

**UG/PG/
MCA/
Diploma/
Certificate**

UNIVERSITY OF MADRAS

APPLICATION COST : Rs. 200/-
APPLICATION NUMBER

INSTITUTE OF DISTANCE EDUCATION

APPLICATION FOR UG/PG/MCA/PG DIPLOMA

/DIPLOMA/CERTIFICATE COURSES ADMISSIONS

Academic Year - 2019-2020 / Calendar Year - 2020

ENROLMENT NUMBER (to be assigned by the IDE office)

DOWNLOADED

ACADEMIC YEAR 2019-2020

A	1	9												
---	---	---	--	--	--	--	--	--	--	--	--	--	--	--

CALENDAR YEAR 2020

C	2	0												
---	---	---	--	--	--	--	--	--	--	--	--	--	--	--

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 Prisoner

Name of the Course

Main Subject

Medium (Tick ✓)

TAMIL ENGLISH

PERSONAL CONTACT PROGRAMME CENTRE

Centre Code

1

0

1

Place

CHENNAI

LANGUAGE CHOSEN FOR FOUNDATION
COURSE (Applicable only for UG Candidates)

ADDRESS FOR COMMUNICATION (WRITE IN CAPITAL LETTERS)

NAME : _____

Father's Name : _____

Door No. & Street : _____

Town / Village Post : _____

District : _____

State : _____ INDIA

Pin code : _____

Phone No. (Res) : _____ (Off) _____

Registered Mobile No. : _____ e-mail _____

Passport size
Photo
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
Male
Female
Transgender

d) Aadhaar No :

4. Nationality

5. Religion

6. a) Community (Tick ✓)

b) Caste

7. Mother Tongue

OC / BC / MBC / SC / ST

8. Present Occupation, if employed :

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				
S.S.L.C. / 10th Std. Strikeout whichever is not applicable (State Whether it is One Year or Two Years Course)						
P.U.C. / Higher Secondary Strikeout whichever is not applicable (State Whether it is One Year or Two Years Course)						
Diploma Course Strikeout whichever is not applicable (State Whether it is Two Years or Three Years Course)						
Name of the Degree passed						

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 /Diploma Statement of Marks
 (3) UG Statement of Marks / Provisional/ Degree (4) Transfer Certificate

ASST. /ASST. SECTION OFFICER

SECTION OFFICER

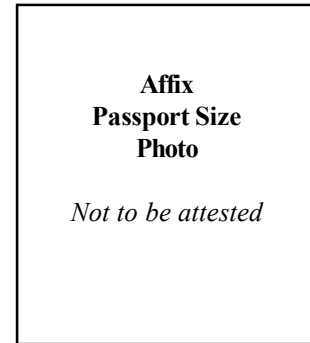
ASSISTANT REGISTRAR

DIRECTOR

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

SIGNATURE OF THE APPLICANT WITH DATE

11. First language chosen under Foundation Course (Refer below) <i>(For UG Candidates only)</i>		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
12. Nationality	INDIAN	13. Region	Urban <input type="checkbox"/>	Rural <input type="checkbox"/>	
14. Religion	<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"/>				
15. Caste	<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"/>				
16. Community	SC <input type="checkbox"/>	ST <input type="checkbox"/>	MBC <input type="checkbox"/>	BC <input type="checkbox"/>	OC <input type="checkbox"/>
17. Differently abled Candidates	YES <input type="checkbox"/>	NO <input type="checkbox"/>			
18. Are you Employed ?	YES <input type="checkbox"/>	NO <input type="checkbox"/>			
19. Are you a ward of a Defence Service Personnel? (Army / Navy / Air Force)	YES <input type="checkbox"/>	Category			
	NO <input type="checkbox"/>				
20. Are you a ward of an Ex-service person ?	YES <input type="checkbox"/>	NO <input type="checkbox"/>			
21. Tuition Fee Concession Opted ? (Candidate to tick (✓) any one of the appropriate boxes for avail any one of the Concession)	Differently Abled <input type="checkbox"/> Prisoner <input type="checkbox"/>				



Station :

Date :

Signature of the Candidate

Use the following codes in the box provided (For 11.) and Language chosen in Page 1

SFA	-	TAMIL
SFB	-	TELUGU
SFC	-	KANNADA
SFD	-	MALAYALAM
SFE	-	HINDI
SFF	-	URDU
SFG	-	SANSKRIT
SFH	-	ARABIC
SFI	-	FRENCH
SFJ	-	COMMUNICATIVE ENGLISH

UG/PG/MCA/PGDIPLOMA/DIPLOMA/CERTIFICATE COURSES

I. UNDER GRADUATE PROGRAMMES-SEMESTER PATTERN

1. DURATION OF THE PROGRAMME

- ◆ Three years; offered in both Academic and Calendar year cycle of admissions.
- ◆ The programme has been divided into two semesters per year. Academic year and Calendar year stream.

