

# PROSPECTUS

ONLINE PROGRAMS



Entitled by UGC







# Welcome to Online UU

Your age, background or previous experience should not hold you back from achieving your goals in life. We are committed to deliver the best quality online programs ensuring that higher education is accessible to everyone. From day one till you graduate, you will be supported in your journey by our student support team, the dedicated faculty and the rich interactive features of the learning management system to help you achieve the most out of your program.

**THE CAMPUS OF  
UTTARANCHAL UNIVERSITY  
IS SPACIOUS AND WELL  
CONCEPTUALISED,  
ARCHITECTURAL DELIGHT**



# ABOUT UU

Whether you wish to change the world or you wish to change your own life, Uttarakhand University (UU) is the best place for you.

It's not just the conventional pedagogy and delivery in the classroom but also your association and contribution to our goal of having a transformative impact on society and the world, which sets us unique.

With UU education, you can take on the challenges of the world, both personal and professional, creating an impact. With UU on your side, you can instigate to mark a difference; we'll scaffold with the skills and support to expand your critical thinking, and unlock the intellectual power to set your mark in the world.

The Uttarakhand University has been recognized by UGC under section 2(f) and 12 (B) of the UGC Act, 1956 and other statutory bodies of the State and the Nation. The University has been accredited with the prestigious "A+ Grade" by the National Assessment and Accreditation Council (NAAC). Uttarakhand University has become the **first University** in the State of Uttarakhand to receive "NAAC A+" Grade in the first cycle of Accreditation and this firmly positions us among the top 5% HEIs of the nation. The University community pursues its mission of service to the regional, national and international through quality teaching, research and innovation culminating the essence of the exquisite Sanskrit Shloka



## GOOD QUALITIES PUT THEIR FOOTPRINTS EVERYWHERE

Furthermore, the University seeks to promote knowledge dissemination and its role in national development by analyzing and presenting current societal issues and their implications for the common good.

**When you choose to learn with us, you:**

- Experience a vibrant student lifestyle
- Gain a global perspective
- Explore a range of flexible academic opportunities
- Catalyse your career opportunities
- Stay blessed with a world-class student support for life time

## APPROVALS, ACCREDITATION, MEMBERSHIPS & RANKINGS



# Chancellor's Message

It all started with a vision to provide opportunity for the pursuit of higher education to develop global leaders beyond geographical boundaries. The University strives for academic excellence in all of its academic programs and is committed to deliver quality education.

The three core goals of Uttarakhand University are primarily committed to learner centric teaching-learning, research & innovation with impact and humanistic social responsibility which are encapsulated in our firmness while steering the University in a new arena.

In this rapidly changing global economic environment, the University strives to bring up-to-date global perspectives to all its programs. Consequently, I am convinced that **Uttarakhand College of Online & Distance Education (U-CODE)** is an endeavour of Uttarakhand University; wherein you can realise your potential while seeking intellectual challenges and personal fulfilment. I encourage you to visit our website to learn more about the outstanding opportunities and academic programs that "**Online UU**" has to offer.

I am delighted to extend my greetings and best wishes for a rewarding virtual experience.

**Jitender Joshi**  
Chancellor

**We have transformed the lives of students across the region by bringing them together to learn, share ideas and enjoy a host of opportunities. We're proud to have built a trusted community that's now celebrating a milestone achievement.**



## WHY TO CHOOSE AN ONLINE PROGRAM ?

### FLEXIBLE

Students can choose to learn at their convenience and gives you the flexibility to view content at your own pace.

### MODERN AND DIGITALLY ENABLED

All study materials, discussions, assessments, and doubt clearing sessions are available online, in lucid learnable chunks.

### INTERACTIVE TEACHING-LEARNING

Get access to top industry experts and faculty members without leaving your hometown. All of this is delivered via an interactive learning platform.

### AFFORDABLE

There is no need to quit your job or forego your earnings to pursue a higher education. Fee for online programs is significantly lower than those for equivalent on-campus programs, and is inclusive of all study material.

### REWARDING & RECOGNISED

Online degrees are now recognised as certificates of quality learning by the government, higher education authorities, and various corporates to make a rewarding career.



# THE BENEFITS OF ONLINE UU DEGREE PROGRAMS

Our valued degrees stand out from the crowd and prepare you for a job at industry-leading companies.

