermediate Courses	Matriculation or Equivalent	2 Years
17.	Certificate Courses	Matriculation or Intermediate as per the requirement of each programme	9/6 months /one month

*Conditions Apply

Note: Only such degrees and certificates will be considered equivalent as have been recognised as such by the Nalanda Open University.

10. Language of Self Learning Material

The Self Learning Material (SLM) is being made available to the students in the following languages only as per the list. The students must keep this in mind while selecting his/her subject for admission.

S.No.	Name of the Course	Language in which SLM is available
1.	Master of Arts in Bhojpuri (<i>Kept in abeyance</i>)	Bhojpuri
2.	M.A. Disaster Management	English
3.	M.A. Economics	Hindi
4.	M.A. Education	Hind
5.	M.A. English (<i>Kept in abeyance</i>)	English
6.	M.A./M.Sc. Environmental Science	Hindi-English mixed
7.	M.A./M.Sc. Geography	Hindi
8.	M.A. Hindi	Hindi
9.	M.A. History	Hindi
10.	M.A. Magahi (<i>Kept in abeyance</i>)	Magahi
11.	M.A. Maithili (<i>Kept in abeyance</i>)	Maithili
12.	M.A. Political Science	Hindi
13.	M.A. Psychology	Hindi
14.	Master of Arts in Public Administration	Hindi
15.	Master of Arts in Rural Development	English-Hindi mixed
16.	Master of Arts in Sanskrit	Hindi
17.	M.A. Social Work	Hindi
18.	M.A. Sociology	Hindi
19.	M.A. Urdu	Urdu
20.	Master of Commerce	Hindi
21.	M.Sc. Botany	English
22.	M.Sc. Chemistry	English
23.	M.Sc. Disaster Management	English
24.	M.Sc. Mathematics	English
25.	M.Sc. Physics	English
26.	M.Sc. Zoology	English
27.	Master of Computer Application (MCA)	English
28.	Master in Library and Information Science (MLIS)	Hindi
29.	Master of Journalism & Mass Communication	Hindi
30.	Post Graduate Diploma in Financial Management	English
31.	Post Graduate Diploma in Hindi-English Translation	Hindi
32.	Post Graduate Diploma in Human Resource Management	Hindi
33.	Post Graduate Diploma in Information and Public Relations	Hindi

S.No.	Name of the Course	Language in which SLM is available
34.	Post Graduate Diploma in Marketing Management	English
35.	Post Graduate Diploma in Journalism and Mass Communication	English
36.	Post Graduate Diploma in Yogic Studies	Hindi
37.	B.A. (Hons.) in Economics, Education, Geography, Hindi, History, Home Science, Political Science, Public Administration, Psychology, Sociology, Tourism and Yoga	Hindi
38.	B.A. (Hons.) in Statistics (<i>Kept in abeyance</i>)	English
39.	B.A. (Hons.) in Urdu	Urdu
40.	Bachelor of Social Work & Bachelor of Journalism & Mass Communication	Hindi
41.	B.Sc. (Hons.) All subjects (Excepting Home Science, Geography and Yoga)	English
42.	B.Sc. (Hons.) in Home Science, Geography and Yoga	Hindi
43.	B.Ed.	Hindi
44.	Bachelor of Commerce	Hindi
45.	Bachelor of Business Administration (BBA)	English
46.	Bachelor in Library and Information Science (BLIS)	Hindi
47.	Bachelor in Computer Application (BCA)	English
48.	L.A.	Hindi
49.	I.Com.	Hindi
50.	I.Sc.	English
51.	Certificate Courses in Disaster Management	Hindi
52.	Certificate Courses in HIV Aids	Hindi / English
53.	Certificate Course in Computer, Environment and Para Medical courses	English
54.	All other Certificate Courses	Hindi

11. Medium and Mode of Teaching and Examinations

Hindi and English are principal mediums of instruction for most of the courses of the University. However, Science courses offered by the School of Pure and Agricultural Sciences, Para Medical courses and a few other courses have English as a medium of instruction. All other courses have Hindi as the medium of instruction. The medium of instruction for Magahi and Bhojpuri is the language of the concerned subject.

The instruction is primarily imparted through printed Self Learning Material (SLM) provided to students at the time of admission. Students taking admission at the Headquarters of the University are given SLM along with the Identity Card, Examination Admit-card, etc. Students seeking

admission through study centres of the University receive their SLM, Identity Card, Examination Admit Card etc. through their study-centre. The University also organizes counselling classes and audio-visual displays which students can avail of at various Study Centres of the University and at its Headquarters.

12. Counselling-cum-Study Centres of the University

Counselling-cum-Study/Admission Centres at Constituent College Level

ARARIA

1. Araria College, Araria
Jai Prakash Nagar, Araria, Bihar- 854311
2. Forbisganj College, Forbisganj
Forbisganj, Bihar-854318

ARWAL

3. S.D.S. College, Kaler (Arwal)
Sohsa, Kaler (Arwal), Bihar-824127

AURANGABAD

4. S.S. College, Aurangabad
Aurangabad, Bihar-824101

BANKA

5. P.B.S. College, Banka
03 km away (South) from Gandhi Chowk Banka
in Deoghar Road Banka Bihar-813102

BEGUSARAI

6. Co-Operative College, Begusarai
National Highway 31, Begusarai -851101

BHABHUA

7. S.B.P. College, Bhabhua
VIP Colony, Bhabua, Bihar-821101

BHAGALPUR

8. Murarka College Sultangani, Bhagalpur
Indiranagar, Baikunthpur,
Sultangani, Bihar-813213
9. S.S.V. College, Kahalgaon
Vikramshila Nagar, Kahalgaon, Bhagalpur-813203
10. T.N.B. College, Bhagalpur
Lower Nathnagar Road, Bhagalpur -812007

BHOJPUR

11. M.M. Mahila College, Ara
East Ramna Road, Old Police Line,
Arrah, Bihar 802301
12. Maharaja College, Ara
South Ramna Road, Begampur, Rajendra Nagar,
Nawada, Arrah, Bihar-802301

BOKARO STEEL CITY

13. Bokaro Steel City College, Bokaro
Bokaro, Jharkhand-827006

BUXAR

14. D.K. College, Dumraon
D.K. College Road, Naya Bhojpur,
Dumraon, Bihar-802133
- 15 M.V. College, Buxar
Charitra Van, Buxar, Bihar-802101

CHAPRA

16. Jagdam College, Chapra
Railway Crossing, NH19, Dahiyawan Tola,
Chhapra, Bihar-841301

DARBHANGA

17. M.A.R. Sanskrit Mahavidyalaya, Darbhanga
Katahalwari, Kathalbari,
Darbhanga, Bihar-846004

18. M.K. College, Laherisarai, Darbhanga
Mogalpur, Laherisarai,
Darbhanga, Bihar-846003

DEOGHAR

19. Deoghar College, Deoghar
Deoghar, Jharkhand-814112

DHANBAD

20. P.K. Rai Memorial College, Dhanbad
Main Road, Lohar Kulli, Saraidhella-826004

GAYA

21. A.M. College, Gaya
Katari Hill Road, Gaya (Bihar)-823001
22. Jagjiwan College, Gaya
Gaya, Bihar 823003

GOPALGANJ

23. Gopalganj College, Gopalganj
Gopalganj, Bihar-841428

HAZARIBAGH

24. Markham College, Hazaribagh
Yashwant Nagar, Hazaribagh, Jharkhand-825301

JAMUI

25. K.K.M. College, Jamui
Sirchand Navada, Jamui, Bihar-811307

JAMSHEDPUR

26. A.B.M. College, Jamshedpur
Golmuri, Jamshedpur,
East Singhbhum, Jharkhand-831003

JEHANABAD

27. S.S. College, Jehanabad
Jehanabad, Bihar-804408

KATI HAR

28. K.B. Jha College, Katihar
Near Bethel Church, K.B. Jha Rd., Katihar-854105
29. M.J.M. College, Katihar
Binodpur Power House Road, Katihar-854105

KHAGARIA

30. Mahila College, Khagaria
Mahila College Road, Khagaria, Bihar-851204

KISHANGANJ

31. Marwari College, Kishanganj
Marwari College Road, Phulwari, Bihar-855107

KODERMA

32. J.J. College Jhumari Tilaiya, Koderma
Ranchi Patna Road, Jhumri Tilaiya, Koderma,
Jharkhand-825409

LAKHISARAI

33. K.S.S. College, Lakhisarai
Purani Bazar, Lakhisarai, Bihar-811311

MADHEPURA

34. Parvati Vigyan College, Madhepura
College Chowk, Kriti Nagar, Madhepura-852113

MADHUBANI

35. JMDPL College, Madhubani
Suratganj, Madhubani, Bihar-847211
36. MLS College Sarisabpahi, Madhubani
Rampur-Sarso Grameen Road,
Sarisabpahi, Madhubani-847424
37. R.K. College, Madhubani
Pupri-Madhubani Road, Baingra,
Madhubani, Bihar-847211

MOTIHARI

38. M.S. College, Motihari
Motihari, East Champaran, Bihar-845401

MUNGER

39. B.R.M. College, Munger
Madhopur, PO Basudeopur, Dist. Munger-811202
40. Balmiki Rajniti Mahila College, Munger
Madhopur, PO Basudeopur,
Dist. Munger-811202
41. RD & DJ College, Munger
Shastri Nagar, Munger, Bihar-81120

MUZAFFARPUR

42. R.M. Lohia College, Muzaffarpur
Diwan Road, Mahammadpur Kazi,
Sutapatti, Pokharaira, Muzaffarpur, Bihar-842001

NALANDA

43. Nalanda College, Biharsharif
Biharsharif, Nalanda-803101
44. Nalanda Mahila College, Biharsharif
Sherpur, Bihar Sharif, Bihar-803101

NAWADA

- 45 T.S. College, Hisua, Nawada
SH-8, Hisua, Nawada, Bihar-805103

PAKUR

46. KKM College, Pakur, Dighi Campus,
Dumka-Pakur Road, Dumka, Jharkhand-814110

PATNA

47. A.N.College, Patna, Boring Road. AN Path
North Sri Krishna Puri, Patna, Bihar 800013
48. A.N.S. College, Barh
NH31, Bihar-803213
49. Ganga Devi Mahila College, Patna
Housing Board Colony, Kankarbagh,
Patrakar Nagar, Patna-800020
50. J.D. Women's College, Patna
Bailey Rd, Shastri Nagar, Patna, Bihar - 800023

51. Mahila College, Khagaul
Near Railway Station, Danapur -Khagaul Road,
Danapur Cantonment, Bihar 801503

52. R.P. Mahila College, Patna City
Chowk Shikarpur, Patna City - 800009

PURNEA

53. M.L. Arya College, Kasba, College Chowk,
Akshay Nagar, Kasba, Purnea-854330

RANCHI

54. Ranchi College, Ranchi, P.O. Ranchi University,
Morahabadi Ranchi-834008

ROHTAS

55. A.S. College, Bikramganj, Rohtas
Bikramganj, Bihar-802212

SASARAM

56. S.S. College, Sasaram
Takia, Sasaram, Rohtas, Bihar-821115

SAHARSA

57. MLT College, Saharsa
Purab Bazar, Saharsa, Bihar-852201

SAMASTIPUR

58. R.B. College, Samastipur
NH-28, Dalsingsasrai, Samastipur-848114
59. R.N.A.R. College, Samastipur, Bihar-848101
60. Uma Pandey College Pusa, Samastipur
Muzaffarpur-Pusa Road, Samastipur-848125

SHEIKHPURA

61. R.D. College, Sheikhpura, Sheikhpura-811105

SIWAN

62. DAV College, Siwan,
Station Road, Siwan-841226

SUPAUL

63. B.S.S. College, Supaul
Supaul, Bihar-852131
64. H.P.S. College, Nirmali
Ward No. 7, Belahi Road, Bnagawan,
Nirmali, Bihar-847452

VAISHALI

65. Vaishali Mahila College, Vaishali
Hajipur, Vaishali, Bihar - 844101

WEST CHAMPARAN

66. M.J.K. College, Bettiah
Hathukhana, Bettiah, Bihar-845438

At Counselling Centres, the counselling classes are held as per prescribed requirement of each programme. Every effort is made at these centres to make students understand their subject and be familiar with their Self Learning Materials. The

University engages subject specialists, drawn from the nearest University/P.G. Colleges, for the counselling work. The Counsellors, make every possible effort to answer and address all academic queries of the students at such centres and help them to prepare their assignments etc.

It is not possible to open Counselling Centre at every work place/ study centre of the University and, as such, **the Counselling Centres are permitted only at such study centers where the number of students admitted to various programmes of the University is at least 300 or more.** The remaining centres are only Study Centres where no counselling class is held, but library and other facilities are provided to enable the students to study on their own and prepare for the programme. Every Counselling-cum-Study Centre/Study Centre of the University is fully equipped with reference books of the concerned programmes and facilities of audio visuals and other aids. The SLM of each programme, in five copies, is also available at these centres for reference by the students.

12.1 Study Centres at +2 Level Schools

By the order of the Government of Bihar, the University has established new study centres at Block level in the following +2 level schools:

ARARIA

1. K.N. Inter College Kursakanta, Araria Bakhari, Araria-Kursakanta-Sikti Road, Kursakanta-854331
2. Maharshi Menhi Project Girls High School, Pahansi, Araria, Vil. Pahansi, Block-Kursakanta, Araria-854332
3. PRO Girls High School, Araria M.S. Kaliaganj, Palasi, Balua Kaliaganj, Araria, Bihar-854333

AURANGABAD

4. Adarsh Uchch Vidya Mandir, Baghoi, Aurangabad, Vil. Dindir, Block-Haspura Dist. Aurangabad, Bihar-824120
5. High School Pathrouer Deohara, Aurangabad Vil. Pathrouer, Block-Haspura, Aurangabad-824114

BANKA

6. +2 High School Baladeo Ithari, Fullidumar, Banka Vil. Itahri, Block-Fulli Dumar, Banka, Bihar-813207
7. A.S.S Project Girls High School Kharahara, Vil. Kharahara, Block-Barahat, Banka-813121

8. Chandeshwari Singh Inter College, Belhar, Banka Vil. +Block-Belahar, Banka - 813202
9. High School, Khesar, Banka Vil. Khesar, Block-Fulli Dumar, Banka -813207
10. Lakhi Pd. Khetan College Barahar, Banka Vil. Barahat Bazar, Block-Barahat, Banka-813103
11. Project Girls High School Chandan, Banka Vil. + Block-Chandan, Banka-814131

BEGUSARAI

12. K.S. +2 Higher Secondary School Shamho, Begusarai Vil.-Salha Saidpur, Block-Shamho Akha Kurha, Begusarai, Bihar-811106
13. M.B.H.D. Inter College, Rampur Bakhri, Begusarai, Bihar-848201
14. N.N. Sinha High School, Begusarai Mansurchak, Begusarai, Bihar-851123
15. R.C.S. College Manjhaul, Begusarai SH-55, Manjhaul, Begusarai, Bihar-851127
16. R.D.P. Girls High School, Manjhaul, Begusarai Vil. Manjhaul, Block-Cheriyia Bariyarpur, Dist-Begusarai, Bihar-851127
17. S.S.S.M. Ch. College, Dhahaya, Begusarai Vil.-Dahia, Block-Bhagwanpur, Dist-Begusarai, Bihar-851128

BHABUA

18. +2 High School, Karnpura, Kaimur (Bhabua) Vil.-Karnpura, Block-Durgawati, Dist-Kaimur (Bhabua), Bihar-821105
19. High School Bhagwanpur, Kaimur (Bhabua) Vil. + Block-Bhagwanpur, Dist-Kaimur (Bhabua), Bihar-821102
20. Ramgarh Gram Bharti College, Bhabua, Kaimur Ramgarh, Kaimur, Bhabua, Bihar-821110
21. S.S. High School, Adhaura, Kaimur (Bhabua) Vil.+Block-Adhaura, Dist-Kaimur (Bhabua), Bihar-821101

BHAGALPUR

22. Inter School, Kharik, Bhagalpur P.S. Kalu Chak, Kharik, Bhawanpura, Bhagalpur, Bihar-853202
23. Madhusudan Sarvoday High School, Bihpur, Bhagalpur Vil.+Block-Bihpur, Dist-Bhagalpur, Bihar-853201
24. Project Inter School, Shahkund, Bhagalpur Vil. Shahkund Bazar, Block-Shahkund, Dist-Bhagalpur, Bihar-813108
25. Urdu Girls High School, Bhagalpur Ward 22, Block-Jagdishpur, Bhagalpur-812002

BHOJPUR

26. Dilip Narayan +2 High School, Kahathu Masurhi, Bhojpur
Vil-Masaurhi, Block-Jagdishpur, Bhojpur -802158
27. Harbansh High School, Bhojpur
Vil. Chandi, Block-Koilwar, Dist-Bhojpur -802161
28. Harinaryan +2 High School Shahpur Patti, Bhojpur
Vil. + Block-Shahpur, Dist-Bhojpur - 802165
29. Swami Shri Suryanath +2 High School, Saraiya, Bhojpur
Vil. Sariaya, Block-Barahara, Bhojpur -802313

BUXAR

30. Adarsh High School, Chausa, Buxar
Chausa-Chunni-Pawani Kamarpur Road, Chausa, Bihar-802114
31. High School Nawanagar, Buxar
Vil. + Block-Nawanagar, Dist-Buxar, Bihar-802129
32. High School Sikraul, Jalilpur, Buxar
Vil. Sikraul Chousa, Dist- Buxar, Bihar-802114

DARBHANGA

33. Gena Lal Jai Lal Sahu High School, Darbhanga
Vil. Khirma, Block-Keoti, Darbhanga-847121
34. L.M. High School, Darbhanga
Vil. Anandpur Sahora, Block-Hayaghat, Darbhanga, Bihar-847101
35. Nand Kishor High School, Satighat, Darbhanga
Vil. Hirni, Block-Kusheshwar Asthan West, Dist-Darbhanga, Bihar-848213
36. Rajkiyakrit Basudeo Mishra High School Simari, Darbhanga
Vil. Simri, Block-Singhwara, Darbhanga-847106

EAST CHAMPARAN

37. Banshi Dhar High School, E. Chamaparan
UMS Pokharia, Adapur, Lachhimipur Pokhariya, E. Champaran, Bihar-845301
38. D.P.T.S. Inter College Kanji Nagar, E. Champaran
Vil. Kunawa, Block-Chakia, Dist-E. Champaran, Bihar-845412
39. Damri Asarfi High School, Sangrampur, E. Champaran
Vil.+Block-Sangrampur, E. Champaran-845434
40. Govt. High School, Noneya, E. Champaran
Vil. Noniya, Block-Paharpur, Dist-E. Champaran, Bihar-845422
41. Haji Farzand High School, Phenhara, E. Chamaparan
Phenhara, Dist-E. Champaran, Bihar-845430

42. Mahadev Sah High School Chiraiya Kothi, E. Champaran
Vil.+Block-Chiraiya, E. Champaran -845415
43. Nand High School, E. Champaran
Vil.+Block-Sugauli, Dist. E. Champaran - 845456
44. Prajapati High School, E. Chamaparan
Vil. Jagdishpur, Block-Harsiddhi, Dist-E. Champaran, Bihar-845422
45. Raj Kumari Devi Project Girls High School, E. Champaran
GMS Madhuban Girls, Madhuban, Madhuban Ward No. 8, East Champaran-848420
46. Sheodhar Anutha High School, E. Champaran
Turkaulia-Kotwa Road, Dist-E. Champaran, Bihar-845437
47. Sri Ganesh Mahavir High School Ramgarhwa, E. Champaran
Bhaluwahia Village Road, Navkathwa, Ramgarhwa, Bihar-845433
48. Sri Shalik High School, E. Champaran
Vil.-Bakarpur, Block-Kalyanpur, Dist-E. Champaran, Bihar-845413
49. Sri Shyam Sundar Pathak High School, E. Chamaparan
Vil.-Bakhari, Block-Patahi, Dist-E. Champaran, Bihar-845457
50. Tirhut Vidyalaya Mehsi, E. Champaran
Vil. Mehsi, Mirzapur, Dist-E. Champaran-845426

GAYA

51. +2 High School, Amas, Gaya
Vil. Simri, Block-Amas, Gaya, Bihar-824219
52. Janta High School, Gaya
Vil. Pachmahla, Block-Khizersarai, Gaya - 804407
53. M.K.G. High School, Sewtar, Muhra, Gaya
Vil. Chhibra, Block-Mohara, Gaya-805109
54. Sarvodaya Vidya Mandir High School, Gaya
Vil. Amwan, Block-Guraru, Dist-Gaya, Bihar-824118

GOPALGANJ

55. Baba Bhoot Nath College, Balepur Bathua Bazar, Gopalganj
Vil. Balepur Gadditola, Block Phulwariya Dist-Gopalganj, Bihar-841425
56. Madhav High School, Manjharah, Gopalganj
Vil. Bathua, Block-Manjha, Dist-Gopalganj, Bihar-841427
57. Mukhi Ram High School Thawe, Gopalganj
Near Bus Stand, Thawe, Gopalganj - 841440
58. S.Y.R. High School Reotith, Gopalganj
PO Reotith, PS Baikunthpur, Gopalganj 841409

JAMAUI

59. +2 High School Khaira, Jamui
Vil. +Block-Khaira, Dist-Jamui -811317
60. +2 Janta High School, Aliganj, Jamui
Vil. Kaitha, Block-Aliganj, Jamui, Bihar-811301
61. +2 R.S.S. High School Barabandh Khaira, Jamui
Vil. + Block-Khaira, Dist-Jamui, Bihar-811317

JEHANABAD

62. Gandhi Memorial High School, Sagarpur,
Jehanabad
Vil. Sagarpur, Block-Makhdumpur,
Dist-Jehanabad, Bihar-804422
63. High School Tehta, Jehanabad
Vil. Tehta, Block-Makhdumpur,
Dist-Jehanabad, Bihar-804427
64. Project Kanya High School, Makhdumpur,
Jehanabad
Vil. Makhdumpur, Dist-Jehanabad, Bihar-804422

KATIHAR

65. +2 Indirawati High School, Katihar
Vil.-Navratanpur, Block-Amdabad,
Dist-Katihar, Bihar-854112
66. Dharampur Gandhi High School Krishna Nagar,
Katihar
Sameli, Chandpur, Katihar, Bihar-854101
67. Durga Prasad High School (Durgaganj),
Katihar
Durgaganj, Dist-Katihar, Bihar-855105
68. Munshi Lal Mandal High School, Katihar
Vil. Bastaul, Block-Pranpur, Katihar - 854116

KHAGARIA

69. Janta Inter School Mansi, Khagaria
Vil. + Block-Mansi, Khagaria, Bihar-854214

KISHANGANJ

70. S.H. Inter College Tulsia, Kishanganj
Vil. Tulsia, Block Dighal Bank, Kishanganj-855101

LAKHISARAI

71. R. Lal Chanan +2 High School Lakhochak,
Lakhisarai
Vil. Lakhochak, Block-Chanan, Lakhisarai -811310
72. Rajkiyakrit High School, Halsi, Lakhisarai
Vil.+Block-Halsi, Dist-Lakhisarai - 811318

MADHEPURA

73. Maduram High School Gwalpada, Madhepura
Vil. Gwalpara, Dist. Madhepura
Bihar-852115
74. Sri Basudeo High School Puraini, Madhepura
Naya Tola, Hamidpur, Block-Puraini,
Madhepura, Bihar-852116

MADHUBANI

75. +2 High School, Kaluahi, Madhubani
Vil.+Block-Kaluahi, Dist-Madhubani, Bihar-
847229
76. J.N. High School, Babubarhi, Madhubani
Vil. Bilirajpur, Block-Babubarhi, Dist-
Madhubani, Bihar-847421
77. M.P.T. High School, Jhanjharpur, Madhubani
Vil. Behat, Block-Lakhanpur,
Dist-Madhubani, Bihar-847403

MUNGER

78. Philip High School, Bariarpur, Munger
Vil. +Block-Bariarpur, Munger, Bihar-811211
79. RDB College, Sangrampur, Munger
Vil. Kumarsar, Block-Sangrampur,
Dist-Munger, Bihar-813212

MUZAFFARPUR

80. L.P. Shahi Inter College Patahi, Muzaffarpur
Rewa Road, Near Fardo Gola, Muzaffarpur,
Bihar-843113
81. NKSM College, Ramchandrapur, Muzaffarpur
Vil. Ramchandrapur, Block-Paroo,
Dist-Muzaffarpur, Bihar-843120
82. R. Ram Dayal Sr. High School, Gangia,
Muzaffarpur
Vil. Gangia, Block-Katra, Muzaffarpur-843321
83. Rajkiyekrit Sri Dhanraj High School, Tengrari,
Muzaffarpur
Vil. Tengrari, Block-Minapur,
Muzaffarpur, Bihar-843128
84. Ram Jivan High School Aurai, Muzaffarpur
Police Station Road, Aurai, Bihar- 843312
Muzaffarpur
85. S.D. high School, Jaintpur, Muzaffarpur
Vil. Jaintpur, Block-Saraiya
Dist-Muzaffarpur, Bihar-843123

NALANDA

86. +2 High School Bhathar, Nalanda
Vil. Bhathar, Block-Tharthari, Nalanda - 801307
87. High School Bind, Nalanda
Vil. + Block-Bind, Dist-Nalanda, Bihar-803120
88. High School Rahui, Nalanda
Vil.+Block-Rahui, Dist-Nalanda, Bihar-803119
89. High School, Karai Parsurai, Nalanda
Vil.+Block-Karai Parsurai,
Nalanda, Bihar-801304
90. Madarsa Hanfiya, Causiya, Ben, Nalanda
Ben, Nalanda, Bihar-803114

NAWADA

91. Adarsh Inter School, Sirdala, Nawada
Vil.+Block-Sirdala, Nawada, Bihar-805127
92. Inter School Kawakol, Nawada
Vil.+Block-Kauakoal,
Dist-Nawada, Bihar-805106
93. Inter School, Nawada
Vil.+Block-Roh, Dist-Nawada, Bihar-805110
94. Lato Yadav Inter School, Nawada
Vil.+Block-Meskaur, Dist-Nawada, Bihar-805122
95. T.V. Inter High School, Nawada
Vil.+Block Govindpur, Dist-Nawada, Bihar-805102

PATNA

96. H.S. Punyark Vidya Mandir, Pandarak, Patna
Vil.+Block-Pandarak, Dist-Patna, Bihar-803221
97. M.R.N.O. High School Saksohra, Patna
Near Saksohra Bus Stand, Barh Sub Division,
District Patna, Saksohra, Bihar-803213
98. S.F.S. Higher Secondary School Athmalgola, Patna
Block-Athmalgola, Dist-Patna, Bihar-803211

PURNIA

99. N.D. Rungta High School, Purnia
NH 57, Jalalgarh, Purnia, Bihar-854327
100. Project Girls High School Rupauli, Purnia
Vil.-Laxmipur Girdhar, Block-Rupauli,
Dist-Purnia, Bihar-854204
101. Project Girls High School, Amour, Purnia
Vil. Baraili, Block Amour, Purnia, Bihar-854315
102. Project Girls High School, Gokulpur, Purnia
Vil. Gokuppur, Block-Krityanand Nagar,
Dist-Purnia, Bihar-854306

ROHTAS

103. High School Prem Nagar, Akhorigola, Rohtas
Vil.+Block-Akhorigola, Dist-Rohtas, Bihar-821301
104. Jagnarayan Singh High School Koath, Rohtas
Vil.-Koath, Block-Dawath,
Dist-Rohtas, Bihar-802216
105. Nishant Singh Smarak High School,
Nishan Nagar, Baddi, Rohtas
MS Baddi, Shivsagar, Baddi, Rohtas, Bihar-821113

SAHARSA

106. D.L. Inter College Baunathpur, Saharsa
Vil. Baijanthpur, Block-Saur Bazar, Dist-Saharsa,
Bihar-852221
107. Govt. Girls High School, Saharsa
Ward No. 1, Saharsa, Bihar-852201
108. Mandawi Ranjeet Inter College, Saharsa
Vil. Biratpur, Block-Sonbarsa,
Saharsa, Bihar-852217

109. Priyabrat Senior Secondary School, Saharsa
Vil.-Panchgachiya, Block-Sattar Kattaiya,
Dist-Saharsa, Bihar-852124
110. R.J.M.C. Saharsa, Saharsa
Bir Kuwar Singh Chowk, Saharsa, Bihar-852202

SAMASTIPUR

111. H.N. High School, Barheta, Samastipur
Vil. Barheta, Block-Kalyanpur,
Dist-Samastipur, Bihar-848302
112. High School Siropatti Khatuaha, Samastipur
Vil. Khatuaha, PO-Khairi, Block-Khanpur,
Dist-Samastipur, Bihar-848117
113. J.P.N.S. High School Narhan, Samastipur
Vil. Bibhutipur, Narhan, Dist-Samastipur-848211
114. P.S.P. High School, Bithan, Samastipur
Vil.+Block-Bithan, Dist-Samastipur, Bihar-848207
115. V.P. High School Mow Bazidpur (South),
Samastipur
Vil.+Block-Vidyapati Nagar, Dist-Samastipur,
Bihar-848503

SARAN

116. B.R. Ram High School, Saran
NH 28B, Nagra, Saran, Bihar-841442
117. H.S.D.N. Lahladpur, Saran
Janta Bazar, Saran, Bihar-841206
118. Islamia High School, Saran
Vil. Olhanpur, Block-Marhowrah, Dist-Saran,
Bihar-841415
119. Rajendra Vidya Mandir-cum-Inter College, Saran
Vil. Kasba Maker, Block-Maker, Dist-Saran,
Bihar-841215
120. Rana Pratap High School, Saran
Vil. Rampur, Block-Nagra, Saran, Bihar-841414
121. Shri Y.C. High School, Saran
Vil.+Block-Dariyapur, Dist-Saran, Bihar-841221

SHEIKHPURA

122. High School, Aifani, Sheikhpura
Aifani, Dist-Sheikhpura, Bihar-811105
123. Rajo Singh High School, Sheikhpura
Vil. Ambari, Block-Shekhopur Sarai,
Dist-Sheikhpura, Bihar-811103
124. Shri Krishna High School, Sheikhpura
Vil.+Block-Chewara, Sheikhpura, Bihar-811304

SHEOHAR

125. Kalwati Jiyalal High School, Sheohar
Vil. Amwa Kalan, Block-Piprahi, Sheohar-843334
126. Shree Gandhi High School Parihar, Sheohar
Near State Bank of India, Siswa Road, Parihar,
Bihar-843324

127. Shyamdhari Yamuna High School, Nayagaon,
Sheohar
Vil. Nayagaon, Block-Dumri Katsari,
Dist-Sheohar, Bihar-843329

128. Sri Nawab High School, Sheohar
Vil.+Block+Dist-Sheohar, Bihar-843329

SITAMARHI

129. +2S.B.L.C. High School Raipur, Sitamarhi
Vil. Raipur, Block Nanpur,
Sitamarhi, Bihar-843326

130. M.K. College Bhutahi, Sitamarhi
Vil. Lachhmipur, Block-Sonbarsa,
Dist-Sitamarhi, Bihar-843317

131. Rajkiyakrit Sri Laxhan Narayan Memorial High
School, Charout, Sitamarhi
Vil.+Block-Charout, Sitamarhi, Bihar-843319

132. S.R.P.N. High School, Bajpatti, Sitamarhi
Vil. Bangaon, Block-Bajpatti,
Dist-Sitamarhi, Bihar-843314

SIWAN

133. Ambika Singh RLS College Nabiganj, Siwan
U.M.S. Sahadipatti, Lakari Nabiganj, Lakri,
Siwan, Bihar-841409

134. H.R. High School Mairwa, Siwan
Ward No. 13, Mairwa, Siwan, Bihar-841239

135. High School Cum Inter College, Siwan
Ward No. 6, Siwan, Bihar-841226

136. High School, Andar, Siwan
Vil.+Block-Andar, Dist-Siwan, Bihar-841231

137. High School, Basantpur, Siwan
Vil.+Block-Basantpur, Dist-Siwan, Bihar-841406

138. Kisan Mazdoor High School, Siwan
Vil.-Tari, Block-Raghumathpur,
Dist-Siwan, Bihar-841509

139. M.S. Sr. Secondary School, Hussainganj, Siwan
Hussainganj, Khanpur Khairanti,
Siwan, Bihar-841237

140. S.B.S. Inter College, Sanibasantpur, Siwan
Vil.-Sani Basantpur, Block-Gorea Kothi,
Dist-Siwan, Bihar-841439

141. U.S.P. High School, Siwan
Ward No. 2, Block-Maharajganj,
Dist-Siwan, Bihar-841238

SUPAUL

142. Bihari Gumaita Higher Secondary School,
Supaul
Saraigarh Bhaptiahi, Bhaptiyahi, Supaul-852105

143. Govt.+2 High School, Birpur, Supaul
Vil.-Birpur, Block-Basantpur, Supaul-854340

144. High School, Supaul
Supaul

145. K.N. Inter College, Raghapur, Supaul
Vil.+Block-Raghapur, Dist-Supaul, Bihar-852111

VAASHALI

146. B.N. High School Sehan, Vaishali
Vil.-Akhtiyarpur Sehan, Block-Chehrakalan,
Dist-Vaishali, Bihar-844112

147. High School, Rajapakar, Vaishali
Vil.+Block-Rajapakar, Dist-Vaishali, Bihar-844124

148. Janta High School, Panapur, Dharampur,
Vaishali
Chak Dharampur, Bidupur (Vaishali) - 844102

WEST CHAMPARAN

149. Bhartiya Inter College Gahiri, W. Champaran
Gahiri, Nautan, W. Champaran, Bihar-845459

150. Govt. High School, Nawalpur, W. Champaran
Vil. Nawalpur, Block-Jogapatti,
Dist-W. Champaran, Bihar-845452 West
Champaran

151. Kedar Pandey Project Girls High School, Pujhan,
Patjirwa, W. Champaran
Vil. Patjirwa, Block-Bairia, Dist-W. Champaran,
Bihar-845438

152. Motilal High School, W. Champaran
Vil.+Block-Majhauriya, Dist-W. Champaran,
Bihar-845459

Special Counselling-cum-Study/Admission Centre only for the Prisoners (Jail Inmates)

01. Adarsh Kendriya Kara, Beur, Patna
Beur Central Jail, Anisabad, Patna-800002

12.2 Student Support System

Student Support System is an important component supporting the needs and requirements of students and study centres in particular. Sri P.K. Dayal is working as Co-ordinator of this system.

13. Sale of Prospectus for Admission to First Year Students

13.1 From University Headquarters

The Prospectus, containing Admission Form (Annexure A), may be purchased from the Sale Counters of the University or from any of its Study Centres on payment of **Rs. 500.00** only by Demand Draft, drawn in favour of the Nalanda Open University and payable at Patna OR by making online payment of **Rs. 500.00** through **SBI Collect**.

Sale counters of the University are located on the 3rd Floor of the Biscomaun Bhawan, Patna. Students may also deposit Rs. 500/- by 'Pay-in slip' in the Bihar State Co-operative Bank, Bankipur, Patna, in SB A/C No. 01-20407 of Nalanda Open University, or in SB A/C No. 762428166 of Indian Bank, Main Branch at Biscomaun Bhawan, Patna, in favour of Nalanda Open University, Patna, and get the delivery of the prospectus from the University's sale counters by producing the counter foil of the said 'Pay-in- slip' OR SBI Online Collect challan.

13.2 From Study Centres

All Counselling-Cum-Study Centres / Study Centres have also been permitted to sale the University Prospectus on payment of the prescribed fee of Rs. 500.00 only. The payment is to be made by Demand Draft, drawn in favour of the Nalanda Open University, payable at Patna. In no case, cash payment is accepted.

13.3 By Post

Prospectus can also be obtained by Post by sending a Demand Draft or SBI Collect payment receipt of Rs. 550/-, (Rs. 500/- towards the cost of application form plus Rs. 50/- as the postal charges) drawn in favour of the **Nalanda Open University**, payable at Patna at the University's address by registered post. No Money Order or Postal Order will be accepted.

14. Online/Offline Admission Procedure for First Year Students

(A) Offline Admission Procedure

The first thing is to buy a copy of latest University Prospectus either from the University's sale counter or from any of its study centres. The list of the study centres is given in paragraph (12) of the Prospectus. After having purchased the Prospectus, the concerned student should select the course and subject of his/her choice and should, then, fill up the Admission Form. The admission form, (Annexure A), duly filled in and supported by the attested photo copy of the following documents, should, then, reach the Registrar (Exam.), Nalanda Open University, 3rd Floor, Biscomaun Bhawan, Patna-800 001, Bihar, or the Coordinator

of the Study Centre on or before the last date prescribed for submission of the admission forms. The filled-up admission form can also be deposited by the candidate in person or sent by registered post, but it must reach the concerned authorities by the specified date; otherwise it will not be entertained. The documents to be submitted along with the admission form are:

- (a) Self-attested photocopy of the marksheet of the qualifying examination, which is prescribed as the eligibility condition by the University for getting admission in the desired course, and the attested photocopy of the certificate of matriculation for proof of age.
- (b) Self-attested copy of the Caste certificate, issued by DM/DC/SDO or any other authorised officer, wherever applicable. It may be mentioned that the caste certificate is to be deposited by the SC/ST/BC-I, EBC/WBC candidates only who are seeking admission against reserved quota.
- (c) Candidates, applying for B.Ed. course, must deposit all prescribed documents along with the admission form, as per requirement of that course which shall be intimated to them separately.

At the time of submission of the Admission Form, in no case original documents should be submitted or sent along with the admission form; only attested photocopy of the documents must be enclosed, the University will not be responsible for loss of any original document of any candidate.

(B) Online Admission Procedure

1. Online registration details are available on the University website: www.nalandaopenuniversity.com & www.nou.ac.in
2. Candidates seeking online admission to various courses of Nalanda Open University are required to first register online.
3. Kindly download the instructions for ready reference and follow the guidelines during online filling of the application form.
4. On the landing Page (the webpage which opens after you click on the Admission link) please click on "New Admission" button.

5. Download the Instructions by Clicking right bottom link on the page.
6. For New Applicant click on the blue button indicating "New Applicant? Create a New Account".
7. All information in the "New Candidate Registration" IS COMPULSORY and will have to be filled up.
8. Password of the candidate will have to be entered by the candidate as per the following rules:
 - a. Password should be minimum 6 character and maximum 13 characters i.e. it should be between 6 and 13 characters
 - b. There should be at least one UPPER CASE
 - c. There should be at least one LOWER CASE
 - d. There should be at least one NUMBER
 - e. There should be at least one SPECIAL CHARACTER (!;@;#;\$;%)
 - f. Example of Password "Shukla@2020"
9. After filling up the form and clicking on the 'Register' button the candidate will receive an email and SMS with all the credentials for login:
 - a. User Name, which will be also the Application Number
 - b. Password, and
 - c. OTP
10. The candidate will also be taken to Login Page where the Candidate will have to enter
 - a. Application No (which is User Name Sent in SMS & Email)
 - b. Password.
11. After entering correct credentials (i.e. Application No & Password) the candidate will have to enter OTP (which is also sent in SMS & Email). OTP will only be required for first time login.
12. After entering OTP the candidate will be taken to the main Application Form.
13. Please remember your APPLICATION NUMBER & PASSWORD. These will be required for login to the Application Portal. If you forget the same can be obtained from the email and SMS received by the candidate.
14. All (*) marked field on the main application form are compulsory. The Compulsory Information will have to be filled before Final Submission.
15. Candidate can save the form in draft mode and can login again for completing and submitting it.
16. For submission of the form, filling up of Captcha is a must.
17. Applicant shall choose the Course in which she/he wishes to apply based on the eligibility. The applicant is advised to check the eligibility of the Courses before making a choice.
18. Candidate can take admission in only one course. There is no provision for applying in multiple courses.
19. While filling up the form it is suggested to scan clearly the following documents as per the size given below:
 - a. Candidate's passport size photo : Max. 50 kb
 - b. Candidate's Signature (in English) : Size Max. 30 Kb
 - c. Candidate's Signature (In Hindi) : Size Max. 30 Kb
 - d. Copy of Mark Sheets : Size Max 100 Kb.
20. In the mandatory upload section, the applicant has to upload clear scanned document of the following:
 - a. Passport size photograph of the applicant.
 - b. Scanned signature of the applicant in English & Hindi
 - c. Self-attested copy of qualifying examination Marks-sheet.
21. Please note that it is not compulsory to fill up the entire Application at one go, candidate can preserve already filled up information by saving the form in the draft mode and later on can complete and submit it.
22. Application can be saved in the draft mode by clicking on "Save As Draft" button, doing so will allow the information already entered to be saved.
23. Before submitting, candidate can preview the filled up application by Clicking on "Preview" button.

24. User / Candidate can change or edit information in the Application as long as the Application is not submitted. Once the application is submitted candidate cannot change or edit or modify the information. For any correction in the application form the candidate will have to visit Nalanda Open University, Patna. Therefore candidates are advised to check the form carefully before final submission.
25. After final submission of Application form the Candidate will be taken to Payment page. Candidates are required to pay the requisite fee online through this portal only. **SBI Collect or Demand Draft will not be accepted in Online form submission.**
26. Only Paid Applications will be accepted for further processing.
27. All payments will be online payment through Admission portal. Amount cannot be altered.
28. Payment is not refundable.
29. Candidates will be provisionally registered for admission, subject to the eligibility criteria and verification of passing certificate/mark sheet.
30. Candidate shall take the print out of the admission form and keep it with them for future reference. Candidate will have to come to Nalanda Open University headquarters, Patna on the given date for verification of original marksheet/certificates. The dates for documents verification will be informed through SMS/E-mail/website.
31. The applicant will be solely responsible for providing information in the application form. In case of any discrepancy found during verification of the documents the application may be subject to rejection.

15. Documents Required at the Time of Admission

- (i) At the time of admission, the following documents will be required in original, along with their attested photocopy, for authentication of the documents submitted by the candidates.
 - (a) Original mark-sheet of the examination

prescribed by the University as the minimum qualification for seeking admission in the concerned course.

(b) The original certificate of matriculation examination for proof of age.

(c) The original copy of the caste certificate.

Admission will not be granted without comparison and verification of photocopy of mark-sheet /certificate with original documents. The original documents will be returned to the candidates immediately after verification and comparison with the attested photocopy. The attested photocopy of the documents will be kept by the University for record. The University authorities, verifying the document will record a certificate on the photocopy of the concerned document, stating that the same has been compared and verified with its original and found correct. The verifying authority will put his signature and date, as proof of his having verified the document from the original and, then, return the original to the concerned candidate. No extra time will be given to any candidate for comparison and verification of original documents with attested photocopy.

(d) Two ticket size coloured photographs of the candidate. **One ticket-size photograph will be needed for fixation on the Admission cum-Registration Form at the space provided. Another photograph will be pasted on Examination Application Form.** These must be self-attested photographs of the students seeking admission.

- (ii) **The candidates selected for admission must pay the prescribed course fee in full at the time of admission itself and fill all other forms and documents as required by the University, such as, Admission-cum-Application Form, Application Form for appearing in the Examination, etc.** The course fee for various programmes, both for male and female candidates, is shown separately in Annexure-I:

It may be noted that female candidates are

given 25% discount in the course fee of all programmes (except Ph.D.) of the University. The payment must be made for the course fee through Demand Draft drawn in favour of Nalanda Open University, payable at Patna. In no case, cash will be accepted.

- (iii) It is re-emphasized that a discount of 25% is given in course fee of all programmes to women candidates (except Ph.D.).
- (iv) **On the reverse side of the Demand Draft, the candidate must write his/her name, admission form number and the name of the course applied for.**
- (v) **Candidates are advised to retain photocopy of the demand draft for their personal use and record.**

16. Selection of Candidates for Admission and Issue of Examination Admit Card

- (a) Selection of candidates shall be made strictly as per rules of the University. In all the admissions of the University, the reservation policy of the State Government of Bihar (for educational institutions) is mentioned.
- (b) If necessary, the University may hold pre-admission test for selection of candidates to one or more courses of the University. The University is already holding such a test in respect of B.Ed. programme.
- (c) No candidate can claim admission as a matter of right.
- (d) No applicant shall be admitted who, in the opinion of the Vice Chancellor, may not be a fit candidate to be admitted for reasons of security, safety, decency, morality etc.
- (e) Selected candidates will be admitted and issued Identity card, Registration card, Examination Admit Card, SLM etc. as per list given in Annexure-D. Candidates selected as per result of any Test etc. will be informed of their selection by post. They will have to produce the selection letter and all the documents, as mentioned above in Para 15, along

with the bank draft OR SBI Collect challan receipt of the amount prescribed as fee for the course before they can be admitted. **The Demand Draft must be drawn in favour of the Nalanda Open University, payable at Patna. Cash payment will not be accepted.**

- (f) At present, all examinations of the University are conducted at Patna. For this purpose, the University has developed an ultra-modern air-conditioned examination centre at its Headquarters at the **Biscomaun Bhawan, Gandhi Maidan, Patna**. The centre is fitted with high resolution electronic cameras and public address system.
- (g) After admission, each candidate will be given an enrollment number. He must quote this enrollment number in all his/her future correspondence with the University. Any letter which does not bear the enrollment number will not be entertained.

