

SRI VENKATESWARA UNIVERSITY

(Accredited with 'A+' Grade by NAAC)

TIRUPATI – 517 502

Website: www.svudde.in

DIRECTORATE OF DISTANCE EDUCATION

(Recognised by Distance Education Bureau-UGC)



JANUARY-2021 COMMON PROSPECTUS

1.0 General Instructions to the Students

1.1 INTRODUCTION

Education is a life-long process. It does not stop at any particular age. The conventional system of education was proved inadequate to accommodate the growing needs of the Indian Society. Therefore, the system of Distance Education has emerged as an effective alternative channel to the conventional system of education. Distance Education system caters to the needs of those who cannot pursue formal college education and those who wish to improve their knowledge and skills.

Main Objectives of Distance Education Institutions

- a) To provide higher educational opportunities to the people who were deprived of the same earlier.
- b) To promote professional efficiency for the in-service candidates.
- c) To meet the challenges of changing needs of the society in a global era.
- d) To provide wider opportunity to the youth who are not able to join in regular colleges due to various reasons
- e) To provide high quality University education with minimum expenditure.

With the above mission, S.V University introduced Correspondence Courses in the year 1972 to extend the frontiers of academic excellence beyond its campus. This Institute of Correspondence Courses (ICC) was upgraded as Directorate of Distance Education (DDE) in April 1995 as per the UGC norms.

At present, the Directorate of Distance Education is offering **M.A :** Telugu, English, Hindi, Economics, History, Political Science & Public Administration and Sociology, Master of Social Work. **M.Li.Sc. M.Sc.:** Physics, Chemistry, Zoology, Botany, Psychology, Mathematics and Computer Science. **M.Com., M.Com (FM), and M.B.A (3-years).** **UG:** B.A., B.Sc (Computers, Mathematics, Statistics, Physics & Electronics, Chemistry, Botany) B.Com.(General), B.Com (Computers), B.L.I.Sc.

P.G. Diploma Courses: Industrial Relations & Personal Management and Guidance & Counselling.

Open University System (OUS): Candidates without any formal educational qualification can pursue B.A and B.Com courses under OUS by qualifying in the eligibility entrance test conducted by D.D.E. and should complete the age of 18 years as on 31st December, 2020.

Lateral Entry System : Lateral entry is also possible for those UG, PG Students of S.V.U., who discontinued their regular stream of education in annual mode/ yearly pattern in

consultation with DDE.

1.2 Salient features

- a) Paper-wise pass system for all courses.
- b) Transfer Certificate (TC) is not required for admission into any course.

1.3 Facilities Available at the DDE.

a) Location :

The DDE is located within the University campus and one can be reached from the University main gate (Golden Jubilee Arch) via Srinivasa Auditorium.

b) Enquiry Facility :

For any relevant information to the course / programme, candidates can contact to the concerned Faculty or Assistant over Phone during office hours, to their phone numbers which are given in our website www.svudde.in

c) Supply of Study Material:

Well prepared study materials as per the syllabus, will be supplied to the students after admission.

d) Library :

i) DDE Library

The students can make use of the Library in DDE during the working hours. By producing their identity card, the candidate can get one book during the contact programme classes which is to be returned before the completion of the contact programme classes.

ii) SV University Main Library

Students can also make use of S.V.University main library for reference purpose during working hours of the Library, but books will not be issued for taking home.

1. Multi-media Lab with Internet facility / Technical Lab / Educational Lab

Well established Multi-media Lab has been established at the DDE for the benefit of students. All the DDE students are advised to make use of the Multi-Media Lab for learning.

2. Guidance Cell

Guidance cell was established in the DDE to guide and clarify the distance learners. Further the cell will also clarify any other information required by the

learner.

3. Contact Programme Classes (CPC)

CPC will be organised for all courses. The number of CPC days will be fixed depending on the nature of the course. Usually the CPC are organised during holidays for the convenience of students. **Attendance of CPC Programme is compulsory for all Science and Practical oriented subjects.**

The student shall attend for the CPC at any of the identified Colleges / Centers by the D.D.E.

- h) Reforms brought in Padagogy:** Online classes and the facility of interaction with their Teachers on online are now available for distance students without moving from their own place. The present generation has the tendency to learn more through online system of education, so that use of technology is encouraged for Distant Learners also.

i) Working Women's Hostel

A Working Women's Hostel, maintained by the University is located adjacent to the DDE building, can be availed by Women candidates for stay in the campus on payment basis during CPC/Practical's / Examinations, subject to the availability.

1.4 Programmes offered and their fee structure

Sl. No.	Name of the Programme	Eligibility	Duration	Programme Fee		Medium of Instruction
1.	M.A. Telugu	Bachelor's Degree with Telugu as one of the subjects under part I/Part II	2Yr	I Yr II Yr	3500 2500	Telugu
2.	M.A. English	Bachelor's Degree with English as one of the subjects under part I/Part II	2Yr	I Yr II Yr	3500 2500	English
3.	M.A. Hindi	Bachelor's Degree with Hindi as one of the subjects at part I/Part II	2Yr	I Yr II Yr	3750 2750	Hindi
4.	M.A. Economics	B.A. with Economics as one of the subjects	2Yr	I Yr II Yr	3250 2250	English
5.	M.A. History	Any Bachelor's Degree	2Yr	I Yr II Yr	3250 2250	English
6.	M.A. Political Science & Public Administration	Any Bachelor's Degree	2Yr	I Yr II Yr	3250 2250	English
7.	M.A. Sociology	Any Bachelor's Degree	2Yr	I Yr II Yr	3250 2250	English
8.	Master of Social Work	Any Bachelor's Degree	2Yr	I Yr II Yr	5500 4500	English
9.	M.Sc. Mathematics	B.Sc. or B.A. with Mathematics as one of the subjects	2 Yr	I Yr II Yr	3750 2750	English
10.	M.Sc. Computer Science	B.Sc. Comp. Sci./B.A. Comp. Appl./B.Com. or B.Sc. Comp. Appl./Any Degree with PGDCA/B.E./B.Tech./B.C.A.	2 Yr	I Yr II Yr	12500 11500	English
11.	M. Sc. Physics	B. Sc. with Physics & Mathematics subjects	2 Yr	I Yr II Yr	12500 11500	English
12.	M.Sc. Chemistry	B.Sc. with Chemistry	2 Yr	I Yr II Yr	13500 12500	English

13.	M.Sc. Zoology	B.Sc. with Zoology	2 Yr	I Yr II Yr	12500 11500	English
14.	M.Sc. Botany	B.Sc. with Botany	2 Yr	I Yr II Yr	12500 11500	English
15.	M.Sc. Psychology	Bachelor's Degree	2 Yr	I Yr II Yr	12000 10000	English
16.	M.Com.	B.Com. & B.A. with Commerce as one of the subjects	2 Yr	I Yr II Yr	3250 2250	English
17.	M.Com. (Financial Management)	B.Com., B.B.M., B.C.A., B.A. (AES) Graduates	2 Yr	I Yr II Yr	3250 2250	English
18.	Master of Business Administration (M.B.A)	Bachelor's Degree	3 Yr	I Yr II Yr III Yr	10000 8500 8500	English
19.	M.L.I.Sc	B.L.I.Sc Degree	1 Yr	1 Yr	6000	English
20.	B.A. / B.Com. (Regular)	Intermediate	3 Yr	I Yr II Yr III Yr	2500 1500 1500	English / Telugu
21.	B.A. / B.Com. (OUS)	Eligibility test for those who completed 18 years of age as on 31 December 2020. and without any formal education	3 Yr	I Yr II Yr III Yr	2500 1500 1500	English / Telugu
22.	B.Com. Computers	Intermediate	3 Yr	I Yr II Yr III Yr	4500 4000 4000	English

23.	B.Sc : a) BZC b) MPC c) MSCs d) MPE e) MECs f) MPCs	a) Intermediate with Botany, Zoology, Chemistry b) Intermediate with Mathematics, Physics, Chemistry c) Intermediate with Mathematics d) Intermediate with Mathematics and Physics e) Intermediate with Mathematics, Physics, Chemistry f) Intermediate with Mathematics, Physics, Chemistry	3 Yr	I Yr II Yr III Yr	6000 6000 6000	English
24.	B.L.I.Sc.	Any Bachelor's Degree	I Yr	-	4000	English
25.	PG Diploma in Industrial Relations & Personnel Management	Any Bachelor's Degree	I Yr	-	2500	English
26.	PG Diploma in Guidance & Counselling	B.A. / M.A. / M.Sc. with Psychology, Education, Social Work, Human Development and B.Sc (Nursing)	I Yr	-	8000	English

Note: 1. Applications Processing fee of Rs.200 for UG, PG and Diploma courses should additionally be included apart from the Prescribed fee.

2. Student who wish to process the application through the DDE Admission Counselling Centers, has to pay an amount of Rs.500/- (Rupees Five hundred only) towards the service charge, in addition to the prescribed course fee.

1.5 Important instructions to be read before filling the application

1. Prescribed admission application and 'D' challan can be downloaded from our D.D.E website www.svudde.in. Candidate is instructed to fill in all the required information in the application and pay the required fee through our 'D' challan downloaded and submit the application along with Original challan to the DDE office in person / by post on or before **05-03-2021**. A separate challan for Rs.200/- towards the processing fee should be accompanied with Admission application.
2. Select the subject as per your eligibility criteria by reading the eligibility conditions given in the Prospectus and also select the study center/ DDE Admission Counselling Centers of your convenience and the application should be routed through the Study center / DDE Admission Counselling Centre only.
3. No refund of fee will be made once remitted. There are no fee concessions for any category of students. Fees once paid by the candidate will neither be refunded nor be adjusted. Please check the eligibility criteria before payment of fee through AB / SBI bank Challan.
4. After admission is given, every student will be allotted an enrollment number which he/she should invariably quote throughout the period of study in all his/her future correspondence with the DDE. Full enrollment number including the period of study should be quoted in all the correspondence, and without this number, it is not possible for us to track the information.
5. The admission card issued to the candidate will be sufficient for the purpose of Identification for the entire period of study in the DDE. If the admission card is lost, a fresh Admission card will be issued on payment of Rs.50/- during the course of study. Preserve the Admission card with Enrolment Number, till the course is completed and produce it on demand at any time.
6. ***Preserve all the fee paid receipts till you complete the Programme and obtain the Degree Certificate.***
7. For any information relating to Examinations / Results / Marks / Certificates you can contact the Controller of Examinations, Sri Venkateswara University, Tirupati.
8. For any legal matters, the Jurisdiction is restricted to Tirupati city only.
9. Change of Address / Contact mobile number if any, should be communicated to the DDE Office immediately.
10. Students have to provide the contact number and an alternate phone number, for receipt of any information from DDE, through SMS facility.