2. ELIGIBILITY CONDITIONS FOR ADMISSIONS

- ◆ A pass in the Higher Secondary Examination (Academic or Vocational Stream)/Intermediate Examinations/Pre-degree Examinations/Pre-University Examinations or any other Board under 10+2/10+3/11+1/11+2 pattern conducted by Government of Tamil Nadu (or) Other States (or) Union Territories (or) an examination accepted as equivalent thereof by the Syndicate of the University of Madras.
- ◆ A pass in Plus Two Examinations of the National Open School, New Delhi
- ◆ Pre-Technical Examination previously conducted after 11 years of Study by the State Board of Technical Education and Training, Chennai
- ◆ A pass in Two Years Foundation course Examination (as Equivalent to 12th Std) of Annamalai and Madurai Kamaraj Universities after passing 10th Std.

Sl. No	Name of the Course	Medium of Instruction	ELIGIBILITY
1	BA-Criminology and Police Administration	English	Higher Secondary Examination (Academic/Vocational Stream)
2	BA-Economics	English & Tamil	
3	BA-English	English	
4	BA-Historical Studies	English & Tamil	
5	BA-Public Administration	English & Tamil	
6	BA-Tamil	Tamil	
7	BA-Literature in Tamil	Tamil	
8	B.Sc. Mathematics	English	
9	B.Sc. Psychology	English	
10	B.C.A.-Bachelor of Computer Applications	English	
11	B.Com	English & Tamil	
12	B.Com. Bank Management	English & Tamil	
13	B.Com. Computer Applications	English & Tamil	
14	B.Com. Corporate Secretaryship	English & Tamil	
15	B.B.A. Bachelor of Business Administration	English & Tamil	

Lateral Entry Admission

B.C.A.-Bachelor of Computer Applications (EM) : Pass in 3 year Diploma in Computer Science and Engineering/Computer Technology/ Information Technology/Electrical and Electronics Engineering/ Hardware Maintenance/ Electronics and Communication Engineering conducted by DOTE, Govt. of Tamil Nadu or an examination accepted as equivalent thereof by the Syndicate of the University of Madras; provided they studied the Language and English Paper at the Diploma Level, otherwise the same should be appeared in the II year BCA Degree course w.e.f. the academic year 2005-06 and thereafter

B.Com. (EM) : Pass in 3 year Diploma in Commercial Practices/Modern Office Practices conducted by the DOTE, Govt. of Tamil Nadu or an examination accepted as equivalent thereof by the Syndicate of the University of Madras; provided they studied the Language and English Paper at the Diploma Level, otherwise the same should be appeared in the II year B.Com Degree course w.e.f. the academic year 2005-06 and thereafter.

II. POST GRADUATE PROGRAMMES-SEMESTER PATTERN

1. DURATION OF THE PROGRAMME

- ◆ TWO years; offered in both Academic and Calendar year cycle of admissions except MCA programme
- ◆ For MCA Degree programme: Three Years; offered in both Academic and Calendar year cycle of admissions.
- ◆ The programme has been divided into two semesters per year. (i) Academic year (ii) Calendar year stream.

2. ELIGIBILITY CONDITIONS FOR ADMISSIONS

- ◆ Pass in any undergraduate degree program offered by this University or any other University recognized by the UGC with 15 years duration either under 10+2+3/11+1+3/11+2+2/, provided they should satisfy the requirement of the concerned branch of study.

