


# *Guru Nanak Dev University, Amritsar*

## *(Capacity Enhancement Programme)*

|                 |  |   |
|-----------------|--|---|
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### **Institutions Eligible for Associate Institute under Capacity Enhancement Programme:-**

- (i) Existing recognized colleges, schools, educational and research institutes; and
- (ii) Registered societies of charitable nature, Non-Government Organization (NGO) or any other voluntary organization with a standing of three years in their field of operation.

### **The applicant institution, shall have :**

- (i) a sufficient number of properly ventilated spacious class rooms equipped with adequate and quality furniture;
- (ii) audio-visual aids as OHP, VCR, Television etc;
- (iii) its own Computer Lab with Internet connection;
- (iv) a well-stacked library ;
- (v) Teaching faculty as per the norms prescribed by the University.

### **List of Courses**

#### **Category A Courses : 30 Seats (Each)**

*[In case of M.Sc.(Computer Sc.), M.Sc.(Information Technology), courses maximum number of Seats : 25 each]*

1. M.Sc. (Computer Science) – Four Semesters
2. M.Sc. (Information Technology) – Four Semesters
3. Bachelor of Vocation (Fashion Technology) - Six Semesters
4. Bachelor of Vocation (Textile Designing and Apparel Technology) - Six Sem
5. Bachelor of Vocation (Banking and Financial Services) - Six Semesters
6. Bachelor of Vocation (Financial Market Management) - Six Semesters
7. Bachelor of Vocation (Retail Management and I.T.) - Six Semesters
8. Bachelor of Vocation (Retail Management) - Six Semesters
9. Bachelor of Vocation (Financial Market and Services) - Six Semesters
10. Bachelor of Vocation (Management and Secretarial Practice) - Six Sem
11. Bachelor of Vocation (E-Commerce and Digital Marketing) - Six Sem
12. Bachelor of Vocation (Automobile Technology) - Six Semesters

13. Bachelor of Vocation (Refrigeration and Air Conditioning) - Six Sem
14. Bachelor of Vocation (Software Development) - Six Semesters
15. Bachelor of Vocation (Modern Office Practices) - Six Semesters
16. Bachelor of Vocation (Web Technology and Multimedia) - Six Sem
17. B.Sc (Internet and Mobile Technology) - Six Semesters
18. B. Lib. & Information Science – Two Semesters
19. B.C.A – Six Semesters
20. B.Sc. (Information Technology) – Six Semesters
21. Postgraduate Diploma (Two Semesters) after graduation.
  - i) Computer Applications
  - ii) Web Designing
22. Diploma (after +2) - Two Semesters
  - i) Computer Application
  - ii) Front Office Operations
  - iii) Professional Accountancy
  - iv) Cinematography

**Category B Courses : 30 Seats (Each)**

*[In case of M.Com. course maximum number of Seats : 25 only]*

1. M.Com. – Four Semesters
2. M.Sc. (Mathematics) – Four Semesters
3. B.B.A – Six Semesters
4. Postgraduate Diploma (Two Semesters) after graduation.
  - i) Business Management
  - ii) Garment Construction and Fashion Designing
  - iii) Cosmetology
5. Diploma (after +2) - Two Semesters
  - i) Library Science
  - ii) Cosmetology

**Category C Courses : 40 Seats (Each)**

1. B.Com. – Six Semesters
2. M.A. – Four Semesters
  - i) Religious Studies
  - ii) Punjabi
  - iii) English
  - iv) Economics
  - v) Political Science
  - vi) Hindi
  - vii) History

3. B.A./B.Sc. (Six Semesters)

**COMPULSORY SUBJECTS:**

- a) English
- b) Punjabi

**ELECTIVE SUBJECTS**

- a) Elective English / Hindi / Elective Punjabi / Sanskrit / Bangla / Urdu / Persian / Tamil / Assamese / French/ Arabic / Russian / German.
- b) Economics / Defence Studies / Sociology / Fine Arts / Education / Adult Education / Human Rights.
- c) History / Mathematics / Quantitative Techniques / Religious Studies.
- d) Political Science / Indian Classical Dance / Commerce.
- e) Public Admn. / Home Science / Physical Education / Computer Science.
- f) Philosophy / Geography / Music Vocal / Music Inst. / Tabla / Rural Development / Travel and Tourism.