11. The student will be admitted into the DDE on the basis of qualifications entered in the Admission Application. The candidates are required to abide by the rules and regulations that are in force and those that will come into effect from time to time as formulated by the DDE and /or by the University as well as the information furnished in the application.
12. All communications and course material will be mailed to the students by regular post to the address of the students as per the records of the DDE. So, it is the duty of the students to give clear and valid postal address with pin code, mobile number etc. DDE is not responsible for any lapses of postal department. The candidates who enrolled through study centers can get their course material and any communication from the study centers.
13. All Examination applications of Regular or Supplementary should be reached to our DDE office on or before **05-10-2021**. No applications will be sent to the candidates by personal or post. Students are not permitted to take the Examinations unless they clear all the fee dues to the DDE.
14. Information relating to Examinations such as last date for receipt of examination fee etc. will be generally informed in our website www.svudde.in from time to time. However, students are also advised to see the notification in the Website time to time issued by the Director, Directorate of Distance Education, S.V. University, Tirupati, relating to such matters and also SMS messages, which will be sent to the mobile phones of the candidates.
15. A candidate appearing for the examination for the first time shall pay the fee prescribed for the whole examination, even if the candidate wishes to appear for partial papers.
16. The students can make enquiries regarding courses, examination particulars etc., at the Enquiry counter of the DDE or at the nearest study center of the DDE or through mobile numbers given in the website during working hours. The Second Saturday of every month is a holiday to the DDE. The DDE also observes the State Government holidays.
17. Admission at any time may be cancelled by the authorities of the DDE if the candidate is found not eligible for admission into the said course or he/she is found indisciplined.

Note for M.Sc. Physics, Zoology, Botany and Chemistry candidates

1. The DDE will organize useful 30 days Contact Programme Classes by the experienced faculty for both Previous and Final year students separately. Attendance to the contact programme classes is compulsory.
2. The Contact Programme classes for M.Sc. Science Courses Physics, Chemistry, Zoology, Botany will be conducted at nodal center viz., Tirupati only.
3. Student admitted into M.Sc. Physics, Chemistry, Botany and Zoology courses, through study centers, should pay total fee without deducting the study center commission.

Incomplete and Late Applications

Incomplete application forms / applications received after the due date (**05-03-2021**) or having wrong options of courses or electives or false information or incomplete application will be summarily rejected without any intimation to the students. The student is therefore advised to fill the relevant columns carefully and submit the application along with the copies of all the required certificates, duly attested by a Gazetted Officer.

Admission validation and Improvement

a) Validity of admission

The admission made in the current year will be valid for **FIVE** years only, after which the candidate should seek fresh admission.

b) Improvement of examination

The candidates can appear for improvement in each paper or whole examination up to **FIVE** years from the year of enrollment.

1.6 Mode of fee payment

All types of fees should be paid by way of 'D' challan, provided in the DDE website www.svudde.in.

1.7 Precautions

1. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session of January, 2021.
2. All types of fee shall be made by means of paying '**D**' **Challan** of either Andhra Bank A/c No.**103210100020302** or State Bank of India A/c.No**31573987253**, available in our website www.svudde.in
3. Partial Payment of admission fees will not be entertained.
4. The DDE fees payment details should be invariably written in the application

form at the column given.

5. The Applications received through SVU DDE Study Centers should invariably affix their Identity Rubber Stamp with Study Centre Number in the space provided in the application.
6. The DDE Study Centers are confined to the S.V. University territorial jurisdiction.

1.8 Address to which all correspondence to be made.

All filled-in applications are to be sent to the following address by either Personally or Registered post and all correspondence should be made with the following address only.

**The Director
Directorate of Distance Education
S.V. University, Tirupati - 517 502
Phones : 0877- 2289380
Fax : 0877-2249088
Website : www.svudde.in**

Note:

1. The University reserves the right to cancel any programme or programmes, if sufficient number of applications are not received for the particular Programmes.
2. Candidates should abide by the conditions, rules and regulations stipulated by the D.D.E. and the Laws of the University applicable from time to time.
3. **Those who wish to join in DDE if he wants helpline he can approach DDE Admission Counselling Centers available in the website.www.svudde.in**

LAST DATE FOR SUBMISSION OF FILLED IN APPLICATIONS: 05.03.2021
NO FURTHER EXTENSION OF LAST DATE

2.0 POST-GRADUATE PROGRAMMES

2.0 COMMON INFORMATION RELATING TO M.A., M.COM. AND M.Sc.

a) Mode of Payment of fees

Candidates seeking admissions into the course have to pay the fee amount as stated against the programme through either Andhra Bank or State Bank of India 'D' challan only.

b) Medium of Instruction

The medium of instruction for PG programmes will be in English only except for M.A Telugu and Hindi programmes.

c) Study Material

The Directorate of Distance Education will supply the study material to all the students. Study Material is in English Medium only except for Telugu and Hindi programmes. The students enrolled through SVU DDE Study Centers should obtain the study material from their respective study centers only.

d) Contact Programme Classes

The DDE will organize useful 12 days contact programme classes for all M.A./M.Com. Programmes by experienced faculty for both previous and final year students separately. For science programmes refer the concerned subject page for details. 30 days CPC per year and attendance Compulsory CPC held at nodal center, Tirupati only

e) Examination Pattern

At the end of each academic year i.e., First Year and Second Year, the students have to appear for the examinations conducted by the University. The examinations will be conducted once in a year. Each paper carries maximum marks of 100 (University examinations for 80 marks and internal assessment through assignments for 20 marks). To declare pass for PG Degree, a candidate has to pass all the papers. In each paper a candidate has to secure 35% of marks in university examinations i.e.. 28 out of 80 marks and 7 marks out of 20 marks for those courses which have internal assignments and an aggregate of 40% of marks. The internal assessment through assignments of 20 marks facility available for M.A., (All subjects) M.Com., M.B.A. and M.Sc. Mathematics programmes only. For other courses there are practical examinations instead of Internal Assignments.

There is paper-wise pass system for all the Programmes offered by Directorate of Distance Education. Paper-wise pass system means, if any candidate got fail marks / absented in a particular paper/ papers, such candidate need not write all papers again. But he/she has to write only that particular paper/ papers in which he/she failed and has to get 40% marks in each paper for passing the degree.

Validity of Admission: A candidate who seeks admission into any Programme offered by DDE is allowed up to **FIVE** years only to complete the programme from the year of enrollment. If they failed to complete within the stipulated period of **FIVE** years time his/her admission become invalid. Later candidate has to seek fresh admission into the programme. The candidate can appear for theory papers at any time either as a ***whole or a part*** of the examinations within the stipulated period of FIVE years only.

Assignments:

All the admitted candidates have to write the assignments, which carry 20 marks in each paper both in Previous and Final years. The assignment question papers can be downloaded from our DDE website. All the assignment note books should reach the O/o the DDE, SVU, Tirupati **before** the stipulated time notified by the DDE every year. Failure in submitting the written assignment note books within the stipulated time will never be considered for future and will forgo the assignment marks to be added to the theory marks forever.

Strict Note: The candidate must submit the internal assignments of all papers of that respective year (either previous or final) at a time as a whole when they **FIRST** appear for the theory examinations within 5 years time of validity of your admission period. If any candidate submits his/her assignment books after the announcement of results the candidate has to pay a fine of Rs. 2500/- by 'E'Challan. To avoid all the risks he/she has to submit his/her assignments within the stipulated time notified by DDE.

DETAILS OF POST GRADUATE PROGRAMMES OFFERED

2.1M.A. TELUGU

Eligibility for Admission: A candidate seeking admission into the M.A. Degree in Telugu shall be required to have passed B.A./B.Com./B.Sc. Degree examination with Telugu as one of the subjects under Part-I or Part-II of this University or its equivalent thereto. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January, 2021

a) Duration of the Course: 2 Years

University Examination 80 Marks and Assignment 20 Marks.

Papers (courses) for First Year

- Paper - I - Prescribed Texts (Poetry & Drama)
- Paper - II - General Linguistics
- Paper - III - History of Telugu Literature
- Paper - IV - Telugu Grammar, Prosody & Poetics
- Paper - V - Folk Literature

Papers (courses) for Second Year

- Paper - I - Principles of Literary Criticism
- Paper - II - Sanskrit Texts, History of Sanskrit Literature and Sanskrit Grammar
- Paper - III - Dravidian Philology and Evolution of Telugu Language
- Paper - IV - Telugu Journalism
- Paper - V - Any one of the following optional can be chosen
 - a. Padakavitha
 - b. Andhra History & Culture

2.2 M.A. ENGLISH

a) Eligibility for Admission

A candidate seeking admission into the M.A. Degree in English shall be required to have passed any Degree with English as one of the subjects under Part-I or Part-II of this University or its equivalent thereto. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January, 2021

b) Duration of the Course: 2 years

University Examination 80 Marks and Assignment 20 Marks.

Papers for First Year

Paper –I	-	Shakespeare
Paper -II	-	Poetry from Renaissance to the Romantic Revival
Paper III	-	Novel (From 18th to 20th Century)
Paper -IV	-	Prose and Literary Criticism
Paper-V	-	History of the English Language and Phonetics

Papers for Second Year

Paper -I	-	Drama from 16th Century to 20th Century
Paper -II	-	Poetry from 1830 to the Present
Paper -III	-	An Intensive Study of a Poet Milton and his Works
Paper -IV	-	Indian English Literature
Paper - V	-	American Literature

2.3 M.A HINDI

1. Eligibility for admission

Any Graduate with Hindi as subject under Part I or Part II (or) Any Graduate with additional qualification of Rashtra Basha Praveen of Dakshina Bharat Hindi Prachar Sabha, Madras (or) any Graduate with additional qualification Hindi Vidwan title of Hindi Prachar Sabha, Hyderabad or Any graduate of oriental B.A in Hindi, or Sanskrit vidhya peeth B.A. in Hindi of three years course are eligible. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January,2021.