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## PRODIGIOUS FACULTY MEMBERS AND INTENSIVE CURRICULUM

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Our research-intensive curriculum sharpens your skills to accelerate your career in business management, computer science, liberal arts, and human resource management.

## 1ON1 PERSONALISED MENTORSHIP

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Each student is given a dedicated mentor who is there to mentor at every stage.

## REPUTED DEGREE FROM A TOP RANKED UNIVERSITY

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With NAAC A+ Grade, Uttarakhand University stands tall in the league of top universities in the country, and its degrees are highly valued and recognised by top corporates in India.

## INTEGRATED LMS & E-LIBRARY

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With thousands of e-books at your disposal, the Integrated Learning Management System is there to assist students 24x7.

## JOB ASSISTANCE

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We provide complete placement assistance for your selection in a reputed organization.





# ONLINE PROGRAMS

# MANAGEMENT

## MBA

### Eligibility

A Bachelor's degree of minimum three years duration with minimum 50% marks for the General and 45% marks in case of Reserved category in the qualifying examination.

### Fee Structure

For details refer to [www.onlineuu.in](http://www.onlineuu.in)

### Duration

Minimum 2 years, maximum 4 years.

## Master of Business Administration



## Program Structure :

<b>First Semester</b> Principles and Practices of Management Accounting for Managerial Decisions Economics for Managers Business Environment E-Commerce	<b>Second Semester</b> Emerging Business Law Business Research Methods Marketing Management Business Analytics Operations Management
<b>Third Semester</b> Strategic Management Supply Chain Management Financial Statement Analysis Specialization Paper 1 Specialization Paper 2	<b>Fourth Semester</b> Entrepreneurship Development Corporate Governance Specialization Paper 1 Specialization Paper 2 Project work

### The list of Specializations for Semesters III and IV

GROUP	SPECIALIZATIONS
GROUP A	Marketing Management
GROUP B	Financial Management
GROUP C	Human Resource Management
GROUP D	Business Analytics

Specializations	Paper	Name of the Course
Marketing Management	1-Semester-III	Sales and Distribution Management
	2-Semester-III	Integrated Marketing Communication & Brand Management
	3-Semester-IV	Consumer Buying Behaviour
	4-Semester-IV	Marketing Research
Financial Management	1-Semester-III	Corporate Financial Management
	2-Semester-III	Security Analysis, Portfolio and Risk Management
	3-Semester-IV	Wealth Management & Investment Environment
	4-Semester-IV	Risk Management
Human Resource Management	1-Semester-III	Training & Development Practices
	2-Semester-III	Performance & Compensation Management
	3-Semester-IV	Industrial Relations & Labour Laws
	4-Semester-IV	HRM Planning, Bargaining and Negotiation Process
Business Analytics	1-Semester-III	Big Data Analytics in Business
	2-Semester-III	R Programming for Business
	3-Semester-IV	Marketing & Social Media Analytics
	4-Semester-IV	Python Programming & Data Visualization

## BACHELOR OF BUSINESS ADMINISTRATION

### **BBA**

#### **Eligibility**

10+2 Pass candidates from a recognized board are eligible to enroll in the BBA program.

#### **Fee Structure**

For details refer to [www.onlineuu.in](http://www.onlineuu.in)

#### **Duration**

Minimum 3 years, maximum 6 years.



## **Program Structure:**

<b>First Semester</b> Managerial Economics Business Law Fundamentals of Accounting Communicative English (Business Communication) Fundamentals of Computing	<b>Second Semester</b> Financial Management Strategic Management Company Law Environment Studies Principles of Management
<b>Third Semester</b> Macroeconomics Marketing of Services Risk and Insurance Management Business Statistics Production & Operations Management E-Commerce	<b>Fourth Semester</b> Business Mathematics Human Resource Management International Business Research Methods in Business Management Personality Development Advertisement and Sales Promotion
<b>Fifth Semester</b> Quantitative Techniques for Management Management Accounting (Finance)- International Finance (Marketing)- Personal Selling and Sales force Management (Human Resource)- HRD- System and Strategies (Finance) Investment Banking and Financial Services (Marketing)- Retail Management (Human Resource)- Management of Industrial Relations Project Report-I and Presentation	<b>Sixth Semester</b> Compensation Management Management Information System (Finance)- Cost Accounting (Marketing)- International Marketing (Human Resource)- Cross Cultural HRM (Finance)- Business Analysis and Valuation (Marketing)- Distribution and Supply Chain Management (Human Resource)- Training and Development Project Report-II and Presentation

# **COMPUTER APPLICATIONS**

## **MASTER OF COMPUTER APPLICATIONS**

### **MCA**

#### **Eligibility**

A Bachelor's degree of minimum three years duration with minimum 50% marks for the General and 45% marks in case of Reserved category in the qualifying examination.

