


ANDHRA UNIVERSITY
SCHOOL OF DISTANCE EDUCATION

VISAKHAPATNAM 530 003 : ANDHRA PRADESH
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Prof. N.L. Narasimha Rao
DIRECTOR

No.SDE/MHRM/PCP/2012

Date:11.01.2012

Dear Learner,

Greetings. We are happy to inform you that the schedule of Week-end and Personal Contact Programme for the students of the MHRM for the year 2011-12 as noted below.

Venue	Final	Previous
Week-end Classes at Dept. of HRM, Arts College, Visakhapatnam only <p style="text-align: right;">(16 days)</p>	February, 2012 – 12, 19, 26 March, 2012 – 04, 11, 18, 25 April, 2012 – 08, 15, 22, 29 May, 2012 – 06, 13, 20, 27 June, 2012 – 03	February, 2012 – 12, 19, 26 March, 2012 – 04, 11, 18, 25 April, 2012 – 08, 15, 22, 29 May, 2012 – 06, 13, 20, 27 June, 2012 – 03
Rajiv Gandhi College, PG Dept. of HRM Opp; APP Mills, Rajahmundry <p style="text-align: right;">(16 days)</p>	Feb., 2012 – 14 th to 29 th (16 days)	Feb., 2012 –14 th to 29 th (16 days)
Field Work	April & May 2012 Block field work & Dissertation for 45 working days	April, 2012 Concurrent field work for 21 working days
Submission of Assignments : 10th & 11th May, 2012 at School of Distance Education, Andhra University, Vizag		
Submission of Project Proposals and Project Report by Final Year Students : Last date for submission of Project Proposals Last date for submission of Proposals with a fine of ₹.200/- <u>*No Project Proposal will be accepted after 13.04.2012.</u> Last date for submission of Project Reports Last date for submission of Project Reports with a fine of ₹.500		15.03.2012 13.04.2012 15.06.2012 Upto to the day of Viva-Voce
Examinations Schedule (Tentative)	Around 3 rd Week of July, 2012	2 nd week of July, 2012

NOTES :

- The students can register for either week-end at Visakhapatnam or Personal Contact Programme at Rajahmundry depending on their convenience.
- Attendance at the Week-end classes or Personal Contact Programme is **COMPULSORY**. However, candidates should attend Field Visits **Compulsorily**, otherwise they will automatically be disqualified for attending the examinations.
- Students have the option of attending Observation Visits at their respective Contact Programme Centre.
- Regular class-room lectures will be delivered by experienced teachers in these programmes. Your participation in the programmes can supplement effectively your study requirements. You are advised to come fully prepared for the programmes.
- All the students, who attend the programme may kindly report with their Identity Cards at the Reception Counter at the venues at 9.00 a.m. for the programme. Time-table and other instructions about the classes will be given at the time of registration.
- This is also to inform you that outstation students have to make their own arrangements for their lodge and boarding while attending this programme. Limited Dormitory accommodation is available in SDE for boys and girls separately to be allotted on the basis of 'first come first served'.

Special Note: As part of the curriculum, Field Visits to local industries will be arranged for MHRM (Previous) students from 5th, 12th, 19th, 26th March and 2nd April, 2012. **Attendance at these field visits is COMPULSORY.**

With best wishes,

Yours sincerely,

(N.L. NARASIMHA RAO)

Please visit our Website www.andhrauniversity.info/sde for Latest Updates

Note: PTO for Tuition Fee particulars, which was already sent to you.

TUITION FEE MEMORANDUM

The final year students of **MHRM** course (09 admitted batch) are hereby informed that they have to pay the Tuition Fee as per the following schedule by Demand Draft drawn only in favour of the **REGISTRAR, ANDHRA UNIVERSITY, VISAKHAPATNAM** payable at Syndicate Bank, SDE branch, Visakhapatnam-530 003 or any nationalized bank payable at Visakhapatnam or by paying cash directly at the Syndicate Bank in the premises of School of Distance Education, Andhra University, Visakhapatnam between 10.00 a.m. and 4.00 p.m. on all working week days and 10.00 a.m. and 1.00 p.m. on Saturdays.

Tuition Fee Payment Schedule

Tuition fee	: *Rs.8,000/-
	OR
	: *Rs.7,000/-
Last date without fine	: 03.11.2011
With fine of Rs.50/-	: upto 02.12.2011
With fine of Rs.200/-	: 03.12.2011 onwards

The students are advised to send the Demand Draft by Registered Post, duly furnishing the particulars such as full address, Code No., DD Number, Date, Amount Course of study etc. The name of the candidate and complete Code Number has to be noted on the reverse side of the demand draft. **Money Order, Postal Order and SBI challans, etc., will not be accepted.**

Defaulters of tuition fee to the School will not be supplied with the relevant reading material and their examination applications will not be registered for the ensuing examinations.

- Note** : 1) *Candidates, who already paid Rs.8,000/- at the time of admission, are now required to pay an amount of Rs.7,000/- in the second year **or** candidates, who paid Rs.7,000/- at the time of admission, are now required to pay an amount of Rs.8,000/-, since the total fee of the course is Rs.15,000/-.
- 2) Non-payment of Tuition Fee will not be construed as discontinuation of the course. The candidate shall automatically enter into the next year of study in the School of Distance Education, irrespective of appearance at the University Examination and the consequent result as well as non-payment of tuition fee. All the candidates, who are on the rolls, shall be treated as students of School of Distance Education until the completion of stipulated period of study unless the Transfer Certificate is taken on submission of the requisition letter.