



VIVEKANANDA GLOBAL UNIVERSITY, JAIPUR

(Established by Act 11/2012 of Rajasthan Govt. Covered u/s 2 (f) of UGC Act, 1956)

CDOE CENTRE FOR DISTANCE AND ONLINE EDUCATION
 Vivekananda Global University

PROSPECTUS

For Proposed ODL Programme's

2023-24



ARISE AWAKE ACHIEVE



NAAC GRADE A+
Accreditation University



UGC
Entitled



AICTE

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ABOUT - UNIVERSITY

Vivekananda Global University offers a globally recognised education system and curriculum to prepare you for the future. VGU, Jaipur is the leading private University of Rajasthan, established by the Rajasthan State Assembly Act 11/2012 and sponsored by Bagaria Education Trust, Jaipur. The university is known for its education policies, teaching-learning processes, research, innovation, entrepreneurship and placements. The university offers courses in Engineering, Architecture, Medical Science, Design, Basic and Applied Science, Management, Law, Humanities, Agriculture, Hospitality, Journalism and Mass Communications. Being just 10 years young, VGU has become the fastest and the youngest growing University in India, accredited with GradeA+ National Assessment and Accreditation Council (NAAC), an autonomous institute to assess Higher Education. It means VGU has quality education, resources, infrastructure, faculty, research, governance, and student services as per NAAC standards. VGU scored highest in the First cycle of NAAC accreditation. Besides NAAC, VGU is accredited and recognised by various National and International Academic and Professional organisations. VGU is among the top universities in India and has received many awards.

The university offers courses in Engineering, Architecture, Medical Science, Design, Basic and Applied Science, Management, Law, Humanities, Agriculture, Hospitality, Journalism and Mass Communications. Being just 10 years young, VGU has become the fastest and the youngest growing University in India, accredited with GradeA+ National Assessment and Accreditation Council (NAAC), an autonomous institute to assess Higher Education. It means VGU has quality education, resources, infrastructure, faculty, research, governance, and student services as per NAAC standards. VGU scored highest in the First cycle of NAAC accreditation. Besides NAAC, VGU is accredited and recognised by various National and International Academic and Professional organisations. VGU is among the top universities in India and has received many awards.



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ABOUT US - CDOE

In October 2022, the Centre for Distance and Online Education (CDOE) at Vivekananda Global University (VGU) took its first steps into the world of virtual education. Our Centre embrace the future of learning by offering flexible and accessible education to learners across diverse backgrounds and we are committed to providing high-quality distance and online education.

Currently CDOE, VGU is having portfolio of seven UGC-entitled Online Degree Programs, including Online MBA, BBA, MCA, BCA, MSC-Mathematics, MA-English, and BA. Now we are also proposing to offer open and Distance Learning (ODL) programs for MBA, BBA, MCA, BCA and MSC-Mathematics.

We are focused to be a pioneering force in distance and online education, bridging educational gaps and transforming lives through technology-driven, learner-centric approaches. We aim to create a community of lifelong learners.

Special Features for Open & Distance Learning-

Flexible Learning Pathways:

Our programs are designed to accommodate the diverse needs of learners. With flexible schedules, self-paced learning material (SLMs), and a variety of digital resources, we provide adaptable learning pathways that suit individual lifestyles.

Cutting-Edge Technology:

Embracing the digital era, we integrate cutting-edge technology into our learning platforms. Our state-of-the-art online infrastructure ensures an engaging and interactive learning experience for our distance education students.

Well Qualified & Skilled Faculty Members:

We have pool of highly qualified and experienced faculty members specifically dedicated to the conduction of Personal Contact Programs (PCPs) in our Open and Distance Learning (ODL) programs. Bringing a wealth of expertise, these educators facilitate engaging and interactive PCPs, ensuring a seamless blend of theoretical knowledge and practical application for our remote learners.

Personalized Support:

At VGU's Centre for Distance & Online Education, we prioritize individualized support. Our dedicated faculty and support staff are committed to providing personalized guidance, mentorship, and assistance to help learners navigate their academic journey successfully.

Industry-Relevant Curriculum:

We understand the importance of staying current with industry trends. Our curriculum is regularly updated to align with industry requirements, ensuring that our graduates are well-equipped with the skills and knowledge demanded by the job market.

PROPOSED

UG Programs

BBA

BCA

PG Programs

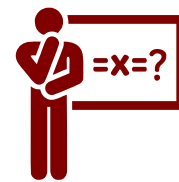
MBA



MCA



M.Sc.
Mathematics



UG Programme

Bachelor of Business Administration (BBA) *

Programme Objective

The Bachelor of Business Administration program also equips students with the information and abilities necessary for success in the fast-paced and thrilling business world. A solid foundation in business and management principles is what the Bachelor of Business Administration degree program is intended to give students. Students will gain the capacity to think critically, solve problems creatively, and analyze and evaluate data through this BBA program.