#### **Fee Structure**

For details refer to [www.onlineuu.in](http://www.onlineuu.in)

#### **Duration**

Minimum 2 years, maximum 4 years.





### Program Structure:

#### First Semester

OOPS using C++  
Operating System  
Computer Organization and Architecture  
Discrete Mathematics  
Financial Accounting

#### Second Semester

Python Programming  
Data Structure  
Software Engineering  
Data Communication and Networking  
Theory of Computation

#### Third Semester

Database Management System  
Web Technology  
Information Security  
Artificial Intelligence  
Soft Computing

#### Fourth Semester

Capstone Project  
Comprehensive Viva-Voce

## BACHELOR OF COMPUTER APPLICATIONS

### BCA

#### Eligibility

10+2 Pass candidates from a recognized board are eligible to enroll in the BCA program.

#### Fee Structure

For details refer to [www.onlineuu.in](http://www.onlineuu.in)

#### Duration

Minimum 3 years, maximum 6 years.

## BACHELOR OF COMPUTER APPLICATIONS **BCA**



### Program Structure:

First Semester	Second Semester
Introduction to Informative Technology	Discrete Mathematics
Digital Computer and Fundamentals	Accounting and Financial Management
Mathematics	Data Structure Using 'C' Lab
Communicative English	Core JAVA
Programming In C	Environmental Studies
Third Semester	Fourth Semester
Management Information Systems	PC Applications and Internet Technology
Numerical Analysis	Database Management Systems
Operating Systems	Computer Networking
Computer Organization and Architecture	Software Engineering
Object- Oriented Programming in C++	Programming in Python
Fifth Semester	Sixth Semester
Analysis and Design of Algorithms	IOT Based Application
Computer Graphics	Web Development Using PHP
.NET Technology	Business Intelligence
Linux Administration	Project-II
Project-I	

## ARTS BACHELOR OF ARTS

### BA

#### Eligibility

10+2 Pass candidates from a recognized board are eligible to enroll in the BA program.

#### Fee Structure

For details refer to [www.onlineuu.in](http://www.onlineuu.in)

#### Duration

Minimum 3 years, maximum 6 years.



### **Program Structure:**

<b>First Semester</b> Introduction to Sociology Managerial Economics Basic Psychology English I Environmental Science Writing Skills	<b>Second Semester</b> English II Social Stratification Macro Economics Cognitive Psychology Communicative English Business Statistics
<b>Third Semester</b> Environmental Waste and Disaster Management Social Institutions in Sociology Physiological Process & Behaviour Marketing Management Constitution of India Basic Research Skills I	<b>Fourth Semester</b> International Economics Parliament of India Social Movement and Social Change in India Fundamentals of Human Behaviour Contemporary Politics and Issues of Globalization Basic Research Skills II
<b>Fifth Semester</b> Money Banking and Financial Institutions Social Problems in India Development of Economic Skills/Industrial Psychology/Rural Sociology Social Psychology/Sociology for Women/Mathematical Methods for Economics Public Finance	<b>Sixth Semester</b> Indian Economy Foundation of Social Thoughts Political theories/ Public speaking skills/Health Psychology Clinical Psychology/ Agricultural Economics/ Urban Sociology Project





# **GENERAL RULES AND REGULATIONS**

## **ADMISSION GUIDELINES**

### **1. APPLICATION**

Candidates seeking Admission in Uttarakhand College of Online & Distance Education (U-CODE) Program, shall fill-up either through an online Application Form available on the website, [www.onlineuu.in](http://www.onlineuu.in) or physical Application Form; which can be purchased from the University Head office or from University Regional Admission Offices. The details in this regard will be available on the website [www.onlineuu.in](http://www.onlineuu.in)

#### **Please make a note of the following:**

- a. All Admissions shall be Provisional subject to the confirmation & verification of documents.
- b. Admission will stand cancelled in case of failure to pay the required fee or full fee of the subsequent Semester and/or submission of required eligibility documents within the stipulated time. The University will not be held responsible for any lost opportunity or loss/damage arising thereof.
- c. The University has the right to make any changes in the announced dates, in such case it will be notified on the University website.
- d. The Program details along with the admission eligibility for different programs can be checked either from prospectus or on University website.
- e. The Candidates should carefully read the instructions given in the prospectus before filling the Application Form.