2.Duration of the programme : Two years

Papers (courses) for First Year	Theory	Assignment
Paper I : Aadhunik Hindi Kavya	80 Marks	20 Marks
Paper II : Hindi Gadhya Vidhayen	80 Marks	20 Marks
Paper III : - Bhasha Vignan aur Hindi Bhasha ka Itihas	80 Marks	20 Marks
Paper IV : - Hindi Sahitya ka Itihas	80 Marks	20 Marks
Paper V : Telugu Bhasha aur Sahitya ka Itihas	80 Marks	20 Marks
Papers (courses) for Second Year		
Paper VI : Pracheen Evam Madhyugeen Kavya	80 Marks	20 Marks
Paper VII : Bharatiya Kavya Shastra evam Paschatya Aalochana	80 Marks	20 Marks
Paper VIII : Prayojanmulak Hindi aur Anuvad	80 Marks	20 Marks
Paper IX : Jan Sanchar Madhyam aur Patrakarita	80 Marks	20 Marks
Paper X : Optional Paper	80 Marks	20 Marks
i. Hindi Kahani or		
ii. Kathakar Premchand		

3. Contact Programme classes conducted for 12 days in a year

4. Study Materials supplied by the DDE for all the candidates

2.4 M.A. ECONOMICS

- a) **Eligibility for Admission I Year:** A candidate seeking admission into the M.A. Degree in Economics shall be required to have passed B.A. Degree examination with Economics as one of the subjects of this University or its equivalent thereto. B.Com graduates are not eligible for the admission. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st Decemer 2020 are only eligible to apply for the present academic session January,2021.
- b) **Duration of the Programme: 2 years**
University Examination 80 Marks and Assignment 20 Marks.

Papers (courses) for First Year

Paper - I	Micro Economics
Paper -II	Macro Economics
Paper -III	Public Economics
Paper-IV	Evolution of Economic Doctrines
Paper-V	Economics and Business Statistics
Paper -VI	Economics of Human Development

Papers (courses) for Second Year

Paper – I	Economics of Development and Planning
Paper – II	Indian Economy
Paper - III	International Economics
Paper - IV	Economics of Environment
Paper - V	Industrial Economics
Paper - VI	Labour Economics

2.5 M.A. HISTORY

- a) **Eligibility for Admission I Year:** A candidate seeking admission into the M.A. Degree in History shall be required to have passed any Degree of this University or its equivalent thereto. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January, 2021

b) **Duration of the Programme : 2 Years**

University Examination 80 Marks and Assignment 20 Marks.

Papers for First Year

- Paper - I - History of Modern Europe (1870 - 1972 A.D.)
- Paper - II - History of Modern India (1757 - 1856 A.D.)
- Paper - III - History of East Asia (China & Japan) (1840 - 1970 A.D.)
- Paper - IV - Historical Method and Historiography
- Paper - V - Social and Cultural History of India up to 1206 A.D.

Papers for Second Year

- Paper - I - History of the Freedom Movement in India (1857 - 1947 A.D.)
- Paper - II - History of Modern Andhra (1766 - 1972 A.D.)
- Paper - III - Economic History of India (1800 - 1947 A.D.)
- Paper - IV - History of U.S.A. (1865 - 1963 A.D.)
- Paper - V - Social and Cultural History of India (1526 -1947 A.D.)

2.6 M.A. POLITICAL SCIENCE AND PUBLIC ADMINISTRATION

a) Eligibility for Admission

A Candidate seeking admission into the M.A. Degree in Political Science and Public Administration shall be required to have passed any Degree of this University or its equivalent thereto. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January, 2021.

b) Duration of the Programme : 2 Years

The first year syllabus for M.A. Political Science and Public Administration are common papers. But in the Final Year there are separate papers for Political Science and Public Administration.

Papers for First Year (Political Science & Public Administration)

University Examination 80 Marks and Assignment 20 Marks.

Paper - I	-	Political Thought
Paper - II	-	Modern Political Theory
Paper - III	-	Comparative Government and Politics
Paper - IV	-	Public Policy
Paper - V	-	Administrative Theories

Papers for Second Year (Political Science)

Paper - I	-	Indian Political System
Paper - II	-	International Politics
Paper - III	-	Government and Politics in Andhra Pradesh
Paper - IV	-	Federalism in India
Paper - V	-	Indian Foreign Policy

Papers for Second Year (Public Administration)

Paper- I	-	Development of Administration in India
Paper-II	-	Financial Administration
Paper-III	-	Rural Development Administration in Andhra Pradesh
Paper-IV	-	Urban Development Administration in Andhra Pradesh
Paper-V	-	Public/Personnel Administration

Important Note:

The candidate should write clearly his/her option in the admission application in the column given for writing the subject whether the candidate is seeking examination into POLITICAL SCIENCE (OR) PUBLIC ADMINISTRATION. On the basis of this option only the subject will be divided separately in the final year.

2.7 M.A. SOCIOLOGY

a) Eligibility for Admission

A candidate seeking admission into the M.A. Degree in Sociology shall be required to have passed any Degree of this University or its equivalent thereto. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January,2021.

b) Duration of the Programme: 2 Years

University Examination 80 Marks and Assignment 20 Marks.

Papers for First Year

- Paper - I - Principles of Sociology
- Paper - II - Sociological Theories
- Paper - III - Sociological Research Methods and Statistics
- Paper - IV - Structure & Change in India (with special reference to Rural Society)
- Paper - V - Social Demography

Papers for Second Year

- Paper - I - Urban Sociology
- Paper - II - Industrial Sociology
- Paper - III - Social Welfare & Administration
- Paper - IV - Medical Sociology
- Paper - V - Political Sociology

2.8. MASTER OF SOCIAL WORK (MSW) REGULATIONS AND SYLLABUS

Eligibility

A Candidates for admission into the Master of Social Work Programme should possess a Bachelor's Degree of any recognised University or an examination accepted by the Executive Council as equivalent there to with a minimum pass. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January,2021.

Objective of the course

The programme aims at educating the students towards social responsibilities and to promote constructive reaction to social problems through upgrading their skills.

Duration of the Programme: 2 Years

Medium of Instruction: English
Personal Contact Programme: Personal Contact Programme will be arranged for 15 days in a year.

Scheme of Examination: The Scheme of examination shall be as follows.

Papers for First Year

University Examination 80 Marks and Assignment 20 Marks.

- Paper – I - Social Work Profession and Fields
- Paper - II - Social Work Intervention-Methods and Strategies –I
- Paper - III - Psycho-Social Bases for Social Work practice
- Paper -IV - Social Work Research and Statistics
- Paper -V - Social Work Practicum-I

Paper for the Second year

- Paper -I - Social Work Intervention-Methods and Strategies –II
- Paper -II - Social Work Practice with Families and Children
- Paper -III - Medical and Psychiatric Social Work
- Paper -IV - Rural and Urban Community Development
- Paper -V - Social Work Practicum-II

Viva-Voce Examination for Field work/ Project work will be conducted at the end of the I and II year for 25 marks each.

2.9. M.Sc. MATHEMATICS

a) Eligibility for admission:

A candidate seeking admission into the M.Sc. Degree in Mathematics should have passed B.Sc. / B.A. Degree examination with Mathematics as one of the subjects of this University or its equivalent thereto. However, candidates who have offered Mathematics only as a subsidiary or additional subject in B.Sc. / B.A. / B.Tech., are not eligible for admission into this course. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January, 2021.

Duration of the programme: 2 years. University examination 80 marks and Assignment 20 marks for each paper.

Papers for First Year

- Paper - I - Algebra - 1
- Paper - II - Real Analysis
- Paper - III - Differential Equations
- Paper - IV - Computing Techniques
- Paper - V - Complex Analysis

Papers for Second Year

- Paper - I - Infinite Mathematics and Galois Theory
- Paper - II - Topology and Functional Analysis
- Paper - III - Operations Research
- Paper - IV - Analytic Number Theory
- Paper - V - Mathematical Statistics

2.10 M.Sc. COMPUTER SCIENCE

a) Eligibility for Admission

The candidates who have passed (i) B.Sc. Computer Science (ii) B.A. Computer Applications, (iii) B.Com. Computer Applications (iv) B.Sc. Computer Applications (v) Any degree with PGDCA one year (vi) B.E./B.Tech. and (vii) BCA course are eligible. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January, 2021.

Duration : 2 YEARS

Papers for First year (Part I Previous)

Course Number	Name of the paper	Internal Assessment / Sessionals	University End Exam	Total Marks
MSCS101	Discrete Mathematics	20	80	100
MSCS102	Computer Organisation	20	80	100
MSCS103	Data Structure and C	20	80	100
MSCS104	Advanced Database Management Systems	20	80	100
MSCS105	Operating Systems	20	80	100
MSCS106	Object Oriented Modelling and Design	20	80	100
MSCS107	Computer Algorithms	20	80	100
MSCS108P	Software Lab I	Records 20	80	100
MSCS109P	Software Lab II	Records 20	80	100
MSCS110	Minor Project work; Project Seminar Project Report & Viva-Voce	50	150	200

Papers for Second Year (Part - II Final)

MSCS201	computer networks	20	80	100
MSCS202	software Engineering	20	80	100
MSCS203	System Software	20	80	100
MSCS204	Computer Graphics	20	80	100
MSCS205	Elective - 1	20	80	100
	a) Cryptography and Network Security			
	b) Image Processing			
	c) Principles of Programming Languages			

MSCS206	Elective II	20	80	100
	a. Multimedia Systems			
	b. Software Testing			
	c. Neural Networks			
MSCS207P	Object Oriented Programming Lab	Records 20	80	100
MSCS208P	Computer Graphics Lab	Records 20	80	100
MSCS209	Major Project Work; Mid-term Seminar, Project Report & Viva-Voce	100	200	300

c) Medium of Instruction : English

d) Mode of Instruction

1. Study Material: The Directorate of Distance Education supplies Text Books to all the students.
2. Contact Programme Classes : The DDE will organize useful 15 days Contact Programme Classes by experienced Faculty for each year. Attendance to the Contact Programme Classes is compulsory.

e) **Examination Pattern**

At the end of each academic year the students have to appear for the examinations conducted by the University. Each paper carries maximum marks of 100. To declare pass for M.Sc. Degree, a candidate has to pass all the papers. In each paper a candidate has to secure 35 % of marks and an aggregate of 40% marks. The University has introduced paper-wise pass system for all the courses of Directorate of Distance Education. Paper-wise pass system means, if any candidate got fail marks / absent in a particular paper / papers, such candidate need not write all papers again. But he / she has to write only that particular paper / papers in which he / she failed or absent and get 40% marks in each paper for passing the degree

2.11 M.Sc. Physics

a) Eligibility for admission

A candidate seeking admission into the M.Sc. Degree in Physics shall be required to have passed B.Sc. degree with Physics and Mathematics of this University or its equivalent thereto. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January, 2021.

