



APPLICATION No : DL1130256

ANNA UNIVERSITY
CENTRE FOR DISTANCE EDUCATION
CHENNAI - 600 025.

Postal
stamps
if sent
by post

APPLICATION FOR ADMISSION TO MBA/MCA/M.Sc. DEGREE PROGRAMME THROUGH DISTANCE MODE

ENCIRCLE THE APPROPRIATE CODE NUMBER

A) PROGRAMME APPLIED FOR

M.Sc.(CS)		
3		

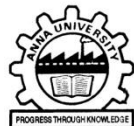
B) APPLIED FOR ADMISSION OF

Calendar Year (CY) 20....	Academic Year (AY) 20.... - 20....
1	2

From

To

The Director
Centre for Distance Education
Anna University
Chennai - 600 025



ANNA UNIVERSITY

CENTRE FOR DISTANCE EDUCATION

CHENNAI - 600 025

APPLICATION FOR ADMISSION TO MBA/MCA/M.Sc. DEGREE PROGRAMME THROUGH DISTANCE MODE

NOTE :

1. Read the “Information and Instructions to Candidates” carefully before filling the application form.
2. Fill up the application form legibly in block letters and ENCIRCLE the code number as applicable.
3. A Candidate can apply for only one programme.
4. Application is accepted throughout the year. This application form can be used for admission in the immediate Calendar Year or Academic Year based on the date of purchase of the application form.
5. TANCET score is also valid for admission to MBA and MCA Degree Programmes for the period of one year from the date of TANCET Examinations.

Affix recently taken passport size photograph with white or blue background

1. Batch applied for :

Academic Year (AY) Batch	Calendar Year (CY) Batch

1a) Programme applied for :

		M.Sc.(CS)

1b) Entrance Test Centre opted, if applying for MBA/MCA Degree Programme (Refer Information and Instructions to Candidates (Serial No. 6) and indicate Code No. of the Test Centre):

Chennai	Coimbatore	Madurai	Trichy	Nagercoil	Villupuram

1c) Specialization, if applying for MBA Degree Programme:

General Management (GM)	Technology Management (TM)	Marketing Management (MM)	Human Resource Management (HRM)	Financial Services Management (FSM)	Health Services Management (HSM)	Hospitality and Tourism Management (HTM)	Operations Management (OM)

(Refer Information and Instructions to Candidates (Serial No. 11))

2. Name:

(As entered in **UG Degree Certificate or its equivalent** – To be written in Block letters with initials at the end. Change in Name, if any, will be entertained, if supported with Gazettee notification.)

2a) Father's Name:

2b) Address for communication:

City/Town:..... District:..... State:.....

Pin code :

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Telephone No.: Office:Residence:Mobile:

E-mail:.....

3. Date of Birth :
(As entered in SSLC certificate or its equivalent)

Date	Month	Year

4. Mother Tongue :

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5. Gender :

Male	Female	Transgender

6. Community :	ST	SC	SC (A)	MBC&DNC	BC	BC (M)	OTHERS

7. Differently abled person : (Refer Serial No. 12(iii) of Information and Instructions to Candidates)	Hearing	Visual	Orthopaedic

8. Details of Educational Qualification:
(Attested photo copy to be enclosed)

S. No.	Description	SSLC or its equivalent	HSC or its equivalent	Diploma or its equivalent	Bachelor Degree
1.	Period of Study				
2.	Month and Year of Passing				
3.	SL.No. of Certificate				
4.	Name of the Institution				
5.	Name of Board /University				
6.	Name of the Degree (UG)				
7.	Major Subject / Branch Studied at Degree level				

9. If you are an applicant for MCA/M.Sc., have you studied Mathematics / Statistics as one of the subjects at degree level or +2 level

Yes	No

Note: 1. Applicant studying Final Semester of UG Course must enclose Bonafide Certificate from Institution
2. Applicant must full fill the eligibility criteria before counseling dates otherwise application will be invalid.

