



APPLICATION COST : Rs.100/-

APPLICATION NUMBER

**UNIVERSITY OF MADRAS  
INSTITUTE OF DISTANCE EDUCATION**சேர்க்கை விண்ணப்பப் படிவம் / APPLICATION FOR ADMISSION  
MBA / MCA

DOWNLOADED

**ENROLMENT NUMBER** (to be assigned by the IDE office)

ACADEMIC YEAR 2018-2019

A	1	8												
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CALENDAR YEAR 2019

C	1	9												
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CANDIDATE TO FURNISH ALL THE REQUIRED PARTICULARS BELOW IN CAPITAL LETTERS

Candidate to tick (✓) any one of the appropriate boxes  
for Tuition Fee Concession (Certificate to be enclosed)Differently Abled  Prison 

Name of the Course applied for	Main Subject		
PERSONAL CONTACT PROGRAMME CENTRE	LEARNER SUPPORT CENTRES AT WHICH ADMISSION IS MADE		
PCP Centre Code	Place	Centre Code	Place

ADDRESS FOR COMMUNICATION (WRITE IN CAPITAL LETTERS)

NAME : \_\_\_\_\_  
Father's Name : \_\_\_\_\_  
Door No. & Street : \_\_\_\_\_  
Town / Village Post : \_\_\_\_\_  
District : \_\_\_\_\_  
State : \_\_\_\_\_ INDIA  
Pin code : \_\_\_\_\_  
Phone (Res) : \_\_\_\_\_ Off. \_\_\_\_\_  
Registered Mobile No.(RMN) : \_\_\_\_\_ e-mail \_\_\_\_\_

Recent Passport  
Photograph to be  
affixed

1. NAME OF THE APPLICANT (as given in the certificate in CAPITAL LETTERS)	(a) in English :	
	(b) in Tamil:	
2. Father's Name (a) Expansion of Initial		
3. (a) Date of Birth as per Christian era	(b) Age	(c) Gender Men <input type="checkbox"/> Women <input type="checkbox"/> Transgender <input type="checkbox"/>
		d) Aadhaar No :
4. Nationality		5. Religion
6. a) Community (Tick ✓)	b) Caste	7. Mother Tongue
OC <input type="checkbox"/> / BC <input type="checkbox"/> / MBC <input type="checkbox"/> / SC <input type="checkbox"/> / ST <input type="checkbox"/>		
8. Present Occupation		

9. Are you undergoing any other course in a College or University ? If so, Specify

10. The wards of Defence Personnel / Ex-Servicemen should specify as :  
 (a) Ward of Defence Service Personnel  
 (b) Ward of Ex-Servicemen : Navy / Army / Air force.

**11. DETAILS OF EXAMINATION PASSED**

Examinations passed with Subjects	Name of the		Month & Year of Passing	Registration Number	Class with Grade / Marks	Maximum Marks
	School / College	Board / University				
<b>S.S.L.C. / 10<sup>th</sup> Std.</b> Strikeout whichever is not applicable (State Whether it is <b>One Year</b> or <b>Two Years</b> Course)						
<b>P.U.C. / Higher Secondary</b> Strikeout whichever is not applicable (State Whether it is <b>One Year</b> or <b>Two Years</b> Course)						
<b>Diploma Course</b> Strikeout whichever is not applicable (State Whether it is <b>Two Years</b> or <b>Three Years</b> Course)						
<b>Name of the Degree passed</b>						

**12. Enclosures**

- (1) ..... (3) ..... (5) .....  
 (2) ..... (4) ..... (6) .....

I hereby declare that all the particulars given above are correct and I agree to abide by all the Rules and Regulations of the University that are in force from time to time.

Station :

Date :

**SIGNATURE OF THE APPLICANT**

**FOR OFFICE USE ONLY**

The Admission particulars furnished in the column No. 12 have been duly verified with Originals and the Candidate is eligible for admission

**VERIFYING STAFF**

1. Admission / Cancellation Intimation sent on .....

2. Certificates returned to the Candidate on .....

- (1) S.S.L.C Statement of Marks (2) HSC Statement of Marks  
 (3) UG Statement of Marks / Provisional/ Degree (4) Transfer Certificate

**ASST. /ASST. SECTION OFFICER**

**SECTION OFFICER**

**ASSISTANT REGISTRAR**

**DIRECTOR**

Received the Provisional admission intimation and all the original certificates submitted by me