## **2. MODE OF FEE PAYMENT**

### **2.1 ONLINE PAYMENT**

- a. Students need to register online at [www.onlineuu.in](http://www.onlineuu.in). Once the Application Form is filled up, the applicant can pay the program fee online through a secured payment gateway.
- b. Payment Mode: Credit/Debit Card (ATM), UPI, or Net Banking.
- c. The status of Student Fee paid through an Online Mode will be updated in the application Status Tab. In case of any fee deposit related clarification/details required, write an email to [helpdesk@onlineuu.in](mailto:helpdesk@onlineuu.in)

### **2.2 OFFLINE PAYMENT**

After the completion of required Admission formalities, students can deposit the fee either at Regional Admission Office(s) or at Uttarakhand University- Campus.

## **3. ADMISSION TO THE PROGRAM**

- a. A candidate cannot claim Admission merely by filling the Application-Registration Form and paying the Registration Fee. If he/she fulfils the eligibility criteria as per the University norms, then only he/she shall be considered for Admission. Candidates are advised to read the eligibility and other conditions carefully to check their eligibility before filling the form.
- b. The candidates are requested to read and familiarize with the eligibility criteria and other relevant information related to the admission.
- c. All the applicants are required to sign up online before proceeding to fill the Application form online.
- d. The candidates must provide a valid email address and active mobile number while registering, since these contacts will be used for all future communications with the applicants. Any change in the same must be notified to the University immediately.
- e. After registration, login credentials will be sent via an email to the registered email address. In case of wrong email address and mobile number provided during sign up, you are required to register a fresh with the correct details.
- f. Upload a scanned recent colour passport size photograph as per the instruction printed on the Admission form. The colour photograph must be in JPEG format and not exceeding 120 KB. Photographs taken via mobile phone and other forms of self-composed portraits will not be accepted.
- g. Scanned self-attested copies of the original certificates are required to be uploaded along with the application.
- h. The University has the right to demand for the original documents for the purpose of verification, if required at any stage during the program. The original documents so collected will be returned back to the students after verification.
- i. Every candidate must indicate his/her category in the appropriate place shown in the application form.
- j. The candidates must submit their application on or before the notified last date.
- k. Students can mail their queries regarding Admissions to [admissions@onlineuu.in](mailto:admissions@onlineuu.in)
- l. The eligibility of working professionals and international students will be approved by the Admission Committee.

## **4. ELIGIBILITY CRITERIA AND PROGRAM FEE**

The eligibility criteria for various programs are specified in the program details section and the program fee is available at [www.onlineuu.in](http://www.onlineuu.in)

## **5. OTHER FEE**

The program fee does not include various other components of fees such as Re-Registration/Prospectus Fee, re-appear, and re-evaluation fee etc. The details of the same shall be notified by the University on website from time to time.

## **6. SUPPRESSION OF INFORMATION**

If at any stage, it is found that a candidate has concealed, suppressed or distorted any information/fact, in the Application Form, his/her Admission to the university, if granted shall stand cancelled and all the fees already paid shall stand forfeited. He/she will have no claim, whatsoever, against the University.

## **7. CANDIDATES APPEARING IN THE FINAL QUALIFYING EXAMINATION**

- a. The candidates who are appearing in the final exam of the qualifying +2/degree/diploma are eligible to apply.
- b. Such candidates will have to submit the proof of passing the qualifying examination with minimum percentage of marks required on or before the specified date (check important dates) failing which; his/her Admission shall stand cancelled. In such case, candidates who submit their request for withdrawal of application on or before the last date of submission of proof of passing the qualifying examination with minimum percentage of marks will be eligible for refund of fee.
- c. However, if the candidate fails to produce the proof of passing the qualifying examination with minimum percentage of the marks required and has not submitted the request for withdrawal of application within the stipulated date, shall not be eligible for any refund of fee. In such cases, the program fee paid will be forfeited.