10. If possessing AMIE, do you have 2 years experience after the completion of AMIE (Proof to be enclosed)

Yes	No

11. TANCET Candidates:

(i) Year of Examination (2015)

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(ii) TANCET score (May 2015)

(Attested photo copy of TANCET Mark Sheet to be enclosed)

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12. Details of Demand Draft enclosed:

Amount: ₹..... Name of Bank:.....

Branch: DD No. : Date:.....

DECLARATION

It is certified that to the best of my knowledge all the information furnished above are true. I am aware that any wrong information or suppression of information in this application may result in punitive action in addition to the summary cancellation of my candidature for the Entrance Test and Admission.

Place :
Date :

Signature of the Candidate

**BANK DETAILS TO BE SUBMITTED BY THE CANDIDATE ALONG WITH
THE APPLICATION FORM TO REFUND THE CAUTION DEPOSIT
AMOUNT TO THE CANDIDATE DIRECTLY TO THE BANK ACCOUNT
AFTER THE COMPLETION OF THE DEGREE**

1. NAME OF THE CANDIDATE :
(IN CAPITAL LETTERS)

2. BANK ACCOUNT NAME :
(BANK A/C SHOULD BE IN THE
NAME OF THE CANDIDATE ONLY)

3. NAME OF THE BANK :
(FULL NAME OF THE BANK
TO BE MENTIONED)

4. NAME OF THE BRANCH :
(FULL BRANCH NAME TO BE MENTIONED)

5. BANK ACCOUNT NUMBER :
(FULL ACCOUNT NUMBER TO BE
MENTIONED INCLUDING ZEROS, IF ANY)

6. TYPE OF THE BANK ACCOUNT :
(MENTION SAVINGS BANK A/C OR
CURRENT BANK A/C)

7. BANK IFS CODE NUMBER :
(IFS CODE IS AVAILABLE IN THE
BANK PASS BOOK / CHQ BOOK)

INFORMATION AND INSTRUCTIONS TO CANDIDATES

1. PROGRAMMES OF STUDY

A. Master of Business Administration (MBA)

(Offered at Chennai, Coimbatore, Madurai, Nagercoil, Trichy, Villupuram) with following specializations, subject to admission of a minimum number of candidates in each programme / specialization in the study centre concerned.

- (i) MBA-General Management
- (ii) MBA-Technology Management
- (iii) MBA -Marketing Management
- (iv) MBA-Human Resource 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 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, i.e. Academic Year (AY) Batch and Calendar Year (CY) Batch. DEET scores are valid for one year only.

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.**

Last date for submission of Application	Date of Entrance Test (DEET)	Tentative date of Counselling for admission	Tentative Contact Classes
MBA & MCA – 10.02.2016	21.02.2016 10.00a.m. to 12.00 noon	3 rd week of March 2016	April 2016 – July 2016
M.Sc. (CS) – 04.03.2016	No Entrance Test		

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.

2.3 Question Paper Pattern and Evaluation Scheme

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. 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 / Valid TANCET 2015 score card.

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 HSC level.

and

2.A pass in Distance Education Entrance Test (DEET) conducted by the CDE, Anna University, Chennai / Valid TANCET 2015 score card.

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 HSC level.

Candidate applying for admission to M.Sc.(CS) programme will be called for admission during March 2016.

Note:

1. *The Bachelor Degree must have been obtained through 10+2+3 pattern.

2. Candidate who can produce either Provisional or Degree Certificate and all semester Mark Sheets at the time of admission can only apply.

3. Those who have obtained their U.G Degree by undergoing the course in “Off campus”system are not eligible.

4. Those who have recently enrolled themselves for some other 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

Candidates who have written the TANCET is also eligible for admission to distance mode. TANCET score is valid for one year from the date of Examination otherwise candidate have to appear for DEET for admission. Admission will be based on the merit order among the TANCET candidates.

