



**UNIVERSITY OF MUMBAI**

**INSTITUTE OF DISTANCE AND OPEN LEARNING (IDOL)**

Dr. Shankar Dayal Sharma Bhavan, Vidyanagari, Kalina, Santacruz (E),  
Mumbai-400 098.

**47<sup>th</sup> successful years in  
Distance Education**

**Providing Higher Education through  
Distance mode since 1971**



## **PROSPECTUS: FACULTY OF ARTS**

**2018-2019**

**Visit: <http://mu.ac.in/portal/distance-open-learning/> & <http://idoloa.digitaluniversity.ac/>**

**Email: [info@idol.mu.ac.in](mailto:info@idol.mu.ac.in), [idol.uom@groups.facebook.com](mailto:idol.uom@groups.facebook.com), Twitter : @idol\_uom,**

**SMS Service : 80828 92988**

## About University of Mumbai

The University of Mumbai (earlier known as University of Bombay) is one of the oldest and premier Universities in India. Established on 18th July, 1857, it is one amongst the first three universities in India, other being Calcutta and Madras universities.

It is a University with Potential for Excellence Award accorded by the UGC. The University has been reaccredited with 'A' grade by the NAAC.

University of Mumbai has five campuses (i.e Fort campus (Main), Kalina, Ratnagiri, Thane and Kalyan). 742 affiliated colleges and 55 departments with an enrolment of more than 7.5 lakh Students are engaged in teaching-learning process. It has established its name in industrial collaboration and runs various professional programmes. The university is leading at national level in sports, cultural and other activities.

## About Distance and Open Learning

The university started its correspondence education on 24th March 1971. It was known as "Directorate of Correspondence Programmes." In the year 1985 it was upgraded as "Directorate of Distance Education" which was further in 1993, upgraded as "Institute of Distance Education" (IDE). In the academic year 2008-09 the "The Institute of Distance Education" is now named as "INSTITUTE OF DISTANCE AND OPEN LEARNING" (IDOL). Since its inception IDOL has been giving high priority to human resource development by introducing various traditional Degree Programmes as well as Technical and Professional Programmes through distance mode.

University of Mumbai is the 7<sup>th</sup> University in the country which had started Distance Education Program in a conventional set up. Initially it started with the registration of 845 students which has grown up to a staggering figure of 76,495 (2016-2017) in the last academic year. Students are also doing well by topping the merit list of the university examination and have bagged Gold Medal in M.A. Sanskrit, M.A. Marathi and Chancellor's Medal in M.A. Hindi. There are a good number of students securing First Class B.A./B.Com. and M.A. / M.Com. Many students of IDOL have gone abroad for seeking higher education in the USA, UK, Australia, Canada, New Zealand etc. Many well known film personalities have been also enrolled at IDOL for pursuing the higher studies.

**All Programmes offered by the Institute are approved by Distance Education Bureau, UGC, New Delhi.**

## **IDOL Sub-Centers:**

### **1. Ratnagiri Subcentre**

University of Mumbai at Plot No. P-61, MIDC, Mirjole, Ratnagiri. Students counselling / guidance is available at this center.

### **2. IDOL learning centre at Thane Sub Campus**

University of Mumbai has started Thane Regional center for IDOL at Balkum, Runwal Garden, Thane-Bhiwandi Road, Balkum Octroi Naka, Thane – 400 608. Distance educators are getting counselling / guidance and study material distribution facilities at this center.

**3. Proposed Kalyan Sub Centre** – IDOL is going to start its study centre at Kalyan soon in this current academic year 2018 – 19.

## **Aims And Objectives**

The main objectives of the Institute are:

1. To provide facilities of higher education to the working population, women and adults, who wish to upgrade their education or acquire knowledge in various disciplines.
2. To provide education for poor and such other people who cannot attend regular face to face class room teaching.
3. To help the students upgrade educational qualification for academic achievements in the process of lifelong education.
4. To develop education as a lifelong activity so that the individual can refresh his/her knowledge or can acquire knowledge in new areas.

## **Vision**

- To position IDOL as a premier ODL institute responsive to emerging needs of learners by providing education for all.
- To produce high quality graduates and contribute towards sustainable development of the university by supporting creation of excellence in teaching, learning and research.

## **Mission**

The institute shall strive to promote innovative strategies for creation and dissemination of knowledge using available media and technologies so that university graduates acquire relevant capabilities to contribute with diligence to national development and global knowledge pool through their caliber, professionalism, value system and sense of service.

This will be achieved by providing high quality self learning materials with extensive learner support services and to take education to the unreached and promote community participation for local development.

## Special Features

- The institute is presently located in its own building of about 77,000 square feet area with connectivity.
- Curricular contents, mode of examination and the degrees to be awarded are the same as applicable to the students of the colleges affiliated to the University of Mumbai.
- The learning process of the Institute is mainly through the medium of printed study materials.
- The audio-visual and electronic aids are being added in some subjects as a reference resource.
- The institute is also developing the Virtual Learning Class-rooms (VLC) facility for the students as an additional facility.
- The institute has an independent library and two reading rooms for the students. Fifty thousand books are available with a good number of journals of national and international repute.
- Guidance lectures (Personal Contact Programmes) are conducted every year at about 76 centers in Mumbai and around.
- Counseling to the students during office hours at Head quarters is given by the core faculty.

## Instructional System

The methodology of instructions at Institute of Distance and Open Learning of the University of Mumbai is different from that of the conventional university/college. Our system is more learner oriented in which the learner is an active participant in the teaching learning process.

**IDOL follows the multimedia approach in instructions. It comprises:**

1. Printed study materials are basically in English and wherever possible in Marathi also. The question-papers in the subject other than languages are printed in English with Marathi version. The students can write their answers in English, Marathi, Hindi or Gujarati if they indicate their choice for medium of answering in their Examination Form, **if a student writes his/her answers in any language other than Marathi, Hindi, English and Gujarati, their answers will not be assessed and ZERO marks will be awarded.** Students will have to collect their study materials from Room No.005 (Backside), ground floor, IDOL Building on Monday to Friday (11.00am to 5:00pm). However, for the students who are unable to make it, the study materials will be sent through post if he/ she makes a written request to the office along with the

Xerox copy of Admission Form and complete postal address.

2. Face to face interaction with teachers and Counseling at IDOL by the core faculty is available between the times 3.00 p.m. to. 5 p.m. from Monday to Saturday (excluding 2<sup>nd</sup> & 4<sup>th</sup> Saturday of every month and public holidays) in Room No. 106 A, IDOL.

## Director of IDOL



**Dr. Dhaneshwar Harichandan,**  
M.A., M.P.S, M.Phil. Ph.D,  
I/C Director and  
Professor in Education, IDOL

## IDOL Arts Faculty In-Charge



**Mr. Anil Bankar , M. A. B. Ed,**  
Arts faculty In-Charge and  
Associate Professor cum -  
Assistant Director in History

## Other Arts Faculty Members In IDOL



**Dr. Santosh Rathod , M. A. Ph. D.**  
**Assistant Professor cum- Assistant Director in English**



**Mrs. Rajashri Pandit, M. A., L. L. B.**  
**Assistant Professor cum-Assistant Director in Economics.**



**Dr, Naresh Tambe, M. A., Ph. D.**  
**Assistant Professor in Psychology**



**Mr. Ajit Patil, M. A.**  
**Assistant Professor in Geography**



**Dr. Sandhya Garaje , M. A., Ph. D.**  
**Assistant Professor in Hindi**



**Mrs. Manisha Bankar , M. A.**  
**Assistant Professor in Marathi**

## Officers of IDOL



**Dr. Sanjay Ratnaparakhi** M.A., Ph. D. (Political Science)  
Assistant Director (Academic)

## Course offered In Arts by IDOL

### B. A. Course & Eligibility

<b>B. A.</b>	Psychology, Economics, Political Science, History, Sociology, Commerce, Geography, Philosophy, Rural Development, Education, Marathi Literature, Hindi Literature, English Literature, Urdu literature
<b>M. A.</b>	M. A. In History
	M. A. In Political Science
	M. A. Sociology
	M. A. In Economics
	M. A. In Education
	M. A. In Marathi Literature
	M. A. In Hindi Literature
	M. A. In English Literature

## Course Eligibility

### B.A. (Three Years)

#### F. Y. B. A.

II (H.S.C.) from Maharashtra State Board OR equivalent Exam from other state, with English as compulsory subject **(As per the ordinance O.2138)**

**OR**

3 years Diploma from MSBTE OR other boards recognized as equivalent **(As per equivalence on 24/8/2010)**

**OR**

10+2 years ITI course. **(As per the circular of Higher & Technical Education Department क्र. व्हीओसी - २०१२ / ५९१/ प्र.क्र.२४५ (अ) / व्यशि -४, दिनांक २८/९/२०१२)**

#### S. Y. B. A.

Passed in F.Y.B.A.

**OR**

ATKT in not more than two subjects in F.Y.B.A. as per (annual pattern system)

**OR**

A student shall be allowed to keep term (ATKT) in Second Year only if student fails in not more than two subjects in each of semester I & semester II of First Year (Semester pattern system of affiliated colleges of University of Mumbai) **Student is require to pass the KT subject in the parent college.**

**OR**

Passed in all the subjects of F.Y.B.A. for the students of other Universities.

#### T. Y. B. A.

Passed in F.Y.B.A. & S.Y.B.A.

**OR**

ATKT in not more than two subjects in F.Y.B.A. provided S.Y.B.A. is passed in full (annual pattern system)

ATKT in not more than two subjects in S.Y.B.A. (ATKT not more than 300 marks) provided F.Y.B.A. is passed in full (annual pattern system)

**OR**

A student shall be allowed to keep term (ATKT) in Third Year only if student fails in not more than two subjects in each of semester I and semester II of First Year and student must have passed Second Year semester III and semester IV in full. **Student is require to pass the KT subject in the parent college.**

**OR**

A student shall be allowed to keep term (ATKT) in Third Year only if student fails in not more than two subjects in each semester III and semester IV of Second Year and student must have passed First Year semester I and semester II in full. **Student is require to pass the KT subject in the parent college.**

**OR**

Passed in F.Y.B.A. & S.Y.B.A. for the students of other Universities.

