

INFORMATION AND INSTRUCTIONS TO CANDIDATES

(To be retained by the Candidates)

1. PROGRAMMES OF STUDY

A. Master of Business Administration (MBA)

- (i) MBA – General Management
- (ii) MBA – Technology Management
- (iii) MBA – Financial Services Management
- (iv) MBA – Retail Management
- (v) MBA – Health Services Management
- (vi) MBA – Human Resource Management

B. Master of Computer Applications (MCA) (Offered at Chennai only)

C. Master of Science (MSc) – Information Technology (Offered at Chennai only)

2. ENTRANCE TEST AND SYLLABI

2.1 Distance Education Entrance Test

Distance Education Entrance Test (DEET) will be held twice in a year one in July for Academic Year (AY) Batch and the other in January for Calendar Year (CY) Batch.

Example 1 – Distance Education Entrance Test (DEET AY 2012-13) will be conducted in July 2012. Those who pass DEET AY 2012-13 will be eligible for getting admission in Academic Year 2012-13 Batch or Calendar Year 2013 Batch.

Example 2 – Distance Education Entrance Test (DEET CY 2013) will be conducted in January 2013. Those who pass DEET CY 2013 will be eligible for getting admission in Calendar Year 2013 Batch or Academic year 2013-14 Batch.

Separate Entrance Tests will be conducted for admission to MBA and MCA Degree Programmes.

There is no Entrance Test for admission to MSc Degree Programme

The details for the two DEETs are given in the table below :

Application submission	Month of Entrance Test	Month of admission	Conduct of Classes	Eligibility for admission to
Feb 2012 – Jul 2012	DEET AY 2012 -13 : 29.07.2012	Aug 2012	AY batch : Sep. 2012 – Jan 2013	AY 2012 - 13 batch (or) CY 2013 batch
July, 2012 – Jan 2013	DEET CY 2013 : 27.01.2013	Mar 2013	CY batch : Apr 2013 – Jul 2013	CY 2013 batch (or) AY 2013-2014 batch

2.2 Syllabi for Entrance Test

2.2.1 MBA

The question paper will be designed to test the capability of the candidates in the following areas:

- 1. Data Analysis
- 2. Comprehension Skill
- 3. Basic Quantitative Ability
- 4. Written English

The question paper will contain 100 objective type questions to be answered in 2 hours. Each question will have FOUR alternate answers. Candidate has to choose the most appropriate answer and has to shade the choice of the answer in the box against each question.

2.2.2 MCA

The question paper will be designed to test the capability of the candidates in the following areas:

- 1. Quantitative Ability
- 2. Analytical Reasoning
- 3. Logical Reasoning
- 4. Computer Awareness
- 5. Verbal Activity, Basic Science, etc.

The question paper will contain 100 objective type questions to be answered in 2 hours. Each question will have FOUR alternate answers. Candidate has to choose the most appropriate answer and has to shade the choice of the answer in the box against each question.

2.3 Evaluation Scheme

While evaluating the answers, one mark is awarded for each correct answer. Wrong answers will be considered to break the tie.

3. ELIGIBILITY

3.1 Master of Business Administration (MBA)

- 1. A pass in any Bachelor Degree*
and
- 2. A pass in the Distance Education Entrance Test (DEET) conducted by the CDE, Anna University

* The Bachelor Degree must have been obtained under 10+2+3 or 4 pattern

3.2 Master of Computer Applications (MCA)

- 1. A pass in any Bachelor Degree*.