## **8. DOCUMENT VERIFICATION**

All the candidates must submit scanned self-attested photocopies of the following original documents along with the fee payment details in the Application Form as below:

- a. 10th Marks Card for age proof
- b. Mark Sheets of qualifying examination (Graduation, Diploma, 10+2, and Matriculation)
- c. Passport size photographs
- d. Score card of qualifying examination, if any
- e. Aadhaar Card/DL/Passport/or any other government recognized ID proof
- f. Residence Proof

**Note:** All the documents must be submitted on or before the closing date (Check important dates on University Website, [www.onlineuu.in](http://www.onlineuu.in)).

## **9. CHANGE OF PROGRAM**

- a. The students, who wish to opt for the change of Program, must do so within fifteen days from the closing date of the admission by paying the difference in Program Fee.
- b. Such students must fill online "**Change of program request**" form by paying requisite fee prescribed along with the difference in the program fee within the stipulated date.
- c. Students are advised to opt for change of program only, if he/she is eligible for the new opted program and it is available in the Uttarakhand University- Program list. However, if the fee is in excess, it will be adjusted to the student in the next semester fee.

## 10. REGARDING THE PAYMENT

For any payment of fee, students are advised to collect a formal fees receipt from the University Admission Office, if fee is paid at any of the Admission Office(s) or University Counter. For online fees payment, a copy of "Transaction Receipt" from the online mode shall be acceptable as evidence of fee payment. The University has not appointed or authorized any third-party agents/firms/study centre etc., for Admission or otherwise, hence, the students are advised not to pay to any such entities. Students are requested to inform it to the University, if they come across any such incidents.

## 11. INFORMATION PUBLISHED IN THE PROSPECTUS

The information published by the University in the prospectus, University website, and advertisements or otherwise must be read in conjunction with the supplements, updation, rectifications, clarifications, corrigenda, and notifications etc. issued by the University from time to time. Applicants or other concerned must ensure that they are aware of up-to-date information before applying for Admission or any other purposes whatsoever.

## 12. PROCEDURE OF REFUND/WITHDRAWAL OF ADMISSION

- If a candidate wishes to withdraw his/her Admission, he/she must submit a refund/ withdrawal Application/Requisition in the prescribed format to in charge, Admission Cell of Uttarakhand University within the stipulated date (refer to important dates' table).
- Refund request made verbally, or without the original fee receipts will not be entertained.
- In pursuance of the Notification by UGC, dated October 2018, it is notified that in case a student chooses to withdraw from the program of study in which he/she is enrolled, the five-tier system for the refund of fee\* remitted by the student for Admissions being done during the session shall be as follows:

**\***

S. No.	Percentage of Refund of Fee	Point of time when notice of withdrawal of Admissions is received in the HEI
1	100%	15 days or earlier from the formally notified last date of Admission
2	90%	Less than 15 days prior to formally notified last date of Admission
3	80%	15 days or less after the formally notified last date of Admission
4	50%	30 days or less, but more than 15 days, after formally notified last date of Admission
5	00%	More than 30 days, after the formally notified last date of Admission

**Note:** In case of (1) in the table above, the university shall deduct an amount not more than 5% of the fees paid by the student, subject to a maximum of Rs. 5,000/- as processing charges from the refundable amount.



# EVALUATION SYSTEM

## 1. EVALUATION SYSTEM

The theory as well as practical papers are evaluated out of 100 marks each, in which 70% weightage is given to Semester End Examinations and 30% weight age is given to Continuous Assessment.

A relative grading, based on the ten-point letter grade system is adopted by the University. Each letter grade indicates the level of performance in the program/course and Grade point for the purpose of computing the SGPA and CGPA.

### 1.1. INTERNAL ASSESSMENT AND ASSIGNMENTS

The assignments are up-loaded on the Learning Management System portal for the students to download.

### 1.2. SEMESTER END EXAMINATIONS

The University will conduct the Semester End examinations in the month of June/July and December/January as announced by the University.

## 2. SEMESTER END EXAMINATION NOTIFICATION

Detail notification in this regard shall be made available on the Uttaranchal University website/ announcement on LMS/or through U-CODE website/University Campus's- e-Notice Board.

## 3. UNIVERSITY ID CARD AND e-HALL TICKET

Students will be issued University E-ID Cards and e-Hall tickets while appearing in the examination.

## 4. SEMESTER END EXAMINATION FORM

Students must fill the online Examination Form as per date specified after obtaining the eligibility. The e-Hall ticket will be made available on the web portal for the students to download. The detailed instructions along with the date sheet will be notified on the web portal well in advance.