M. A. Course & Eligibility	
M.A. (Two Years)	
Part- I	Any Bachelor's Degree in any subject from a Statutory University. <b>(As per the ordinance O.2237)</b>
Part- II	Passed in M.A. Part I (on or before the commencement of M.A. Part Exam. Students will not be permitted to appear for M.A. Part II examination unless he/she has passed the Part I examination, previously
M.A. [Education] (Two Year)	
Part- I	Must have passed the B.Ed. / B.A. with Education as one of the elective paper form this University OR any other statutory University (whereas students who have passed B.P.Ed., B.Ed. (Physical), B.Ed. (Spl. (Edu.) etc. are not eligible for admission. <b>(As per the ordinance O.5885)</b>
Part- II	Passed in M.A. (Edu.) Part I (on or before the commencement of M.A. Part - II Exam.) Students will not be permitted to appear for M.A. (Edu.) Part II examination unless he/she has passed the Part I examination, previously.
M.A./M.Sc. Mathematics (Two Years)	
Part I	Those who have passed B.A/B.Sc. degree examination with at least six papers in Mathematics of this university or any other university.
Part II	Passed in M.A./M.Sc. Part I (on or before the commencement of M.A/M.Sc. Part Exam.II). Students will not be permitted to appear for M.A./M.Sc. Part II examination unless he/she has passed the Part I examination, previously.

## Course Fees

Course		Fees	
		Fees for General Category	Fees for Reserve Category
B. A.	F. Y. B. A.	Rs. 3625/-	Rs. 1385/-
	S. Y. B. A.	Rs. 3405/-	Rs. 1385/-
	T. Y. B. A.	Rs. 3655/-	Rs. 1635/-
M. A.	Part- I	Rs. 5945/-	Rs. 1860/-
	Part- II	Rs. 5170/-	Rs. 2110/-
M.A. Education	Part- I	Rs. 7920/-	Rs. 7920/-
	Part -II	Rs. 6820/-	Rs. 6820/-
M.A./M.Sc. Mathematics	Part – I	Rs. 5845/-	Rs. 1860/-
	Part – II	Rs. 5170/-	Rs. 2110/-

- Document Verification Charges Rs. 400/- for those students who have passed their Board Examination from other than Maharashtra State Higher Secondary Certificate Board (Examination).
- Those Students are taking admission in IDOL from Affiliated Colleges of University of Mumbai shall pay Rs.100/- for Transference Certificate Fees.
- Eligibility Fees of Rs.220/- for the students who have passed their Examination from Maharashtra State University/ Board & Rs.320/- Other than Maharashtra State University/Board.
- M.A. (Education) I & II Students are not eligible for Scholarship/ Freeship Scheme.

## Details of Undergraduate Programmes (B. A.)

The duration of the course for the degree of Bachelor of Arts (BA) shall be 3 years.

### F. Y. B. A. Course:

Subjects to be offered: 6 Papers

Three Compulsory & Three Optional Papers

Total Marks 600

Sr. No.	Compulsory Subjects
1	Communication Skills in English (Old) ( <b>Study Material available</b> )
2	Compulsory Languages ( <b>Any one of the following</b> ) (a) Marathi, (Old) (Study Material Available) (b) Hindi (Old) (Study Material Available) (c) Urdu* (Rev) (Without Study Material ) (d) French* (Rev) (Without Study Material)  * Only Syllabus Copy will be Provided
3	Foundation Course - Paper – I (Old)( <b>Study Material available in both English and Marathi</b> )

### Optional Subjects (Total Three subjects)

Group A (Any two Subjects)	Group B (Any One Subject)
Psychology- Paper-I: Fundamentals of Psychology (Rev. from 2018)	Philosophy – Paper I: Moral Philosophy (Old)
Economics - Paper-I: Economic Theory (Old)	Rural Development Paper I: Introduction to Rural Development ( <i>Study Material only in Marathi</i> ) (Old)
History - Paper - I History of Modern India (1857-1947) (Rev. from 2018)	Education – Paper –I: Principles of Education (Old)
Sociology - Paper - I Foundation of Sociology (Old)	Marathi Literature - Paper I (Old)
Political Science – Paper – I: Introduction to Politics (Old)	Hindi Literature - Paper I (Old)
Geography – Paper I : Introduction to Geography (Old)	English Literature - Paper I: Introduction to Literature (Revised from

**S.Y.B.A. Course:****Subjects to be offered: 8 Papers****Two Compulsory & Three Optional Subjects With Two Papers Each****Total Marks 800**

Sr. No.	Compulsory Subjects
1	Foundation Course - Paper II (Revised) ( <b>Study Material available in English &amp; Marathi</b> )
2	<b>Applied Component Group</b> (Any ONE of the following)
	a) Journalism ( <b>Study Material available only in Marathi</b> )
	b) Business Communication (Revised) ( <b>Study Material available only in English</b> )
	c) Advertising (Rev) ( <b>Study Material available only in English &amp; Marathi</b> )

**Optional Subjects -**

**Select only those THREE subjects which were offered at F.Y.B.A. Examination (Study Material Available)**

Name of the Subject
<b>Psychology</b> – Paper II - Social Psychology (available in English & Marathi)
<b>Philosophy</b> – (Revised) (available in English & Marathi) Paper II – Social and Political Philosophy
<b>Economics</b> – (Revised) (available in English & Marathi) Paper II - Macro Economics
<b>History (Rev.)</b> -Paper II - Landmarks in World History (1453 A.D to 1945 A.D) (Revised) Paper III - Ancient India (Up to 1000 A.D.)
<b>Sociology</b> - Paper II – Sociology of India and Sociology of Development Paper III - Human Development Index and Contemporary Issues in Indian Urban Society
<b>Political Science</b> Paper II - Indian Political System (available in English & Marathi) Paper III - Public Administration (available in English)

<b>Commerce -</b>	(available in English & Marathi) Paper II – Financial Management
<b>Rural Development</b>	(available in English & Marathi) Paper II - Rural Society and its Development Strategies. Paper III - Rural Administration & Laws Related to Rural
<b>Education(Rev.)</b>	(available in English & Marathi) Paper II - Educational Psychology
<b>Geography –</b>	(available in English & Marathi) Paper II - Geography of India with special reference to Maharashtra
<b>English Literature</b>	- Paper II – Indian Literature Paper III – American Literature
<b>Marathi Literature</b>	- Paper II Paper III
<b>Hindi Literature</b>	- Paper II Paper III - Adhunik Gaddhya
<b>Urdu Literature</b>	- (Revised)(Without Study Material) Paper II Paper III

**T.Y.B.A. Course:****Subjects to be offered: 6 Papers****Optional Subject: Select only one optional subject with six papers or two subjects with three papers each from the subjects offered at F.Y.B.A. and S.Y.B.A.****Total Marks 600**

Sr.No.	Name of the Subject
1.	COMMERCE (3 Papers only) (available in English & Marathi)
	Paper IV- Introduction to Management
	Paper V- Human Resource Management
	Paper VI- Export Management
2.	SOCIOLOGY (3 Papers IV, V VI or 6 Papers from Papers IV & IX) (available in English & Marathi)
	Paper IV- Social Theory
	Paper V- Sociology of Work
	Paper VI- Gender and Society
	Paper VII- Urban Sociology
	Paper VIII- Sociology of Human Resource Development
	Paper IX –Research Methodology (Applied Component)
3.	HISTORY (3 Papers with Paper IV, V & VI or 6 Papers from Papers IV to IX) (Old Course)
	Paper IV - Medieval India (1000 A.D to 1707 A.D) (available in English & Marathi)
	Paper V - Modern India (1857-1984) (available in English & Marathi)
	Paper VI- Archaeology, Museology & Library Science. (available in English & Marathi)
	Paper VII - History of Marathas (available in English & Marathi)
	Paper VIII -Contemporary World (1945-2000 A.D.) (available in English)
	Paper IX - Elements of Research Methodology. (available in English & Marathi)
4.	EDUCATION- (3 papers Only) (Old Course) (All study material available in English & Marathi)
	Paper IV - Indian Education System, Structure and Problems
	Paper V - Communication Mode in Education
	Paper VI - Educational Evaluation

5.	PSYCHOLOGY (3 Papers only) (All study material available in English & Marathi)
	Paper IV - Psychological Testing and Statistics
	Paper V - Abnormal Psychology
	Paper VI - Industrial and Organisational Psychology
6.	ECONOMICS (3 Paper with Paper IV, V & VI or 6 Papers from Papers IV to IX) (Old Course) (All study material available in English & Marathi)
	Paper IV - Advanced Economic Theory
	Paper V - Growth and Development
	Paper VI - Indian Financial System
	Paper VII - Research Methodology
	Paper VIII – International Economics :- Theory & Policy
7.	Paper IX - Export Management
	ENGLISH LITERATURE (3 Papers only) (Old Course)
	Paper IV - British Literature 1550-1750 (Study material available)
	Paper V - English Language and Literary Criticism (Will be available soon)
8.	Paper VI – Theory and Practice of Translation (Study material available)
	MARATHI LITERATURE (3 Papers with Paper IV, V & VI or 6 Papers from Papers IV to IX) (Study material available)
	Paper-IV History of Marathi Literature (Form beginning to 1818)
	Paper-V Theory of Literature & Literary Criticism (Rev.)
	Paper-VI Literature and Society (Rev.)
	Paper-VII Introduction to Linguistics & Outline of Marathi Grammar
	Paper-VIII The Study of an Author (Rev)
9.	Paper-IX Translation Literary Essay & Project
	Rural Development (3 Papers only) (Rev.) (Paper – IV,V,VI Study Material Available only in Marathi)
	Paper IV – Agriculture and Its Significance in Rural Development
	Paper V – Rural marketing and Finance
	Paper VI – Applied Agriculture
	Paper VII – Rural Resource Management
	Paper VIII – Emerging Issues in Rural Development
	Paper IX – Social work for Rural Development

10.	Political Science (3 Papers only) (Old Course) (All study material available in English & Marathi)
	Paper IV - Political Process in Maharashtra
	Paper V - Political Thought
	Paper VI – Major Issues in Contemporary Politics (Applied Component)
11	Hindi (3 Papers only) (Old Course) (Study material available)
	Paper IV: History of Hindi Literature
	Paper V: Post Independent Hindi Literature
	Paper VI: Functional Hindi
12	Geography (6 Papers only)
	Paper – IV Geography of Settlement
	Paper – V Geography of Environment & Tourism
	Paper – VI Practical Geography –I
	Paper – VII Population & Economic Geography
	Paper – VIII Geography of Agriculture & Disaster Management
	Paper – IX Practical Geography – II

# ADMISSION

## ADMISSION SCHEDULE

Kindly check the admission schedule on the website <http://mu.ac.in/portal/distance-open-learning/>

## ONLINE ADMISSION PROCEDURE :

From the academic 2010-11, admission to all programmes are done through online process. For details the students have to visit our website: [www.mu.ac.in/portal/distance-open-learning/](http://www.mu.ac.in/portal/distance-open-learning/) & <http://idolooa.digitaluniversity.ac/> and follow the procedure given on the website.

## PAYMENT OF FEES

The fees can be paid through any one of the following modes of payment:

1. Online payment option through Debit/ Credit Cards/ Internet Banking.

### Attestation of Documents

The self-attested copies of documents/papers will be accepted.

