

INFORMATION AND INSTRUCTIONS TO CANDIDATES

1. PROGRAMMES OF STUDY

A. Master of Business Administration (MBA)

- (i) MBA-General Management
- (ii) MBA-Technology Management
- (iii) MBA -Marketing Management
- (iv) MBA -Human Resources Management
- (v) MBA-Financial Services Management
- (vi) MBA-Health Services Management
- (vii) MBA-Hospitality and Tourism Management
- (viii) MBA-Operations Management

B. Master of Computer Application (MCA) (Offered at Chennai & Nagercoil only)

C. Master of Science (M.Sc.) – Computer Science (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 2013-14) will be conducted in July 2013. Those who pass DEET AY 2013-14 will be eligible for getting admission in Academic Year 2013-14 Batch or Calendar Year 2014 Batch.

Example 2 – Distance Education Entrance Test (DEET CY 2014) will be conducted in Feb 2014. Those who pass DEET CY 2014 will be eligible for getting admission in Calendar Year 2014 Batch or Academic Year 2014-15 Batch.

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

There is no Entrance Tests for admission to M.Sc. Degree Programme.

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

Application submission	Date of Entrance Test	Month of Admission	Conduct of Classes	Eligibility for admission to
Feb 2013- Jul 2013	DEET AY 2013-14 28.07.2013	Aug 13	AY Batch: Oct 13 – Jan 14	AY 2013-14 Batch (or) CY 2014 Batch
July 2013- Jan 2014	DEET CY 2014 02.02.2014	March 14	CY Batch: Apr 14 – Jul 14	CY 2014 Batch (or) AY 2014-15 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

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 objectives type questions to be answered in 2 hours. Each question will have four alternative 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 Distance Education Entrance Test (DEET) conducted by the CDE, Anna University, Chennai.

*The Bachelor Degree must have been obtained after +2 or equivalent

3.2 Master of Computer Application (MCA)

- 1. A pass in any Bachelor Degree*

The candidate should have studied Mathematics/Statistics as one of the subjects at the degree level or Mathematics at +2 level.

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

*The Bachelor Degree must have been obtained after +2 or equivalent

3.3 Master of Science (M.Sc.) – Computer Science

- A pass in any Bachelor Degree*

The candidate should have studied Mathematics/Statistics as one of the subjects at the degree level or Mathematics at +2 level.

*The Bachelor Degree must have been obtained after +2 or equivalent.

Candidate applying for admission to M.Sc. (CS) programme will be directly called for admission.

Note:

1. Candidate 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 Entrance Test (DEET) conducted by the CDE, Anna University, Chennai-25 is mandatory.

5. ELIGIBILITY OF TANCET CANDIDATES

Those candidates who have appeared for TANCET 2013 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 2013-14 batch only. However, they have to satisfy all other eligibility criteria.

They will be called for counseling and admission directly based on the merit order among the TANCET candidates.

6. ENTRANCE TEST CENTRE 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 CDE, Anna University and it is final.

Entrance Test Centre	Code No.
Chennai	1
Coimbatore	2
Madurai	3
Trichy	4
Vellore	5
Nagercoil	6

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

7. 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 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)

8. 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 13 below. **Candidate sending the applications by post should mail 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.

9. SELECTION AND ADMISSION PROCEDURE

- 9.1 Selection is based on the marks in the Entrance Test
- 9.2 Choice for Study Centre is based on the rank obtained in the Entrance Test.

10. FEE DETAILS

10.1 Payable at the time of admission

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

The above fee is inclusive of refundable Caution Deposit of Rs.5000/-

10.2 Payable every semester

(From Second Semester to Final Semester) **Rs.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)

11. STUDY CENTRES

List of present Study Centres are as follows:

CHENNAI

1. College of Engineering, Anna University, Chennai- 600 0 25
2. Alagappa College of Technology, Anna University Chennai - 600 025
3. Madras Institute of Technology, Anna University, Chrompet, Chennai – 600 044.
4. Saveetha Engineering College, Saveetha Dental Campus, Velappan Chavadi, Near Kumananchavadi, Poonamalle high road, Chennai-77
5. Meenakshi College of Engineering, No 12, Vembuliammam koil street, West K.K Nagar, Chennai-78.

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

OUTSIDE CHENNAI

S. No	Study Centre	Specialization offered			
		GM	TM	FSM	HRM
6.	KLN College of Engineering, Pottapalayam-630 611 Madurai District.	GM	TM	FSM	HRM
7.	Kumaraguru College of Technology, Chinnavedampatti post Coimbatore-641 006	GM	TM	FSM	HRM
8.	Jamal Mohammed College, Race Course Road, Khaja Nagar Trichy-620 020.	GM	TM	FSM	HRM
9.	Chinnu' Pentech Computer Solutions, No 217, Phase-1, Near Vallalar Bus Stop, Sathuvachari, Vallalar, Vellore-632 009.	GM	TM	FSM	HRM
10.	University College of Engineering Nagercoil, Konam, Nagercoil, Kanyakumari District -629004	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 specialization in MBA Degree Programme that are to be offered at different Study Centres shall be decided depending on the number of candidates in the Study Centres concerned and opting for the specialization.

12.

GENERAL INFORMATIONS

- i) Candidates should carefully fill up the application form
- ii) Candidates admitted to MBA/MCA/M.Sc. Programmes of Distance Education are not eligible for any scholarship or fee concession from Anna University.
- iii) 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.

Note:

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

13.

IMPORTANT DATES

Description	Batch	
	AY 2013-14	CY 2014
Last date of receipt of requisition for issue of application form by post	02.07.2013	03.01.2014
Last date of issue of application form and receipt of completed applications	09.07.2013	08.01.2014

PLEASE CHECK THE WEBSITE FREQUENTLY
<http://cde.annauniv.edu/> FOR UPDATED INFORMATIONS.

FOR FURTHER DETAILS:

Contact:

**THE DIRECTOR,
CENTRE FOR DISTANCE EDUCATION,
ANNA UNIVERSITY,
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