Dr. Babasaheb Ambedkar
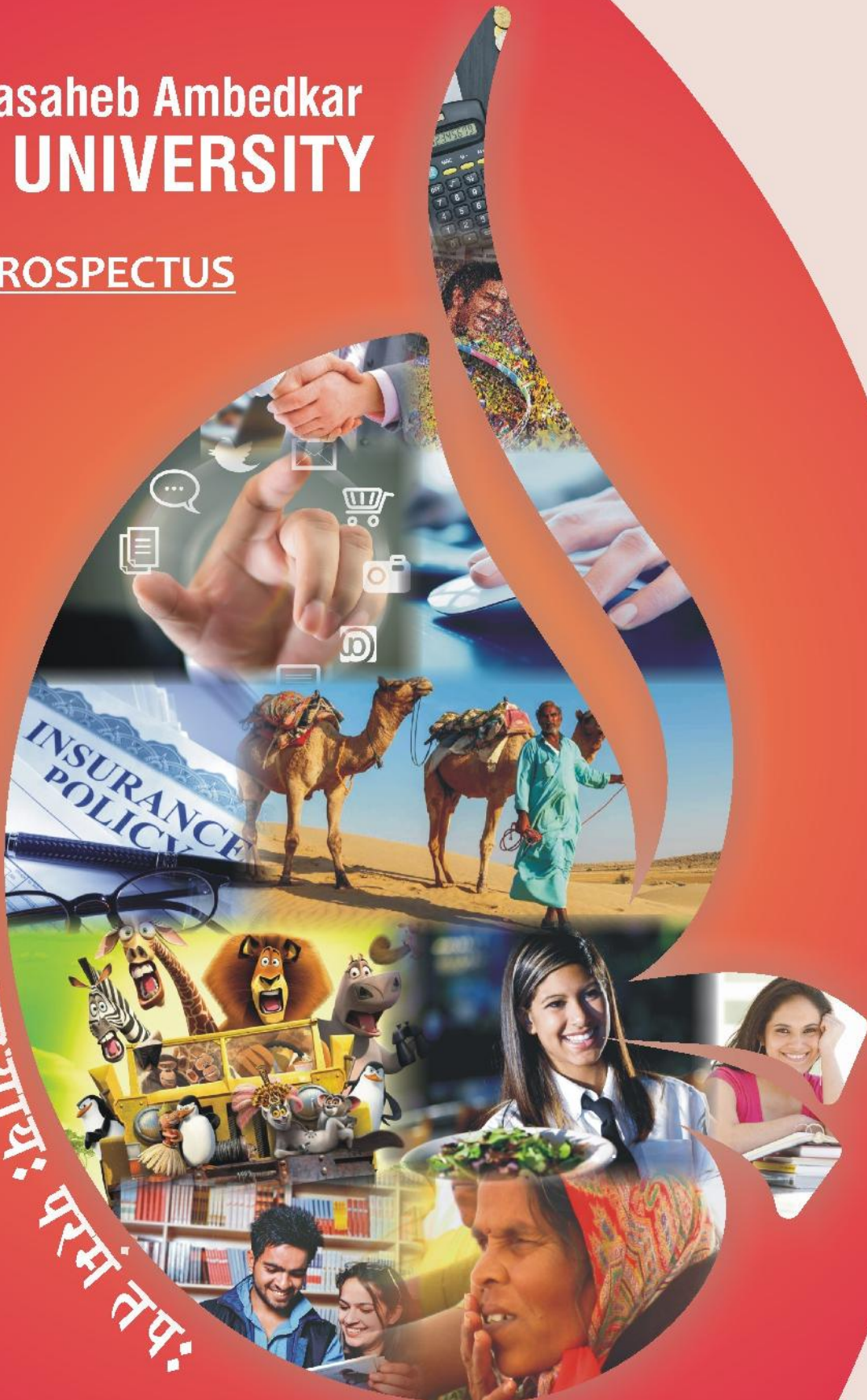# OPEN UNIVERSITY

PROSPECTUS

OTHER COURSES OFFERED BY BAOU

Bachelor's Preparatory Programme (BPP)

Certificate Courses
- Certificate in Food and Nutrition (CFN)
- Certificate in Computing (CIC)
- Certificate in Tourism Marketing (CTM)
- Certificate in Tourism Management (CMT)
- Certificate in Childcare and Development (CCCD)
- Certificate in Personal Computer software (CPCS)
- Certificate in Teaching of English (CTE)
- Certificate in Environment Studies (CES)
- Certificate in Communication Skills in English : Level-I (CCSE1)
- Certificate in Computer Concept - BAOU (CCC-BAOU)
- Certificate in Traditional Birth Attendant (CTBA)
- Certificate in Better Parenting (CCBP)
- Certificate in Yog Science (CYS)
- Certificate in Naturopathy (CIN)
- Certificate in Human Rights (CHR)
- Certificate in Environment Awareness (CEA)
- Certificate in Dr. Babasaheb Ambedkar Life and Thought (CALT)
- Certificate in Anganwadi Workers (CCAW)
- Certificate in NGO Management (CNM)

Diploma Courses
- Diploma in Creative Writing in Hindi (DCH)
- Diploma in Financial Management (DFM)
- Diploma in Advance cost Accounting (DACA)
- Diploma in Advance Accounting (DAA)
- Diploma in Insurance (DIN)
- Diploma in Operation Research (DOR)
- Diploma in Mother & Child Health & Family Welfare (DMCH)
- Diploma in Village Health Worker (DVHW)
- Diploma in Sanskrit Language (DSL)

PG Diploma Courses
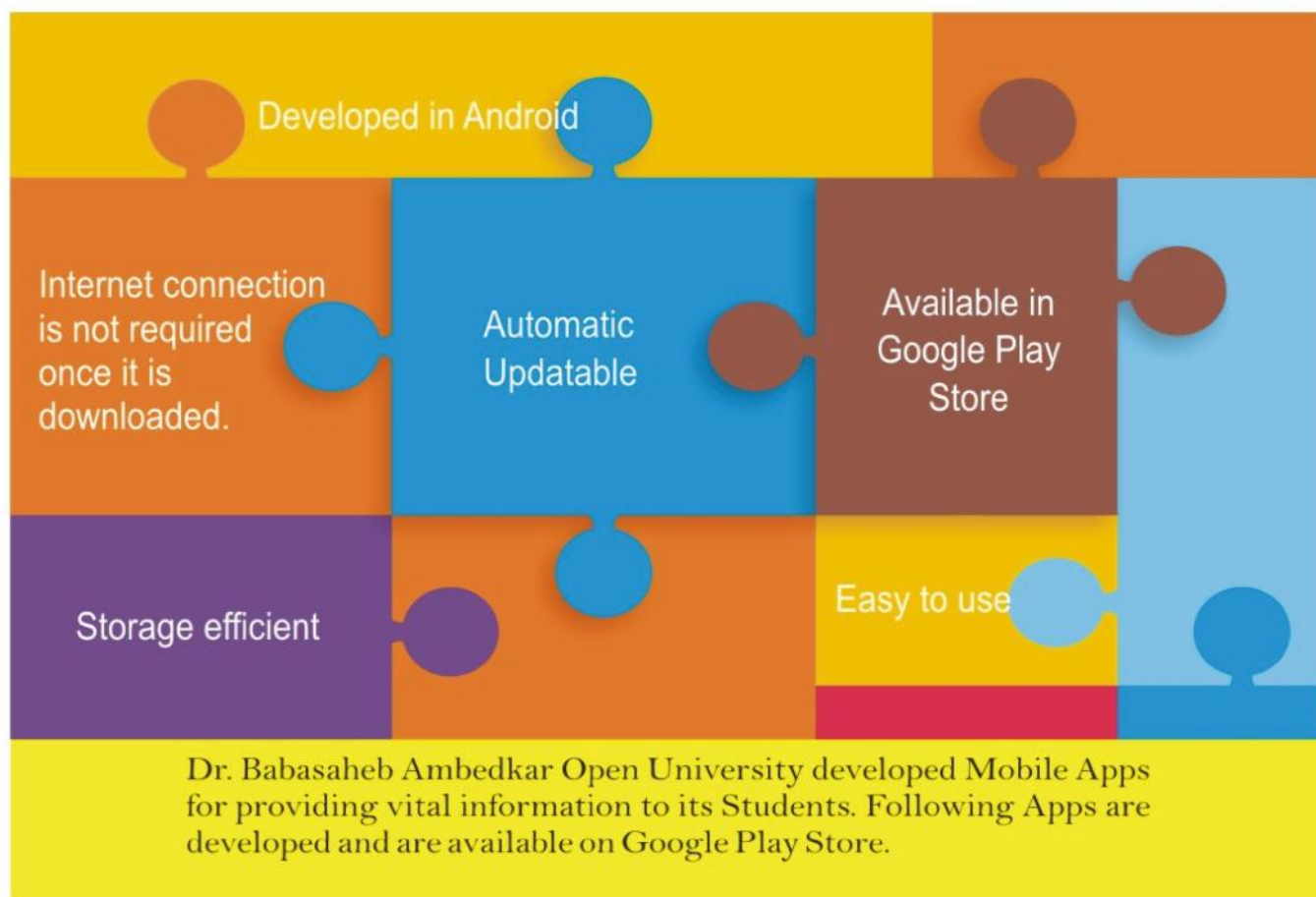- Post Graduate Diploma in Distance Education (PGDDE)