It is made clear that if any false attestation / falsified record are detected, the student will be debarred from the University / institute and in addition a criminal case under relevant section of IPC (viz, 471, 474 IPC etc) will be instituted against him/her.

**Documents required: Students should scan & upload all the required documents in Original.**

**Photo & Signature has to be scan during the Registration process**

### **A. First Year B.A.**

1. H.S.C. Marksheet.
2. Birth Proof.

### **B. Second Year: - B.A.**

**Documents required for admission to the old students of IDOL**

1. Original mark sheet of first year and in case of more than one attempt student should upload first and last mark sheet of the respective class.
2. Previous year Identity Card/Admission form
3. Marriage Certificate/ Gazette Notification (for female married students) in case of name change of the student

**Documents required for the students from affiliated colleges of University of Mumbai**

1. Original mark sheet of first year and in case of more than one attempt student should upload first and last mark sheet of the respective class) Semester pattern students has to upload their marksheet semester wise

2. No Objection Certificate from the last attended college
3. Marriage Certificate/ Gazette Notification (For female married students) in case of name change of the student

### **C. Third Year: - B.A.**

#### **Documents required for admission to the old students of IDOL**

1. Original mark sheet of First year & Second Year (In case of more than one attempt student should scan & upload first and last mark sheet of the respective class)
2. Previous years Identity Card/Admission form
3. Marriage Certificate/ Gazette Notification(For female married students) in case of name change of the student

#### **Documents required for the students from affiliated colleges of University of Mumbai**

1. Original mark sheet of First year & Second Year (In case of more than one attempt student should scan & upload first and last mark sheet of the respective class)Semester pattern students has to upload their marksheet semester wise
2. Current year No Objection Certificate from the last attended college.
3. Marriage Certificate/ Gazette Notification (For female married students) in case of name change of the student

### **O.2217B Double BA case (BA with different subjects)**

**Students appearing for double BA (BA with different subjects) under the ordinance 2217B has to come along with all attempt mark sheets of FY,SY & TY BA and submit the same in Room.No.111 of IDOL Building Dr. Shankar Dayal Sharma Bhavan, Vidyanagari Campus Kalina Santacruz East (400098)**

**Only those Students completed their previous BA degree through University of Mumbai or IDOL only is eligible to take admission for double BA (BA with different subjects)**

### **ELIGIBILITY CRETIRIA**

#### **INSTRUCTIONS FOR ELIGIBILITY CASE STUDENTS:-**

The students from CBSE, ICSE, DIPLOMA from MSBTE/other state, NIOS, HSC Boards other than Maharashtra State, IB, CIE, D.ED and Degree from other than University of Mumbai will have to obtain the Eligibility Certificate which will be issued online after approval from Eligibility Unit, Room No. 108 (A), Institute of Distance and Open Learning, Dr. Shankar Dayal Sharma Bhavan, Vidyanagari, Santacruz (E), Mumbai-400 098.

Migration certificate in original shall be submitted within 2 months from date of admission in respective Department of IDOL.

Equivalence certificate shall be submitted by the students wherever required.

**Note:-** The students who have passed 3/4yr Bachelor's Degree from other University and completed another degree course viz B.ED, L.L.B., MMS etc form college affiliated to University of Mumbai and wish to pursue M.A./M.COM/M.Sc./MCA from the University of Mumbai are required

to obtain Eligibility Certificate from University of Mumbai, IDOL. Such students should submit their Eligibility 9 Confirmation letter from the earlier College / Institute affiliated to Mumbai University from where he / she has passed B.Ed. /LLB/ MMS / etc.

**REQUIRED DOCUMENTS FOR OBTAINING ELIGIBILITY CERTIFICATE:**

1. S.S.C. and onwards all examination (F.Y., S.Y. & T.Y.)
2. Equivalent Certificate from MSBTE/Tech Board of the concern state (in case of diploma students)
3. Passing/ Convocation/ Degree Certificate
4. Marriage Certificate/ Gazette Notification (For female married students)
5. Migration / Transfer Certificate (shall be submitted within 2 months)

**FEES FOR ELIGIBILITY CASE:**

Document Verification fees of Rs. 400/- will be charged from UG/PG programme students who have passed their Board/ University Examinations from other than Maharashtra State Higher Secondary Board / other than University of Mumbai (Only for Eligibility Case).

Eligibility fees of Rs. 220/- for the students who have passed their examination from Maharashtra State Universities and Diploma from MSBTE and Rs. 320/- for out of Maharashtra State Universities /Boards other than Maharashtra /Technical Boards of other State.

**Notice for supplementary Exam**

**Students appeared & passed in supplementary exams held in the year 2018 are not eligible for taking admission in the next academic year Second & Third Year B.A. & B. Com.**

## Details of Post Graduate Programmes (M. A.)

The duration of the course for the degree of Master of Arts shall be **two years** That is M. A. Part-I and M. A. Part-II

### M. A. In Marathi (With Study Material)

MA-I (Rev)	Paper	MA-II	Paper
P- I	Study of Forms of Literature- Stories (Rev)	P-II	Study of an Ancient Period
P- III	History of Marathi Literature (1874-1960)	P-IV	Theory of Literature
P- V	Linguistic Study of Marathi Language	P-VI	Applied Criticism
P-VII	Modern Marathi Prose & Poetry (1960 – Onward )	P-VIII	Dalit sahitya OR Lok sahitya

### M. A. In Sociology (With Study Material in Marathi and English)

MA-I	Paper	MA – II	Paper
P- I	Theoretical Perspectives in Sociology	P-V	Industry, labour and Society
P- II	Theoretical Anthropology	P- VII	Environment and Society
P- III	Sociology of Development	P- VIII	Sociology of Social Movements
P- IV	Perspectives of Indian Society	P- X	Gender and Society

### M. A. In History

(The Programme is with Study Material in both Marathi and English languages)

MA-I	Paper	MA – II	Paper
P- I	History of Modern Maharashtra (1818-1920)	P-V	Historical Method and Philosophy of History
P- II	Indian National Movement (1858-1947)	P- VII	History of USA in 20th Century
P- III	History of Europe (1789-1919)	P- VIII	History of Buddhism & Jainism upto 1000 A.D.

P- IV	History of China (1900-1992)	P- X	Socio, Economic and Administrative History of the Marathas (1630-1818 A.D)
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### M. A. In Economics

(This Programme is with Study Material in both Marathi and English languages)

MA- I	Paper	MA- II	Paper
	<b>Group-I</b>		<b>Group-I</b>
P- I	Micro Economics	P-III	Development Economics
P- II	Macro Economics (Study Material available)	P-IV	Public Economics
	<b>Group-II</b>		<b>Group-II</b>
P- I	Agricultural Economics Material available)	P-II	Agricultural Economics (Study Material available in English)
P- I	Industrial Economics	P-II	Industrial Economics (Study Material available in English)

### M. A. In Hindi (With Study Material)

MA- I	Paper	MA-II	Paper
P- I	Modern Prose	P-II	Modern Poetry
P- III	History of Hindi Literature	P-IV	Linguistics & Hindi Language
P- V	Old & Medieval Poetry	P-VI	Poetic Literature of Literary Criticism
P- VII	Functional Hindi	P-VIII	Mass Communication

### M. A. In English (With Study Material)

MA - I	Paper	MA - II	Paper
P- I	Indian Literature in English (1820s onwards)	P-V	Literary Theory And Criticism (Will be available soon)
P- II	Linguistics and Stylistic Analysis of Texts	P-VI	Literature from Romantic to the Victorian age
P- III	Literature From the Renaissance to the Augustan Age	P- VII	Anglo-Irish Literature of the Twentieth century
P- IV	Nineteenth and Twentieth Century American Literature	P- VIII	Indian Literature in Translation

## M. A. In Political Science (With Study Material in English)

MA - I	Paper	MA- II	Paper
	<b>Group – I Compulsory</b>		<b>Group – I Compulsory</b>
P- I	Political Theory	P- III	International Politics (Without study material)
P- II	Selected Issues and Themes in Indian Politics	P- IV	Public Administration (Study material available in Marathi)
	<b>Sub-Group-E-Indian Studies</b>		<b>Sub-Group-E-Indian Studies</b>
P- I	Foreign Policy & Diplomacy with Special reference to India	P- III	State Politics in India (Without study material)
P- II	Modern Indian Political Thought (Study material available in both English & Marathi)	P- IV	Comparative Political Analysis (Without study material)

1. As per the M. A. Class Improvement ordinance 0.2260 students has to appear for class Improvement within 5 years from the passing years. (Please see link [http://archive.mu.ac.in/myweb\\_test/M.A.%20M.A.%20%28Education%29%20Class%20Improvement%20Ordinance...Pdf](http://archive.mu.ac.in/myweb_test/M.A.%20M.A.%20%28Education%29%20Class%20Improvement%20Ordinance...Pdf))

**Documents required: Students should scan & upload all the required documents in Original.**

**Photo & Signature has to be scan during the Registration process**

**Part- I: - M.A**

**Documents required for admission to the old students of IDOL**

1. Original mark sheet of Third year and in case of more than one attempt student should upload first and last mark sheet of the respective class.
2. Previous year Identity Card/Admission form
3. Marriage Certificate/ Gazette Notification (for female married students) in case of name change of the student

**Documents required for the students from affiliated colleges of University of Mumbai**

- 1 Original mark sheet of Third year and in case of more than one attempt student should upload first and last mark sheet of the respective class Semester pattern students has to upload their marksheet semester wise
- 2 Marriage Certificate/ Gazette Notification (For female married students) in case of name change of the student

**Documents required:**

**Photo & Signature has to be scan & upload during the Registration process**

**Part- II: - M.A****Documents required for admission to the old students of IDOL**

1. Original mark sheet of Third year and in case of more than one attempt student should scan & upload first and last mark sheet of the respective class.
2. Previous year Identity Card/Admission form
3. Convocation certificate
4. Marriage Certificate/ Gazette Notification (for female married students) in case of name change of the student

**Documents required for the students from affiliated colleges of University of Mumbai**

1. Original mark sheet of Third year and in case of more than one attempt student Should scan & upload first and last mark sheet of the respective class.
2. Current year No Objection Certificate from the last attended college
3. Convocation certificate
4. Marriage Certificate/ Gazette Notification (For female married students) in case of name change of the student

**Documents required:**

**Documents required for admission for all students of other universities (Applicable only for Part- I of M.A.**

**ELIGIBILITY CRETIRIA****INSTRUCTIONS FOR ELIGIBILITY CASE STUDENTS :-**

The students from CBSE, ICSE, DIPLOMA from MSBTE/other state, NIOS, HSC Boards other than Maharashtra State, IB, CIE, D.ED and Degree from other than University of Mumbai will have to obtain the Eligibility Certificate which will be issued online after approval from Eligibility Unit, Room No. 108 (A), Institute of Distance and Open Learning, Dr. Shankar Dayal Sharma Bhavan, Vidyanagari, Santacruz (E), Mumbai-400 098.

