



ANDHRA UNIVERSITY
SCHOOL OF DISTANCE EDUCATION

VISAKHAPATNAM 530 003 : ANDHRA PRADESH
Phone: 0891-2844142, 2550223, 2575745 Fax No.0891-2575752
Website: www.andhrauniversity.edu.in/sde

Prof. L.D. Sudhakara Babu
DIRECTOR

No.SDE/MHRM/PCP/2016

Date:05.01.2016

Dear Learner,

Greetings. We are happy to inform you the schedule of Week-end Personal Contact Programme for the students of the MHRM for the year 2015-16 as noted below.

Venue	Previous
Week-end Classes at Dept. of HRM, Arts College, AU Campus, Visakhapatnam only. (20 days)	February – 7,14,21,28 March – 6,13,20,27 April – 3,10,17,24 May – 1,8,15,22,29 June – 5,12,19

4 Observation Visits and Concurrent Field work for 21 days are **Compulsory** for **Previous Year students**.
Block Field work 45 Days: May & June, 2016 is **Compulsory** for **Final Year Students**.

Schedule of the Academic Calendar

Issue of Assignment Question Paper:	11.01.2016 along with PCP Call-Letter & Time-table.
Submission of Assignments:	09 th June, 2016*
Submission of Project Proposals & Project Report by Final Year Students:	
Last Date for submission of Project Proposals:	05.03.2016
Submission of Field work Reports and Project Reports:	At the Time of Viva-voce Examination (Date to be notified)
Examinations	July, 2016
Payment of Tuition Fee of Rs.7,000/- (only FINAL Year students)	Upto 22.02.2016 Fine: Upto 2 months after due date Rs.50/- After 2 months after due date Rs.200/-

NOTES

- 1) The students can register for week-end Personal Contact Programme at Dept. of HRM, Arts College, AU Campus, Visakhapatnam.
- 2) Regular class-room lectures will be delivered by experienced teachers. Your participation in the programmes can supplement effectively your study requirements. You are advised to come fully prepared for the programmes.
- 3) All the students, who attend the programme may kindly report with their Identity Cards at the Reception Counter at Dept. of HRM, Arts College, AU Campus, Visakhapatnam at 9.00 a.m. for the programme. Time-table and other instructions about the classes will be given at the time of registration. (February 07th, 2016).
- 4) This is also to inform you that outstation students have to make their own arrangements for their lodge and boarding while attending this programme. Limited Dormitory accommodation is available in SDE for boys and girls separately to be allotted on the basis of 'first come first served' basis.
- 5) Please contact Prof. N.L. Narasimha Rao of School of Distance Education for further information and guidance. The learners can also get information through Cell Nos.:9963612982.

With best wishes,

Yours sincerely,

(Prof. L.D.SUDHAKARA BABU)

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Examinations	July, 2016 (subject to approval)
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Yours sincerely,

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* Assignments however will be accepted after 10.06.2016 with a fine of Rs.100/- per each paper upto the day of Viva-Voce.

(PTO)

TUITION FEE MEMORANDUM

The final year students of **MHRM** course (2014 admitted batch) are hereby informed that they have to pay the Tuition Fee as per the following schedule by Demand Draft drawn only in favour of the **REGISTRAR, ANDHRA UNIVERSITY**, payable at **VISAKHAPATNAM** on any nationalized bank.

Tuition Fee Payment Schedule

Tuition fee	: * Rs.7,000/-
Last date without fine	: 22.02.2016
With fine of Rs.50/-	: upto 22.04.2016
With fine of Rs.200/-	: 23.04.2016 onwards

The students are advised to send the Demand Draft by Registered Post, duly furnishing the particulars such as full address, Code No., DD Number, Date, Amount Course of study etc. The name of the candidate and complete Code Number has to be noted on the reverse side of the demand draft. **Challans, Money Order, Postal Order and SBI challans, etc., will not be accepted.**

Defaulters of tuition fee to the School will not be supplied with the relevant reading material and their examination applications will not be registered for the ensuing examinations.

Note : Non-payment of Tuition Fee will not be construed as discontinuation of the course. The candidate shall automatically enter into the next year of study in the School of Distance Education, irrespective of appearance at the University Examination and the consequent result as well as non-payment of tuition fee. All the candidates, who are on the rolls, shall be treated as students of School of Distance Education until the completion of stipulated period of study unless the Transfer Certificate is taken on submission of the requisition letter.