Graduate Courses
- Bachelor of Arts (B.A.)
- Bachelor of Commerce (B. Com.)
- Bachelor of Education (B.Ed.)
- Special Bachelor of Education (Sp. B.Ed.)
- Bachelor of Library and Information Science (BLIS)

PG Courses
- Master of Arts In English (MEG)
- Master of Arts In Hindi (MHD)
- Master of Arts In Sociology (MSO)
- Master of Arts In Gujarati (MGT)

FEATURES OF APPS

Developed in Android

Internet connection is not required once it is downloaded.

Automatic Updatable

Available in Google Play Store

Storage efficient

Easy to use

Dr. Babasaheb Ambedkar Open University developed Mobile Apps for providing vital information to its Students. Following Apps are developed and are available on Google Play Store.

Apps	Description
Info@BAOU	This App provides General Information of University https://play.google.com/store/apps/details?id=baou.edu.info
Courses@BAOU	This App provides detailed information regarding courses offered by Dr. Babasaheb Ambedkar Open University category wise https://play.google.com/store/apps/details?id=baou.edu.baouadmission
Study Center@BAOU	This App provide facility to search study centre of BAOU city wise and/or course wise and display matching study centre with its detailed information. https://play.google.com/store/apps/details?id=baou.edu.baoustudycenterlocator
I Want to Study @ BAOU	This App helps students to identify course that they can pursue based on their age, qualification and course category preference. https://play.google.com/store/apps/details?id=baou.edu.baoucourseguide
Mobipedia@BAOU	This App provide interface for sending SMS after entering particular keyword and user will get reply SMS describing that keyword. It offers approximate 3400 keywords information as of now and adding of new keywords is under progress. https://play.google.com/store/apps/details?id=baou.edu.mobipedia_client

Virtual Classroom
Interactive Learning Experience Without Boundaries

Digital Education
Applying and Powerful Visual Content through HDTV

Engaging Experience
A Unique Free to Air Learning Experience through Radio

Mobile Learning
Robust Mobile Apps for Convenient Learning

Information Kiosk
University Information at your Fingertips

First Open Unviersity in India to have 50KV **Solar Power Generation**

First Open Unviersity in India to have launched **OMKAR-e**
A Digital Learning Platform

XI.   **Practical:-** Study Center will facilitate students by providing various equipments necessary for performing practical or else practical will be conducted at the place where necessary equipments are there to perform the practical.

XII.   **Project Work:-** A project work is an assignment given to a student which generally requires a larger amount of efforts than normal assignments for continuing assessment. This component carries 200 marks in total on various fields of evaluation. It has two-tier system of evaluation, one at the internal level and other will be in the presence of external examiner on the basis of report preparation, presentation and viva-voca.

XIII. **Course Exemption:-** The University exempts certain courses to the students who have successfully completed subjects with similar syllabus, in the examination conducted by other Board or Regonised University. If course exemption is sanctioned, then student need not appear in any examination for that course, as it is treated as successfully completed, but no previous performance is used for reporting in Grade Sheet. Only mark of exemption, that is "X", is put against exempted course.

XIV.   **Mobility Entry:-** A system in which a student, who has successfully completed programme from any statutory examination body or university or autonomous institute is eligible for direct admission to next semester for which additional Credit Transfer Fees will be applicable.

XV.   **Evaluation Methods:-** In Distance education there are three methods to evaluate the progress of the students.

a)   **Self-Evaluation:** At the end of every chapter in Study Learning Material "Self Assessment Test" is there with the help of which student can do self evaluation and can continue the further study.

b)   **Continuous Evaluation:** Accept Certificate Course students, Assignment are provided to every student through which they can continuously evaluate themselves. The weightage for Assignment is 30% for each subject.

c)   **Term-End Evaluation:** Term End Examination is applicable to the student. The examination consist of 3 hour duration conducted at the end of the each academic year/semester.

       Preparatory Programme: - Means a programme to develop study skills among the learners so as to help them cope with higher studies through self-study methods and also to provide opportunity for higher education to those people who have missed the chance of higher education due to failure at school.

TERMS AND DEFINITIONS

I.   **Courses:-** An individual component of an academic programme (Sometimes loosely called as subjects) which one has to complete successfully in order to get the certificate for that academic programme.

II.   **ENR:-** The University assign Enrollment Number (ENR) to the student when he is registered for the programme. Students Registration remains valid for 5 Years in Master , 4 years in Post Graduate Diploma Course, 8 years in Bachelor courses, 4 years for Diploma and 2 years in Certificate courses from the date of registration in a programme.

III.   **Credit System:-** The University follows the "credit system" for the programme. Each credit in our system is equivalent to 30 hours of student study comprising all learning activities (i.e. reading and comprehending the print material, listening to audio, watching video, attending counselling session, teleconferencing and writing assignment response).

IV.   **Programme Delivery:-** The content of the programme is delivered through Study Center or as per the policy of the University.

V.   **Study Center:-** A place to provide both academic and administrative support services, such as dissemination of information, academic counselling, vocational guidance, hands-on-experience, library services, evaluation of assignments, feedback, guidance of project work, organization of seminars, field trips, monitoring, communication with university, etc.

VI.   **Programme Coordinator:-** A person in charge of the administrative and academic affairs at the study center. He plans the availability of counsellors, looks after the distribution of self-learning material, arranges and co-ordinates counselling sessions, etc.

VII.   **Study Center Head:-** Study Center Head is the head of organisation/institute. He may not participate in the day-to-day activities of the study center, but will take active role in case of any serious problem at the study center.

VIII. **Self learning Material:-** In substitute of the classroom teaching, SLM is developed by the esteemed subject experts especially in the distance learning mode, which will be provided to the students. These books are written in a such a manner that students can understand the subject matter even in absence of a teacher. Students can study with his own speed, strength, and with convenience of suitable time and place. SLMs could be in the form of print, audio, video, CD, web-based, computer aided, etc

IX.   **Counselling Sessions :-** In order to solve doubts and difficulties of the students arise from SLM and to provide educational guidance, counselling sessions of the experts are arranged at the study center within the academic time frame. Students can give attendance according to his need.

X.   **Assignment:-** Student should submit the assignment at the study center for evaluation before the term end and take the receipt of submission. After evaluating the assignment study center shall return the assignments to the students which will be helpful to them for further reading, only after providing required information. Students have to collect the assignment from the study center once the evaluation of it is done.

WHERE AND HOW TO PAY ADMISSION FEES?

- Students should fill details in all the four copies of Pay-In-slip

- After paying the fees, from the four copies, students should keep one copy with him, attach one copy with admission form, submit one copy at Bank and submit one copy at Study Center.

- Student should keep his copy of Pay-In-Slip safely with him.

- Student should pay the Bank Charges as mentioned in the pay-in-slip from time to time.

- Student should mention admission form Number, Name, Center Code, Course Name, Course fee in Pay in Slip.

- Students should accurately check whether Bank Seal, Journal Number, Date and Bank Code are mentioned in the Fees Receipt.

- Bank details should be mentioned in the column of the admission form.

REVISION OF RULES

In order to cope up with unforeseen circumstances and to maintain high academic quality of this programme the university reserves the right to change, revise, update, add or delete any rule about this programme, at any time. This modification will be applicable to all, including previously admitted students.

JURISDICTION

All the disputes relating to the University programmes and its activities are subject to Ahmedabad, Gujarat, India jurisdiction only.