Migration certificate in original shall be submitted within 2 months from date of admission in respective Department of IDOL.

Equivalence certificate shall be submitted by the students wherever required.

**Note:-** The students who have passed 3/4yr Bachelor's Degree from other University and completed another degree course viz B.ED, L.L.B., MMS etc form college affiliated to University of Mumbai and wish to pursue M.A./M.COM/M.Sc./MCA from the University of Mumbai are required to obtain Eligibility Certificate from University of Mumbai, IDOL. Such students should submit their Eligibility 9 Confirmation letter from the earlier College / Institute affiliated to Mumbai University from where he / she has passed B.Ed. /LLB/ MMS / etc.

### **REQUIRED DOCUMENTS FOR OBTAINING ELIGIBILITY CERTIFICATE:**

1. S.S.C. and onwards all examination (F.Y., S.Y. & T.Y.)
2. Equivalent Certificate from MSBTE/Tech Board of the concern state (in case of diploma students)
3. Passing/ Convocation/ Degree Certificate
4. Marriage Certificate/ Gazette Notification (For female married students)
5. Migration / Transfer Certificate (shall be submitted within 2 months)

### **FEES FOR ELIGIBILITY CASE :**

Document Verification fees of Rs. 400/- will be charged from UG/PG programme students who have passed their Board/ University Examinations from other than Maharashtra State Higher Secondary Board / other than University of Mumbai (Only for Eligibility Case).

Eligibility fees of Rs. 220/- for the students who have passed their examination from Maharashtra State Universities and Diploma from MSBTE and Rs. 320/- for out of Maharashtra State Universities /Boards other than Maharashtra /Technical Boards of other State.

### **Documents required: Students should scan & upload all the required documents in Original.**

**Photo & Signature has to be scan during the Registration process**

#### **Part- I: - M.A. (Education)**

#### **Documents required for admission to the old students of IDOL**

4. Original mark sheet of Third year and in case of more than one attempt student should upload first and last mark sheet of the respective class.
5. Previous year Identity Card/Admission form
6. Marriage Certificate/ Gazette Notification (for female married students) in case of name change of the student

#### **Documents required for the students from affiliated colleges of University of Mumbai**

- 2 Original mark sheet of first year and in case of more than one attempt student should upload first and last mark sheet of the respective class
- 2 Marriage Certificate/ Gazette Notification (For female married students) in case of name change of the student.

### **Documents required:**

**Photo & Signature has to be scan & upload during the Registration process**

#### **Part- II : - M.A. (Education)**

#### **Documents required for admission to the old students of IDOL**

1. Original mark sheet of First year and in case of more than one attempt student should scan & upload first and last mark sheet of the respective class.
2. Previous year Identity Card/Admission form

3. Convocation certificate(B.Ed) or B.A(Education)
4. Marriage Certificate/ Gazette Notification (for female married students) in case of name change of the student

**Documents required:**

**Documents required for admission for all students of other universities (Applicable only for Part- I of M.A. (Education))**

## **ELIGIBILITY CRITERIA**

### **INSTRUCTIONS FOR ELIGIBILITY CASE STUDENTS:-**

The students from CBSE, ICSE, DIPLOMA from MSBTE/other state, NIOS, HSC Boards other than Maharashtra State, IB, CIE, D.ED and Degree from other than University of Mumbai will have to obtain the Eligibility Certificate which will be issued online after approval from Eligibility Unit, Room No. 108 (A), Institute of Distance and Open Learning, Dr. Shankar Dayal Sharma Bhavan, Vidyanagari, Santacruz (E), Mumbai-400 098.

Migration certificate in original shall be submitted within 2 months from date of admission in respective Department of IDOL.

Equivalence certificate shall be submitted by the students wherever required.

**Note:-** The students who have passed 3/4yr Bachelor's Degree from other University and completed another degree course viz B.ED, L.L.B., MMS etc from college affiliated to University of Mumbai and wish to pursue M.A./M.COM/M.Sc./MCA from the University of Mumbai are required to obtain Eligibility Certificate from University of Mumbai, IDOL. Such students should submit their Eligibility Confirmation letter from the earlier College / Institute affiliated to Mumbai University from where he / she has passed B.Ed. /LLB/ MMS / etc.

### **REQUIRED DOCUMENTS FOR OBTAINING ELIGIBILITY CERTIFICATE:**

1. S.S.C. and onwards all examination (F.Y., S.Y. & T.Y.)
2. Equivalent Certificate from MSBTE/Tech Board of the concern state (in case of diploma students)
3. Passing/ Convocation/ Degree Certificate
4. Marriage Certificate/ Gazette Notification (For female married students)
5. Migration / Transfer Certificate (shall be submitted within 2 months)

### **FEES FOR ELIGIBILITY CASE :**

Document Verification fees of Rs. 400/- will be charged from UG/PG programme students who have passed their Board/ University Examinations from other than Maharashtra State Higher Secondary Board / other than University of Mumbai (Only for Eligibility Case).

Eligibility fees of Rs. 220/- for the students who have passed their examination from Maharashtra State Universities and Diploma from MSBTE and Rs. 320/- for out of Maharashtra State Universities /Boards other than Maharashtra /Technical Boards of other State.

# **M.A. (EDUCATION) Part- I & II**

**A.Y. 2018-2019**

## **About the Programmes**

M.A. in Education is aimed at developing professionals for effective participation in educational activity in different areas. Post graduate programme is an innovative course in education which emphasizes both disciplinary & professional dimensions of education. The introduction of this course will lead to the emergence of a cadre of post graduates who will be capable of looking at education from a broader social and cultural perspective to initiate debates and discussions on various aspects of education in relation to larger social milieu and provide the state inputs for policy formulation. After completion of this course one may proceed to M.Phil. or Ph.D. or both. One could also join in Non Government Organizations and teaching career in the teacher's training colleges at various levels. The National Council for Teacher Education mentions M.Ed./M.A. Education as qualifications of teaching staff. (<http://www.ncte-in.org/ncteact/chp13.htm>) The Academic Council of the University of Mumbai has accepted M.A. in Education as qualification for Lecturer in college of education.

## **Induction Meeting**

An induction meeting of all the students of M.A.(part- I only) will be held on 1<sup>st</sup> Saturday of November every year in room number 206, IDOL Building to orient the students about the M.A. in Education programme launched by the institute. Details of the curriculum transaction, personal contact programme lecture, assignment submission, examination pattern etc. will be clarified by the faculty. All the students are required to attend the meeting.

## **Assignments**

There are 2 assignments in each paper. Thus there are 16 assignments to be submitted by each student both in part one and part two. The assignment comprises 20% weight age of the total marks. The assignment questions of academic year 2017 -18 are also valid for Second Half examination of 2018.

- It is necessary & compulsory to submit the assignments before the deadline prescribed for that purpose, without which you will not be permitted to write the University examination.
- You are required to score a minimum 8 marks out 20 in the two assignments prescribed for each paper.
- If you fail to score 8 marks in each paper or cannot submit the assignments in the stipulated time of that year, you will have to wait for the assignments meant for the next year and submit them afresh.
- Once you get 8 marks in one paper, you cannot resubmit it for improvement of marks. assignments are not sent for re-evaluation.

- M.A. part- II students of ICT shall be oriented. regarding Online submission of assignments. Details shall be discussed in orientation meeting in the PCP centres.

**Last date for Submission of Assignments- 31<sup>st</sup> January, 2019.**

### **Instructions regarding Assignments**

- The answers to the assignments are to be written in the prescribed response sheet. Each student will be supplied 04 response sheets of 12 pages. Additional sheets, If required, may be added to the response sheet.
- ICT assignments is online.
- Fill up all the columns on the first page of your response sheet & retain the acknowledgement slip while submitting the response sheet at Room No. 112, IDOL Building.
- The answers to the assignment should be in your own words. You should not reproduce the study material or copy the information from other sources. Whenever you quote the text/ books/ journals, you must give the reference.
- Each assignment should have a suitable introduction and an apt conclusion.
- The answers should be precise, well documented and relevant to the questions raised in the assignments. Mark sure that you have attempted to deal with all the main parts/ sections of the assignments. & illustrate relating the content of the assignment to present day situations & with relevant current examples.
- Keep the word limit of a particular question in mind if mentioned. Slight variation in length does not matter much, but your answers should not be too short or too lengthy.
- Write your answers in your own handwriting. If your handwriting is not legible and if you are convinced that others will have difficulty in reading your handwriting, you may type your responses.
- Please keep with you a copy of the assignment response which you submit/ send us. You may need them in case you have to resubmit them in situation they may have been lost in postal transit or misplaced in the institute.
- Send your assignment response sheet well before the last date set for this.

**Detailed syllabus is given in study material of the respective papers.**

M.A. (Education) Part- I  
Assignment Questions for 2018-2019

Paper – I

- Q.1 Describe various salient features of Vedic education.  
Q.2 Explain the contribution of functionalism to the field of Sociology of Education.

Paper – II

- Q.1 Define behavior? Explain the problems & approaches to managing classroom behavior.  
Q.2 Explain the implications for learning & thinking style in classroom teaching.

Paper – III

- Q.1 What is qualitative data analysis? Explain its components?  
Q.2 Define Hypothesis ? Explain the characteristics of good Hypothesis

Paper – IV

- Q.1 What is Autonomy? What are the challenges faced by educational institutions wanting to get autonomy from the University?  
Q.2 What is Professionalism? How can you develop professionalism as a teacher educator?

**एम. ए. शिक्षणशास्त्र (भाग - १ )**

**स्वाध्यायप्रश्न २०१८-१९**

**अभ्यासपत्रिका क्र. १**

- प्रश्न क्र. - १ वैदिक शिक्षणाची ठळक वैशिष्ट्ये स्पष्ट करा.  
प्रश्न क्र. - २ शैक्षणिक समाजशास्त्र क्षेत्रातील कार्यात्मकतेचे योगदान स्पष्ट करा.

**अभ्यासपत्रिका क्र. - २**

- प्रश्न क्र. - १ वर्तन म्हणजे काय ? वर्ग वर्तनाचे व्यवस्थापन, समस्या आणि दृष्टिकोन स्पष्ट करा.  
प्रश्न क्र. - २ वर्गातील अध्यापनामध्ये अध्ययन आणि चिंतन शैलीचे उपयोग स्पष्ट करा.

**अभ्यासपत्रिका क्र. - ३**

- प्रश्न क्र. - १ गुणात्मक माहिती विश्लेषण म्हणजे काय ? त्याचे घटक स्पष्ट करा.  
प्रश्न क्र. - २ परिकल्पनेची व्याख्या सांगून चांगल्या परिकल्पनेची वैशिष्ट्ये स्पष्ट करा.