The candidate should have studied Core Mathematics either at +2 level or Mathematics / Statistics / Computer Oriented subject as one of the subjects at the Degree level

and

- 2. A pass in the Distance Education Entrance Test (DEET) conducted by the CDE, Anna University

* The Bachelor Degree must have been obtained under 10+2+3 or 4 pattern

3.3 Master of Science (MSc)

Branch : Information Technology

A pass in B.Sc.* (Mathematics / Computer Science / Information Technology / Software Engineering / Electronics)

or

B.Sc.* (Physics / Statistics / Chemistry)

or

B.E.S.* with Mathematics or Computer Science as allied subject

or

B.Sc.* Applied Sciences (Computer Technology / Information Technology / Computer Systems Maintenance and Networking)

or

B.C.A.*

or

B.E.*/ B.Tech.* (any branch)

* The Bachelor Degree must have been obtained under 10+2+3 or pattern.

Candidates applying for admission to MSc (IT) programme will be directly called for admission.

Note:

1. Candidates who can produce either Provisional or Degree Certificate and all Semester Mark Sheets at the time of admission can only apply.
2. Those who have obtained their U.G. Degree by undergoing the course in "Off campus" system are not eligible.
3. Those who have recently enrolled themselves for some other P.G. Programme and undergoing the Programme are not eligible.

4. ELIGIBILITY OF AMIE CANDIDATES

Candidates with AMIE or similar qualification awarded by Professional Institutes approved by MHRD are also eligible for admission to MBA/MCA Degree Programme, if they have two years of experience after obtaining AMIE or similar Degree. A pass in the Entrance Test (DEET) conducted by the Centre for Distance Education, Anna University, Chennai – 600 025 is mandatory.

5. ELIGIBILITY OF TANCET CANDIDATES

Those candidates who have appeared for TANCET 2012 conducted by Anna University and have TANCET score are also eligible for admission to MBA/MCA Degree Programme offered through Distance Mode for Academic Year and Calendar Year Batch only. However, they have to satisfy all other eligibility criteria. They can also appear for the Distance Education Entrance Test (DEET) and compete with others.

6. IMPORTANT DATES

Description	BATCH	
	AY 2012 - 13	CY 2013
Last Date for receipt of requisition for issue of application form by post	02.07.2012	04.01.2013
Last Date for issue of application forms and receipt of completed applications	09.07.2012	09.01.2013

7. DATE OF ENTRANCE TESTS

Tentative Date of Entrance Test			
Programme	AY 2012-13	CY 2013	Timings
MBA and MCA	29.07.2012	27.01.2013	10.00 am to 12.00 noon

8. ENTRANCE TEST CENTRE AND CODE NO.*

(For MBA and MCA only)

As far as possible the option of candidates for the Test Centre will be considered. However, the authority for the allotment of Centre for the Test is vested with the Centre for Distance Education, Anna University and it is final.

Entrance Test Centre	Code No.
Chennai	1
Coimbatore	2
Madurai	3
Trichy	4
Vellore	5

* Note: Not applicable for TANCET candidates who seek admission based on TANCET score only.

9. ENCLOSURES

Attested Copies of the following Certificates are to be enclosed with the application. (Originals should not be enclosed)

- i) SSLC or its equivalent
- ii) HSc or its equivalent
- iii) Diploma certificate – (if applicable)
- iv) Degree Certificate (or) Provisional Certificate
- v) Mark Sheets of all the Semesters / Years of the Bachelor Degree Examinations based on which admission is sought
- vi) Transfer and Conduct Certificate from the Institution last studied
- vii) AMIE or similar certificate – (if applicable)
- viii) Experience certificate (for those with AMIE or similar qualification)
- ix) TANCET Mark Sheet (if applicable)
- x) Photograph Card (Photograph should be affixed and the candidate should sign at the appropriate place).
- xi) Original Demand Draft to the value of ` .650/- (Rupees six hundred and fifty only) obtained from any scheduled bank.

10. MAILING OF APPLICATIONS

Completed applications are to be sent to "The Director, Centre for Distance Education, Anna University, Chennai 600 025" so as to reach him on or before the last date specified against Serial Number 6 above. Candidates sending the applications by post should mail them sufficiently early.

Note: The University is not responsible for any postal delay / loss in transit.

Completed applications received by post after the stipulated date will not be considered for the particular batch.

