

ANDHRA UNIVERSITY
DIRECTORATE OF ADMISSIONS
ADMISSION INFORMATION BROCHURE – III
(2010-2011)



1. Master of Finance and Control (MFC)
2. PG. Diploma / Diploma and Certificate Courses

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ANDHRA UNIVERSITY

DIRECTORATE OF ADMISSIONS

ADMISSION INFORMATION BROCHURE –III

I. GENERAL:

1. Directorate of Admissions, Andhra University, Visakhapatnam invites applications in the prescribed pro-forma for admission into the following courses offered in A.U. campus colleges of Arts, Commerce, & Management.
 - (i) Master of Finance and Control (2 years course – Day Time).
 - (ii) P.G. Diploma / Diploma and Certificate courses
2. Candidates are advised to go through the Admission Information Brochure-III and select the appropriate course of study based on the eligibility criteria.
3. Courses offered, their eligibility criteria, details of fee structure and seats available given in Appendix-I.
4. The applicant should claim admission under the appropriate categories of reservation by marking in the relevant boxes in the application form. Requests for inclusion or change of category once claimed will not be entertained under any circumstances. The applications will be processed as per the claims of the candidates only and the admissions will be subject to the validity of their claims.
5. The reservation policy of the Government of A.P. that is in vogue in respect of SC, ST, LBC, CAP, PH NCC and Sports categories will be followed in the process of admissions.
6. **The university reserves the right to fill or not to fill the seats earmarked for a particular course on administrative reasons. All admissions are purely provisional and the University reserves the right to cancel the admission at any stage. Further it also reserves the right to run or not to run a particular course depending on the number of candidates joined in it. A minimum of 10 (20 for MFC) candidates should join in any course to run it.**
7. M F C is a self-finance course and the course fee including industrial tours, placement activities and brochure and soft skills is Rs. 27,575/- for eligible SC/ST/BC/EBC and Minority candidates whose parental income is up to Rs. 1,00,000/- and Rs. 47,575/- for others. Semester wise performance based Merit Scholarship will be awarded by capital IQ to provide partial financial assistance.
8. For M F C course Admission will be made on the basis of 1). Admission Test, 2). Group Discussion and 3). Personal Interview on the stipulated dates. The selected candidates have to sign 2 year service agreement with Capital IQ at the time of admission into the MFC courses.

9. **No extension of time either for producing certificates or for payment of fee shall be granted and no correspondence will be entertained in this regard.**

III. HOW TO APPLY:

1. Candidates are required to download the application form and the information brochure-III from the website www.andhrauniversity.info/doa.
2. A demand draft drawn in favour of the Director, Directorate of admissions, A.U. from any Nationalised bank payable at Visakhapatnam for the amount as per the details given below should be enclosed towards registration fee.
 - a. Rs. 1000/- for Master of Finance and Control (MFC)
 - b. Rs 100/- for P.G. Diploma / Diploma and Certificate courses
3. The duly filled in application should be accompanied with **attested copies of the following certificates.**
 - [i] Rank Card and Hall ticket issued by the Directorate of Admissions, AUCET – 2010
 - [ii] Marks statements of the qualifying examination.
 - [iii] Degree / Provisional / Pass certificate of the qualifying examination.
 - [iv] Transfer and Conduct certificate from the institution where the candidate has last studied.
 - [v] Date of Birth certificate (S.S.C or equivalent certificate).
 - [vi] Study certificates for the last 7 years of study or residence certificate in case of private study.
 - [vii] Integrated Community certificate issued by competent authority in case of SC/ST/BC Candidates.
 - [viii] Income certificate issued not earlier than 01- 01- 2010 by the component authority in case of eligible SC/ST/BC/EBC Candidates claiming concession.
 - [ix] Certificate from competent authority in case of claim under NCC/CAP/PH/SPORTS Category.
 - [x] Migration certificate for candidates from other universities.
 - [xi] A set of attested Xerox copies of all the above certificates
 - [xii] Four pass port size photos recently taken

IV.LAST DATE FOR RECEIPT OF FILLED-IN APPLICATIONS:

Application forms completed in all respects should reach the Director, Directorate of Admissions, Andhra University, Vijayanagar Palace, Pedawaltair, Visakhapatnam – 530 017 by registered post or in person on or before 5 PM., 25-08-2010.