## अभ्यासपत्रिका क्र. ४

प्रश्न क्र. - १ स्वायत्ता म्हणजे काय ? विद्यापीठाकडून स्वायत्ता मिळविण्यासाठी शैक्षणिक संस्थांना कोणत्या आव्हानांचा सामना करावा लागतो ?

प्रश्न क्र. - २ व्यावसायिकता म्हणजे काय ? अध्यापक शिक्षक हा स्वतंत्ररित्या स्वतःला विकसित कसा करू शकतो ?

### M.A.(Education) Part- II Assignment Questions for 2018-2019

#### Group A:

Paper - II - Economics of Education

- Q.1 What is Economics of Education? Explain its scope and importance.  
Q.2 Explain the problems in estimation of demand and supply of teacher provision in India.

Paper – IV - History of Education

- Q.1 Discuss predominant factors of Indian ancient education system.  
Q.2 Compare the Vedic education system & Muslim education system.

#### Group B:

Paper – VII - ICT (Online Assignment)

Paper – VIII - Guidance and Counselling

- Q.1 Who is a slow learner ? How can you guide a slow learner?  
Q.2 Explain the uses of counseling in various field in the present context.

Paper- X – Open and Distance Learning (ODL)

- Q.1 Describe in detail the planning and management of open & distance learning.  
Q.2 State the concept of open and distance learning. Explain the current trend of open & distance learning.

## एम. ए. शिक्षणशास्त्र (भाग - २)

स्वाध्यायप्रश्न २०१८-१९

### अभ्यासपत्रिका क्र. २ शिक्षणाचे अर्थशास्त्र Economics of Education

प्रश्न क्र. - शिक्षणाचे अर्थशास्त्र म्हणजे काय ? ते सांगून त्याची व्याप्ति व महत्व स्पष्ट करा.

प्रश्न क्र. - २ भारतातील शिक्षकांच्या मागणी व पुरवठ्याच्या निश्चितीमधील समस्या स्पष्ट करा.

### अभ्यासपत्रिका क्र. ४ शिक्षणाचा इतिहास (History of Education)

प्रश्न क्र. - १ भारतीय प्राचीन शिक्षण पद्धतीच्या उल्लेखनीय पैलूंवर चर्चा करा.

प्रश्न क्र. - २ वैदिक शिक्षण पद्धती व मुस्लिम शिक्षण पद्धतीची तुलना करा.

### अभ्यासपत्रिका क्र. ७ - ICT माहिती संप्रेषण तंत्रज्ञान (Online Assignment)

### अभ्यासपत्रिका क्र. ८ - मार्गदर्शन व समुपदेशन Guidance and Counselling

प्रश्न क्र. - १ मंदबुद्धी अध्ययनकर्ता कोणाला म्हणतात ? तुम्ही त्याला कशाप्रकारे मार्गदर्शन कराल ?

प्रश्न क्र. - २ समुपदेशनाचे वर्तमान काळातील विविध क्षेत्रातील उपयोग स्पष्ट करा.

### अभ्यासपत्रिका क्र. १० - मुक्त व दूर अध्ययन Open and Distance Learning (ODL)

प्रश्न क्र. - १ मुक्त व दूर अध्ययनाचे नियोजन आणि व्यवस्थापन सविस्तर वर्णन करा.

प्रश्न क्र. - २ मुक्त व दूर अध्ययनाची संकल्पना सांगून मुक्त व दूर शिक्षणातील चालू प्रवाह स्पष्ट करा.

### **M.A.(Edu.) Part – I**

There will be 4 Papers for Part – I 400 Marks with 20 Marks Assignments per subject With Study Material (Marathi & English)

Paper No.	Name of the Papers
Paper I	Advanced Philosophy and Sociology of Education
Paper II	Advanced Educational Psychology
Paper III	Research Methodology in Education
Paper IV	Teacher Education

### **M.A.(Edu.) Part - II**

There will be 4 Papers for Part – II 400 Marks with 20 Marks Assignments per subject With Study Material (Marathi & English)

Paper No.	Name of the papers
Paper - II	Group - A
	Economics of Education.
Paper - IV	History of Education.
<b>Group – B (Any Two)</b>	
Paper - VII	Information and Communication Technology
Paper - VIII	Guidance and Counseling
Paper - X	Open and Distance Learning

**Note:** scheme of examination: 80 marks (external examination), 20 marks (internal assessment). The internal assessment will comprise of two assignments in each paper (10 marks each). There will be 16 assignments in all having 160 marks.

### **SUPPORT SERVICES**

**Personal Contact Programme for M.A. Education:** The institute organises guidance lectures under Personal Contact Programme in certain subjects in Mumbai for the benefit of students in the evening from 6.00 to 8.00 p.m. or sometimes on Sundays/Holidays. Though the lectures are not compulsory, it is an attempt to provide guidance to students in solving their academic difficulties.

## **INSTRUCTION:**

1) Students are requested to check details of time table on university **Website: [mu.ac.in/portal/distance-open-learning/](http://mu.ac.in/portal/distance-open-learning/)** or on Notice Board at the Institute of Distance and Open Learning. No separate correspondence in this regard will be made. For further details contact study center regarding M.A. Edu. (I & II) Tel. No. 022 26527094

**Documents required: Students should scan & upload all the required documents in Original.**

**Photo & Signature has to be scan during the Registration process**

**Part- I: - M.A. (Education)**

**Documents required for admission to the old students of IDOL**

1. Original mark sheet of Third year B.A. with Education and in case of more than one attempt student should upload first and last mark sheet of the respective class.
2. Previous year Identity Card/Admission form
3. Marriage Certificate/ Gazette Notification (for female married students) in case of name change of the student

**Documents required for the students from affiliated colleges of University of Mumbai**

1. Original mark sheet of Third year B.A. / B.Ed. and in case of more than one attempt student should upload first and last mark sheet of the respective class
2. Marriage Certificate/ Gazette Notification (For female married students) in case of name change of the student

**Documents required:**

**Photo & Signature has to be scan & upload during the Registration process**

**Part- II : - M.A. (Education)**

**Documents required for admission to the old students of IDOL**

1. Original mark sheet of First year and in case of more than one attempt student should scan & upload first and last mark sheet of the respective class.
2. Previous year Identity Card/Admission form
3. Convocation certificate(B.Ed) or B.A(Education)
4. Marriage Certificate/ Gazette Notification (for female married students) in case of name change of the student

**Documents required:**

**Documents required for admission for all students of other universities (Applicable only for Part- I of M.A. (Education))**

## **ELIGIBILITY CRITERIA**

### **INSTRUCTIONS FOR ELIGIBILITY CASE STUDENTS:-**

The students from CBSE, ICSE, DIPLOMA from MSBTE/other state, NIOS, HSC Boards other than Maharashtra State, IB, CIE, D.ED and Degree from other than University of Mumbai will have to obtain the Eligibility Certificate which will be issued online after approval from Eligibility Unit, Room No. 108 (A), Institute of Distance and Open Learning, Dr. Shankar Dayal Sharma Bhavan, Vidyanagari, Santacruz (E), Mumbai-400 098.

Migration certificate in original shall be submitted within 2 months from date of admission in respective Department of IDOL.

Equivalence certificate shall be submitted by the students wherever required.

**Note:-** The students who have passed 3/4yr Bachelor's Degree from other University and completed another degree course viz B.ED, L.L.B., MMS etc from college affiliated to University of Mumbai and wish to pursue M.A./M.COM/M.Sc./MCA from the University of Mumbai are required to obtain Eligibility Certificate from University of Mumbai, IDOL. Such students should submit their Eligibility Confirmation letter from the earlier College / Institute affiliated to Mumbai University from where he / she has passed B.Ed. /LLB/ MMS / etc.

### **REQUIRED DOCUMENTS FOR OBTAINING ELIGIBILITY CERTIFICATE:**

1. S.S.C. and onwards all examination (F.Y., S.Y. & T.Y.)
2. Equivalent Certificate from MSBTE/Tech Board of the concern state (in case of diploma students)
3. Passing/ Convocation/ Degree Certificate
4. Marriage Certificate/ Gazette Notification (For female married students)
5. Migration / Transfer Certificate (shall be submitted within 2 months)

### **FEES FOR ELIGIBILITY CASE :**

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Eligibility fees of Rs. 220/- for the students who have passed their examination from Maharashtra State Universities and Diploma from MSBTE and Rs. 320/- for out of Maharashtra State Universities /Boards other than Maharashtra /Technical Boards of other State.

.M.A./M.Sc.(Mathematics) Part – I & II

(There will be 5 papers for Part I & 5 papers for Part II separately)

## Eligibility Criteria: M.A./ M.Sc. Mathematics Part-I

Those who have passed B.A/B.Sc. degree examination with at least six papers in Mathematics of this university or any other university.

### **Part – I (Revised)**

(There will be 5 Papers for Part – I, 500 Mark with 20 Marks Internal assessments per Paper)

Paper No.	Name of the Papers
Paper I	Algebra - I
Paper II	Analysis & Topology
Paper III	Complex Analysis
Paper IV	Discrete Mathematics & Differential Equations
Paper V	Set Theory, Logic & Elementary Probability Theory

### **Part – II (Revised)**

(There will be 5 Papers for Part – II, 500 Mark with 20 Marks Internal assessments per Paper)

Paper No.	Name of the Papers
Paper I	Algebra - II and Field Theory
Paper II	Advanced Analysis II and Fourier Analysis
Paper III	Differential Geometry and Functional Analysis
Paper IV	Numerical Analysis
Paper V	Graph Theory

1. As per the M. Sc. (Maths) Class Improvement ordinance 0.2462 student has to appear for class Improvement within 5 years from the passing years. (Please see link

[http://archive.mu.ac.in/myweb\\_test/M.A.%20MSc.%20%28Maths%29%20Class%20Improvement%20Ordinance.pdf](http://archive.mu.ac.in/myweb_test/M.A.%20MSc.%20%28Maths%29%20Class%20Improvement%20Ordinance.pdf))

**Documents required: Students should scan & upload all the required documents in Original.**

**Photo & Signature has to be scan during the Registration process**

**Part- I: - M.A/M.Sc (Maths.)**

**Documents required for the students from affiliated colleges of University of Mumbai**

1. Original mark sheet of Third year and in case of more than one attempt student should upload first and last mark sheet of the respective class
2. Marriage Certificate/ Gazette Notification (For female married students) in Case of name change of the student

**Documents required:**

**Photo & Signature has to be scan & upload during the Registration process**

**Part- II : - M.A/M.Sc (Maths.)**

**Documents required for admission to the old students of IDOL**

1. Original mark sheet of M.A./M. Sc. (Maths) – I and in case of more than one attempt student should scan & upload first and last mark sheet of the respective class.
2. Previous year Identity Card.
3. Convocation certificate
4. Marriage Certificate/ Gazette Notification (for female married students) in case of name change of the student

**Documents required for the students from affiliated colleges of University of Mumbai**

1. Original mark sheet of M.A./M. Sc. (Maths) – I and in case of more than one attempt student  
Should scan & upload first and last mark sheet of the respective class.
2. Current Year No Objection Certificate from the last attended college

3. Convocation certificate
4. Marriage Certificate/ Gazette Notification (For female married students) in case of name change of the student

### **Documents required:**

**Documents required for admission for all students of other universities (Applicable only for Part- I of M.A/M.Sc (Maths.))**

### **ELIGIBILITY CRITERIA**

### **INSTRUCTIONS FOR ELIGIBILITY CASE STUDENTS:-**

The students from CBSE, ICSE, DIPLOMA from MSBTE/other state, NIOS, HSC Boards other than Maharashtra State, IB, CIE, D.ED and Degree from other than University of Mumbai will have to obtain the Eligibility Certificate which will be issued online after approval from Eligibility Unit, Room No. 108 (A), Institute of Distance and Open Learning, Dr. Shankar Dayal Sharma Bhavan, Vidyanaigari, Santacruz (E), Mumbai-400 098.