1. **MA-Economics (EM/TM)** : B.A. Economics / Corporate Secretaryship / B.Com / BBA / B.Com(BM) / B.Sc. Mathematics / Statistics or Any UG Social Sciences
2. **MA-English** : B.A. English or any UG degree with Foundation Course Part-II English (Paper I, II, III & IV)
3. **MA-Historical Studies (EM/TM)** : Any UG Degree
4. **MA-Human Rights and Duties Education (EM)** : Any UG Degree
5. **MA-Political Science (EM/TM)** : Any UG Degree
6. **MA-Public Administration (EM/TM)** : Any UG Degree
7. **MA-Tamil** : B.A./B.Lit.Tamil or any UG degree with Foundation Course Part-I Tamil (Paper I, II, III & IV)
8. **M.Sc. Cyber Forensics and Information Security (EM)** : A.Bachelor's Degree in Information Technology/ Computer Science/ Computer Applications/ Networking/ Cyber Forensics and Information Security/ Digital Forensics and Information Security/Information Security or BE/ B.Tech in Computer Science/Information Technology/ Electrical and Electronic Science/ Electrical and Communication Science/Instrumentation and Electronics (or) MCA/M.SC.Computer Science/ Information Technology/Forensic Science (or) Master's in Criminology/Criminology and Criminal Justice/Criminology and Police Administration (or) Government Officials /Law Enforcement/Defense Persons with any degree working in Crime Investigation with two years experience in the respective field.
9. **M.Sc.Counselling Psychology (EM)** : Any UG Science Degree or any Professional Degree.
10. **M.Sc.Information Technology (EM)** : Any Bachelor's Degree with Mathematics/ Statistics/ Business Mathematics/ Business statistics/ Mathematical Physics as Main or Allied subject of study.
11. **M.Sc.Mathematics (EM)** : B.Sc. Mathematics/Applied Sciences/ Physics/ Chemistry (or) BE/B.Tech with Mathematics
12. **M.Sc.Psychology (EM)** : Any UG Degree
13. **M.C.A.-Master of Computer Applications (EM)** : BCA/BES/B.Sc.Computer Science/ Mathematics/ Physics/ Statistics/Applied Sciences (or) B.Com/Bachelor of Bank Management / BBA / BLM / B.A.corporate Secretaryship / B.A.Economics / Any UG Degree with Business Mathematics and Statistics / Mathematics/ Statistics in Main/allied level (or) B.Sc. Chemistry with Mathematics and Physics as allied (or) B.E/B.Tech/ MBA (or) Any Bachelor's Degree with Mathematics as one of the subject at the Higher Secondary level (i.e. in +2 level of the 10+2 pattern)
M.C.A.-Master of Computer Applications - Lateral Entry admission : (EM) Pass in PGDCS, provided he/she satisfies the MCA eligibility condition (or) Pass in BCA /B.Sc. Computer Science with Mathematics as a subject at 10+2 level or at graduate level
14. **M.Com. (EM & TM)** : Pass in all branches of B.Com degree, B.A. Industrial Organisation/BBA/(or) BA Economics (or) B.Sc.Mathematics / Computer Science/ BCA with any two core paper offered in the B.Com degree.

III. POST GRADUATE DIPLOMA PROGRAMMES-NON SEMESTER PATTERN

Eligibility : Any UG Degree

Sl.No	List of Courses	Duration	Medium of Instruction
1	PG Diploma in Computer Science	One year	English
2	PG Diploma in Exports and Imports Management	One year	English
3	PG Diploma in Hospital Management	One year	English
4	PG Diploma in Logistics and Supply Chain Management	One year	English
5	PG Diploma in Naturopathy and Yogic Sciences	One year	English
6	PG Diploma in Public Relations	One year	English
7	PG Diploma in Shipping and Fort Management	One year	English

IV. DIPLOMA PROGRAMMES-NON SEMESTER PATTERN

Eligibility : Any UG Degree

Sl. No.	List of Courses	Duration	Medium of Instruction
1	Diploma in Accounting and Auditing	One year	English & Tamil
2	Diploma in Functional Arabic	One year	-
3	Diploma in Information Security and Cyber Law	One year	English Medium
4	Diploma course in Labour Law	One year	English
5	Diploma in Management	One year	English & Tamil
6	Diploma Course in Natropathy and Yogic Sciences	One year	English
7	Diploma Course in Police Administration	One year	English & Tamil
8	Diploma Course in School Management	One year	English Medium
9	Diploma Course in Tourism and Travel Management	One year	English
10	Diploma Course in Taxation	One year	English
11	Diploma Course in Yoga	One year	English & Tamil