Duration of the course : 2 years

Papers for the First Year

Paper –I	-	Classical Mechanics and Statistical Mechanics	80
Paper-II	-	Electromagnetic Theory, Optics and Spectroscopy	80
Paper-III	-	Elementary Solid State Physics	80
Paper-IV	-	Electronic Devices and Circuits	80
Paper-V	-	Mathematical Methods of Physics	80
Laboratory (General -I)			80
Laboratory (Electronics -II)			80
Records			20
Viva-Voce			20
Grand Total			600

Papers for the Second Year

Paper –I	-	Quantum Mechanics	100
Paper-II	-	Nuclear Physics and Analytical Techniques	100
Paper-III	-	Special Paper-I(Condensed Matter Physics)	100
Paper-IV	-	Special Paper-II (Electronics)	100
Laboratory (Special) I			80
Laboratory (Special) II			80
Records			20
Viva-Voce			20
Grand Total			600

c) Special Papers in Final Year

- a. Condensed Matter Physics
- b. Electronics

d) Medium of Instruction: English

e) Mode of Instruction

1) Study Material

The Directorate of Distance Education will supply the study materials for all the students. Study materials are in English Medium only.

2) Contact Programme Classes

The DDE will organize useful 30 days contact programme classes by experienced faculty for both previous and final year students separately. Attendance to the contact programme classes is compulsory. The contact programme classes and practical examinations will be held at nodal centre Tirupati only.

f) Examination Pattern

At the end of each academic year i.e., First year and second year the students have to appear for the examinations conducted by the University. The examinations will be conducted once in a year. Each paper carries maximum marks of 80 in First year and 100 in Second year. To declare pass of M.Sc. Physics degree a candidate has to pass all the papers. In each paper a candidate has to secure 35% of marks and on an aggregate of 40% marks.

Any candidate who fails in the University examination in any paper/absent in any particular paper or papers, he/she has to appear for that paper(s) and secure pass marks of 40 %. He/she need not appear for the entire examination.

2.12. M.Sc. CHEMISTRY

a) Eligibility for admission

A candidate seeking admission into the M.Sc. Degree in Chemistry shall be required to have passed B.Sc. degree of this university with Chemistry as one of the subject in the group subjects or its equivalent thereto. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January, 2021. In First year there is common syllabus for all the students. In the second year student has to choose one of the specialization, so he has to select his specialization and fill in the application itself at the time of submission of application.

b) Duration of the Programme : 2 years

Papers for the First Year

Total Marks = 500

Paper-I	Inorganic Chemistry	80 marks
Paper-II	Organic Chemistry	80 Marks
Paper-III	Physical Chemistry	80 Marks
Paper - IV	General Chemistry	80 marks

Practical Examinations

Paper-I	Inorganic Chemistry	60 Marks (Practicals 50 + Records 10)
Paper-II	Organic Chemistry	60 Marks (Practicals 50 + Records 10)
Paper-III	Physical Chemistry	60 Marks (Practicals 50 + Records 10)

Specializations for the Second Year

1. Organic Chemistry
2. Industrial Chemistry
3. Analytical Chemistry

Theory Examination : 4. Papers in each specialization and 80 marks for each paper

Practical Examination : 2 practicals each practical for marks 75

: Records 20 Marks

: Viva-Voce 10 Marks

c) Choice of Specialization

The choice of specialization for second year (Organic Chemistry/Industrial Chemistry/Analytical Chemistry) shall be mentioned in the application at the time of admission itself. Further changes are not allowed.

d) Medium of Instruction: English

e) Mode of Instruction

1) Study Material

The Directorate of Distance Education will supply the study material for all the students. Study materials are in English only.

2) Contact Programme classes

The DDE will organize useful 30 days contact programme classes by experienced faculty for both previous and final year students separately. Attendance to the contact programme classes is compulsory. The contact programme classes and practical examinations will be held at nodal center Tirupati only.

f) Examination pattern

At the end of each academic year, the students have to appear for the examinations, conducted by the University. The examinations will be conducted once in a year. To declare pass of M.Sc. Chemistry degree candidate has to pass all the papers. In each paper a candidate has to secure 35% of marks and on an aggregate of 40% marks. Any candidate who fails in the University examination in any paper/absent in any paper or papers he/she has to appear for that paper/papers and secure 40 % as pass marks. He/She need not appear for the entire examination. A candidate can appear for individual subjects, if the candidate has passed in practicals and failed in theory, he can apply for theory only by retaining the practical marks he got in the previous attempt or Vice-Versa.

The maximum time to complete his/her Degree will be 5 years from the date of registration into the first year. If the course not completed within FIVE years he/she has to get fresh admission into the programme.

2.13 M.Sc. ZOOLOGY

a) Eligibility for Admission

A candidate seeking admission into the M.Sc. Degree in Zoology shall be required to have passed B.Sc. Degree with Zoology of this University or its equivalent thereto. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January, 2021.

b) Duration of the Course : 2 years

Theory Papers for First Year	Marks
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1. Principles of Systematic and Functional Anatomy of Invertebrates and Chordates	100
2. Animal Behaviour, Sociobiology and Evolution	100
3. Principles of Animal Ecology, Conservation and Resource Management	100
4. Physiological Chemistry, Biostatistics and Computer Applications in Biology	100

Practicals

1. Chordata, Invertebrate & Animal Behaviour	100
2. Ecology, General Physiology and Physiological Chemistry.	100
Total	600

Theory Papers for Second Year

1. Cell Biology and Genetics	100
2. Developmental Biology & Immunology	100
3. Animal Biotechnology & Micro Biology	100
4. Comparative Animal Physiology	100

Practicals

1. Cell Biology, Genetics, Developmental Biology	100
2. Biotechnology, Microbiology & Comparative Animal Physiology	100
Total	600

c) Medium of Instruction: English

d) Mode of Instructions

1) Study Material

The DDE will supply the study materials for all the students. Study materials are in English Medium only.

2) **Contact Programme Classes**

The DDE will organize useful 30 days contact programme classes by experienced faculty for both previous and final year students separately. Attendance to the contact programme classes is compulsory. The contact programme classes and practical examinations will be held at nodal center only.

e) **Examination Pattern**

At the end of each academic year i.e., First year and second year, the students have to appear for the examinations conducted by the University. The examinations will be conducted once in a year. Each paper carries maximum marks of 100. To declare pass of M.Sc. degree in Zoology a candidate has to pass all the papers. In each paper a candidate has to secure 35% of marks and on an aggregate of 40% marks. Any candidate who fails in the University examination in any paper/absent in any particular paper(s) He/She has to appear for that paper/papers and secure 40 % of pass marks. He/She need not appear for the entire examinations.

The maximum time to complete the programme is **FIVE** years only. If not completed he/she has to take fresh admission into the programme.

2.14 M.Sc. BOTANY

a) Eligibility For Admission

A candidate seeking admission into M.Sc Degree in Botany shall be required to have passed B.Sc Degree with Botany of this University or its equivalent thereto. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January, 2021.

Duration of the Course : 2 years

b) Medium of Instruction : English

Theory Papers for the First Year

Paper - I	General Microbiology and Plant Pathology	:	100
Paper- II	Biology and Diversity of Algae Bryophytes, Pteridophytes and Gymnosperms	:	100
Paper-III	Systematics of Angiosperms, Phyto-medicine and ethno Botany	:	100
Paper-IV	Biology of cells, Genes, Genetics and Evolution	:	100

Practicals

1. Lab I (Paper I & II)	:	100
2. Lab II (Paper III & IV)	:	100

Theory Papers for the Second Year

Paper I : Plant Anatomy, Embryology & Pathology	:	100
Paper II : Plant Ecology, Biodiversity & Resource Utilization	:	100
Paper III : Plant Physiology and Metabolisms	:	100
Paper IV : Plant tissue culture and biotechnology	:	100

Practicals

1. Lab I (Paper I & II)	:	100
2. Lab II (Paper III & IV)	:	100

Contact Programme Classes

The DDE will organize useful 30 days contact programme classes by experienced faculty for both previous and final year students separately. Attendance to the contact programme classes is compulsory. The contact programme classes and practical examinations will be held at nodal center, Tirupati only.

Examination pattern:

At the end of each academic year i.e., First year and second year, the students have to appear for the examinations conducted by the University. The examinations will be conducted once in a year. Each paper carries maximum marks of 100. To declare pass of M.Sc. degree in Zoology a candidate has to pass all the papers. In each paper a candidate has to secure 35% of marks and on an aggregate of 40% marks. Any candidate who fails in the University examination in any paper/absent in any particular paper(s) He/She has to appear for that paper/papers and secure 40 % of pass marks. He/She need not appear for the entire examinations.

The maximum time to complete the programme is **FIVE** years only. If not completed he/she has to take fresh admission into the programme.

2.15 M.Sc. PSYCHOLOGY

a) Eligibility for Admission

A candidate seeking admission into the M.Sc. Degree in Psychology shall be required to have passed any Degree of this University or its equivalent thereto. Admissions will be given to DDE (001) center only and admissions will not be given to study centers. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January, 2021.

b) Duration of the Course: 2 Years

Papers for First Year			Total marks
Paper – I	-	Principles of Psychology	100
Paper – II	-	Social Psychology	100
Paper – III	-	Psychopathology	100
Paper – IV	-	Psychometry & Test Development	100
Practical's	:	I & II (50+50)	100

Papers for Second Year			Total marks
Paper – I	-	Psychology of Personality	100
Paper – II	-	Counselling Psychology - Theory and Practice	100
Paper – III	-	Developmental Psychology	100
Paper – IV	-	Any one of the following optional (a) School Psychology or (b) Industrial and Organizational	100
Practical's	-	I & II (50+50)	100

c) Medium of Instruction

The medium of instruction will be English only, and the study material also supplied in English Medium only.

2) Contact Programme Classes

The DDE will organize useful 20 days (10 days each in two spells) contact programme classes by experienced faculty for both the previous and final year students separately.

Attendance to the Contact Programme Classes is compulsory.

The classes will be held at DDE centre Tirupati only. The candidates will not be permitted to write the examinations, if there is any shortage of attendance.

e) Examination Pattern

A candidate shall be declared to have passed the Part-I previous examination, if he/she obtains not less than 35 % of marks in each of the Divisions (Division 'A' means I to IV theory papers, Division 'B' means practical I & II) and 40% of the marks on the aggregate. The same procedure shall be applicable to Part - II final examination also. The University has introduced paper-wise pass system for all the courses of Directorate of Distance Education. Paper-wise pass system means, if any candidate got fail marks / absent in a particular paper / papers, such candidate need not write all the papers again. But he / she has to write only that particular paper / papers in which he / she failed or absent for passing the degree). The Contact Programme Classes and examinations (both theory and practicals) will be conducted only at the nodal centre, i. .e. S.V. University, Tirupati. The date of contact programme classes will be informed to the candidates through SMS to their mobiles and also it will be placed in DDE website.