6. ENTRANCE TEST CENTRE CODE NUMBER

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 for **MCA** will be conducted at Chennai only.

Entrance Test Centre for MBA	Code No.
Chennai (MBA & MCA)	1
Coimbatore	2
Madurai	3
Nagercoil	4
Trichy	5
Villupuram	6

7. ENCLOSURES

The following Certificates are to be enclosed with the application (**Originals should not be enclosed**)

- SSLC or its equivalent
- HSC or its equivalent
- Diploma Certificate – (if applicable)
- Degree Certificate (or) Provisional Certificate
- Mark Sheets of all semesters / Years of the Bachelor Degree Examinations based on which admission is sought
- Transfer and Conduct Certificate from the institution last Studied
- AMIE or similar Certificate – (if applicable)
- Experience Certificate (for those with AMIE or similar qualification)
- TANCET Mark Sheet (if applicable)
- Photograph Card (Photograph should be affixed and the candidate should sign at the appropriate place)
- Original Demand Draft for Online application.

8. MAILING OF APPLICATIONS

Filled in applications are to be sent to “**The Director, Centre for Distance Education, Anna University, Chennai 600 025**” on or before the last date.

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.

Candidates applying through online are requested to fill the required details in the website and hardcopy of the same to be sent to the Director, CDE along with required fee by Demand Draft in favour of Director, Centre for Distance Education, Anna University, Chennai payable at Chennai.

9. SELECTION AND ADMISSION PROCEDURE

Candidates who are provisionally eligible for admission will be informed through counseling call letter based on their rank obtained in the DEET/TANCET.

Candidates or their authorized representative should attend the counseling with all original certificates with Demand Draft towards 1st semester fee.

9.1 Selection is based on the marks in the Entrance Test (DEET score) / TANCET score card.

9.2 Based on the rank Study Centre/Specialization will be provisionally allotted through counseling as per their choice.

10. FEE DETAILS

Degree	Amount payable at the time of admission		From 2 nd Semester to Final Semester
	UG Degree from Universities in Tamilnadu	UG Degree from Universities Outside Tamilnadu	
MBA/MCA/ M.Sc.(CS)	₹.18,650/-	₹.19,050/-	₹.12,500/-
	Inclusive of refundable Caution Deposit of ₹.5,000/-		

11. STUDY CENTRES FOR MBA

NAME OF STUDY CENTRES AT CHENNAI

S. No	Study Centre	Specialization offered
1.	Centre for Distance Education, Anna University, Chennai-25.	Availability of various specializations in MBA Degree Programme in Study Centres at Chennai will be notified at the time of counseling.
2.	College of Engineering, Anna University, Chennai- 600 0 25.	
3.	Alagappa College of Technology, Anna University, Chennai - 600 025.	
4.	Madras Institute of Technology, Anna University, Chrompet, Chennai – 600 044.	
5.	Meenakshi Engineering College, K.K.Nagar, Chennai	

OUTSIDE CHENNAI

S. No	Study Centre	Specialization offered			
6.	Anna University Regional Office Coimbatore, Mettupalayam Road, Jothipuram, Coimbatore-641047	GM	TM	FSM	HRM
7.	Kumaraguru College of Technology, Chinnavedampatti post Coimbatore-641 006	GM	TM	FSM	HRM
8.	KLN College of Engineering, Pottapalayam-630 611 Madurai District.	GM	TM	FSM	HRM
9.	University College of Engineering, BIT-Campus, Trichy-622515	GM	TM	FSM	HRM

10.	University College of Engineering Nagercoil, Konam, Nagercoil, Kanyakumari District - 629004	GM	TM	FSM	HRM
11.	University College of Engineering, Villupuram – 605 103.	GM	TM	FSM	HRM

Specialization in MBA Degree Programme that is to be offered at Study Centres shall be decided depending on the number of candidates in the Study Centre/Specialization concerned.

12. GENERAL INSTRUCTIONS

- 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 is sufficient number of candidates.
2. Candidates should send only one application.
3. Candidates will be required to bring all the original Certificates at the time of admission for verification.