17. Simultaneous Admission in more than One Course of the University is not Permissible

No candidate is permitted to pursue more than one course of the University in one session at the same time. (नालन्दा खुला विश्वविद्यालय में एक शैक्षिक सत्र में एक से अधिक पाठ्यक्रमों में नामांकन का प्रावधान नहीं है, अर्थात् एक पाठ्यक्रम में अध्ययन समाप्त हो जाने के बाद ही किसी अन्य पाठ्यक्रम में नामांकन लिया जा सकता है।)

18. Syllabi of Different Programmes

A summary of syllabi of different programmes of the University is given in the Prospectus herein after to enable the students to understand the contents of their programmes at a glance.

19. Course Fees for Different Programmes

The course fees for various courses/programmes of the University is given at Annexure I. The student must deposit the prescribed course fee in full by Bank Draft OR by making online payment through 'SBI Collect' before he/she is admitted. Cash is not accepted.

The University reserves the right to revise the course fee from time to time as per necessity.

20. Rebate to Women Candidates in Admission Fee

The University has taken a bold step to provide 25 per cent rebate in admission fee to women candidates of all categories in all the programmes except Ph.D. Programme of the University. This was announced on the occasion of the International Mahila Diwas (March 8, 2007). As is well known, Bihar has the lowest level of the female literacy. Unemployment amongst women is also maximum in this state. As such, the University has decided to extend this facility to women candidates so that they are attracted to conventional, professional and vocational courses of the University. It intends to really empower the women candidates with higher learning since it is they who provide educational base to the family and lay foundation for a literate nation.

Nalanda Open University is, perhaps, the only university in the county to offer this kind of concession to all women candidates. This concession is, however, not available for purchase of Prospectus of the University or for Examination fee to be realised from failed students. Details of fee structure for women candidates is given in Annexure I.

21. Registration of Candidates

All candidates enrolled in the University shall be registered with the Nalanda Open University on the basis of information given by them in the Admission-cum-Registration Form (Annexure A) and given a registration number. Candidates shall not be allowed to appear in the examination without registration.

22. Identity Card

Every student admitted in the University is issued an Identity Card under the facsimile signature of the Registrar (E). This Identity Card shall remain valid till the completion of the course. The Identity Card will entitle the student to have access to various facilities being offered by the University. The Identity Card will also serve as an entry card

to enter the University premises and access its library and laboratory facilities. Without identity card, a student may be denied entry to the University and may not be allowed to appear at the examination and may also be prevented from attending counselling and/or practical classes. In case of loss of an identity card, duplicate identity card may be issued on payment of Rs. 200.00 by Bank draft. After passing the examination, the candidate must surrender the identity card to the University.

23. Change of Course in the Mid-way

Students, desirous of changing the course, to which admitted earlier, may do so by filing an application along with a late fee of Rs. 750.00 within 30 days of the last date of the admission in the concerned subject. Late request for such changes shall not be considered.

24. Change of Address

Any change in the address of the candidate already enrolled must be communicated to the University immediately, but as it may take some time to effect the change in the official records of the University, the candidates are advised to make their own arrangement with the post office to get the University material, if any, redirected to them at their new address.

25. Distribution of Course Material to First Year Students

The course material in form of Self Learning Material (SLM) and Assignment copies/questions are given to all students of all programmes, free of cost, at the time of admission itself. Students seeking admission at the University Headquarters are advised to collect SLM of their course from the **University's of Book Distribution Centres located in the premises of Bihar State Cooperative Bank, opposite B.N. College, Ashok Rajpath, Patna and at Bihar Vidyapith near Kurji Hospital on Digha Road, Patna.** Students of Post Graduate Diploma, Intermediate and certificate course will get their study materials at the Bihar State Copreative Bank building's, ground floor while, others will collect from Bihar Vidyapith, Patna. Self Learning

Material, Assignment copies/Questions etc. will be made available to the students, seeking admission through Study Centres of the University, to them from the same Study Centre from where they have purchased their admission-form and deposited the same along with the course fee. However, a student fail to get his/her SLM from his/her Study Centre, for any reason by 15th December, he/she should inform the University from the University's book depot by producing a letter from the concerned Study Centre to the effect that he / she has not been given his/her SLM from his/her study centre. University will take necessary steps in the regard.

The Self Learning Material (SLM) has been very carefully prepared by the learned and experienced teachers. As such, SLM will, surely, be useful in preparing the students to understand their subjects and answer all examination related questions. However, students are advised to scout for further learning material by reading reference books and other matters concerning the subject.

26. विद्यार्थियों को नामांकन के समय उपलब्ध कराई जानेवाली सामग्री

प्रथम वर्ष में नामांकन कराने वाले सभी विद्यार्थियों को नालन्दा खुला विश्वविद्यालय द्वारा निम्नलिखित सामग्री निःशुल्क उपलब्ध कराई जायेगी:

- (i) नामांकन रसीद (Money Receipt)
- (ii) रजिस्ट्रेशन-कार्ड (Registration Card)
- (iii) परिचय-पत्र (Identity Card)
- (iv) परीक्षा प्रवेश पत्र (Examination Admit Card)
- (v) विषय से सम्बद्ध पाठ्य सामग्री (SLM of the concerned course)
- (vi) सत्रीय-कार्य उत्तर पुस्तिका (Assignment Copies)
- (vii) सत्रीय-कार्य से सम्बन्धित प्रश्नावली उस वर्ष की परीक्षा के पूर्व विश्वविद्यालय के वेबसाइट www.nalandaopenuniversity.com से डाउनलोड करें।
- (viii) सत्रीय-कार्य की उत्तर-पुस्तिका जमा करने हेतु लिफाफा।

विश्वविद्यालय में नामांकन ले रहे सभी विद्यार्थियों से अनुरोध है कि वे (i) नामांकन के वक्त उपलब्ध कराये जाने वाले Admit Card, Registration Card पर उद्धृत सभी प्रवृष्टियों की मूला-भूमि जाँच कर लें। Admit Card के पार पृष्ठ पर परीक्षा

कार्यक्रम दिया जाता है। यदि Admit Card के पृष्ठ भाग पर परीक्षा कार्यक्रम मुद्रित नहीं हों या उसमें कोई त्रुटि मिले तो उसका शुद्धिकरण तुरन्त करवा लेंगे। ऐसा न करने पर विद्यार्थियों को होनेवाली कठिनाइयों की जिम्मेवारी विश्वविद्यालय पर नहीं होगी। (ii) विद्यार्थियों से यह भी अनुरोध है कि वे सभी उपर्युक्त सामग्री नामांकन के समय ही ऐनक्वॉर-D में दिये हुये चेक-लिस्ट में रसीद देकर प्राप्त कर लें। सामग्री प्राप्त करते समय सभी सामग्रियों को ठीक से मिलान कर लें। यदि कोई सामग्री नहीं मिली हो तो उसकी चर्चा अपने नामांकन रसीद पर अवश्य करवा लें, ताकि निकट भविष्य में उस सामग्री की आपूर्ति की जा सके और विद्यार्थी किसी सम्भावित परेशानी से बच सकें।

द्वितीय एवं तृतीय वर्ष के विद्यार्थियों को उपर्युक्त सामग्री में से उल्लिखित सामग्री को छोड़कर शेष सभी सामग्री उस समय उपलब्ध कराई जायेगी जब वे क्रमशः द्वितीय/तृतीय वर्ष में नामांकन के लिये विश्वविद्यालय आयेगे। द्वितीय एवं तृतीय वर्ष में नामांकन अध्ययन केन्द्रों पर नहीं होगा। यह नामांकन मात्र विश्वविद्यालय के मुख्यालय में होगा।

27. Admission Procedure for 2nd and 3rd Year Students

All students, who have passed 1st or 2nd year of the examination and have been promoted to 2nd or 3rd year of the course, as the case may be, are also required to get themselves admitted in the 2nd or 3rd year of the course, failing which they will lose their entitlement to remain on the rolls of the University and will not be permitted to appear at the next examination. For getting admitted to 2nd or 3rd year of the study, a student will have to do the following:

(A) Offline Admission Procedure

- (i) He/She will have to buy the Admission form-cum-prospectus of the concerned year from the University's sale counter on payment of the prescribed fee of Rs. 500.00, by Bank Draft or by depositing the amount in the University's account by Pay-in-Slip in the Bihar State Cooperative Bank, Patna OR the Indian Bank, Main Branch, Patna OR by online payment through SBI Collect. The details of the University's accounts in these two banks, in which the amount is to be deposited, are given in Para 13 of this Prospectus. It is in student's own interest that he buys the Admission form cum Prospectus because it is only through this

document that he/she will have access to Admission Form, Examination Application Form, Admit Card etc. and many other relevant information for his/her admission to 2nd or 3rd year of the course.

- (ii) He/She must fill up the Admission cum Registration Form (Annexure A), and Examination Application Form (Annexure B), given at the end of the Prospectus, and deposit the same with the Registrar (E), along with the prescribed course fee for 2nd or 3rd year of the programme, as the case may be. The course fee is to be paid by Bank Draft draw-in favour of the Nalanda Open University, payable at Patna. The course fee for each programme is given in Annexure 'I' to which a reference should be made. The students must complete admission process within one month of last date of publication of their result, failing which they may not be admitted to appear at the examination and the blame for this shall squarely lie on the concerned students. The University, however, reserves the right to extend the date for admission of 2nd/3rd year students on payment of prescribed late fee of Rs. 300/-, Rs. 600/-, Rs. 850/-, Rs. 1100/-.
- (iii) Every student must deposit the course fee, prescribed for the 2nd/3rd year of the course, as the case may be, in full by Demand Draft, drawn in favour of the Nalanda Open University OR by making online payment through SBI Collect. This alone will entitle him/her to appear at the ensuing examination of the 2nd/3rd year.
- (iv) All students of the 2nd and 3rd years will be admitted **only at the University's Headquarters**. They are not permitted to seek admission to 2nd/3rd year classes through Study Centres.

(B) Online Admission Procedure

The online admission procedure is same as First Year Online Admission Procedure.

28. Distribution of Examination Admit Card, SLM etc. to 2nd and 3rd Year Students

अति महत्वपूर्ण सूचना

परीक्षा कक्ष में मोबाइल फोन लाना वर्जित है। किसी भी परिस्थिति में विद्यार्थियों को परीक्षा कक्ष में मोबाइल फोन रखने की अनुमति नहीं दी जायेगी। परीक्षा कक्ष में मोबाइल फोन पाये जाने पर सम्बन्धित विद्यार्थी पर 500 रु. का आर्थिक दंड लगाया जा सकता है या उसे परीक्षा से निष्कासित किया जा सकता है।

All 2nd and 3rd year students will get their SLM, Assignment questions-copies, Examination Admit Card etc. from the University office only after they have been admitted and have deposited their course fee.

29. Provision for Failed Students

A candidate, who having completed the course, fails to appear either at Part-I or Part-II or Part- III examination, as the case may be, or fails to pass the examination, may be allowed to take subsequent examinations, on payment of prescribed examination fee, without being required to complete the course again, but such an opportunity shall be given only in two consecutive examination in each part, held after the examination in which the candidate has failed or has been declared to have failed.

Note 1: A student of any course (except student of MILS, BLIS, PG Diploma or Intermediate course), who has not appeared at the examination or has been declared to have failed in more than three papers, shall be required to re-appear in all papers of that part of the examination, including practical examination/home assignment, as the case may be.

Note 2: A student of any course (except students of MILS, BLIS, PG Diploma or Intermediate Courses), who has been declared to have failed in three or less than three papers, shall be required to re-appear in those three or less than three papers of that Part of the examination, including practical examination/home assignment, as the case may be.

Note 3: A student of MILS, BLIS, PG Diploma or Intermediate Courses, who has not appeared at the examination or has been

declared to have failed, shall be required to re-appear in all papers of that part of the examination, including practical examination/home assignment, as the case may be, notwithstanding that he/she might have passed in one or more papers in the earlier attempt.

All failed students must also fill up the Examination Application Form and the Examination Admit Card, showing their intention to re-appear at the ensuing examination, and deposit the same with the University, along with a Demand draft of Rs. 1250.00 only by the date to be notified by the University, failing which they may not be permitted to re-appear at the next examination. On deposit of the Demand draft OR SBI Collect receipt of Rs. 1250.00, every failed student will be issued a current Examination Application Form, free of cost. He/she will be required to fill up all forms and deposit them with the Registrar (E).

In case of non-filing of the Examination Application Form in time, the failed students may not be allowed to re-appear at the coming examination. The University may, however, extend the date for filing above forms by failed students after realization of suitable amount of late fee from them.

A failed student, who has been allowed to re-appear at the examination, shall be issued an Examination Admit Card in the prescribed form. He shall be entitled to appear at the examination only on the authority of this Admit-Card. The Examination Admit Card contains a computer scanned photograph of the student, apart from his/her scanned signature, both in English and Hindi. It is a tamper proof device. Hence it can not be duplicated. As such, the students are advised to fill the Examination Admit Card and the Examination Application Form very correctly, diligently and carefully to avoid duplication of the Examination Admit Card. They are also advised to abide by the instructions given on the reverse side of the Examination Admission Form.

30. Procedure to obtain Fresh Material in case of loss of material Already Supplied

In case of loss of course material, the University may issue fresh material to the concerned student on payment of the following amount by Demand draft:

1. C.I.T. : Rs. 1500.00
2. All other certificate courses : Rs. 1000.00
3. I.A./L.Com./I.Sc. : Rs. 1500.00 (for each year)
4. B.A./B.Com : Rs. 2000.00 (for each year)
5. B.Sc. : Rs. 2000.00 (for each year)
6. BCA : Rs. 2500.00 (for each year)
7. BLIS : Rs. 2500.00
8. B.Ed. : Rs. 6000.00 (for each year)
9. P. G. Diploma : Rs. 1500.00
10. P.G. Courses in Arts, Science and Commerce : Rs. 2500.00 (for each year)
11. MLIS : Rs. 2500.00
12. MCA : Rs. 3000.00 (for each year)
13. Assignment copies or envelop or both : Rs. 400.00.

Note : 1. Rs. 500.00 will be charged for each book.
2. Rs. 750.00 will be charged for G.S. book.

31. Distribution of Marks

Each course of the University consists of a number of papers. The division of marks between written examination and assignment / practical work is generally in the ratio of 80 : 20 respectively, barring a few exceptions e.g. B.Ed. programme, Para-medical courses etc. for which the students may kindly refer to the syllabus of the concerned subject.

32. परामर्श कक्षाएँ (Counselling Classes)

विद्यार्थियों की सुविधा के लिए प्रत्येक सत्र में रविवार तथा छुट्टियों के साथ-साथ अन्य दिनों में भी परामर्श कक्षाएँ परामर्श-सह-अध्ययन केन्द्रों पर चलाई जाती हैं। इन कक्षाओं में विद्यार्थी अपने पाठ सम्बन्धी कठिनाइयों को शिक्षक के समक्ष रख सकते हैं तथा उनका उचित समाधान प्राप्त कर सकते हैं। विद्यार्थियों को इन कक्षाओं में उपस्थित होने के लिए हर संभव प्रयास करना चाहिए, विद्यार्थियों को सत्रीय कार्य, परियोजना प्रतिवेदन, प्रायोगिक कार्य, परीक्षा आदि की तैयारी करने में आसानी होगी।

सत्र 2018-2019 के लिये परामर्श कक्षाओं एवं प्रैक्टिकल कक्षाओं के कार्यक्रम की सूचना इस विवरणिका के एनेक्सर-II में पृष्ठ 146 पर मुद्रित है। ये कक्षाएँ इसी निर्धारित कार्यक्रम के अनुसार चलाई जायेंगी। इनके लिए अलग से विद्यार्थियों को

कोई सूचना नहीं दी जायेगी। उनसे अनुरोध है कि एनेक्सर-II में दिये गये कार्यक्रम के अनुसार वे परामर्श कक्षाओं / प्रैक्टिकल कक्षाओं में भाग लेने के लिए पहुँचा करें। विद्यार्थियों को अपने सबसे नजदीकी परामर्श-सह अध्ययन केन्द्र पर परामर्श कक्षाओं में भाग लेना चाहिये, परन्तु विद्यार्थियों को यह छूट रहेगी कि वे अपनी सुविधानुसार किसी भी परामर्श-सह-अध्ययन केन्द्र पर आयोजित परामर्श कक्षाओं में भाग ले सकते हैं।

परामर्श कक्षाएँ विद्यार्थियों के लिए लाभकारी होती हैं। अतः विद्यार्थियों को इनमें अवश्य भाग लेना चाहिए।

33. Assignment Work / Project Report must be submitted in time to Complete the Course

Each student shall be required to submit two assignments in each theory paper of all programmes where no practical/project work is prescribed. For this purpose, the University administration will set out and provide to each student three different topics in each theory paper; out of which he/she will be required to write out and submit assignment work only on two topics of his/her choice in the answer book provided to him/her for this purpose by the University. Both the assignments, each carrying equal marks, shall be evaluated for the purpose of examination. It is again emphasized that writing of two assignments in each theory paper, where no practical / project work is prescribed, is compulsory and unless it is done and assignment copy submitted to the University on the date of the examination in between examination period of the theory paper, the study requirement of the student will not be taken to have been completed and he/she will be declared to have failed. Besides, it has, now, been decided by the University to club the marks obtained by a student in his/her assignment work /project work with the marks obtained by him/her in the written examination of that paper to determine his/her pass parentage in the concerned paper. Hence, it is in student's interest that he/she submits the assignment work in time.

Students are also advised to prepare their assignments very carefully and meticulously. They must write assignment in their own handwriting. Assignment answers should not be copied from the

learning material supplied by the University or from any other source. **Assignments must be submitted in the answer books provided to the students by the University for this purpose. In no case, assignment written in private copy will be accepted by the University.** In case of loss of assignment copy / copies fresh assignment copy / copies may be procured from the University on payment of Rs. 400.00 by bank draft. Similarly, Project-Work, wherever prescribed, must also be submitted by the fixed date, failing which the student will be deemed to have failed in the concerned subject.

34. सत्रीय-कार्य / प्रोजेक्ट रिपोर्ट को जमा करने के सम्बन्ध में प्रावधान

नालन्दा खुला विश्वविद्यालय के विद्यार्थियों के लिए कतिपय पाठ्यक्रमों में, सत्रीय कार्य / प्रोजेक्ट रिपोर्ट जमा करना आवश्यक है। प्रत्येक पत्र में, जहाँ प्रैक्टिकल वर्क निर्धारित नहीं है, प्रत्येक विद्यार्थी को सत्रीय-कार्य जमा करना होता है। इसके लिये प्रत्येक पत्र में सम्बन्धित विद्यार्थी को तीन प्रश्न दिये जाते हैं, जिनमें से दो प्रश्नों का उत्तर उसे अपनी हस्तलिपि में विश्वविद्यालय द्वारा दी हुई परीक्षा-पुस्तिका में लिखना होता है। नामांकन के समय ही विद्यार्थियों को प्रत्येक पत्र में सत्रीय कार्य / प्रोजेक्ट कार्य करने हेतु अलग-अलग उत्तर पुस्तिका, प्रश्न पत्र एवं लिफाफा दे दिया जाता है। विद्यार्थियों से आग्रह है कि वे प्रत्येक पत्र के सत्रीय कार्य के लिये दिये गये दो प्रश्नों का उत्तर अपने अध्ययन, स्वविवेक और प्रतिभा के अनुसार अपनी हस्तलिपि में ही दी हुई उत्तर पुस्तिका में लिखें। यह कार्य उन्हें अपने ही घर में रहकर करना है। किसी भी पुस्तक या नालन्दा खुला विश्वविद्यालय द्वारा दी गयी पाठ्य सामग्री से नकल करने पर उत्तर पुस्तिका का मूल्यांकन नहीं किया जायेगा। साथ ही, नियमानुसार, उनके विरुद्ध अलग से अनुशासनात्मक कार्यवाही भी की जा सकेगी।

विद्यार्थियों से अनुरोध है कि सत्रीय कार्य की उत्तर-पुस्तिका पर वे अपना नाम, नामांकन संख्या तथा पत्र संख्या अवश्य लिखें। नामांकन संख्या गलत होने पर सत्रीय कार्य की उत्तर-पुस्तिका का मूल्यांकन नहीं किया जायेगा। विद्यार्थियों से यह भी अनुरोध है कि सत्रीय-कार्य की उत्तर पुस्तिका पर अपना नाम, नामांकन संख्या इत्यादि लिखने के बाद वे उसे प्रत्येक पत्र के लिए दिए गए लिफाफे में डालकर लिफाफा सील कर दें। तत्पश्चात, लिफाफे पर भी अपना नाम, नामांकन संख्या, पत्र संख्या इत्यादि लिख दें। उनसे अनुरोध है कि सीलबन्द लिफाफे को वे सम्बन्धित पत्र की लिखित परीक्षा के दिन अपने साथ



A Computer Class in progress

परीक्षा केन्द्र पर लेते आये, अर्थात्, जिस दिन प्रथम पत्र की लिखित परीक्षा हो, उस दिन वे प्रथम पत्र से सम्बद्ध सत्रीय-कार्य की उत्तर-पुस्तिका का सील्ड लिफाफा अपने साथ परीक्षा हॉल में लाएँ और उसे अपनी सीट पर रख लें। इसी प्रकार, जिस दिन द्वितीय पत्र की लिखित परीक्षा हो, उस दिन वे द्वितीय पत्र से सम्बन्धित सत्रीय-कार्य की उत्तर-पुस्तिका का सील्ड लिफाफा लाएँ। तदनुसार, अन्य पत्रों की लिखित परीक्षा के दिन, उन पत्रों से सम्बन्धित सील्ड लिफाफों को अपने साथ लाएँ और परीक्षा कक्ष में अपनी सीट पर रख लें। प्रत्येक दिन वीक्षकगण आपकी सीट से आपका सील्ड लिफाफा संग्रह कर लेंगे और उपस्थित पंजी पर आपके हस्ताक्षर ले लेंगे, जो इस बात का प्रमाण होगा कि आपने उस पत्र के लिए अपना सत्रीय कार्य जमा कर दिया है। सत्रीय कार्य की उत्तर पुस्तिका को किसी भी हालात में डाक या कूरियर से नहीं भेजें। किसी भी स्थिति में विश्वविद्यालय द्वारा डाक अथवा कूरियर से भेजी गई उत्तर पुस्तिका स्वीकार नहीं करेगा।

इसी प्रकार, सम्बन्धित पत्र में लिखित परीक्षा समाप्त हो जाने के बाद, उस पत्र से सम्बन्धित सत्रीय-कार्य पुस्तिका को स्वीकार नहीं किया जाएगा। अतः निश्चित तिथि पर ही परीक्षा कक्ष में परीक्षा अवधि के दौरान सत्रीय पुस्तिका को जमा करना आवश्यक है।

संक्षेप में, सत्रीय कार्यों के सम्बन्ध में निम्न बातों को ध्यान में रखना आवश्यक है:

(क) सत्रीय-कार्य के अंतर्गत दिये गये प्रश्नों का उत्तर विश्व-विद्यालय द्वारा आपूर्ति की गई उत्तर-पुस्तिका ही में

लिखना अनिवार्य है। किसी प्राइवेट कापी में लिखा हुआ उत्तर मान्य नहीं होगा।

(ख) प्रत्येक पत्र (paper) के लिए सत्रीय कार्य का उत्तर अलग-अलग उत्तर-पुस्तिका में लिखना है, अर्थात्, प्रथम पत्र का उत्तर एक पुस्तिका में, पत्र दो (II) का उत्तर दूसरी पुस्तिका में, पत्र (III) का उत्तर, तीसरी पुस्तिका में इत्यादि।

(ग) सत्रीय कार्य का उत्तर हिन्दी या अंग्रेजी भाषा में स्व-हस्तलिखित होना चाहिए। टाइप या फोटोकॉपी में दिए गए उत्तरों का मूल्यांकन नहीं कराया जाता है। दूसरे की लिपि में प्रस्तुत सत्रीय कार्य स्वीकार्य नहीं है।

(घ) सत्रीय कार्य की सभी उत्तर-पुस्तिकाओं तथा लिफाफों, अर्थात् दोनों पर, अपना नाम, नामांकन संख्या, विषय, पत्र संख्या आदि का विवरण अवश्य लिखें। एक लिफाफे में एक ही सत्रीय पुस्तिका रखें और लिफाफे को सील कर दें। जिस दिन जिस पत्र की परीक्षा हो, उस दिन उस पत्र से सम्बन्धित सत्रीय कार्य का सील्ड लिफाफा अपने साथ परीक्षा केन्द्र पर लाएँ और परीक्षा कक्ष में उसे वीक्षक को सौंप दें। परीक्षा तिथि एवं परीक्षा अवधि के पहले या बाद में सत्रीय कार्य का लिफाफा स्वीकार्य नहीं किया जाएगा। किसी भी हालात में डाक से सत्रीय-कार्य की उत्तर पुस्तिका नहीं भेजे, क्योंकि डाक से भेजी गई पुस्तिका स्वीकार नहीं की जायेगी।

(ङ) कुछ पाठ्यक्रमों में विद्यार्थियों को परियोजना प्रतिवेदन भी जमा कराना होता है। परियोजना प्रतिवेदन तैयार करने से

पूर्व सभी संबंधित विद्यार्थी अपनी परियोजना से संबंधित संक्षिप्त रूपरेखा (synopsis) विश्वविद्यालय को मूल्यांकन हेतु अग्रसारित करेंगे। विद्यार्थी इस बात का ध्यान रखेंगे कि न तो वे किसी दूसरे विद्यार्थी की रूपरेखा (synopsis) की नकल करें और न ही उनके synopsis की नकल कोई अन्य करे। नकल किया गया synopsis या Project अस्वीकृत हो जाता है। विद्यार्थियों को सलाह है कि वे परियोजना प्रतिवेदन तैयार करने के बाद हस्तलिखित प्रतिवेदन को अपने पर्यवेक्षक (Supervisor) को दिखाने के बाद ही उसका टंकण (type) कराएँ। पर्यवेक्षक का चयन विद्यार्थी द्वारा स्वयं करेंगे। विद्यार्थी अपने विषय से संबंधित किसी भी विश्वविद्यालयीय शिक्षक का चयन पर्यवेक्षक के रूप में कर सकते हैं। परियोजना प्रतिवेदन के साथ चयन किये गये पर्यवेक्षक का जीवनवृत्त (Bio-data) भेजना अनिवार्य होगा।

(घ) परियोजना प्रतिवेदन की दो प्रतियाँ बनाएँ। इसकी एक प्रति जमा करें तथा दूसरी प्रति अपने पास रखें। जमा करने के पूर्व अपने पर्यवेक्षक (Supervisor) से परियोजना प्रतिवेदन पर प्रमाणपत्र अवश्य प्राप्त कर लें। परियोजना प्रतिवेदन (Project Report) मात्र पत्राचार (डाक) के माध्यम से ही जमा किया जा सकेगा।

(ङ) परियोजना प्रतिवेदन (Project Report) का टंकित होना अनिवार्य है। फोटो प्रति स्वीकार नहीं की जायेगी।

विद्यार्थियों से अनुरोध है कि इस प्रोसपेक्टस (Prospectus) में दिये गये सभी उपबंधों को ध्यानपूर्वक अवश्य पढ़ लें। सभी महत्वपूर्ण तिथियाँ, नियमावलियों एवं सूचनाओं की चर्चा इस प्रोसपेक्टस में की गयी है। ध्यान रहे कि इस प्रोसपेक्टस में दी गयी सभी सूचनाएँ विद्यार्थियों के लिए अति महत्वपूर्ण हैं।

35. Practical Classes must be completed to complete the Course

Practical Classes, wherever prescribed, are part of the course and must be completed by the prescribed date. Practical classes in all Science subjects, Geography, Computer Science and Psychology are arranged at the Head Quarters of the University, while practical classes in para-medical (*kept in abeyance*) and certain other courses in agricultural science are organized outside the University in reputed laboratories / institutions developed by private entrepreneurs in the concerned areas. These laboratories are taken by the University on contract basis where students are

attached for practical training. All such laboratories are, however, located in Patna town only.

For MCA, BCA and CIC students, all practical classes in computer application are held at the University Head Quarters at Patna, where the University has developed a well equipped and fully automated computer laboratory of about 350 high end computers with latest processors. The MCA and BCA students are given at least 105 and 72 hours of practical training respectively in computer application in each Laboratory-based paper of their study. Every student is allotted an independent computer and trained under supervision of expert computer professionals. Hence, every student is advised take computer practical classes very seriously and regularly, failing which he would not be able to pass the practical examination and, thus, fail in the entire examination.

The University has also introduced a package of practical training programmes for all its students studying in Journalism and Mass Communication, Library Science, Commerce subjects etc. The students of Journalism and Mass Communication programme are also trained in print and electronic media through attachment in these areas with Press and T.V. channels.

Practical classes for I.Sc., B.Sc., M.Sc. and all other subjects, where practicals are prescribed, shall commence from the dates as mentioned in Annexure-II. Commencement of practical training classes in para-medical courses will also be as per schedule given in Annexure-II. The practical examination will be held immediately on completion of the practical classes / training.

36. Library

The University has developed a most modern and scientific library of about 55,000 titles. Some of very rare books in subjects, like, Archaeology, History, Religion, Literature, Gandhian thought, Anthropology, Geography, Political Science and Computer Application are available in the library. The library is fitted with big size Plasma T.V. screen, DVD etc. for display of education related audio-visuals and computerised projection of other teaching materials. The students are advised to make full use of the library facilities.

37. Examination and Pass Marks

(A) The University conducts examination separately at the end of each year of every programme. Thus, even for Intermediate students (IA/I. Com./I.Sc.), the annual examinations will be held at the end of each year of study. In other words, 1st term end examination for Intermediate students will be organised at the end of 1st year of study. The final and the 2nd term end examination will be held on completion of the 2nd year of study. Similarly, Bachelor students are subjected to annual examinations conducted separately at the end of 1st, 2nd and 3rd year of study. The P.G. Students are also required to take two separate examinations, first at the end of 1st year and the second conducted at the end of 2nd year of study.

As per regulations of the University, it is necessary for all students of all programmes of the University (Intermediate, Graduate, Post Graduate etc.) to pass each Part of the examination separately. In other words, **a student will not be promoted/admitted to 2nd part unless he/she has passed 1st Part of the programme or to 3rd Part unless he/she has passed 2nd part of the programme.** However, the final result is prepared and division decided by adding marks obtained by a student in all the years of his /her examinations.

It is also compulsory for every student to pass separately in each paper of his/her study before he/she can be declared to have passed in that part of the examination. A minimum of 33% of marks is necessary in most of the programmes to pass separately

in each paper. However, the pass percentage in each of the Honours papers is 45%. To determine the aforesaid 45% of marks in Honours paper and 33% in other papers, the marks obtained by the students, both in term end written examination and the practical examination / home assignment / project work of that paper, as the case may be, are clubbed and added together to determine the pass marks in that paper. However, if a student has secured zero mark in written examination of any paper or in practical examination / home assignment / project work, he/she will be deemed to have failed in that paper. For more details refer to instructions given in respect of each programme at the appropriate place in this prospectus.

(B) In case a student fails to submit his/her assignment along with written examination, he/she shall be declared failed and shall have to repeat the year.

38. Improvement Examination

There is no provision of improvement examination in any programme of the Nalanda Open University. As such, students need not to bank on improvement of their performance through improvement examination.

नालन्दा खुला विश्वविद्यालय में कदाचार मुक्त परीक्षा आयोजित की जाती है। हम आशा करते हैं कि नामांकन उपरान्त सभी विद्यार्थी अपने पाठ्यक्रम का अध्ययन विस्तार से एवं योजनाबद्ध तरीके से करेंगे, ताकि परीक्षा में उन्हें आशातीत सफलता प्राप्त हो सके। कदाचार के सहारे परीक्षा उत्तीर्ण करना न तो सम्भव होगा, और न ही न्यायोचित।

39. Examination Schedule for 2023

(A) WRITTEN EXAMINATIONS IN THEORY PAPERS

The tentative examination schedule for 2023 examinations of the University for different programmes shall be as follows:

(नीचे दी गयी परीक्षा तिथियों में परिवर्तन हो सकता है। विद्यार्थीगण एडमिट कार्ड में दिये गये कार्यक्रम का ही अनुसरण करें।)

Sl. No.	Examination Programmes	Date of the Commencement of Examination, 2023
1.	Examination of I.A./I.Com/I.Sc., Part-I & Part-II and All Certificate Courses	Feb./March, 2023
2.	Examination of B.A./B.Sc./B.Com. BBA and BCA (Part III)	March/April, 2023
3.	Examination of B.A./B.Sc./B.Com. BBA and BCA (Part II)	April/May, 2023
4.	Examination of Post Graduate Diploma Courses	Feb./March, 2023
5.	Examination of B.A., B.Sc. B.Com, BBA & BCA (Part I)	April/May, 2023
6.	Examination of M.A. (Part I): Sociology	June/July, 2023
7.	Examination of M.A, Part-I: Political Science, Psychology, Public Administration, MJMC, Sanskrit and Urdu	June/July, 2023
8.	Master of Library and Information Science (MLIS) & Bachelor of Library and Information Science (BLIS)	March/April, 2023
9.	Examination of M.A, Part-I: Education, Hindi, History, Economics, M.A/M.Sc., Part-I: Geography, Environmental Science & Disaster Management, MCA, Part-I and M.Com, Part-I	July/August, 2023
10.	Examination of M.A, Part-I: Rural Development, M.Sc., Part-I: Botany, Chemistry, Mathematics, Physics & Zoology, M.A/M.Sc., Part-I: Home Science	July/August, 2023
11.	Examination of M.A, Part-II: Bhojpuri, Hindi, Magahi, Maithili, MJMC, Political Science, Sanskrit, Sociology, Urdu, MCA, Part-II and M.Com, Part-II	August/Sept., 2023
12.	Examination of M.A, Part-II: Economics, Education, Psychology, Public Administration & Rural Development, M.Sc., Part-II: Botany, Chemistry, Mathematics, Physics, Zoology and M.A/M.Sc. Environmental Science, Disaster Management Part-II	August/Sept., 2023
13.	Examination of M.A/M.Sc. Part-II: Geography, Home Science, M.A History and MCA, Part-III	August/Sept., 2023

Subjectwise actual Date, Time and Venue (Centre) of Examination will be provided to each student at the time of admission in a printed form, on the back side of his/her Examination Admit Card. The students after receiving the same must ensure that the programme printed on Admit Card is related to his/her course or studies. He/she must appear at the Exam., according to the schedule.

नामांकन के उपरान्त सभी विद्यार्थियों को परीक्षा में सम्मिलित होने हेतु ADMIT CARD निर्गत किया जाता है। इस ADMIT CARD के पीछे भाग में परीक्षा कार्यक्रम दिया है। सभी विद्यार्थियों से अनुरोध है कि ADMIT CARD प्राप्त होते ही यह देख लें कि ADMIT CARD उनके विषय का है या अथवा नहीं तथा ADMIT CARD के पार पृष्ठ पर परीक्षा कार्यक्रम मुद्रित है या नहीं। यह भी देख लें कि तथा मुद्रित की गयी सभी प्रवृष्टियाँ सही हैं अथवा नहीं।

मुद्रित सभी प्रवृष्टियों की जाँच अवश्य कर लें। यदि उनमें कोई भूल है तो उसे सक्षम पदाधिकारी से मिलकर तुरन्त ठीक करवा लें। यदि परीक्षा कार्यक्रम मुद्रित नहीं है तो उसे लीटाकर मुद्रित प्रति ले लें एवं प्रविष्टि की जाँच भी कर लें। परीक्षाएँ ADMIT CARD पर मुद्रित कार्यक्रम के अनुसार ही संचालित होती हैं, अतः परीक्षा में सम्मिलित होने के समय इसका सावधानीपूर्वक अवलोकन करते रहें।

(B) PRACTICAL EXAMINATION

Practical examinations will be held immediately on conclusion of practical counselling classes.

जिन विषयों में प्रैक्टिकल कक्षाएँ आयोजित होंगी (यथा, साइन्स के सभी कोर्स, कम्प्यूटर के सभी कोर्स, पैरा-मेडिकल के सभी कोर्स, भूगोल के कोर्स, BLIS, MJMC इत्यादि के कोर्स), उन सभी में प्रैक्टिकल/परामर्श कक्षाओं के समाप्त होते ही, प्रैक्टिकल परीक्षा भी ले ली जायेगी। अतः तदनुसार ही विद्यार्थी तैयार होकर आयें।

सामान्यतः प्रायोगिक परामर्श कक्षाएँ थ्योरी पेपर की परामर्श कक्षाओं के साथ ही अथवा थ्योरी परामर्श कक्षाओं के तुरन्त बाद आयोजित होती हैं। कुछ पाठ्यक्रमों यथा, एम.ए. मनोविज्ञान, एम.ए./एम.ए.सी. भूगोल, गृहविज्ञान, पी.जी.

डिप्लोमा एम.जे.एम.सी., बी.एड. बी.लिस. बी. ए./बी.एस. सी. गृह विज्ञान, बी.ए. मनोविज्ञान की प्रायोगिक कक्षाएँ तथा प्रायोगिक परीक्षाएँ सत्रान्त परीक्षा के समाप्त होने के बाद होती हैं। इसकी सूचना परीक्षा के दौरान सभी विद्यार्थियों को परीक्षा कक्ष में दी जाती है।

The dates of examinations, as given in para 39 (A) above, are almost final and will not be changed except for some very grave reasons of which students will be informed separately through advertisement in the newspapers. The students should, therefore, prepare themselves, to appear at the forthcoming examinations as per above given schedule.



A view of the ongoing examination at our examination centre

Admission Dates for Various Courses (Only for First Year Admission)

Name of the Course	Date of Admission
• All Certificate and Intermediate Courses; All Graduation (Except B.Ed.) including BJMC, BBA, BLIS, BCA courses; All Post Graduate Diploma Courses and All Post Graduate Courses including MJMC, MLIS and MCA	05.07.2022 to 31.08.2022

(B) PRACTICAL EXAMINATION

Practical examinations will be held immediately on conclusion of practical counselling classes.

जिन विषयों में प्रैक्टिकल कक्षाएँ आयोजित होंगी (यथा: साइन्स के सभी कोर्स, कम्प्यूटर के सभी कोर्स, पैरा-मेडिकल के सभी कोर्स, भूगोल के कोर्स, BLIS, MJMC इत्यादि के कोर्स), उन सभी में प्रैक्टिकल/परामर्श कक्षाओं के समाप्त होते ही, प्रैक्टिकल परीक्षा भी ले ली जायेगी। अतः तदनुसार ही विद्यार्थी तैयार होकर आयें।

सामान्यतः प्रायोगिक परामर्श कक्षाएँ थ्योरी पेपर की परामर्श कक्षाओं के साथ ही अथवा थ्योरी परामर्श कक्षाओं के तुरन्त बाद आयोजित होती हैं। कुछ पाठ्यक्रमों यथा, एम.ए. मनोविज्ञान, एम.ए./एम.ए.सी. भूगोल, गृहविज्ञान, पी.जी. डिप्लोमा एम.जे.एम.सी., बी.एड, बी.लिस, बी. ए./बी.एस. सी. गृह विज्ञान, बी.ए. मनोविज्ञान की प्रायोगिक कक्षाएँ तथा प्रायोगिक परीक्षाएँ सत्रान्त परीक्षा के समाप्त होने के बाद होती हैं। इसकी सूचना परीक्षा के दौरान सभी विद्यार्थियों को परीक्षा कक्ष में दी जाती है।

The dates of examinations, as given in para 39 (A) above, are almost final and will not be changed except for some very grave reasons of which students will be informed separately through advertisement in the newspapers. The students

should, therefore, prepare themselves, to appear at the forthcoming examinations as per above given schedule.

40. Examination Centre

At present, all examinations of the University are conducted at Patna. For this purpose, the University has developed an ultra-modern air-conditioned examination centre at its Headquarters on 2nd floor of the **Biscomaun Bhawan, Gandhi Maidan, Patna**. The centre is fitted with public address system and high resolution electronic cameras for stopping use of unfair means in examinations.

The examination is monitored throughout on closed circuit TV cameras, with facilities for continuous video recording. As such, no copying or cheating is possible and any examinee indulging in any type of malpractice is caught immediately with incontrovertible evidence of his/her malpractice having been recorded on tape. Hence, examinees are advised to come prepared to answer their examination in a totally fair and un-blemished manner as there is no scope of cheating or malpractice. The examination centre can house upto 1000



A view of the Reading Hall of University Library



A view of the Science Laboratory in the University



CCTV monitoring of examinees

(B) PRACTICAL EXAMINATION

Practical examinations will be held immediately on conclusion of practical counselling classes.

जिन विषयों में प्रैक्टिकल कक्षाएँ आयोजित होंगी (यथा, साइन्स के सभी कोर्स, कम्प्यूटर के सभी कोर्स, पैरा-मेडिकल के सभी कोर्स, भूगोल के कोर्स, BLIS, MJMC इत्यादि के कोर्स), उन सभी में प्रैक्टिकल/परामर्श कक्षाओं के समाप्त होते ही, प्रैक्टिकल परीक्षा भी ले ली जायेगी। अतः तदनुसार ही विद्यार्थी तैयार होकर आयें।

सामान्यतः प्रायोगिक परामर्श कक्षाएँ थ्योरी पेपर की परामर्श कक्षाओं के साथ ही अथवा थ्योरी परामर्श कक्षाओं के तुरन्त बाद आयोजित होती हैं। कुछ पाठ्यक्रमों यथा, एम.ए. मनोविज्ञान, एम.ए./एम.ए.सी. भूगोल, गृहविज्ञान, पी.जी. डिप्लोमा एम.जे.एम.सी., बी.एड, बी.लिस, बी. ए./बी.एस. सी. गृह विज्ञान, बी.ए. मनोविज्ञान की प्रायोगिक कक्षाएँ तथा प्रायोगिक परीक्षाएँ सत्रान्त परीक्षा के समाप्त होने के बाद होती हैं। इसकी सूचना परीक्षा के दौरान सभी विद्यार्थियों को परीक्षा कक्ष में दी जाती है।

The dates of examinations, as given in para 39 (A) above, are almost final and will not be changed except for some very grave reasons of which students will be informed separately through advertisement in the newspapers. The students should, therefore, prepare themselves, to appear at the forthcoming examinations as per above given schedule.

40. Examination Centre

At present, all examinations of the University are conducted at Patna. For this purpose, the University has developed an ultra-modern air-conditioned examination centre at its Headquarters on 2nd floor of the **Biscomaun Bhawan, Gandhi Maidan, Patna**. The centre is fitted with public address system and high resolution electronic cameras for stopping use of unfair means in examinations.

The examination is monitored throughout on closed circuit TV cameras, with facilities for continuous video recording. As such, no copying or cheating is possible and any examinee indulging in any type of malpractice is caught immediately with incontrovertible evidence of his/her malpractice having been recorded on tape. Hence, examinees are advised to come prepared to answer their examination in a totally fair and un-blemished manner as there is no scope of cheating or malpractice. The examination centre can house upto 1000 examinees at a time. The University may also hire other examination centres situated in educational institutions in Patna. Examination may be conducted in three shifts.

41. Opening of New Examination Centres

(B) PRACTICAL EXAMINATION

Practical examinations will be held immediately on conclusion of practical counselling classes.