Migration certificate in original shall be submitted within 2 months from date of admission in respective Department of IDOL.

Equivalence certificate shall be submitted by the students wherever required.

**Note:-** The students who have passed 3/4yr Bachelor's Degree from other University and completed another degree course viz B.ED, L.L.B., MMS etc from college affiliated to University of Mumbai and wish to pursue M.A./M.COM/M.Sc./MCA from the University of Mumbai are required to obtain Eligibility Certificate from University of Mumbai, IDOL. Such students should submit their Eligibility Confirmation letter from the earlier College / Institute affiliated to Mumbai University from where he / she has passed B.Ed. /LLB/ MMS / etc.

### **REQUIRED DOCUMENTS FOR OBTAINING ELIGIBILITY CERTIFICATE:**

1. S.S.C. and onwards all examination (F.Y., S.Y. & T.Y.)
2. Equivalent Certificate from MSBTE/Tech Board of the concern state (in case of diploma students)
3. Passing/ Convocation/ Degree Certificate
4. Marriage Certificate/ Gazette Notification (For female married students)
5. Migration / Transfer Certificate (shall be submitted within 2 months)

### **FEES FOR ELIGIBILITY CASE :**

Document Verification fees of Rs. 400/- will be charged from UG/PG programme students who have passed their Board/ University Examinations from other than Maharashtra State Higher Secondary Board / other than University of Mumbai (Only for Eligibility Case).

Eligibility fees of Rs. 220/- for the students who have passed their examination from Maharashtra State Universities and Diploma from MSBTE and Rs. 320/- for out of Maharashtra State Universities /Boards other than Maharashtra /Technical Boards of other State.

### **Instructions to Scholarship Students**

1. The students who are applying for Post Matric Scholarship should first apply for admission through this **website**: <http://mu.ac.in/portal/distance-open-learning/>
2. Those student who will be opting for GOI Scholarship Schemes are required to visit at Room No. 108-A, IDOL, Dr. Shankar Dayal sharma Bhavan, Kalina Campus, Vidhyanagari, Santacruz (E), Mumbai- 400 098. between 11 am to 3.30 p.m. along with mandatory documents as mentioned below:
  - Students should carry all Original Documents for Verification purpose. (Compulsory) at Room No- 108 A, IDOL.
  - One set of self-attested Xerox copies of Admission form along with all necessary documents required for scholarship. **(Please see Annexure – A, List of Documents for SC/DT/NT/OBC/SBC)**
  - Thereafter they should apply for Scholarship ( for SC/DT/NT/OBC/SBC) through the website of Department of Social Justice & Special Assistance <http://mahadbt.gov.in>
  - And in case of **ST Category** students they should apply for Scholarship/\*freeship to E-Tribal Department on their website: <http://etribal.maharashtra.gov.in>

**(Please see Annexure – B, List of Documents)**

**\* Freeships subject to clearance from E-Tribal Department.**

## **Online GOI Post Matric Scholarship Scheme 2018-19** **SC/OBC/DT(VJ)/NT/SBC**

**All the Following documents must be attested or self-attested for GOI Scholarship Scheme 2018-19.**

- 1) Aadhar Card.
- 2) S.S.C. Mark sheet.
- 3) Caste Validity Certificate for M.C.A. Students only.
- 4) Caste Certificate.
- 5) Father's Income Certificate from Tahsildar.  
(Income Period: -2017-18).  
\* in case of Married Women Husband Income Certificate
- 6) Last Year's Mark sheet.
- 7) Gap Certificate (on ₹100/- Stamp paper)\* in case of gap in Education.
- 8) Ration Card.(Front & Back Side)

\* in Case Name of Student in other relative Ration card, Affidavit required on ₹100/- Stamp paper.

- 9) Father/Mother Death Certificate (in case of death).
- 10) Marriage Certificate/ Gazette Certificate (for name defer).
- 11) Bank Account no. of any Nationalized bank (own saving Account)
- 12) Printout of Online scholarship from (Social Welfare Dept.)
- 13) Domicile Certificate.

**Income Limits for various Caste.**

(As per Social Welfare Dept's Circular no. स. आ/मुउ./भासशि-शिशु-पशु/२०१३-१४/१९९७, दि. २२/०७/२०१३)

SC: - up to ₹2,00,000/-

OBC/DT (VJ)/NT/SBC: - up to ₹1,00,000/-

(Submit all documents in Scholarship Section IDOL, 108-A from Monday to Friday 11. 00 am to 3.30 pm.)

**Online GOI Post Matric Scholarship/ Freeship Scheme 2018-19**  
**Tribal Development Department (ST Caste)**

**All the following required documents must be attested or self-attested for GOI Scholarship/Freeship Scheme 2018-19.**

- 1) Aadhar Card.
- 2) S.S.C. Mark sheet.
- 3) Caste Certificate.
- 4) Caste Validity Certificate for M.C.A. Students only.
- 5) Father's Income Certificate from Tahsildar. \* in case of Scholarship  
 (Income Period: - 2017-18).  
 Father's Income Certificate from Tahsildar or Form no.16  
 \* in case of Freeship (Assessment Year 2018-19)  
 \* in case of Married Women Husband Income Certificate
- 6) Last Year's Mark sheet.
- 7) Gap Certificate (on ₹100/- Stamp paper)\* in case of gap in Education.
- 8) Ration Card.(Front & Back Side)

\* in Case Name of Student in other relative Ration card,

Affidavit required on ₹100/- Stamp paper.

9) Father/Mother Death Certificate (in case of death).

10) Marriage Certificate/ Gazette Certificate (for name defer).

11) Bank Account no. of any Nationalized bank (own saving Account)

12) Leaving Certificate.

13) Printout of Online scholarship from (eTribal Dept.)

14) Domicile Certificate.

**Income Limits for ST Caste.**

(As per Tribal Development Deptt.'s circular no. क्र. संकीर्ण-२०१३, प्र.क्र. ४२, का. (३) दिनांक :- ११ जून, २०१३)

Scholarship: - up to ₹2,50,000/-

Freeship: - Above ₹2,50,000/-

(Submit all documents in Scholarship Section IDOL, 108-A from Monday to Friday 11. 00 am to 3.30 pm.)

## **Important Circulars & Ordinances**

Check the links given below for various circulars & Ordinances

1. T.Y.B.A. class improvement ordinance

[http://archive.mu.ac.in/myweb\\_test/T.Y.%20B.A.%20O.2217.pdf](http://archive.mu.ac.in/myweb_test/T.Y.%20B.A.%20O.2217.pdf)

2. M.A./M.A. (Education) class improvement ordinance

[http://archive.mu.ac.in/myweb\\_test/M.A.%20M.A.%20%28Education%29%20Class%20Improvement%20Ordinance..pdf](http://archive.mu.ac.in/myweb_test/M.A.%20M.A.%20%28Education%29%20Class%20Improvement%20Ordinance..pdf)

3. M.A./M.Sc. (Maths) class improvement ordinance

[http://archive.mu.ac.in/myweb\\_test/M.A.%20MSc.%20%28Maths%29%20Class%20Improvement%20Ordinance.pdf](http://archive.mu.ac.in/myweb_test/M.A.%20MSc.%20%28Maths%29%20Class%20Improvement%20Ordinance.pdf)

4. Master Examination individual subject passing is implemented from academic year 2016-17

<http://mu.ac.in/portal/wp-content/uploads/2014/06/Item-no-7.6-change-the-scheme-Master-of-ExaminationPG-courses.pdf>

## **SUPPORT SERVICES**

### **6.1 PERSONAL CONTACT PROGRAMMES:**

The Institute organizes guidance and Counseling sessions (lectures) under Personal Contact Programmes in certain subjects in Mumbai for the benefit of Students, in the evening from

6.00 p.m. to 8.00 p.m. or on Sundays/Holidays for traditional courses and **Attendance about 75% lectures and Practical are compulsory for B.Sc/M.Sc. IT/Comp.Sc. And MCA courses only.** PCP it is an attempt to provide guidance and counseling to the Students in solving their academic difficulties.

#### **PCP Center List:**

**Please note that the final list of PCP centre's of IT/Traditional Courses and detailed time table will be made available on university website: <http://mu.ac.in/portal/distance-open-learning/> and on Notice Board of IDOL after completing the admission process.**

#### **INSTRUCTIONS TO THE STUDENTS:**

1. Students are requested to visit nearest centre from their residence. Detailed time table will be available with the Co-ordinator of the centre or on Notice Board of the College. No separate correspondence in this regard will be made.
2. PCP Programmes for undergraduate courses and post graduate courses are likely to commence from November every year.
3. Students must always carry with them their valid identity cards every time when they attend their lectures or visit the Institute of Distance and Open Learning.
4. Students are requested to meet the center Co-ordinators for academic problem.
5. Students are requested to remain in contact with the center co-ordinator for any change in the Time Table
6. Attendance for B.A./B.Com./M.A./M.Com Programmes is not compulsory, but student must try to attend lectures for getting ideas of syllabus, examination pattern and queries regarding any subjects.
7. **Attendance and Practical's are compulsory for B.Sc./M.Sc. IT/Comp.Sc/ and MCA Programmes.**
8. Personal Contact Programme (PCP Lectures) will be conducted in PCP Centers.

### **6.2 Study Material**

Study material is a soul of Distance Learner of the Student. In that point of view the institute is providing maximum study material in Marathi and English. Our study materials are of the best quality materials which are prepared in SLM format that is prescribed by DEC. Every year, about 75-90 thousand Students are taking benefits of our study materials.