EXAMINATION FEES

Repeater student has to pay examination fees (Pay-in slip) at their study center or university, along with an examination form, each time he wishes to appear for the examination. Examination Fee is 200/- per subject. Examination Forms are available at the University, Study Centre and on Website. Examination Fee covers conduct and result declaration of examination for all those subject for which examination fee is paid.

INFORMATION BROCHURE

The University will sell the information brochure contenting information about the programme. This may cost maximum Rs.300/- only. Purchase of the same will be the important component of admission process

CO-CURRICULAR ACTIVITY FEES

For comprehensive & continuous progress of the student and to meet global need, the study centre will design co-curricular activities like various events, industrial visit, tours, training & placement, etc. For the same Study Centre shall collect 'Co-curricular Activity Fee' maximum of Rs. 10000/- (Rs. Ten Thousand Only) per year. Planning and implementation of the same is sole responsibility of Study Centre.

INTERNAL ASSESSMENT FEES

Study Centre shall collect internal assessment test fees of maximum of Rs. 400/- per student per annum.

OTHER FINANCIAL CONDITIONS

Every enrolled student shall have to pay both University programme fee and study centre fees. Students are requested to note above information about maximum study centre fees. Study Centre are not allowed to collect more fees than mentioned in prospectus. Students are advised to pay the sum amount which is mentioned in the prospectus, towards the payment of study centre fee. The transaction with regards to the SC fee is a bilateral affair between the student and SC. The university may not normally intervene in the matter on complaints by either the study centre having fewer fees from the student nor to the student for having paid more fee than prescribed in prospectus. Study Centre will collect study centre fee against their own receipt and will maintain records of receipt. The study centre may offer autonomous programmes of its own / any other institution / establishment related to Foreign Language, Personality Development, Value Added Programmes etc. BAOU is not concern about these programme in any of its affair.

HOW TO TAKE BACK THE EXTRA FEE PAID FOR THE PROGRAMME ?

Under any situation, if the extra amount is paid, than the student has to give an application by enclosing all the required documents (copy of Fee receipt, etc.) within 30 days.

DISPUTES

Admission or Disputes related to any matter, the decision of the University will remain final and binding.

ALLOTMENT OF THE STUDY CENTER

To every student, study center is allocated according to their preference by the university. But the student may be allocated to a nearby study centre if the selected study centre does not fulfill the condition of minimum enrollment.

CHANGES IN ADDRESS

Students shall write an application in case if there is change in address. Till the changes are not done in the university records students have to make arrangement to get post from the old address.

POLICY ON PURSUING TWO OR MORE PROGRAMMES SIMULTANEOUSLY

The Distance Education Council, in its 40th meeting held on 08 June 2012, approved a policy on pursuing two or more programmes simultaneously in various combination as under.

Two Degree Programmes cannot be allowed to be pursued simultaneously. However, a student can pursue two programmes simultaneously through distance mode or combination of distance and regular mode from the same or different Universities / Institutions in various combinations, viz.,

1   One Degree and one Diploma / P G Diploma / Certificate
2   One P G Diploma and one Diploma / Certificate
3   One Diploma and one Certificate
4   Two P G Diploma
5   Two Diplomas
6   Two Certificates

STUDENT'S COMMUNICATION

If the student is communicating via letter, than it is advisable to write full name, address, enrollment number, study center name and address which shall be addressed to V&P department. Separate letter is to be written for different issues ie. Admission, study material, assignment and examination.

DUPLICATE I-CARD

Generally I-Card is issued to the student by the University. But in uncommon situation if I-card is missed than student shall apply for the duplicate I-card. An application for Duplicate I-Card with Rs 25/- in cash if in person or demand draft in favour of Dr. Babasaheb Ambedkar Open University payable at Ahmedabad is to be submitted at University office. Enclose one photograph and any other Photo I-D proof with an application.

ACADEMIC SESSION

Admissions for vocational and professional courses are made twice a year. They commence in the month of January as well as June.

TERM END EXAMINATION

Term End Examination is held twice a year in the month of January / June

REQUIREMENT TO SEAT IN TERM END EXAMINATION

- Completion of minimum time duration of the programme after enrollment
- Submission of the assignment in particular time duration
- Filling and submission of the examination form in particular time duration
- If you have appeared in the previous examination and still its result is awaited than it is advisable to fill up the examination form without waiting for the result

SCHOLARSHIP

Students belonging to Scheduled Caste, Scheduled Tribe, Nomadic Tribes and Denotified Tribes who have accepted Bodh Religion can get the benefit of Scholarship according to the rule of Government. This scholarship is declared by Government of India under the head of Post Matric Scholarship. In this, the included caste in particular course shall get scholarship from concern State Government Department, if the application form of scholarship is approved.

SCHOLARSHIP FOR MOST BACKWARD CLASS (MBC) STUDENTS

અનુસૂચિત જાતિ અને જનજાતિ પૈકી રાજય સરકારે જાહેર કરેલ અતિ પછાત જાતિના વાર્ષિક કૌટુંબિક આવક રૂ. ૨.૫૦ લાખથી ઓછી આવક ધરાવતા ઉમેદવારોએ પ્રવેશ સમયે ફી ભરવાની નથી. પરંતુ સરકારશ્રીમાંથી મળતી શિષ્યવૃતિની રકમ પૈકી ફીની રકમ શિષ્યવૃત્તિ મળ્યે જમા કરાવવાની રહેશે.

અનુસૂચિત જાતિની અતિપછાત જાતીઓઃ

(૧) બાવા, વણકર સાધુ (૨) વાલ્મિકી, ભંગી, મહેતર, ઓણગણા, રૂખી, મલકાણા, હલાલખોર, લાલબેગી, કોરાર, ઝાડમલ્લી (૩) ગરો, ગરોડા (૪) નાડિયા, હાડી, સેનવા, શેનવા, ચેનવા, સેડવા, રાવત, સેનમા (૫) તુરી (૬) તુરી-બારોટ (૭) તીરગર, તિરબંદા (૮) થોરી (૯) માતંગ

અનુસૂચિત જનજાતિની અતિપછાત જાતીઓઃ

(૧) કાથોડી (૨) કોટવાળીયા (૩) સીદી (૪) પઢાર, કોલચા/કોલઘા (૫) દુબળા, હળપતી, તળાવીયા

It is compulsory for the Most Backward Class Students to enclosed following documents along with the admission form.

1. Caste Certificate
2. School Leaving Certificate
3. Income Certificate (Income should be equal to or less than 2.5 Lacs)
4. Mark-sheet of the academic qualification.

Note : Fill up the Scholarship Form alongwith the Admission Form

RULES OF FEE REFUND

The University will not refund any fee for any reasons, whatsoever, to any student. Under uncommon situation, the decision of the University will remain final.

PGDHR

POST GRADUATE DIPLOMA IN HUMAN RESOURCE

FEES : 7,500/- Per Semester   **DURATION : 1 Year**

The Post Graduate Diploma in Human Resource (PGDHR) is designed to prepare the learners with the knowledge and skills required for managing human resource in a way that contributes to the development and establishment of organizations. Today's Governments, Consulting Houses, Corporate Institutions and others organizations are continuously looking for the HR experts who can present and manage the emerging challenges of a growing industry. The aim of the PGDHR is to establish a connection between business and HR deliverables.

ELIGIBILITY
(ENTRY POINT)

Any Graduate from a Recognised University

MOBILITY
(EXIT POINT)

Post Graduate Diploma in Human Resource will be awarded only after successful completion of first and second semester.