The programme aims to achieve the following objectives:

- To introduce students to concepts and domains of management including HR, Marketing, Management, Systems and Analytics.
- To understand effective leadership techniques, including aspects of character and ethical decision-making.
- To inculcate entrepreneurial skills and knowledge about emerging markets and technologies.

Eligibility

Entry Level Qualifications for BBA Programme are as per the following:
A pass in 12th Class from any Recognized Board.

Duration of the Program

Program	Level	Duration	Maximum duration for completion
BBA	Bachelor's Degree	3 years	6 Years



Fees of the Programme

Bachelor of Business Administration	Sem I	Sem II	Sem III	Sem VI	Sem V	Sem VI
Program Fee	Rs. 8,500/-	Rs. 8,500/-	Rs. 8,500/-	Rs. 8,500/-	Rs. 8,500/-	Rs. 8,500/-
Examination Fee	Rs. 1,500/-	Rs. 1,500/-	Rs. 1,500/-	Rs. 1,500/-	Rs. 1,500/-	Rs. 1,500/-
Semester Total	Rs. 10,000/-	Rs. 10,000/-	Rs. 10,000/-	Rs. 10,000/-	Rs. 10,000/-	Rs. 10,000/-
Total Fee	Rs. 61,000/-					

Note:- Registration Fee (One time & non-refundable) : Rs. 1,000/-

Bachelor of Computer Application (BCA)*

Programme Objective

Students will gain a solid foundation in computer science, software development, and programming languages through the Bachelor of Computer Applications (BCA) degree program. The Bachelor of Computer Applications course curriculum prepares students for a wide range of IT-related occupations, where teamwork and problem-solving skills are essential for producing high-quality software and technological solutions. The three-year Bachelor of Computer Applications degree program is well-known for emphasizing practical knowledge and abilities. To prepare our students in an immersive way for the world of work, developing an effective interface with the industry and other institutes within and outside the country is the cornerstone of our approach. To meet these ends, we encourage and nurture the development of students' physical, mental, emotional, secular, and spiritual faculties.

The programme aims to achieve the following objectives:

1. To create practically experienced professionals in the areas of programming, databases, software engineering, web- designing and networking and other completer application areas to develop knowledge in various domain-based prospects.
2. To encourage learners to communicate effectively and to improve their competency in creating real time IT solutions.
3. To enable learners to employ modern computer languages and applications to develop a successful career.
4. To provide a platform where the students experience all-round development in various disciplines through the courses designed in line with New Education Policy.

Eligibility

Entry Level Qualifications for BCA Programme are as per the following:

A pass in 12th Class from any Recognized Board.

Duration of the Program

Program	Level	Duration	Maximum duration for completion
BCA	Bachelor's Degree	3 years	6 Years

Fees of the Programme

Bachelor of Business Administration	Sem I	Sem II	Sem III	Sem IV	Sem V	Sem VI
Program Fee	Rs. 8,500/-	Rs. 8,500/-	Rs. 8,500/-	Rs. 8,500/-	Rs. 8,500/-	Rs. 8,500/-
Examination Fee	Rs. 1,500/-	Rs. 1,500/-	Rs. 1,500/-	Rs. 1,500/-	Rs. 1,500/-	Rs. 1,500/-
Semester Total	Rs. 10,000/-	Rs. 10,000/-	Rs. 10,000/-	Rs. 10,000/-	Rs. 10,000/-	Rs. 10,000/-
Total Fee	Rs. 61,000/-					

Note:- Registration Fee (One time & non-refundable) : Rs. 1,000/-

PG Programme

Master of Business Administration (MBA)*

Programme Objective

Our Master of Business Administration program fosters the skills of the business world amongst the students that they need to adhere to survive in the constantly changing corporate world. The two-year Master of Business Administration degree prepares students to manage and facilitate organizational needs. Our MBA program teaches students the skill of propelling economic activity and managing assets generated by companies. We also teach our students the power of decision-making and the importance of investment plans. We impart practical knowledge among students utilizing which they will be able to forecast economic trends, balance risk and maximize returns.

The programme aims to achieve the following objectives:

- To introduce students to concepts and domains of management including Human Resource, Marketing, Management, Systems and Analytics.
- To understand effective leadership techniques, including aspects of character and ethical decision-making.
- To inculcate entrepreneurial skills and knowledge about emerging markets and technologies.