#### **6.2.1 Virtual Learning Class Room (V.L.C. Studio)**

The Students can avail the facility of virtual learning classroom through EDUSAT in the studio located at IDOL building, second floor, and room no. 204, or they can visit [mu.ac.in/portal/distance-open-learning/](http://mu.ac.in/portal/distance-open-learning/) for virtual class room lectures in the subjects of Commerce & Economics.

#### **6.2.2 Audio – Video Center (A.V.)**

While the print material is, by and large, complete in itself, to facilitate better comprehension and understanding, some concepts and their application have been explained through the audio and video programmes as well. The A.V. center has more than 100 video cassettes in the subjects of Commerce and Economics. The audio video cassettes will not be

supplied to the Student individually, but will be made available for listening and viewing at the A.V. center of the institute. A catalogue of the cassettes is available in the center located at room no. 205, in the IDOL building.

### **6.2.3 Library Facilities**

The Institute has an independent library having 415 thousand books including texts and references and 22 research journals and periodicals. The IDOL provides Air Conditioned reading hall and the book – lending facility for the Students at its building in room No. 203 and 215. It remains open during office hours i.e from 10:20 am to 06:00p.m. only on working days except 2<sup>nd</sup> and 4<sup>th</sup> Saturdays. During the Examination seasons the reading hall of the institute is open from 08:00 am. to 08:00 pm. on working days (Monday to Saturday).

Only the reading hall facility is also provided at Vidyapeeth Vidyarthi Bhavan, 'B' Road, Churchgate, Mumbai 400 020.

Book lending facility for home-study for 7 days is provided on payment of a deposit of Rs.200/- in cash at IDOL at Vidyanagari. The deposit can be claimed by the Student at the end of the academic year or latest before 31st December of the next calendar year, provided there are no dues or books outstanding in his/her name.

### **6.2.4 Xerox Facilities**

From the academic year 2009-10 institute has given Xerox facilities to the Students/staff in our premises at a very low cost. Numbers of Students are taking benefits of this scheme.

### **6.2.5 Syllabus and Old Question Papers**

For the reference, the institute provides old question papers and syllabus Copies to the Students. This facility is available in the study material unit in the IDOL library and on our website [mu.ac.in/portal/distance-open-learning/](http://mu.ac.in/portal/distance-open-learning/)

### **6.2.6 SMS Service**

IDOL has started its SMS service from this academic year. Students of IDOL can ask their queries through SMS. They can just type IDOL space, then type their queries with their email and send it to 8082892988 and we will provide them relevant information through sms / emails.

### **6.2.7 Guidance and counseling**

IDOL conducts PCP lectures at various centers located in Mumbai and suburban areas and also in Konkan region. The institute has also appointed its own teaching faculties for various subjects. At the headquarters our teaching faculty regularly counsel to the Students during the office hours (Except 2<sup>nd</sup> and 4<sup>th</sup> Sat).

**6.2.8.** Separate computer lab available for students (for practical's and hand's on training for online learning (Only for online courses).

## **6.3. RULES AND REGULATIONS:**

### **6.3.1 1. RULES AND REGULATIONS OF CANCELLATION**

#### **6.3.1 Cancellation of Admission / Refund of Fees**

If any Student wishes to cancel his/her admission, he/she should apply in the prescribed form within thirty days from the date of admission and his/her fees will be refunded as per following ordinances :

**0.2859(C)** : All the fees paid by a Student at the time of admission shall be refunded to him/her after deducting Rs.30/- (Rupees Thirty only) as administrative charges, if the Student informs the Professor-cum-Director, Institute of Distance and Open Learning, in writing within 30 days from the date of his/her admission.

**0.2859(D)** : All the fees paid by a Student at the time of admission shall be refundable to him/her after deduction of Rs.250/- (Rupees Two Hundred Fifty only) as administrative charges, provided that,

i) At the time of applying for admission, he/she intimates in writing that he/she has also applied or intends to apply for admission to one or more of the professional courses conducted by the institutions or departments (including the Institute of Distance and Open Learning) of the University or affiliated Colleges to the University.

ii) He/she withdraws his/her application within seven days from the date of his admission to a professional course as mentioned in (i) above, but not later than 30th September, if he/she is a Post-graduate/management Student of the same year. In such cases, it shall be binding on the Student to produce documentary proof of his/her being admitted to the professional course. Students admitted after above mentioned dates, if any, will not be entitled for the refund of the fees.

No. of Days	Amount Deducted
Up to 10 days of admission	Rs. 500/-
11 to 60 days of admission	20% of the total fees
61 to 90 days of admission	30% of the total fees
91 to 120 days of admission	50% of the total fees
After 120 days	No refund

**N.B.:** (Ordinance 0.2859 for UG programmes) and (Ordinance No(O.3574for PG Programmes)are amended. Fees will be refunded as per revised ordinance. (Please visit our website for these revised ordinances)

### Important Notice

Ragging is strictly prohibited in higher educational institutions, as per the directions of Hon'ble Supreme Court and University Grants Commission has Made provision of 6.1 (0) of the UGC Regulation, 2009.

1. Incomplete forms without any of the required documents/ information will be rejected.
2. The N.O.C., Statement of Marks / Provisional Statement of Eligibility etc. submitted by the Students will be sent for verification to their previous colleges / institutions and provisional admission will be granted only after the documents get authenticated. Otherwise, the provisional admission given to the Student will automatically get cancelled without any intimation/ notice to the Student. No refund of fees will be given. The matter will also be reported to the police.

The Circulars / Notifications giving details of the Personal Contact programme Lectures, dates of filling in the examination forms., declaration of results, submission of remaining documents, if any, change of subject granted etc. will be displayed on the Notice Boards of the Institute. Details of these will not be sent individually to any Student. It is responsibility of the Students to obtain information about such matters from time to time. Non-receipt of any such information cannot be accepted as an excuse for lapse on the part of the Student.

### **6.3.2 Changes in Name/ Address /Subject**

For intimating changes in name and address, Student should apply to the Professor- cum-director, IDOL, in the prescribed forms. Change in the name should be supported with documentary evidence such as a Gazette Notification, Marriage Certificate etc;

For changing the subject once offered, the Students must apply for before 31<sup>st</sup> October of the same Academic Year. Learners are requested to fill up form for change in subject/ name at Room No 007 on or before 31<sup>st</sup> Oct., 2018.

### **6.3.3 Issue of Duplicate Identity Card/ Mark sheet/ Bonafide Certificate/Transcript Certificate etc. a) Duplicate Identity Card (Rs.50/-)**

The prescribed fee for applying for Duplicate Identity Card is Rs.50/- to be paid in cash on any working day from Monday to Friday & odd Saturday (i.e.1<sup>st</sup> & 3<sup>rd</sup>) during cash transaction hours (11 a.m. to 2.30 p.m. with lunch break from 1.00 p.m. to 1.30 p.m.)

The Prescribed forms of the above certificates are available in Room No. 007. Only Old Students who were admitted before the academic year 2012-13.

#### **(b) Duplicate Statement of Marks. (Rs.100/-)**

**The prescribed fee for applying for Duplicate Mark sheet is Rs.100/- to be paid in cash during cash transaction days and hours. Please attach Affidavit on 100 Rupees Non Judicial stamp paper and also attach FIR copy of Police Station.**

The prescribed application form which gives the details of documents required to be submitted with it, is available in the institute, in the case of F.Y./S.Y. examinations. In the case of T.Y. and other examinations, the prescribed application form is available with the examination section of the university at the Mahatma Jyotirao Phule Bhavan (Exam House) in Vidyanagari Campus.

#### **(c) Bonafide Certificate (Rs.20/-) and Transcript Certificate (Rs.750/- for U.G. and Rs. 1000/- for P. G. Course.)**

The prescribed fee for applying for the Bonafide Certificate is Rs.20/- and the **Transcript Certificate Under Graduate Programme is Rs.750/- and Post Graduate Programme is Rs.1000/- (per copy)** to be paid in cash during cash transaction days and office hours.

The prescribed application forms for this purpose are available in the Despatch Section of IDOL. The details of documents required to be submitted are given in these forms.

### 6.3.4 Examinations

Generally examinations are held twice a year i.e. in **Feb/March/April and October/November** i.e. the First half and Second Half of the Calendar Year

1. Fresh/New Students are eligible to appear for the university examination only after satisfactory completion of one academic year.
2. Students are permitted to write their answers in English, Hindi, Marathi, and Gujarati if they indicate their choice in the examination form. However, the question papers will be printed in English with only Marathi Version.
3. In case Students do not appear or appear and fail or ALLOWED TO KEEP TERMS for the examination of higher class (awarded ATKT), can appear as an Ex-Student/Repeater in the Second Half (October-November) examination. For this they are required to make enquiries in the month of July for filling in the Examination Form.
4. As an Ex-Student/Repeater if he/she wish to appear for the Feb/ March/ April examination of the next subsequent calendar year he/she is required to make enquiries in the month of December for submission of the examination forms.
5. The IDOL does not send any information to its Ex-Students/Repeaters.
6. The time-table of the examination will be put-up on IDOL Notice Board about 10 days before the date of commencement of the respective examination. The information regarding the examination, seat numbers and the hall ticket and the centre of the examination will be available about 4 days before the commencement of the examination, provided the same are received in time from the Controller of Examinations.
7. Documents required for filling in examination forms.
  - i) Identity Card of IDOL
  - ii) Statement of Marks of previous attempt with Xerox Copies.

### 6.3.5 Refund of Examination Fees

The Rules presently in force relating to refund of examination fees are as follows

1. Where a student expires in the period of the examination, the entire fee shall be refunded.
2. Where a student falls ill subsequent to the submission of his /her application for admission to the examination and is prevented on medical grounds from appearing at the examination, 50% of the fees shall be refunded to him /her provided an application of such refund, supported by a medical certificate, is submitted to the Professor-cum-Director of the Institute before three days from the date of commencement of the examination.

(Note : By the expression “date of commencement of the examination” is meant the date on which the first paper at the examination is set and not the date on which the student has to appear for his/her first paper. It is necessary that the application for refund should invariably be submitted through the Professor-cum-Director of the Institute. The amount, where refund is granted will be disbursed to the Student concerned through the Finance & Accounts section IDOL.

### 6.3.6 Transfer Certificate and Migration Certificate:

Whenever a Student who desires to leave the Institute either before completing the course for which he/she has been admitted or after completing the course, will be required to take the following certificate from the Institute/University:

1. For seeking admission in another institution/college affiliated to this University, a Transference Certificate from the IDOL by paying the prescribed fees of Rs.100/- and applying on the prescribed application form with the necessary documents. (UG/108g1999 Date :- 15/03/1999)

2. For seeking admission in other Universities within the country or abroad, the Student is required to obtain Migration Certificate by submitting an application in a prescribed form, from the Migration Certificate Section of the IDOL, University of Mumbai, which is situated in IDOL, Vidyanagari, Kalina, Santacruz (East), Mumbai 400 098.