Total Credit Points : 32

FIRST SEMESTER			
SUBJECT CODE	SUBJECT NAME	CREDIT POINTS	
		Th	Pr
PGDHR - 101	Principles of Management	4	--
PGDHR - 102	Organisational Behaviour and Change Management	4	--
PGDHR - 103	Strategic Management	4	--
PGDHR - 104	Management of Human Resource	4	--
		16	--

SECOND SEMESTER			
PGDHR - 201	Industrial Relation and Labour Laws	4	--
PGDHR - 202	Human Resource Planning	4	--
PGDHR - 203	Human Resource Development	4	--
PGDHR - 204	International HRM	4	--
		16	--

PGDM

POST GRADUATE DIPLOMA IN MARKETING

FEES : 7,500/- per Semester   **DURATION : 1 Year**

The PG Diploma in Marketing (PGDM) is designed to enhance the managerial and marketing capabilities of learners. The aim of our programme is to encourage learners to apply modern business management knowledge to the dynamic environment. It's prepared for the learner to provide an understanding for Marketing Management and presentations techniques. The PGDM programme's aims to provide young, talented, professional with a broad-based theoretical and practical knowledge of marketing. The programme aims to prepare learners for a variety of roles in marketing, customer services, branding, service and digital marketing

ELIGIBILITY
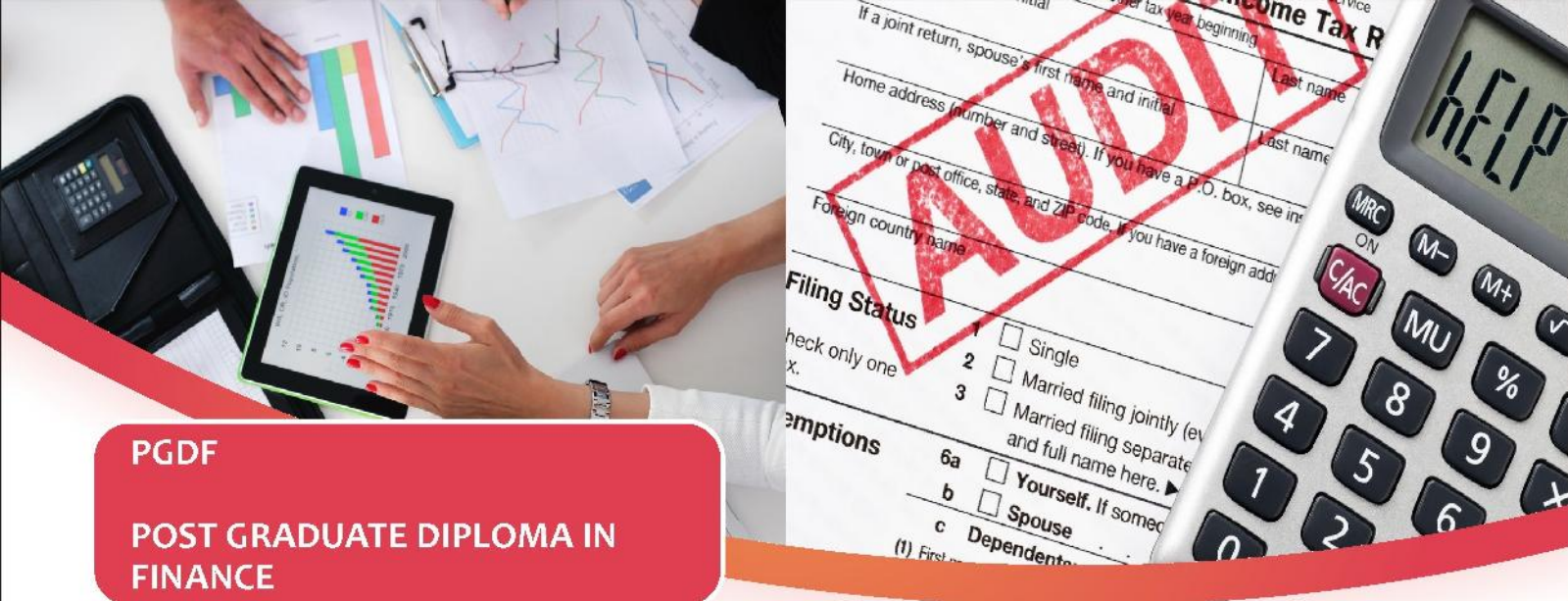(ENTRY POINT)

Any Graduate from a Recognised University

MOBILITY
(EXIT POINT)

Post Graduate Diploma in Marketing will be awarded only after successful completion of first and second semester.

Total Credit Points : 32

FIRST SEMESTER			
SUBJECT CODE	SUBJECT NAME	CREDIT POINTS	
		Th	Pr
PGDM - 101	Principles of Management	4	--
PGDM - 102	Marketing Communication and Presentation Skills	4	--
PGDM - 103	Customer Service Management	4	--
PGDM - 104	Sales and Distribution Management	4	--
		16	--

SECOND SEMESTER			
PGDM - 201	Brand Management	4	--
PGDM - 202	Service Marketing	4	--
PGDM - 203	Digital Marketing	4	--
PGDM - 204	International Marketing	4	--
		16	--

PGDF

POST GRADUATE DIPLOMA IN FINANCE

FEES : 7,500/- Per Semester   **DURATION : 1 Year**

PG Diploma in Finance (PGDF) will familiarize learners and financial professionals to financial tools and techniques which determine the corporate and financial strategies for business. It provides the knowledge and skills through financial theories and practices and allows learners to interpret financial statements, plan and measure budget and financial performance by financial techniques and decision making tools.

ELIGIBILITY
(ENTRY POINT)

Any Graduate from a Recognised University

MOBILITY
(EXIT POINT)

Post Graduate Diploma in Finance will be awarded only after successfulcompletion of First and Second Semester

Total Credit Points : 32

SUBJECT CODE	SUBJECT NAME	CREDIT POINTS Th	Pr
FIRST SEMESTER			
PGDF - 101	Financial Accounting	4	--
PGDF - 102	Financial Management	4	--
PGDF - 103	Financial Markets	4	--
PGDF - 104	Management for Financial Services	4	--
		16	--

SECOND SEMESTER			
PGDF - 201	Banking Management	4	--
PGDF - 202	Security Analysis and Portfolio Management	4	--
PGDF - 203	Financial Statement Analysis	4	--
PGDF - 204	Taxation for Managers	4	--
		16	--

PGDBA

POST GRADUATE DIPLOMA IN BUSINESS ADMINISTRATION

FEES : 7,500/- Per Semester   DURATION : 1 Year

Postgraduate Diploma in Business Administration (PGDBA) is designed to develop understanding in the field of business and administration. It closely integrates current management theory and practice. PGDBA programme provides learners the required exposure to various processes and functions of business management. This programme imparts business management knowledge and skills in a dynamic, relevant and changing environment. It helps learners build their own path in the field of business and administration and make successful career in future life.

ELIGIBILITY
(ENTRY POINT)

Any Graduate from a recognised University

MOBILITY
(EXIT POINT)

Post Graduate Diploma in Business Adminstration will be awarded only after successful completion of First and Second Semester.

Total Credit Points : 32

FIRST SEMESTER			
SUBJECT CODE	SUBJECT NAME	CREDIT POINTS	
		Th	Pr
PGDBA - 101	Principles of Management	4	--
PGDBA - 102	Economic Environment for Business	4	--
PGDBA - 103	Accounting for Managers	4	--
PGDBA - 104	Managerial Skills and Communication	4	--
		16	--

SECOND SEMESTER			
PGDBA - 201	Entrepreneurship	4	--
PGDBA - 202	Marketing Management	4	--
PGDBA - 203	Human Resource Management	4	--
PGDBA - 204	Financial Management	4	--
		16	--

Post Graduate Diploma Programmes

- *Post Graduate Diploma in Business Administration (PGDBA)*

- *Post Graduate Diploma in Finance (PGDF)*

- *Post Graduate Diploma in Marketing (PGDM)*

- *Post Graduate Diploma in Human Resource (PGDHR)*

ELIGIBILITY
(ENTRY POINT)

Any student, who has completed 10+2 with one year Diploma in Fine Arts from a recognised University, is eligible for the direct admission in the Second Year.

MOBILITY
(EXIT POINT)

Advanced Diploma in Media Graphics & Animation will be awarded only after successful completion of First and Second Year.

ELIGIBILITY
(ENTRY POINT)

Any student, who has completed Advance Diploma in Media Graphics & Animation from a recognised University, is eligible for the direct admission in the Third Year.

MOBILITY
(EXIT POINT)

Bachelor in Media Graphic & Animation will be awarded only after successful completion of all First, Second, Third Year.