2.16. M.Com.

a) Eligibility for Admission

A candidate seeking admission into the M.Com. Degree shall be required to have passed B.Com. / B.A. Degree examination with Commerce as one of the subjects of this University or its equivalent thereto. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January, 2021.

b) Duration of the Course : 2 Years

Revised syllabi and scheme of examination M.Com, Previous (W.E.F. the academic Year 2006-07)

		Theory	Assignment	Total
Paper I	Management & Organization Behavior	80	20	100
Paper II	Business Environment and Strategy	80	20	100
Paper III	Managerial Economics	80	20	100
Paper IV	Corporate Accounting and Reporting	80	20	100
Paper V	Quantitative Techniques for Managerial Decision	80	20	100

Revised syllabi and scheme of examination M.Com. Final (W.E.F. the academic Year 2007-08)

Paper I	Financial Management	80	20	100
Paper II	Marketing Management	80	20	100
Paper III	Human Resource Management	80	20	100
Paper IV	Financial Markets & Services	80	20	100
Paper V	Cost and Management Accounting	80	20	100

2.17 M.Com. (F.M)

a) Eligibility for Admission

A candidate seeking admission into the M.Com. (FM) Degree shall be required to have passed B.Com. /B.B.M. / B.C.A and B.A. Degree examination with Commerce as one of the subjects of this University or its equivalent thereto. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January,2021.

Duration of the Course : 2 Years

Theory Assignment Total

Papers for First Year

Paper I	Business Environment and Strategy	80	20	100
Paper II	Managerial Economics	80	20	100
Paper III	Corporate Financial Accountancy	80	20	100
Paper IV	Financial Management	80	20	100
Paper V	Quantitative Techniques for Decision Making	80	20	100

Papers for Second Year

Paper I	Accounting for Managerial Decision	80	20	100
Paper II	Financial Markets & Services	80	20	100
Paper III	International Financial Management	80	20	100
Paper IV	Security Analysis and Portfolio Management	80	20	100
Paper V	Project Planning and Control	80	20	100

2.18 M.B.A. (MASTER OF BUSINESS ADMINISTRATION)

(Three Year Programme)

a) Eligibility for Admission

A candidate seeking admission into M.B.A course should possess. Undergraduate or Post-graduate degree from any University recognized by UGC or Professional degree holder from the faculty of Engineering/Technology, Medicine, Pharmacy, Law and Architecture of any University recognized by UGC or Professional qualification in Chartered Accountancy, Cost Accountancy and Company Secretary ship, Chartered Financial Analyst, awarded by the statutory bodies. The programme will be opened to all citizens of India who satisfy the above conditions. However 50% seats are reserved for the candidates from Andhra Pradesh State. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January, 2021.

b) Award of Degree

Students will be awarded MBA degree on completion of all the 24 courses. P.G. Diploma in Management will be awarded on completion of the 16 courses in the first two years.

c) Duration of the course : 3 Years

d) Medium of Instruction

The medium of instruction and the examination will be in English only. The self instructional printed material will be supplied

e) Project Work

Each candidate shall do the project work under the supervision of the faculty guides chosen by the candidate and approved by the University. The project work envisages submission of dissertation, which carries maximum marks of 100. The project work is to be carried out as per the guidelines issued by the University.

f) Contact Programme Classes

There will be CPC Programme for 10 days for every year.

g) Examination Pattern

There shall be three year-end examinations spread over three academic/calendar years. Each course carries a maximum mark of 100. Out of 100 marks 20 marks are allotted for assignments and 80 marks are allotted for University year end examinations. The candidate shall submit the assignment before taking year end examinations.

i) Qualifying marks for a pass

A candidate appearing for the first time for the examination of any year has to register for whole examination of that year. A candidate shall be declared to have passed the examination, if he/ she secures not less than 35% of marks in each theory paper/project/viva-voce in year-end University examinations and an aggregate of 40% of marks in each year. Paper-wise pass is allowed subject to obtaining 40% of marks for the University-end examination. If a candidate fails to get an aggregate of 40%, he has to get 40% of marks in the subject in which he has secured less than 40% marks. A candidate who will not get pass marks for the dissertation of the project work should submit revised dissertation along with the next batch. A candidate who fails and wants to appear for the whole of theory examination of any year may do so after canceling the previous results of the theory examination of that year. The failed candidates shall be required to appear again the examinations along with the regular candidates of the next batch.

j) Classification of Successful Candidates

The classification will be on the basis of the total marks obtained by the candidates, i.e. the total marks secured in all the three years put together. Candidates securing 70% and above in the aggregate marks shall be placed in distinction. Candidates securing 60% and above but less than 70% in the aggregate marks shall be placed in First Class. Candidates securing 50% and above but less than 60% in the aggregate marks shall be placed in Second Class. All other successful candidates shall be placed in Third Class.

k) Improvement

The candidates are permitted to improve their marks/class by taking year-end-examinations in one or more papers within the next two subsequent year-end-examinations as per the existing regulations and syllabus. There is no provision for improving of project work and VIVA-VOCE. A candidate who appeared for the examination be supplied a statement of marks secured by him at the examination as per the rules and regulations of the University in force.

l) Award of Ranks

Candidates who have passed the examinations at the first appearance in all three years shall be ranked in order of merit. The candidates who have taken supplementary examinations shall also be eligible for classification but they shall not be considered for the award of rank. Ranks shall be awarded for the top three students or 10% of the total strength of the students appeared for the third year-end examinations, whichever is higher.

m) CurriculumUniversity Examination

80 Marks Theory - Assignment -20 Marks

100 Marks Viva-Voce – Project report-100 Marks

Papers for First Year

Paper-1	Management Functions and Behavior
Paper-2	Economic & Social Environment
Paper-3	Information Management & Computer
Paper-4	Managerial Economics
Paper-5	Quantitative Analysis for Managerial Application
Paper-6	Management of Information System
Paper-7	Management of New & Small Enterprises
Paper-8	Viva-Voce

Papers for Second Year

Paper - 9	Production/Operations Management
Paper- 10	Managing Men
Paper -11	Marketing for Manager
Paper -12	Accounting & Finance for Manager
Paper -13	Viva-Voce
Paper -14	Elective
Paper -15	Elective
Paper -16	Elective

Papers for Third Year

Paper - 17	Management of Control System
Paper - 18	Strategic Management
Paper - 19	International Business Management
Paper - 20	Project Report
Paper - 21	Viva-Voce
Paper - 22	Elective
Paper - 23	Elective
Paper - 24	Elective

Note:-

- 1: Choose the Elective subject from the list given in the Hand Book
- 2: A candidate has to secure not less than 35% marks in each Theory/ Project /Viva- Voce

2.19. MASTER OF LIBRARY AND INFORMATION SCIENCE (M.Li.Sc)

a) Eligibility For Admission

A candidate seeking admission into the M.Li.Sc Degree shall be required to have passed B.Li.Sc. Degree examination of this University or its equivalent thereto. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before December, 2020 are only eligible to apply for the present academic session January, 2021.

b) Duration of the course: 1 year (One)

c) Medium of Instruction

The medium of instruction and the examination will be in English only. The self instructional printed material in the English will be supplied to the admitted candidates.

d) Contact Programme Classes

There will be CPC programme for 15 days only. 75% attendance is compulsory. Contact Programme Classes will be conducted in selected centers. Practical Examinations & Viva-Voce will be conducted in selected centers.

Award of Degree

Students shall be awarded M.Li.Sc. Degree on passing all the course of the programme.

Papers for the M.Li.Sc Course

Title of the papers	Viva-Voce	Theory	Total Marks
Paper I : Information and Communication	20	80	100 Marks
Paper II : Information System Management	20	80	100 Marks
Paper III : Information Processing and Retrieval Theory	20	80	100 Marks
Paper IV : Information Systems and Programs	20	80	100 Marks
Paper V: Information Technology : Applications	20	80	100 Marks
Paper VI : Research Methodology	20	80	100 Marks
Paper VII : Academic Library System	20	80	100 Marks
Paper VIII : Information Technology Practicals	---	----	100 Marks
Total	800 Marks		

3.0 UNDER-GRADUATE PROGRAMMES

A candidate seeking direct admission into Second Year should have passed the First Year Examination of this University either regularly or privately under annual pattern and has to pay the term fee Rs. 2500/- (instead of Rs.1500/-)

3.0 UG-Programmes available

3.1. B.A. /B.Com. (Regular & OUS)

3.2. B.Com Computers Applications (English Medium only)

3.3. B.Sc - (6 Groups)

3.3.1. B.Z.C (Botany, Zoology, Chemistry)

3.3.2. M.P.C (Mathematics, Physics, Chemistry)

3.3.3. M.S.Cs (Mathematics, Statistics, Computer Science)

3.3.4. M.P.E (Mathematics, Electronics, Computer Science)

3.3.5. M.E.Cs (Mathematics, Electronics, Computer Science)

3.3.6. M.P.Cs (Mathematics, Physics, Computer Science)

3.4. B.L.I.Sc.

3.1 B.A. /B.Com. (General & OUS) Programmes

Important instructions to read before fill the application:

I. Admission into I year B.A./B.Com. Programmes

Admission into I year B.A./B.Com. Programmes are under two streams.

a) Regular system

10+2 / Intermediate pass or 3 year Polytechnic Diploma holders are also eligible to join in 1st year. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January,2021.

b) Open University system

Under this system candidates should have completed 18 years of age and should qualify the eligibility test conducted by this Institute. The eligibility test will be conducted by notification/advertisement every year in both Telugu and English daily news papers.

II. Admission into II year and III year Degree (Lateral entry)

Students of S.V. University who have completed I year or II year examination of UG-BA,B.Com, B.Com Computers, B.Sc (with the combination of groups that are being offered) and B.Com in the affiliated Colleges of S.V. University, or private study are eligible to get admission into II year or III year degree respectively. The failed students are also eligible to get admission into second year or third year degree subject to the condition that they should pass the failed subjects by taking the examinations from the previous educational institutions.

III. COURSE OF STUDY

The programme of study for the degree (B.A/B.Com.,) shall be in two parts. Part-I: It is common for B.A. and B.Com degrees.