जिन विषयों में प्रैक्टिकल कक्षाएँ आयोजित होंगी (यथा, साइन्स के सभी कोर्स, कम्प्यूटर के सभी कोर्स, पैरा-मेडिकल के सभी कोर्स, भूगोल के कोर्स, BLIS, MJMC इत्यादि के कोर्स), उन सभी में प्रैक्टिकल/परामर्श कक्षाओं के समाप्त होते ही, प्रैक्टिकल परीक्षा भी ले ली जायेगी। अतः तदनुसार ही विद्यार्थी तैयार होकर आये।

सामान्यतः प्रायोगिक परामर्श कक्षाएँ थ्योरी पेपर की परामर्श कक्षाओं के साथ ही अथवा थ्योरी परामर्श कक्षाओं के तुरन्त बाद आयोजित होती हैं। कुछ पाठ्यक्रमों यथा, एम.ए. मनोविज्ञान, एम.ए./एम.ए.सी. भूगोल, गृहविज्ञान, पी.जी. डिप्लोमा एम.जे.एम.सी., बी.एड, बी.लिस, बी. ए./बी.एस. सी. गृह विज्ञान, बी.ए. मनोविज्ञान की प्रायोगिक कक्षाएँ तथा प्रायोगिक परीक्षाएँ सत्रान्त परीक्षा के समाप्त होने के बाद होती हैं। इसकी सूचना परीक्षा के दौरान सभी विद्यार्थियों को परीक्षा कक्ष में दी जाती है।

The dates of examinations, as given in para 39 (A) above, are almost final and will not be changed except for some very grave reasons of which students will be informed separately through advertisement in the newspapers. The students should, therefore, prepare themselves, to appear at the forthcoming examinations as per above given schedule.

40. Examination Centre

At present, all examinations of the University are conducted at Patna. For this purpose, the University has developed an ultra-modern air-conditioned examination centre at its Headquarters on 2nd floor of the **Biscomaun Bhawan, Gandhi Maidan, Patna**. The centre is fitted with public address system and high resolution electronic cameras for stopping use of unfair means in examinations.

The examination is monitored throughout on closed circuit TV cameras, with facilities for continuous video recording. As such, no copying or cheating is possible and any examinee indulging in any type of malpractice is caught immediately with incontrovertible evidence of his/her malpractice having been recorded on tape. Hence, examinees are advised to come prepared to answer their



A prototype of the NOU Certificate

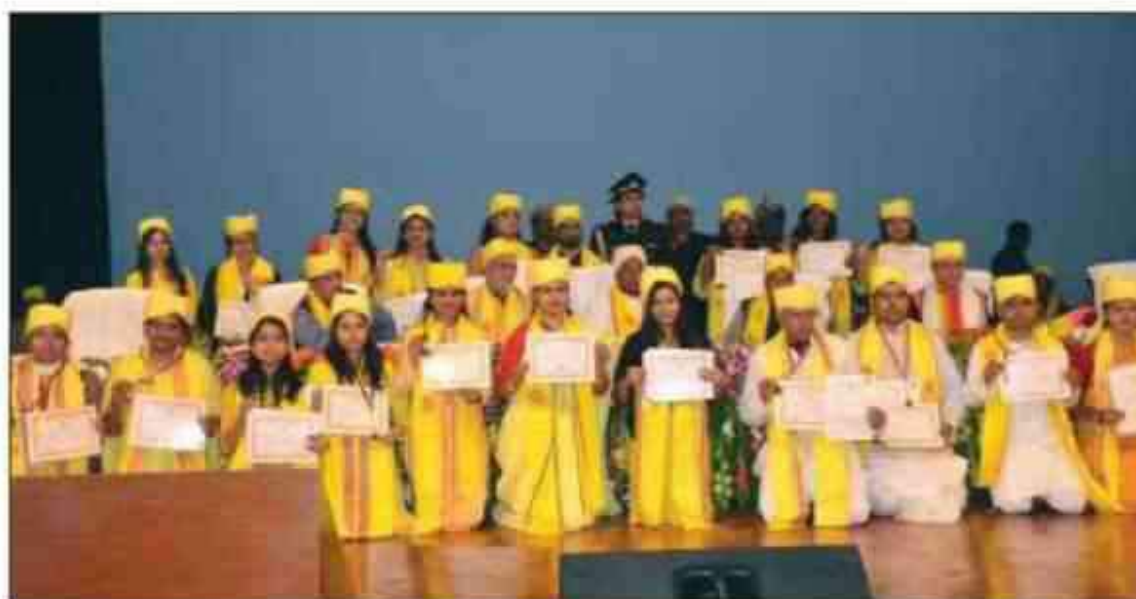
examination in a totally fair and un-blemished manner as there is no scope of cheating or malpractice. The examination centre can house upto 1000 examinees at a time. The University may also hire other examination centres situated in educational institutions in Patna. Examination may be conducted in three shifts.

41. Opening of New Examination Centres

Any Study Centre having a minimum admission of 500 students may qualify for becoming a new Examination Centre provided the centre possess adequate space equivalent to the facility available at the headquarter's examination centre. Moreover, new centre will only be approved after the favourable report of the inspecting team.

42. Publication of Results

The names of successful candidates of final year examination of every course are arranged in order of merit and placed on the Notice Board of



Recipient of Gold Medals in 14th Convocation of the University

the University for information of all concerned. A general press note, announcing publication of results, is also given for information of the students, besides putting the examination results on website of the University at

www.nalandaopenuniversity.com.

43. Award of Certificates / Degrees

Each successful candidate is given a formal certificate in the prescribed form, specifying the class/division in which he/she has passed. The formal certificate is issued at the convocation, but in case the convocation has not been held for some reason, the University may issue a provisional certificate to any student on payment of Rs. 200.00 only. All certificates are bi-lingual i.e. both in English and Hindi. The fee charged for issue of a formal certificate at the time of convocation is Rs. 1000.00, which includes the cost incurred on holding of convocation and other miscellaneous

expenses, such as, the cost of hand made paper, printing expenses etc.

The University has acquired the distinction of being the first University in the entire country to introduce an innovative certificate with scanned photograph of the candidate on it, which makes it totally tamper proof and free from impersonation. The certificate also contains a unique number with security features.

44. Award of Gold Medal and Prizes

(A) University Gold Medals: The University has established a number of GOLD MEDALS in Post Graduate subjects. The Medal is awarded to the student securing the highest marks in First Division in first attempt of all years in the regular examination of the concerned subject. The medal weighs about ten grams of pure gold of 22 carat and carries ensignia of the University.

46B. परीक्षा में व्यवहृत उत्तर पुस्तिका की छायाप्रति उपलब्ध कराने हेतु आवेदनपत्र का प्रारूप

NALANDA OPEN UNIVERSITY

3rd Floor, Biscomaun Bhawan, Gandhi Maidan, Patna-800 001

APPLICATION FORM FOR OBTAINING PHOTOCOPY OF THE ANSWER SCRIPT

(Regulations are mentioned at page no. 38-39 (item no. 46A) of this Prospectus.

Please go through them carefully before filling up this form.)

1. Name of the Examinees:

2. Name of the Course/Examination/Test:

Enrollment No./Exam. Roll No.:

3. Address:.....

.....

..... PIN

4. Detail of the course(s)/Examination(s), for which photocopy of the answer script(s) is/are required : (a)

Term-end examination or other examination: First/Second Examination (b) Year, ...

.....

(c) Name of the Exam Centre

(d) Name and No. of the Paper(s):

5. Details of fee paid: (The fee for obtaining photocopy of the answer script is Rs. 500/- per script (per paper), which is to be paid through demand draft drawn in favour of NOU & payable at Patna)

No. of Paper(s): × Rs. 500/- = Total Amount:.....

Demand Draft No. Date:.....

Name of the Issuing Bank:.....

6. Self-attested photocopy of the Marksheet, Identity Card and Examination Admit Card issued by the University. (Must be Attached)

UNDERTAKING

I hereby undertake that the answer script(s), for which photocopy(ies), applied for, belongs to me. For this purpose, I am enclosing self-attested photocopy of my Marksheet & Identity Card and Examination Admit Card issued by the University. In case, my statement is found false, the University may take action against me as deemed fit.

Date:.....

Signature:.....

Place:.....

Name:.....

(B) Endowment Gold Medals: The University has a policy to establish GOLD MEDALS, in perpetuity, in the memory of any individual / institution donating Three lakh of Rupees to the University in one lump sum. The donated money is invested in the R.B.I. bond and the yearly interest accruing there on is utilized for award of the GOLD MEDAL. So far, the University has received eight such donations and the money is being utilised for award of commemorative GOLD MEDALS to best female Post Graduate, best Female Graduate and topper of six P.G. subjects of Economics, History, Library & Information Science, Political Science, Chemistry and Psychology. The gold medals in rest of the P.G. subjects being funded out of the internal resources of the University. The University will welcome donations from philanthropic individuals/ institutions to constitute more of such gold medals in other subjects in donor's memory.

(C) Endowment Prizes: The University has also adopted a policy to establish Cash Prize, in perpetuity, in the memory of any individual / institution donating Rs. One Lakh of Rupees to the University. The donated money will be invested in the R.B.I. bond or any other high yielding suitable instrument(s) and the yearly interest accruing there on shall be utilized for Cash Award of Rs. 5,000.00 to best outgoing Postgraduate/Graduate student (securing the highest marks in First Division / class in first attempt of all years in the regular examination) in subject selected by the Donor.

So far, the University has received one such donation and the money is being utilised for award of commemorative Cash Prize to best outgoing Postgraduate student (securing the highest marks in First class in first attempt of all years in the regular examination) in Geography subject. The University will welcome donations from philanthropic individuals/institutions to constitute more of such Cash Prizes in other subjects in donor's memory.

45. Re-evaluation and Scrutiny

There is no provision for re-evaluation of answer-books. However, a candidate may apply for re-totalling of his/her marks on prescribed

format after paying the prescribed fee of Rs. 500.00 per paper. The application for re-totalling of marks must reach the Registrar (Examination), Nalanda Open University, not later than 30 days from the date of publication of the results. (See Annexure E for security.)

46. सूचना अधिकार अधिनियम के अन्तर्गत सूचना की प्राप्ति (Getting Information under RTI)

नालन्दा खुला विश्वविद्यालय से संबंधित सूचनाओं की प्राप्ति हेतु, सूचना का अधिकार अधिनियम, 2005 के अन्तर्गत सभी विद्यार्थी प्रपत्र 'क' में 10 रुपये के पोस्टल आर्डर के साथ सूचना प्राप्ति हेतु सूचना पदाधिकारी को आवेदन दे सकते हैं। सूचना प्राप्त प्राप्त न होने या संतोषजनक सूचना प्राप्त न होने की दशा में आवेदक प्रपत्र 'छ' में अपीलीय पदाधिकारी सह कुलपति को आवेदन कर सकते हैं।

46A. परीक्षा में व्यवहृत उत्तर पुस्तिकाओं की छायाप्राप्ति उपलब्ध कराने के सम्बन्ध में नालन्दा खुला विश्वविद्यालय का परिणियम

नालन्दा खुला विश्वविद्यालय की परीक्षाओं में सम्मिलित विद्यार्थीगण सम्बन्धित परीक्षाफल प्रकाशन के दो महीने के अन्तर्गत मात्र अपनी व्यवहृत एवं मूल्यांकित उत्तर पुस्तिकाओं की छायाप्राप्ति प्राप्त करने हेतु निर्धारित शुल्क के साथ निर्धारित प्रपत्र पर आवेदन कर सकते हैं। इसके लिए नीचे दिये गये परिणियम का अनुसरण करें तथा व्यवहृत उत्तर पुस्तिकाओं की छायाप्राप्ति प्राप्त करने हेतु कंडिका 46B में दिये गये प्रारूप का प्रयोग करें।

Regulations for Obtaining Photocopy of the Answer Script of Examinees of Nalanda Open University

- 1. Short Title and Commencement:** These regulations may be called "Regulations for Obtaining Photocopy of the Answer Script of examinees of Nalanda Open University". They shall come into force with effect from the date of commencement of 2011 examinations.
- Photocopy(ies) of the answer script(s) shall be provided to the examinees of Nalanda Open University without disclosing of identity of examiner(s) from 2011 term-end examination onwards. No answer script of 2010 or before examinations shall be provided to the

examinees.

3. The fee for photocopy of the answer script shall be Rs. 500/- per script (per paper) or as decided by the Vice Chancellor from time to time, Fee shall be paid in the form of a Demand Draft drawn in favour of Nalanda Open University and payable at Patna.
4. Candidate must make a written request on a prescribed form for getting photocopy of the answer script. Prescribed application form without self-attested photocopy of the Identity Card and Examination Admit Card of the examinee and without prescribed fee will not be entertained.
5. Candidate can get photocopy of only his/her answer script(s). Photocopy shall not be provided to a third party.
6. Application for photocopy(ies) of the answer script(s) shall reach 'The Registrar (Examination), Nalanda Open University' along with the prescribed fee within 60 days from the date of declaration of result. The photocopy(ies) of the answer script(s) will be supplied to the applicant within 30 days of receipt of application.
7. The examinee, who find that any answer was not evaluated or any totaling error is noticed, may point out the same and must make his/her application/representation along with a copy of the answer script supplied to them within 15 days failing which the application/representation shall not be entertained for suitable corrective action as per laid down procedure.
8. No other application for obtaining photocopy of answer script shall be entertained once remedy under clause 6 is exhausted.
9. No other query regarding evaluation or reevaluation of answer script shall be entertained.

47. General Guidelines for Students

1. For any information, guidance or help required during the period of study, a candidate may write to the Registrar (Exam-

ination), Nalanda Open University, 3rd Floor, Biscomaun Bhawan, Gandhi Maidan, Patna-800 001, or may contact him through email, on Mobile 9471615413, or phone No. 2201013/2206916 between 3.00 p.m. and 4.00 p.m. on any working day. The callers from outside must use the STD telephone code of Patna, which is '0612'.

2. If any information given by any candidate is found to be wrong, his/her admission may be cancelled and all charges paid by him/her shall be forfeited.
3. The rules and regulations given in the Prospectus may be amended by the University whenever necessary.
4. All controversies regarding admission and evaluation of answer books or any other dispute etc. shall be subject to the jurisdiction of Patna courts.

48. विद्यार्थियों द्वारा बार-बार एवं ध्यानपूर्वक पढ़े जाने वाले बिन्दु (POINTS TO BE READ CAREFULLY AND REPEATEDLY BY STUDENTS)

1. अध्ययन कार्यक्रम का अनुपालन करना अनिवार्य है। इस कार्यक्रम में किसी भी प्रकार का परिवर्तन एवं संशोधन संभव नहीं है। अगर कोई विद्यार्थी इसका अनुपालन नहीं करता है तो उसका अध्ययन बेकार हो सकता है।
2. विद्यार्थियों को नामांकन कराते समय ही अपने विषय से सम्बन्धित स्वाधिगम तथा अन्य सामग्रियों को, जिसका उल्लेख कडिका (26) में किया गया है, विश्वविद्यालय के मुख्यालय अवस्थित बुक-स्टोर अथवा उस अध्ययन-केन्द्र से प्राप्त कर लेना चाहिए, जहाँ उसने नामांकन कराया है। यदि किसी विद्यार्थी के अनुरोध पर उसे कोई सामग्री स्पीड-पोस्ट या डाक से भेजी जाती है और वह उसे प्राप्त नहीं होती है तो इसके लिए विश्वविद्यालय जिम्मेवार नहीं होगा।
3. निर्धारित तिथि एवं प्रक्रिया के अनुसार सत्रिय कार्य (Assignment) एवं परियोजना प्रतिवेदन (Project Report) को कडिका (33-34) में बतायी गई विधि के अनुसार जमा करना अनिवार्य है। जिस तिथि को जिस

पत्र की परीक्षा है, उसी तिथि को उस पत्र से सम्बन्धित सत्रीय-कार्य को अपने परीक्षा कक्ष में परीक्षा के दौरान अपने वीक्षक के पास जमा करना आवश्यक है। किसी सत्रा का सत्रीय कार्य परीक्षा तिथि के पूर्व एवं परीक्षा अवधि के बाद किसी भी परिस्थिति में जमा नहीं होगा। अर्थात् सत्रीय कार्य मात्र उक्त पत्र की परीक्षा अवधि के अन्तर्गत ही जमा हो पायेगा इसी प्रकार, डाक से भेजे गये सत्रीय-कार्यों को भी स्वीकार नहीं किया जायेगा।

4. अपने स्वाधिगम तथा अन्य सामग्रियों को छात्र स्वयं विश्वविद्यालय अथवा अध्ययन केन्द्र से, जैसा कि मामला हो, विश्वविद्यालय द्वारा अधिकृत किसी कर्मचारी से प्राप्त करें और उस कर्मचारी को प्राप्ति रसीद दे दें। इसी प्रकार, जब कभी कोई सामग्री किसी छात्र द्वारा विश्वविद्यालय अथवा अध्ययन केन्द्र पर जमा की जाती है तो उससे सम्बन्धित रसीद उसे अवश्य प्राप्त कर लेनी चाहिये। बिना रसीद प्रस्तुत किए गए किसी भी शिकायत पर कोई विचार नहीं किया जाएगा। विश्वविद्यालय अधिकारी या उनके द्वारा प्रतिनियुक्त कर्मचारी के अतिरिक्त किसी और के पास अभिलेख इत्यादि जमा न करें और न ही उससे प्राप्त करें।
5. छात्र अपनी समस्याओं के समाधान के लिए मात्र विश्व-विद्यालय के पदाधिकारियों से ही सम्पर्क करें। अर्वाञ्छित तत्त्वों से न तो सम्पर्क करें और न ही अनेक माध्यम से

कोई कार्य कराये और न ही उनके बहकावे में आये। विश्वविद्यालय प्रशासन आपकी हर वाजिब समस्या के समाधान के लिए आपकी मदद करेगा।

6. छात्रों की सफलता उनकी अपनी शैक्षणिक कोशिश एवं मेहनत पर निर्भर है। अतः किसी प्रकार के गलत आश्वासन या प्रलोभन में न फँसें, क्योंकि इससे कोई लाभ नहीं होने वाला है। इसी प्रकार, किसी भी तरह की पैरवी आपके परीक्षाफल को प्रभावित नहीं कर सकती। कोई भी व्यक्ति, चाहे वह नालन्दा खुला विश्वविद्यालय का कर्मचारी या पदाधिकारी ही क्यों न हो, यदि किसी विद्यार्थी से किसी तरह की गलत माँग करे और उसके लिये अधिकृत रसीद नहीं दे, तो इसकी सूचना विद्यार्थी को तुरन्त उच्चतम पदाधिकारी को देनी चाहिए। विश्वविद्यालय स्तर पर तुरन्त कार्यवाही की जाएगी।
7. विद्यार्थियों की सूचना के लिये यह स्पष्ट किया जा रहा है कि विश्वविद्यालय द्वारा कोई भी मेस पेपर निर्गत नहीं किया जाता है। अतः यदि इस प्रकार का कोई आश्वासन किसी व्यक्ति द्वारा दिया जाता है तो वह मात्र छलावा है। विद्यार्थियों को सलाह दी जाती है कि वे इस प्रकार के अन में न आये।
8. विश्वविद्यालय द्वारा परीक्षा-नियमों में परिवर्तन किया गया है। अब से विश्वविद्यालय द्वारा आयोजित प्रायः सभी परीक्षाओं (सर्टिफिकेट कोर्स, इण्टर, स्नातक, स्नातकोत्तर



H.E. Governor Hon'ble Fagu Chauhan lighting the ceremonial lamp to inaugurate the 14th Convocation

डिप्लोमा, स्नातकोत्तर इत्यादि) के प्रत्येक पत्र में (बी.एड. पाठ्यक्रम को छोड़कर) लिखित परीक्षा तथा सत्रीय कार्य/प्रेक्टिकल कार्य के लिये निर्धारित अंकों का अनुपात 80:20 कर दिया गया है। बी.एड. की परीक्षा में यह अनुपात 75:25 है। बी.सी.ए. तथा एम.सी.ए. के भी कुछ प्रैक्टिकल-पत्रों में यह अनुपात 20:80 है, परन्तु शेष पत्रों में 80:20 ही है। प्रत्येक पत्र के लिये कुल 100 अंक निर्धारित हैं। नियमों के अनुसार विद्यार्थी को प्रत्येक पत्र में उत्तीर्ण होना आवश्यक है। प्रत्येक विषय के प्रत्येक पत्र में उत्तीर्ण होने के बाद ही उसे उस वर्ष/पार्ट की परीक्षा में उत्तीर्ण समझा जायेगा और अगले वर्ष/पार्ट में प्रमोट किया जा सकेगा।

उत्तीर्णता के लिये सभी पाठ्यक्रमों के सभी सामान्य पत्रों में (आनर्स तथा पैरामेडिकल विषय के पत्रों को छोड़कर) 33% अंक प्राप्त करना आवश्यक है। आनर्स विषय तथा पैरामेडिकल विषय के प्रत्येक पत्र में 45% अंक प्राप्त करने की अनिवार्यता है। उपर्युक्त रूप से निर्धारित प्रतिशत प्राप्तांकों की गणना प्रत्येक पत्र के लिखित परीक्षा तथा सत्रीय कार्य/प्रेक्टिकल/प्रोजेक्ट रिपोर्ट में प्राप्त कुल अंकों को जोड़कर की जायेगी। उदाहरणार्थ, यदि किसी विद्यार्थी को एम.ए. इतिहास के प्रथम पत्र के लिखित परीक्षा में 23 अंक प्राप्त होते हैं और उसे उत्ती पत्र के सत्रीय कार्य में 13 अंक प्राप्त होते हैं तो उन दोनों अंकों को मिलाकर

उसे कुल 23+13=36 अंक प्राप्त होंगे, जो 33% से अधिक है। अतः उसे इस पत्र में उत्तीर्ण समझा जायेगा, परन्तु यदि उसे लिखित परीक्षा में मात्र 18 अंक तथा सत्रीय कार्य में 13 अंक, अर्थात् कुल 18+13=31 अंक ही प्राप्त होते हैं तो उसे पत्र में अनुत्तीर्ण समझा जायेगा। इसी प्रकार सभी पत्रों में अंकों की गणना की जायेगी, परन्तु यदि उसे किसी पत्र के लिखित परीक्षा अथवा सत्रीय-कार्य में शून्य अंक प्राप्त होता है, तब भी उसे उस पत्र में अनुत्तीर्ण समझा जायेगा। एक भी पत्र में अनुत्तीर्ण होने का अर्थ यह होगा कि वह विद्यार्थी उस पार्ट की परीक्षा में अनुत्तीर्ण समझा जायेगा और उसे अगले वर्ष सभी पत्रों में फिर से परीक्षा देनी होगी तथा सत्रीय कार्य जमा करना अथवा प्रैक्टिकल करना होगा। अतः विद्यार्थियों को पूरी सतर्कता से लिखित परीक्षा तथा सत्रीय-कार्य/प्रेक्टिकल की तैयारी करनी चाहिये जिससे कि दोनों के अंक मिलाकर वे प्रत्येक पत्र में उत्तीर्णता प्राप्त कर सकें और इस प्रकार अगले पार्ट में प्रमोशन के योग्य हो जायें।

49. विश्वविद्यालय तथा विद्यार्थियों से सम्बन्धित सूचनाओं का प्रकाशन

नालन्दा खुला विश्वविद्यालय से सम्बद्ध सभी महत्वपूर्ण कार्यक्रमों, सूचनाओं, विज्ञापनों इत्यादि का प्रकाशन, आवश्यकतानुसार 'दैनिक जागरण', 'प्रभात खबर' अथवा 'दैनिक हिन्दुस्तान' समाचारपत्रों में किया जायेगा। विद्यार्थियों



H.E. Governor Hon'ble Fagu Chauhan addressing in 14th Convocation of the University

The Abstract of the syllabi of the Master's Degree courses in Arts subjects is given below, subject wise:

(II) M.A. : BHOJPURI (Kept in abeyance)

Paper No.	Title of the paper:	Distribution of Marks		Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART I			
1.	भोजपुरी साहित्य के इतिहास	80	20	33
2.	भोजपुरीतर अन्य क्षेत्रीय भाषा साहित्य के अध्ययन	80	20	33
3.	भारतीय काव्य शास्त्र	80	20	33
4.	भोजपुरी आलोचना साहित्य	80	20	33
5.	प्रयोजन मूलक भोजपुरी (व्यावहारिक भोजपुरी)	80	20	33
6.	भोजपुरी लोक साहित्य	80	20	33
7.	भोजपुरी कहानी	80	20	33
8.	भोजपुरी निबन्ध संग्रह	80	20	33
	Total	640	160	264
	PART II			
9.	भोजपुरी भाषा के इतिहास	80	20	33
10.	भाषा-विज्ञान	80	20	33
11.	भोजपुरी गद्य के अन्य प्रमुख विधाएँ	80	22	33
12.	पारश्चात्य काव्यशास्त्र	80	20	33
13.	आधुनिक भोजपुरी काव्य	80	20	33
14.	भोजपुरी उपन्यास	80	20	33
15.	भोजपुरी नाटक	80	20	33
16.	भोजपुरीतर साहित्य का सामूहिक परिचर्चा	80	20	33
	Total	640	160	264

(II) M.A. : DISASTER MANAGEMENT

Paper No.	Title of the paper	Distribution of Marks			Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	Practical	
	PART I				
1.	Approaches and Theories of Disasters	80	20	—	33
2.	Fundamentals of Disaster Management	80	20	—	33
3.	Natural and Human Induced Disasters	80	20	—	33
4.	Role of Remote Sensing and GIS in Disaster Management	80	—	20	33
5.	Finance and Insurance in Disaster Management	80	20	—	33
6.	Research Methods in Disaster Management	80	—	20	33
7.	Disasters in India	80	—	20	33
8.	Disaster Management in India	80	20	—	33
	Total	640	100	60	264
	PART II				
9.	Legal Aspects of Disaster Management	80	20	—	33
10.	Preparedness and Mitigation	80	20	—	33
11.	Relief, Rehabilitation and Reconstruction	80	20	—	33
12.	Disaster Management in Bihar	80	20	—	33
13.	Role of International Agencies in Disaster Management	80	20	—	33
14.	Disaster Management and Sustainable Development	80	20	—	33
15.	State and Disaster Management with Special Reference to India	80	20	—	33
16.	Internship	80	—	20	33
		(Report)		(Viva)	
	Total	640	140	20	264

(III) M.A. : ECONOMICS

Paper No.	Title of the paper	Distribution of Marks		Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART I			
1.	Micro Economic Analysis	80	20	33
2.	Macro Economic Analysis	80	20	33
3.	Quantitative Methods	80	20	33
4.	Public Economics	80	20	33
5.	Indian Economics	80	20	33
6.	Economics of Growth, Development and Planning	80	20	33
7.	International Trade and Finance	80	20	33
8.	Economics of Environment and Social Sector	80	20	33
	Total	640	160	264
	PART II			
9.	Welfare Economics	80	20	33
10.	History of Economic Thought	80	20	33
11.	Labour Economics	80	20	33
12.	Demography	80	20	33
13.	Agricultural Economics	80	20	33
14.	Industrial Economics	80	20	33
15.	Bihar's Economy	80	20	33
16.	Methodology of Economic Research	80	20	33
	Total	640	160	264

(IV) M.A. : EDUCATION

Paper No.	Title of the paper	Distribution of Marks		Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART I			
1.	Principles of Education	80	20	33
2.	Educational Development in India	80	20	33
3.	Philosophical Foundation of Education	80	20	33
4.	Sociological Foundation of Education	80	20	33
5.	Psychological Foundation of Education	80	20	33
6.	Methodology of Educational Research	80	20	33
7.	Educational Technology	80	20	33
8.	Educational Management	80	20	33
	Total	640	160	264
	PART II			
9.	Organizational Behavior	80	20	33
10.	Environmental Education	80	20	33
11.	Educational Administrative Practices	80	20	33
12.	Teacher Education	80	20	33
13.	Distance Education	80	20	33
14.	Educational Statistics	80	20	33
15.	Guidance and Counselling	80	20	33
16.	Educational Evaluation and Measurement	80	20	33
	Total	640	160	264



Hon'ble Mr. Nitish Kumar, Chief Minister of Bihar laying the foundation stone of NOU's new campus

(V) M.A. : ENGLISH *(Kept in abeyance)*

Paper No.	Title of the paper	Distribution of Marks		Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART I			
1.	English Poetry from Chaucer to Milton	80	20	33
2.	William Shakespeare	80	20	33
3.	15th to 17th Century Drama	80	20	33
4.	17th Century Prose	80	20	33
5.	18th Century Literature	80	20	33
6.	19th Century Poetry	80	20	33
7.	Literary Criticism	80	20	33
8.	Elementary Linguistics and Structure of English	80	20	33
	Total	640	160	264
	PART II			
9.	19th Century Fiction and Non-Fiction	80	20	33
10.	20th Century Poetry	80	20	33
11.	20th Century Drama	80	20	33
12.	20th Century Fiction	80	20	33
13.	Indian Literature in English	80	20	33
14.	Practical Criticism and Contemporary Critical Theory	80	20	33
15.	New Literature	80	20	33
16.	American and Canadian Literature	80	20	33
	Total	640	160	264

(VI) M.A. : ENVIRONMENTAL SCIENCE

Paper No.	Title of the paper	Distribution of Marks			Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	Practical	
	PART I				
1.	Fundamental of Environmental Science & Ecology	80	20	—	33
2.	Environmental Geosciences	80	—	20	33
3.	Environmental Chemistry	80	—	20	33
4.	Bio-diversity, Its Conservation & Microbiology	80	—	20	33
5.	Natural Resources & their Conservation	80	20	—	33
6.	Management of Agriculture & Forest	80	—	20	33
7.	Energy & Environment	80	20	—	33
8.	Environmental Pollution Control	80	—	20	33
	Total	640	60	100	264
	PART II				
9.	Marine Ecology	80	20	—	33
10.	Waste Generation & Management	80	20	—	33
11.	Environment Toxicology	80	20	—	33
12.	Application of Statistics & Models in Environmental Science	80	20	—	33
13.	Remote Sensing & Its Application in Environmental Science	80	20	—	33
14.	Environmental Impact Assessment, & Eco-planning	80	20	—	33
15.	Environmental Law, Policies and Management	80	20	—	33
16.	Social Issues and Environment	80	—	20	33
	Total	640	140	20	264

(VII) M.A.: GEOGRAPHY

Paper No.	Title of the paper	Distribution of Marks			Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	Practical	
	PART I				
1.	Geographical Thought	80	20	—	33
2.	Geomorphology	80	—	20	33
3.	Climatology & Oceanography	80	—	20	33
4.	General Geography of India	80	—	20	33
5.	Regional Geography of India	80	20	—	33
6.	World Economic Geography	80	—	20	33
7.	Human and Population Geography	80	—	20	33
8.	Advanced Cartography	80	—	20	33
	Total	640	40	120	264
	PART II				
9.	Geography of Rural Settlement	80	20	—	33
10.	Urban Geography	80	—	20	33
11.	Regional Planning & Development	80	20	—	33
12.	Environmental & BioGeography	80	20	—	33
13.	Cultural & Tribal Geography	80	20	—	33
14.	GIS & Remote Sensing	80	20	—	33
15.	Political Geography	80	20	—	33
16.	Transport Geography	80	—	20	33
	Total	640	120	40	264

(VIII) M.A. : HINDI

पत्र सं.	पत्र का नाम	अंक विभाजन		उत्तीर्णता-प्राप्त करने के लिए न्यूनतम आवश्यक अंक (लिखित परीक्षा + सत्रिय कार्य सहित)
		लिखित परीक्षा	सत्रिय कार्य	
	प्रथम वर्ष			
1.	हिन्दी-साहित्य का इतिहास (आदि एवं मध्यकाल)	80	20	33
2.	प्राचीन एवं मध्यकालीन काव्य	80	20	33
3.	हिन्दी कथा-साहित्य :उपन्यास एवं कहानी	80	20	33
4.	भाषाविज्ञान (सैद्धान्तिक)	80	20	33
5.	भारतीय काव्य शास्त्र	80	20	33
6.	हिन्दी से इतर भारतीय साहित्य	80	20	33
7.	प्रयोजनमूलक हिन्दी	80	20	33
8.	हिन्दी आलोचना के आधार स्तम्भ एवं उनकी आलोचना-पद्धति	80	20	100
	कुल	640	160	264
	द्वितीय वर्ष			
9.	हिन्दी-साहित्य का इतिहास (आधुनिक काल : भारतेंदु एवं द्विवेदी युग)	80	20	33
10.	हिन्दी साहित्य का इतिहास (आधुनिक काल : छायावाद से लेकर प्रगतिवाद तक)	80	20	33
11.	हिन्दी साहित्य	80	20	33
12.	नाटक और रंगमंच	80	20	33
13.	आधुनिक कथा साहित्य	80	20	33
14.	निबन्ध तथा अन्य गद्य विधायें	80	20	33
15.	पाश्चात्य आलोचना और शैली विज्ञान	80	20	33
16.	हिन्दी भाषा की संरचना	80	20	33
	कुल	640	160	264

(IX) M.A. : HISTORY

Paper No.	Title of the paper	Distribution of Marks		Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART I			
1.	Other Sciences as an Aid to Writing of History	80	20	33
2.	Pre and Proto History of India	80	20	33
3.	Political and Socio-Economic History of Ancient India (Rigvedic Times to Rise of Guptas in 320 A.D.)	80	20	33
4.	Political and Socio-Economic History of Ancient India (320 A.D. to 650 A.D.)	80	20	33
5.	Political and Socio-Economic History of Early Medieval India (650 A.D. to 1200 A.D.)	80	20	33
6.	India's Early Contact With Western and Central Asia and Cultural Expansion in South-East Asia	80	20	33
7.	Ancient World (A) : Egyptian, Mesopotamian and Persian Civilizations	80	20	33
8.	Ancient World (B) : Chinese, Greeco-Roman and Islamic Civilizations	80	20	33
	Total	640	160	264
	PART II			
9.	Political and Socio-Economic History of Medieval India (Turko-Afghan Period : 1200 A.D. to 1500 A.D.)	80	20	33
10.	Political and Socio-Economic History of Medieval India (Mughal Period : 1500 A.D. to 1750 A.D.)	80	20	33
11.	The Marathas and the British Paramountacy (1750 A.D. to 1857 A.D.)	80	20	33
12.	Socio-Economic and Cultural History of Modern India (1700 A.D. to 1945 A.D.)	80	20	33
13.	Indian National Movement(1857 A.D. to 1947 A.D.)	80	20	33
14.	European History (1453 A.D. to 1815 A.D.)	80	20	33
15.	Brief History of USA, Modern China and Modern Japan	80	20	33
16.	Modern West (1815 A.D. to 1950 A.D.)	80	20	33
	Total	640	160	264

(X) M.A.: HOME SCIENCE

Paper No.	Title of the paper	Distribution of Marks			Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	Practical	
	PART I				
1.	Advanced Nutrition	80	—	20	33
2.	Communication and Extension Education	80	20	—	33
3.	Advanced Studies in Human Development	80	20	—	33
4.	Advanced Textiles and Clothing	80	—	20	33
5.	Financial Management and Consumer Education	80	20	—	33
6.	Research Methodology and Statistics	80	20	—	33
7.	Principles of Guidance and Counselling	80	20	—	33
8.	Computer Education	80	—	20	33
	Total	640	100	60	264
	PART II				
9.	Community Nutrition	80	20	—	33
10.	Clinical and Therapeutic Nutrition	80	—	20	33
11.	Food Processing	80	—	20	33
12.	Environmental Management	80	20	—	33
13.	Women's Studies	80	20	—	33
14.	Entrepreneurship Management	80	20	—	33
15.	Human Physiology	80	20	—	33
16.	Institutional Food Administration	80	20	—	33
	Total	640	120	40	264

(XI) M.A. : MAGAHI (Kept in abeyance)

पत्र सं.	पत्र का नाम	अंक विभाजन		उत्तीर्णता-प्राप्त करने के लिए न्यूनतम आवश्यक अंक (लिखित परीक्षा + सत्रीय कार्य सहित)
		लिखित परीक्षा	सत्रीय कार्य	
प्रथम वर्ष				
पहिला	मगही साहित्य के इतिहास (आरंभ से कालखंड विभाजन तक)	80	20	33
दूसरा	मगही प्रबंध काव्य	80	20	33
तीसरा	मगही गीतिकाव्य	80	20	33
चौथा	नयकी मगही कविता	80	20	33
पाँचवाँ	मगही के उपन्यास साहित्य	80	20	33
छठवाँ	मगही के नाट्य-साहित्य	80	20	33
सातवाँ	मगही के कहानी साहित्य	80	20	33
आठवाँ	प्राचीन एवं मध्यकालीन मगही के काव्य (सिद्ध साहित्य आउ भक्ति साहित्य)	80	20	33
कुल		640	160	264
द्वितीय वर्ष				
नववाँ	मगही के निबंध साहित्य	80	20	33
दसवाँ	मगही गद्य के अन्य शिधायें	80	20	33
ग्यारहवाँ	मगही साहित्य के इतिहास (आधुनिक स्वरूप)	80	20	33
बारहवाँ	मगही भाषा के उदभव आउ विकास	80	20	33
तेरहवाँ	भाषा विज्ञान : सिद्धान्त	80	20	33
चौदहवाँ	काव्य शास्त्र	80	20	33
पन्द्रहवाँ	समालोचना	80	20	33
सोलहवाँ	लोक साहित्य आउ सामूहिक परिचयी	80	20	33
कुल		640	160	264

(XII) M.A. : MAITHILI (Kept in abeyance)

पत्र सं.	पत्र का नाम	अंक विभाजन		उत्तीर्णता-प्राप्त करने के लिए न्यूनतम आवश्यक अंक (लिखित परीक्षा + सत्रीय कार्य सहित)
		लिखित परीक्षा	सत्रीय कार्य	
प्रथम वर्ष				
पहिला	मैथिली साहित्यक इतिहास (आदिकाल एवं मध्यकाल)	80	20	33
दूसरा	विद्यापति युग आ साहित्य	80	20	33
तीसरा	भाषा विज्ञान	80	20	33
चौथा	संस्कृत एवं अवहट्ट	80	20	33
पाँचवाँ	मैथिली गद्य साहित्य (कथा एवं यात्रा साहित्य)	80	20	33
छठवाँ	मैथिली मुक्तक काव्य	80	20	33
सातवाँ	काव्य-शास्त्र	80	20	33
आठवाँ	साहित्यक निबंध एवं लोक साहित्य	80	20	33
कुल		640	160	264
द्वितीय वर्ष				
नवाँ	मैथिली साहित्यक इतिहास रू आधुनिक काल	80	20	33
दसवाँ	चन्दा झा युग ओ साहित्य	80	20	33
ग्यारहवाँ	भाषा विज्ञान	80	20	33
बारहवाँ	मैथिली गद्य साहित्य (उपन्यास)	80	20	33
तेरहवाँ	मैथिली नाटक एवं एकाकी	80	20	33
चौदहवाँ	मैथिली प्रबन्ध काव्य	80	20	33
पन्द्रहवाँ	मैथिली आधुनिक काव्य	80	20	33
सोलहवाँ	मैथिली समालोचना एवं पत्र-पत्रिका	80	20	33
कुल		640	160	264

(XIII) M.A. : POLITICAL SCIENCE

Paper No.	Title of the paper	Distribution of Marks		Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART I			
1.	(A) Ancient and Medieval Political Thought	80	20	33
2.	Modern Political Thought	80	20	33
3.	Classical Political Theory	80	20	33
4.	Contemporary Political Theory	80	20	33
5.	Comparative Government and Politics	80	20	33
6.	Comparative Politics	80	20	33
7.	International Relations-Theory and Problems	80	20	33
8.	India and the World	80	20	33
	Total	640	160	264
	PART II			
9.	Public Administration	80	20	33
10.	Indian Administration	80	20	33
11.	Indian Government and Politics	80	20	33
12.	Indian Politics (Issues and Processes)	80	20	33
13.	The Origin and Development of International Organisation	80	20	33
14.	International Law (Peace and Neutrality)	80	20	33
15.	International Law (Law of Belligerency)	80	20	33
16.	(i) Group A (State Politics with Special reference to Bihar)	40	10	33
	Group B (Research Methodology)	40	10	
	Total	640	160	264

(XIV) M.A. : PSYCHOLOGY

Paper No.	Title of the paper	Distribution of Marks			Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	Practical	
	PART I				
1.	Fundamentals of Basic Psychology	80	—	20	33
2.	Cognitive Psychology	80	—	20	33
3.	Neuro Psychology	80	20	—	33
4.	Social Psychology	80	—	20	33
5.	Research Methodology	80	20	—	33
6.	Psychological Statistics	80	20	—	33
7.	Life Span Development Psychology	80	20	—	33
8.	Psychological Assessment	80	—	20	33
	Total	640	80	80	264
	PART II				
9.	Psychopathology	80	20	—	33
10.	Psychology of Personality	80	—	20	33
11.	Systems and Theories of Personality	80	20	—	33
12.	Educational Psychology	80	—	20	33
13.	Psychometrics	80	20	—	33
14.	Clinical Psychology	80	—	20	33
15.	Organizational Psychology	80	—	20	33
16.	Guidance and Counselling	80	20	—	33
	Total	640	80	80	264

(XV) M.A.: PUBLIC ADMINISTRATION

Paper No.	Title of the paper	Distribution of Marks		Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART I			
1.	Public Administration	80	20	33
2.	Administrative Thinkers	80	20	33
3.	Indian Government and Politics	80	20	33
4.	Comparative Public Administration	80	20	33
5.	Development Administration	80	20	33
6.	Financial Administration	80	20	33
7.	Politics and Administration (with special reference to India)	80	20	33
8.	Social Welfare Administration in India	80	20	33
	Total	640	160	264
	PART II			
9.	Indian Administration	80	20	33
10.	Public Personnel Administration	80	20	33
11.	Administrative Law	80	20	33
12.	Human Resource Development	80	20	33
13.	Disaster Management and Environmental Administration (With Specific Reference to India)	80	20	33
14.	Economic Policy and Administration in India	80	20	33
15.	Rural and Urban Development Administration in India	80	20	33
16.	Research Methodology	80	20	33
	Total	640	160	264

(XV) M.A. : RURAL DEVELOPMENT

Paper No.	Title of the paper	Distribution of Marks		Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART I			
1.	Rural Development : Indian Context (MRD 101)	80	20	33
2.	Rural Development Programmes (MRD 102) Block 4 and 5	80	20	33
3.	Rural Development Planning and Management (MRD 103)	80	20	33
4.	Research Methods in Rural Development (MRD 4)	80	20	33
5.	Rural Health Care (RDD-6)	80	20	33
6.	Communication and Extension in Rural Development (RDD-7)	80	20	33
7.	Rural Social Development (MRDE 101)	80	20	33
8.	Voluntary Action in Rural Development (MRDE 2)	80	20	33
	Total	640	160	264
	PART II			
9.	Land Reforms and Rural Development (MRDE 3)	80	20	33
10.	Entrepreneurship and Rural Development (MRDE 4)	80	20	33
10.	Poverty Alleviation Programmes in Rural India (MRD 102) Block 1 to 3	80	20	33
12.	Rural Economics	80	20	33
13.	Indian Economy in Bihar's Context	80	20	33
14.	Governance and Panchayati Raj	80	20	33
15.	Regional Planning & Development	80	20	33
16.	Rural Sociology in India	80	20	33
	Total	640	160	264

(XVII) M.A. : SANSKRIT

पत्र सं.	पत्र का नाम	अंक विभाजन		उत्तीर्णता-प्राप्त करने के लिए न्यूनतम आवश्यक अंक (लिखित परीक्षा + सत्रीय कार्य सहित)
		लिखित परीक्षा	सत्रीय कार्य	
	प्रथम वर्ष			
1.	आदि संस्कृत-साहित्य का इतिहास	80	20	33
2.	लौकिक संस्कृत-साहित्य का इतिहास	80	20	33
3.	भाषाविज्ञान तथा लिपिविज्ञान	80	20	33
4.	भारतीय दर्शन एवं संस्कृत	80	20	33
5.	संस्कृतेतर भारतीय भाषाओं के साहित्य का सामान्य परिचय	80	20	33
6.	संस्कृत-व्याकरण	80	20	33
7.	संस्कृत काव्य-शास्त्र	80	20	33
8.	संस्कृत-रचना	80	20	33
	कुल	640	160	264
	द्वितीय वर्ष			
9.	वेद तथा उपनिषद्	80	20	33
10.	प्राचीन संस्कृत-पद्यकाव्य	80	20	33
11.	मध्यकालीन तथा आधुनिक संस्कृत-काव्य	80	20	33
12.	संस्कृत-गद्यकाव्य	80	20	33
13.	संस्कृत-रूपक	80	20	33
14.	व्याकरण	80	20	33
15.	संस्कृत-शास्त्रों का इतिहास	80	20	33
16.	संस्कृत-रचना	80	20	33
	कुल	640	160	264

(XVIII) M.A. : SOCIOLOGY

Paper No.	Title of the paper	Distribution of Marks		Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART I			
1.	Classical Sociological Tradition	80	20	33
2.	Theoretical Perspectives in Sociology	80	20	33
3.	Methodology of Social Research	80	20	33
4.	Perspectives of Indian Society	80	20	33
5.	Sociology of Change and Development	80	20	33
6.	Comparative Sociology	80	20	33
7.	Sociology of Region	80	20	33
8.	Gender and Society	80	20	33
	Total	640	160	264
	PART II			
9.	Environment and Society	80	20	33
10.	Ethnicity, Pluralism and Nation	80	20	33
11.	Sociology of Popular Culture and Mass Communication	80	20	33
12.	Globalization and Society	80	20	33
13.	Rural Society in India	80	20	33
14.	Urban Society in India	80	20	33
15.	Sociology of Religion	80	20	33
16.	Education and Society	80	20	33
	Total	640	160	264

(XIX) M.A. : SOCIAL WORK (Kept in Abeyance)

Paper No.	Title of the paper	Distribution of Marks		Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART I			
1.	Social Work-Concept, Nature, Theme, Development, Perspective	80	20	33
2.	Social Work profession	80	20	33
3.	Social Case Work - Theory and Practice	80	20	33
4.	Social Group Work - Theory and Practice	80	20	33
5.	Community Organisation -Theory and Practice	80	20	33
6.	Contemporary Concept, Structure of Society and Culture	80	20	33
7.	Social Welfare Administration	80	20	33
8.	Social Work Research	80	20	33
	Total	640	160	264
	PART II			
9.	Social Work-Crime Juvenile Delinquency and Connection	80	20	33
10.	Health & Medical Social Work	80	20	33
11.	Social Work, Social Planing & Administration	80	20	33
12.	Psychoactive Social Work & Personality Disorders	80	20	33
13.	Social Work - Family, Child Women, Aged & Disabled	80	20	33
14.	Social Work, Labour Welfare & Industry	80	20	33
15.	Social Work & Rural Community Development	80	20	33
16.	Disaster Management	80	20	33
	Total	640	160	264

(XX) M.A. : URDU

Paper No.	Title of the paper	Distribution of Marks		Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART I			
1.	उर्दू जुबान-व-अदब की कदीम तारीख	80	20	33
2.	क्लासिकी उर्दू जुबान-व-अदब	80	20	33
3.	उर्दू शायरी का अहद-ए-मोतवसित	80	20	33
4.	उर्दू नस का अहद-ए-मोतवसित	80	20	33
5.	उर्दू नस का अहद-ए-मोतवसित (गीर अपफसानबी)	80	20	33
6.	जदीद उर्दू शायरी	80	20	33
7.	जदीद उर्दू नस	80	20	33
	कुल	640	160	264
	PART II			
9.	उर्दू में तनकीद, उसूल और इस्तेमाल	80	20	33
10.	उर्दू अदब में अदबी तहरीकें	80	20	33
11.	उर्दू अदब के अहम मराकिज	80	20	33
12.	तसवुपफ और हिन्द इस्लामी तहजोव	80	20	33
13.	उर्दू शायरी-1947 के बाद	80	20	33
14.	उर्दू नस-1947 के बाद	80	20	33
15.	हिन्दुस्तान के दूसरे हमअसर अदब	80	20	33
16.	मुख्तलिफ अदबी असनापफ और शख्सियात पर अदबी 'मजामिन'	80	20	33
	कुल	640	160	264

(B) Master's Degree Courses in Science Subjects

Master's Degree courses in selected science subjects are offered in seven subject. Each of these courses are of two year duration and each one of them consists of 16 papers, divided into 8 papers for Part-I and remaining 8 papers for Part-II of the study programme. The courses being offered are:

- (i) Botany
- (ii) Chemistry
- (iii) Disaster Management
- (iv) Environment Science
- (v) Geography
- (vi) Mathematics
- (vii) Physics
- (viii) Zoology

Note: The minimum qualification prescribed for admission to M.Sc. degree in Geography Disaster Management and Environmental Science is a Bachelor's degree in any Science subject.