**VOCATIONAL SUBJECTS**

- a) Journalism & Mass Communication, Mass Communication & Video Production, Office Management & Secretarial Practices, Tax Procedure & Practices, Advertising Sales Promotion & Sales Management, Tourism & Hotel Management, Tourism & Travel Management, Still Photography & Audio Production, Gemology & Jewellery Design, Functional English, Functional Sanskrit, Functional Punjabi, Functional Hindi and Hindi Patrakarita.
- b) Fashion Designing & Garment Construction, Cosmetology and Dairy Farming.
- c) Computer Maintenance, Computer Applications, Refrigeration & Air Conditioning, Automobile Maintenance and Information Technology.

4. Diploma (after +2) (Two Semesters) in

- i) Stitching and Tailoring

**Note :**

1. Associate Institutes may apply for any number of courses. However the permission to start the course/subject shall be given on the recommendations of the Inspection Committee and as per the rules of the University.
2. Candidates will be admitted to courses as per the eligibility conditions in force at the time of admission.
3. The course of study, the duration of courses, the medium of instruction and examination and mode of examination, unless otherwise specified, shall be the same as existing in the University.

## Fee Chargeable From Associate Institute

Fees (non-refundable), as applicable, from the Institutes under following heads, will be charged:

|   | <b>(Rs.)</b>          |
|---|-----------------------|
| (i) <b>Application Processing Fee</b><br>(one time at the time of submitting the application) | 25,000/-              |
| (ii) <b>Associate Fee</b><br>(one time to be deposited before the conferment of the Status)   | 2,00,000/-            |
| (iii) <b>Course Fee (one time)</b>  |                       |
| (a) <u>Category A &amp; Category B Courses</u> (one time):                                    |                       |
| Undergraduate/ Diplomas/<br>Certificate Course  | 15,000/- (per course) |
| Postgraduate  | 30,000/- (per course) |
| (b) <u>Category C Courses</u> (One time) :  |                       |
| Undergraduate/ Diplomas/<br>Certificate Courses   | 6,000/- (per course)  |
| Postgraduate  | 12,000/- (per course) |
| (iv) <b>Continuation Fee (per annum):</b>   |                       |
| Up to 5 courses   | 30,000/-              |
| Up to 10 courses  | 50,000/-              |
| Up to 20 courses  | 70,000/-              |
| More than 20 courses  | 1,00,000/-            |

### (v) Enrolment Fee/Annual Fee:

All charges (excluding University fees) collected from the students under this programme will be shared between the University and the Associate Institute in the ratio 30:70 as per the terms and conditions decided by the University. In case of B.A. course only, the University share will be 20%.

**Note :** The University may revise the above fee structure. The Institute shall pay the difference, if any.

#### i) Annual Fee (excluding University Fees):

|   | <b>Category A<br/>Course</b> | <b>Category B<br/>Course</b> | <b>Category C<br/>Course</b>           |
|---|------------------------------|------------------------------|--|
| 1. <b>Undergraduate</b>                   | Rs. 22,000/-                 | Rs. 10,000/-                 | B.A. Rs. 2,500/-<br>Others Rs. 6,000/- |
| 2. <b>Postgraduate</b>                    | Rs. 25,000/-                 | Rs. 12,000/-                 | Rs. 8,000/-                            |
| 3. <b>Diploma</b>                         |                              |                              |  |
| i) Postgraduate                           | Rs. 22,000/-                 | Rs. 10,000/-                 | Rs. 6,000/-                            |
| ii) Undergraduate/<br>Certificate Courses | Rs. 15,000/-                 | Rs. 6,000/-                  | Rs. 2,500/-                            |

## Notes:

- (i) Besides Annual Fee as mentioned in the above table, the Associate Institutes shall also charge every year University fees as per rules and regulations and as may be decided by the University from time to time. At present, University fees are charged under the heads: (i) Registration Fee; (ii) Enrollment Fee; (iii) Migration Fee; (iv) Continuation Fee; (v) Re-eligibility Fee; (vi) Verification Fee; (vii) World University Fee; (viii) University Vikas E-mail Fee; (ix) Capacity Enhancement Programme Fee (x) University Examination Fee (Fee applicable in case of regular students) and (xi) Youth Welfare Fee.
- (ii) Associate Institutes will be responsible for collection of fees from the students and the timely remittance to the University. Failure to do so shall attract interest at the rates approved by the Syndicate. If all dues of a candidate are not cleared by the prescribed dates, his/her candidature for final examination shall stand automatically cancelled.
- (iii) University is authorized to revise the above fee structure, including University fees, at any time during the academic session. Candidates shall pay the difference of fee, if any.
- (iv) Last date for Applying as New Associate Institute – End of March.  
Last date for old Institutes for applying for continuation (and new course/s) - 31<sup>st</sup> May, each Year.  
If applied after the due dates, late fee shall be charged as per decision of the Syndicate.

Should you require any information, please contact:  
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