- First language,(English)
- Another language(Telugu) (Second language)
- Foundation Course
- Introduction to Computers

Note 1:

Second language: Study materials given to Telugu language only. However, Candidates are permitted to choose Hindi, Tamil, Urdu, Sanskrit, under Part-I(b) as second language, but the preparation of study material will be at their own risk. This Institute will neither supply any study material nor conduct classes for the second language subject other than Telugu.

Note 2: Details of groups, combinations available with us is given under their specific programmes in the next pages

Part-II Paper combinations for B.A. Degree

The candidate admitted into I B.A. degree can choose any one of the group combination subjects mentioned below and the same is to be written in the first column of the application.

1. History, Economics, Political Science(HEP)
2. History, Political Science and Public Administration(HPP)
3. Sociology, History, Political Science(SHP)
4. History, Political Science, Spl. English(HPE)
5. History, Political Science, Spl. Telugu(HPT)
6. Political Science, Sociology, Public Administration(PSP)

Part III Environmental Studies paper is compulsory to all the degree courses in final year papers

Part II papers for B.Com. Degree

For the I B.Com there are four papers under Part-II and they are common to all the candidates.

- a) Business Economics,
- b) Financial Accounting,
- c) Business Organization and Management,
- d) Fundamentals of Information Technology

IV. Duration of the programme

Duration of B.A./B.Com. degree course is at three years from the date of admission into the programme.

V. Medium of instruction

This institute provides instruction both in English and Telugu medium. The candidates can choose any one of these media to write the University Examinations. Whereas B.Com Computers in English Medium only

VI. Examination and passing marks

- a) The Examinations will be conducted by the Controller of Examination, S.V. University once in a year.
- b) Candidates have to pay the examination fee along with the examination application. This will be informed to the candidates at the end of academic year.
- c) The maximum marks for each paper is 100. The minimum pass marks is 35/100 for all papers.

VIII. The candidates seeking admission directly in II year and III year Degree has to pay the Prescribed fee of Rs. 2500/-

IX. Contact Programme Classes (CPC)

This DDE will organize 12 days CPC per year at nodal center and at the study centers chosen by the candidates.

X. Important note

The following certificates should be enclosed along with the application for the admission into I, II and III year B.A./B.Com. degree

- a. Marks of Intermediate or equivalent examination passed (attested and two Xerox copies) S.S. Certificate (two sets of attested Xerox copies)
- b. Challan towards payment of fees with Transaction ID
- c. I year/II year B.A./B.Com. marks memo who wants to join in II or III year B.A./B.Com. Course(original and two sets of attested Xerox copies) of the candidates.
- d. Migration certificate (required for the candidates other than Board of Intermediate Education, Hyderabad, A.P)
- e. Aadhar card Xerox copy with phone number and address.

B.A (Regular & OUS)

a) Duration of the Contact Programme Classes : 12 Days / Year

Papers for the first year

Title of the Papers	Marks
Part I (a)	
Paper-I: English	100
Part I (b)	
Paper-I: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Part I (c)	
Paper- I: Foundation Course	100
PART II OPTIONAL SUBJECTS (Choose any three)	
Paper I – English: Language and Literature form of Poetry Elements of Drama and	100
Paper I -Telugu: Modern Language	100
Paper I – History: History of India up to 1526AD	100
Paper I – Economics: Micro Economics	100
Paper I – Political Science: Political Science Concepts, Theories & Institutions	100
Paper I – Public Administration: Introduction to Public Administration	100
Paper I – Sociology: Basic Concepts and Perspective	100

Papers for the Second year

Title of the Papers	Marks
Part-I (A)	
Paper-II: English	100
Part I (b)	
Paper-II: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Part- II	
Paper II – English: Poetry, Drama, Prose and Fiction	100
Paper II – Telugu: Modern Language and History of Telugu Literature	100
Paper II – History:History &Culture of India 1526-1950	100
Paper II – Economics: Macro Economics	100
Paper II – Political Science: Indian Government and Politics	100
Paper II – Public Administration: Public Administration in India	100
Paper II – Sociology: Society in India	100
Part III	
Paper-II: Introduction to Computers	100

Papers for the Third year

Title of the Papers	Marks
Part - II	
Paper III – English: Drama	100
Paper IV - English: Novel	100
Paper III – Telugu: Modern Language History of A.P Language Grammar &	100
Paper IV – Telugu: Literary Criticism	100
Paper III – History: History of Modern World 1453-1945 A.D	100
Paper IV – History: History & Culture of A.P from Satavahana's to 1956 A.D	100
Paper III – Economics: Indian Economy	100

Paper IV(a) – Economics: Public Finance & International Economics	100
Paper III- Political Science: Political Thought	100
Paper IV(a)- Political Science: Principles of Public Administration	100
Paper III - Public. Admn: Management of Resources	100
Paper IV(a) – Public Admn: Office Management	100
Paper IV(C) – Public Admn: Public office management	100
Paper III - Sociology: Modern India Social Change Development & Issues	100
Paper IV(a) –Sociology: Applications of Sociology	100
Part - III	
Paper III - Environmental Studies: Environmental Sciences	75
Environment Records	25

B.Com (Regular & OUS)

a) Duration of the Contact Programme Classes : 12 Days / Year

Papers for the first year

Title of the Papers	Marks
Part I (a)	
Paper-I: English	100
Part I (b)	
Paper-I: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Part I (c)	
Paper- I: Foundation Course	100
Part II	
Paper-II, Business Economics	100
Paper-I, Financial Accounting	100
Paper-III, Business Organization and Management	100
Paper-IV, Fundamentals of Information Technology	100

Papers for the Second year

Titles	Marks
Part-I (A)	
Paper-II: English	100
Part I (b)	
Paper-II: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Paper-II Entrepreneurship Principals & Concepts	100
Part – II Optional Subjects	
Paper-V, Advanced Accountancy	100
Paper-VI, Business Statistics	100
Paper-VII, Financial and Banking Services	100
Paper-VIII Taxation	100

Papers for the Third Year

Titles	Marks
Part – II	
Paper-IX, Business Laws	100
Paper-X auditing	100
Paper- VIII Cost and Management Accounting	100
Paper- XI, Electronic Commerce	100
Paper- XI Data Base Management System	100
Paper-VII, Corporate Accounting	100
Part - III	
Paper-III Environmental Studies	75
Environmental Records	25

3.2. B.Com (Computer Applications)

a) **Eligibility:** 10+2 Intermediate pass. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session year Jan, 2021

b) Duration : Three Years

c) Medium : English Medium only.

d) Duration of the Contact Programme Classes : 12 Days / Year

Papers for First year:

Title of the paper	Marks
Part I (a)	
Paper-I: English	100
Part I (b)	
Paper-I: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Part I (c)	
Paper- I: Foundation Course	100
Part- II	
Financial Accountancy	100
Business Organization & Management	100
Business Economics	100
Computer Applications+ Practicals	100+50

Papers for Second Year:

Title of the Paper	Marks
Part-I (A)	
Paper-II: English	100
Part I (b)	Part I (b)
Paper-II: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Part II	
Advance Accountancy	100
Business Statistics	100
Taxation	100
Entrepreneurship	100
Computer Application +Practicals	100+50

Papers of Third Year

Title of the Paper	Marks
Corporate Accountancy	100
Cost and Management Accountancy	100
Business Law	100
Auditing	100
Business Data Management Systems	100
Environmental Studies	100
Web Technology & E Commerce / java/ C++ +Practicals	100+50

3.3 B.Sc

3.3.1 B.Sc(B.Z.C)

(Botany, Zoology, Chemistry)

- Eligibility: Intermediate with Botany, Zoology, Chemistry on or before 31st December 2020 are only eligible to apply for the present academic session year Jan,2021
- Duration: Three years
- Medium: English
- Duration of the Contact Programme Classes: 18 Days/Year

Papers for First year:

Title of the Paper	Marks
Part - I	
Paper –I English	100
Paper-II: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Foundation Course	100
Part – II	
Paper – IV Botany- I - Diversity of Microbes and Cryptograms + Practical	100+50
Paper – V Zoology- I- Biology of Invertebrate and Cell Biology +Practical	100+50
Paper – VI Chemistry- I- Inorganic, organic ,Physical and General Chemistry	100+50

Papers for Second Year:

Title of the Paper	Marks
Part- I	
Paper – I English	100
Paper-II: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Introduction to Computers	100
Part – II	
Botany – II - Anatomy, Embryology, Taxonomy and Medical Botany + Practical	100+50
Zoology- II - Biology of Chordate Embryology, Ecology and zoo-Geography +	100+50
Chemistry- II- Inorganic, Organic Physical and General Chemistry + Practical	100+50

Papers for the Third year:

Title of the Paper	Marks
Part – II	
Botany – III- Cell Biology Genetics Ecology and Biodiversity + Practical	100+50
Botany –IV – Physiology, Tissue Culture Biotechnology, Seed Technology and	100+50
Zoology- III- Animal Physiology, Genetics & Evolution + Practical	100+50
Zoology – IV- Applied Zoology	100+50
Chemistry-III- Inorganic, Organic & Physical Chemistry + Practical	100+50
Chemistry – IV- Chemistry & Industry	100+50
Part- III	
Environmental Studies Theory + Record	7 5+25

3.3.2 B.Sc(M.P.C)
(Mathematics, Physics, Chemistry)

- a) **Eligibility:** Intermediate with Mathematics, Physics, Chemistry on or before 31st December 2020 are only eligible to apply for the present academic session year Jan, 2021.
- b) **Duration:** Three years
- c) **Medium:** English
- d) **Duration of the Contact Programme Classes:** 18 Days/Year

Papers for First year:

Title of the Paper	Marks
Part – I Subjects	
English	100
Paper-I: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Foundation Course	100
Part – I Subjects	
Mathematics-I - Differential Equations Solid Geometry + Practical	100+50
Physics-I- Mechanics, Waves and Oscillations + Practical	100+50
Chemistry-I- Inorganic, organic ,Physical and General Chemistry +Practical	100+50

Papers for Second Year:

Title of the Paper	Marks
Part- I Subjects	
English	100
Paper-II : Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Introduction to Computers	100
Part – II Subjects	
Mathematics-II- Abstract Algebra & Real Analysis+ Practical	100+50
Physics-II- Thermodynamics and Optics + Practical	100+50
Chemistry- II- Inorganic, Organic Physical and General Chemistry +Practical	100+50

Papers for the Third year:

