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Dr.S. KARUNANIDHI, M., Ph.D

IDE Buildings

Director i/c.

Chepauk, Chennai – 600 005

PERSONAL CONTACT PROGRAMME 2018

1. The PCP Classes (Theory & Practical) for BCA (A17 Batch) I Year candidates admitted during the Academic Year 2017-2018 will be conducted at **Mazharul Uloom College, Ambur.**
2. Attendance is compulsory for Theory and Practical Classes. At the end of this programme practical examinations will be conducted.
3. The PCP Theory classes will be held from 9.30 a.m. to 4.45 p.m. on the following dates:

S.No.	Degree	Theory classes	Practical Classes	Examinations
1	BCA I Year A-17 Batch	March 2018 : 10, 17, 18, 25, 30, 31 April 2018: 1, 2, 3, 4, 5	April 2018: 6,7,8,9,10,11,12,13, 15,16	19.04.2018

4. Students who have paid the tuition fees alone will be permitted to attend the classes.
5. Students are requested to bring their own note books, Pencils, Calculators and Computer Stationery (9X12X1) for Practical Classes
6. Students are advised to make their own arrangements for attending the classes.
7. Students are instructed to bring their communication, identity card and to produce them on demand for entering into the building and Laboratory. If there is any change in the schedule it will be intimated to the students individually or at the PCP centre.
8. Students are not allowed to use floppies other than the ones provided by the Institute. They must take the printout using the stationery immediately after completing the exercise. If any mischief like loading virus into the machine or tampering with other files are found, the charges will be recovered from the students of the entire group, and disciplinary action will be taken against the erring students.
9. Students are not allowed to use Cell Phones in the Classrooms
10. If you have already attended the practical/exam for the above course, please ignore this communication.

DIRECTOR i/c.

Date:07-03-2018

PERSONAL CONTACT PROGRAMME 2018
MAZHARUL ULOOM COLLEGE, AMBUR

BCA FIRST YEAR (A-17 BATCH)

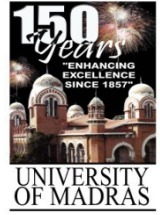
A17104UCA1001 to A17104UCA1002

A17104UCA6001 to A17104UCA6025 (except A17104UCA6015)

(Total 26 Candidates)



INSTITUTE OF DISTANCE EDUCATION
UNIVERSITY OF MADRAS
[Established under the Act of Incorporation XXVII of 1857 -
Madras University Act 1923]
(State University)



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Director i/c.

IDE Buildings
Chepauk, Chennai – 600 005

Ref: IDE/PCP/Practical 2018/

Date:

To
The Principal/Co-ordinator
Mazharul Uloom College, Ambur – 635 802

Sir / Madam

Sub: Conduct of Practical classes / examinations for I year B.C.A. (A17 Batch)
candidates of your centre by appointing experts in the subjects – forwarding of
marks – requested – reg.

I am enclosing herewith the enrolment numbers along with guidelines for the following subjects to conduct of Practical classes (practical) / examinations for students who have enrolled at your centre and nearest centre. The enrollment number details have to be kept for subsequent years also to conduct the above programme:

S.No	Name of the Courses
1.	I year B.C.A. (A17 Batch)

I am therefore to request you to kindly make necessary arrangements to conduct the PCP practical classes / examinations for the above course students by appointing senior faculty members in the subjects concerned in your institution as internal examiners and teachers from nearby institutions as external examiners. The PCP classes / examinations are to be conducted before the commencement of the theory examinations i.e. before the end of first week of **May 2018. The prior approval of the Controller of Examinations should be obtained for the appointment of internal & external examiners to conduct the practical without fail. The marks secured by the candidates in the practical's may please be sent immediately after the examinations are over to the Director, Institute of Distance Education, University of Madras, Chennai – 600 005 in a sealed cover. The details of candidates who have attended the practical's may also be forwarded to the Director, Institute of Distance Education, University of Madras, Chennai – 600 005 separately.**

Kindly acknowledge the receipt of this letter by quoting the number and date of this communication.

Yours faithfully

DIRECTOR i/c

Copy to:

1. The Additional Controller of Examinations – IDE
2. The Assistant Registrar UG/PG Examinations – IDE
3. F- Charges