M.Sc. examination will be conducted in two parts and the candidates shall be examined in eight

papers in each part of the examination, each paper carrying 100 marks, divided between term end written examination and practical /home assignment in a ratio of 80 : 20. It will be necessary to pass in each Part of the examination. In order to pass each Part of the examination, it will be necessary for every student, admitted in 2008 session or sessions to come thereafter, to secure atleast 33% of marks in each paper. To determine 33% of marks in each paper, the marks obtained by the candidate, both in the term end theoretical written examination and practical examination/home assignment, as the case may be, will be clubbed and counted together and percentage determined accordingly. However, if a candidate has secured zero mark in term end theoretical written examination or practical examination/home assignment, as the case may be, in any paper, he/she will be deemed to have failed in that paper. Failure in one paper will mean failure in that Part of the examination. Hence, students must strive hard to pass in all the papers separately.

The abstract of the syllabi of the Master's Degree courses, in Science subjects (subject-wise), is given in following pages.



A practical class is on with hands on experiments

(I) M.Sc. : BOTANY

Paper No.	Title of the paper	Distribution of Marks		Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Practical	
	PART I			
1.	Biodiversity of Plants and Diversity of Algae	80	20	33
2.	Microbiology and Diversity of Fungi	80	20	33
3.	Plant Pathology	80	20	33
4.	Biology and Diversity of Brophyta and Pteridophyta	80	20	33
5.	Diversity of Seed plants and their Taxonomy	80	20	33
6.	Management of Forest Resources	80	20	33
7.	Cell Biology	80	20	33
8.	Plant Anatomy and Embryology	80	20	33
	Total	640	160	264
	PART II			
9.	Plant Physiology and Biochemistry	80	20	33
10.	Cytogenetics and Crop Improvement	80	20	33
11.	Molecular Biology	80	20	33
12.	Environmental Biology	80	20	33
13.	Plant Resources, Utilization and Conservation	80	20	33
14.	Aero-biology	80	20	33
15.	Ethno-botany	80	20	33
16.	Biotechnology and Bioinformatics	80	20	33
	Total	640	160	264

(II) M.Sc. : CHEMISTRY

Paper No.	Title of the paper	Distribution of Marks			Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	Practical	
	PART I				
1.	Physical Chemistry	80	—	20	33
2.	Inorganic Chemistry	80	—	20	33
3.	Organic Chemistry	80	—	20	33
4.	Solid State Chemistry & Quantum Chemistry	80	20	—	33
5.	Co-ordination Chemistry	80	—	20	33
6.	Chemistry of Biomolecules	80	20	—	33
7.	Reaction Mechanism and Supramolecular Chemistry	80	20	—	33
8.	Natural Product	80	20	—	33
	Total	640	80	80	264
	PART II				
9.	Spectroscopy	80	20	—	33
10.	Advanced Chemical Dynamics	80	20	—	33
11.	Molecular Thermodynamics	80	20	—	33
12.	Ligand Field Theory	80	—	20	33
13.	Organotransition Metal Chemistry and Metal Clusters	80	—	20	33
14.	Photochemistry and Pericyclic reactions	80	20	—	33
15.	Organic Synthesis	80	—	20	33
16.	Environmental Chemistry and Analytical Chemistry	80	—	20	33
	Total	640	80	80	264

नालन्दा खुला विश्वविद्यालय में सूचनाओं के आदान-प्रदान के लिए विद्यार्थियों के email ID को पंजीकृत (registered) करने की व्यवस्था की गयी है। जिस विद्यार्थी के पास पहले से अपना email ID है, वे नामांकन के समय ही विश्वविद्यालय में अपना email ID पंजीकृत करा लें। परन्तु जिन विद्यार्थियों ने अभी तक अपना email ID नहीं बनवाया है, वे विश्वविद्यालय के कम्प्यूटर विभाग के समन्वयक से सम्पर्क कर अपना email ID बनवा ले सकते हैं।

(III) M.A. : DISASTER MANAGEMENT

Paper No.	Title of the paper	Distribution of Marks			Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	Practical	
	PART I				
1.	Approaches and Theories of Disasters	80	20	—	33
2.	Fundamentals of Disaster Management	80	20	—	33
3.	Natural and Human Induced Disasters	80	20	—	33
4.	Role of Remote Sensing and GIS in Disaster Management	80	—	20	33
5.	Finance and Insurance in Disaster Management	80	20	—	33
6.	Research Methods in Disaster Management	80	—	20	33
7.	Disasters in India	80	—	20	33
8.	Disaster Management in India	80	20	—	33
	Total	640	100	60	264
	PART II				
9.	Legal Aspects of Disaster Management	80	20	—	33
10.	Preparedness and Mitigation	80	20	—	33
11.	Relief, Rehabilitation and Reconstruction	80	20	—	33
12.	Disaster Management in Bihar	80	20	—	33
13.	Role of International Agencies in Disaster Management	80	20	—	33
14.	Disaster Management and Sustainable Development	80	20	—	33
15.	State and Disaster Management with Special Reference to India	80	20	—	33
16.	Internship	80	—	20	33
		(Report)		(Viva)	
	Total	640	140	20	264

(IV) M.Sc. : ENVIRONMENTAL SCIENCE

Paper No.	Title of the paper	Distribution of Marks			Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	Practical	
	PART I				
1.	Fundamental of Environmental Science & Ecology	80	20	—	33
2.	Environmental Geosciences	80	—	20	33
3.	Environmental Chemistry	80	—	20	33
4.	Biodiversity, its Conservation & Microbiology	80	—	20	33
5.	Natural Resources & Their Conservation	80	20	—	33
6.	Management of Agriculture & Forest	80	—	20	33
7.	Energy & Environment	80	20	—	33
8.	Environmental Pollutions Control	80	—	20	33
	Total	640	60	100	264
	PART II				
9.	Marine Ecology	80	20	—	33
10.	Waste Generation & Management	80	20	—	33
11.	Environment Toxicology	80	20	—	33
12.	Application of Statistics	80	20	—	33
13.	Remote Sensing & Its Application in Environmental Science	80	20	—	33
14.	Environmental Impact Assessment, Eco-planning & Sustainable Development	80	20	—	33
15.	Environmental Law, Policies and Management	80	20	—	33
16.	Social Issues and Environment	80	—	20	33
	Total	640	140	20	264

विज्ञान विषयों के विद्यार्थियों को उनके विषय से सम्बन्धित प्रायोगिक कार्यों की जानकारी हेतु प्रायोगिक परीक्षा के पूर्व प्रायोगिक परामर्श कक्षाएँ आयोजित की जाती हैं, ताकि विद्यार्थी अपने विषय के प्रायोगिक तथ्यों एवं विषयवस्तु को समझ सकें। अतः विज्ञान के सभी विद्यार्थियों को सलाह दी जाती है कि प्रायोगिक परामर्श कक्षाओं में अवश्य उपस्थित रहें।

(V) M.Sc. : HOME SCIENCE

Paper No.	Title of the paper	Distribution of Marks			Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	Practical	
	PART I				
1.	Advanced Nutrition	80	—	20	33
2.	Communication and Extension Education	80	20	—	33
3.	Advanced Studies in Human Development	80	20	—	33
4.	Advanced Textiles and Clothing	80	—	20	33
5.	Financial Management and Consumer Education	80	20	—	33
6.	Research Methodology and Statistics	80	20	—	33
7.	Principles of Guidance and Counselling	80	20	—	33
8.	Computer Education	80	—	20	33
	Total	640	100	60	264
	PART II				
9.	Community Nutrition	80	20	—	33
10.	Community and Therapeutic Nutrition	80	—	20	33
11.	Food Processing	80	—	20	33
12.	Environmental Management	80	20	—	33
13.	Women's Studies	80	20	—	33
14.	Entrepreneurship Management	80	20	—	33
15.	Human Physiology	80	20	—	33
16.	Institutional Food Administration	80	20	—	33
	Total	640	120	40	264

(VI) M.Sc. : GEOGRAPHY

Paper No.	Title of the paper	Distribution of Marks			Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	Practical	
	PART I				
1.	Geographical Thought	80	20	—	33
2.	Geomorphology	80	—	20	33
3.	Climatology & Oceanography	80	—	20	33
4.	General Geography of India	80	—	20	33
5.	Regional Geography of India	80	20	—	33
6.	World Economic Geography	80	—	20	33
7.	Human and Population Geography	80	—	20	33
8.	Advanced Cartography	80	—	20	33
	Total	640	40	120	264
	PART II				
9.	Geography of Rural Settlement	80	20	—	33
10.	Urban Geography	80	—	20	33
11.	Regional Planning & Development	80	20	—	33
12.	Environmental & Bio-Geography	80	20	—	33
13.	Cultural & Tribal Geography	80	20	—	33
14.	GIS & Remote Sensing	80	20	—	33
15.	Political Geography	80	20	—	33
16.	Transport Geography	80	—	20	33
	Total	640	120	40	264

(VII) M.Sc. : MATHEMATICS

Paper No.	Title of the paper	Distribution of Marks		Marks required to pass (written exam+Assignment taken together)
		Written Examination	Assignment	
	PART I			
1.	Advanced Abstract Algebra	80	20	33
2.	Real Analysis	80	20	33
3.	Measure Theory	80	20	33
4.	Topology	80	20	33
5.	Linear Algebra, Lattice Theory and Boolean Algebra	80	20	33
6.	Complex Analysis	80	20	33
7.	Theory of Differential Equations	80	20	33
8.	Set theory, Graph theory, Number theory, Differential Geometry	80	20	33
	Total	640	160	264
	PART II			
9.	Numerical Analysis	80	20	33
10.	Functional Analysis	80	20	33
11.	Partial Differential Equations	80	20	33
12.	Analytical Dynamics	80	20	33
13.	Fluid Mechanics	80	20	33
14.	Operations Research	80	20	33
15.	Tensor Algebra, Integral Transforms, Linear integral equations, Operational Research Modeling	80	20	33
16.	Programming in C (with ANST Features)	80	20 (Practical)	33
	Total	640	160	264

(VIII) M.Sc. : PHYSICS

Paper No.	Title of the paper	Distribution of Marks			Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	Practical	
	PART I				
1.	Mathematical Physics	80	20	—	33
2.	Quantum Mechanics	80	20	—	33
3.	Electro Dynamics & Plasma Physics	80	20	—	33
4.	Statistical Physics	80	20	—	33
5.	Nuclear & Particle Physics	80	20	—	33
6.	Atomic & Molecular Physics	80	—	20	33
7.	Condensed Matter Physics	80	—	20	33
8.	Electronic Devices	80	—	20	33
	Total	640	100	60	264
	PART II				
9.	Computational Mathematics	80	20	—	33
10.	Programming with Fortran & C++	80	—	20	33
11.	Physics of nano-materials	80	20	—	33
12.	Science & Technology of Renewable Energy	80	—	20	33
13.	Environmental Physics	80	20	—	33
14.	Photonics	80	—	20	33
15.	Advanced Condensed Matter Physics	80	—	20	33
16.	Advance Electronics	80	—	20	33
	Total	640	60	100	264

(IX) M.Sc.: ZOOLOGY

Paper No.	Title of the paper	Distribution of Marks		Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Practical	
	PART I			
1.	Non-Chordates and Chordates	80	20	33
2.	Taxonomy, Biodiversity and Conservation	80	20	33
3.	Ecology, Environmental Biology and Toxicology	80	20	33
4.	Ethology and Evolution	80	20	33
5.	Animal Physiology and Biochemistry	80	20	33
6.	Cytogenetics and Microbial Genetics	80	20	33
7.	Molecular Biology and Genetics	80	20	33
8.	Basic, Physical and Chemical Principles and Instrumentation	80	20	33
	Total	640	160	264
	PART II			
9.	Quantitative Biology and Micro-biology	80	20	33
10.	Bio-technology and Bio-sensor	80	20	33
11.	Immunology, Cells and Tissues	80	20	33
12.	Parasitology and Molecular basis of Antigenic Diversity in Parasites	80	20	33
13.	Developmental Biology and Role of Thyroxine in Ambhíbians	80	20	33
14.	Endocrinology and Adrenal Cortex	80	20	33
15.	Applied Entomology	80	20	33
16.	Ichthyology and Inland Fisheries	80	20	33
	Total	640	160	264

(C) Master's Degree Course in Commerce (M.Com.)

Due to globalization and increase in commercial activities and net working, as commerce subject has gained tremendous importance all over the world. The subject not only offers new vistas of knowledge, but is also popular among the aspirants for competitive tests. Keeping current global picture in mind, the University has revised syllabus for M.Com. students, incorporating the latest knowledge on the subject.

Master of Commerce programme is of two years duration divided into Part I and Part II, each Part consisting of eight papers. Each paper carries 100 marks, divided into term end theoretical written examination and home assignment /practical work in a ratio of 80:20. Failure in one paper will

mean failure in that Part of the examination. Hence, students must strive to pass in all the papers. It is necessary to pass Part I of the examination before a student can be promoted to Part II. In order to pass each part of the examination, it is, now, compulsory for every student, to secure at least 33% of marks in each paper. To determine 33% of marks in each paper, the marks obtained by the candidate, both in the term end theoretical written examination and the practical examination/home assignment, as the case may be, will be clubbed and counted together and percentage determined accordingly. However, if a candidate has failed to appear or secured zero mark in term end theoretical examination or practical examination/home assignment, as the case may be, in any paper, he/she will be deemed to have failed in that paper.

The Abstract of the Syllabus of M.Com. Course

Paper No.	Title of the paper	Distribution of Marks		Pass Marks (Written exam.+ Assignment)
		Written Exam.	Assignment	
PART I				
1.	Management Concepts	80	20	33
2.	Organizational Behaviour	80	20	33
3.	Managerial Eco. & Business Environment	80	20	33
4.	Statistical Analysis and Data Processing (Quantitative Methods)	80	20	33
5.	Accounting for Managerial Decisions	80	20	33
6.	Financial Management	80	20	33
7.	Marketing Management	80	20	33
8.	Human Resource Management	80	20	33
Total		640	160	264
PART II				
9.	Corporate Legal Frame Work	80	20	33
10.	Corporate Tax Planning and Management	80	20	33
11.	Research Methodology.	80	20	33
12.	Strategic Management	80	20	33
13.	International Marketing Management	80	20	33
14.	Foreign Trade Policies and Procedures	80	20	33
15.	International Business Environment	80	20	33
16.	Security Analysis and Portfolio Management	80	20	33
Total		640	160	264

(D) Master's Degree Course in Library and Information Science (MLIS)

Objective: The Master's Degree programme in Library and Information Science is tailored to impart knowledge and training which is necessary for effective organization and management of libraries and information units. The main purpose of the programme is to help those, who have already acquired Bachelor's degree in Library and Information Science and are employed in different libraries, to upgrade their professional knowledge and skill for betterment of their employment opportunity and career prospect.

The course consists of 8 papers, each carrying 100 marks, split into written examination /home Assignment / practical as per details given below. From 2005 session, the University has introduced practical training in computer application in paper VI of the course for all students opting for MLIS course, where students will be required to undertake practical training in computer usages (20 marks) as this is considered important for efficient management of libraries. Similarly a new paper on advanced Library classification and Library cataloguing has been introduced to keep students abreast of new library classification / cataloguing techniques.

The Abstract of the Syllabus and Distribution of Marks for MLIS Course

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
I.	Information Science and Knowledge Management	80	20	—	33
II.	Information System and Programme	80	20	—	33
III.	Information Processing and Retrieval	80	20	—	33
IV.	Advanced Library Classification and Library Cataloguing	20	—	80	33
V.	Information Products, Services and Marketing	80	20	—	33
VI.	Library Automation and Networking	80	—	20	33
VII.	Research Methodology and Universe of Knowledge	80	20	—	33
VIII.	Preservation and Conservation of Library Materials	80	20	—	33
Total		580	120	100	264

In order to pass MLIS examination, it will be necessary for every student, to secure atleast 33% of marks in each paper. To determine 33% of marks in each paper, the marks obtained by the candidate, both in the term end theoretical written examination and practical examination/home assignment, as the case may be, will be clubbed and counted together and percentage determined accordingly.

However, if a candidate has failed to appear or secured zero mark in the term end theoretical examination or practical examination/home assignment, in any paper, he/she will be deemed to have failed in that paper. Failure in one paper will mean failure in the entire examination. Hence, students must strive hard to pass in all the papers separately.

(E) Master's Degree Course in Journalism and Mass Communication (MJMC)

Master's programme in Journalism and Mass Communication has been introduced from 2005 session. It helps the students of Journalism and Mass Communication to upgrade their knowledge and skill in this area. The programme consists of sixteen papers, spread over two years. out of 16 papers a full paper of 100 marks (paper xvi) has been introduced to provide practical training to students in print and electronic media.

For this purpose, the students will be attached to print and electronic media for 15 days compulsory training in each branch to acquaint themselves with actual working in these areas. They will be required to handle video camera, go for actual news collection, write out stories, record interviews etc. They will also learn basics of news writing, editing, composition of news etc. and acquire elementary knowledge of functioning of a T.V. channel, transmission of news and visuals, photo-composition etc. and learn about the

The Abstract of the Syllabus and Distribution of Marks for MJMC Course

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
MJMC PART I					
1.	पत्रकारिता एवं जनसंचार के सिद्धान्त	80	20	—	33
2.	माध्यमों का विकास	80	20	—	33
3.	रिपोर्टिंग कला	80	20	—	33
4.	सम्पादन कला	80	20	—	33
5.	इलेक्ट्रॉनिक मीडिया (रेडियो और फिल्म)	80	20	—	33
6.	इलेक्ट्रॉनिक मीडिया (टीवी और वेब पत्रकारिता)	80	20	—	33
7.	मीडिया विधि एवं आचार संहिता	80	20	—	33
8.	कम्प्यूटर के प्रयोग	80	—	20	33
Total		640	140	20	264
MJMC PART II					
9.	जनसम्पर्क	80	20	—	33
10.	विज्ञापन: सिद्धान्त एवं व्यवहार	80	20	—	33
11.	विकास संचार	80	20	—	33
12.	पर्यावरण एवं आपदा प्रबंधन संचार	80	20	—	33
13.	अन्तर्सांस्कृतिक संचार	80	20	—	33
14.	माध्यम प्रबंधन	80	20	—	33
15.	संचार-शोध	80	20	—	33
16.	प्रिंट और इलेक्ट्रॉनिक मीडिया में व्यावहारिक प्रशिक्षण	—	—	50+50	33
Total		560	140	100	264

advantages of satellite communication. Similarly, a practical training in computer application has also introduced as part of 8th paper for first year students.

MJMC programme is of two year duration. It is necessary to pass Part-I of the examination before a student can be promoted to Part-II. In order to pass each Part of the examination, it has been made compulsory for every student, admitted in 2008 session or thereafter, to secure at least 33% of marks in each paper. To determine 33% of marks in each paper, the marks obtained by the student, both in the term end theoretical written examination and practical examination/home assignment, as the case may be, will be clubbed and counted together and percentage determined accordingly. However, if a candidate has failed to appear or secured zero mark in the term end theoretical written examination or practical examination / home assignment in any paper, he/she will be deemed to have failed in that paper. Failure in one paper will mean failure in that Part of the examination. Hence, students must strive hard to pass individually in all the papers.

(F) Master's Degree Course in Computer Application (MCA)

1. For admission to MCA course, a candidate must have passed a Bachelor of Computer Application (BCA) course or Bachelor degree in Computer Science or B.Tech or B.Sc/B.Com/B.A. with Mathematics at 10+2 Level or at Graduation Level.

2. Duration of Course: Master of Computer Application Programme of Nalanda Open University shall be of two years duration. During first year, it will be known as MCA (Part-I) Programme, during second year as MCA (Part II) Programme.

3. Structure of MCA Programme: Two parts of MCA Programme, namely, Part-I and Part-II shall consist of sixteen papers in all, details of which shall be as follows:

(a) MCA (Part I) course shall have eight papers in all, consisting of theory and practical/assignment papers.

(b) MCA (Part II) course shall have eight papers in all, consisting of seven theory and practical/ assignment papers and one paper on

Project work.

4. Fee to be charged for MCA Programme: The University shall charge Rs. Twenty thousand only from each student for each part of the programme, inclusive of the examination fee, counselling charges (both for counselling in theory papers and practical training in laboratory-based papers) and the cost of Self Learning Material to be provided to each student.

5. Conduct of Examinations: At the end of the first academic session i.e. MCA (Part-I), the students will be examined in eight papers of Part-I and at the end of the second academic year i.e. MCA (Part-II) in eight papers of Part-II.

6. Marks Required to Pass the Examination: (a) No candidate shall be promoted to MCA (Part II) unless he/she has passed MCA (Part-I) examination. In other words, he/she will have to pass the examination in all the eight papers of part I before he/she can be promoted to part II. In order to pass each part of the examination, candidate will be required to secure at least 33% of marks in each paper. To determine 33% of marks in each paper, the marks obtained by the candidate, both in the term end theoretical examination and the practical examination/home assignment or viva voce, as the case may be, will be counted together and percentages determined accordingly. However, if a candidate has obtained zero mark in term end theoretical examination or Project work or practical examination or home assignment or viva voce of any paper, he/she will be deemed to have failed in that paper.

(b) A student, who has not appeared at the examination or has been declared failed in any paper shall be required to re-appear in that part of the examination (including practical examination/home assignment/Project work and viva-voce) afresh.

(c) (i). A student, who has appeared at the examination and has failed upto three papers shall be required to re-appear in those papers of that part of the examination afresh, including practical examination/home assignment/Project work and viva-voce. If the student fails in more than three papers, he/she shall be required to re-appear in all the papers of that part of the examination (including practical examination/home assignment / Project work and vivavoce) afresh.

Structure of MCA Programme :

The MCA programme consists of 16 papers in all; divided equally into two parts. Thus, each Part of the examination, to be taken at the end of each

academic session, will consist of 8 papers. The distribution of marks between written examination, assignment and practical work will be as follows:

The Abstract of the Syllabus and Distribution of Marks for MCA Course

Paper No.	Title of the paper	Distribution of Marks Between Theory and Practical / Assignment			Minimum Marks required to Pass the examination on (written exam + Practical / Assignment taken together)
		Written Exam.	Assignment	Practical	
PART I					
1.	Problem Solving Using C	80	—	20	33
2.	Computer System Architecture	80	20	—	33
3.	Discrete Mathematics	80	20	—	33
4.	Operating System and LINUX	80	20	—	33
5.	Internet Concepts and Web Design	80	20	—	33
6.	Algorithm design and Data Structure	80	—	20	33
7.	Software Engineering	80	20	—	33
8.	Advanced Database Concept	80	—	20	33
Total		640	100	60	264
PART II					
9.	Programming in Java	80	—	20	33
10.	Computer Graphics and Multimedia	80	20	—	33
11.	Computer Networks and Data Communication	80	20	—	33
12.	Big Data	80	20	—	33
13.	Artificial Intelligence	80	—	20	33
14.	Programming in Python	80	—	20	33
15.	Cloud Computing	80	—	20	33
16.	Project (Report + Viva)	80	20	—	33
Total		640	80	80	264

53. Structure and Brief Syllabi of the Post Graduate Diploma Courses

Each PG Diploma course is of one year duration. It will be necessary for students admitted in Diploma courses to pass in each paper of the course separately, securing atleast 33% of marks in each paper. To determine 33% of marks in each paper, the marks obtained by the students, both in term end theoretical written examination and assignment / practical, as the case may, will be clubbed and counted together to determine the aforesaid pass percentage. However, if a candidate has failed to appear or secured zero mark in written examination and / or assignment / practical work in any paper, he/she will be deemed of have failed in that paper. Failure in one paper will mean failure in that Part of the examination. Hence, students must strive hard to pass individually in all the papers.

(A) P.G. Diploma in Financial Management (PGDFM)

Objective: The objective of the PGDFM Course is to acquaint the students with financial problems faced by the business organizations and equip them to find out proper solutions to resolve the concerned issues. The course will prepare the students in the specialized fields of financial management, such as, fixed capital management, working capital management, profit management etc. The thrust of the financial management course is to prepare students for better understanding of financial statements and accounting procedures and their application and usefulness to business houses; management of working capital and financial investment analysis etc.

The course consists of six theory papers, each carrying 100 marks as below:

The Abstract of the Syllabus and Distribution of Marks for PGDFM

Paper No.	Title of the paper	Distribution of Marks		Marks required to pass (written exam+ Assignment)
		Written Exam.	Assignment	
I.	Financial Decision Making	80	20	33
II.	Working Capital Management	80	20	33
III.	Management Control System	80	20	33
IV.	Security Analysis and Portfolio Management	80	20	33
V.	International Financial Management	80	20	33
VI.	Management of Financial Services	80	20	33
	Total	480	120	198

(B) P.G. Diploma in Hind-English Translation (PGDHET)

From the Academic Year 2015-2016 the School of Indian and Foreign Language of Nalanda Open University has introduced a Post Graduate Diploma Course in Hindi English Translation to enable students acquire skills in translation from Hindi to English and vice-versa and to enhance the scope of employability.

The main objectives of the course are:

- To impart basic information & skills of translation to the students.

- To enhance employability scope in the field of translation and interpretation careers.

- To motivate students for Literary & Professional translations.

- To inculcate the culture of Interdisciplinary & interlingual studies among students in the translation point of view.

The course is divided into five theory papers carrying 100 marks each. The division of marks between written examination and assignment / practical work is as follows:

The Abstract of the Syllabus and Distribution of Marks for PGDHET

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam. + Assignment)
		Written Exam.	Assignment	Practical	
I.	अनुवाद : प्रकृति और परम्परा	80	20	—	33
II.	अनुवाद : सिद्धान्त और व्यवहार	80	20	—	33
III.	भाषा, भाषिकी और अनुवाद	80	20	—	33
IV.	अनुवाद के साधन और प्रयोग	80	20	—	33
V.	अनुवाद के स्वरूप	80	20	—	33
Total		400	100	—	165

(C) P.G. Diploma in Human Resource Management (PGDHRM)

Objective: The primary objectives of The PGD in Human Resource Management programme are to produce graduates that are capable of:

1. Utilizing necessary skills to successfully manage systems development projects,
2. Effectively using and administrating Information Systems in different business settings,
3. Acquiring and applying analytical skills which will enable them to visualize a complex business problem and make informed

decisions based on available information and technology resources.

4. Applying problem solving skills which will allow them to model information systems solutions for business problems,

5. Having a deep understanding of the business and professional responsibilities related to the use of information systems in organizations.

The course consists of six theory papers, each carrying 100 as given in a chart below:

The Abstract of the Syllabus and Distribution of Marks for PGDHRM

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
I.	Management Process	80	20	—	33
II.	Human Resource Planning and Development	80	20	—	33
III.	Management Training and Development	80	20	—	33
IV.	Labour and Social Security Legislations	80	20	—	33
V.	Organizational Behaviour	80	20	—	33
VI.	Compensation Management	80	20	—	33
	Total	480	120	—	198

(D) P.G. Diploma in Information and Public Relations (PGDIPR)

Objective: The objective of the programme is to meet the shortage of qualified personnel in the field of Public Relations and to provide an opportunity to equip students to take up the challenging

job of Public Relations in ever developing mass communication system of the country. The course is divided into four theory papers and one practical paper, carrying 100 marks each. The division of marks between written examination and assignment / practical work is as follows:

The Abstract of the Syllabus and Distribution of Marks for PGDIPR

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
I.	Communication and Information World : An Introduction	80	20	—	33
II.	Indian Constitution, Governance and Media Law	80	20	—	33
III.	Right to Information	80	20	—	33
IV.	Public Relations: Principles and Practice	80	20	—	33
V.	Practical	20	—	80	33
	Total	340	80	80	165

(E) P.G. Diploma in Journalism and Mass Communication (PGDJMC)

Objective: The objective of the programme is to meet shortage of qualified personnel in this area and provide an opportunity to equip students to take up the challenging job of journalism in ever

developing mass communication system of the country. The course is divided into four theory papers and one practical paper, carrying 100 marks each. The division of marks between written examination and assignment / practical work is as follows:

The Abstract of the Syllabus and Distribution of Marks for PGDJMC

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
I.	Introduction to Journalism and Mass Communication	80	20	—	33
II.	Mass Media and Society	80	20	—	33
III.	Reporting, Writing and Editing	80	20	—	33
IV.	Public Relations	80	20	—	33
V.	Practical Training in Print and Electronic Media	—	—	50+50	33
Total		320	80	100	165

Paper 5th will consist of two parts, namely, (a) Practical training in Print Media and (b) Practical training in Electronic Media.

(i) **Practical Training in Print Media:** Under of this part of the programme, the students will have to undergo 15 days attachment with a Newspaper Press. While attached with a Newspaper, the students will be trained in actual news reporting, story writing, feature writing, editing, etc. They will maintain a practical diary for this purpose where they will record every activity of training on day-to-day basis. The diary will form the basis of their assessment in this area and will carry a total of 50 marks. The Press to which a student has been attached for practical training will assess and mark the student, out of the said total of 50 marks, on the basis of his practical diary and interest taken by him in the practical learning and send the marks and the diary to Nalanda Open University for preparation of result.

(ii) **Practical Training in Electronic Media:** This part of the training will also carry 50 marks. For this part too, the students will be attached for 15 days with an Electronic Media of T. V. Channel at Patna. They will be required to maintain a practical diary where they will record details of their training in this area on day-to-day basis. The training will consist of practical training in camera operation (both

still and movie), camera maintenance, script writing on the basis of visuals, camera utilization for news coverage, camera interviews, story writing, editing of news etc. students will develop familiarity with laboratory processing of visuals, satellite usages in transmission of audio visuals etc. The marking will be done by the management of the electronic media to which the student is attached on the basis of his performance as recorded in his diary and the interest taken by him in actual training. The management will forward the marks and the diary along with visual recordings etc. done by the student, to Nalanda Open University for preparation of the result.

(F) P.G. Diploma in Marketing Management (PGDMM)

Objective: The objective of the PGDMM Course is to acquaint the students with marketing problems of business houses in a modern, complex and competitive marketing environment. The course will contain analytical analysis of that segment of financial problems that are encountered by business houses every day. The course will prepare the students in various specialized fields of marketing activities also.

The diploma in marketing management emphasises purposeful training and skill formation in modern marketing techniques and its applica

tions in varying socio-economic situations. The course will help in developing independent capabilities for understanding consumer behaviour,

pricing policies and promotional strategies.

The course consists of six theory papers each carrying 100 marks as below:

The Abstract of the Syllabus and Distribution of Marks for PGDMM

Paper No.	Title of the paper	Distribution of Marks		Marks required to pass (written exam+ Assignment)
		Written Exam.	Assignment	
I.	Management Process	80	20	33
II.	Human Resource Planning and Development	80	20	33
III.	Management Training and Development	80	20	33
IV.	Labour and Social Security Legislations	80	20	33
V.	Organizational Behaviour	80	20	33
VI.	Compensation Management	80	20	33
Total		480	120	198

(G)P.G. Diploma in Yogic Studies (PGDYS)

Objective: This course prepares the students to understand the benefits of Yogic exercises on human body and mind.

This course consists of three theory papers and two practical papers, each carrying 100 marks, divided between written examination, home assignment and practical work as below :

The Abstract of the Syllabus and Distribution of Marks for PGDYS

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written	Assignment	Practical Exam.	
I.	Basic Concept of Yoga	80	20	—	33
II.	Structure and Functioning of Body Metabolism	80	20	—	33
III.	Yoga and Mind	80	20	—	33
IV.	Practical	—	—	100	33
V.	Practical	—	—	100	33
Total		240	60	200	165

Out of 5 papers two full papers of practical, carrying 100 marks each (paper IV & V), has been introduced to provide practical training to students of Yogic studies. For this purpose, the students will be attached to a Yoga centre for 15 days compulsory training to acquaint themselves with actual knowledge in Yoga.

54. Structure and Brief Syllabi of the Bachelor of Education Course (B.Ed.)

Objective: The sole objective of this course is to provide training to non-trained in-service teachers

working in the secondary, primary and other schools of Bihar. The NCTE granted permission to start a 2 year B.Ed. Course for in service teachers, who are working in recognized schools and have teaching experience. The candidate must have scored at least 50% (45% for reserved category) of marks at the graduate or PG level.

As the aspirants in the above category are in large number, so the University has adopted written entrance (admission) test as a selection process to select candidates for 500 seats in the B.Ed. course. In this selection process all the applicants

will have to appear in the Entrance Test. Out of all the applicants appeared in Entrance Test, 500 candidates will be selected for admission to B.Ed. course on the basis of their merit, maintaining the reservation rules of the State Government.

Details of the Course and content based

Methodology papers, Special papers and Practical teaching are given in the syllabus of B.Ed. course, which will be delivered to the students at the time of their admission. A brief outline of the course syllabus is furnished herein below:

The Abstract of the Syllabus and Distribution of Marks for B.Ed. Programme

Paper	Title of the Paper	Total Marks				Pass Marks			
		Written Exam	Assignment	Practical	Total	Written Exam	Assignment	Practical	Total
Part I (i) Theoretical Papers									
1.	Education, School and Society	80	20	—	100	26	7	—	33
2.	Childhood and Growing up	80	20	—	100	26	7	—	33
3.	Learning and Teaching	80	20	—	100	26	7	—	33
4.	Curriculum and Instruction	80	20	—	100	26	7	—	33
5.	Guidance and Counselling	80	20	—	100	26	7	—	33
6.	Pedagogy of School Subject-I	80	20	—	100	26	7	—	33
7.	Learning Assessment	80	20	—	100	26	7	—	33
8A.	ICT in Education	40	—	10	50	13	—	4	17
8B.	Yoga Education	40	—	10	50	13	—	4	17
(ii) Practical Papers									
9.	School Internship Part-I (Practical) Duration 10 weeks	—	—	100	100	—	—	40	40
Total		640	140	120	900	208	49	48	305
Part II (i) Theoretical Papers									
10.	Contemporary Concerns in Education	80	20	—	100	26	7	—	33
11.	Classroom Mgt. and Leadership	80	20	—	100	26	7	—	33
12.	Inclusive Education	80	20	—	100	26	7	—	33
13A.	Environmental Education	40	—	10	50	13	—	4	17
13B.	Action Research	40	—	10	50	13	—	4	17
14.	Peace and Value Education	80	20	—	100	26	7	—	33
15.	Language across the Curriculum	80	20	—	100	26	7	—	33
16.	Pedagogy of School Subject-II	80	20	—	100	26	7	—	33
17A.	Art Education	40	10	—	50	13	3.5	—	16.5
17B.	Understanding the Self	40	10	—	50	13	3.5	—	16.5
(ii) Practical Papers									
18.	School Internship Part-II (Practical) Duration 10 weeks	—	—	100	100	—	—	40	40
Total		640	140	120	900	208	49	48	305

Examination for B.Ed. programme will be taken in two Parts. Part-I examination will be held at the end of first academic and Part-II examination at the end of 2nd academic year. It would be necessary for all students taking admission to pass both parts of the examination separately. In other words, no student will be promoted to Part-II unless he/she has passed Part-I examination. Further, to pass each Part of the examination, it would be necessary to pass in each paper of that part of the examination, by securing at least 33% of marks in each theory paper and 40% marks in Practical papers. However, if a student has failed to appear or secured zero mark in the written examination or practical work/home assignment in any paper, he/she will be deemed to have failed in that paper. Failure in one paper will mean failure in that Part of the examination. Hence, students must strive hard to pass individually in all the papers.

55. Structure and Brief Syllabi of the Bachelor of Library and Information Science (BLIS) Course

Objective: The Bachelor's Degree programme in Library and Information Science is meant to impart necessary training and skill for effective organization and management of libraries and information units. The main purpose of the programme is to help those, who are already employed in different libraries, to upgrade their professional knowledge and become competitive for betterment of their career and employment. Minimum qualification for admission to BLIS programme is graduate in any discipline.

The course consists of eight papers. Out of these, six are theory papers and two are practical papers, each carrying 100 marks, divided between written examination, home assignment and practical work as below :

The Abstract of the Syllabus and Distribution of Marks for BLIS Programme

Paper No.	Title of the paper	Distribution of Marks			Full Marks
		Written Exam.	Assignment	Practical	
I.	Foundation of Library & Information Science	80	20	—	100
II.	Management of Library Information Centre	80	20	—	100
III.	Library Classification Theory	80	20	—	100
IV.	Library Cataloguing Theory	80	20	—	100
V.	Reference service & Information Sources	80	20	—	100
VI.	Application of Computer in Library & Information Centre	80	—	20	100
VII.	Library Classification (Practical)	—	—	100	100
VIII.	Library Cataloguing (Practical)	—	—	100	100
Total		480	100	220	800

Students being admitted to BLIS programme will be required to pass separately in each paper of the course. In order to pass in each paper, a student will have to secure atleast 33% of marks individually in each paper. To determine the aforesaid 33%

marks in each paper, the marks obtained by the student, both in the written examination and assignment/practical work, as the case may be, will be clubbed and counted together and percentage determined accordingly. However, if a candi

date has failed to appear or secured zero mark in the written examination and /or home assignment/practical work, as the case may be, in any paper, he/she will be deemed to have failed in that paper. Failure in one paper will mean failure in entire examination. As such, students must strive hard to pass individually in all the papers.

56. Structure and Brief Syllabi of the Bachelor Courses

Objective: The course aims at providing an opportunity to obtain Bachelor level education through distance mode in various Arts subjects. The course is useful to such persons who are already working and / or have missed their higher studies due to socio-economic problems or some other reason and are still desirous to upgrade their academic attainment.

Bachelor of Arts (Hons.) Courses

B.A. (Hons.) courses are being offered in the following subjects:

- (i) Economics
- (ii) Education
- (iii) Geography

- (iv) Hindi
- (v) History
- (vi) Home Science
- (vii) Journalism and Mass Communication
- (viii) Political Science
- (ix) Psychology
- (x) Public Administration
- (xi) Social Work
- (xii) Sociology
- (xiii) Statistics (*Kept in abeyance*)
- (xiv) Tourism
- (xv) Urdu
- (xvi) Yoga

(I) Structure of B.A. (Hons.) Course

A candidate for B.A. (Honours) Examination shall be required to offer and be examined in (i) one Honours subject, comprising eight papers, (ii) two subsidiary subjects, each comprising two papers i.e. four papers in all (iii) one language subject, comprising two papers, and (iv) one General Studies paper, totalling fifteen papers in all, divided equally into five papers for each Part I, Part II and Part III examinations of the course, as per following structure:

B.A. (Hons.) Course Structure

(a)	(b)	(c)	(d)	(e)	(f)
Examination	Honours Subject	Subsidiary Subjects	Compulsory Language subject	General Studies	Total Papers
B.A. (Honours) Part I	2 Papers (Paper I & II)	2 Papers (Paper I of each of the two subsidiary subjects)	1 Paper (Paper I of Language subject)		5 Papers
B.A. (Honours) Part II	2 Papers (Paper III & IV)	2 Papers (Paper II of each of the two subsidiary subjects)	1 Paper (Paper II of Language subject)		5 Papers
B.A. (Honours) Part III	4 Papers (Paper V, VI, VII and VIII)			1 Paper (General Studies)	5 Papers
Total	8 Papers	4 Papers	2 Papers	1 Paper	15 Papers

Each of the above fifteen papers shall carry 100 marks; divided between term end written examination and home assignment /practical work, as the case may be, in a ratio of 80:20 excepting the two papers of Language subject and one paper of General Studies which have no home assignment or practical work. In these papers, the term end written examination will be held for entire 100 marks in each paper. For students taking admission in 2008 session and onwards, it is compulsory to pass in each paper of each Part of the examination. To pass in the examination, a student must score at least 45% of marks in each Honours paper and 33% of marks in each paper of the two Subsidiary subjects, Language Subject and General Studies. To determine 45% of marks in Honours papers and 33% of marks in Subsidiary subjects, Language Subject and General Studies, the marks obtained by a student, both in term end written examination and home assignment/practical, as the case may be, shall be clubbed and counted together and percentage determined accordingly.

However, if a candidate has secured zero mark in term end examination or the home assignment/practical examination or failed to appear in term end examination or failed to submit assignment, as the case may be, in any paper, he shall be deemed to have failed in that paper. Failure in one paper will mean failure in that Part of the examination. Hence, students must strive hard to pass individually in each paper.

The term end examination shall be held for each Part of the course at the end of each Academic session and it will be compulsory to pass in each part of the examination before a student is promoted to the next Part.

(II) Brief Syllabus of B.A. (Hons.) Course

The abstract of B.A. (Hons.) Courses is given below, subject wise. The break up of marks between term end written examination and the home assignment/practical examination, as also the pass marks required to pass in each paper, are also indicated.