Title of the Paper	Marks
Part – I Subjects	
Mathematics – III- Rings & Fields and Linear Algebra + Practical	100+50
Mathematics –IV – Numerical Analysis +Practical	100+50
Physics- III- Electricity, Magnetism & Electronics + Practical	100+50
Physics –IV- Modern Physics +Practical	100+50
Chemistry-III- Inorganic, Organic & Physical Chemistry + Practical	100+50
Chemistry – IV- Chemistry & Industry	100+50
Part – II Subjects	
Environmental Studies Theory + Record	7 5+25

3.3.3 B.Sc (M.S.Cs)

(Mathematics, Statistics, Computer Science)

- a) Eligibility: Intermediate with Mathematics on or before 31st December 2020 are only eligible to apply for the present academic session year Jan, 2021
- b) Duration: Three years
- c) Medium: English
- d) Duration of the Contact Programme Classes: 18 Days/Year

Papers for First year:

Title of the Paper	Marks
Part - I	
English	100
Paper-I: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Foundation Course	100
Part - II	
Mathematics-I - Differential Equations Solid Geometry + Practical	100+50
Statistics-I- Descriptive statistics and probability Distributions+ Practical	100+50
Com.Sci-I - PC Software and 'C' Programming + Practical	100+50

Papers for Second Year:

Title of the Paper	Marks
Part- I	
English	100
Paper-II: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Entrepreneurship	100
Part – II	
Mathematics-II- Abstract Algebra & Real Analysis	100+50
Statistics –II – Statistical methods & Inference	100+50
Com.Sci- II- Object Oriented Programming with Java and Data Structures	100+50

Papers for the Third year:

Title of the Paper	Marks
Part – I	
Mathematics – III- Rings & Fields and Linear Algebra + Practical	100+50
Mathematics –IV – Numerical Analysis	100+50
Statistics – III- Applied Statistics + Practical	100+50
Statistics –IV- Quality Reliability and Operation Research	100+50
Com.Sci – III- Modern Data Base Management Systems + Practical	100+50
Com.Sci – IV- Web Technologies and E- Commerce	100+50
Part- II	
Environmental Studies Theory + Record	7 5+25

3.3.4 B.Sc (M.P.E)

(Mathematics, Physics, Electronics)

- a) Eligibility: Intermediate with Mathematics, Physics on or before 31st December 2020 are only eligible to apply for the present academic session year Jan, 2021
- c) Duration: Three years
- d) Medium: English
- e) Duration of the Contact Programme Classes: 18 Days/Year

Papers for First year:

Title of the Paper	Marks
Part - I	
English	100
Paper-I: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Foundation Course	100
Part - II	
Mathematics-I - Differential Equations Solid Geometry + Practical	100+50
Physics-I- Mechanics, Waves and Oscillations + Practical	100+50
Electronics -I- Circuits Analysis and Electronic Devices	100+50

Papers for Second Year:

Title of the Paper	Marks
Part- I	
English	100
Paper-II: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Introduction to Computers	100
Part - I	
Mathematics-II- Abstract Algebra & Real Analysis+ Practical	100+50
Physics-II- Thermodynamics and Optics + Practical	100+50
Electronics- II- Analog circuits & Communication +Practical	100+50

Papers for the Third year:

Title of the Paper	Marks
Part - I	
Mathematics – III- Rings & Fields and Linear Algebra + Practical	100+50
Mathematics –IV - Numerical Analysis +Practical	100+50
Physics- III- Electricity, Magnetism & Electronics + Practical	100+50
Physics –IV- Modern Physics +Practical	100+50
Electronics-III- Digital Electronics and micro Processor	100+50
Electronics – IV- Embedded Systems and Application	100+50
Environmental Studies Theory + Record	7 5+25

3.3.5 B.Sc (M.E.Cs)

(Mathematics, Electronics, Computer Science)

a) Eligibility: Intermediate with Mathematics, Physics, Chemistry on or before 31st December 2020 are only eligible to apply for the present academic session year 2021

b) Duration: Three years

c) Medium: English

d) Duration of the Contact Programme Classes: 18 Days/Year

Papers for First year:

Title of the Paper	Marks
Part - I	
English-I	100
Paper-I: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Foundation Course	100
Part - II	
Mathematics-I - Differential Equations Solid Geometry + Practical	100+50
Electronics -I- Circuits Analysis and Electronic Devices	100+50
Com.Sci-I - PC Software and 'C' Programming + Practical	100+50

Papers for Second Year:

Title of the Paper	Marks
Part- I	
English-II	100
Paper-II: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Entrepreneurship	100
Part - II	
Mathematics-II- Abstract Algebra & Real Analysis	100+50
Electronics- II- Analog circuits & Communication +Practical	100+50
Com.Sci- II- Object Oriented Programming with Java and Data Structures	100+50

Papers for the Third year:

Title of the Paper	Marks
Part – II	
Mathematics – III- Rings & Fields and Linear Algebra + Practical	100+50
Mathematics –IV – Numerical Analysis	100+50
Electronics-III- Digital Electronics and micro Processor	100+50
Electronics – IV- Embedded Systems and Application	100+50
Com.Sci-III- Modern Data Base Management Systems + Practical	100+50
Com.Sci – IV- Web Technologies and E- Commerce	100+50
Part-III	
Environmental Studies Theory + Record	7 5+25

3.3.6 B.Sc (M.P.Cs)

(Mathematics, Physics, Computer Science)

- a) Eligibility: Intermediate with Mathematics, Physics, Chemistry on or before 31st December 2020 are only eligible to apply for the present academic session year 2021.
- b) Duration: Three years
- c) Medium: English
- d) Duration of the Contact Programme Classes: 18 Days/Year

Papers for First year:

Title of the Paper	Marks
Part - I	
English-I	100
Paper-I: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Foundation Course	100
Part – II	
Mathematics-I - Differential Equations Solid Geometry + Practical	100+50
Physics-I- Mechanics, Waves and Oscillations + Practical	100+50
Com.Sci-I - PC Software and 'C' Programming + Practical	100+50

Papers for Second Year:

Title of the Paper	Marks
Part- I	
English-II	100
Paper-II: Sanskrit/ Telugu/ Hindi/ Tamil/ Urdu/ Addl. English	100
Entrepreneurship	100
Part – II	
Mathematics-II- Abstract Algebra & Real Analysis	100+50
Physics-II- Thermodynamics and Optics + Practical	100+50
Com.Sci- II- Object Oriented Programming with Java and Data Structures	100+50

Papers for the Third year:

Title of the Paper	Marks
Part – II	
Mathematics – III- Rings & Fields and Linear Algebra + Practical	100+50
Mathematics –IV - Numerical Analysis	100+50
Physics- III- Electricity, Magnetism & Electronics + Practical	100+50
Physics –IV- Modern Physics +Practical	100+50
Com.Sci-III- Modern Data Base Management Systems + Practical	100+50
Com.Sci – IV- Web Technologies and E- Commerce	100+50
Part-III	
Environmental Studies Theory + Record	75+25

3.4 B.Li.Sc.

1. **Eligibility:** Pass in any Graduate Degree. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January, 2021.
2. **Duration :** One Year
3. **Medium of Instruction:** English Medium only. However students may be allowed to write University exams in Telugu Medium also.
4. **Study Material:** Will be provided by the DDE in English Medium only
5. **C.P.C. :** Contact Program Classes (CPC) will be conducted for 15 days in one spell. **Attendance is compulsory.**
6. **Course of Study:** VI Papers Theory and II papers Practical's 800 Marks.
Comprehensive Viva- Voce 100 marks = Total 900 marks
7. **Examination:** There will be University Examination after one year. Practical examination will be held.
8. **Examination Centers:** S.V University College and selected study centers
9. **Pass Marks:** 35 marks in each paper
10. Along with the online application the candidate should enclose the Xerox copy of the Original Degree/Provisional Pass Certificate along with two attested Copies of the same.

Papers for the B.Li.Sc

Paper – I	Library and Society	100 Marks
Paper – II	Reference and Information Services and Sources	100 Marks
Paper - III	Library Classification Theory	100 Marks
Paper – IV	Library Classification Practice (Practical's)	100 Marks
Paper – V	Library Management	100 Marks
Paper – VI	Library Cataloguing Theory	100 Marks
Paper – VII	Library Cataloguing Practice (Practical's)	100 Marks
Paper – VIII	Introduction to Computer	100 Marks
Paper – IX	Comprehensive Viva - Voce	100 Marks
	Total	900 Marks

4. POST-GRADUATE DIPLOMAS

4.1 POST GRADUATE DIPLOMA IN INDUSTRIAL RELATIONS AND PERSONNEL MANAGEMENT

Eligibility for Admission

A candidate seeking admission into P.G. Diploma in IR & PM should have passed any degree examination of S.V. University or an examination recognized as equivalent thereto. The candidates who have passed the qualified examinations either by regular/instant or advanced supplementary examinations on or before 31st December 2020 are only eligible to apply for the present academic session January, 2021.

Duration : One Year

Scheme of Examination : There will be two parts.

Part I	Consists of the following six theory papers and	
Part II	Consists of project report	
Part I		Marks
Paper I	Principles and Practice of Personnel Management	100
Paper II	Organization Theory and Behavior	100
Paper III	Industrial Relations	100
Paper IV	Industrial Engineering and Organizational Methods	100
Paper V	Wages and Salary Administration	100
Paper VI	Labour Welfare Legislation and Administration	100
Part II	Project Report Evaluation and Viva-Voce	200

Part II

The project report is to be prepared on an approved topic under the guidance of an approved supervisor.

Medium of Instruction & Examination: English

Contact with Teachers:

Meaningful contact between the teacher and the taught will be provided by arranging Contact Programme Classes for EIGHT days at Tirupati.

4.2. POST GRADUATE DIPLOMA IN GUIDANCE AND COUNSELLING

Eligibility for Admission

A candidate seeking admission into P.G.Diploma in Guidance and Counselling should have passed B.A / M.A/M.Sc. with Psychology as one of the subject, Education, Social Work, Human Development or Extension, any Health Professional (Nursing, Medicine, Physiotherapy, Para-medical) on or before 31st December 2020 are only eligible to apply for the present academic session January,2021.

Duration : One Year

Medium : English only

Theory Papers		Marks
Paper I	Principles of Mental Health and Adjustment	100
Paper II	Principles of Guidance and Counselling	100
Paper III	Psychological Testing and Evaluation in Guidance and Counselling	100
Practicals	Practical – I& II (50+50)	100

Medium of Instruction & Examination: English

Contact Programme:

The DDE will organize useful 8 days contact programme classes by experienced faculty. Attendance to the contact programme classes is compulsory. The contact Programme Classes and examinations (both theory and practicals) will be held at Nodal Center, i.e. S.V.University, Tirupati only. Candidates will not be permitted to write the examinations, if they are having any shortage of attendance. The Contact classes attendance is compulsory to all the Candidates.