Applications received after 25-08-2010 will not be accepted. Office of the Directorate of Admissions will not be responsible for the non-receipt or late receipt of applications sent by Regd. Post / Courier. Incomplete applications are liable to be summarily rejected.

APPENDIX-1

Test & Course	Eligibility	No. of seats	Fee to be paid at the time of admin Rs.
225 Master of Finance and Control (2 years course – Day Time)	A pass in any Bachelor's Degree including a pass in CA/ICWA/CS/M. Com/MBA or equivalent thereto as recognized by Andhra University.	60	47,575/- 27,575/-*
622-P.G.Diploma in Rajabhasha in Hindi (2 Years course – Evening)	B.A / B.Sc / B.com / B.B.M. / B.E. with Hindi or a diploma in Hindi treated as equivalent to graduate course of this University.	20	1200/- 2400/-^
P.G. DIPLOMA COURSES			
641-Securities Law (one year)	Any Bachelors Degree	30	10,000/-
642-Environmental Laws(one year)	Any Bachelors degree	30	10,000/-
643-Intellectual Property Laws (one year)	Any Bachelors Degree.	30	10,000/-
651-Acting (Two years)	Pass in a Degree and aptitude test. Women candidates with S.S.C. will be admitted into this course on the basis of an oral aptitude test, waiving the minimum academic qualifications, if necessary.	30	1,610/- 3,165/-^
652-Direction (Two years)	Pass in a Degree and aptitude test. Women candidates with S.S.C. will be admitted into this course on the basis of an oral aptitude test, waiving the minimum academic qualifications, if necessary.	16	1,610/- 3,165/-^
653-Child Psychology (one year)	Any graduate	30	6,500/-
654-English Language & Linguistics (One year)	Any graduate with English as one of the subjects / languages.	20	1,610/-
655-Pre School Education(One year) (One year)	Any graduate	30	2,650/-
656-Yoga(One year) (i)at AU Campus	Graduation in any discipline except BFA and BOL.	40	4,850/-
(ii)at Academy of Yoga & Consciousness, Bheemunipatnam		45	4,850/-

* For eligible SC, ST, BC, EBC candidates whose parental Income is less than Rs.1,00,000/- per year

^ Total Fee for the course

DIPLOMA COURSES (Evening courses)

751-French Language – junior (One year)	10 th Class	30	3,200/-
752-French Language – Senior (One year)	Junior Diploma in French of AU/ Second Language in Inter/ Degree of Junior Diploma from Alliance Franchise.	30	4,850/-
753-Functional Arabic (One year)	As this course is meant for the beginners no basic knowledge of Arabic is required. The candidates who have passed the 10 th class examination or those who have completed 18 years of age can join this course.	20	2,100/-
755-Urdu (One year)	Those who have passed the certificate course in Urdu examination of A.U. or Intermediate examination with Urdu as a subject, Diploma in Functional Arabic.	15	1,440/-

CERTIFICATE COURSES (Evening course)

841-Law (6 months)	Intermediate	30	5,000/-
851-Acting (6 months)	S.S.C. (aptitude test). Women candidates shall be exempted from the academic qualifications. However, they should be able to read and write Telugu. Age: 15 years and above.	25	2,090/-
852-Make-up (2months)	Interest and curiosity. Age: 17 years and above	20	1,520/-
853-T.V.Acting & Anchoring (3months)	Intermediate and above Age: 17years and above	20	3,750/-
854-Urdu	As this course is meant for the beginners, no basic knowledge of Urdu is required. Age: 15years and above	20	610/-