Eligibility

The minimum eligibility criteria for admission in ODL and Online MBA programme is a passed Bachelor Degree of minimum 3 years duration.

Duration of the Program

Program	Level	Duration	Maximum duration for completion
MBA	Master's Degree	2 years	4 Years

Fees of the Programme

Master of Business Administration	Sem I	Sem II	Sem III	Sem VI
Program Fee	Rs. 13,000/-	Rs. 13,000/-	Rs. 13,000/-	Rs. 13,000/-
Examination Fee	Rs. 1,500/-	Rs. 1,500/-	Rs. 1,500/-	Rs. 1,500/-
Semester Total	Rs. 14,500/-	Rs. 14,500/-	Rs. 14,500/-	Rs. 14,500/-
Total Fee	Rs. 59,000/-			

Note:- Registration Fee (One time & non-refundable) : Rs. 1,000/-

Master of Computer Applications (MCA)*

Programme Objective

The two-year professional postgraduate Master of Computer Applications course is designed considering the current market trends of the tech industry. The MCA master's degree teaches modern programming languages, data structure, and data analytics in detail. We offer students an opportunity to implement their theoretical knowledge in the real world. With this Master of Computer Applications degree, students will gain both the fundamentals and advanced knowledge of computer science. The curriculum of MCA is designed to equipped students with programming skills, algorithm development and database management system. The students are prepared to explore opportunities being demand in IT Industry. The learners who are not bounded by a fixed schedule but want to enhance their knowledge along with learning flexibility.

The programme aims to achieve the following objectives:

- To introduce students to concepts and domains of management including Human Resource, Marketing, Management, Systems and Analytics.
- To understand effective leadership techniques, including aspects of character and ethical decision-making.
- To inculcate entrepreneurial skills and knowledge about emerging markets and technologies.

Eligibility

The minimum eligibility criteria for admission in ODL MCA programme is Graduation in any stream from a Recognized University. Entrance Test will be conducted by the University for admission. Students, those have not studied computer science as a subject during XII or Graduation are required to go through a Bridge Course.

Duration of the Program

Program	Level	Duration	Maximum duration for completion
MCA	Master's Degree	2 years	4 Years

Fees of the Programme

Master of Computer Applications	Sem I	Sem II	Sem III	Sem VI
Program Fee	Rs. 13,000/-	Rs. 13,000/-	Rs. 13,000/-	Rs. 13,000/-
Examination Fee	Rs. 1,500/-	Rs. 1,500/-	Rs. 1,500/-	Rs. 1,500/-
Semester Total	Rs. 14,500/-	Rs. 14,500/-	Rs. 14,500/-	Rs. 14,500/-
Total Fee	Rs. 59,000/-			

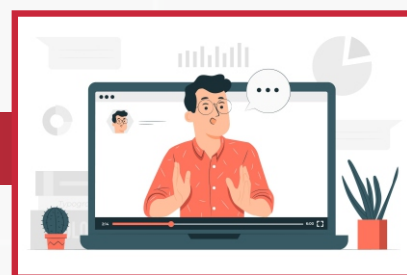
Note:- Registration Fee (One time & non-refundable) : Rs. 1,000/-

Master of Science (M. Sc. Mathematics)*

Programme Objective

The two-year M.Sc. Mathematics degree program offers deeper knowledge of advanced mathematics. The M.Sc. Mathematics distance education covers a wide range of topics such as geometry, calculus, algebra, number theory, differential equations, etc. The Master of Science Mathematics course offers an opportunity for students to learn the techniques of collecting big data and analyzing them by using different tools and methods. The M.Sc. (Mathematics) programme will ensure the following skills and competences in the learners.

- Able to enter new fields through independent study
- Have a good understanding of the most important mathematical theories including a deep knowledge of the foundation of Mathematics.
- Able to perform calculations including use of numerical methods and computing to solve problems
- Understanding of the nature and methods of mathematics research and how it can be applied in other fields such as engineering.
- Also, to carry out professional activities in the area of applied technologies and industry



Eligibility

The minimum eligibility criteria for admission in ODL M.Sc. Mathematics programme is a pass in Graduation (Mathematics) from any Recognized University.