## 5. ELIGIBILITY TO APPEAR IN THE SEMESTER END EXAMINATIONS

- a) All fees must be fully paid
- b) Course work must be completed

## 6. RE-APPEARING IN EXAMINATIONS

If a student fails to pass or has not appeared for the Semester End Exam in any course due to any reason, then he/she has to appear again in that course. For the term end exam(s), one has to fill online "Reappear Exam form" by paying the fee as prescribed by the University from time to time.

## 7. RE-EVALUATION

A student can apply for re-evaluation of answer sheet by filling the online application and paying the requisite fee within the stipulated time set by the University from time to time. After re-evaluation, if the marks increase by more than ten percent (10%) of the total marks, then his/her re-evaluation fee shall be refunded.

## 8. SCHEME AND SYLLABUS FOR RE-APPEARING IN EXAMINATION

Whenever a student needs to re-appear in a Semester End Exam, then he/she has to appear as per the recent scheme/syllabus.

## 9. COURSE DURATION

The students are required to complete all the courses of the program within the maximum stipulated time as prescribed by the UGC for the program. However, there is no restriction on the number of attempts to pass a course of the program.

## 10. ANNOUNCEMENT OF SEMESTER END RESULTS

The Semester End Results will be announced on the University Website/Student Portal.

Distribution Table of Internal Assessment and Semester End Exam Marks:

Course Categories	Internal Assessments (IA)		Semester End Examination	Total
	Assignments (Descriptive)	MCQs	Theory/Practical	
Theory Course	20	10	70	100
Practical Course*	20	10	70	100
Project Seminar	30	70	100	

\* Practical Course assignment means lab/practical work assessment; IA refers to Continuous assessment.

## 11. PROMOTION TO HIGHER SEMESTER

A student can plan to complete the program within its maximum duration. One can carry forward all the subjects to his/her next Semester. However, one needs to complete (pass) all the subjects within the maximum duration of the Program.

### CERTIFICATION

#### 1. AWARD OF DEGREE

- a) The Degree will be awarded only after passing all the courses of a program with the requisite minimum grades/marks/credits within maximum duration as prescribed by the University for that Program.

b) The Degree will be awarded only on successful completion of the program at the convocation. However, Provisional Degree can be obtained by the student from the University by submitting the Application along with a self-addressed, duly stamped A-4 size envelope for dispatching the Degree and Fee as prescribed by the University for that purpose. The stamps on the envelope shall be affixed by the student according to his/her desired mode of receiving the said documents, i.e., through registered, or speed post. Alternatively, a student can pay for postal/processing charges. The Degree Certificate may be collected either in person from the University Campus or through the post.

## **2. TRANSCRIPT (DMC)**

The student may apply and collect his/her DMC (Detailed Marks Card) after the declaration of the results of the concerned Semester End Exam, either in person from the University Campus or through post by submitting along with the prescribed fee and a self-addressed duly stamped A-4 size envelope for supplying the DMC. Stamps on the envelope shall be affixed by the student according to his/her desired mode of receiving the said documents i.e., through registered, or speed post. Alternatively, a student can pay for postal/processing charges.

## **3. POSTAL DELAY/TRANSIT LOSS**

The University shall not be responsible for any postal delay or loss in transit.

## **4. NON-FULFILLMENT OF COURSE REQUIREMENTS**

If a student is unable to pass all the courses of a program within the specified maximum duration, he/she will not be awarded any Degree and he/she will have no claim against the University for the degree/diploma/certificate or otherwise.



# UNIVERSITY IDENTITY CARD (UID)

## **1. ISSUE OF ID CARD**

The student ID card will be made available free of cost on the university online portal for the U-CODE students to access the University facility after confirmation of his/her admission. Students must take the print-out of the ID card and get it laminated, if they want to visit the university campus.

## **2. USE OF ID CARD**

Students shall carry their University Identity Card at all times, while being at the University Campus/Exam Centre or at such other locations as specified by the University and shall have to produce the same as and when asked for.

## **3. VALIDITY OF ID CARD**

The Identity Card is valid for the minimum duration of the program specified by the University. The students need to re-apply for the extension of University Identity Card, if required.

# LEARNING SUPPORT

## **1. E-SELF LEARNING MATERIAL (e-SLM)**

The E-Self Learning Material (e-SLM) in PDF will be made available to the students on LMS portal after the confirmation of the Admission through University online portal.