SECOND YEAR		CREDIT POINTS	
SUBJECT CODE	SUBJECT NAME	Th	Pr
BMGA - 201	3D Studio MAX Part - I	4	-
BMGA - 202	Photoshop for 3D Studio MAX	2	-
BMGA - 203	3D Studio MAX Part - II	4	-
BMGA - 204	Character Studio	4	-
BMGA - 205	HTML & CSS	2	-
BMGA - 206	Video Production Basics	2	-
BMGA - 207	Adobe Premier	4	-
BMGA - 208	After Effects (AFX)	4	-
BMGA - 209	Working with Sound Forge - I	2	-
BMGA - 210	Working with Dreamweaver	2	-
		30	-

THIRD YEAR		CREDIT POINTS	
BMGA - 301	Maya (Software) Part - I	4	-
BMGA - 302	Photoshop for Maya (Software)	2	-
BMGA - 303	Maya (Software) Part - II	4	-
BMGA - 304	Combustion	4	-
BMGA - 305	Working with Sound Forge - II	2	-
BMGA - 306	Multimedia Technology	2	-
BMGA - 307	Virtual Reality	2	-
BMGA - 308	Media Digitisation and Production	4	-
BMGA - 309	Final Project	-	8
		24	8

Total Credit Points : 94

BMGA

BACHELOR IN MEDIA GRAPHICS AND ANIMATION

FEES : 10,000/- Per Year   **DURATION : 3 Years**

The objectives is to provide factual information allowing understanding of the complexities of the " World of Graphics & Animation" with the emphasis on basic science; principles involved in this sector. The technological aspects of the media industry in the coming decade will lay more emphasis on the digital medium. Hence the syllabus has been created keeping in view the future needs of this medium.

ELIGIBILITY
(ENTRY POINT)

10+2 (Any stream) from a Board of India or Abroad or the preparatory programme as per BAOU norms.

MOBILITY
(EXIT POINT)

Diploma in Fine Graphic will be awarded only after successful completion of First Year.

SUBJECT CODE	SUBJECT NAME	CREDIT POINTS Th	Pr
	FIRST YEAR		
BMGA - 101	Introduction to Computers and Internet	4	-
BMGA - 102	Drawing and Sketching, Fine Arts, Commercial Arts	4	-
BMGA - 103	Computer Graphics & Illustrator	4	-
BMGA - 104	Communication Skills	2	-
BMGA - 105	Story Writing, Storytelling & Story Boarding	4	-
BMGA - 106	Photoshop	4	-
BMGA - 107	Visual Communication	2	-
BMGA - 108	Digital Audio & Sound Forge	4	-
BMGA - 109	Animation Production Process and Flash	4	-
		32	-

THIRD YEAR IN GRAPHICS SPECIALIZATION

SUBJECT CODE	SUBJECT NAME	CREDIT POINTS	
		Th	Pr
BCA - 301 (MUL)	Drawing & Sketching	4	-
BCA - 302 (MUL)	Typography	4	-
BCA - 303 (MUL)	3D Max Part - I	4	-
BCA - 304 (MUL)	3D Max Par - II	4	-
BCA - 305 (MUL)	Animation Production Process	4	-
BCA - 306 (MUL)	Flash	4	-
BCA - 307 (MUL)	Project / Portfolio	-	8
		24	8

ELIGIBILITY
(ENTRY POINT)

Any students, who has completed Advance Diploma related to Multimedia from recognized University, is eligible for direct admission to Third Year.

THIRD YEAR IN WEB SPECIALIZATION

SUBJECT CODE	SUBJECT NAME	Th	Pr
BCA - 301 (MUL)	Introduction to Web Future	4	-
BCA - 302 (MUL)	Flash	4	-
BCA - 303 (MUL)	Adv Action scripting	4	-
BCA - 304 (MUL)	Fireworks	4	-
BCA - 305 (MUL)	ASP.NET	4	-
BCA - 306 (MUL)	E-Commerce	4	-
BCA - 307 (MUL)	Project / Portfolio	-	8
		24	8

MOBILITY
(EXIT POINT)

BCA in Multimedia will be awarded only after successful completion of First, Second & Third Year.

THIRD YEAR IN ANIMATION SPECIALIZATION

SUBJECT CODE	SUBJECT NAME	Th	Pr
BCA - 301 (MUL)	Animation Production Process	4	-
BCA - 302 (MUL)	Script Writing	4	-
BCA - 303 (MUL)	Flash	4	-
BCA - 304 (MUL)	3D Studio Max	4	-
BCA - 305 (MUL)	Video Production Basics	4	-
BCA - 306 (MUL)	Premiere	4	-
BCA - 307 (MUL)	Project / Portfolio	-	8
		24	8

Total Credit Points : 96

SECOND YEAR			
SUBJECT CODE	SUBJECT NAME	CREDIT POINTS	
		Th	Pr
BCA - 201 (MUL)	Video Production Basics	4	-
BCA - 202 (MUL)	After Effects	4	-
BCA - 203 (MUL)	Digital Audio	4	-
BCA - 204 (MUL)	Sound Forge	4	-
		16	-

ELIGIBILITY
(ENTRY POINT)

Any student, who has completed 10+2 with one Year of Diploma in fine graphics from recognized University, is eligible for direct admission to second year.

ELECTIVE IN GRAPHICS SPECIALIZATION			
BCA - 205 (MUL)	Compositions & Printing Technology	4	-
BCA - 206 (MUL)	Corel-Draw	4	-
BCA - 207 (MUL)	Adv Photoshop	4	-
BCA - 208 (MUL)	Indesign	4	-
		16	-

MOBILITY
(EXIT POINT)

Advance Diploma in Multimedia will be awarded only after successful completion of first & second semester.

ELECTIVE IN WEB SPECIALIZATION			
BCA - 205 (MUL)	Javascript & Ajax	4	-
BCA - 206 (MUL)	PHP	4	-
BCA - 207 (MUL)	XML	4	-
BCA - 208 (MUL)	E - Commerce	4	-
		16	-

ELECTIVE IN ANIMATION SPECIALIZATION			
BCA - 205 (MUL)	3D Max Part - I	4	-
BCA - 206 (MUL)	Usage of Photoshop	4	-
BCA - 207 (MUL)	3D Max Part - II	4	-
BCA - 208 (MUL)	Usage of Sound Forge	4	-
		16	-

ELIGIBILITY
(ENTRY POINT)

10+2 (Any stream)
from a Board of India or Abroad
or the preparatory
programme as per BAOU
norms.

MOBILITY
(EXIT POINT)

Diploma in Fine
Graphic will be
awarded only
after successful
completion of first year.

FIRST YEAR			
SUBJECT CODE	SUBJECT NAME	CREDIT POINTS	
		Th	Pr
BCA - 101 (MUL)	Introduction to Computers	4	-
BCA - 102 (MUL)	Computer Graphics & Illustrator	4	-
BCA - 103 (MUL)	Printing & Resolution	2	-
BCA - 104 (MUL)	Communication Skills	4	-
BCA - 105 (MUL)	Visual Communication	2	-
BCA - 106 (MUL)	Photoshop	4	-
BCA - 107 (MUL)	Introduction to Internet and WWW	4	-
BCA - 108 (MUL)	HTML & CSS	4	-
BCA - 109 (MUL)	Dreamweaver	4	-
		32	-

BCA (MUL)

BACHELOR IN MULTIMEDIA

FEES : 15,000/- Per Year   **DURATION : 3 Years**

Professionals in Multimedia are highly in demand; NASSCOM, the apex body of IT software and services in India estimates that at least three lakh jobs are currently available in Multimedia sector. But only those who are multi-skilled can be at an edge.

The industry is throwing up a plethora of opportunities. Satellite television, internet, gaming and cross-platform exploitation are the reasons for this growth. The overall objective of this course is to develop multimedia professionals equipped with knowledge, skills and practical experience within the domain of technology, creativity and enterprise. With a strong focus on the creative aspects, this programme offers three specializations from which student have to study and practice any one specialization. These include Graphic, Animation, and Web. Learners are encouraged to choose their own route, allowing them to specialize in their area of interest.

Total Credit Points : 104

SECOND YEAR - THIRD SEMESTER			
SUBJECT CODE	SUBJECT NAME	CREDIT POINTS	
		Th	Pr
BCA - 301	Introduction to Computer Network	4	-
BCA - 302	Programming Principle and Algorithm	4	-
BCA - 303	Relational Database Management System (RDBMS)	4	-
BCA - 304	System Programming and Introduction to Microprocessor	4	-
BCA - 305	System Analysis and Design	4	-
		20	-

FOURTH SEMESTER			
BCA - 401	Object Oriented Concept and Programming-II (Advance Java)	2	2
BCA - 402	E-Commerce	4	-
BCA - 403	Software Engineering	4	-
BCA - 404	Client / Server Architecture and Interface (C#)	2	2
		12	4

THIRD YEAR - FIFTH SEMESTER			
BCA - 501	Business Application and Introduction to ERP	4	-
BCA - 502	Object Oriented Analysis and Design	4	-
BCA - 503	Web Technology using FOSS (LAMP/WAMP)	2	2
BCA - 504	Internet Programming (ASP.NET using C#)	2	2
		12	4

SIXTH SEMESTER			
BCA - 601	Introduction to Multimedia Systems and its Application	4	--
BCA - 602	Project Work	--	8
		4	8

BCA

BACHELOR IN COMPUTER APPLICATION

FEES : 7,000/- Per Semester   **DURATION : 3 Years**

BCA is an exciting professional discipline offering numerous career opportunities. It is the fascinating and challenging field to develop oneself in IT Sector. After acquiring the Bachelors Degree in Computer Application (BCA), there is a further educational opportunity to go for MCA i.e Masters Programme. This programme provides good working knowledge in Database and Internet applications.