Duration of the Program

Program	Level	Duration	Maximum duration for completion
M.Sc. Mathematics	Master's Degree	2 years	4 Years

Fees of the Programme

Master of Science (Mathematics)	Sem I	Sem II	Sem III	Sem VI
Program Fee	Rs. 9,000/-	Rs. 9,000/-	Rs. 9,000/-	Rs. 9,000/-
Examination Fee	Rs. 1,500/-	Rs. 1,500/-	Rs. 1,500/-	Rs. 1,500/-
Semester Total	Rs. 10,500/-	Rs. 10,500/-	Rs. 10,500/-	Rs. 10,500/-
Total Fee	Rs. 43,000/-			

Note:- Registration Fee (One time & non-refundable) : Rs. 1,000/-

PROCEDURES FOR ADMISSION

ADMISSION PROCEDURE

The Admission Policy of Centre for Distance and Online Education (CDOE) is devoted to striding towards accomplishing the Vision and fulfilling the Mission of the University. CDOE believes in a **Learner's**-centric approach with an emphasis on access to quality education in a cost-effective manner.

The key elements of the Admission Policy of VGU-CDOE are transparency, uniformity, and **Learner's**-centric learner's friendly approach without compromising the standard system. The special effort is to contribute towards one of the targets of NEP 2020 is to increase Gross Enrolment Ratio (GER) in higher education to 50% by 2035 with the state of the art, technology-driven, and quality-oriented Open & Distance Learning to cater to the needs of the society.

A special effort is planned to reaching out to the persons who are already employed. The programmes offered by CDOE ensures flexible delivery and multi-exit points. These features encourage already employed persons to fulfil their dreams of upgrading qualifications. The selection of the **Learner's** is made on the basis of the admission pre- requisite/qualifying examination of the programme. Well-designed structured Self-learning Materials with rich multimedia course contents are delivered through the state of the art, digital platform to fulfil the needs of the aspirants. Admission through Lateral entry is provided if it is permitted as per regulatory norms.





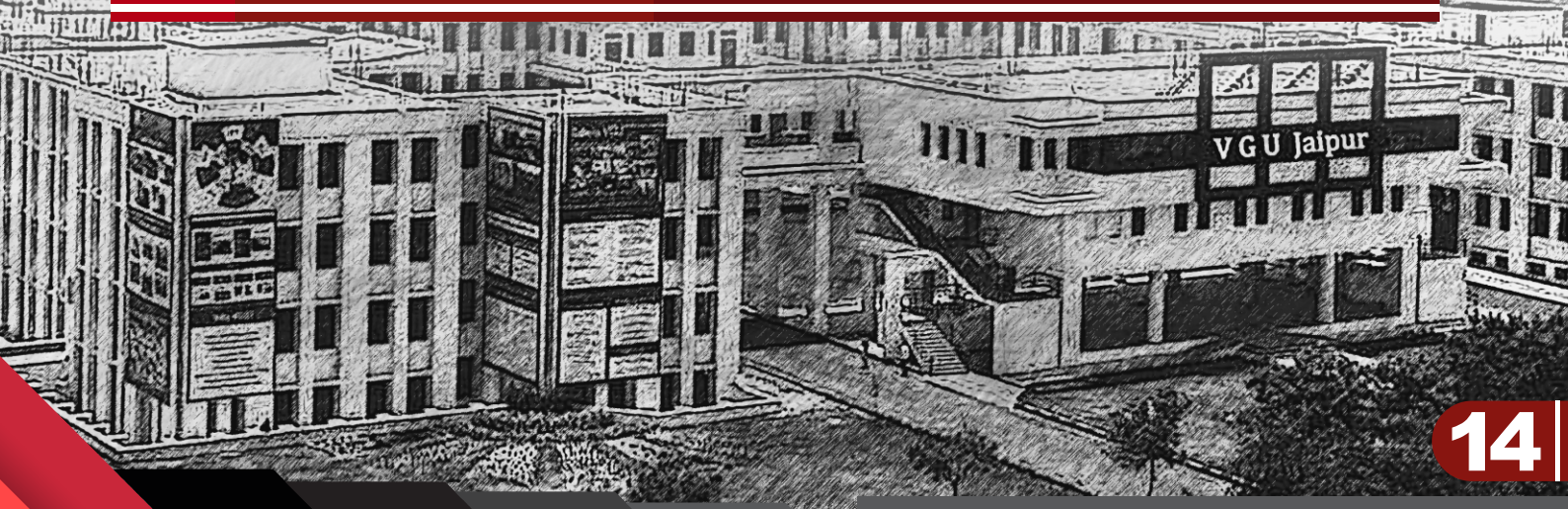
The overall Admission policy of the University is to strengthen society by encouraging quality learning across the age group and thereby contributing to creating a prosperous future for all.

Candidates may avail spot admission at the office of the Centre for Distance and Online Education using all working days and at all the PCP Centres and Learner's Support Centres during Saturdays and Sundays.