(i) B.A. (Hons.) in Economics

Paper No.	Title of the paper	Distribution of Marks		Marks required to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART I			
1.	Micro Economics	80	20	45
2.	Indian Economy	80	20	45
	Total	160	40	90
	PART II			
3.	Macro Economics	80	20	45
4.	Money Banking and Public Finance	80	20	45
	Total	160	40	90
	PART III			
5.	Developmental & Environmental Economics	80	20	45
6.	International Economics	80	20	45
7.	Agricultural Economics	80	20	45
8.	Industrial Economics	80	20	45
	Total	320	80	180
	Grand Total	640	160	360

(ii) B.A. (Hons.) in Education

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
PART I				
1.	Philosophical & Sociological Foundation of Education	80	20	45
2.	Development of Education in India	80	20	45
	Total	160	40	90
PART II				
3.	Educational Psychology & Pedagogy	80	20	45
4.	Population, Environment and Value Education	80	20	45
	Total	160	40	90
PART III				
5.	Educational Measurement, Evaluation and Moral Edu.	80	20	45
6.	Educational Guidance Curriculum Construction	80	20	45
7.	Educational Thought and Practice	80	20	45
8.	Issues and Trends in Contemporary Indian Education	80	20	45
	Total	320	80	180
	Grand Total	640	160	360

(iii) B.A. (Hons.) in Geography

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
PART I					
1.	Geomorphology, Climatology & Oceanography	80	—	20	45
2.	Geography of Asia, China and Japan	80	20	—	45
	Total	160	20	20	90
PART II					
3.	Geography of India, Bihar and Jharkhand	80	—	20	45
4.	Economics and Resource Geography	80	20	—	45
	Total	160	20	20	90
PART III					
5.	Geographical Thought & Applied Geography	80	—	20	45
6.	Human and Settlement Geography	80	20	—	45
7.	Population Geography and Bio-Geography	80	—	20	45
8.	Environmental Geography	80	20	—	45
	Total	320	40	40	180
	Grand Total	640	80	80	360

(iv) B.A. (Hons.) in Hindi

पत्र संख्या	पत्र का नाम	Distribution of Marks		उत्तीर्ण होने के लिए न्यूनतम अंक (लिखित परीक्षा + सत्रीय कार्य)
		लिखित परीक्षा	सत्रीय कार्य	
PART I				
1.	हिन्दी काव्य (प्राचीन)	80	20	45
2.	हिन्दी काव्य (आधुनिक)	80	20	45
Total		160	40	90
PART I				
3.	कथा साहित्य	80	20	45
4.	नाटक और निबंध	80	20	45
Total		160	40	90
PART I				
5.	हिन्दी साहित्य का इतिहास	80	20	45
6.	काव्यशास्त्र एवं आलोचना	80	20	45
7.	भाषा विज्ञान एवं हिन्दी भाषा का इतिहास	80	20	45
8.	प्रयोजनमूलक हिन्दी (व्यावहारिक हिन्दी)	80	20	45
Total		320	80	180
Grand Total		640	160	360

(ii) B.A. (Hons.) in History

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
PART I				
1.	History of India (Earliest Times to 1206AD)	80	20	45
2.	Rise of Modern West	80	20	45
Total		160	40	90
PART II				
3.	History of India (1206 AD -1757 AD)	80	20	45
4.	Brief History of Modern Europe (1789 AD -1945 AD)	80	20	45
Total		160	40	90
PART III				
5.	History of India (1757 AD-1950 AD)	80	20	45
6.	History of Freedom Movement of India (1857-1950AD)	80	20	45
7.	Brief History of Asia	80	20	45
8.	History of USA (1776 AD-1945 AD)	80	20	45
Total		320	80	180
Grand Total		640	160	360

(vi) B.A. (Hons.) in Home Science

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
PART I					
1.	Food Science & Nutrition	80	—	20	45
2.	Human Development	80	20	—	45
Total		160	20	20	90
PART II					
3.	Dietetics	80	—	20	45
4.	Family Resource Management	80	—	20	45
Total		160	—	40	90
PART III					
5.	Textile and Clothing	80	—	20	45
6.	Child Psychology	80	20	—	45
7.	Extension Education	80	20	—	45
8.	Family Relationship	80	20	—	45
Total		320	60	20	180
Grand Total		640	80	80	360

(vii) B.A. (Hons.) in Journalism and Mass Communication (B.A. in JMC)

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
PART I					
1.	जनसंचार एवं पत्रकारिता एक परिचय	80	20	—	45
2.	जन माध्यमों का उदभव एवं विकास	80	20	—	45
Total		160	40	—	90
PART II					
3.	रिपोर्टिंग एवं सम्पादन	80	20	—	45
4.	मीडिया में कम्प्यूटर प्रयोग	80	—	20	45
Total		160	20	20	90
PART III					
5.	श्रव्य-दृश्य मीडिया	80	—	20	45
6.	जनसम्पर्क एवं विज्ञापन	80	20	—	45
7.	विकास संचार एवं संचार शोध	80	20	—	45
8.	भारतीय संविधान एवं पत्रकारिता कानून	80	20	—	45
Total		320	60	20	180
Grand Total		640	120	40	360

(viii) B.A. (Hons.) in Political Science

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I			
	Political Theory	80	20	45
	Indian Government and Politics	80	20	45
	Total	160	40	90
3.	PART II			
	Comparative Government and Politics	80	20	45
	International Politics	80	20	45
	Total	160	40	90
5.	PART III			
	Public Administration	80	20	45
	Political Thought	80	20	45
	Political Sociology	80	20	45
	Indian Political Thinkers	80	20	45
	Total	320	80	180
	Grand Total	640	160	360

(ix) B.A. (Hons.) in Psychology

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
1.	PART I				
	Basic Psychological Processes	80	20	—	45
	Psychopathology	80	20	—	45
	Total	160	40	—	90
3.	PART II				
	Social Psychology	80	20	—	45
	History and Systems of Psychology	80	20	—	45
	Total	160	40	—	90
5.	PART III				
	Research Methodology	80	20	—	45
	Clinical Psychology	80	20	—	45
	Industrial and Educational Psychology	80	20	—	45
	(a) Psychological Experiments, and (b) Psychological Testing	—	—	50	45
	Total	240	60	100	180
	Grand Total	560	140	100	360

(x) B.A. (Hons.) in Public Administration

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I Principles of Public Administration	80	20	45
	2. Indian Administration	80	20	45
	Total	160	40	90
3.	PART II Administrative Thinkers : Classical and Contemporary	80	20	45
	4. Public Policy and Analysis	80	20	45
	Total	160	40	90
5.	PART III Public Administration	80	20	45
	6. Democratic Decentralization and Urban-Rural Governance with Reference to India	80	20	45
	7. Educational and Health Administration in India	80	20	45
	8. State Administration of Bihar and Development Issues	80	20	45
	Total	320	80	180
Grand Total		640	160	360

(xi) B.A. (Hons.) in Social Work

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I Introduction to Social Work (BSWE-1)	80	20	45
	2. Social Work- Intervention with Individuals & Groups (BSWE-2)	80	20	45
	Total	160	40	90
3.	PART II Social Work Intervention with Communities and Institutions (BSWE-3)	80	20	45
	4. Introduction to Family Education (BSWE-4)	80	20	45
	Total	160	40	90

PART III : Next Page

Continued from Prev. Page

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART III			
5.	Introduction to HIV/AIDS (BSWE-5)	80	20	45
6.	Substance Abuse and Counselling (BSWE-6)	80	20	45
7.	Social Work in Disaster Management	80	20	45
8.	Disaster Management Methods and Techniques	80	20	45
	Total	320	80	180
	Grand Total	640	160	360

(xii) B.A. (Hons.) in Sociology

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART I			
1.	Introduction to Sociology	80	20	45
2.	Foundation of Sociological Thought	80	20	45
	Total	160	40	90
	PART II			
3.	Society in India	80	20	45
4.	Social Research Methods	80	20	45
	Total	160	40	90
	PART III			
5.	Indian Societies : Issues and Problems	80	20	45
6.	Rural and Urban Sociology	80	20	45
7.	Social Welfare and Social Legislation	80	20	45
8.	Industrial Sociology	80	20	45
	Total	320	80	180
	Grand Total	640	160	360

(xiii) B.A. (Hons.) in Statistics (Kept in Abeyance)

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
PART I					
1.	General Statistics and Numerical Analysis	80	—	20	45
2.	Probability and Probability Distribution	80	20	—	45
Total		160	20	20	90
PART II					
3.	Sampling Distribution and Test of Significance	80	20	—	45
4.	Design of Experiment and Sample Survey	80	—	20	45
Total		160	20	20	90
PART III					
5.	Estimation and Testing of Hypothesis	80	20	—	45
6.	Introduction of Demography and Statistical Quality Control	80	20	—	45
7.	Introduction of Operation Research and Psychological and Educational Statistics	80	20	—	45
8.	Practical Examination	—	—	80	45
	Practical Note Book & Viva	—	—	20	—
Total		240	60	100	180
Grand Total		560	100	140	360

(xiv) B.A. (Hons.) in Tourism

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
PART I				
1.	Foundation Course in Tourism (TS-1)	80	20	45
2.	Foundation Course in English (FEG-1)	80	20	45
Total		160	40	90
PART II				
3.	Tourism Development : Products, Operations and Case Studies (TS-2)	80	20	45
4.	Foundation Course in Humanities & Environmental Science	80	20	45
Total		160	40	90

PART III : Next Page

Continued from Prev. Page

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART III			
5.	Management in Tourism (TS-3)	80	20	45
6.	Indian Culture : Perspective for Tourism (TS-4)	80	20	45
7.	Ecology, Environment and Tourism (TS-5)	80	20	45
8.	Tourism Marketing (TS-6)	80	20	45
	Total	320	80	180
	Grand Total	640	160	360

(xv) B.A. (Hons.) in Urdu

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART I			
1.	Study of Prosaic Literary forms & its History	80	20	45
2.	Study of Poetic Literary forms & its History	80	20	45
	Total	160	40	90
	PART II			
3.	Study of Literary Schools & Movements	80	20	45
4.	Study of Hindi Literature & Translation	80	20	45
	Total	160	40	90
	PART III			
5.	Study of Urdu Criticism	80	20	45
6.	Study of Urdu Journalism & Computer Applications	80	20	45
7.	Study of Linguistics, Rhetoric & Prosody	80	20	45
8.	Literary Essay writing & History of Islam	80	20	45
	Total	320	80	180
	Grand Total	640	160	360

(xvi) B.A. (Hons.) in Yoga

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1. 2.	PART I 1. Foundation of Yoga 2. Practical	80 20	20 80	45 45
	Total	100	10	90
	3. 4.	PART II 3. Maharshi Gheranda's Hatha Yoga 4. Practical	80 20	20 80
Total		100	100	90
5. 6. 7. 8.		PART III 5. Patanjali's Raja Yoga 6. Other relevant Yogas: Kriya-Kundalini, Mantra Yoga 7. Gyana Yoga, Bhakti Yoga and Karma Yoga 8. Practical	80 80 80 20	20 20 20 80
	Total	260	140	180
	Grand Total	520	340	360

(III) Abstract of the Syllabus of Subsidiary Subjects to be offered by all students of B.A. (Hons.) Course

A candidate appearing for a B.A. (Hons.) course shall be required to offer any two subsidiary

subjects, each consisting of two papers, from out of the following subsidiary subjects. This is an essential requirement for all.

The abstract of the syllabus of the B.A. (Subsidiary) subjects is given below :

(i) B.A. Economics (Subsidiary)

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I Micro Economics	80	20	33
2.	PART II Indian Economy	80	20	33
	Total	160	40	66

(ii) B.A. Education (Subsidiary)

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I Philosophical & Sociological Foundation of Education	80	20	33
2.	PART II Development of Education in India	80	20	33
	Total	160	40	66

(iii) B.A. Geography (Subsidiary)

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I Physical and Economic Geography	80	20	33
2.	PART II Geography of India, Bihar and Jharkhand	80	20	33
	Total	160	40	66

(iv) B.A. Hindi (Subsidiary)

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I हिन्दी काव्य	80	20	33
2.	PART II हिन्दी गद्य	80	20	33
	Total	160	40	66

(v) B.A. History (Subsidiary)

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I History of India (Earliest Times to 1206 AD)	80	20	33
2.	PART II World History	80	20	33
	Total	160	40	66

(vi) B.A. Journalism & Mass Communication (Subsidiary)

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I जनसंचार एवं पत्रकारिता के सिद्धान्त	80	20	33
2.	PART II जनसंचार का उद्भव एवं विकास	80	20	33
	Total	160	40	66

(vii) B.A. Home Science (Subsidiary)

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I Food Science and Nutrition	80	20	33
2.	PART II Human Development	80	20	33
	Total	160	40	66

(viii) B.A. Political Science (Subsidiary)

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I Principles of Political Science	80	20	33
2.	PART II Comparative Government and Politics	80	20	33
	Total	160	40	66

(ix) B.A. Psychology (Subsidiary)

Paper No.	Title of the paper	Distribution of Marks			Minimum Marks to pass (written exam.+Assignment+Practical taken together)
		Written Exam.	Assignment	Practical	
1.	PART I Fundamentals of Psychology	80	20	—	33
2.	PART II Social Psychology	80	—	20	33
	Total	160	20	20	66

(x) B.A. Public Administration (Subsidiary)

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I Principles of Public Administration	80	20	33
2.	PART II Indian Administration	80	20	33
	Total	160	40	66

(xi) B.A. Social Work (Subsidiary)

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I Introduction to Social Work	80	20	33
2.	PART II Social Work: Intervention with individuals and Groups	80	20	33
	Total	160	40	66

(xii) B.A. Sociology (Subsidiary)

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I Introduction to Sociology	80	20	33
2.	PART II Foundation of Sociological Thought	80	20	33
	Total	160	40	66

(xiii) B.A. Statistics (Subsidiary)

(Kept in abeyance)

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I General Statistics and Probability Distribution	80	20	33
2.	PART II Sampling Distribution and Design of Experiment	80	20	33
	Total	160	40	66

(xiv) B.A. Tourism (Subsidiary)

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I Foundation Course in Tourism (TS-1)	80	20	33
2.	PART II Tourism Development Products, Operations and Case Studies (TS-2)	80	20	33
	Total	160	40	66

(xv) B.A. Urdu (Subsidiary)

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I Study of prosaic literary forms and its history	80	20	33
2.	PART II Study of poetic literary forms and its history	80	20	33
	Total	160	40	66

(IV) Compulsory Language Subjects to be offered to all B.A. (Honours) Students

All Honours students, opting for any of the three streams, namely, Arts, Science or Commerce, are required to offer one Compulsory Language subject which could be either (i) Hindi, or (ii) Hindi plus Language of their mother tongue. All Hindi speaking students must opt for Hindi as their Compulsory Language Subject, while non-Hindi speaking students are offered a composite Language Subject; half of which is Hindi and the other half of which is English/Urdu. Choice of any

other language as a mother tongue in place of English/Urdu is not being offered by this University for the time being. Hence, students must select one out of these two options available to them as their Language Subject.

The Compulsory Language subject consists of two papers, each carrying 100 marks. Paper I forms part of Part I examination, while Paper II is included in Part II examination. Both these papers are entirely theoretical in nature, having no home assignment or practical content.

The abstract of syllabus of the Compulsory Language Subject is as follow :

(A) For Hindi-Speaking Students

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I अनिवार्य (राष्ट्रभाषा) हिन्दी (पद्य पाठ एवं व्याकरण)	100	—	33
2.	PART II अनिवार्य (राष्ट्रभाषा) हिन्दी (पद्य पाठ एवं व्याकरण)	100	—	33

(B) For Non-Hindi-Speaking Students

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART I अनिवार्य हिन्दी तथा उर्दू भाषा / अंग्रेजी	100	—	33
2.	PART II अनिवार्य हिन्दी तथा उर्दू भाषा / अंग्रेजी	100	—	33

(V) Compulsory General Studies paper to be offered by all B.A. (Hons.) Students

There shall be a compulsory General Studies paper for B.A. (Hons.) and B.Sc. (Hons.) students,

having a common syllabus for both these streams. This papers shall carry 100 marks and will be entirely theoretical in nature, having no home assignment or practical content.

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
1.	PART III General Studies	100	—	33

(B) Bachelor of Science (Hons.) Courses

The Nalanda Open University has introduced B.Sc. (Hons.) programmes in Botany, Chemistry, Geography, Home Science, Mathematics, Physics, Statistics (*Kept in abeyance*), Yoga and Zoology (Hons.) to help students to pursue their studies in science subjects.

A student, offering Geography for B.Sc. (Hons.) subject, will have to select two subsidiary subject out of Chemistry, Physics, Botany, Zoology Mathematics and Home Science. Similarly, a student, offering Home Science for B.Sc. (Hons.) subject, will have to select two subsidiary subject out of chemistry, physics, Botany, Mathematics,

Zoology and Geography In addition, he must have passed his Intermediate examination with the science stream.

(I) Structure of B.Sc. (Hons.) Courses

A candidate for B.Sc. (Hons.) Examination shall be required to select and be examined in (i) one Honours subject, comprising eight papers, (ii) two subsidiary subjects, each comprising two papers i.e. in four papers in all (iii) one language subject, comprising two papers, and (iv) one General Studies, totalling fifteen papers in all, divided into five papers for each Part I, Part II and Part III examinations of the course, as per following structure:

B.Sc. (Hons.) Course Structure

(a)	(b)	(c)	(d)	(e)	(f)
Examination	Honours Subject	Subsidiary Subjects	Compulsory Language subject	General Studies	Total Papers
B.Sc. (Honours) Part I	2 Papers (Paper I & II)	2 Papers (Paper I of each of the two subsidiary subjects)	1 Paper (Paper I of Language subject)		5 Papers
B.Sc. (Honours) Part II	2 Papers (Paper III & IV)	2 Papers (Paper II of each of the two subsidiary subjects)	1 Paper (Paper II of Language subject)		5 Papers
B.Sc. (Honours) Part III	4 Papers (Paper V, VI, VII and VIII)			1 Paper (General Studies)	5 Papers
Total	8 Papers	4 Papers	2 Papers	1 Paper	15 Papers

Each of the above eight papers of Honours Subject and 4 papers of subsidiary subjects shall carry 80 marks for term end examination and 20 marks for practical / experimental examination/home assignment, as the case may be, excepting Mathematics (Hons.) subject where there shall be no practical / experimental examination and, instead, each of honours papers shall carry 80 marks for term end theoretical examination and 20 marks for home assignment. The subsidiary papers

for Maths (Hons.) students will be on the same pattern as for other science students of Science Hons. subjects. The two papers of Compulsory Language subject and one paper of General study shall carry 100 marks each. These will be fully theoretical papers with no practical work or home assignment.

It will be compulsory for a students to pass in each paper of each Part of the examination. To pass in each paper a student must secure atleast 45% of

marks in each of the Honours papers and 33% of marks in each paper of the Subsidiary subjects; Language subject and General studies. To determine 45% marks in Honours papers and 33% of marks in Subsidiary subjects, Language subject and General studies, the marks scored by a student, both in term-end written examination and practical work / home assignment, shall be clubbed and counted together and percentage determined accordingly. However, if a candidate has secured zero mark in term-end examination or home assignment/ practical examination in any paper or failed to appear in any paper or failed to submit assignment in any paper as the case may be, he/she

will be deemed to have failed in that paper. Failure in one paper will mean failure in that Part of the examination. Hence, students must strive hard to pass individually in each paper. The term end examination shall be held for each part of the course at the end of each academic session and it will be compulsory to pass each Part of the examination before student is promoted to the next Part.

(II) Brief syllabus of B.Sc. (Hons.) Courses

The abstracts of the Syllabus of B.Sc. (Hons.) Courses in different subjects offered by the University are given below :

(i) B.Sc. (Hons.) in Botany

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Practicals taken together)
		Written Exam.	Practicals	
PART I				
1.	Cryptograms, Algae, Fungi, Lichens, Bryophyta, Petridophyta and Fossils.	80	20	45
2.	Gymnosperm, Fossils and Angiosperm	80	20	45
	Total	160	40	90
PART II				
3.	Microbiology, Plant Pathology and Embryology	80	20	45
4.	Anatomy, Cell Biology and Economic Botany	80	20	45
	Total	160	40	90
PART III				
5.	Physiology and Bio-Chemistry	80	20	45
6.	Environmental Biology	80	20	45
7.	Cytogenetic and Molecular Biology	80	20	45
8.	Genetics	80	20	45
	Total	320	80	180
	Grand Total	640	160	360

(ii) B.Sc. (Hons.) in Chemistry

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Practicals taken together)
		Written Exam.	Practicals	
PART I				
1.	Physical Chemistry and Inorganic Chemistry	80	20	45
2.	Gymnosperm, Fossils and Angiosperm	80	20	45
	Total	160	40	90
PART II				
3.	Physical Chemistry and Inorganic Chemistry	80	20	45
4.	Physical Chemistry and Organic Chemistry	80	20	45
	Total	160	40	90
PART III				
5.	Physical Chemistry	80	20	45
6.	Inorganic Chemistry	80	20	45
7.	Organic Chemistry	80	20	45
8.	Introduction to molecular spectroscopy, industrial chemistry, environmental chemistry	80	20	45
	Total	320	80	180
	Grand Total	640	160	360

(iii) B.Sc. (Hons.) in Geography

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
PART I					
1.	Geomorphology, Climatology and Oceanology	80	—	20	45
2.	Geography of Asia, China and Japan	80	20	—	45
	Total	160	20	20	90
PART II					
3.	Geography of India, Bihar and Jharkhand	80	—	20	45
4.	Economic and Resource Geography	80	20	—	45
	Total	160	20	20	90
PART III					
5.	Geographical Thought and Applied Geography	80	20	—	45
6.	Human and Settlement Geography	80	20	—	45
7.	Population Geography and Bio-Geography	80	—	20	45
8.	Environmental Geography	80	—	20	45
	Total	320	40	40	180
	Grand Total	560	80	80	360

(iv) B.Sc. (Hons.) in Home Science

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
1.	PART I Food Science & Nutrition	80	—	20	45
	2. Human Development	80	20	—	45
	Total	160	20	20	90
3.	PART II Dietetics	80	—	20	45
	4. Family Resource Management	80	—	20	45
	Total	160	—	40	90
5.	PART III Textile and Clothing	80	—	20	45
	6. Child Psychology	80	20	—	45
	7. Extension Education	80	20	—	45
	8. Family Relationship	80	20	—	45
	Total	320	60	20	180
Grand Total		640	80	80	360

(v) B.Sc. (Hons.) in Mathematics

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+ Assignment taken together)
		Written Exam.	Assignment	
1.	PART I Set Theory, Matrices, Abstract Algebra, Theory of Equations and Trigonometry	80	20	45
	2. Defferential Calculus, Integral Calculus and Analytical Geometry of Three Dimensions	80	20	45
	Total	160	40	90
3.	PART II Real Analysis, Infinite Sequences and Series. Linear Algebra	80	20	45
	4. Differential Equation, Vector, Calculus, Statics and Dynamics	80	20	45
	Total	160	40	90

PART III : Next Page

Continued from Prev. Page

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment taken together)
		Written Exam.	Assignment	
	PART III			
5.	Topology, Real Analysis-II, Riemann Integration, Infinite Series and Functional Analysis	80	20	45
6.	Abstract Algebra-II, Advance Set Theory, Discrete Mathematics and Complex Analysis	80	20	45
7.	Linear Programming, Differential Equations-II, Attraction and Potential and Hydrostatics.	80	20	45
8.	Numerical Analysis	80	20	45
	Total	320	80	180
	Grand Total	640	160	360

(vi) B.Sc. (Hons.) in Physics

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
	PART I				
1.	Methods of Mathematical Physics and Mechanics, Special Theory of Relativity, Waves and Vibration	80	—	20	45
2.	Heat, Thermodynamics and Statistical Physics	80	—	20	45
	Total	160	—	40	90
	PART II				
3.	Optics and Electromagnetic Theory	80	—	20	45
4.	Electrostatics and Magnetism, Current, Electricity and Modern Physics	80	—	20	45
	Total	160	—	40	90
	PART III				
5.	Mathematical Physics and Classical Mechanics	80	20	—	45
6.	Quantum Mechanics, Statistical Mechanism	80	20	—	45
7.	Classical Electrodynamics and Plasma Physics, Physics of Atoms, Moleculus and Nuclie	80	—	20	45
8.	Solid State Physics and Electronics	80	—	20	45
	Total	320	40	40	180
	Grand Total	640	40	120	360

(vii) B.Sc. (Hons.) in Statistics*(Kept in abeyance)*

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
PART I					
1.	General Statistics and Numerical Analysis	80	—	20	45
2.	Probability and Probability Distribution	80	20	—	45
Total		160	20	20	90
PART II					
3.	Sampling Distribution and Test of Significance	80	20	—	45
4.	Design of Experiment and Sample Survey	80	—	20	45
Total		160	20	20	90
PART III					
5.	Estimation and Testing of Hypothesis	80	20	—	45
6.	Introduction of Demography and Statistical Quality Control	80	20	—	45
7.	Introduction of Operation Research and Psychological and Educational Statistics	80	20	—	45
8.	Practical Examination	—	—	80	45
	Practical Note Book and Viva	—	—	20	—
Total		240	60	100	180
Grand Total		560	100	140	360

(viii) B.Sc. (Hons.) in Yoga

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Practicals taken together)
		Written Exam.	Practicals	
PART I				
1.	Foundation of Yoga	80	20	45
2.	Practical	20	80	45
Total		100	100	90
PART II				
3.	Maharshi Gheran's Hath Yoga	80	20	45
4.	Practical	20	80	45
Total		100	100	90

PART III : Next Page

Continued from Prev. Page

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Practicals taken together)
		Written Exam.	Practicals	
	PART III			
5.	Patanjali's Raja Yoga	80	20	45
6.	Other relevant yogas : Kriya-Kundalini, Mantra Yoga	80	20	45
7.	Gyana Yoga, Bhakti Yoga and Karma Yoga	80	20	45
8.	Practical	20	80	45
	Total	260	140	180
	Grand Total	520	280	360

(ix) B.Sc. (Hons.) in Zoology

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Practicals taken together)
		Written Exam.	Practicals	
	PART I			
1.	Systematic Position, General Organization & Life History	80	20	45
2.	Ecology, Animal Behaviour & Economic Zoology	80	20	45
	Total	160	40	90
	PART II			
3.	Chordata	80	20	45
4.	Comparative Anatomy and Embryology	80	20	45
	Total	160	40	90
	PART III			
5.	Bio Chemistry and Mammalian Physiology	80	20	45
6.	Cell Biology, Genetics and Paleozoology	80	20	45
7.	Evolution of Zoogeography	80	20	45
8.	Mammalian Endocrinology, Paleozoology & Biometry	80	20	45
	Total	320	80	180
	Grand Total	640	160	360

**(III) Abstract of the Syllabus of
Subsidiary Subjects to be offered by
all students of B.Sc. (Hons.) Course**

A candidate appearing for a B.Sc. (Hons.) course shall be required to offer any two subsidiary

subjects, each consisting of two papers, from out of the following subsidiary subjects. This is an essential requirement.

The abstracts of the syllabus of the B.Sc. (Subsidiary) subjects are given below:

(i) B.Sc. (Subsidiary) Botany

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam. + Practical)
		Written Exam.	Assignment	Practical	
1.	PART I Microbiology, Algae, Fungi, Lichens, Bryophyta, Pteridophyta, Gymnosperm, Angiosperm	80	—	20	33
2.	PART II Anatomy of Angiosperm, Embryology of Angiosperm, Cytology and Genetics, Physiology, Environmental Biology, Economic Botany	80	—	20	33
Total		160	—	40	66

(ii) B.Sc. (Subsidiary) Chemistry

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam. + Practical)
		Written Exam.	Assignment	Practical	
1.	PART I Physical Chemistry and Organic Chemistry	80	—	20	33
2.	PART II Inorganic Chemistry	80	—	20	33
Total		160	—	40	66

(iii) B.Sc. (Subsidiary) Mathematics

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam. + Assignment)
		Written Exam.	Assignment	Practical	
1.	PART I Set Theory and Abstract Algebra, Trigonometry, Real Analysis, Co-ordinate Geometry, Differential Calculus and Vector Analysis	80	20	—	33
2.	PART II Integral Calculus, Differential Equations, Co-ordinate Geometry, Linear Programming	80	20	—	33
Total		160	40	—	66

(iv) B.Sc. (Subsidiary) Physics

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam. + Assignment)
		Written Exam.	Assignment	Practical	
1.	PART I Special Theory of Relativity, Mechanics and Properties of Matter, Waves and Acoustics, Thermal Physics	80	—	20	33
2.	PART II Electrostatics and Magnetism, Current Electricity and Modern Physics, Optics	80	—	20	33
Total		160	—	40	66

(v) B.Sc. (Subsidiary) Statistics

(Kept in abeyance)

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam. + Assignment)
		Written Exam.	Assignment	Practical	
1.	PART I General Statistics and Probability Distribution	80	20	—	33
2.	PART II T Sampling Distribution and Design of Experiment	80	—	20	33
Total		160	20	20	66

(vi) B.Sc. (Subsidiary) Zoology

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam. + Practical)
		Written Exam.	Assignment	Practical	
1.	PART I Non-Chordata, Cell Biology, Genetics and Evolution	80	—	20	33
2.	PART II Chordata Embryology, Biochemistry, Physiology and Endocrinology	80	—	20	33
Total		160	—	40	66

(IV) Compulsory Language Subject to be offered to B.Sc. (Honours) Students

All Honours students, opting for any of the three streams, namely, Arts, Science or Commerce, are required to offer one Compulsory Language subject which could be either (i) Hindi, or (ii) Hindi plus Language of their mother tongue. All Hindi speaking students must opt for Hindi as their Compulsory Language Subject, while non-Hindi speaking students are offered a composite Language Subject; half of which is Hindi and the other half or which is English/Urdu. Choice of any

other language as a mother tongue in place of English/Urdu is not being offered by this University for the time being. Hence, students must select one out of these two options available to them as their language subject.

The Compulsory Language subject consists of two papers, each carrying 100 marks. Paper I forms part of Part I examination, while Paper II is included in Part II examination. Both these papers are entirely theoretical in nature, having no home assignment or practical content.

The abstract of syllabus of the Compulsory Language subject is as follows :

(A) For Hindi-Speaking Students

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass
		Written Exam.	Assignment	
1.	PART I अनिवार्य (राष्ट्रभाषा) हिन्दी (पद्य पाठ एवं व्याकरण)	100	—	33
2.	PART II अनिवार्य (राष्ट्रभाषा) हिन्दी (पद्य पाठ एवं व्याकरण)	100	—	33

(B) For Non-Hindi-Speaking Students

1.	PART I अनिवार्य हिन्दी तथा उर्दू भाषा / अंग्रेजी	100	—	16.5+16.5=33
2.	PART II अनिवार्य हिन्दी तथा उर्दू भाषा / अंग्रेजी	100	—	16.5+16.5=33

(V) Compulsory General Studies paper to be offered by all B.Sc. (Hons.) Students

There shall be a Compulsory General Studies

paper for B.Sc. (Hons.) students, having a common syllabus with General Studies paper of B.A. (Hons.) students. This papers shall carry 100 marks and will be entirely theoretical in nature, having no home assignment or practical content :

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass
		Written Exam.	Practical	
1.	PART III General Studies	100	—	33

(C) Bachelor of Commerce (Honours) Courses

Objective: Bachelor's Degree course in Commerce (B.Com.) aims at helping the students to develop competency in basic aspects of trade and commerce.

(I) Structure of B.Com. (Hons.) Courses

A candidate for B.Com. (Hons.) Examination

shall be required to select and be examined in (i) one Honours subject, comprising eight papers, (ii) two subsidiary subjects, each comprising two papers i.e. in four papers in all (iii) one language subject, comprising two papers, and (iv) one General Studies, totalling fifteen papers in all, divided into five papers for each Part I, Part II and Part III examinations of the course, as per following structure:

B.Com. (Hons.) Course Structure

(a)	(b)	(c)	(d)	(e)	(f)
Examination	Honours Subject	Subsidiary Subjects	Compulsory Language subject	General Studies	Total Papers
B.Com. (Honours) Part I	2 Papers (Paper I & II)	2 Papers (Paper I of each of the two subsidiary subjects)	1 Paper (Paper I of Language subject)		5 Papers
B.Com. (Honours) Part II	2 Papers (Paper III & IV)	2 Papers (Paper II of each of the subsidiary subjects)	1 Paper (Paper II of Language subject)		5 Papers
B.Com. (Honours) Part III	4 Papers (Paper V, VI, VII and VIII)			1 Paper (General Studies)	5 Papers
Total	8 Papers	4 Papers	2 Papers	1 Paper	15 Papers

Each of the above 8 papers of B.Com. (Hons.) subject and 4 papers of subsidiary subjects shall carry 80 marks for term end theoretical written examination and 20 marks for home assignment. The computer education paper, carrying 100 marks, shall have a theory content of 20 marks and practical content of 80 marks, while 2 Compulsory Language subject papers, each carrying 100 marks, shall be entirely theoretical in nature, with no home assignment or practical content at all.

For students being admitted to B.Com. (Hons.) course it will be necessary to pass in each paper of each Part of the examination separately. To pass in each paper, a student must secure at least 45% of marks in each paper of the Honours subject and 33% of marks in each of the Subsidiary papers and two papers of the Language subject and one paper of Computer Education. To determine 45% of marks in Hons. paper and 33% of marks in other papers

(Subsidiary papers, Language subject papers and Computer Education paper), the marks obtained by a student, both in the theoretical written examination and home assignment / practical examination, in each paper, shall be clubbed and counted together and percentage determined accordingly. However, if a student has secured zero mark in the term end written examination or the home assignment / practical examination, or failed to appear in term end examination, or failed to submit assignment, as the case may be, in any paper, he/she will be deemed have failed in that paper. Failure in one paper will mean failure in that part of the examination. Hence, students must strive hard to pass separately in each paper. The term end, written examination shall be held at the end of each academic session and a student must pass each Part of the examination before he/she is promoted to the

(II) Brief Syllabus of B.Com. (Hons.) Course

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+ taken together)
		Written Exam.	Assignment	
1. 2.	PART I Financial Accounts	80	20	45
	Auditing	80	20	45
	Total	160	40	90
3. 4.	PART II Advance Accounts	80	20	45
	Business Law	80	20	45
	Total	160	40	90
5. 6. 7. 8.	PART II Cost Accounting	80	20	45
	Management Accounting	80	20	45
	Taxation Law And Accounts	80	20	45
	Business Statistics and Business Mathematics	80	20	45
	Total	320	80	180
Grand Total		640	160	360

(III) Abstract of the syllabus of subsidiary papers of B.Com. (Hons.) course

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam.+ Assignment)
		Written Exam.	Assignment	
1. 2.	PART I Business Organization	80	20	45
	Principles of Economics	80	20	45
3. 4.	PART II Planning & Economic, Development of India	80	20	45
	Money and Banking	80	20	45
	Total	160	40	90

(IV) Compulsory Language Subject to be offered by all B.Com. (Honours) Students

All Honours students, opting for any of the three streams, namely, Arts, Science or Commerce, are required to offer one Compulsory Language subject which could be either (i) Hindi, or (ii) Hindi plus Language of their mother tongue. All

Hindi speaking students must opt for Hindi as their Compulsory Language Subject, while non-Hindi speaking students are offered a composite Language Subject; half of which is Hindi and the other half of which is English/Urdu. Choice of any other language as a mother tongue in place of English/Urdu is not being offered by this University for the time being. Hence, students must select one out of these two options available

to them as their Language Subject.

The Compulsory Language subject consists of two papers, each carrying 100 marks. Paper I forms part of Part I Examination, while Paper II is included in Part II examination. Both these papers

are entirely theoretical in nature, having no home assignment or practical content.

The abstract of the syllabus of the Compulsory Language Subject is as follows:

(A) For Hindi-Speaking Students

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass
		Written Exam.	Assignment	
1.	PART I अनिवार्य (राष्ट्रभाषा) हिन्दी (पद्य पाठ एवं व्याकरण)	100	—	33
2.	PART II अनिवार्य (राष्ट्रभाषा) हिन्दी (पद्य पाठ एवं व्याकरण)	100	—	33

(B) For Non-Hindi-Speaking Students

1.	PART I अनिवार्य हिन्दी तथा उर्दू भाषा / अंग्रेजी	100	—	16.5+16.5=33
2.	PART II अनिवार्य हिन्दी तथा उर्दू भाषा / अंग्रेजी	100	—	16.5+16.5=33

(V) Compulsory Computer Education paper to be offered by all B.Com. (Hons.) Students

There shall be a Compulsory Computer

Education paper for all students of B.Com. (Hons.) in place of General Studies paper. This paper shall be divided into theory and practical content in a ratio of 20:80 as follows:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+ Practical)
		Written Exam.	Practical	
1.	PART III Computer Education	20	80	33

57. Structure & Brief Syllabi of Bachelor in Business Administration (BBA)

The Bachelor of Business Administration (BBA) programme was introduced from 2012-13 session after getting permission from Chancellor Office, is a three years degree course aims to impart in-depth knowledge and broad understanding of the basics of management. The BBA Course focuses on various area of management and prepares students for a career in Management Administra-

tion. The broad objectives of the course are:

- To provide high quality, value-based, career-oriented education for students.
- To facilitate students in understanding, developing, integrating and applying both core and specialized concept and practices.
- To provide energetic, effective, efficient and ethical graduate to meet the desired needs of the dynamic world and serve the society.

Eligibility: Pass in 10+2 (any discipline).

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
PART I					
1.	Business Management	80	20	—	45
2.	Foundation Course in Social and Environmental Sciences	80	20	—	45
3.	Business Communication	80	20	—	33
4.	Business Economics	80	20	—	33
5.	Computer Fundamental	50	—	50	33
6.	Business Organization	80	20	—	33
Total		450	100	50	198
PART II					
7.	Human Recourse Management	80	20	—	33
8.	Strategic Management	80	20	—	33
9.	Marketing Management	80	20	—	33
10.	Business Finance	80	20	—	3
11.	Management of Information System	80	20	—	33
12.	Financial Management	80	20	—	33
Total		480	100	—	198
PART III					
13.	Organizational Behaviour	80	20	—	33
14.	Risk and Insurance Management	80	20	—	33
15.	International Business	80	20	—	33
16.	Cost and Management Accounting	80	20	—	33
17.	E. Commerce	80	—	20	33
18.	Quantitative Technique for Management	80	20	—	33
Total		480	100	20	198

58. Structure & Brief Syllabi of Bachelor in Computer Applications (BCA) Course

This is a three year course in Computer Application, offered to students who have passed their Intermediate examination with mathematics as one of the papers. I.A. and I.Com. passed students may also seek admission in BCA course only if they have completed CIC course of the University or had

offered mathematics as a paper of study at the Intermediate level. The programme offers at least 72 hours of practical training in each laboratory paper of computer application to every student in each year of his/her study. For this purpose, the University has developed an ultra modern high-tech computer laboratory at its headquarters where training is imparted to BCA students under guidance of highly skilled computer professionals.

The structure of the course is as follows:

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
	PART I				
1.	Communicative English	80	20	—	33
2.	Foundation Course in Social and Environmental Sciences	80	20	—	33
3.	Fundamentals of IT	80	20	—	33
4.	Mathematics	80	20	—	33
5.	Programming Methodology using C	80	—	20	33
6.	PC Software and Office Automation	80	—	20	33
7.	Computer Organisation	80	20	—	33
8.	System Analysis and Design	80	20	—	33
	Total	640	120	40	264
	PART II				
9.	Operating System Concepts	80	—	20	33
10.	Computer Networking	80	—	20	33
11.	DBMS using Access	80	—	20	33
12.	Multimedia and Animation	80	—	20	33
13.	Data Structure using C	80	—	20	33
14.	Object Oriented Programming using C++	80	—	20	33
15.	Statistical methods and Liner Programming	80	20	—	33
16.	Internet and Web Technology (HTML, DHTML, XML)	80	—	20	33
	Total	640	20	140	264
	PART III				
17.	Advanced Computer Networking	80	—	20	33
18.	Software Engineering	80	20	—	33
19.	Java Programming	80	—	20	33
20.	RDBMS	80	—	20	33
21.	Programming in VB.Net	80	—	20	33
22.	Computer Oriented Numerical Methods	80	20	—	33
23.	Theory of Computation	80	20	—	33
24.	Project	80	—	20	33
		(Report)		(Viva)	
	Total	640	60	100	264

For all students admitted to BCA and BBA course, it will be necessary to pass in each paper of each Part of the examination. To pass in each paper, a student must secure at least 33% of marks in each paper separately. To determine 33% of marks in each paper, the marks obtained by a student, both in term-end written examination and practical work/home assignment, shall be clubbed and counted together and percentage determined accordingly. However, if a candidate has secured zero mark in term-end examination or the home assignment/practical examination, as the case may be, in any paper, he/she will be deemed to have failed in that paper. Failure in one paper will mean failure in that Part of the examination. Hence, students must strive hard to pass separately in each paper. The term-end examination shall be held for each Part of the course at the end of each academic session and it will be compulsory to pass in each Part of the examination before a student is promoted to the next Part.

59. Structure and Brief Syllabi of Intermediate Courses

Objective: The basic objective of the Intermediate programmes is to open a new channel of admission to Intermediate courses (I.A, I.Com. and I.Sc.) through distance mode of education for such students who have cleared matric level (+10) examination and are desirous to pursue +2 level courses, but are unable to do so because of socio-economic problems or other constraints. Now, they

can upgrade their educational attainment by joining Intermediate courses through distance mode of learning. The Intermediate courses are being offered in : (a) Arts stream, (b) Science stream, and (c) Commerce stream.

(A) Intermediate of Arts (I.A.) Course

A student, joining Intermediate of Arts Course, shall have to offer two compulsory and three optional subjects as per details given below :

(a) Compulsory Subjects: Every student will have to offer the following two compulsory subjects:

- (i) **Language Composition** : Rashtrabhasha Hindi (100 marks) OR Rastrabhasha Hindi (50 marks) + Other Matribhasha (50 marks).
- (ii) **Language & Literature Subject** : Hindi language & Literature (200 marks), divided into two papers of 100 marks each Or English language & Literature (200 marks), divided into two papers of 100 marks each.

(b) Optional Subjects: Every student will have to select three optional subjects from among the subjects given below: (i) Economics, (ii) Geography, (iii) History, (iv) Logic, (v) Political Science, (vi) Psychology, and (vii) Sociology.

Each subject carries 200 marks, divided into two papers of 100 marks each.

(I) Structure of Intermediate of Arts Courses

The structure of the Intermediate of Arts Course will look like as follows:

Intermediate in Arts : Course Structure

Examination Level	Compulsory Subjects	Optional Subjects	Total Papers
I.A. Part I (1st year)	1. Language Composition (1 Paper) 2. Language & Literature Subject (Paper 1st of Language & Literature Subject) (1 Paper)	3 papers (Paper 1st of each of the three optional subjects)	5 papers
I.A. Part II (2nd year)	Language & Literature Subject (Paper 2nd of Language & Literature Subject) (1 Paper)	3 papers (Paper 2nd of each of the three optional subjects)	4 Papers
Total	3 Papers	6 papers	9 Papers

(II) Marks required to pass I.A. Exam.

For students being admitted to Intermediate Arts course in 2008 session and onwards, it will be necessary to pass in each paper of each Part of the examination before a student is promoted to the other Part. To pass in each paper, a student must secure at least 33% of marks in each paper separately. To determine 33% of marks in each paper, the marks obtained by a student, both in the term-end

written examination and home assignment, shall be clubbed and counted together and percentage determined accordingly. However, if a candidate has secured Zero mark in term-end examination or the home assignment/practical examination in any paper, as the case may be he/she will be deemed to have failed in that paper. Failure in one paper will mean failure in that Part of the examination. Hence, students must strive hard to pass separately in each paper.