ELIGIBILITY
(ENTRY POINT)

10+2 (Any stream) from a Board of India or Abroad or the preparatory programme as per BAOU norms.

MOBILITY
(EXIT POINT)

Diploma in Computer Application will be awarded only after successful completion of first & second semester.

FIRST YEAR - FIRST SEMESTER			
SUBJECT CODE	SUBJECT NAME	CREDIT POINTS	
		Th	Pr
BCA - 101	Fundamental of Computer & Information Technology	4	--
BCA - 102	Operating System and Software Installation	4	--
BCA - 103	Fundamental of Programming using 'C' Language	2	2
BCA - 104	Introduction to Internet Technologies and HTML	2	2
BCA - 105	Introduction to Computer Application (office suite)	4	--
		16	4

SECOND SEMESTER			
BCA-201	Data Structure Using C	4	--
BCA-202	Database Management System (DBMS)	2	2
BCA-203	Digital Electronics and Computer Organisation	4	--
BCA-204	Object Oriented Concepts & Programming - I (Core Java)	2	2
BCA-205	Project Work	--	4
		12	8

Any student, who has completed 10+2 with one year Diploma in Air Hostess & Cabin Crew from a recognised University, is eligible for the direct admission in the Second Year.

MOBILITY
(EXIT POINT)

Advanced Diploma in Air Travel Management will be awarded only after successful completion of First and Second Year.

ELIGIBILITY
(ENTRY POINT)

Any student, who has completed Advance Diploma related to Air Travel / Aviation / Airlines Management from a recognised University, is eligible for direct admission in the Third Year.

MOBILITY
(EXIT POINT)

BBA in Air Travel Management will be awarded only after successful completion of First, Second & Third Year.

Total Credit Points : 102

SECOND YEAR			
SUBJECT CODE	SUBJECT NAME	CREDIT POINTS Th	Pr
BBAAT - 201	Tourism Product and Services – I	4	-
BBAAT - 202	Aviation Security	2	-
BBAAT - 203	Front Office Management	2	-
BBAAT - 204	Tourism Development	2	-
BBAAT - 205	Geography Of Tourism – II	4	-
BBAAT - 206	Organizational Behavior	4	-
BBAAT - 207	Accommodation Leisure Management	4	-
BBAAT - 208	Foreign Language	2	-
BBAAT - 209	Air Cargo Management	4	-
BBAAT - 210	Flight Operation Management	4	-
BBAAT - 211	Introduction to Catering	2	-
		34	-

THIRD YEAR			
BBAAT - 301	Tourism Products and Services - II	4	-
BBAAT - 302	Travel Agency & Tour Operation	4	-
BBAAT - 303	HRM	2	-
BBAAT - 304	Management Information System	4	-
BBAAT - 305	Airport Business	4	-
BBAAT - 306	Airline Marketing	4	-
BBAAT - 307	FLT Operation Management	2	-
BBAAT - 308	Aviation Hazards	2	-
BBAAT - 309	Aviation Physiology	2	-
BBAAT - 310	Passenger Behavior	2	-
BBAAT - 311	International Tourism Management	2	-
		32	-

BBAAT

BBA IN AIR TRAVEL MANAGEMENT

FEES : 15,000/- Per Year   **DURATION : 3 Years**

Air Travel Management is about managing a company's strategic approach to travel (travel policy), the negotiations with all vendors, day-to day operation of the corporate travel program, traveler safety & security, credit-card management and T&E data management. While agencies provide the day-to-day travel services to corporate clients, they are the implementing arm of what the corporation has negotiated and put forth in policy. In other words CTM decides on the class of service that employees are allowed to fly, negotiate corporate fares/rates with airlines and hotels as well as set forth the use of the corporate credit card. The agency on the other hand makes the actual reservation within the parameters given by the corporation. This course is designed for students wishing to pursue a career in the travel & tourism industry, as well us those wishing to familiarize themselves with Passenger Service, Travel Agencies, Airline Offices, etc.

ELIGIBILITY
(ENTRY POINT)

10+2 (Any stream) from a Board of India or Abroad or the preparatory programme as per BAOU norms.

MOBILITY
(EXIT POINT)

Diploma in Air Hostess and Cabin Crew will be awarded only after successful completion of First Year.

SUBJECT CODE	SUBJECT NAME	CREDIT POINTS	
		Th	Pr
BBAAT - 101	Introduction to Hospitality Management	4	-
BBAAT - 102	Communication Management	2	-
BBAAT - 103	Principles of Management	4	-
BBAAT - 104	Geography of Tourism - I	4	-
BBAAT - 105	Basics of Account	2	-
BBAAT - 106	Flight Catering	2	2
BBAAT - 107	Business Economics	4	-
BBAAT - 108	Air Hostess and Cabin Crew Management	4	-
BBAAT - 109	Computer Reservation System Ticketing.	4	-
BBAAT - 110	Computer Application	2	2
		32	4

FIRST YEAR

SECOND YEAR			
SUBJECT CODE	SUBJECT NAME	CREDIT POINTS	
		Th	Pr
BBAIB - 201	Fundamental Of Human Skills and Organizational Behavior	2	-
BBAIB - 202	Secretarial Practices & Office Procedure	2	-
BBAIB - 203	Quantitative Techniques	4	-
BBAIB - 204	Indian Banking System	4	-
BBAIB - 205	Practices of Life Insurance	4	-
BBAIB - 206	Insurance Business	4	-
BBAIB - 207	Banking Law & Practices	2	-
BBAIB - 208	Marketing of Financial Product and Services	4	-
BBAIB - 209	Practices of General Insurance	2	-
BBAIB - 210	Retail Management & Retail Banking	4	-
		32	-

THIRD YEAR			
BBAIB - 301	Management of Commercial Banking	2	-
BBAIB - 302	Indian Economy	2	-
BBAIB - 303	Values and Ethics in Business	2	-
BBAIB - 304	Financial Management	4	-
BBAIB - 305	Management Information System	4	-
BBAIB - 306	Cost & Management Accountancy	4	-
BBAIB - 307	Capital & Money Marketing	4	-
BBAIB - 308	Role of International Financial Institutions	2	-
BBAIB - 309	Project Work	8	-
		32	-

Total Credit Points : 98

BBAIB

BBA IN INSURANCE AND BANKING

FEES : 8,000/- Per Year   **DURATION : 3 Years**

To cope up with the arrival of market-oriented approach, globalization, reforms and competitions in the Insurance and Banking sector and the need to equip prospective Insurance and Banking professional to face the challenges ahead, we have developed a degree course in Insurance and Banking for the students who aspire to make a career in Insurance and Banking .This course will provide the students, a greater in-depth knowledge of different aspects of Insurance, Banking and other Financial Services and a thorough understanding of the practical application of the theory. The Insurance and Banking degree aims to inculcate training and practical approach among the students by using modern technologies and also to given an adequate exposure to operational environment in the field of Insurance, Banking, and other related financial services.

ELIGIBILITY
(ENTRY POINT)

10+2 (Any stream) from a Board of India or Abroad or the preparatory programme as per BAOU norms.

MOBILITY
(EXIT POINT)

Diploma in Insurance and Banking will be awarded only after successful completion of first year.

	FIRST YEAR		
SUBJECT CODE	SUBJECT NAME	CREDIT POINTS	
		Th	Pr
BBAIB - 101	Principles of Management	4	-
BBAIB - 102	Basics of Accounting	4	-
BBAIB - 103	Business Communication Skill	2	-
BBAIB - 104	Computer Application	2	2
BBAIB - 105	Financial Mathematics	4	-
BBAIB - 106	Business Organization	4	-
BBAIB - 107	Business Economics	4	-
BBAIB - 108	Principles of Insurance	2	-
BBAIB - 109	Marketing Management	4	-
BBAIB - 110	Principles of Banking	2	-
		32	2

ELIGIBILITY
(ENTRY POINT)

Any student, who has completed 10+2 with one year Diploma in Hotel & Tourism Management from a recognised University, is eligible for the direct admission in the second year.

