



PERSONAL CONTACT PROGRAMME

1. The PCP Classes (Theory & Practical) for BCA III Year (A15 Batch) & BCA II year (A16 Batch) candidates admitted during the Academic Year 2015-2016 & 2016-2017 respectively will be conducted at the **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	Practical Classes	Examination
1	BCA III Year (A – 15 Batch)	November 2017: 6,7,8,9,10,11,12,13,14,15,16, 17,18,19,20	November 2017: 21,22,23,24,25,26,27,28,29,30	17.04.2018 & 18.04.2018
2	BCA II Year (A-16 Batch)	November 2017: 6,7,8,9,10,11,12,13,14,15,16, 17,18,19,20	November 2017: 21,22,23,24,25,26,27,28,29,30	17.04.2018 & 18.04.2018

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 already attended the practical/exam for the above course, please ignore this communication.

DIRECTOR i/c

Date:31-10-2017

PERSONAL CONTACT PROGRAMME

BCA THIRD YEAR, ACADEMIC YEAR 2017-18 (A-15 BATCH)

A15104UCA6001 to A15104UCA6026
A15110UCA1001, A15110UCA6001, A15114UCA6001
A15117UCA6001, A15120UCA6001, A15120UCA6002
A15122UCA1001, A15122UCA6001 to A15122UCA6010
A15127UCA6001 to A15127UCA6003
A15130UCA1001, A15130UCA6001
A15201UCA6001, A15203UCA6001

(50 candidates)

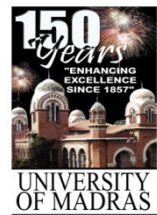
BCA SECOND YEAR, ACADEMIC YEAR 2017-18 (A-16 BATCH)

A16104UCA6001 to A16104UCA6029
A16104UCA1001 to A16104UCA1004

(33 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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Dr. R. Panchalan
Director i/c

IDE Buildings
Chepauk, Chennai – 600 005

Ref: IDE/PCP/Practical 2017

Date:

To
The Co-ordinator / Principal
Mazharul Uloom College
Ambur

Sir / Madam

Sub: Conduct of PCP practical classes / examinations for – BCA III year (A-15 Batch),
BCA II year (A-16 Batch) candidates of your centre by appointing experts in the
subjects – forwarding of marks – requested – reg.

I am enclosing herewith the Schedule for the following subjects to conduct the practical
and examinations for students who have enrolled at your centre and nearest centre.

S.No	Name of the courses
1	BCA III Year
2	BCA II Year

I am therefore to request you to kindly make necessary arrangements to conduct the PCP/
practical classes / examinations for the students of above course by appointing senior faculty
members in the subjects concerned of 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 May 2018. The prior
approval from the Controller of Examinations should be obtained for the appointment of Internal
& External examiners to conduct the practical examinations without fail. **The marks secured by
the candidates in the practical examinations 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 examination 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