ONLINE REGISTRATION PROCESS FOR ADMISSION INTO PROGRAMMES IS GIVEN BELOW:

Step	Process	Particulars
Step 1	Counselling	Prospective students would be counselled for the chosen program by designated and authorised counsellors
Step 2	Registration on admission portal to get access to your Account	Prospective Learner's registers by paying Rs. 1000/- as registration fee. Fill all the details in the application form and upload all the mandatory documents.
Step 3	Details of Document upload	<p>Learner's Uploads document as follows-</p> <p>Personal Documents</p> <ul style="list-style-type: none"> Passport size Photograph Learner's Signature Aadhar Card (Back & Front) Passport (For International Student) <p style="text-align: right;">Original Color Scan Copy →</p>

	<p>Academic Documents</p> <p>UG Student – 10th Marksheet 12th Marksheet</p> <p>PG Student – 10th Marksheet 12th Marksheet UG Marksheet</p> <p>Other Certificates</p>	<p>Original Color Scan Copy</p>
Step 4	Scholarship Details	<p>Student will be eligible for below categories-</p> <p>Merit Base VGU Alumni & Current Student Extra Curriculum Excellence VGU Employee</p>
Step 5	Verification of documents by the Deputy Registrar	Deputy Registrar verify all the documents uploaded by the prospective student on the admission portal and approve/disapprove within 48 hours the eligibility for the chosen program.
Step 6	Undertaking	Learner's will sign Undertaking after Approval in Application.
Step 7	Payment of fees	<p>All eligible students will get fees payment link activated in their Admission Form.</p> <p>The Fee is payable through any of the following means:</p> <p>(a) UPI (b) Credit/Debit Card (c) Net-banking</p> <p>Note: Cash, bank demand draft and Cheques are not accepted</p>
Step 8	Enrolment & LMS	After the payment of program fee, the student will get the Enrolment number and access to the LMS within 48 hours.



Pedagogy for Knowledge Transfer

Study Material

- Facilitation/ support for the study/ Study Material, if any, shall be provided by the university through online learning resources/ mode; however, Personal Contact Programme (PCP), if any prescribed by the university, shall be conducted at the University Campus only.
- Study Material may be made available to the learner's after allotment of Registration Number or after the commencement of session.
- Learner's will get Study Material and dedicated LMS through CDOE, VGU website (www.cdoevgu.com). However, if a learner's wants to take printed Study Material, then he/ she is required to pay prescribed Study Material Fee separately at the time of taking delivery of the Study Material.

Personal Contact Programme (PCP)

- PCPs will be organized at university Campus to provide the Learner's an opportunity of interaction with resource persons in the subject concerned who will provide counselling and advice. Schedule for PCP will be notified on the CDOE ,VGU website at www.cdoevgu.com
- In the PCP classes, lectures are delivered on important topics and the doubts of the learner's are cleared by efficient teachers. These classes will be organized on Saturdays, Sundays and other holidays.
- Candidates are advised to attend the PCP classes regularly for effective learning. The study materials given by the CDOE are only supporting material. Learner's are advised to refer to the prescribed Textbooks and reference books for a detailed study.
- The learner's must fill up their current mobile number and email ID in the Admission Application Form without fail for getting notifications through SMS or email.

EXAMINATIONS

Learning of the Learner's would be evaluated through continuous internal assignments (CIA), and end-term examinations (ETA). CDOE-VGU adopts rigorous process in development of question papers, question / quiz banks, assignments and their moderation, conduct of examinations, analysis of answer scripts by qualified academics, and declaration of result. The Centre shall frame the question papers so as to ensure that complete syllabus is covered and same would be verified by the CIQA office. The evaluation shall include two types of assessments-

S.no.	Examination Name	Marks Division
1.	Continuous Internal Assessment	30%
2.	End-term examination	70%

ACADEMIC CALENDER

S.no.	Name of the activity	Tentative months schedule (specify months) during Year			
		From (Month)	To (Month)	From (Month)	To (Month)
1.	Admision	Jul	Aug	Jan	Feb
2.	Assignment Submission (if any)	Sep	Oct	Mar	Apr
3.	Evaluation of Assignment	Oct	Nov	Apr	May
4.	Examination	Dec	Jan	Jun	Jul
5.	Declaration of Result	Feb	Mar	Aug	Sep
6.	Re-registration	Jan	Feb	Jul	Aug
7.	Distribution of SLM	Feb	Mar	Aug	Sep
8.	Contact Programme (Couselling, Practicals, etc.)	Mar	May	Sep	Nov

Exact dates will be notified through CDOE Website.