MOBILITY
(EXIT POINT)

Advance Diploma in Hotel & Tourism Management will be awarded only after successful completion of first and second year.

SECOND YEAR			
SUBJECT CODE	SUBJECT NAME	CREDIT POINTS	
		Th	Pr
BBAHT - 201	Housekeeping & Accommodation Operation	4	--
BBAHT - 202	Food Production Techniques	4	--
BBAHT - 203	Marketing Management	4	--
BBAHT – 204	Food & Bevarage Services	4	--
BBAHT - 205	Laws related to Toursim Business	4	--
BBAHT - 206	Travel Agency & Tour Operations	4	--
BBAHT - 207	Practicals (Food Production & Housekeeping)	4	--
BBAHT - 208	Industrial Training	-	4
		28	4

ELIGIBILITY
(ENTRY POINT)

Any student, who has completed Advanced Diploma in Hotel / Tourism Management from a recognised University, is eligible for direct admission in the third year

MOBILITY
(EXIT POINT)

BBA in Hotel & Tourism Management will be awarded only after successful completion of first, second and third year.

THIRD YEAR			
BBAHT - 301	Food & Beverages Management	4	--
BBAHT - 302	Sales Management	4	--
BBAHT - 303	Banquet Management	4	--
BBAHT - 304	Advance House Keeping	4	--
BBAHT - 305	Human Resource Management	4	--
BBAHT - 306	Services Marketing	4	--
BBAHT - 307	French	4	--
BBAHT - 308	Practicals (Food and Beverage Management, Banquet Management, Advance Housekeeping)	--	6
		28	6

Total Credit Points : 98

BBAHT

BBA IN HOTEL AND TOURISM MANAGEMENT

FEES : 22,000/- Per Year   **DURATION : 3 Years**

With the advantage of Liberalization, Privatization, Globalization (LPG), Indian economy has recognized various areas, having huge potential to accommodate vast supply of Human Resourses. Hotel & Tourism industry is one of them. The aim of the programme is to give students knowledge of management as well as practical knowledge in the respective fields. This course assures confidence and skill to the students.

ELIGIBILITY
(ENTRY POINT)

10+2 (Any stream) from a Board of India or abroad or the preparatory programme as per BAOU norms.

MOBILITY
(EXIT POINT)

Diploma in Hotel & Tourism Management will be awarded only after successful completion of first year.

SUBJECT CODE	SUBJECT NAME	CREDIT POINTS	
		Th	Pr
BBAHT - 101	Principles of Management	4	--
BBAHT - 102	Introduction to Hospitality Management	4	--
BBAHT - 103	Principles and Practices of Tourism	4	--
BBAHT - 104	Introduction to Accounting & Book Keeping	4	--
BBAHT - 105	Basics of Food Production	4	--
BBAHT - 106	Introduction to Front Office Management	4	--
BBAHT - 107	Communication Skills	4	--
BBAHT - 108	Practicals (Food Production & Front Office)	-	4
		28	4

(Table title: FIRST YEAR)

SECOND YEAR - THIRD SEMESTER			
SUBJECT CODE	SUBJECT NAME	CREDIT POINTS	
		Th	Pr
BBA - 301	Business Economic	4	--
BBA - 302	Business and Industrial Laws	4	--
BBA - 303	Management & Information System	4	--
BBA - 304	Basic of Research Methods	4	--
		16	--

FOUTH SEMESTER			
BBA - 401	Marketing Management	4	--
BBA - 402	Financial Management	4	--
BBA - 403	Human Resource Management	4	--
BBA - 404	Production & Operation Management	4	--
		16	--

THIRD YEAR - FIFTH SEMESTER			
BBA - 501	Taxation	4	--
BBA - 502	Management Accounting	4	--
BBA - 503	Human Resource Development	4	--
BBA - 504	Project Work (Research Methods and Literature Review)	--	4
		12	4

SIXTH SEMESTER			
BBA - 601	Retail Banking	4	--
BBA - 602	Entrepreneurship Development	4	--
BBA - 603	Corporate Governance & Business Ethics	4	--
BBA - 604	Project Work (Analysis & Report Writing)	--	4
		12	4

BBA

BACHELOR IN BUSINESS ADMINISTRATION

FEES : 4,000/- Per Semester   DURATION : 3 Years

BBA equips the learners with the latest business knowledge to meet the requirements of changing corporate firms. The main objective of the course is to explain the business environment in which the public and private sector operate. The programme provides the skills and productivity tools needed as key parts of the success in today's highly specialized offices.

ELIGIBILITY
(ENTRY POINT)

10+2 (Any stream) from a Board of India or Abroad or the preparatory programme as per BAOU norms.

FIRST YEAR - FIRST SEMESTER				
SUBJECT CODE	SUBJECT NAME		CREDIT POINTS	
			Th	Pr
BBA - 101	Principles of Management		4	--
BBA - 102	Basics of Accounting		4	--
BBA - 103	Business Communication Skill		4	--
BBA - 104	Fundamental of Human Skills		4	--
			16	--

MOBILITY
(EXIT POINT)

Diploma in Business Administration Will be awarded only after successful completion of first and second semester.

SECOND SEMESTER				
BBA - 201	Indian Business Environment		4	--
BBA - 202	Secretarial Practice & Office Procedure		4	--
BBA - 203	Computer Application		2	2
BBA - 204	Organisational Behavior		4	--
			14	2

Bachelor Programmes

- Bachelor in Business Administration (BBA)

- BBA in Hotel and Tourism Management (BBAHT)

- BBA in Insurance and Banking (BBAIB)

- BBA in Air Travel Management (BBAAT)

- Bachelor in Computer Application (BCA)

- BCA in Multimedia (BCA - MUL)

- Bachelor in Media Graphics and Animation (BMGA)

DCA

DIPLOMA IN COMPUTER APPLICATION

FEES : 7,000/- Per Semester   **DURATION : 1 Year**

Diploma in Computer Application provides a future path to higher education in advanced levels of Information Technologies. It offers graduates accelerated diploma programme in IT, multimedia & graphics and a life-changing move. This programme helps learners acquire required skills in Information Technology. The curriculum of this programme ensures that learners gain thorough understanding about critical concepts like database, core java, programming, etc

ELIGIBILITY
(ENTRY POINT)

10+2 (Any stream)
from a Board of India or Abroad
or the preparatory
programme as per BAOU
norms.

FIRST SEMESTER				
SUBJECT CODE	SUBJECT NAME		CREDIT POINTS	
			Th	Pr
DCA - 101	Fundamentals of Computer and Information Technology		4	--
DCA - 102	Operating System and Software Installation		4	--
DCA - 103	Fundamental of Programming using 'C' language		2	2
DCA - 104	Introduction to Internet Technologies and HTML		2	2
DCA - 105	Introduction to Computer Application (Office Suite)		4	--
			16	4

MOBILITY
(EXIT POINT)

Diploma in Computer
Application will
be awarded only after
successful completion
of first and second
semester.

SECOND SEMESTER			
DCA - 201	Data Structure Using C	4	--
DCA - 202	Database Management System (DBMS)	2	2
DCA - 203	Digital Electronics and Computer Organisation	4	--
DCA - 204	Object Oriented Concepts & Programming - I (core Java)	2	2
DCA - 205	Project work	--	4
		12	8

Total Credit Points : 40

DBA

DIPLOMA IN BUSINESS ADMINISTRATION

FEES : 4,000/- Per Semester   DURATION : 1 Year

Diploma in Business Administration helps learners build their path in the field of business and administration and make successful career in future. The programme provide the skills and productivity tools needed to be a key part of the success in today's highly specialized offices. The main goals of DBA programme are to provide business management skills to perform the business manager roles and functions. To provide clear understanding of the organization and their structure including motivation, control and communication.

ELIGIBILITY
(ENTRY POINT)

10+2 (Any stream) from a Board of India or Abroad or the preparatory programme as per BAOU norms.

MOBILITY
(EXIT POINT)

Diploma in Business Administration will be awarded only after successful completion of first and second semester.