(III) The Abstract of the Syllabus of I.A. Compulsory & Optional Subjects is as below

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam. + Assignment)
		Written Exam.	Assignment	Practical	
1.	I. A. PART I: Compulsory Papers Rashtrabhasha 100 Marks Or Hindi 50 Marks + Urdu 50 Marks	100	—	—	33
2.	Language & Literature Subject Hindi or English Language & Literature (Paper-I)	80	20	—	33
Optional Subject Papers 1, 2 and 3	I. A. PART I: Optional Subjects Select any THREE Subjects				
	i. Economics (Paper-I)	80	20	—	33
	ii. Geography (Paper-I)	80	20	—	33
	iii. History (Paper-I)	80	20	—	33
	iv. Logic (Paper-I)	80	20	—	33
	v. Political Science (Paper-I)	80	20	—	33
	vi. Psychology (Paper-I)	80	20	—	33
vii. Sociology (Paper-I)	80	20	—	33	
1.	I. A. PART II: Compulsory Papers Language & Literature Subject Hindi or English Language & Literature (Paper-II)	80	20	—	33
Papers 1, 2 and 3	I. A. PART II: Optional Subjects				
	i. Economics (Paper-II)	80	20	—	33
	ii. Geography (Paper-II)	80	20	—	33
	iii. History (Paper-II)	80	20	—	33
	iv. Logic (Paper-II)	80	20	—	33
	v. Political Science (Paper-II)	80	20	—	33
	vi. Psychology (Paper-II)	80	20	—	33
vii. Sociology (Paper-II)	80	20	—	33	

The Intermediate Arts courses consist of two parts i.e. Part I and Part II. The term-end examination shall be held for each Part of the course at the end of each academic session and it will be compulsory to pass in Part I of the examination before a student is promoted to Part-II.

(B) Intermediate of Science (I.Sc.) Course

A student, joining Intermediate of Science Course, shall have to offer two compulsory and three optional subjects as per details given below :

(a) Compulsory Subjects: Every student will have to offer the following two compulsory subjects:

- (i) **Language Composition** : Rashtrabhasha Hindi (100 marks) OR Rastrabhasha Hindi (50 marks) + Other Matribhasha (50 marks)
- (ii) **Language & Literature Subject** : Hindi

language & Literature (200 marks), divided into two papers of 100 marks each Or English language & Literature (200 marks), divided into two papers of 100 marks each.

(b) Optional Subjects: Every student will have to opt for either for Group 'A' or Group 'B' subjects, the details of which are given as below:

- (i) Group 'A' Subjects: Physics, Chemistry and Mathematics.
- (ii) Group 'B' Subjects: Physics, Chemistry and Biology.

Each subject carries 200 marks, divided into two papers of 100 marks each.

(I) Structure of Intermediate of Science Courses

The structure of the Intermediate of Science Course will look like as follows:

Intermediate in Science : Course Structure

Examination Level	Compulsory Subjects	Optional Subjects	Total Papers
I.Sc. Part I (1st year)	1. Language Composition (1 Paper) 2. Language & Literature Subject (Paper 1st of Language & Literature Subject) (1 Paper)	3 papers (Paper 1st of each of the three optional subjects)	5 papers
I.Sc. Part II (2nd year)	Language & Literature Subject (Paper 2nd of Language & Literature Subject) (1 Paper)	3 papers (Paper 2nd of each of the three optional subjects)	4 Papers
Total	3 Papers	6 papers	9 Papers

(II) Marks required to pass I.Sc.

Examination

Students admitted to Intermediate Science course it will be necessary for them to pass in each paper of each Part of the examination before a student is declared to have passed that part of the examination. To pass in each paper, a student must secure at least 33% of marks in each paper separately. To determine 33% of marks in each paper, the marks obtained by a student, both in term-end written examination and practical work/home assignment, shall be clubbed and counted together and percentage determined accordingly. However,

if a candidate has secured Zero mark in term-end examination or the home assignment/practical examination in any paper, as the case may be, he/she will be deemed to have failed in that paper. Failure in one paper will mean failure in that Part of the examination. Hence, students must strive hard to pass separately in each paper.

The Intermediate Science course consists of two Parts i.e. Part I and Part II. The term-end examination shall be held for each Part of the course at the end of each academic session and it will be compulsory to pass in Part I of the examination before a student is promoted to Part II.

(III) The Abstract of the Syllabus of I.Sc. Compulsory & Optional Subjects is as below

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
1.	I. Sc. PART I: Compulsory Papers Rashtrabhasha 100 Marks Or Hindi 50 Marks + Urdu 50 Marks	100	—	—	33
2.	Language & Literature Subject Hindi or English Language & Literature (Paper-I)	80	20	—	33
Optional Subject Papers 1, 2 & 3	I. Sc. PART I: Optional Subjects Select any THREE Subjects				
	i. Physics (Paper I)	80	—	20	33
	ii. Chemistry (Paper I)	80	—	20	33
	iii. Biology (Paper I)	80	—	20	33
	OR Mathematics (Paper I)	80	20	—	33
1.	I.Sc. PART II: Compulsory Papers Language & Literature Subject Hindi or English Language & Literature (Paper-II)	80	20	—	33
Optional Subject Papers 1, 2 & 3	I.Sc. PART II: Optional Subjects				
	i. Physics (Paper II)	80	—	20	33
	ii. Chemistry (Paper II)	80	—	20	33
	iii. Biology (Paper II)	80	—	20	33
	OR Mathematics (Paper II)	80	20	—	33

**(C) Intermediate of Commerce (I.Com.)
Course**

A student, joining Intermediate of Commerce Course, shall have to offer two compulsory and three optional subjects as per details given below :

(a) Compulsory Subjects: Every student will have to offer the following two compulsory subjects:

- (i) **Language Composition :** Rashtra-bhasha Hindi (100 marks) Or
Rashtrabhasha Hindi (50 marks) + Other
Matribhasha (50 marks)
- (ii) **Language & Literature Subject :** Hindi language & Literature (200 marks), divided into two papers of 100 marks each Or

English language & Literature (200 marks), divided into two papers of 100 marks each.

(b) Optional Subjects: Every student will have to select three optional subjects from among the subjects given below :

I.Com (Part I): (1) Book Keeping, (2) Money and Banking, and (3) Commercial Correspondence, Salesmanship and Market Reporting (each subject carries 100 marks).

I.Com (Part II): (1) Business Method, (2) Economics, and (3) Commercial Arithmetic & Elementary Statistics (each subject carries 100 marks).

**(I) Structure of Intermediate of
Commerce Courses**

The structure of the Intermediate of

Intermediate in Commerce : Course Structure

Examination Level	Compulsory Subjects	Optional Subjects	Total Papers
I.Com. Part I (1st year)	1. Language Composition (1 Paper) 2. Language & Literature Subject (Paper 1st of Language & Literature Subject) (1 Paper)	3 papers (Paper 1st of each of the three optional subjects)	5 papers
I.Com. Part II (2nd year)	Language & Literature Subject (Paper 2nd of Language & Literature Subject) (1 Paper)	3 papers (Paper 2nd of each of the three optional subjects)	4 Papers
Total	3 Papers	6 papers	9 Papers

(II) Marks required to pass I.Com. Examination

Students admitted to Intermediate Commerce course, it will be necessary for them to pass in each paper of each Part of the examination before a student is declared to have passed that Part of the examination. To pass in each paper, a student must secure at least 33% of marks in each paper separately. To determine 33% of marks in each paper, the marks obtained by a student, both in the term-end written examination and practical work/home assignment, shall be clubbed and counted together

and percentage determined according. However, if a candidate has secured Zero mark in the term-end examination or the home assignment/practical examination in any paper, as the case may be, he/she will be deemed to have failed in that paper. Failure in one paper will mean failure in that part of the examination. Hence, students must strive hard to pass separately in each paper.

The Intermediate Commerce course consists of two parts i.e. Part I and Part II. The term-end examination shall be held for each Part of the course at the end of each academic session and it will be compulsory to pass in Part I of the examina-

(III) The Abstract of the Syllabus of I.Com. Compulsory & Optional Subjects is as below

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam.+ Assignment)
		Written Exam.	Assignment	Practical	
1.	I.Com. PART I : Compulsory Papers	100	—	—	33
	Rashtrabhasha 100 Marks Or Hindi 50 Marks + Urdu 50 Marks				
2.	Language & Literature Subject Hindi, Or English Language & Literature (Paper I)	80	20	—	33
Optional Subject Papers 1, 2 & 3	I.Com. PART I : Optional Subjects	80	20	—	33
	i. Book Keeping				
	ii. Money & Banking				
	iii. Commercial Correspondence, Salesmanship & Market Reporting				

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam.+ Assignment)
		Written Exam.	Assignment	Practical	
1.	I.Com. PART II : Compulsory Papers Language & Literature Subject Hindi Or, English Language & Literature (Paper II)	80	20	—	33
Optional Subject Papers 1, 2 & 3	I.Com. PART II : Optional Subjects				
	i. Business Method	80	20	—	33
	ii. Economics	80	20	—	33
	iii. Commercial Arithmetic and Elementary Statistics	80	20	—	33

60. Structure and Brief Syllabi of Certificate Courses

With a view to providing knowledge in different areas of learning, the University is conducting certificate courses in a variety of subjects, like, religion, language, literature, agriculture, food & nutrition, health and environment, hospital management, labour welfare etc. Broadly speaking, these courses are divisible into the following sub-groups:

(i) Agriculture Related Certificate Courses

This group has courses relating to

- (i) Soil Health Management
- (ii) Medicinal & Aromatic Plants
- (iii) Bio-fertilizer Production
- (iv) Floriculture Technology
- (v) Artificial Insemination and Minor Veterinary Services (*Kept in Abeyance*)

(ii) Child and Women Development Related Certificate Courses

This group has courses relating to

- (i) Child & Women's Right
- (ii) Abolition of Child Labour
- (iii) Legal Awareness among Women
- (iv) Child Psychology & Guidance
- (v) Nutrition & Child Care.

(iii) Health and Environment Related Certificate Courses

This group has courses, relating to

- (i) Health & Environment
- (ii) Food and Nutrition
- (iii) HIV and Family Education, and
- (iv) Environmental Studies.

(iv) Para-Medical Certificate Courses (*Kept in abeyance*)

This group consists of courses, relating to

- (i) Dental and Oral Hygiene
- (ii) Clinical Dental Technique
- (iii) ECG Technique
- (iv) Medical Laboratory Technique
- (v) Physiotherapy and Yoga Therapy
- (vi) Operation Theatre Assistance, Radiography & Imaging Technique
- (vii) Optometry and Ophthalmic Assistance
- (viii) Dental Mechanics
- (ix) Basic Medical Assistance & Nursing Care

These are all job oriented courses and are in high demand.

(v) Language-based Certificate Courses

There are certificate courses available in

- (i) Magahi
- (ii) Maithili
- (iii) Pali
- (iv) Prakrit
- (v) Sanskrit
- (vi) Bhojpuri
- (vii) Urdu.

(vi) Religion based Certificate Courses

There are following certificate courses in

- (i) Buddhist Studies
- (ii) Christian Studies

- (iii) Hindu Studies
- (iv) Islamic Studies
- (v) Jain Studies (*Kept in Abeyance*)
- (vi) Sikh Studies.

(vii) Computer-based and Miscellaneous Certificate Courses

There are following certificate courses under this group, relating to

- (i) Disaster Management
- (ii) Indian Constitution & Panchayati Raj
- (iii) Insurance Services
- (iv) Information Technology
- (v) Library and Information Science
- (vi) Home Usages of Computer
- (vii) Interior Decoration
- (viii) Hindi-English Translation.

(II) Marks required to Pass Certificate Courses

Students being admitted to certificate courses in 2008 session and onwards must pass in each paper of the examination to pass the certificate course. To pass in each paper, a student must secure at least 33% of marks in each paper separately, excepting certificate courses in para medical subjects. Artificial Insemination & Minor Veterinary Services, Interior Decoration and Certificate courses in Computer Network Administration, where it will be necessary to secure at least 45% of marks in each paper. To determine 33% or 45% of marks in each paper, as the case may be, the marks obtained by a student, both in term-end written examination and practical work/home assignment, shall be clubbed and counted together to determine the aforesaid percentage. However, if a candidate has secured Zero mark in the term-end written examination or home assignment/practical examination in any paper, as the case may be, he/she will

be deemed to have failed in that paper. Failure in one paper will mean failure in that part of the examination. Hence, students must strive hard to pass separately in each paper.

The term-end examination shall be held at the end of the academic session and, as said, it will be compulsory to pass in each paper of the examination before a student is declared to have passed his/her certificate course.

The certificate courses are of six/nine months duration as per further details given below :

(A) Agro Industries Related Certificate Courses

1. मृदा स्वास्थ्य प्रबन्ध में प्रमाणपत्र (Certificate in Soil Health Management)

उद्देश्य: वृहत् पैमाने पर सघन खेती करने के फलस्वरूप मिट्टी की उर्वरा-शक्ति घटने लगी है। कारण कि जिस अनुपात में पोषक तत्वों का प्रयोग करना चाहिए, उस अनुपात में उनका प्रयोग नहीं हो रहा है। इसमें कोई शक नहीं है कि उर्वरकों के उपयोग से हमारी पैदावार काफी बढ़ी है, परन्तु यदि हम अपनी मिट्टी की उर्वरता को सुरक्षित नहीं रखेंगे तो टिकाऊ खेती संभव नहीं है। अतः मृदा के स्वास्थ्य का ध्यान रखना जरूरी है।

यह पाठ्यक्रम मृदा स्वास्थ्य प्रबंधन के प्रत्येक पहलू पर जरूरी जानकारी प्रदान करता है। इसके द्वारा छात्र मिट्टी प्रबंधन का वैज्ञानिक ज्ञान आसानी से ग्रहण कर सकेंगे एवं कृषि में कार्यरत लोग लाभान्वित होंगे। पाठ्यक्रम के लिए न्यूनतम योग्यता मैट्रिक पास है।

पाठ्यक्रम की संरचना: यह पाठ्यक्रम 6 माह का है। इसमें कुल तीन पत्र होंगे, जिनमें दो पत्र सैद्धान्तिक (Theory) तथा एक प्रायोगिक (Practical) पत्र होगा। प्रत्येक पत्र 100 अंक का होगा। सभी सैद्धान्तिक पत्रों में 80 अंकों के लिये तीन घंटों की लिखित परीक्षा होगी एवं 20 अंकों का सत्रिय कार्य जमा करना होगा। पत्रों का विवरण निम्नवत है :

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
1.	Fundamentals of Soil Science	80	20	—	33
2.	(A) Management of Degraded Soils, (B) Soil Fertility and Fertilizers.	80	20	—	33
3.	Practical	20	—	80	33
Total		180	40	80	99

2. औषधीय एवं सुगंधित पौधों की खेती में प्रमाणपत्र (Certificate in Medicinal and Aromatic Plants)

उद्देश्य: औषधीय एवं सुगंधित पौधों की व्यावसायिक खेती का भविष्य काफी उज्ज्वल है। अच्छी जलवायु होने के कारण भारत में दुर्लभ जड़ी-बूटियों की अनेक किस्मों की खेती सफलतापूर्वक की जा सकती है, जिसमें आर्थिक लाभ की पूरी संभावना है। संयोग ऐसा है कि बिहार की जलवायु एवं मौसम जड़ी-बूटियों की खेती के लिए बेहद उपयुक्त है। जड़ी-बूटियों की बाजार में माँग भी काफी अच्छी है। इस पाठ्यक्रम के माध्यम से विद्यार्थियों को वैज्ञानिक तरीके से औषधीय पौधों की खेती उनकी कटनी, भंडारण, पैकिंग इत्यादि की जानकारी के

साथ-साथ, उनके उद्यमिता विकास पर भी जानकारी दी जाती है। कृषकों एवं बेरोजगार युवकों के लिए यह पाठ्यक्रम खास तौर पर महत्त्व रखता है। इस प्रमाणपत्र के धारकों को रोजगार प्राप्त करने में प्राथमिकता मिल सकती है। इस पाठ्यक्रम के लिए न्यूनतम योग्यता मैट्रिक पास है।

पाठ्यक्रम की संरचना: यह पाठ्यक्रम 6 माह का है एवं न्यूनतम योग्यता मैट्रिक पास है। इसमें कुल चार पत्र होंगे, जिनमें तीन सैद्धान्तिक (Theory) तथा एक प्रायोगिक (Practical) पत्र होगा। प्रत्येक पत्र 100 अंक का होगा। सभी सैद्धान्तिक पत्रों में 80 अंकों के लिये तीन घंटों की लिखित परीक्षा होगी एवं 20 अंकों के लिए सत्रिय कार्य जमा करना होगा। पत्रों का विवरण निम्नवत है:

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
1.	Fundamental Aspects of the Course	80	20	—	33
2.	Cultivation Technology	80	20	—	33
3.	Post Harvest Technology	80	20	—	33
4.	Practical	20	—	80	33
Total		260	60	80	132

3. जीवाणु खाद उत्पादन प्रौद्योगिकी में प्रमाणपत्र (Certificate in Bio-Fertilizer Production Technology)

उद्देश्य: जीवाणु खाद का प्रयोग कृषि-उत्पादों में वृद्धि के लिए आवश्यक है। जीवाणुओं का योगदान वायुमंडलीय नाइट्रोजन की स्थिरीकरण प्रक्रिया में सराहनीय है। देश की बढ़ती हुई जनसंख्या की खाद्य समस्या को सुलझाने में जीवाणु खाद का योगदान महत्त्वपूर्ण होगा। दिनांदिन रासायनिक उर्वरकों की कीमत में वृद्धि, समय पर उनकी उपलब्धि नहीं होने के कारण तथा उनके दुष्प्रभाव को देखते हुए जीवाणु खाद पर ध्यान देना आवश्यक हो गया है।

इस पाठ्यक्रम में जीवाणु खाद के बड़े पैमाने पर उत्पादन

की विधि विस्तार से बताई गई है। जीवाणु खाद के उत्पादन पर मामूली व्यय होता है। अतः यह पाठ्यक्रम बेरोजगार युवकों के लिए स्व-रोजगार का प्रभावी साधन बन सकता है। कृषक अपने खेतों में इसके प्रयोग द्वारा भूमि की उर्वरा-शक्ति को लंबे समय तक कायम रख सकेंगे। इस पाठ्यक्रम के लिए न्यूनतम योग्यता मैट्रिक पास है।

पाठ्यक्रम की संरचना: यह पाठ्यक्रम 6 माह का है। इसमें कुल तीन पत्र होंगे, जिनमें दो सैद्धान्तिक (Theory) तथा एक प्रायोगिक (Practical) पत्र होगा। प्रत्येक पत्र 100 अंक का होगा। सभी सैद्धान्तिक पत्रों में 80 अंकों के लिये तीन घंटों की लिखित परीक्षा होगी एवं 20 अंकों के लिए सत्रिय कार्य जमा करना होगा। पत्रों का विवरण निम्नवत है:

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
1.	Agromicrobes, Form and Function	80	20	—	33
2.	Biofertilizer Production of Cyanobacteria, Azolla and Rhizobium	80	20	—	33
3.	Practical	20	—	80	33
Total		180	40	80	99

4. पुष्पोत्पादन तकनीकी में प्रमाणपत्र (Certificate in Medicinal and Floriculture Technology)

उद्देश्य: पूरी दुनिया में फूलों की मांग बड़ी तेजी से बढ़ रही है। भारत में फूलों के कारोबार और निर्यात का भविष्य उज्ज्वल है। यहाँ फूलों के उत्पादन के लिए आवश्यक अनुकूल जलवायु एवं उर्वरा भूमि मौजूद है। फूलों के बड़े पैमाने पर खेती की अच्छी सम्भावनाएँ हैं। इस पाठ्यक्रम के माध्यम से छात्रों को फूलों की वैज्ञानिक तरीके से खेती की जानकारी देने के साथ-साथ उससे सम्बन्धित सभी आयामों से भी अवगत कराया जाता है। इससे

छात्र स्वरोजगार एवं बड़े शहरों में नर्सरी तैयार करने को कैरियर बना सकते हैं। कृषकों के लिये भी यह लाभकारी हो सकता है। इस पाठ्यक्रम के लिए न्यूनतम योग्यता मैट्रिक पास है।

पाठ्यक्रम की संरचना: इस कोर्स की अवधि 6 माह की है। इसमें कुल चार पत्र होंगे, जिनमें तीन सैद्धान्तिक (Theory) तथा एक प्रायोगिक (Practical) पत्र होगा। प्रत्येक पत्र 100 अंक का होगा। सभी सैद्धान्तिक पत्रों में 80 अंकों के लिये तीन घंटों की लिखित परीक्षा होगी एवं 20 अंकों के लिए सत्रिय कार्य जमा करना होगा। पत्रों का विवरण निम्नवत है:

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
1.	Floriculture Technology Aspects	80	20	—	33
2.	Cultivation Aspects	80	20	—	33
3.	Management Aspects	80	20	—	33
4.	Practical	20	—	80	33
Total		260	60	80	132

5. सर्टिफिकेट कोर्स इन आर्टिफिसियल इनसेमिनेशन एवं माइनर भेटेरिनरी सर्भिसेज (Certificate in Artificial Insemination & Minor Veterinary Services) (Kept in Abeyance)

कृत्रिम गर्भाधान एवं माइनर पशु चिकित्सा से संबंधित प्रस्तुत सर्टिफिकेट पाठ्यक्रम कृत्रिम गर्भाधान एवं पशु चिकित्सा के क्षेत्र में सामान्य पढ़ाई से भिन्न है। इस पाठ्यक्रम का मुख्य उद्देश्य कृत्रिम गर्भाधान एवं पशु चिकित्सा के क्षेत्र में कार्यरत कुशल चिकित्सकों को कुशल सहयोगी प्रदान करना है। जैसा कि हम सभी को जानकारी है कि कृत्रिम गर्भाधान एवं पशु चिकित्सा का ग्रामीण क्षेत्रों में बहुत महत्व है, साथ ही इस क्षेत्र में रोजगार के अवसर बहुतायत में उपलब्ध है, अतः यह पाठ्यक्रम नौजवानों के लिए अत्यन्त उपयोगी साबित हो सकता है।

पाठ्यक्रम के प्रमुख उद्देश्य: प्रशिक्षित कार्यकर्ता / युवक

के तैयार करना जो अपने को ग्रामीण क्षेत्रों में पशुधन की सेवा के लिए समर्पित कर सकें, ग्रामीणों के द्वार पर ही पशु स्वास्थ्य संबंधी सेवाएँ उपलब्ध कराना, कुशल पशु चिकित्सक की सलाह पर माइनर पशु चिकित्सा के लिए उपलब्ध रहना, उन्नत जाति के पशुओं के हिमकृत शुक्र से कृत्रिम गर्भाधान कराने में पशु चिकित्सकों की सहायता करना, डेयरी कृषक तथा पशुपालकों को सहायता तथा तकनीकी सलाह देना ताकि अपने जानवरों को उन्नत बनाकर दुग्ध उत्पादन में बढ़ोतरी कर वे अपनी आमदनी बढ़ा सकें।

पाठ्यक्रम संरचना: इसमें कुल चार पत्र होंगे। प्रत्येक पत्र में 80 अंक लिखित परीक्षा तथा 20 अंक व्यवहारिक प्रशिक्षण के लिये होंगे। पाठ्यक्रम की अवधि 9 महीने है। न्यूनतम शैक्षणिक योग्यता मैट्रिक पास है। पाठ्यक्रम के छात्रों को निम्नलिखित पत्र पढ़ने होंगे:

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam.+ Practical)
		Written Exam.	Assignment	Practical	
1.	Gynecology	80	—	20	45
2.	Artificial Insemination	80	—	20	45
3.	Common Diseases	80	—	20	45
4.	First Aid, Prevention & Cure	80	—	20	45
Total		320	—	80	180

(B) Child and Women Development related Certificate Courses

6. बाल एवं महिला अधिकार में प्रमाणपत्र (Certificate in Child and Women's Rights)
7. बाल मजदूरी उन्मूलन में प्रमाणपत्र (Certificate in Abolition of Child Labour)
8. महिलाओं में वैधानिक बोध में प्रमाणपत्र (Certificate in Legal Awareness Among Women)

उद्देश्य: उपर्युक्त तीनों पाठ्यक्रमों का उद्देश्य भारतीय समाज में सामाजिक न्याय और आर्थिक न्याय की अवधारणाओं को जन-जन तक पहुँचाना है। देश के करोड़ों बच्चे और महिलाएँ आज भी उपेक्षित हैं। उन्हें उनका अधिकार नहीं मिल पाता है, जबकि किसी भी सशक्त राष्ट्र के लिए वहाँ के बच्चों और

महिलाओं का सर्वांगीण विकास सुनिश्चित करना एक आवश्यक शर्त है।

इन पाठ्यक्रमों की विशालता एवं महत्ता इस बात से स्पष्ट होगी कि 6 से 11 वर्ष के बच्चे देश की कुल आबादी का लगभग 26 प्रतिशत हैं और महिलाओं की आबादी लगभग आधी है। इस प्रकार, मिला-जुलाकर लगभग 75 प्रतिशत आबादी के हितों के संरक्षण के लिये इन पाठ्यक्रमों की संरचना की गई है। इन तीनों पाठ्यक्रम के लिए न्यूनतम योग्यता मैट्रिक पास है।

पाठ्यक्रम की संरचना: ये सभी पाठ्यक्रम 6 माह के हैं। सभी में कुल तीन पत्र होंगे, जिनका विवरण निम्नलिखित है। प्रत्येक पत्र 100 अंक का होगा। सभी सैद्धान्तिक पत्रों में 80 अंकों के लिये तीन घंटों की लिखित परीक्षा होगी एवं 20 अंकों के लिए सत्रीय कार्य जमा करना होगा।

6. बाल एवं महिला अधिकार में प्रमाणपत्र

पत्र संख्या	पत्र का नाम			उत्तीर्ण होने के लिए न्यूनतम अंक (लिखित परीक्षा+सत्रीय कार्य)
		लिखित परीक्षा	सत्रीय कार्य	
पत्र 1.	बच्चों एवं महिलाओं की स्थिति	80	20	33
पत्र 2.	बाल अधिकार	80	20	33
पत्र 3.	महिलाओं के अधिकार	80	20	33
कुल		240	60	99

7. बालश्रम उन्मूलन में प्रमाणपत्र

पत्र संख्या	पत्र का नाम			उत्तीर्ण होने के लिए न्यूनतम अंक (लिखित परीक्षा+सत्रीय कार्य)
		लिखित परीक्षा	सत्रीय कार्य	
पत्र 1.	अवधारणात्मक संरचना	80	20	33
पत्र 2.	बच्चों से सम्बन्धित अधिकार	80	20	33
पत्र 3.	बाल श्रम	80	20	33
कुल		240	60	99

8. महिलाओं में वैधानिक बोध में प्रमाणपत्र

पत्र संख्या	पत्र का नाम			उत्तीर्ण होने के लिए न्यूनतम अंक (लिखित परीक्षा+सत्रीय कार्य)
		लिखित परीक्षा	सत्रीय कार्य	
पत्र 1.	महिलाओं की स्थिति एवं उनकी समस्याएँ	80	20	33
पत्र 2.	महिलाओं के विभिन्न अधिकार	80	20	33
पत्र 3.	महिलाओं के संदर्भ में वैधानिक बोध	80	20	33
कुल		240	60	99

9. बाल मनोविज्ञान एवं निर्देशन में प्रमाणपत्र (Certificate in Child Psychology and Guidance)

उद्देश्य: इस पाठ्यक्रम का उद्देश्य शिक्षकों को बाल विकास, बाल मनोविज्ञान, बाल निर्देशन एवं प्राथमिक स्कूल के बच्चों के स्वभाविक विकास की प्रक्रिया से संबद्ध महत्वपूर्ण तथ्यों से अवगत कराना है। यह पाठ्यक्रम स्कूल में कार्य कर रहे शिक्षकों के लिए अत्यन्त महत्वपूर्ण है। प्राथमिक स्तर पर बच्चों को सही

सलाह कैसे दी जाय एवं इस दौरान किन-किन बातों पर ध्यान दिया जाय आदि की जानकारी इस पाठ्यक्रम से होती है। इस पाठ्यक्रम हेतु न्यूनतम योग्यता मैट्रिक पास है।

पाठ्यक्रम संरचना: 6 माह के इस कोर्स में छात्रों को 4 पत्र पढ़ने होंगे। सभी सैद्धान्तिक पत्रों में 80 अंकों के लिये तीन घंटों की लिखित परीक्षा होगी एवं 20 अंकों का सत्रीय कार्य जमा करना होगा। पत्रों का विवरण निम्नवत है:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment)
		Written Exam.	Assignment	
1.	Understanding the Elementary School Child	80	20	33
2.	Facilitating Growth and Development	80	20	33
3.	Guiding Children's Learning	80	20	33
4.	Guiding Socio-Emotional Development of Children	80	20	33
Total		320	80	132

10. पोषाहार एवं बाल देखभाल में प्रमाणपत्र (Certificate in Nutrition and Child Care)

उद्देश्य: इस पाठ्यक्रम का गठन इस उद्देश्य किया गया है कि लोगों को यह बताया जा सके कि एक स्वस्थ शरीर के लिए किन-किन आवश्यक पोषक तत्वों की जरूरत होती है और ये पोषक तत्व कहीं से और किन-किन स्रोतों से प्राप्त हो सकते हैं तथा बालकों की देखरेख कैसे की जाय एवं उनके लालन-पालन

में क्या-क्या सावधानी बरती जाय। इस पाठ्यक्रम हेतु न्यूनतम योग्यता मैट्रिक पास है।

पाठ्यक्रम संरचना: 6 माह के इस कोर्स में विद्यार्थियों को 2 पत्र पढ़ने होंगे। सभी सैद्धान्तिक पत्रों में 80 अंकों के लिये तीन घंटों की लिखित परीक्षा होगी एवं 20 अंकों का सत्रीय कार्य जमा करना होगा।

पाठ्यक्रम के पत्रों का विवरण निम्नवत है:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment)
		Written Exam.	Assignment	
1.	Nutrition for the Community	80	20	33
2.	Organising Child Care Services	80	20	33
Total		160	40	66

(C) Health and Environment related Certificate Courses

11. स्वास्थ्य एवं पर्यावरण में प्रमाणपत्र (Certificate in Health and Environment)

उद्देश्य: स्वास्थ्य एवं पर्यावरण का आपस में गहरा सम्बन्ध है। अगर पर्यावरण ठीक है, स्वच्छ है तो जनमानस का स्वास्थ्य भी ठीक रहेगा। पर्यावरण के प्रदूषित होने का समाज के स्वास्थ्य पर बहुत ही व्यापक एवं विपरीत प्रभाव पड़ता है। इन्हीं महत्त्वपूर्ण

तथ्यों को ध्यान में रखते हुए स्वास्थ्य एवं पर्यावरण में प्रमाणपत्र पाठ्यक्रम की शुरुआत की गयी है। इस पाठ्यक्रम हेतु न्यूनतम योग्यता मैट्रिक है।

पाठ्यक्रम संरचना: यह पाठ्यक्रम 6 माह का है। स्वाधिगम (अध्ययन) सामग्री मात्र अंग्रेजी में उपलब्ध है। इसमें विद्यार्थियों को निम्नलिखित दो पत्र पढ़ने होंगे। सभी पत्र 100 अंक के होंगे। सभी सैद्धान्तिक पत्रों में 80 अंकों के लिये तीन घंटों की लिखित परीक्षा होगी एवं 20 अंकों का सत्रीय कार्य जमा करना होगा।

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment)
		Written Exam.	Assignment	
1.	Our Environment and Health	80	20	33
2.	Promoting Health	80	20	33
Total		160	40	66

12. खाद्य एवं पोषाहार में प्रमाणपत्र (Certificate in Food and Nutrition)

उद्देश्य: खाद्य एवं पोषाहार में प्रमाणपत्र कार्यक्रम कई दृष्टियों से महत्वपूर्ण है। अनेक महिलाएँ एवं पुरुष ऐसे व्यवसायों में संलग्न हैं, जिनका सीधा सम्बन्ध खाद्य और पोषाहार से है। अतः इस कोटि के व्यवसाय में संलग्न व्यक्तियों के लिए खाद्य एवं पोषाहार की जानकारी रखना विशेष महत्व रखता है। इस विषय में प्राप्त प्रमाणपत्र कई अन्य रोजगारों के लिए भी उपयोगी हो सकता है। इस प्रमाणपत्र धारकों को उन स्थानों पर काम मिल सकता है, जहाँ अधिक लोगों के लिए खान-पान की व्यवस्था (कैंटरिंग) की जाती है; जैसे, होटल, होस्टल, अस्पताल, नर्सिंग होम आदि।

आँगनवाड़ी, शिशुगृह, बालगृह आदि में भी बड़े पैमाने पर आहार-व्यवस्था की जाती है। इतना ही नहीं, फूड प्रोसेसिंग से जुड़े उद्योगों में भी इस प्रमाणपत्र धारकों को रोजगार प्राप्त करने में प्राथमिकता मिल सकती है। इस पाठ्यक्रम के लिए न्यूनतम योग्यता मैट्रिक पास है।

पाठ्यक्रम संरचना: यह पाठ्यक्रम 6 माह का है। इसमें कुल तीन पत्र होंगे, जिनका विवरण निम्नलिखित है। प्रत्येक पत्र 100 अंकों का होगा। सभी सैद्धान्तिक पत्रों में 80 अंकों के लिये तीन घंटों की लिखित परीक्षा होगी एवं 20 अंकों का सत्रीय कार्य जमा करना होगा। पत्रों का विवरण निम्नवत है:

पत्र संख्या	पत्र का नाम			उत्तीर्ण होने के लिए न्यूनतम अंक (लिखित परीक्षा+सत्रीय कार्य)
		लिखित परीक्षा	सत्रीय कार्य	
पत्र 1.	आप और आपका खाद्य	80	20	33
पत्र 2.	आपके खाद्य एवं उनका उपयोग	80	20	33
पत्र 3.	खाद्य एवं पोषण सम्बन्धी अर्थशास्त्र	80	20	33
Total		240	60	99

13. एच.आई.वी. एवं परिवार शिक्षा में सर्टिफिकेट पाठ्यक्रम (Certificate in H.I.V. and Family Education)

उद्देश्य: इस पाठ्यक्रम का उद्देश्य है छात्र-छात्राओं को स्वस्थ मानव सम्बन्धों के बारे में बताना, एच.आई.वी. एवं एड्स के कारण एवं रोकथाम से परिचित कराना, तथा उन उपायों से अवगत कराना जिनसे छात्र-छात्रायें एच.आई.वी./एड्स के

प्रभाव से खुद एवं समाज को मुक्त रख सकें। इस पाठ्यक्रम के लिए न्यूनतम योग्यता मैट्रिक पास है।

पाठ्यक्रम संरचना: यह पाठ्यक्रम 6 माह का है और इसमें छात्रों को चार पत्र पढ़ने होंगे। प्रत्येक पत्र 100 अंकों का होगा। सभी सैद्धान्तिक पत्रों में 80 अंकों के लिये तीन घंटों की लिखित परीक्षा होगी एवं 20 अंकों का सत्रीय कार्य जमा करना होगा। पत्रों का विवरण निम्न प्रकार है:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment)
		Written Exam.	Assignment	
1.	Basics of HIV/Aids	80	20	33
2.	Basics of Family Education	80	20	33
3.	Elective on HIV/AIDS	80	20	33
4.	Elective on Family Education	80	20	33
Total		320	80	132

14. पर्यावरण अध्ययन में प्रमाणपत्र (Certificate in Environmental Studies)

उद्देश्य: मानव जाति एवं पर्यावरण के बीच के सम्बन्धों के बारे में लोगों में जानकारी देना ही इस पाठ्यक्रम का मुख्य उद्देश्य है। मनुष्य से पर्यावरण प्रभावित होता है और पर्यावरण मनुष्य से। पर्यावरण यदि मानव जाति के अनुकूल न हो तो संभव है कि पूरी सम्यता ही खतरे में पड़ जाए। अतः यह अति आवश्यक है कि हम पर्यावरण के सभी महत्वपूर्ण तथ्यों को

समझे एवं जानें। इस पाठ्यक्रम हेतु न्यूनतम योग्यता मैट्रिक है तथा इसकी अवधि छः माह की है।

पाठ्यक्रम संरचना: इस प्रमाणपत्र पाठ्यक्रम में छात्रों को निम्नलिखित पत्र पढ़ने होंगे। त्वाधिगम सामग्री हिन्दी एवं अंग्रेजी दोनों में उपलब्ध है। सभी सैद्धान्तिक पत्रों में 80 अंकों के लिये तीन घंटों की लिखित परीक्षा होगी एवं 20 अंकों का सत्रीय कार्य जमा करना होगा। पत्रों का विवरण निम्न प्रकार है:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Assignment)
		Written Exam.	Assignment	
1.	Ecology, Environment and Tourism	80	20	33
2.	Human Environment	80	20	33
Total		160	40	66

(D) Para-Medical Certificate Courses

(Kept in abeyance)

The University offers para-medical courses in ten programmes (*presently kept in abeyance*), details of which are given hereunder.

There are practical training contents in all the para-medical courses. Since all these courses are of highly technical nature, hence no student shall be permitted to take up his/her examination in practical papers unless he/she would have received his/her practical training in the concerned paper (s). Candidates failing to receive their practical training or receiving it only partly will have to wait to complete their training in the next batch for which he/she will have to apply and deposit prescribed fee by 15th of October next year so that his/her training can be organized on time.

15. डेंटल एवं ओरल हाइजीन में प्रमाणपत्र (Certificate in Dental and Oral Hygiene)

मसूढ़ों एवं दाँतों की सुरक्षा एवं देखभाल के लिये डेंटल एवं ओरल हाइजीन में एक प्रमाणपत्र पाठ्यक्रम नालन्दा खुला विश्वविद्यालय द्वारा संचालित किया जा रहा है। इस पाठ्यक्रम के माध्यम से शिक्षार्थियों को ऐसी व्यावहारिक एवं सैद्धान्तिक शिक्षा दी जा रही है, ताकि वे दन्त समस्याओं की पहचान कर सम्भावित दन्त रोगियों को उचित इलाज के लिये योग्यताप्राप्त दन्त चिकित्सकों के पास भेज सकें तथा दन्त चिकित्सालयों में दन्त सहायक की भूमिका दक्षतापूर्वक निभा सकें। इस पाठ्यक्रम में कुल तीन पत्र होंगे। प्रत्येक पत्र में 80 अंक सैद्धान्तिक तथा 20 अंक व्यावहारिक परीक्षा के लिये कर्णांकित रहेंगे। परीक्षार्थियों को व्यावहारिक प्रशिक्षण किसी मान्यताप्राप्त डेंटल संस्थान में कराया जायेगा।

पाठ्यक्रम की अवधि 9 माह की है। इसमें मात्र ऐसे विद्यार्थियों का नामांकन संभव होगा, जिनकी न्यूनतम शैक्षणिक योग्यता इन्टरमीडियेट (सायन्स) है। इस प्रमाणपत्र पाठ्यक्रम के पत्रों का विवरण निम्न प्रकार है:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Practical)
		Written Exam.	Practical	
1.	General Dental Anatomy, Pharmacology and Oral Embryology	80	20	45
2.	Basic Periodonta And Preventive Dentistry	80	20	45
3.	Sterilization And Dental Radiography	80	20	45
Total		240	60	135

16. क्लिनिकल डेंटल टेक्नीक में प्रमाणपत्र (Certificate in Clinical Dental Technique)

इस पाठ्यक्रम के माध्यम से शिक्षार्थियों को दन्त रोगों की पहचान तथा उन्हें रोकने के लिये उपलब्ध उपायों की जानकारी दी जायेगी। इस प्रमाणपत्र के धारक डेंटल क्लिनिक्स में डेंटल सहायक का कार्य अधिक सुगमता एवं जानकारी के साथ कर सकेंगे, क्योंकि उन्हें दांतों की संरचना, उनमें होने वाले रोग, डेंटल इन्सट्रुमेंट्स, डेंटल फोटोग्राफी आदि के विषय में पूरी

जानकारी एवं प्रशिक्षण दिया जायेगा। पाठ्यक्रम में कुल तीन पत्र होंगे। प्रत्येक पत्र में 80 अंक सैद्धान्तिक अध्ययन तथा 20 अंक व्यावहारिक प्रशिक्षण के लिये कर्णांकित रहेंगे। परीक्षार्थियों का व्यावहारिक प्रशिक्षण किसी मान्यता प्राप्त डेंटल संस्थान में कराया जायेगा।

इस पाठ्यक्रम की अवधि 9 महीनों की है और इसके लिये न्यूनतम शैक्षणिक योग्यता इन्टरमीडियट (सायन्स) है।

पाठ्यक्रम में निम्नलिखित तीन पत्र पढ़ाये जायेंगे:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Practical)
		Written Exam.	Practical	
1.	General Dental Anatomy, Pharmacology and Oral Embryology	80	20	45
2.	Dental Treatment Area And Instruments	80	20	45
3.	Dental Office And Dental Photography	80	20	45
Total		240	60	135

17. ई.सी.जी. तकनीक में प्रमाणपत्र (Certificate in Electro Cardiography Technique)

उद्देश्य: हृदय संबंधी बीमारियों के निदान के लिये Electro Cardiography एक अति महत्वपूर्ण जाँच है। इससे हृदय की संरचना या हृदय के कार्य में आई खराबियों का पता लगाया जाता है। यह कार्य चिकित्सकों का है, किन्तु E.C.G. करने के लिये चिकित्सकों को एक सहायक की आवश्यकता होती है। यदि चिकित्सक के सहायक को E.C.G. के संबंध में तकनीकी ज्ञान हो तो चिकित्सक का कार्य सुलभ हो जाता है। सहायक को यदि E.C.G. मशीन, उसके चलाने की विधि, E.C.G. रीडिंग लेने की विधि, E.C.G. लेते समय होनेवाली समाहित त्रुटियों का ज्ञान तथा उन्हें सुधारने की जानकारी हो तो चिकित्सक को काफी सहायता होती है। इस तरह के सहायकों की आवश्यकता लगभग उन सभी चिकित्सकों को पड़ती है जो E.C.G. की

सहायता से निदान करते हैं। इसके अतिरिक्त हृदय रोग संबंधी सभी अस्पतालों में भी ऐसे सहायकों की जरूरत होती है। प्रशिक्षण का उचित प्रबंध नहीं होने के कारण यह कार्य प्रायः अप्रशिक्षित लोगों के सहयोग से चलाया जाता है। इन्हीं तथ्यों को ध्यान में रखते हुए इस पाठ्यक्रम का गठन किया गया है। इस पाठ्यक्रम में वही विद्यार्थी भाग ले सकेंगे जिनकी न्यूनतम योग्यता इन्टरमीडियट (सायन्स) है।

पाठ्यक्रम संरचना: यह पाठ्यक्रम 9 माह का है। इसके लिये प्रदान की जाने वाली अध्ययन-सामग्री केवल अंग्रेजी भाषा में उपलब्ध है, परन्तु पाठ्यक्रम के लिए आवश्यक प्रायोगिक कार्य अंग्रेजी एवं हिन्दी में कराया जायेगा। पाठ्यक्रम में छात्रों को तीन पत्र पढ़ने होंगे। सैद्धान्तिक पत्रों में 80 अंकों की लिखित परीक्षा होगी। प्रैक्टिकल एवं इण्टर्नल असेसमेंट 20 अंकों का होगा।

पाठ्यक्रम में पत्रों का विवरण निम्नलिखित प्रकार है:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Practical)
		Written Exam.	Practical	
1.	Anatomy and Physiology of Cardiovascular System and E.C.G. Machine	80	20	45
2.	Interpretation of Normal, Abnormal E.C.G.	80	20	45
3.	Important cardiovascular diseases and other disorders influencing E.C.G.	80	20	45
Total		240	60	135

18. Certificate in in Medical Laboratory Technique (CMLT)

The Certificate Course in Medical Laboratory Technique has been developed to meet the increasing demand for trained man power in various medical laboratories, dealing with medical tests. It provides a holistic view of the theoretical as well as practical aspects of medical Laboratory. This program has been planned to upgrade the skill

and competencies of those who are intending to work and who are already working in medical laboratories. The course is structured to provide basic know-how and skills needed to work as medical laboratory technician.

Duration of the Course is 9 months.

The eligibility for admission in the course is **minimum 10+2 with science subjects.**

The course consists of 4 papers listed below :

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written exam+Practical)
		Written Exam.	Practical	
1.	(a) Introduction to Laboratory Management, and (b) Hematology	80	20	45
2.	(a) Clinical Bio Chemistry, and (b) Serology	80	20	45
3.	Microbiology (Bacteriology, Parasitology and Virology)	80	20	45
4.	(a) Blood Banking (b) Histopathology and Cytology	80	20	45
Total		320	80	180

19. Certificate in Physiotherapy and Yoga Therapy (C.P.Y.T.)

The Certificate Course in Physiotherapy and Yoga therapy aims at providing basic and accurate information about physiotherapy and yoga. The contents of course are designed to impart an integrated understanding to the learners about the issues involved in Physiotherapy and Yoga

therapy. The main objective of the programme is to enhance the knowledge and skills of those who are intending to practice or who are already practicing in physiotherapy.