The Migration Certificate Form, along with a Demand Draft for Rs.220/- drawn in favour of the Finance and Accounts Officer, University of Mumbai should be submitted in the office of the Asstt. Registrar (Administration), Institute of Distance and Open Learning. Before submitting the application for Migration Certificate, he/she should obtain a Transference Certificate from the Institute of Distance & Open Learning by filling the required form, along with the fees of Rs.100/- in cash from Monday to Friday from 11.00 a.m. to 2.30 p.m. excluding lunch break from 1.00 p.m. to 1.30 p.m.

The prescribed form/s for obtaining above mentioned certificates will be available in the office of the IDOL.

#### **6.3.7 Admission on Fake Certificates:**

**IF ANY DOCUMENT SUBMITTED BY THE STUDENT AT THE TIME OF ANY COURSE AT ANY ADMISSION CENTRE AND FOUND FALSE AND FAKE THEN THE ADMISSION WILL BE CANCELLED INSTANTLY AND THE MATTER WILL BE REPORTED TO POLICE FOR FURTHER NECESSARY ACTION.**

#### **6.3.8 Admission Validity:**

**The admission is valid for a period of 5 years only for the approved students** from the date of admission after which she/he has to take a fresh admission to any course of the institute. Student must insure that he/she should get admission approval within the current academic year. If any student's does not received any confirmation SMS/Email from IDOL office, he/she should immediately contact to the concern section of IDOL.

#### **6.3.9 Convocation and Other certificates:**

The Students who have completed the course (i.e. who have passed their degree exam from the University, they will get their degree certificate after the Convocation. Enquiries in this regard may be made with The Deputy/Asstt. Registrar, Examination Section, University of Mumbai, Mahatma Jyotirao Phule Bhavan, Examination House, Vidyanagari, Santacruz (East),

Mumbai 400 098 on Degree Examination of working days during office hours. Similarly, for duplicate copies of Statement of Marks, Passing Certificate or Degree Certificate, of Graduate examinations, the students have to apply in the prescribed form (during the money transaction hours) at the M. J. Phule Bhavan, Examination House, Accounts Section, Vidyanagari, Santacruz (East), Mumbai 400 098.

#### **6.3.10 Standard of Passing (F.Y.B.A./B.Com.):**

To pass the First Year B.A./B.Com examination a student must obtain minimum 35 per cent of

the full marks in each Subject and in each practical, if any, prescribed for the examination.

If the student has failed at the First Year B.A. examination in not more than two heads of passing in which case he will be required to appear for the First Year examination in the remaining heads in which he has failed either previously or simultaneously with the Second Year examination and his result of the Second Year Examination will not be declared unless he has passed in the remaining subjects of the First Year examination.

#### **6.3.11 Standard of Passing (T.Y.B.A.):**

**R-1933** : To pass the Third Year B.A. examination a student must obtain minimum

35 per cent of the full marks assigned to the subject in theory papers and a minimum of 35 per cent of the full marks, assigned to the subject in practical separately, if the practical is prescribed for the subject.

Provided, however, that where a subject consists of more than one theory paper, the student must secure a minimum of 20 per cent of the marks assigned to each theory paper in the subject, at the examination.

Successful students who obtain at least 60 percent of the marks on aggregate in one sitting will be placed in the First Class and those obtaining at least 45 percent of the marks in one sitting will be placed in the second class.

A student who appeared and failed at T.Y.B.A. in any paper of subjects offered by him / her , will have to apply and appear for all three or six paper of the subject /s under the group, for subsequent examination.

#### **Improvement of Class B.A. / B.Com**

**O.2217-B** : Students who have passed the B.A./B.Com Degree examination of this University with the class mentioned in Column 1 and who desire to improve their class as shown in Column 2 below, will be permitted at their option to appear again for the third and final year of the three year B.A./B.Com degree examination with the same subjects without being required to keep any terms.

Column 1	Column 2
Pass Class	Second Class/First Class
Second Class	First Class

If the students who reappear for the three year B.A./B.Com Degree examination under the provisions of this ordinance fail to improve their class, their performance at such reappearance will be ignored.

#### **6.3.12 Standard of Passing (B. Sc. IT): Circular No. UG/235 of 2005**

##### **R. 4411:- Passing Standards:**

1. A student is said to have passed if he/she secures 40% of marks allotted in each head of passing.  
Theory of 100 marks and TW/Practical/Tutorial of 50 marks are treated as separate heads of passing.
2. A student is said have passed Semester I if the student passes in all heads of passing of the Semester.

3. A student is eligible to be admitted to Semester II irrespective of no. of heads of failure in the First Semester.
4. A student is eligible for admission to Semester III if either the student passes Semester I & II

**OR**

The student Fails in a combination of Theory and/or Practical taken in Semester I or Semester II or together. Where the total marks does not exceed 200.

5. A student is eligible to be admitted to Semester IV irrespective of no. heads of failure in the Third Semester. However the student has to clear Semester I and II in order to appear for Semester IV examination.
6. A student is eligible for admission to Semester V if either the student passes Semesters III & IV.

**OR**

The student fails in a combination of Theory and/or Practical taken in Semester III or Semester IV or together, where the total marks does not exceed 200.

7. A student is eligible to be admitted to Semester VI irrespective of no. of heads of failure in the fifth Semester. The results of Semester VI should be kept in abeyance until the students clears Semesters III, IV and V in full.
8. The class is awarded Semesters-wise for Semesters I, II, III and IV. However Semester V and VI will be taken together for award of class i.e. in the Final Year.
  - \* Award of class is based on passing in all theory papers at one sitting.
  - \* Passing in parts will be awarded Pass Class irrespective of the Cumulative percentage of marks.
  - \* Distinction is awarded for 75% and above.
  - \* First Class is awarded for 60% and above but below 75%.
  - \* Second Class is awarded for 50% and above but below 60%.
  - \* Pass Class is awarded for all below 50%
9. There will be one repeat examination (for Semester I, II, III and IV) for those who have failed or remained absent. The absent students will be allowed to appear for the examination by the head of the institution after following the necessary procedure. This examination will be held 30 days after the declaration of results but not later than 60 days.
10. The candidates who are repeaters the B. Sc. (I.T.) examination shall be granted exemption from Reappearing in term work, project and viva-voce they have secured minimum marks required for passing in these heads at their previous examinations.

Further that the amended R.4411 relation to the B.Sc.(IT) examination has been brought into force with effect from the examination held in the first half of 2005.

**6.3.13 Standard of Passing for M.A./M.Sc. (Maths) examinations (Part – I and II) R.1967 :-**

Students shall be required to obtain 25 percent marks in each paper/practical of the part Examinations and 40 percent of the aggregate at each of the Part Examinations of the branches.

Those of the successful student who pass Part I and Part II examinations and obtain minimum of 60 percent of the total marks, will be placed in the First Class and those obtain minimum of 50 percent in Second Class.

### **Improvement of Class (M.A./M.Sc. (Maths))**

**O. 2260** : Students who have passed the M.A./M.Sc.(Maths) degree examination of this University either by papers or by dissertation with the class mentioned below in Column 1 and who desire to improve their class or percentage as shown in Column 2 will be permitted to appear again for the same subject/s in both the parts simultaneously without being required to keep any terms within a period of five years, following the April or October examination at which they pass under provision of 0.2260.

Column 1	Column 2
Pass Class	(a) Second Class or at least 55 per cent marks or First Class
Second Class	(b) At least 55 per cent marks or First Class

If students who reappear for the two year M.A./M.Sc.(Maths) Degree examination under the provisions of this ordinance fail to improve their class, their performance at such reappearance will be ignored.

### **6.3.14 SELF STUDY TECHNIQUES:**

Since this programme is offered through Distance Education mode, it is quite likely that some of you may be wondering how to complete the programme successfully

It should not be difficult for you to complete the course if you plan your work schedule carefully. If you practice somewhat systematic way of studying the print materials, much of your job will become easy. We shall give you a few suggestions to make you studies easy and interesting.

We understand that you have many domestic and social commitments to attend to. Most of you are working in some schools, colleges or other institutes or work places. You may not have ample of time for studying. But it is possible to have some time regularly for your studies. Convince your colleagues and family members that you need some privacy to study and stick to a regular time table. As soon as you receive the study materials start-working on it and don't postpone studying the materials or writing your assignments/responses.

We suggest, you should know the techniques of self study. Your study materials contain a lengthy reading list for reference purpose and for deeper understanding of the content. One strategy that gained wide acceptance is the SQ3R technique;

SQ3R stands for the initial letters of the five steps in studying text. The five steps are: (i) Survey (ii) Question (iii) Read (iv) Recall (v) Review

#### **Survey**

Survey refers to the quick glance through the title page, preface, chapter headings, etc. of a text book. Surveying a text helps the Students grasps the main ideas. A glance at the title page may

give you.

(i) the general subject area (ii) the level of approach (iii) the author's name and (iv) the date and place of publication

Preface helps you decide whether or not the book deserves your attention. Contents tell you what topics the author is dealing with and how he has organized the themes. An index survey will tell you instantly whether or not the text contains what you need. It also helps you save time and efforts by directing you straight to the relevant pages.

### **Question**

Your survey of the text will raise in you some questions. For example glancing at the title page, preface and contents, you might ask yourself:

How far can I depend on this book?

Will the book be helpful to me as its preface suggests?

Why should the author devote a whole chapter for such and such topic?

Having made your survey and started to question, you are now ready for reading the text.

### **Read**

Reading a text material demands a critical mind. When we read a text, we apply our mind with all its critical skills. Unless we read actively the questions which have been formulated cannot be answered satisfactorily.

It is not advisable to make notes at this stage.

This is not the stage to underline words or phrases either.

Keeping these two points in view, what perhaps, we can do at the first reading is just to look for the main ideas and the supporting details.

### **Recall**

Reading a text is not the final step in learning. It is, instead, the first step in learning. What is read needs to be recalled for intention. Regular attempts to recall will help improve our learning in three ways (i) better concentration (ii) chance to remedy misinterpretation and (iii) reactive reading. How often to recall chiefly depends on 'how good' a reader you are.

### **Review**

The purpose of reviewing is to check the validity of our recall. The best way to do this is to do a quick repeat of the other four steps i.e. Survey, Question, Read and Recall.

Although the steps of SQ3R are in the logical and natural order there may be overlapping and repetitions between them. Since Distance Learning Students have to work on their own most of the time during their academic career, in this situation, study skills become very important.