Total Credit Points : 32

FIRST SEMESTER			
SUBJECT CODE	SUBJECT NAME	CREDIT POINTS	
		Th	Pr
DBA - 101	Principles of Management	4	--
DBA - 102	Basics of Accounting	4	--
DBA - 103	Business Communication Skill	4	--
DBA - 104	Fundamental of Human Skills	4	--
		16	--

SECOND SEMESTER			
DBA - 201	Indian Business Environment	4	--
DBA - 202	Secretarial Practice & Office Procedure	4	--
DBA - 203	Computer Application	2	2
DBA - 204	Organisational Behavior	4	--
		14	2

FLCE, FLCF

CERTIFICATE COURSE IN ENGLISH AND FRENCH LANGUAGE

FEES : 1,800/-   **DURATION : 6 Months**

The objective is to provide knowledge about foreign languages. Language is the most effective medium of communication to understand different cultures and societies. To define course of this nature one has to understand the requirements and need of Foreign Language speaking manpower in India and other parts of the world. The scope of this course has been designed in such way that its application is inter dependent in all the aspects of the Hospitality and Educational industry across the world. Hence, the syllabus has been created keeping in view the future needs of this medium.

ELIGIBILITY
(ENTRY POINT)

Any Person interested in learning language (18 years or above)

SUBJECT

Level - I

MOBILITY
(EXIT POINT)

Certificate Course in (English/French)

Certificate Programmes

- Certificate Course in English Language (FLCE)

- Certificate Course in French Language (FLCF)

Diploma Programmes

- Diploma in Business Administration (DBA)

- Diploma in Computer Application (DCA)

GENERAL ENTRY SCHEME OF
BAOU VOCATIONAL & PROFESSIONAL PROGRAMMES

Sr. No.	Name of Course	Code	Duration	Eligibility
••• CERTIFICATE PROGRAMMES •••				
1	Foreign Language Certificate in English	FLCE	6 Months	Any Student (18 yrs or above)
2	Foreign Language Certificate in French	FLCF	6 Months	Any Student (18 yrs or above)
••• DIPLOMA PROGRAMMES •••				
1	Diploma in Business Administration	DBA	1 Year / 2 Semesters	12th Pass
2	Diploma in Computer Application	DCA	1 Year / 2 Semesters	12th Pass
••• BACHELOR PROGRAMMES •••				
1	Bachelor in Business Administration	BBA	3 Years / 6 Semesters	12th Pass (Any Stream)
2	BBA in Hotel and Tourism Management	BBAHT	3 Years	12th Pass (Any Stream)
3	BBA in Insurance and Banking	BBAIB	3 Years	12th Pass (Any Stream)
4	BBA in Air Travel Management	BBAAT	3 Years	12th Pass (Any Stream)
5	Bachelor in Computer Application	BCA	3 Years / 6 Semesters	12th Pass (Any Stream)
6	BCA in Multimedia	BCA (MUL)	3 Years	12th Pass (Any Stream)
7	Bachelor in Media Graphics and Animation	BMGA	3 Years	12th Pass (Any Stream)
••• POST GRADUATE DIPLOMA PROGRAMMES •••				
1	Post Graduate Diploma in Business Administration	PGDBA	1 Year / 2 Semesters	Graduate (Any Stream)
2	Post Graduate Diploma in Finance	PGDF	1 Year / 2 Semesters	Graduate (Any Stream)
3	Post Graduate Diploma in Marketing	PGDM	1 Year / 2 Semesters	Graduate (Any Stream)
4	Post Graduate Diploma in Human Resource	PGDHR	1 Year / 2 Semesters	Graduate (Any Stream)

Target Groups and Important Features of the University

Keeping in view the above mentioned objectives, the persons of all the classes and masses; who are deprived of education due to their social, educational, geographical and professional circumstances, are included in the target groups of this university.

Especially these groups are as follows:
- Women, particularly house-wives
- People engaged in different services, business or agriculture
- People living in rural and remote areas
- People belonging to Scheduled Tribes, Schedule Caste, Nomadic Tribes and Socially Educationally Backward Class
- Person deprived of higher education in young age and aspiring to improve their qualifications
- Persons deprived of admission in conventional universities of the state
- Working people who wish to improve their professional skills
- Persons aspiring for life long education throughout life
- Blind and other physically handicapped people
- Prisoners

Important Features of The University
- Functioning throughout the State of Gujarat
- Flexible Admission Procedure
- Credit System
- Flexibility of Place, Pace and Time for Study
- Student Support Services and State Wide Network
- Use of Modern Education and Communication Technologies

Letter of Recognition for Open University Programmes

- According to Letter no EV/II(499)/94/176915-177115, dated 14/1/1994 of Association of Indian Universities, New Delhi. The Degree given by the Open University shall be considered by the other Universities.

- In the Publication of Government of India, dated 1/3/1995, all the academic degree offered by Open University are valid.

- According to Letter no F.1.52/2000 (CPP-II), dated 5.12.2004 of University Grants Commission, New Delhi, the degrees offered by Open Universities are recognised.

The School of Studies

- School of Commerce & Management
- School of Humanity & Social Science
- School of Computer Science
- School of Education, Distance Education & Education Technology

Genesis of Distance Education

The development and acceptance of "Distance Education" both in the developed and developing countries is growing fast. The reason behind such an acceptance is its flexible approach and user-friendly technique of education that can provide a viable alternative for everyone who needs to pursue education further to expand his horizons of knowledge, to sharpen his existing knowledge, to upgrade his knowledge, skills and training and thereby, making learning fulfilling experience.

Distance Education seeks to provide a new orientation to educational processes. It assumes premises about the nature of learning that are vastly different from that of the traditional system of education. The unique features of distance education are its contact sessions and the preparation of assignments. These contact sessions keep the learner constantly in touch with the counselors and the assignments enable them to correct the flaws in their learning and to reorient themselves. This clearly shows that distance education does not exist in vaccum. It is in fact, an outcome of certain socio-historical compulsions and technology growth.

Why BAOU For Distance Education ?

Babasahab Ambedkar Open University is established by the Government of Gujarat in 1994. University is also recognised by the University Grants Commission (UGC) and is a member of Association of Indian Universities (AIU).

BAOU is recognised by Distance Education Council (DEC) . BAOU offers 82 courses ranging from certificate to post graduate level covering diverse disciplines like Education, Social Sciences, Humanities, Information Technology, Commerce and Management and Foreign Languages. The University Offers Ph.D. Programme in 30 disciplines. The programs are made accessible through 486 University authorised study centres across the state. The university has a cumulative enrolment of more than 6, 00,000 learners.

BAOU was established as per the ordinance No 5/1994 of Gujarat Government published in extra ordinary gazette on 13th April, 1994. Afterwards this ordinance was given the form of an Act which is known as Act No.14 of 1994 passed by Gujarat State legislature.

University Objectives

- To advance and disseminate learning and knowledge by a diversity of means, including use of any communication technology
- To provide opportunities of higher education to a large segment of the population
- To promote generally the educational well-being of the community
- To encourage the Open University and Distance Education system in the education pattern of the state

INDEX

Dear Student,

Greetings from Dr. Babasaheb Ambedkar Open University.

It gives me an immense pleasure in penning this message from the desk of the Vice Chancellor for the prospectus of the university. Our honourable Prime Minister Shri Narendra Modiji says, "21st Century is the century of knowledge. Knowledge, Science and Education will have the power and strength to embrace the entire universe."

Education has played a vital role in the growth of our nation. But it was felt that to make education reach to the lower strata of people was difficult. So the idea of distance education came in to existence. Distance education enhanced the opportunities in the field of higher education and made it accessible for all. Dr. Babasaheb Ambedkar Open University has emerged as a pioneer university with a motto of 'Education for All'. The university provides open and distance learning experience to the students seeking degree, diploma and certificate courses. Qualitative study material, Counselling sessions at the study centres duly backed up by student support system facilitate the university to cater to the needs of our dear students.

Dr. Babasaheb Ambedkar Open University wishes the collaboration with the entire nation and the society at large and reach to the doorsteps of the aspiring students in every nook and corner of the state. *Quality, Flexibility, Accessibility and Accountability* are the pillars of strength for Dr. Babasaheb Ambedkar Open University.

I welcome and wish the prospective students best of wishes in the endeavours and future career prospects. I also welcome you all to join hands in creating an excellent environment and support for the seekers of knowledge.

Dr. Pankaj L. Jani
Vice Chancellor

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Dr. Babasaheb Ambedkar
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