11. SELECTION AND ADMISSION PROCEDURE

11.1 Selection is based on the marks in the Entrance Test

11.2 Choice for Study Centre is based on the rank obtained in the Entrance Test.

12 FEE DETAILS

12.1 Payable at the time of admission

- ₹.18,650/- (for candidates whose Bachelor Degree is from a University in Tamil Nadu).
- ₹.19,050/- (for candidates whose Bachelor Degree is from a University outside Tamil Nadu)

The above fee is inclusive of refundable Caution Deposit of ₹.5,000/-.

12.2 Payable every Semester

(From Second Semester to Final Semester)

₹.12,500/- per Semester.

1st of March and 1st of September will be the date of commencement for collection of fee for the Semester concerned (For further details refer website).

13. STUDY CENTRES

List of present Study Centres are as follows:

CHENNAI

- College of Engineering, Anna University, Chennai – 600 025.
- Alagappa of College Technology, Anna University, Chennai – 600 025.
- Madras Institute of Technology, Anna University, Chrompet, Chennai – 600 044.
- Misrimal Navajee Munoth Jain Engineering College, Jyothi Nagar, Thorapakkam, Chennai – 600 097.
- Saveetha Engineering College, Saveetha Dental Campus, Velappan Chavadi, Near Kumanan Chavadi, Poonamallee High Road, Chennai – 600 077.
- Meenakshi College of Engineering, No. 12, Vembuliamman Koil Street, West K.K. Nagar, Chennai – 600 078.

Availability of various specializations in MBA Degree Programme in the Study Centres at Chennai will be notified at the time of Counselling.

OUTSIDE CHENNAI

S.No.	Study Centre	Specializations offered			
		GM	TM	FSM	HRM & RM
7.	K.L.N College of Engineering, Pottapalayam - 630 611 Madurai District	GM	TM	FSM	HRM & RM
8.	Kumaraguru College of Technology, Chinnavedampatti Post, Coimbatore – 641 006	GM	TM	FSM	HRM
9.	Jamal Mohamed College, Race Course Road, Khaja Nagar, Trichy - 620 020	GM	TM	FSM	HRM
10.	Chinnu's Pentech Computer Solutions, No. 217, Phase – 1, Near Vallalar Bus Stop, Sachuvachari, Vallalar, Vellore – 632 009.	GM	TM	FSM	HRM

The list is also available at the website <http://cde.annauniv.edu/>. **More Study Centres may become operational based on the requests from various organizations and the availability of minimum number of candidates.**

Different specializations in MBA Degree Programme that are to be offered at different Study Centres shall be decided depending on the number of candidates joining in the Study Centre concerned and opting for the specialization.

14. GENERAL INFORMATION

- Candidates should carefully fill up the application form
- Candidates admitted to MBA/MCA/MSc Programmes of Distance Education are not eligible for any scholarship or fee concession from Anna University.
- Differently abled persons are exempted from payment of tuition fee for which they have to produce a certificate from the Chairman, District Medical Board in the prescribed form which can either be obtained from the office of the CDE or downloaded from the Centre's website.
- Candidates, who desire the Centre to acknowledge the receipt of the application should enclose a self addressed post card with the details of application number, programme applied for, etc. for acknowledgement.

NOTE

- Study Centres will be operated in selected cities in Tamil Nadu where there are sufficient number of candidates.**
- Candidates should send only one application
- Candidates will be required to produce all the original certificates at the time of admission.**

PLEASE CONSTANTLY CHECK THE WEBSITE <http://cde.annauniv.edu/> FOR UPDATED INFORMATION.

FOR FURTHER DETAILS

Contact:

The Director, Centre for Distance Education,
Anna University Chennai,
Chennai – 600 025.

Phone: 044- 2235 7216, 20, 21,22,23,24
64502506, 64502507, 64502508

Website : <http://cde.annauniv.edu/>.

Exclusive Email address for admission

Email ID: distanceprog@annauniv.edu