**SIGNATURE OF THE APPLICANT WITH DATE**

**UNIVERSITY OF MADRAS  
INSTITUTE OF DISTANCE EDUCATION  
COMPUTER CODING SHEET**

1. Course to which admission is sought (Tick (✓) Appropriate Box)																													
MBA	<input type="checkbox"/>				MCA	<input type="checkbox"/>																							
2. Main Subject chosen																													
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4. Name of the Candidate (Write in Capital Letters) (a) in English (b) in Tamil																													
(a)																													
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5. Father's Name (Write in Capital Letters) – <i>as per entry in the Transfer Certificate</i>																													
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6. Mother's Name (Write in Capital Letters)																													
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7. Date of Birth								Date	Month		Year		8. Gender		Men <input type="checkbox"/>	Women <input type="checkbox"/>													
		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>								Transgender <input type="checkbox"/>															
9. Address for communication (do not write your name here)																													
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<b>10. Selection of Project Work or Two Optional Subjects</b>		a) Project Work <input type="checkbox"/>	b) Optional Subjects <input type="checkbox"/>
<b>11. Nationality</b> Indian <input type="checkbox"/> Others <input type="checkbox"/>		<b>12. Region</b> Urban <input type="checkbox"/> Rural <input type="checkbox"/>	
<b>13. Religion</b> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
<b>14. Caste</b> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
<b>15. Community</b>		SC <input type="checkbox"/>	ST <input type="checkbox"/> MBC <input type="checkbox"/> BC <input type="checkbox"/> OC <input type="checkbox"/>
<b>16. Differently abled Candidates</b> YES <input type="checkbox"/> NO <input type="checkbox"/>		<b>17. Are you employed ?</b> YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>18. Centre at which you propose to attend the Personal Contact Programme classes</b>		Name	
		Code No.	<input type="text"/> <input type="text"/> <input type="text"/>
<b>19. Centre at which you propose to collect the study materials (Refer Website)</b>		Name	
		Code No.	<input type="text"/> <input type="text"/> <input type="text"/>
<b>20. Are you a ward of a Defence Service Personnel ? (Army / Navy / Air Force)</b>		Yes <input type="checkbox"/>	Category
		No <input type="checkbox"/>	
<b>21. Are you a ward of an Ex-service person ?</b>		Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>22. Tuition Fee Concession Opted ?</b> (Candidate to tick (✓) any one of the appropriate boxes - Refer Page No. 21) Candidates can avail any one of the concession		Differently Abled <input type="checkbox"/>	Prison <input type="checkbox"/>

**Affix  
Passport Size  
Photo**

*Not to be attested*

**Station :**

**Date :**

**Signature of the Candidate**

**MBA Courses Offered:**

1. Human Resource Management
2. Finance Management
3. Hospital Management
4. Logistics and Supply Chain Management
5. Marketing Management
6. Systems Management

# ELIGIBILITY AND INSTRUCTIONS TO THE CANDIDATES

## MASTER OF BUSINESS ADMINISTRATION (MBA)

(TWO YEARS - CHOICE BASED CREDIT SYSTEM)

Candidates for admission to the first year of the Master of Business Administration Degree Course in the Institute of Distance Education shall be required to have any one of the following qualifications under 10 + 2 + 3 pattern of education

- i. A pass in any branch of study of a Bachelor Degree/Master Degree of the University of Madras or any other University recognised by the UGC/AIU or a qualification accepted by this University as equivalent thereto.
- ii. A Professional Degree in Engineering/Technology/Medicine/Architecture/Law.
- iii. Professional qualification in Accountancy / Cost & Works Accountancy / Company Secretaryship.

## MASTER OF COMPUTER APPLICATION (MCA)

(THREE YEARS - CHOICE BASED CREDIT SYSTEM)

Candidate who has passed the under-mentioned degree examinations of this University or an examination of other institution recognized by this University as equivalent thereto provided they have undergone the course under 10+2+3 or 11+1+3 or 11+2+2 pattern shall be eligible for admission to the MCA Degree Course.

- i. B.C.A. / B.E.S. / B.Sc. in Computer Science / Mathematics / Physics / Statistics / Applied Sciences
- ii. B.Com / B.B.M. / B.B.A. / B.L.M. / B.A. Corporate Secretaryship / B.A. Economics / any other Bachelor's Degree in any discipline with Business Mathematics and Statistics or Mathematics / Statistics in Main / Allied level
- iii. B.Sc. Chemistry with Mathematics and Physics as allied subject
- iv. B.E. / B.Tech / MBA
- v. A Bachelor's Degree in any discipline with Mathematics as one of the subject at the Higher Secondary level (i.e. in +2 level of the 10+2 pattern)

### CONDITION

- \* *A pass in IDE Entrance Test conducted by the IDE, University of Madras, Chennai.*
- \* *Entrance Test will be held at the IDE Buildings, University of Madras, Chepauk, Chennai - 600 005 for the candidates applied through Single Window Admission counter.*
- \* *The date of Entrance Test and Time will be intimated separately for candidates applied through online.*