Duration of the Course is 9 months.

The eligibility for admission in the course is **minimum 10+2 with science subjects.**

The course consists of 4 papers listed below :

Paper No.	Title of the paper	Distribution of Marks			Minimum Marks to pass (written exam+Assessment+Practical)
		Written Exam.	Internal Assessment	Practical	
1.	Anatomy, Physiology and Pathology	80	5	15	45
2.	Physiotherapy and Physiotherapeutic Measures	80	5	15	45
3.	Physiotherapy in Medical and Surgical conditions	80	5	15	45
4.	Yoga Therapy	80	5	15	45
Total		320	20	60	180

20. Certificate in Operation Theatre Assistance (C.O.T.A.)

The certificate course in Operation Theatre Assistant is a unique holistic package that aims to help the learners to develop the knowledge, attitude and skills necessary for working in operation theatre as assistant. The course provides

in depth theoretical and practical knowledge related to operation theatre work.

Duration of the Course is 9 months.

The eligibility for admission in this course is **minimum 10+2 or equivalent with science subjects.**

The course consists of 3 papers as listed below:

Paper No.	Title of the paper	Distribution of Marks			Minimum Marks to pass (written exam+Assessment+Practical)
		Written Exam.	Internal Assessment	Practical	
1.	(a) Anatomy Physiology (b) General Pathology	80	5	15	45
2.	Microbiology, First-Aid & Nursing	80	5	15	45
3.	Technique for O.T. Assistance, O.T. Equipment and Instruments	80	5	15	45
Total		240	15	45	135

21. Certificate in Radiography and Imaging Technique

The certificate course in Radiography and Imaging Technique has been developed keeping in mind the increasing demand for trained technicians in Radiography and other imaging techniques. The programme has been designed to provide necessary know how in general, special and advanced Radiographic Imaging Techniques,

including dark room techniques through theoretical classes and practical Training. The programme has been designed in a way which will also help in upgrading the skill of the those who are already working in X-ray and Ultrasound clinics.

Duration of the Course is 9 months.

The eligibility for admission in the course is **10+2 or equivalent with science subjects.**

The course consists of 3 papers listed below:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written examination+ Practical)
		Written Exam.	Practical	
1.	Anatomy, Physiotherapy and General Pathology	80	20	45
2.	Radiation Physics, Radiation Biology and Radiation safety	80	20	45
3.	Radiographic and Dark Room Techniques	80	20	45
Total		240	60	135

22. Certificate in Optometry and Ophthalmic Assistance

The certificate course in Optometry and Ophthalmic Assistance envisages training of a category of Para medical personnel who are

required to assist the Medical Officers and Ophthalmic Surgeons in early detection of visual impairment and treatment of errors of refraction and other common disorders. On completion of the course, these personnel shall also be able to assist

the Ophthalmic surgeons in various ophthalmic surgeries.

Duration of the Course is 9 months.

The eligibility for admission in the course is **10+2 or equivalent with science subjects.**

The course consists of 3 papers listed below:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written examination+ Practical)
		Written Exam.	Practical	
1.	The Eye : Anatomy, Physiologist, Pathology and Pharmacology	80	20	45
2.	Optics and Vision	80	20	45
3.	Ophthalmic Treatment Area, Diagnostic and Operating Instruments	80	20	45
Total		240	60	135

23. बेसिक मेडिकल असिस्टेन्स एव नर्सिंग केयर में प्रमाणपत्र (Certificate in Basic Medical Assistance and Nursing Care)

उद्देश्य: गत एक दशक में चिकित्सा सेवा का निजी क्षेत्र में अत्यधिक विस्तार हुआ है। अनेकों निजी हस्पताल, क्लिनिक एवं नर्सिंग होम हर नगर में खुल गये हैं। इनमें चिकित्सकों की सहायता के लिए नन-मेडिकल सहायकों की आवश्यकता होती है। ऐसे सहायकों के प्रशिक्षण की व्यवस्था की कमी के कारण चिकित्सकों को अधिकांशतः अप्रशिक्षित सहायकों से इन कार्यों को कराना पड़ता है। इससे न केवल चिकित्सकों को कठिनाई होती है, बल्कि मरीज को भी हानि पहुँचने की संभावना होती है। यदि इन सहायकों को अपने कार्य के संबंध में कुछ तकनीकी ज्ञान हो तो चिकित्सकों का कार्य सुलभ हो जाता है।

इस पाठ्यक्रम के माध्यम से शिक्षार्थियों को चिकित्सक के क्लिनिक की भली-भाँति देखभाल करना, मरीजों को देखने में

चिकित्सक को जरूरी मदद देना, नर्सिंग होम में भर्ती मरीजों का पल्स रेट, रেসपायरेशन रेट, रक्तचाप आदि को सही तरीके से जाँचना, इंजेक्शन देना (टीका लगाना) तथा भर्ती मरीजों की समुचित देखभाल करने की व्यवहारिक एवं सैद्धान्तिक शिक्षा दी जाती है, ताकि वे चिकित्सकों की मदद के साथ-साथ अपनी नन-मेडिकल सहायक की भूमिका दक्षतापूर्वक निभा सकें।

पाठ्यक्रम संरचना: यह पाठ्यक्रम 9 माह का है। पाठ्यक्रम में कुल तीन पत्र पढ़ने होंगे। प्रत्येक पत्र में 80 अंक सैद्धान्तिक अध्ययन तथा 20 अंक व्यवहारिक प्रशिक्षण के लिये कर्णांकित हैं। शिक्षार्थियों का व्यवहारिक प्रशिक्षण किसी मान्यताप्राप्त चिकित्सा संस्था में कराया जायेगा।

इसके लिये न्यूनतम शैक्षणिक योग्यता मैट्रिक पास है।

पाठ्यक्रम के पत्रों का विवरण निम्न प्रकार है:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written examination+ Practical)
		Written Exam.	Practical	
1.	Basic Anatomy and Physiology	80	20	45
2.	Principles and Practices of Basic Medical Assistance	80	20	45
3.	First Aid, Nursing care and Basic Life Support	80	20	45
Total		240	60	135

24. डेण्टल मैकेनिक्स में प्रमाणपत्र (Certificate in Dental Mechanics)

उद्देश्य: वर्तमान समय में लोग अपने दाँतों के संबंध में काफी सचेत हो गये हैं। फलस्वरूप, दन्त चिकित्सा के क्षेत्र में काफी विस्तार हुआ है और दन्त चिकित्सकों की संख्या भी बढ़ी है। दन्त स्वास्थ्य के प्रति सजग होने के कारण दाँत टूटने या निकलवाने के बाद लोग कृत्रिम दाँत लगवाते हैं। ये दाँत दन्त चिकित्सकों के द्वारा बनाये जाते हैं जिसमें चिकित्सक डेण्टल मैकेनिक्स की मदद लेते हैं। प्रशिक्षित डेण्टल मैकेनिक्स के अभाव में दन्त-चिकित्सकों को प्रायः यह काम अप्रशिक्षित सहायकों से कराना पड़ता है।

इस पाठ्यक्रम में शिक्षार्थियों को कृत्रिम दाँत निर्माण में

उपयोग होने वाली वस्तुओं तथा कृत्रिम दाँत निर्माण की विधियों के विषय में पूरी जानकारी एवं प्रशिक्षण दिया जायेगा, ताकि इस प्रमाणपत्र के धारक डेण्टल क्लिनिक में कृत्रिम दाँत बनाने का कार्य सुगमता एवं जानकारी के साथ कर सकें।

पाठ्यक्रम संरचना: इसमें कुल तीन पत्र होंगे। प्रत्येक पत्र में 80 अंक सैद्धान्तिक अध्ययन तथा 20 अंक व्यवहारिक प्रशिक्षण के लिये कर्णांकित होंगे। शिक्षार्थियों का व्यवहारिक प्रशिक्षण किसी मान्यता प्राप्त डेण्टल संस्थान में कराया जायेगा।

इस पाठ्यक्रम की अवधि 9 महीने की है और इसके लिये न्यूनतम शैक्षणिक योग्यता मैट्रिक पास है। इस प्रमाणपत्र पाठ्यक्रम के छात्रों को निम्नलिखित पत्र पढ़ने होंगे:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written examination+ Practical)
		Written Exam.	Practical	
1.	Dental Anatomy and Dental Material Science	80	20	45
2.	Removal Prosthodontia and Orthodontic Appliance	80	20	45
3.	Fixed Prosthodontia and Fixed orthodontic Appliances	80	20	45
Total		240	60	135

(E) Language-based Certificate Courses

25. मगही भाषा में प्रमाणपत्र (Certificate in Magahi Language)

उद्देश्य: मगही, मागधी का आधुनिक स्वरूप है, जो कभी प्राचीन मगध साम्राज्य की राजभाषा, राष्ट्रभाषा और संपर्क भाषा के रूप में प्रचलित थी। मगध की सभ्यता और संस्कृति की वाहिका के रूप में मगही का महत्वपूर्ण स्थान सुरक्षित रहा है। नालंदा खुला विश्वविद्यालय ने न केवल इस गौरवमयी मगध भूमि और इसकी भाषा का सम्मान करने का निश्चय किया है, अपितु लगभग साढ़े तीन करोड़ मगही भाषा-भाषियों की आशा, आकांक्षा आदि पर भी खरा उतरने के सफल प्रयास के लिये मगही भाषा में सर्टिफिकेट पाठ्यक्रम की पढ़ाई प्रारम्भ की है। इसके तहत प्रमुख साहित्यकारों की रचनाएँ इस कोर्स में पढ़ाने की व्यवस्था की गयी है।

यह सर्टिफिकेट पाठ्यक्रम रोजी-रोजगार के क्षेत्र में भी अहम् भूमिका का निर्वाह करेगा। कई विश्वविद्यालयों में मगही विषय में बी.ए. (ऑनर्स) तथा एम.ए. की पढ़ाई की जाती है तथा कई अन्य विश्वविद्यालयों में इसे प्रारम्भ करने की योजना है, जिससे रोजगार की सम्भावनाएँ खुलेंगी।

हिन्दी में एम.ए. पास अभ्यर्थी यदि मगही में सर्टिफिकेट

कोर्स कर लेते हैं तो उन्हें मगही व्याख्याता पद के लिए योग्य पात्र समझा जा सकेगा तथा नियुक्ति में वरीयता प्राप्त हो सकेगी। आकाशवाणी और दूरदर्शन केन्द्र में भी 'मगधी' कार्यक्रम प्रसारित किया जाता है, जहाँ योग्य व्यक्तियों की आवश्यकता होती है। प्राचीन मगध की अनेक गुफाओं, शिलालेखों, अभिलेखों इत्यादि में लिखित मगधी भाषा को विभिन्न देशी-विदेशी भाषाओं में अनुवाद करने के लिए भी अनुवादक की आवश्यकता महसूस की जाती है। यह सर्टिफिकेट कोर्स इस आवश्यकता को पूरा करने में सक्षम होगा। मगध में राजगृह, बोधगया, पावापुरी आदि अंतर्राष्ट्रीय पर्यटन स्थल भी हैं। इनमें अनेक सरकारी/गैर-सरकारी पर्यटक गाइड केन्द्र कार्यरत हैं, जो पर्यटकों की सहायता एवं ज्ञानवर्द्धन करते हैं। यहाँ भी मगही में सर्टिफिकेट कोर्स पास करने वालों के लिये रोजी-रोजगार की संभावनाएँ देखी जा सकती हैं।

इस पाठ्यक्रम के लिए न्यूनतम योग्यता मैट्रिक पास है।

पाठ्यक्रम संरचना: इस पाठ्यक्रम की अवधि छः माह है। इसमें पठन-पाठन के लिए निम्नलिखित तीन पत्र होंगे। प्रत्येक पत्र 100 अंकों का होगा। प्रत्येक पत्र की परीक्षा अवधि तीन घंटों की होगी। सभी सैद्धान्तिक पत्रों में 80 अंकों की लिखित परीक्षा होगी एवं 20 अंकों का सत्रीय कार्य जमा करना होगा।

पत्र संख्या	पत्र का नाम	अंक विभाजन		उत्तीर्ण होने के लिए न्यूनतम अंक (लिखित परीक्षा+सत्रीय कार्य)
		लिखित परीक्षा	सत्रीय कार्य	
पत्र 1.	मगही साहित्य एवं व्याकरण	80	20	33
पत्र 2.	मगही पद्य साहित्य	80	20	33
पत्र 3.	मगही गद्य साहित्य	80	20	33
Total		240	60	99

26. मैथिली भाषा में प्रमाणपत्र (Certificate in Maithili Language)

उद्देश्य: यह सर्वविदित है कि भाषा मानव के अभिव्यक्ति का माध्यम है और साहित्य एतद सम्बन्धी भाषा क्षेत्र में रहने वाले सामाजिक कृत्यों का दर्पण। मैथिली भाषा मिथिला जनपद में रहने वाले समस्त जनों की मातृभाषा है। इसका अपना साहित्य, अपनी लिपि, अपनी संस्कृति और अपना स्वरूप है। इस भाषा का साहित्य अत्यन्त प्राचीन एवं समृद्ध है। अतः नालन्दा खुला विश्व-विद्यालय ने मैथिली भाषा में सर्टिफिकेट स्तर का पाठ्यक्रम चलाने का निर्णय लिया है। मैथिली भाषा एवं साहित्य में सर्टिफिकेट कोर्स कई दृष्टियों से महत्वपूर्ण है। यह कोर्स मिथिला में रहने वाले प्रत्येक कोटि के छात्र-छात्राओं के लिए एक उपयोगी और जीवन्त भाषा-विषयक अध्ययन तो होगा ही, साथ ही मिथिला से बाहर भारत के विभिन्न क्षेत्रों में रहने वाले प्रवासी मैथिल छात्र-छात्राओं के लिए भी उपयोगी सिद्ध होगा। विश्वविख्यात महाकवि विद्यापति से मनबोध तक और घन्टा झा, हास्य-सम्राट् हरिमोहन झा, जनकवि यात्री (नागार्जुन), प्रगतिवादी साहित्यकार मिथिला-भूमि की उपज रहे हैं, जिनकी कीर्ति दिग्-दिग्न्त तक पसरी हुई है। मिथिलांचल के तमाम

जनमानस के लिए मैथिली भाषा एवं साहित्य का अध्ययन और इस भाषा साहित्य के विकास का ज्ञान काफी महत्वपूर्ण है।

जीविकोपार्जन हेतु अर्थकारी के रूप में भी इस सर्टिफिकेट कोर्स का महत्व है। हाल ही में, मैथिली भाषा को भारतीय संविधान की आठवीं अनुसूची में सम्मिलित कर इसे महत्वपूर्ण स्थान दिया गया है। इसलिए रोजगार के अनेक क्षेत्रों में राज्य स्तर से केन्द्र स्तर तक की परीक्षाओं में इस सर्टिफिकेट पाठ्यक्रम का उपयोग किया जा सकता है। प्राथमिक शिक्षकों की नियुक्ति में, बैंक आदि कार्यालयों में, अनुवादकों की नियुक्ति में, रेलवे परीक्षाओं में, जीवन-बीमा निगम के कार्यालयों में नियुक्ति हेतु चयन आदि में इस सर्टिफिकेट कोर्सधारी व्यक्तियों को प्राथमिकता मिल सकती है।

पाठ्यक्रम संरचना: इस पाठ्यक्रम की अवधि 6 महीने की है और इसके लिये न्यूनतम शैक्षणिक योग्यता मैट्रिक पास है। इस पाठ्यक्रम में निम्नलिखित तीन पत्र होंगे। प्रत्येक पत्र 100 अंकों का होगा और प्रत्येक पत्र की परीक्षा अवधि तीन घंटे की होगी। सभी सैद्धान्तिक पत्रों में 80 अंकों की लिखित परीक्षा होगी एवं 20 अंकों का सत्रीय कार्य जमा करना होगा।

पत्रों का विवरण निम्नवत है:

पत्र संख्या	पत्र का नाम	अंक विभाजन		उत्तीर्ण होने के लिए न्यूनतम अंक (लिखित परीक्षा+सत्रीय कार्य)
		लिखित परीक्षा	सत्रीय कार्य	
पत्र 1.	मैथिली पद्य साहित्य	80	20	33
पत्र 2.	मैथिली गद्य साहित्य	80	20	33
पत्र 3.	मैथिली साहित्य एवं व्याकरण	80	20	33
Total		240	60	99

27. पालि भाषा में प्रमाणपत्र (Certificate in Pali Language)

उद्देश्य: कालक्रम में ऋग्वेद की भाषा से क्षेत्रीय बोलियों का विकास हुआ। उस विकसित स्वरूप से एक विशेष भाषा का जन्म हुआ, जिसे हम 'पालि' नाम से जानते हैं। स्थविरवादी बौद्ध धर्म के 'त्रिपिटक' और उसका सम्पूर्ण उपयोगी साहित्य पालि भाषा में

ही संकलित है। बुद्धकालीन मगध की भाषा 'पालि' थी, जो पश्चिम में उत्तर कुरु से लेकर पूरुब में पाटलिपुत्र तक और उत्तर में श्रावस्ती से लेकर दक्षिण में अवनती तक फैली हुई थी। जर्मन विद्वान डॉ. मैक्स वेल्लेसर के अनुसार, 'पालि' पाटलि का संक्षिप्त रूप है। बुद्ध के धम्म और विनय सम्बन्धी सारे वचन पालि भाषा में ही लिपिबद्ध हैं। तत्कालीन साहित्य भी इसी भाषा में मिलता है।

27. पालि भाषा में प्रमाणपत्र (Certificate in Pali Language)

उद्देश्य: कालक्रम में ऋग्वेद की भाषा से क्षेत्रीय बोलियों का विकास हुआ। उस विकसित स्वरूप से एक विशेष भाषा का जन्म हुआ, जिसे हम 'पालि' नाम से जानते हैं। स्थविरवादी बौद्ध धर्म के 'त्रिपिटक' और उसका सम्पूर्ण उपयोगी साहित्य पालि भाषा में ही संकलित है। बुद्धकालीन मगध की भाषा 'पालि' थी, जो पश्चिम में उत्तर कुरु से लेकर पूरब में पाटलिपुत्र तक और उत्तर में श्रावस्ती से लेकर दक्षिण में अवनती तक फैली हुई थी। जर्मन विद्वान डॉ. मैक्स वेलेसर के अनुसार, 'पालि' पाटलि का संक्षिप्त

रूप है। बुद्ध के धम्म और विनय सम्बन्धी सारे वचन पालि भाषा में ही लिपिबद्ध हैं। तत्कालीन साहित्य भी इसी भाषा में मिलता है। 'बुद्धवचन' न केवल बौद्धों के लिए, बल्कि समस्त जीव और जगत के लिए कल्याणकारी है। जीवन-दर्शन तथा जीवन संस्कृति के बौद्ध सिद्धान्तों की समझ पालि भाषा की समझ विकसित करने से ही सम्भव है। इस अर्थ में 'पालि' की उपयोगिता, सार्थकता और औचित्य सर्वाधिक है। विश्वास है, यह सर्टिफिकेट कोर्स पालि-काल के सामाजिक, सांस्कृतिक, राजनैतिक और मानवीय मूल्यों का ज्ञान तो देगा ही, इसके साथ

पत्र संख्या	पत्र का नाम	अंक विभाजन		उत्तीर्ण होने के लिए न्यूनतम अंक (लिखित परीक्षा+सत्रीय कार्य)
		लिखित परीक्षा	सत्रीय कार्य	
पत्र 1.	पालि भाषा का उद्भव एवं विकास	80	20	33
पत्र 2.	पालि साहित्य का इतिहास	80	20	33
पत्र 3.	पालि भाषा का व्याकरण एवं रचना	80	20	33
Total		240	60	99

28. प्राकृत भाषा में प्रमाणपत्र (Certificate in Prakrit Language)

उद्देश्य: नालन्दा खुला विश्वविद्यालय ने प्राकृत भाषा में सर्टिफिकेट कोर्स प्रारंभ किया है। वास्तव में, भारतीय संस्कृति, सभ्यता, समाज, राजनैतिक संगठन आदि का यथार्थ ज्ञान प्राप्त करने के लिए प्राकृत साहित्य बहुत उपयोगी है। जनसाधारण से लेकर राजा-महाराजाओं तक के चित्र स्पष्टता, सूक्ष्मता और विस्तार के साथ प्राकृत साहित्य में चित्रित है। जीवन के विस्तार, व्यवहार, विश्वास में जितनी समस्याएँ और परिस्थितियाँ आती हैं, उनका बार-बार निरूपण प्राकृत साहित्य में पाया जाता है। अतः प्राचीन भाषा और साहित्य को जानने के लिए प्राकृत भाषा का अध्ययन नितान्त आवश्यक है। प्राकृत भाषा का प्रचार सिर्फ काव्यों में ही नहीं, बल्कि प्राचीन युग में जन-जन में था। जनता इस भाषा का उपयोग करती थी। इसका सबसे बड़ा प्रमाण

तत्कालीन शिलालेख हैं। भगवान् महावीर के उपदेश, जो आगम साहित्य में संकलित हैं, प्राकृत भाषा में ही निबद्ध हैं, जो अध्यात्म का समृद्ध कोश है।

इस पाठ्यक्रम के लिये न्यूनतम योग्यता मैट्रिक पास है।

यह छः महीने का पाठ्यक्रम है।

पाठ्यक्रम संरचना: विश्वास है कि इस पाठ्यक्रम को करने के बाद न केवल हम अपनी प्राचीन सभ्यता-संस्कृति के विषय में ज्ञान पायेंगे, बल्कि यह पाठ्यक्रम हमारे लिए रोजगार के साधन के रूप में भी सहायक सिद्ध होगा। इस पाठ्यक्रम में कुल तीन पत्र होंगे और प्रत्येक पत्र 100 अंकों का होगा। प्रत्येक पत्र की परीक्षा अवधि तीन घंटे की होगी। सभी सिद्धान्तिक पत्रों में 80 अंकों के लिये परीक्षा होगी एवं 20 अंकों का सत्रीय कार्य जमा करना होगा। पत्रों का विवरण निम्नवत है:

पत्र संख्या	पत्र का नाम	अंक विभाजन		उत्तीर्ण होने के लिए न्यूनतम अंक (लिखित परीक्षा+सत्रीय कार्य)
		लिखित परीक्षा	सत्रीय कार्य	
पत्र 1.	प्राकृत भाषा का उद्भव और विकास	80	20	33
पत्र 2.	प्राकृत साहित्य का इतिहास	80	20	33
पत्र 3.	प्राकृत भाषा : व्याकरण एवं रचना	80	20	33
Total		240	60	99

29. संस्कृत भाषा एवं साहित्य में प्रमाणपत्र (Certificate in Sanskrit Language)

उद्देश्य: भारतीय भाषाओं की जननी कही जाने वाली संस्कृत भाषा ज्ञान एवं विज्ञान से परिपूर्ण है। यही कारण है कि देश की गौरवमूर्ता इस भाषा को अनेक विदेशी विद्वानों ने भी श्रद्धापूर्वक अपनाया और इसके अनेक ग्रंथों का विविध विदेशी भाषाओं में अनुवाद हुआ। संस्कृत एक वैज्ञानिक भाषा है। इसका साहित्य विपुल, विश्वप्रसिद्ध और लोकप्रिय है। वेदों, उपनिषदों, पुराण, रामायण, महाभारत एवं अनेक महाकाव्यों के कारण यह कई हजार वर्षों से जीवन्त और रसवाहिनी भाषा बनी हुई है।

भारतीय संस्कृति की आधारमूर्ता इस भाषा को पठन-पाठन के रूप में देश के हर कोने में स्थान मिला है। प्रायः प्रत्येक विश्वविद्यालय में इस भाषा की एम.ए. तक की पढ़ाई की व्यवस्था

है। नालन्दा खुला विश्वविद्यालय ने इस परंपरा को सहर्ष स्वीकार कर संस्कृत में सर्टिफिकेट पाठ्यक्रम चलाने का निर्णय किया है ताकि जो लोग पारंपरिक संस्कृत-ज्ञान से दूर रह गये हैं या समयभाव के कारण संस्कृत शिक्षा से वंचित रह गये हैं, वे घर बैठ इस भाषा में साहित्य और व्याकरण का पुष्ट ज्ञान प्राप्त कर सकें। इससे रोजगार के अवसर भी प्राप्त होंगे।

इस पाठ्यक्रम की अवधि 6 महीने की है और इसके लिये न्यूनतम योग्यता मैट्रिक पास है।

पाठ्यक्रम संरचना: संस्कृत के षड्मासीय सर्टिफिकेट कोर्स में तीन पत्र होंगे। प्रत्येक पत्र 100 अंकों का होगा और प्रत्येक पत्र की परीक्षा अवधि तीन घंटे की होगी। सभी सैद्धान्तिक पत्रों में 80 अंकों के लिये तीन घंटों की परीक्षा होगी एवं 20 अंकों का सत्रीय कार्य जमा करना होगा। पत्रों का विवरण निम्नवत है :

पत्र संख्या	पत्र का नाम	अंक विभाजन		उत्तीर्ण होने के लिए न्यूनतम अंक (लिखित परीक्षा+सत्रीय कार्य)
		लिखित परीक्षा	सत्रीय कार्य	
पत्र 1.	संस्कृत साहित्य का इतिहास एवं गद्य	80	20	33
पत्र 2.	संस्कृत भाषा में पद्य एवं नाटक	80	20	33
पत्र 3.	संस्कृत भाषा में व्याकरण एवं रचना	80	20	33
Total		240	60	99

30. भोजपुरी भाषा में प्रमाणपत्र (Certificate in Bhojpuri Language)

उद्देश्य: भोजपुरी भाषा एवं साहित्य में हमारी सम्यता और संस्कृति के साथ-साथ सामाजिक, राजनीतिक और आर्थिक परिस्थितियों को स्पष्ट छाप मिलती है। प्रचार-प्रसार एवं लोकप्रियता की दृष्टि से भोजपुरी एक महत्वपूर्ण भाषा है। इसकी इसी लोकप्रियता एवं महत्ता को देखते हुए बिहार इण्टरमीडियट काउंसिल से लेकर बिहार के अनेक विश्वविद्यालयों ने भोजपुरी विषय को बी.ए. ऑनर्स से एम.ए. तक के पाठ्यक्रम में एक स्वतंत्र विषय के रूप में स्थान दिया है। इस तथ्य को नालन्दा

खुला विश्वविद्यालय ने बखूबी समझा है। यही कारण है कि इस विश्वविद्यालय ने भी भोजपुरी भाषा के प्रचार-प्रसार के लिए सर्टिफिकेट पाठ्यक्रम चलाने का निर्णय लिया है।

इस पाठ्यक्रम के लिये न्यूनतम योग्यता मैट्रिक पास है तथा पाठ्यक्रम की अवधि छः माह है।

पाठ्यक्रम संरचना: भोजपुरी के षड्मासीय सर्टिफिकेट कोर्स में तीन पत्र हैं। प्रत्येक पत्र 100 अंकों का होगा और प्रत्येक पत्र की परीक्षा अवधि तीन घण्टे की होगी। सभी सैद्धान्तिक पत्रों में 80 अंकों के लिये लिखित परीक्षा होगी एवं 20 अंकों का सत्रीय कार्य जमा करना होगा। पत्रों का विवरण निम्नवत है:

पत्र संख्या	पत्र का नाम	अंक विभाजन		उत्तीर्ण होने के लिए न्यूनतम अंक (लिखित परीक्षा+सत्रीय कार्य)
		लिखित परीक्षा	सत्रीय कार्य	
पत्र 1.	भोजपुरी साहित्य का इतिहास	80	20	33
पत्र 2.	भोजपुरी काव्य एवं उसकी विधाएँ	80	20	33
पत्र 3.	भोजपुरी व्याकरण एवं रचना	80	20	33
Total		240	60	99

31. उर्दू भाषा में प्रमाणपत्र (Certificate in Urdu Language)

उद्देश्य: उर्दू किसी परिचय की मोहताज नहीं। बिहार में इसे द्वितीय राजभाषा का गौरव प्राप्त है। जनसंख्या एवं लोकप्रियता की दृष्टि से भी इसका क्षेत्र व्यापक है। उर्दू साहित्य में एक से बढ़कर एक साहित्यकार एवं कवि हुए हैं। अमीर खुसरो, वली, मीर, गालिब, शाद, फिराक, एकबाल, आदि की रचनाओं के विषय में जानने के लिए उर्दू का ज्ञान आवश्यक है; परन्तु इसके लिये अध्ययन-अध्यापन संस्थानों की कमी है। बहुत से ऐसे छात्र-छात्रायें हैं, जो उर्दू भाषा के विधिवत् अध्ययन के लिए अवसर नहीं निकाल पाते हैं। ऐसे छात्रों के लिये यह पाठ्यक्रम उपयोगी होगा। भाषा साहित्य के साथ-साथ जीविका-क्षेत्र में भी इसकी उपयोगिता निर्बिवाद है। अनेक सरकारी एवं गैर-सरकारी

संस्थाओं में उर्दू भी जानने वाले व्यक्तियों, अनुवादकों की आवश्यकता पड़ती है। इसके लिये यह पाठ्यक्रम कारगर सिद्ध हो सकता है। इन्हीं बिन्दुओं को ध्यान में रखकर नालन्दा खुला विश्वविद्यालय ने उर्दू में सर्टिफिकेट कोर्स प्रारम्भ किया है, ताकि विद्यार्थी घर बैठकर उर्दू के साहित्य एवं व्याकरण का पुष्ट ज्ञान प्राप्त कर सकें। इस पाठ्यक्रम के लिये न्यूनतम योग्यता मैट्रिक पास है। पाठ्यक्रम की अवधि छः माह है।

पाठ्यक्रम संरचना: इस पाठ्यक्रम में तीन पत्र होंगे। प्रत्येक पत्र 100 अंकों का होगा और प्रत्येक पत्र की परीक्षा अवधि तीन घण्टे की होगी। सभी सैद्धान्तिक पत्रों में 80 अंकों के लिये लिखित परीक्षा होगी एवं 20 अंकों का सत्रीय कार्य जमा करना होगा। पत्रों का विवरण निम्न प्रकार है:

पत्र संख्या	पत्र का नाम			उत्तीर्ण होने के लिए न्यूनतम अंक (लिखित परीक्षा+सत्रीय कार्य)
		लिखित परीक्षा	सत्रीय कार्य	
पत्र 1.	उर्दू कविता	80	20	33
पत्र 2.	उर्दू गद्य	80	20	33
पत्र 3.	उर्दू रचना	80	20	33
Total		240	60	99

(VI) Religion-based Certificate Courses

32. बौद्ध धर्म-विज्ञान में प्रमाणपत्र (Certificate in Buddhist Studies)

बौद्ध धर्म-विज्ञान में सर्टिफिकेट प्रमाणपत्र पाठ्यक्रम के

लिये न्यूनतम योग्यता मैट्रिक पास है। पाठ्यक्रम की अवधि छः माह है। इस पाठ्यक्रम निम्नलिखित तीन पत्र पढ़ने होंगे। प्रत्येक पत्र में 80 अंक सैद्धान्तिक तथा 20 अंक सत्रीय कार्य के लिए कर्णांकित रहेगा। पत्रों का विवरण निम्न प्रकार है:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written examination+ Assignment)
		Written Exam.	Assignment	
1.	History of Buddhism	80	20	33
2.	Main Tenets of Buddhism	80	20	33
3.	Contributions of Buddhism to World Culture	80	20	33
Total		240	60	99

33. ईसाई धर्म-विज्ञान में प्रमाणपत्र (Certificate in Christian Studies)

इस पाठ्यक्रम के लिये न्यूनतम योग्यता मैट्रिक पास है। पाठ्यक्रम की अवधि छः माह है। इस पाठ्यक्रम में निम्नलिखित

तीन पत्र पढ़ने होंगे। प्रत्येक पत्र में 80 अंक सैद्धान्तिक तथा 20 अंक सत्रीय कार्य के लिए कर्णांकित रहेंगे।

पत्रों का विवरण निम्न प्रकार है:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written examination+ Assignment)
		Written Exam.	Assignment	
1.	Origin and Spread of Christianity	80	20	33
2.	Main Tenets of Christianity	80	20	33
3.	Contribution of Christianity to World Culture	80	20	33
Total		240	60	99

34. हिन्दू धर्म-विज्ञान में प्रमाणपत्र (Certificate in Hindu Studies)

इस पाठ्यक्रम के लिये न्यूनतम योग्यता मैट्रिक पास है।
पाठ्यक्रम की अवधि छः माह है। इस पाठ्यक्रम में निम्नलिखित

तीन पत्र पढ़ने होंगे। प्रत्येक पत्र में 80 अंक सैद्धान्तिक तथा 20 अंक सत्रीय कार्य के लिए कर्णांकित रहेंगे।

पत्रों का विवरण निम्न प्रकार है:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written examination+ Assignment)
		Written Exam.	Assignment	
1.	Origin and Spread of Hinduism	80	20	33
2.	Main Tenets of Hinduism	80	20	33
3.	Contribution of Hinduism to World Culture	80	20	33
Total		240	60	99

35. इस्लाम धर्म-विज्ञान में प्रमाणपत्र (Certificate in Islamic Studies)

इस पाठ्यक्रम के लिये न्यूनतम योग्यता मैट्रिक पास है।
पाठ्यक्रम की अवधि छः माह है। इस पाठ्यक्रम में निम्नलिखित

तीन पत्र पढ़ने होंगे। प्रत्येक पत्र में 80 अंक सैद्धान्तिक तथा 20 अंक सत्रीय कार्य के लिए कर्णांकित रहेंगे।

पत्रों का विवरण निम्न प्रकार है:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written examination+ Assignment)
		Written Exam.	Assignment	
1.	Origin and Spread of Islam	80	20	33
2.	Main Tenets of Islam	80	20	33
3.	Contribution of Islam to World Culture	80	20	33
Total		240	60	99

36. जैन धर्म-विज्ञान में प्रमाणपत्र (Certificate in Jain Studies) (Kept in Abeyance)

विद्यार्थियों को निम्नलिखित तीन पत्र पढ़ने होंगे। प्रत्येक पत्र में 80 अंक सैद्धान्तिक तथा 20 अंक सत्रीय कार्य के लिए कर्णांकित रहेंगे।

पत्रों का विवरण निम्न प्रकार है:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written examination+ Assignment)
		Written Exam.	Assignment	
1.	History of Jainism	80	20	33
2.	Main Tenets of Jainism	80	20	33
3.	Contribution of Jainism to World Culture	80	20	33
Total		240	60	99

37. सिख धर्म-विज्ञान में प्रमाणपत्र (Certificate in Sikh Studies)

इस पाठ्यक्रम के लिये न्यूनतम योग्यता मैट्रिक पास है। पाठ्यक्रम की अवधि छः माह है। इस पाठ्यक्रम में निम्नलिखित

तीन पत्र पढ़ने होंगे। प्रत्येक पत्र में 80 अंक सैद्धान्तिक तथा 20 अंक सत्रीय कार्य के लिए कर्णांकित रहेंगे।

पत्रों का विवरण निम्न प्रकार है:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written examination+ Assignment)
		Written Exam.	Assignment	
1.	Origin and Spread of Sikhism	80	20	33
2.	Main Tenets of Sikhism	80	20	33
3.	Contribution of Sikhism to World Culture	80	20	33
Total		240	60	99

(VII) Computer-based and Miscellaneous Certificate Courses

38. Certificate in Information Technology (CIT)

Objective: This is a Computer Education Programme, offering Certificate after successful completion of the course. The Programme aims at fulfilling the need of thousands of educated people

who are desirous of acquiring basic knowledge of computer application and Information Technology. It is a short programme of nine months duration. Minimum qualification is Matric.

The course is divided into 4 papers; out of which three are theory papers and one is practical paper; each carrying 100 marks. The details of the course are given below:

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
1.	Fundamental of Computer System	80	20	—	33
2.	Introduction to Information Technology	80	20	—	33
3.	Web based Technologies and Multimedia Application	80	20	—	33
4.	Laboratory Course	20	—	80	33
Total		260	60	80	132

39. गृह कार्यों में कम्प्यूटर का उपयोग में प्रमाणपत्र (Certificate in Home Usages of Computer)

इसमें नामांकन के लिए अलग से सूचना दी जाती है।

उद्देश्य: आजकल हम सभी के दैनिक क्रियाकलापों में कम्प्यूटर अत्यधिक उपयोगी हो गया है। टेलीफोन एवं टेलीविजन के तरह ही कम्प्यूटर भी घर का एक आवश्यक उपकरण होता जा रहा है, परन्तु टेलीफोन या टेलीविजन की तरह, यह सामान्य जानकारी के आधार पर नहीं चलाया जा सकता। इसके सही उपयोग के लिए कुछ खास प्रशिक्षण की जरूरत होती है। नालन्दा खुला विश्वविद्यालय द्वारा इस पाठ्यक्रम की संरचना लोगों को कम्प्यूटर की सामान्य जानकारी सहज एवं सरल तरीके से देने के लिए की गयी है। यह पाठ्यक्रम छात्रों, गृहस्वामिणियों, बुजुर्ग व्यक्तियों की घरेलू आवश्यकताओं को ध्यान में रखते हुए बनाया गया है। चार सप्ताह का यह पाठ्यक्रम प्रत्येक माह संचालित किया जाता है। प्रत्येक बैच में 25 छात्रों का नामांकन होता है। पाठ्यक्रम की विशेषता यह है कि इसमें छात्र उन सभी महत्वपूर्ण तथ्यों की जानकारी प्राप्त कर लेते हैं, जिनकी आवश्यकता गृह कार्य के दौरान लोगों को पड़ती है, जैसे, इण्टरनेट खोलना, ई-मेल भेजना, चैटिंग करना, स्काइप, बैंकिंग कार्य, रेलवे आरक्षण, सामान्य सूचना प्राप्त करना आदि।

पाठ्यक्रम संरचना: 4 सप्ताह के इस पाठ्यक्रम में छात्रों

Paper No.	Title of the paper	Distribution of Marks			Pass Marks (written exam+ Assignment+ Practical)
		Written Exam.	Assignment	Practical	
2.	पुस्तकालय एवं सूचना केन्द्रों की सामग्रियों का संगठन	80	—	20	33
3.	पुस्तकालय एवं सूचना केन्द्रों के अभिलेख	80	—	20	33
Total		240	20	40	99

41. बीमा सेवाएँ एवं बीमा प्रबंधन में प्रमाणपत्र (Certificate in Insurance Services and its Management)

उद्देश्य: भारत में बीमा सेवा का विस्तार बहुत ही तीव्र गति से हो रहा है। रोजगार के अवसर प्रदान करने की दिशा में यह क्षेत्र काफी अग्रणी है, परन्तु इस सेवा में कार्यरत एवं कार्य करनेवाले लोगों के लिए एक सुसंगठित एवं योजनाबद्ध प्रशिक्षण एवं उपाधि का अभाव है। इसी उद्देश्य को ध्यान में रखते हुए बीमा सेवाओं में प्रमाणपत्र पाठ्यक्रम की योजना तैयार की गयी है। इस पाठ्यक्रम से छात्र-छात्राओं को रोजगार प्राप्त करने में

को प्रति दिन 3 घंटों का प्रशिक्षण दिया जायेगा। इस पाठ्यक्रम में नामांकन के लिए अलग से अधिसूचना प्रकाशित की जायेगी।

40. पुस्तकालय एवं सूचना विज्ञान में प्रमाणपत्र (Certificate in Library and Information Science)

उद्देश्य: किसी भी सम्य समाज के शैक्षणिक विकास में पुस्तकालय की भूमिका बहुत अहम है। आधुनिक काल में अध्ययन सामग्री का संग्रह करना तथा समाजहित में उसके उपयोग को अधिक-से-अधिक बढ़ाना पुस्तकालय का मुख्य उद्देश्य है, लेकिन इस उद्देश्य की प्राप्ति तभी सम्भव है जब पुस्तकालय एक कुशल एवं प्रशिक्षित व्यक्ति या व्यक्तियों के सहयोग से संचालित हो रहा हो। नालन्दा खुला विश्वविद्यालय द्वारा संचालित 'पुस्तकालय एवं सूचना विज्ञान में प्रमाणपत्र' पाठ्यक्रम का उद्देश्य पुस्तकालयों के संचालन एवं रख-रखाव के लिए शिक्षण एवं प्रशिक्षण की व्यवस्था करना एवं प्रशिक्षित कार्यकर्ता तैयार करना है।

पाठ्यक्रम संरचना: इस पाठ्यक्रम में तीन पत्र होंगे। प्रत्येक पत्र 100 अंकों का होगा। प्रथम पत्र में 80 अंकों की लिखित परीक्षा होगी एवं 20 अंकों का सत्रीय कार्य जमा करना होगा। द्वितीय तथा तृतीय पत्र में 80 अंकों की लिखित परीक्षा होगी एवं 20-20 अंकों का प्रयोगिक कार्य (Practical Work) होगा। यह पाठ्यक्रम 9 माह का है। इसके लिये न्यूनतम योग्यता मैट्रिक पास है।

सहायता मिल सकती है। पाठ्यक्रम में नामांकन हेतु न्यूनतम योग्यता मैट्रिक है।

पाठ्यक्रम संरचना: इस पाठ्यक्रम की अवधि 6 माह है। इस पाठ्यक्रम में तीन पत्र होंगे। प्रत्येक पत्र 100 अंकों का होगा और प्रत्येक पत्र की परीक्षा अवधि तीन घण्टे की होगी। सभी सिद्धान्तिक पत्रों में 80 अंकों के लिये तीन घण्टों की लिखित परीक्षा होगी एवं 20 अंकों का सत्रीय कार्य जमा करना होगा। पत्र तीन में छात्रों को दो विषयों में से किसी एक विषय को चुनना होगा। पत्रों का विवरण निम्नवत है:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written examination+ Assignment)
		Written Exam.	Assignment	
1.	Insurance Concepts and Laws	80	20	33
2.	Insurance Principles	80	20	33
3.	Life Insurance or General (Non-Life) Insurance	80	20	33
Total		240	60	99

42. शासकीय व्यवस्था एवं पंचायतीराज में प्रमाणपत्र (Certificate in Indian Constitution and Panchayati Raj)

उद्देश्य: इसमें प्रवेश के लिए न्यूनतम शैक्षणिक योग्यता मेट्रिक अथवा इसके समतुल्य परीक्षा में उत्तीर्णता है। जो विद्यार्थी ग्रामीण विकास, ग्रामीण समस्याओं के समुचित प्रबंधन एवं पंचायतीराज व्यवस्था की क्रियाप्रणाली से अवगत होना चाहते हैं, उनके लिए यह पाठ्यक्रम ज्ञानवर्द्धक एवं उपयोगी है। पंचायती-

राज व्यवस्था के अन्तर्गत निर्वाचित प्रतिनिधियों के लिए भी यह पाठ्यक्रम पर्याप्त ज्ञानवर्द्धक, लाभकारी एवं प्रशिक्षणमूलक है। न्यूनतम योग्यता मेट्रिक पास है।

यह सर्टिफिकेट पाठ्यक्रम 6 माह की अवधि का है।

पाठ्यक्रम संरचना: इस पाठ्यक्रम में तीन पत्र होंगे। प्रत्येक पत्र 100 अंकों का होगा। 80 अंकों के लिए तीन घंटों की लिखित परीक्षा होगी। 20 अंक सत्रीय कार्य के लिए निर्धारित हैं। पत्रों का विवरण अधोलिखित है:

पत्र संख्या	पत्र का नाम	Distribution of Marks		उत्तीर्ण होने के लिए न्यूनतम अंक (लिखित परीक्षा+सत्रीय कार्य)
		लिखित परीक्षा	सत्रीय कार्य	
पत्र 1.	भारत में शासकीय व्यवस्था एवं पंचायतीराज	80	20	33
पत्र 2.	ग्रामीण भारत-समस्याएँ एवं समाधान	80	20	33
पत्र 3.	पंचायतीराज, ग्रामीण विकास एवं योजनाकरण	80	20	33
Total		240	60	99

43. आपदा प्रबंधन में प्रमाणपत्र (Certificate in Disaster Mangement)

उद्देश्य: आपातकालीन परिस्थिति में धैर्य एवं संतुलन को स्थापित करते हुए कम या सूक्ष्म समय में जान-माल की रक्षा एवं सामाजिक संतुलन कैसे स्थापित किया जा सकता है, आपदा की रोकथाम कैसे की जा सकती है, आपातकालीन सहायता एवं पुर्नवास के लिए क्या-क्या किया जाना चाहिए, आदि तथ्यों को ध्यान में रखते हुए इस पाठ्यक्रम का गठन किया गया है। प्राकृतिक एवं अप्राकृतिक आपदाओं के दृष्टिकोण से इस

पाठ्यक्रम का बहुत अधिक महत्व है। इसके लिए न्यूनतम योग्यता मेट्रिक पास है।

पाठ्यक्रम संरचना: यह पाठ्यक्रम 6 माह का है। इसके लिए प्रदान की जाने वाली स्वाधिगम सामग्री हिन्दी एवं अंग्रेजी भाषा में उपलब्ध है। इस पाठ्यक्रम में छात्रों को निम्नलिखित दो पत्र पढ़ने होंगे। दोनों सैद्धान्तिक पत्रों में 80 अंकों के लिये तीन घंटों की लिखित परीक्षा होगी एवं 20 अंकों का सत्रीय कार्य जमा करना होगा। पत्रों का विवरण निम्नवत है:

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written examination+ Assignment)
		Written Exam.	Assignment	
1.	Foundation course in Disaster Management	80	20	33
2.	Disaster Management Methods and Techniques	80	20	33
Total		160	40	66

44. Certificate in Interior Decoration (CID)

The certificate course in Interior Decoration aims at providing basic and accurate knowledge and information about interior decoration. The content of the course are designed to impart an integrated understanding to the learners about the issue involved in interior decoration. The main

objective of the programme is to enhance the knowledge and skills of those who are intending to practice or who are already practicing in interior decoration. The minimum qualification for admission in this course is 10+2 and duration of the course in nine months.