## **2. LEARNING MANAGEMENT SYSTEM (LMS)**

The University provides the learning support on Online portal/Learning Management System. A student will be provided with his/her login credentials to his/her program after the confirmation of Admission and can get access for the Study Material/Video Session/Quiz/Discussions/or Announcements etc.

## **3. PROGRAM GUIDE**

Program wise details regarding internal assessments, course work details, assignment, PCP, and course delivery etc. will be provided in the respective program guide available on the student portal.



# **OTHER IMPORTANT INSTRUCTIONS**

1. The students are required to have their own arrangement for computer/laptop, internet, webcam and other necessary accessories which are essential for Online Learning Programs.
2. The students are required to keep themselves well versed and updated with the University Rules & Regulations in force and amendments issued for the same, if any, and the same shall be available on the University website. The University shall not be responsible for intimating every student individually in any manner.
3. The University only provides assistance for placement to eligible and interested students.
4. The students are required to inform the University if any changes are made at any point of time in their permanent/correspondence address or Telephone No./Mobile No./ or e-mail etc. and ensure updation in the University record(s).
5. The students are required to behave in a disciplined and dignified manner within and outside the University campus and also at public places and must keep in mind the dignity and good name of the University and themselves.
6. The students are required to behave very decently with other students, staff, teacher, and visitors etc. Any act of misbehaviour will not be tolerated, and the student found guilty will be liable for disciplinary action including expulsion/rustication from the University.
7. The Projects, dissertation, thesis, research work, case studies, software products, patents, copyright, etc.; developed or carried out during the study will be considered as University property. It can be used by the University for any purpose it desires, and consent/permission of the student will not be required for that purpose.
8. The students will have to make their own travel and other arrangements at their own cost for appearing in the examinations, if opted and other purpose as desired in their program of study or otherwise.
9. All the announcements/notifications/communications related to online programs will be published on the Uttaranchal College of Online and Distance Education website ([www.onlineuu.in](http://www.onlineuu.in)). This announcement/notification published on the University website will be deemed to have been served to all the students. The University may also use e-mail/SMS at times to convey information/interact with students/parents at its discretion. No paper correspondence shall be made.
10. The University reserves the right to make amendments/changes in the date, and timing in Admission, conduct of special Personal Contact Program (if any) and Examination or for any other purpose as and when deemed necessary.
11. The students are advised not to use narcotic or drug or alcohol in the University Campus/Exam Centre(s) at any time. The University reserves the right to conduct narcotic or drug or alcohol test or any other medical test on any student while he/she is in the University campus/Exam Centre(s) at any time. If a student is found guilty, then the University has the right to take stringent action against such students.

## NO RAGGING CAMPUS

Ragging is a criminal offense. Any act, whether individual or collective, done intentionally or otherwise that violates or disturbs an individual in any illegitimate way is considered as 'Ragging' and is dealt strictly as per order of the Hon'ble Supreme court.

The following below is considered to be an act of ragging:

- a. Involve physical assault or threat or use of physical force.
- b. Violate the dignity of women students.
- c. Expose students to ridicule and contempt their self-esteem, entail verbal abuse, aggression & indecent behaviour.

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## HOW TO APPLY FOR ADMISSION?

**Step 1:** Visit [www.onlineuu.in](http://www.onlineuu.in) & click on "Apply Now".

**Step 2:** At homepage under "Apply Now", fill up the required details (Full Name, Email ID, Mobile No., Nationality, State and Program etc.) and click on "Submit". After completion of the above process, the candidate needs to login to fill up the application using the User ID and Password sent through SMS and Email.

**Step 3:** Click on the "Application Form", fill up your details and pay the Program Fee. The candidate needs to fill up Personal, Contact and Qualification details. After that, the candidate needs to pay the Program Fee online. After successful payment, the Document Upload option will be activated.

**Step 4:** Click on "Document Upload". Upload all necessary documents, recent passport size photograph, and click on the "Submit Button". All the documents should be clearly visible to process the Application form further. The candidate will receive the confirmation for successful submission of the application on registered contact number and email address.

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We hope you found the online prospectus useful. If you have friends or family who are also interested in learning more about Uttarakhand University, please pass this prospectus to them. Alternatively, if you do not require this prospectus any more, please ensure that you recycle it carefully.

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