V. CERTIFICATE PROGRAMMES-NON SEMESTER PATTERN

Eligibility : Higher Secondary Examination Academic /Vocational Stream

Sl. No	List of Courses	Duration	Medium of Instruction
1	Certificate Course in Computer Applications	One Year	English
2	Certificate Course in E-Commerce	One Year	English
3	Certificate Course in Library and Information Sciences	Three Months	English & Tamil
4	Certificate Course in Natropathy and Yogic Sciences	One Year	English
5	Certificate Course in Police Administration	Six Months	English & Tamil
6	Certificate Course in Spoken Tamil	Six Months	-
7	Certificate Course in Written Tamil	Six Months	-

Please Note : Students are admitted less than 25 Nos. the said Diploma / Certificate course will be cancelled.

CONDITIONS FOR MCA ADMISSION

- * A pass in Entrance Test conducted by the IDE, University of Madras, Chennai. Entrance Test Fee of Rs. 400/- payable through online only.
- * 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. (www.ideunom.ac.in).

GENERAL INFORMATION

1. All the courses of the Institute are offered to the residents of India as per the discretion of the authorities, University of Madras. Admission cannot be claimed as a matter of right and the Institute reserves the right of admission.
2. The Applicant has to state clearly the Degree Course and Subject/medium which he/she wants to Enrol.
3. The following Original Certificates/Documents with one set of photo copies attested by competent authority should be submitted along with the filled in application form for admission to UG / PG / MCA, PG Diploma/ Diploma/Certificate courses :
 - (a) Transfer Certificate from the Head of the Institution where the applicant last studied.
 - (b) Statement of Marks of the Qualifying examination right from their secondary school education and Provisional Pass Certificate / Diploma / Degree Certificate of the Qualifying examination along with the application form
 - (c) If the certificates submitted by the applicant is in any Language other than ENGLISH / TAMIL, an English version of the Certificate duly attested by a Gazetted Officer should be sent along with the original certificates.
 - (d) Candidates who have passed their qualifying examination from abroad, such candidates should submit an "Equivalence Certificate" issued by the Association of Indian Universities (Address : Secretary Association of Indian Universities, 16, Kotla Marg, New Delhi - 110 002.)
 - (e) Candidates who have not undergone and passed the qualifying examinations under 10 + 2 or 11 + 1 or 10 + 3 pattern or who have passed under Open University system of this University / other recognised Universities need not apply, as they are not eligible for admission.
 - (f) Failure to submit any one or more of the above certificates / documents may entail rejection of their applications.
4. The application form duly filled-in and signed by the candidate along with all the original certificates mentioned above (a,b,c) for admission to UG / PG / MCA/PG Diploma/Diploma/Certificate Courses be submitted to the Single Window / Online Admission Section at the Institute of Distance Education at Chepauk, for admission. (The Original Certificates will be returned immediately, after verification)
5. Candidates pursuing any other course of study at this Institute are eligible for admission to one additional course viz. Certificate or Diploma Level offered by this Institute.
6. Admission to candidates who have qualified from other Universities/Bodies will be considered only on the condition that their previous qualifications are recognised by this University. However, action will be taken to recognise the examination of a recognised University provided the syllabus of the qualifying examination is produced by the candidate, subject to approval by the authorities of this University.
7. **MODE OF PAYMENT OF FEES**

Students can make their payments by using generated fee challan with the bank designated by the Institute of Distance Education, University of Madras. The challan has three identical parts, Viz. Bank Copy, IDE Copy and Student Copy. The BANK will retain bank copy and return the IDE copy and student copy to the student. The IDE copy of the BANK Challan should be submitted to the University where they seek Admissions and collect study materials, ID cards etc., The student copy should be preserved carefully by the student as a proof of payment.
8. Online Fee Payment System : Students should remit their Tuition Fee through Online Payment Gateway System provided in the Website: www.ideunom.ac.in. Students are advised to make use of this facility.
9. The Tuition Fee and other fees for the First Year should be paid only after receiving the intimation letter of provisional admission along with generated tuition fee challan. For payment of subsequent tuition fees and other fees for second and third year, no separate intimation will be sent to the candidates admitted.
10. Fees once remitted will not be refunded or adjusted in any manner under any circumstances.
11. Examination will be conducted within Tamilnadu jurisdiction only.
12. Further details can be seen in the official website of IDE, University of Madras.