The course consists of 4 papers listed below :

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written examination+ Assignment)
		Written Exam.	Assignment	
1.	Principles of Interior Decoration	80	20	45
2.	Finishes and materials for Interior Decoration	80	20	45
3.	Services colour and landscape for interior	80	20	45
4.	Interior space organization	80	20	45
Total		320	80	180

45. Certificate in Computer Network Administration (CCNA in collaboration with CISCO Systems Inc.)

Programme Highlights:

- Name of the course : CCNA (Routing & Switching)
- The Certificate Course in Computer Network Administration is being run in collaboration with Cisco Systems Inc.
- Highly recognized certification by IT industry world for networking related software professionals.
- Exclusive Networking lab with Cisco Manageable SWITCHES and ROUTERS.
- Hands on experience in real life WAN environment.
- Experienced Cisco Certified Academy Instructors (CCAI)
- Guest faculty from industries /institutions
- Online study learning material
- After the completion of the course and clearing all the papers, Course Completion Certificate will be issued separately by Nalanda Open University & Cisco Systems.

A brief description of the courses has been given below:

45.1. Certificate in Computer Network Administration-Routing & Switching [CCNA (Routing & Switching) in collaboration with Cisco Systems Inc.]

The CCNA (Routing & Switching) curriculum centers on teaching students to design, build and maintain computer networks.

The programme prepares students for the 21st Century workplace. The topics covered in the curriculum are also useful for maintaining Non Cisco networks. While Cisco equipment is used to practice and reinforce certain concepts, students gain broad knowledge in the operation of networks, the difference between various types of networking products, how to design and troubleshoot networks and other general topics. It provides a comprehensive coverage of networking concepts, from fundamentals to advanced applications & services, with opportunities for hands on practical experience and career skills development.

Minimum Qualification: The minimum qualification for admission in the course is graduate in Science.

Duration: 6 months.

Paper No.	Title of the paper	Distribution of Marks		Minimum Marks to pass (written examination+ Practical)
		Written Exam.	Practical	
1.	Introduction to Networks	80	20	45
2.	Routing & Switching Essentials	80	20	45
3.	Scaling Networks	80	20	45
4.	Contacting Networks	80	20	45
Total		320	80	180

Scheme of Examination for CCNA (Routing & Switching)

- There shall be theory & practical exam for each paper. Each paper will be of 100 Marks. The theory exam will be of 80 Marks and the practical exam will be of 20 Marks. Students will have to secure 45 Marks altogether (Theory + Practical) in each Paper for clearing a paper. Only after clearing all the papers, Certificate from Nalanda Open University will be issued to the students.
- For getting course completion certificate of CCNA (Routing & Switching) from CISCO a student will have to clear Chapter wise.

Online examination: Module wise online examination for each module & practical skill test through the CISCO Academy Server. All these examinations will be conducted at Nalanda Open University Computer Lab, Patna.

46. Certificate in Hindi-English Translation (CCHET)

From the Academic Year 2015-2016 the School of Indian and Foreign Language of Nalanda Open University has introduced a Certificate Course in Hindi-English Translation to enable students acquire skills in translation from Hindi to English and vice-versa and to enhance the scope of employability. The main objectives of the course are:

- To impart basic information & skills of translation to the students.
- To enhance employability scope in the field of translation and interpretation careers.
- To motivate students for literary & professional translations.
- To inculcate the culture of Interdisciplinary & interlingual studies among students in the translation point of view.

The course is divided into three theory papers carrying 100 marks each. The division of marks between written examination and assignment/practical work is as follows:

पत्र संख्या	पत्र का नाम			उत्तीर्ण होने के लिए न्यूनतम अंक (लिखित परीक्षा+सत्रीय कार्य)
		लिखित परीक्षा	सत्रीय कार्य	
पत्र 1.	अनुवाद : सिद्धान्त और व्यवहार	80	20	33
पत्र 2.	भाषा, भाषिकी और अनुवाद	80	20	33
पत्र 3.	अनुवाद के साधन और प्रयोग	80	20	33
Total		240	60	99





NALANDA OPEN UNIVERSITY

ANNEXURE I

IMPORTANT INFORMATION

1. Women candidates get 25% discount (25% Concession is given in all programmes except Ph.D.)
2. Education for Jail (Prison) inmates is free.

Details for the Programmes for Session 2022-23

Sl. No.	Programme	Eligibility Criteria	Minimum Age for Admission	Duration of the Programme	Course Fee* (Per Year) (except Ph.D. Programmes where the fee is for entire duration of the Programme)		Medium of Instruction	S.U.M Developed by
					Male	Female		
1	2	3	4	5	6	7	8	9
I.	Ph. D. Programme is being offered in Economics, Education Geography, Hindi, History, Political Science, Psychology, Sociology, Urdu, Botany, Mathematics, Chemistry, Physics, Zoology and Commerce subjects only) Suspended till further orders	Post Graduate degree in the concerned subject with at least 55% of Marks + Eligibility Test	No bar	Two Years to Four years	20,000/-		Hindi or English	Not Applicable
II.	Post Graduate Programmes							
	(A) Arts Stream							
1.	M.A. (Bhojpuri) <i>Kept in Abeyance</i>	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Bhojpuri	Self Developed
2.	M.A. (Economics)	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Hindi	Self Developed
3.	M.A. (Education)	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Hindi	Self Developed
4.	M.A. (English) <i>Kept in Abeyance</i>	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Hindi	Self Developed
5.	M.A. (Environmental Science)	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Hindi & Eng. mixed	Self Developed

1	2	3	4	5	6	7	8	9
6.	M.A. (Geography)	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Hindi	Self Developed
7.	M.A. (Hindi)	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Hindi	Self Developed
8.	M.A. (History)	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Hindi	Self Developed
9.	M.A. in Home Science	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Hindi	Self Developed
10.	M.A. in Magahi (<i>Kept in Abeyance</i>)	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Magahi	Self Developed
11.	M.A. in Maithili (<i>Kept in Abeyance</i>)	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Maithili	Self Developed
12.	M.A. (Mathematics)	Graduate in Mathematics	No Bar	Two Years	5600/-	4200/-	English	Self Developed
13.	M.A. (Political Science)	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Hindi	Self Developed
14.	M.A. (Psychology)	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Hindi	Self Developed
15.	M.A. (Public Administration)	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Hindi	Self Developed
16.	M.A. (Rural Development)	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Eng. & Hin. mixed	NOU
17.	M.A. (Sanskrit)	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Hindi	Self Developed
18.	M.A. (Sociology)	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Hindi	Self Developed
19.	M.A. (Urdu)	Graduate in any discipline	No Bar	Two Years	5600/-	4200/-	Urdu	Self Developed
(B) Science Stream								
20.	M.Sc. (Botany)	Graduate with Botany**	No Bar	Two Years	5600/-	4200/-	English	Self Developed
21.	M.Sc. (Chemistry)	Graduate in Chemistry	No Bar	Two Years	5600/-	4200/-	English	Self Developed
22.	M.Sc. (Environmental Science)	Graduate in Science	No Bar	Two Years	5600/-	4200/-	English & Hin. Mixed	Self Developed
23.	M.Sc. (Geography)	Graduate in any Science subject	No Bar	Two Years	5600/-	4200/-	Hindi	Self Developed
24.	M.Sc. (Home Science)	Graduate in any Science subject	No Bar	Two Years	5600/-	4200/-	English	Self Developed
25.	M.Sc. (Mathematics)	Graduate with Maths./ Physics/BCA/B.Tech	No Bar	Two Years	5600/-	4200/-	English	Self Developed
26.	M.Sc. (Physics)	Graduate with Physics/Maths/B.Tech.	No Bar	Two Years	5600/-	4200/-	English	Self Developed
27.	M.Sc. (Zoology)	Graduate with Zoology Botany/Bio-Technology Bio-Chemistry / Environmental Science	No Bar	Two Years	5600/-	4200/-	English	NOU+Netaji Subhash Open University

** Bio-technology / Bio-chemistry / Herbal chemistry / Environmental science / Forestry

1	2	3	4	5	6	7	8	9
28.	M.Com. (D) Media Stream Mass Communication and Journalism (MJMC)	Graduate in Commerce	No Bar	Two Years	5600/-	4200/-	Hindi	Self Developed
29.	(E) Computer Science Stream Master of Computer Application (MCA)	Graduate in any discipline or P.G. Diploma in Journalism & Mass Communication ⁴	No Bar	Two Years	6400/-	4800/-	Hindi	Self Developed
30.	(F) Library Science Stream Bachelor of Computer Application or B.Sc. with Math. or B.Sc. in Comp. Sc.	Bachelor of Computer Application or B.Sc. with Math. or B.Sc. in Comp. Sc.	No Bar	Three Years	20000/-	15000/-	English	Self Developed
31.	(F) Library Science Stream Master of Library and Information Science (MLIS)	Bachelor in Library and Information Science	No Bar	One Year	12400/-	9300/-	Hindi	Self Developed
III.	P.G. Diploma Programmes (A) Arts Stream							
32.	Post Graduate Diploma in Financial Management	Graduate in any discipline	No Bar	One Year	6800/-	5100/-	English	Self Developed
33.	Post Graduate Diploma in Hindi-English Translation	Graduate in any discipline	No Bar	One Year	6800/-	5100/-	Hindi	Self Developed
34.	Post Graduate Diploma in Human Resource Development	Graduate in any discipline	No Bar	One Year	9200/-	6900/-	Hindi	Self Developed
35.	Post Graduate Diploma in Information and Public Relations	Graduate in any discipline	No Bar	One Year	7200/-	5400/-	Hindi	Self Developed
36.	Post Graduate Diploma in Journalism and Mass Communication	Graduate in any discipline	No Bar	One Year	7200/-	5400/-	English	IGNOU
37.	Post Graduate Diploma in Marketing Management	Graduate in any discipline	No Bar	One Year	6800/-	5100/-	English	Self Developed
38.	P.G. Diploma in Yogic Studies	Graduate in any discipline	No Bar	One Year	7200/-	5400/-	Hindi	Self Developed
IV.	Teacher Education Programmes							
39.	Bachelor of Education (Only for in-service teachers)	(i) Graduate in any discipline with at least 50% marks (ii) Teaching experience	No Bar	Two Years	32000/-	24000/-	Hindi	Self Developed
V.	Library & Information Science Programmes							
40.	Bachelor of Library and Information Science (BLIS)	Graduate in any discipline	No Bar	One Year	7200/-	5400/-	Hindi	Self Developed

1	2	3	4	5	6	7	8	9
VI. Graduate Degree Programmes								
	(A) Arts Stream							
41.	B.A. Honours (Economics)	Intermediate	No Bar	Three Years	3200/-	2400/-	Hindi	Self Developed
42.	B.A. Honours (Education)	Intermediate	No Bar	Three Years	3200/-	2400/-	Hindi	Self Developed
43.	B.A. Honours (Geography)	Intermediate	No Bar	Three Years	3200/-	2400/-	Hindi	Self Developed
44.	B.A. Honours (Hindi)	Intermediate	No Bar	Three Years	3200/-	2400/-	Hindi	Self Developed
45.	B.A. Honours (History)	Intermediate	No Bar	Three Years	3200/-	2400/-	Hindi	Self Developed
46.	B.A. Honours (Home Science)	Intermediate	No Bar	Three Years	3200/-	2400/-	Hindi	Self Developed
47.	B.A. Honours (Journalism)	Intermediate	No Bar	Three Years	3600/-	2700/-	Hindi	Self Developed
48.	B.A. Honours (Pol. Science)	Intermediate	No Bar	Three Years	3200/-	2400/-	Hindi	Self Developed
49.	B.A. Honours (Psychology)	Intermediate	No Bar	Three Years	3200/-	2400/-	Hindi	Self Developed
50.	B.A. Honours (Public Admin.)	Intermediate	No Bar	Three Years	3200/-	2400/-	Hindi	Self Developed
51.	B.A. Honours (Sociology)	Intermediate	No Bar	Three Years	3200/-	2400/-	Hindi	Self Developed
52.	B.A. Honours (Social Work)	Intermediate	No Bar	Three Years	3200/-	2400/-	Hindi	IGNOU
53.	B.A. Honours (Tourism)	Intermediate	No Bar	Three Years	3200/-	2400/-	Hin./Eng.	IGNOU
54.	B.A. Honours (Statistics) <i>Kept in Abeyance</i>	Intermediate	No Bar	Three Years	3200/-	2400/-	Hin./Eng.	Self Developed
55.	B.A. Honours (Yoga)	Intermediate	No Bar	Three Years	3600/-	2700/-	Hindi	Self Developed
56.	B.A. Honours (Urdu)	Intermediate	No Bar	Three Years	3200/-	2400/-	Urdu	Self Developed
	(B) Science Stream							
57.	B.Sc. Honours (Botany)	Intermediate Science	No Bar	Three Years	3200/-	2400/-	English	Self Developed
58.	B.Sc. Honours (Chemistry)	Intermediate Science	No Bar	Three Years	3200/-	2400/-	English	Self Developed
59.	B.Sc. Honours (Geography)	Intermediate Science	No Bar	Three Years	3200/-	2400/-	Hindi	Self Developed
60.	B.Sc. Honours (Home Science)	Intermediate Science	No Bar	Three Years	3200/-	2400/-	Hindi	Self Developed
61.	B.Sc. Honours (Mathematics)	Intermediate Science	No Bar	Three Years	3200/-	2400/-	English	Self Developed
62.	B.Sc. Honours (Physics)	Intermediate Science	No Bar	Three Years	3200/-	2400/-	English	Self Developed
63.	B.Sc. Honours (Statistics) <i>Kept in Abeyance</i>	Intermediate Science	No Bar	Three Years	3200/-	2400/-	English	Self Developed
64.	B.Sc. Honours (Yoga)	Intermediate Science	No Bar	Three Years	3600/-	2700/-	Hindi	Self Developed
65.	B.Sc. Honours (Zoology)	Intermediate Science	No Bar	Three Years	3200/-	2400/-	English	Self Developed
	(C) Commerce Stream							
66.	B.Com (Hons.)	Intermediate	No Bar	Three Years	3200/-	2400/-	Hindi	Self Developed

1	2	3	4	5	6	7	8	9
67.	Bachelor in Business Administration (BBA)	Intermediate with 45% of marks	No Bar	Three years	7600/-	5700/-	English	Self Developed
VII. 68.	Computer Education Programme Bachelor in Computer Application (BCA)	(i) Intermediate with Maths. as a subject OR, (ii) I.A. with C/C (Certificate in Computing)	No Bar	Three Years	7600/-	5700/-	English	Self Developed
VIII. 69.	Intermediate Programme Intermediate of Arts	Matriculation	No Bar	Two Years	2400/-	1800/-	Hindi	Self Developed
70.	Intermediate of Science	Matriculation	No Bar	Two Years	2400/-	1800/-	English	Self Developed
71.	Intermediate of Commerce	Matriculation	No Bar	Two Years	2400/-	1800/-	Hindi	Self Developed
IX. 72.	Certificate Programme (I) Agriculture based Cert. Courses Certificate in Bio-fertilizer Production	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
73.	Cert. in Floriculture Technology	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
74.	Certificate in Medicinal and Aromatic Plants	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
75.	Certificate in Soil Health Mgmt.	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
76.	Certificate in Artificial Insemination and Minor Veterinary Services <i>Kept in Abeyance</i>	Matriculation	No Bar	Nine Months	6600/-	5000/-	English	Self Developed
77.	(II) Child and Women Development Related Certificate Courses Certificate in Abolition of Child Labour	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
78.	Certificate in Child Psychology and Guidance	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
79.	Certificate in Child and Women's Rights	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
80.	Certificate in Legal Awareness Among Women	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
81.	Certificate in Nutrition and Child Care	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	IGNOU

1	2	3	4	5	6	7	8	9
	(III) Health and Environment Related Certificate Courses							
82.	Certificate in Environmental Studies	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	IGNOU
83.	Certificate in Food and Nutrition	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	IGNOU
84.	Certificate in Health & Environment	Matriculation	No Bar	Six Months	2200/-	1650/-	English	IGNOU
85.	Certificate in HIV and Family Education	Matriculation	No Bar	Six Months	2200/-	1650/-	English	IGNOU
	(IV) Para Medical Courses (Kept in Abeyance)							
86.	Certificate in Basic Medical Assistance and Nursing Care	Matriculation	No Bar	Nine Months	7200/-	5400/-	English	Self Developed
87.	Certificate in Clinical Dental Technique	Intermediate Science	No Bar	Nine Months	7200/-	5400/-	English	Self Developed
88.	Certification in Dental Mechanic	Matriculation	No Bar	Nine Months	7200/-	5400/-	English	Self Developed
89.	Certificate in Dental and Oral Hygiene	Intermediate Science	No Bar	Nine Months	7200/-	5400/-	English	Self Developed
90.	Certificate in ECG Technique	Intermediate Science	No Bar	Nine Months	7200/-	5400/-	English	Self Developed
91.	Certificate in Medical Laboratory Technique	Intermediate Science	No Bar	Nine Months	7200/-	5400/-	English	Self Developed
92.	Certificate in Optometry and Ophthalmic Assistance	Intermediate Science	No Bar	Nine Months	7200/-	5400/-	English	Self Developed
93.	Certificate in Operation Theatre Assistantship	Intermediate Science	No Bar	Nine Months	7200/-	5400/-	English	Self Developed
94.	Certificate in Physiotherapy and Yoga Therapy	Intermediate Science	No Bar	Nine Months	7200/-	5400/-	English	Self Developed
95.	Certificate in Radiography and Imaging Technique	Intermediate Science	No Bar	Nine Months	7200/-	5400/-	English	Self Developed
	(V) Language Based Certificate Courses							
96.	Certificate in Bhojpuri Language	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
97.	Certificate in Magahi Language	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
98.	Certificate in Maithili Language	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
99.	Certificate in Pali Language	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed

1	2	3	4	5	6	7	8	9
100.	Certificate in Prakrit Language	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
101.	Certificate in Sanskrit Language	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
102.	Certificate in Urdu Language	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
	(VI) Religion Based Certificate Courses							
103.	Certificate in Buddhist Studies	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
104.	Certificate in Christian Studies	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
105.	Certificate in Hindu Studies	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
106.	Certificate in Islamic Studies	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
107.	Certificate in Jain Studies	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
108.	Certificate in Sikh Studies	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
	(VII) Computer Based and Miscellaneous Certificate Courses							
109.	Certificate in Information Technology	Matriculation	No Bar	Nine Months	2200/-	1650/-	English	Self Developed
110.	Certificate in Disaster Management	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
111.	Certificate in Home Usages of Computers	Matriculation	No Bar	One Month	2200/-	1650/-	Hindi/English	Self Developed
112.	Certificate in Indian Constitution and Panchayati Raj	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
113.	Certificate in Insurance Services	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed
114.	Certificate in Library and Information Science	Matriculation	No Bar	Nine Months	2200/-	1650/-	Hindi	Self Developed
115.	Certificate in Interior Decoration	Inter Science	No Bar	Nine Months	6800/-	5100/-	English	Self Developed
116.	Certificate in Computer Network Administration (Routing and Switching)	Intermediate	No Bar	Six Months	15200/-	11400/-	English	CISCO Developed
117.	Certificate Course in Hindi-English Translation	Matriculation	No Bar	Six Months	2200/-	1650/-	Hindi	Self Developed

Programme of Theory & Practical Counselling Classes For 2022 Admission

Sl.No.	Courses	Month of Counselling	Name of the Study Centre
1.	All Certificate Course	November, 2022	Nalanda Open University
2.	I.A/I.Sc./I.Com, Part-I	November, 2022	Nalanda Open University
3.	I.A/I.Sc./I.Com, Part-II	Nov. 2022 to Dec. 2022	Nalanda Open University & all Study-cum-Counselling Centres
4.	BCA & BBAPart-III	November, 2022 onwards	Nalanda Open University
5.	All B.A/B.Sc./B.Com (Hons.) Part-III	Nov. 2022 to Dec. 2022	Nalanda Open University
6.	All Post Graduate Diploma Courses	December, 2022	Nalanda Open University
7.	BCA&BBAPart-II	December, 2022	Nalanda Open University
8.	B.A. Part-II: History, Political Sc., Hindi, Sociology, Psychology & Economics (Hons.)	December, 2022	Nalanda Open University & all Study-cum-Counselling Centres
9.	B.A/B.Sc. Part-II: Geography & Home Science (Hons.)	December, 2022	Nalanda Open University
10.	B.A. Part-II: Social Work & Tourism (Hons.)	December, 2022	Nalanda Open University
11.	B.Com. (Hons.) Part-II	December, 2022	Nalanda Open University
12.	All B.Sc. (Hons.) Part-II	December, 2022	Nalanda Open University
13.	B.A. Part-I: Hindi, History, Sociology, Psychology, Economics, Political Sc. (Hons.)	Dec. 2022 to Jan. 2023	Nalanda Open University & all Study-cum-Counselling Centres
14.	B.A. Part-I: Tourism & Social Work (Hons.)	Dec. 2022 to Jan. 2023	Nalanda Open University
15.	B.A/B.Sc. Part-I: Geography & Home Science (Hons.)	Dec. 2022 to Jan. 2023	Nalanda Open University
16.	B.Com (Hons.) Part-I	Dec. 2022 to Jan. 2023	Nalanda Open University
17.	All B.Sc. (Hons.) Part-I	Dec. 2022 to Jan. 2023	Nalanda Open University
18.	BCA & BBA, Part-I	January, 2023 onwards	Nalanda Open University
19.	BLIS	January, 2023 onwards	Nalanda Open University
20.	M.A. Part-I: History, Geography, Political Science, Hindi, Economics, Psychology & Sociology	January, 2023	Nalanda Open University & all Study-cum-Counselling Centres
21.	M.A. Part-I: Public Administration, MJMC, Urdu, MLIS, Environmental Studies, Disaster Management, Sanskrit, M.Sc. all subjects, M.Com. and MCA Part-I	January, 2023	Nalanda Open University
22.	M.A. Part-II: Hindi, History, Geography, Sociology, Political Science, Economics & Psychology, Home Science	January, 2023	Nalanda Open University & all Study-cum-Counselling Centres
23.	M.A. Part-II: Urdu, Bhojpuri, Magahi, Public Administration, MJMC, Rural Development, Environmental Studies, Disaster Management, Education, M.Sc. all Subjects, M.Com. and MCA Part-II	Jan. 2023 to Feb. 2023	Nalanda Open University
24.	MCA Part-III	Jan. 2023 to Feb. 2023	Nalanda Open University

Course wise Requirement of Assignment Copy in First Year

Sl. No.	Name of The Course	Required No. of Assignment Copy	Sl. No.	Name of The Course	Required No. of Assignment Copy
1.	M.A. (Bhojpuri)	8	37.	PG Diploma in information and Public Relations	4
2.	M.A. (Economics)	8	38.	Bachelor of Education (B.Ed)	7
3.	M.A. (Education)	8	39.	Bachelor of Library and Information Science (BLIS)	5
4.	M.A. (English)	8	40.	B.A. Honours (Economics)	2
5.	M.A. (Environmental Science)	3	41.	B.A. Economics (Subsidiary)	1
6.	M.A. (Geography)	2	42.	B.A. Honours (Education)	2
7.	M.A. (Hindi)	8	43.	B.A. Education (Subsidiary)	1
8.	M.A. (History)	8	44.	B.A. Honours (Geography)	1
9.	M.A. (Home Science)	5	45.	B.A. Geography (Subsidiary)	Nil
10.	M.A. (Magahi)	8	46.	B.A. Honours (Hindi)	2
11.	M.A. (Maithili)	8	47.	B.A. Hindi (Subsidiary)	1
12.	M.A. (MJMC)	7	48.	B.A. Honours (History)	2
13.	M.A. (Political Science)	8	49.	B.A. History (Subsidiary)	1
14.	M.A. (Psychology)	4	50.	B.A. Honours (Home Science)	1
15.	M.A. (Public Administration)	8	51.	B.A. Home Science (Subsidiary)	1
16.	M.A. (Rural Development)	8	52.	B.A. Honours (JMC)	2
17.	M.A. (Sanskrit)	8	53.	B.A. JMC (Subsidiary)	1
18.	M.A. (Sociology)	8	54.	B.A. Honours (Political Science)	2
19.	M.A. (Urdu)	8	55.	B.A. Political Science (Subsidiary)	1
20.	M.Sc. (Botany)	Nil	56.	B.A. Honours (Psychology)	2
21.	M.Sc. (Chemistry)	4	57.	B.A. Psychology (Subsidiary)	1
22.	M.Sc. (Environmental Science)	3	58.	B.A. Honours (Public Administration)	2
23.	M.Sc. (Geography)	2	59.	B.A. Public Administration (Subsidiary)	1
24.	M.Sc. (Home Science)	2	60.	B.A. Honours (Social Work)	2
25.	M.Sc. (Mathematics)	8	61.	B.A. Social Work (Subsidiary)	1
26.	M.Sc. (Physics)	5	62.	B.A. Honours (Sociology)	2
27.	M.Sc. (Zoology)	Nil	63.	B.A. Sociology (Subsidiary)	1
28.	Master of Commerce (M.Com.)	8	64.	B.A. Honours (Statistics)	1
29.	Master of Library & Information Science (MLIS)	6	65.	B.A. Statistics (Subsidiary)	Nil
30.	Master of Computer Application (MCA)	5	66.	B.A. Honours (Tourism)	2
31.	Post Graduate Diploma in Financial Management	6	67.	B.A. Honours (Yoga)	2
32.	PG Diploma in Human Resource Management	6	68.	B.A. Honours (Urdu)	2
33.	PG Diploma in Hindi English Translation	5	69.	B.A. Urd (Subsidiary)	1
34.	Post Graduate Diploma in Journalism & Mass Communication	4	70.	B.Sc. Honours (Botany)	Nil
35.	Post Graduate Diploma in Marketing Management	6	71.	B.Sc. Botany (Subsidiary)	Nil
36.	Post Graduate Diploma in Yogic Studies	3	72.	B.Sc. Honours (Chemistry)	Nil
			73.	B.Sc. Chemistry (Subsidiary)	Nil
			74.	B.Sc. Honours (Geography)	1
			75.	B.Sc. Geography (Subsidiary)	Nil

Sl. No.	Name of The Course	Required No. of Assignment Copy	Sl. No.	Name of The Course	Required No. of Assignment Copy
76.	B.Sc. Honours (Home Science)	1	108.	Certificate In Dental Mechanics	Nil
77.	B.Sc. Home Science (Subsidiary)	1	109.	Certificate in Disaster Management	2
78.	B.Sc. Honours (Mathematics)	2	110.	Certificate in ECG Technology	Nil
79.	B.Sc. Mathematics (Subsidiary)	1	111.	Certificate in Environmental Studies	2
80.	B.Sc. Honours (Physics)	Nil	112.	Certificate in Food and Nutrition	3
81.	B.Sc. Physics (Subsidiary)	Nil	113.	Certificate in Health & Environment	2
82.	B.Sc. Honours (Statistics)	1	114.	Certificate in Hindu Studies	3
83.	B.Sc. Statistics (Subsidiary)	Nil	115.	Certificate in HIV and Family Edu	4
84.	B.A. Honours (Urdu)	1	116.	Certificate In Indian Constitution and Panchayati Raj	3
85.	B.Sc. Honours (Zoology)	Nil	117.	Certificate in Information Technology (CIT)	3
86.	B.Sc. Zoology (Subsidiary)	Nil	118.	Certificate in Insurance Services	3
87.	Bachelor In Business Administration (BBA)	5	119.	Certificate In Interior Decoration	4
88.	B. Com. (Hons.)	4	120.	Certificate in Islamic Studies	3
89.	Bachelor in Computer Application (BCA)	4	121.	Certificate in Jain Studies	3
90.	Intermediate of Arts	4	122.	Certificate in Legal Awareness Among Women	3
91.	Intermediate of Commerce	4	123.	Certificate in Library and Information Science	1
92.	Intermediate of Science (Bio)	1	124.	Certificate in Magahi Language	3
93.	Intermediate of Science (Math)	2	125.	Certificate in Maithili Language	3
94.	Certificate Course in Artificial Insemination and Minor Veterinary Services	Nil	126.	Certificate in Medical Laboratory Technique	Nil
95.	Certificate course in Bio-fertiliser Production	2	127.	Certificate in Nutrition and Child Care	2
96.	Certificate Course in Floriculture Technology	3	128.	Certificate in Operation Theatre Assistant	Nil
97.	Certificate Course in Medicinal and Aromatic Plants	3	129.	Certificate in Optometry and Ophthalmic Assistant	Nil
98.	Certificate Course in Soil Health Management	2	130.	Certificate in Pali Language	3
99.	Certificate in Abolition of Child Labour	3	131.	Certificate in Physiotherapy and Yoga Therapy	Nil
100.	Certificate in Basic Medical Assistance and Nursing Care	Nil	132.	Certificate in Prakrit Language	3
101.	Certificate in Bhojpuri Language	3	133.	Certificate in Radiography and Imaging Technique (CRIT)	Nil
102.	Certificate in Buddhist Studies	3	134.	Certificate in Sanskrit Language	3
103.	Certificate in Child and Women's Rights	3	135.	Certificate in Sikh Studies	3
104.	Certificate in Child Psychology and Guidance	4	136.	Certificate in Urdu Language	3
105.	Certificate in Christian Studies	3	137.	CCNA (Routing & Switching)	4
106.	Certificate in Clinical Dental Technique	Nil			
107.	Certificate in Dental and Oral Hygiene	Nil			





नालन्दा खुला विश्वविद्यालय

स्कूटनी (रिटोटलिंग) के लिए आवेदन प्रपत्र
SCRUTINY APPLICATION FORM

No.....

Date.....

1. परीक्षार्थी का नाम
2. पाठ्यक्रम का नामसत्र.....
3. इनरोलमेंट संख्या
4. पत्राचार का पता

5. परीक्षा का नाम [जो लागू हो, उसे टिक (✓) करें]: वार्षिक द्वितीय विशेष परीक्षा
6. परीक्षा का वर्ष
7. परीक्षा केंद्र

8. कोर्स का नाम एवं सत्र जिसमें आपने दाखिला लिया है:
- [जो लागू हो, उसे टिक (✓) करें]:
- सर्टिफिकेट इंटरमीडिएट स्नातक स्नातकोत्तर
- पी.जी. डिप्लोमा पारामेडिकल बी.एड.

9. विषय एवं पत्रों के नाम जिनमें स्कूटनी (रिटोटलिंग) के लिए आवेदन प्रस्तुत किया जा रहा है:
- विषय: पत्र संख्या:
- विषय: पत्र संख्या:
- विषय: पत्र संख्या:

10. स्कूटनी हेतु प्रदत्त शुल्क के भुगतान का विवरण: बैंक ड्राफ्ट संख्या: राशि:

11. सम्बन्धित अंकपत्र की छायाप्रति संलग्न है: हाँ नहीं

दिनांक:

आवेदक का हस्ताक्षर



स्कूटनी (रिटोटलिंग) के लिए आवेदन प्रपत्र की पावती रसीद

नालन्दा खुला विश्वविद्यालय, पटना

No.....

Date.....

परीक्षार्थी का नाम पाठ्यक्रम का नाम एवं सत्र

बैंक ड्राफ्ट संख्या बैंक ड्राफ्ट की राशि

नोट: परीक्षाफल प्रकाशन की तिथि से एक महीने के भीतर ही स्कूटनी का आवेदन-प्रपत्र प्रस्तुत करना होगा। इसके उपरान्त आवेदन-प्रपत्र नहीं लिया जाएगा।

प्राप्तकर्ता का हस्ताक्षर एवं तिथि

ANNEXURE A**NALANDA OPEN UNIVERSITY**

Biscomaun Bhawan, Gandhi Maidan, Patna-800 001

ADMISSION FORM, 2022

(For 1st Year Students of All Courses)

Form No.

Application Submitted on

Whether Migrated from NOU: No Yes

Candidate's Signature in English

आवेदक का हस्ताक्षर हिन्दी में

Affix
a Colour
Photograph
of
3 cm x 4 cm

REGISTRATION NO.

Applicant's Name in Block letters
(as per Matriculation Certificate)

Name (in हिन्दी)

Mother's Name

Father's Name

Husband's Name

Admission in Course

Course Code

Date of Birth (DD-MM-YYYY)

Gender

Blood Group

Identification Mark

Nationality

Religion

Category

Is Physically handicapped?

 YES NO

Background

Marital Status

Empty Status

Study Centre

COMMUNICATION

Email

Mobile No.

The mobile No. should be of your own or of your relatives, which you must have access to.

Aadhaar No.

PERMANENT ADDRESS

District/City

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

 State:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Country:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

 PIN:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Please tick the check box if permanent address is same with the correspondence address)

CORRESPONDENCE ADDRESS

District/City

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

 State:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Country:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

 PIN:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

PREVIOUS EXAMINATION PASSED

	DIVISION/CLASS AWARDED	PERCENTILE TYPE	PERCENTAGE MARKS												
Matriculation/Equivalient Exam:	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>				
Intermediate/Equivalient Exam:	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>				

SUBJECTS

Honours Subject	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																								Compulsory Subject	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																							
Subsidiary Subject 1	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																								Subsidiary Subject 2	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																							

DECLARATION BY THE APPLICANT

I..... (Name) hereby declare that I have read and understood the conditions of eligibility of the course for which I seek admission. I declare that I fulfil the minimum eligibility criteria and have provided the required information in this regard in the admission form. In the event of any information being found incorrect or misleading, my candidature shall be liable to be cancelled by the University at any time and I shall not be entitled to refund of any fee paid by me to the University.

I also declare that I have not taken admission simultaneously in any other course during the same session of the Nalanda Open University or any other institution.

I enclose Demand Draft No.

Demand Draft No.	Date	Amount	Name of the Bank																
<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>				
<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>				

SIGNATURE OF THE CANDIDATE

FOR OFFICE USE

ELIGIBLE: Admit in..... Course. NOT ELIGIBLE: Rejected

Enrolment No.:

SIGNATURE OF IN-CHARGE ADMISSION

NALANDA OPEN UNIVERSITY
ANNUAL EXAMINATION APPLICATION FORM
For the Year 2023
(FOR ALL STUDENTS OF ALL YEARS)

Affix
a Colour
Photograph
of
3 cm x 4 cm

Sir,
I request you for permission to appear at the 2019

Examination to be held in 2019.

I am required to be examined in the following subjects (Mention name of Subjects/Paper):

1. 2.
 3. 4.
 5. 6.
 7. 8.

SIGNATURE OF THE STUDENT

1. Name in Full <small>(In Roman Script/Block Letters only)</small>											
2. परीक्षार्थी का नाम <small>(देवनागरी लिपि में)</small>											
3. Enrolment No.											
4. Registration No.						Year of Registration					
5. Session of Study											
6. Permanent Address											
						Tel.					
						PIN					
7. Correspondence Address											
						Tel.					
						PIN					

SIGNATURE OF THE VERIFYING OFFICER

SIGNATURE OF THE STUDENT

RECEIPT

Received Examination Form from Mr./Miss/Mrs.

Son/Daughter of

Subject on (date) Time:

SIGNATURE OF THE RECEIVING OFFICER

परीक्षा फार्म भरने हेतु निर्देश

1. छात्रों को परीक्षा फार्म के रूप में दो प्रपत्र दिये गये हैं। पहला प्रपत्र, जिसे Annual Examination Application Form कहा गया है, में विद्यार्थियों को परीक्षा का वर्ष, विषय का नाम लिखना है।
2. Annual Examination Application Form में छात्र अपना नाम देवनागरी तथा रोमन लिपि में हिन्दी एवं अंग्रेजी में (स्पष्ट अक्षरों में), नामांकन क्रमांक (Enrolment Number), पंजीयन संख्या (Registration Number) एवं अपने पत्राचार का पता अवश्य लिखें। पंजीयन नहीं होने पर छात्रों को परीक्षा में बैठने की अनुमति नहीं दी जायेगी।
3. परीक्षा फार्म के रूप में दिये गये दूसरे प्रपत्र जिसे एडमिट कार्ड (Admit Card) का नाम दिया गया है, में छात्रों को पाठ्यक्रम का नाम, अपना नाम, नामांकन संख्या, पंजीयन संख्या एवं वैकल्पिक/सहायक विषयों का नाम स्पष्ट अक्षरों में अंकित करना है।
4. छात्रों को पूर्ण रूप से भरे हुए परीक्षा फार्म के साथ हाल ही में खींचे गये 3 सेमी x 4 सेमी रंगीन फोटो (colour photo) की एक प्रति देनी होगी। छात्र इस बात का ख्याल रखें कि केवल Colour Photograph ही स्वीकार किये जायेंगे।
5. परीक्षा फार्म तथा Admit Card के लिए दिये गये प्रपत्रों में यथा स्थान फोटो चिपकाने के बाद, चिह्नित स्थानों पर अपना हस्ताक्षर अवश्य करें।
6. एडमिट कार्ड वाले भाग में परीक्षा का वर्ष अवश्य लिखें।
7. परीक्षा फार्म तथा एडमिट कार्ड डाक से भेजने की अवस्था में, इन दोनों फार्मों को एक ही लिफाफे में भेजें। किसी दूसरे कार्य के लिए भेजे जाने वाले लिफाफे के अन्दर परीक्षा फार्म कदापि नहीं रखें। इससे छात्रों को हानि हो सकती है।

छात्र/छात्राओं को सलाह दी जाती है कि ये परीक्षा फार्म तथा एडमिट कार्ड (Admit Card) भरते समय अत्यधिक सावधानी बरतें।

परीक्षा फार्म एवं एडमिट कार्ड भरने के दौरान आपके द्वारा की गई छोटी-सी गलती के कारण आप परीक्षा से वंचित हो सकते हैं।

डॉ. नीलम कुमारी
कुलसचिव (प)



नालन्दा खुला विश्वविद्यालय

Nalanda Open University

Website: nalandaopenuniversity.com

E-mail: nou@nou.ac.in

तृतीय तल, बिस्कोमान भवन, पश्चिमी गाँधी मैदान

पटना-800 001

3rd Floor, Biscomaun Bhawan

West Gandhi Maidan, Patna-800 001

Phone No. : 0612-2201013, 2206916

Mob.: 94716 15413

Fax No. : 0612-2201001

अवकाश सूची, 2022

क्र. अवकाश	दिनों की संख्या	तिथि एवं दिन	क्र. अवकाश	दिनों की संख्या	तिथि एवं दिन
(क) सामान्य अवकाश					
1. नव वर्ष	1	01 जनवरी, शनिवार	23. स्वाबंधन	1	12 अगस्त, शुक्रवार
2. गुरु गोविन्द सिंह जन्मदिवस	1	09 जनवरी, रविवार	24. स्वातंत्रता दिवस	1	15 अगस्त, सोमवार
3. मकर संक्रांति	1	15 जनवरी, शनिवार	25. श्रीकृष्ण जन्माष्टमी	1	19 अगस्त, शुक्रवार
4. गणरात्रि दिवस	1	26 जनवरी, बुधवार	26. अनन्त चतुर्दशी	1	09 सितम्बर, शुक्रवार
5. बसांत पंचमी	1	05 फरवरी, शनिवार	27. विश्वकर्मा पूजा / चैतल्लुम	1	17 सितम्बर, शनिवार
6. संत रघुदास जयंती	1	16 फरवरी, बुधवार	28. दुर्गापूजा कलश स्थापन (महालय)	1	26 सितम्बर, गुरुवार
7. महाशिवरात्रि	1	01 मार्च, मंगलवार	29. महात्मा गाँधी जयन्ती / दुर्गापूजा	5	02 से 06 अक्टूबर रविवार से गुरुवार
8. होली / शक-ए-बारात	4	16 मार्च से 19 मार्च, बुधवार से शनिवार	30. हजरत मोहम्मद राठव का जन्म दिवस	1	09 अक्टूबर, रविवार
9. बिहार दिवस	1	22 मार्च, मंगलवार	31. वीणावली / चित्रगुप्त पूजा / भाईदूज एवं छठ पूजा	9	24 अक्टूबर से 01 नवम्बर सोमवार से मंगलवार
10. सम्राट अशोक जयन्ती	1	09 अप्रैल, शनिवार	32. गुरु रामक जयन्ती	1	08 नवम्बर, मंगलवार
11. रामनवमी	1	10 अप्रैल, रविवार	33. डॉ. राजेन्द्र प्रसाद जयन्ती	1	03 दिसम्बर, शनिवार शुक्रवार-शनिवार
12. महावीर जयन्ती	1	14 अप्रैल, गुरुवार	34. क्रिसमस डे	1	24-25 दिसम्बर, शनि-रविवार
13. गुरु फ्राइडे	1	15 अप्रैल, शुक्रवार	(ख) ऐच्छिक / प्रतिबंधित अवकाश		
14. वीर कुंवर सिंह जयन्ती	1	23 अप्रैल, शनिवार	1. रामजान का अंतिम जुमा	1	29 अप्रैल, शुक्रवार
15. रामजान का अंतिम जुमा	1	29 अप्रैल, शुक्रवार	2. ईद-उल-फितर (ईद)	1	01 मई, मंगलवार
16. मई दिवस (श्रम दिवस)	1	01 मई, रविवार	3. अनन्त चतुर्दशी	1	09 सितम्बर, शुक्रवार
17. ईद-उल-फितर (ईद)	2	03-04 मई, मंगल एवं बुधवार	4. विश्वकर्मा पूजा	1	17 सितम्बर, शनिवार
18. जानकी नवमी	1	10 मई, मंगलवार	5. छठ पूजा (खरगा)	1	30 अक्टूबर, रविवार
19. बुद्ध पूर्णिमा	1	16 मई, सोमवार	6. क्रिसमस ईव	1	24 दिसम्बर, शनिवार
20. कबीर जयन्ती	1	14 जून, मंगलवार			
21. ईद-उल-जोहा (बकरीद)	2	10-11 जुलाई, रवि-सोमवार			
22. मोहर्रम	2	09-10 अगस्त, मंगल-बुधवार			

Nalanda Open University
2nd, 3rd, & 4th Floors, Biscomaun Bhawan, Patna-800001

CHECK LIST

Students must check that they have collected the following items and papers after taking Admission:

1. Money Receipt
2. Registration Slip
3. Identity Card
4. Admit Card for Examination
5. Bag containing Self Learning Material (SLM) of all papers.
6. Assignment Answer Books
7. Assignment Questions
8. Envelops for Assignment Answer Books

(SIGNATURE OF THE STUDENT)

(SIGNATURE OF THE OFFICE ASSISTANT)

Nalanda Open University
2nd, 3rd, & 4th Floors, Biscomaun Bhawan, Patna-800001

CHECK LIST

Students must check that they have collected the following items and papers after taking Admission:

1. Money Receipt
2. Registration Slip
3. Identity Card
4. Admit Card for Examination
5. Bag containing Self Learning Material (SLM) of all papers.
6. Assignment Answer Books
7. Assignment Questions
8. Envelops for Assignment Answer Books

(SIGNATURE OF THE STUDENT)

(SIGNATURE OF THE OFFICE ASSISTANT)