5.0 SVU DDE STUDY CENTERS FOR THE YEAR 2020-2021

Sl. No.	Center Code	Name of the Study Center	Place	District	Contact Numbers
	001	DIRECTORATE OF DISTANCE EDUCATION, S.V.UNIVERSITY,(NODAL CENTER)	TIRUPATI	Chittoor	0877-2289477 2289380
1)	038	SEICOM DEGREE COLLEGE	KALIKIRI	Chittoor	9440464521 9989170086
2)	041	CAMFORD DEGREE COLLEGE (Renamed as HIMAJA DEGREE COLLEGE)	PUTTUR	Chittoor	9848391201 08577-222222
3)	062	VIJAYAM DEGREE COLLEGE	CHITTOOR	Chittoor	9440044023 08572-236328
4)	205	R.R. DEGREE COLLEGE	PUNGANUR	Chittoor	9440565402 08561-252446
5)	206	VIJETHA DEGREE COLLEGE	CHITTOOR	Chittoor	8187087065 9490277199
6)	224	S.V. DEGREE COLLEGE	KALAKADA	Chittoor	9440190616 9491102477
7)	226	SRI C. DASS DEGREE COLLEGE	SATHYAVEDU	Chittoor	9493572938 9490274351
8)	240	OXFORD DEGREE COLLEGE	SRIKALAHASTHI	Chittoor	9885254599
9)	270	INDIRA RAJIV MEMORIAL DEGREE COLLEGE	KUPPAM	Chittoor	9701617520 08570-255917
10)	271	VIDYA ARTS & SCIENCE DEGREE COLLEGE	YADAMARRI	Chittoor	9959292981 9441431992

6.0 List of Faculty for contact
DIRECTORATE OF DISTANCE EDUCATION
SRI VENKATESWARA UNIVERSITY::TIRUPATI - 517 502

Prof. S.THAVAMANI
DIRECTOR

Phone: **0877- 2289380** Fax: 2249088 Mobile: 9705105270, 9177220642

Website: www.svudde.in

WHOM TO CONTACT

For Admissions, Administration and General Matters on the above numbers.		DIRECTOR D.D.E	
For Publication of Results, Provisional Certificates		Controller of Examinations, SVU 0877-2289499, 2289547	
For Academic matters		Course in-charge in DDE	
Sl. No.	Name and Designation	Course in-charge for	Contact No.
1.	Prof. S.V. Subba Reddy	M.B.A, M.Com., M.Com. (F.M.) B.L.I.Sc.,P.G Diploma in IR & PM.,M.L.I.Sc, M.Sc Psychology, P.G.Diploma in Guidance and Counselling	90003 99959
2.	Prof. V. Ravi Naidu	M.A. English	7013139201
3.	Prof. S. Thavamani DIRECTOR	M.Sc. Physics, Chemistry, Zoology, Botany,M.A.Hindi	91331 67549 98851 85138
4.	Prof. M. Bhupathi Naidu	M.Sc. Mathematics, M.Sc.Comp. Sci., B.Sc.	93473 35770
5.	Dr. R. Jyothi Asst.Director-cum-Lecturer	M.A. History, M.A. Sociology, M.S.W, B.A. (Regular & OUS)	95506 02433 95023 51983
6.	Dr. G. Varalakshmi Asst.Director-cum-Lecturer	M.A. Economics, M.A.Telugu, B.Com.(Regular & OUS) B.Com.(Computers)	96524 40114

Administrative Staff

1.	Smt. A. Suneetha, Deputy Registrar	77021 23545
2.	Sri.A. Murali, Superintendent	83319 48112

**For any clarification please contact the above Courses In-Charges, Deputy Registrar
and Superintendent between
10.15 A.M. and 5.00 P.M. on all working days.**

LIST OF SVU DDE ADMISSION COUNSELLING CENTERS

<i>Sl. No.</i>	<i>Name of the DDE Admission Counselling Centre</i>	<i>Place</i>	<i>Cell No.</i>
1.	VISWAM JUNIOR COLLEGE	NAIDUPETA	9490250450
2.	ANANAYA SOCIAL DEV. SOCIETY	VINJAMUR	9177244731
3.	ST. MARY'S DEGREE COLLEGE	BUCHIREDDYPALEM	8008925769
4.	SRI VAISHNAVI DEGREE COLLEGE	RAJAMPET	9440143846
5.	S.D.H.R. DEGREE COLLEGE	RAYACHOTY	9494021583
6.	S.V.COLLEGE OF ARTS & COMPUTER SCIENCE	PRODDATUR	8121105210
7.	PRATHIBHA EDUCATIONAL SOCIETY	KURNOOL	9490919091
8.	ABYUDAYA DEGREE COLLEGE	SRIKAKULAM	9440954874
9.	SARADA DEGREE COLLEGE	SRIKAKULAM	9848918839
10.	S.S.V. EDNL. WELFARE SOCIETY	ANANTHAPUR	9885337771
11.	SRI Y.V.N.R. DEGREE COLLEGE	RAYACHOTY	9440440994
12.	M.S.N. DEGREE COLLEGE	VIZIANAGARAM	9866787879
13.	M.S.R. DEGREE COLLEGE	BAPATLA	9441085088
14.	SRI VISWASANTHI DEGREE COLLEGE	KAVALI	9440450119
15.	SRI VISWAJYOTHI DEGREE COLLEGE	TEKKALI	9885215894
16.	ANANTHA COLLEGE	NANDYAL	9989325944
17.	SRI VENKATESWARA DEG. COLLEGE	GUNTUR	9848204698
18.	S.K.R. JR. COLLEGE	INDUKURPET	9440140619
19.	R.B. VIDYANIKETHAN EDNL. & DEV.SOCIETY	TRIPURANTHAKAM	9849849311
20.	VIJAYA SAI EDNL. ACADEMY	SIDDIPET	9246949699
21.	S.B.V.R. DEGREE COLLEGE	BADVEL	9441086058
22.	S.R.C.COLLEGE OF ARTS & SCIENCE	SECUNDERABAD	9246910910
23.	SAI PARAMESWARA DEGREE COLLEGE	JAMMALAMADUGU	9603660809
24.	SREE JEEVANA JYOTHI DEGREE COLLEGE	GIDDALUR	9396213536
25.	NEW VISION JR. COLLEGE	HYDERABAD	9963678888
26.	SAI GANESH EDUCATIONAL SOCIETY	DHARMAVARAM	9490540398
27.	BHAVITHA DEGREE COLLEGE	BELLAMPALLY	9866108843
28.	BABA EDUCATIONAL DEV. SOCIETY	GORANTLA	9963259863
29.	BHAVITHA EDUCATIONAL SOCIETY	YEMMIGANUR	9866290166
30.	SHIRDI SAI DEGREE COLLEGE	PALASA	9440304818
31.	SRI CHAITANYA DEGREE COLLEGE	GODAVARIKHANI	9866968504
32.	J.C. NAGIREDDY MEMORIAL DEGREE	TADIPATRI	9440362157
33.	ANDHRA KESARI DEGREE COLLEGE	RAJAHMUNDRY	9848581245
34.	SRI C.S.S.R. & S.R.R. MEMORIAL DEG.COLLEGE	KAMALAPURAM	9704509528
35.	SAASTRA COLLEGE OF COMPUTER SCIENCE	VARIGONDA	9963341370
36.	NAGARJUNA EDUCATIONAL SOCIETY	PODALAKUR	8008363661
37.	BLUE MOON EDUCATIONAL SOCIETY	ANANTAPUR	9849789456
38.	NANI INTEGRATED TECHNICAL EDU. SOCIETY	NANDYAL	9247277353
39.	SHIRDI SAI WOMEN'S DEGREE	RAYACHOTY	9440868804
40.	S.V. EDUCATIONAL AND WELFARE SOCIETY	RAJAHMUNDRY	8801190801

41.	SUGUNA DEGREE COLLEGE	KALIDINDI	9246473036
42.	BHAVANI SEVA SANGAM	NANDIGAMA	9440537078
43.	SRI LAKSHMI NARASIMHA EDU.& RD SOCIETY	KADAPA	7799549988
44.	VIJETHA DEGREE COLLEGE	ARMOOR	9912218138
45.	ARCHANA DEGREE COLLEGE	RAYACHOTY	9390921505
46.	SIR ARTHUR COTTON EDNL. SOCIETY	AMALAPURAM	9666763667
47.	USHODAYA EDU.& RURAL DEV. SOCIETY	TUGGALI	9949510429
48.	SRI NETHAJI DEGREE COLLEGE	SANGAM	7993499360
49.	KRISHNA SARADA DEGREE COLLEGE	PORUMAMILLA	9440055827
50.	S.S.L. DEGREE COLLEGE	BANSWADA	9491314714
51.	SRI SAI DEGREE & P.G. COLLEGE	RLY.KODUR	9000277886
52.	RAMAKRISHNA DEGREE & PG COLLEGE	JAGITYAL	9885456354
53.	PRATHIBHA DEGREE COLLEGE	DRAKSHARAMAM	9849534309
54.	JYOTHI EDUCATIONAL SOCIETY	TADEPPALLI GUEDEM	9440104727
55.	PHRM DEGREE COLLEGE	MAHABOOB NAGAR	9246851537
56.	VAIBHAV COLLEGE OF HIGHER LEARNING	KOILKUNTALA	9908747177
57.	SRINATH EDUCATIONAL SOCIETY	AVANIGADDA	9440229304
58.	LAKSHMI NARASIMHA COLLEGE OF EDUCATION	NARSARAOPETA	9966775017
59.	S V R HINDI MAHAVIDYALAY EDU. SOCIETY	CHILLAKUR	9177951600
60.	S V DEGREE COLLEGE	YADIKI	9948934398
61.	GAYATHRI DEGREE COLLEGE	KADIYAM	9866674333
62.	KIRANMAYI DEGREE COLLEGE	PATHAPATNAM	8985627089
63.	G S R DEGREE COLLEGE	KAMAREDDY	9000666245
64.	SREE MARUTHI DEGREE COLLEGE	TANUKU	9989363632
65.	NEW MODERN DEGREE COLLEGE	TADEPPALLI GUEDEM	9848228758
66.	R.P.R DEGREE COLLEGE	AMBAJIPET	9492972196
67.	SURYA EDUCATIONAL SOCIETY	MYDUKUR	9959425814

- **Students who wish to process the application had to pay the total course fee prescribed, to the University by way of Andhra Bank / State Bank of India “D” Challan.**