CANDIDATES ARE ADVISED TO CHECK OUR WEBSITE FREQUENTLY (<http://cde.annauniv.edu/>) FOR UPDATED INFORMATION.

FOR ANY CLARIFICATIONS CONTACT:

MBA/MCA/M.SC.(CS)

**THE DIRECTOR,
CENTRE FOR DISTANCE EDUCATION,
ANNA UNIVERSITY, CHENNAI – 600 025.**

Phone: 044-2235 7216,21,17

Website: <http://cde.annauniv.edu/>

Exclusive Email address for admission

Email ID: distanceprog@annauniv.edu



APPLICATION No. : DL1130256

**ANNA UNIVERSITY
CENTRE FOR DISTANCE EDUCATION
CHENNAI - 600 025**

PHOTOGRAPH CARD

**Affix recently taken
passport size
photograph with
white or blue
background**

SIGNATURE	
Name (As given in Sl. No. 2 of application)	

APPLICATION No: DL1130256



ANNA UNIVERSITY
CENTRE FOR DISTANCE EDUCATION
CHENNAI - 600 025

MBA/MCA/MSc DEGREE PROGRAMME
THROUGH DISTANCE MODE

*** ACKNOWLEDGEMENT**

**Ref: Your application for admission to MBA/MCA/M.Sc. (CS) Degree
Programme – Calendar Year 20.... / Academic Year 20.... – 20.... .**

The receipt of your application for admission to MBA/MCA/M.Sc.(CS) Degree Programme through distance mode for the Calendar Year 20.... / Academic Year 20.... – 20.... is acknowledged.

Director

* Write your postal address and affix `6/- Stamp in the space provided on the reverse side if the card is to be sent by post.

Affix `6/-
stamp if to
be sent by
post

(Office Seal)

To

Thiru/Tmt/Selvi

.....

.....

.....

From
The Director
Centre for Distance Education
Anna University
Chennai - 600 025

PIN

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CERTIFICATE No. I

Name :

Application No.

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**Medical Certificate for Hearing Impaired
(TO BE ISSUED BY DISTRICT MEDICAL BOARD)**

Certified, that the District Medical Board of (City) have this day of 20.... examined the candidate whose particulars are given below.

1. Name of the Candidate :

2. Father's Name :

3. Sex :

4. Age :

5. Identification Marks 1.

2.

Space for affixing
recent Passport size
photograph of the
candidate duly
attested by
Chairman
District Medical
Board

6. Whether Orthopaedically / Visually impaired : Yes / No
(If yes for either one or both medical certificate /s
for fitness from the respective specialist /s to be produced)

7. Nature of hearing loss and extent of disability

: RE. LE.

a) Pure tone average db

b) Speech discrimination score

8. a) Whether a suitable hearing aid to be used : Yes / No

b) Is the impairment non-progressive : Yes / No

9. Whether eligible for consideration under Differently Abled
Persons quota : Yes / No

10. Whether the candidate is physically and mentally
fit to be considered for admission to Post Graduate
Programmes through Distance Mode : Yes / No (If no please
specify reasons)

Signature of the Applicant**Chairman, District Medical Board****Member**

Date with seal of 1.

Medical Board 2.

Note: Candidates with hearing ability 40 db and above only in the better ear with speech discrimination score of 50% and above are eligible for consideration under reserved quota.

CERTIFICATE No. II

Name :

Application No.

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Medical Certificate for Visually Impaired (TO BE ISSUED BY DISTRICT MEDICAL BOARD)

Certified, that the District Medical Board of (City) have this day of 20..... examined the candidate whose particulars are given below.

1. Name of the Candidate :
2. Father's Name :
3. Sex :
4. Age :
5. Identification Marks 1) 2)
6. Whether Orthopaedically / audilogically impaired : Yes / No
(If yes for either one or both medical certificate / s for fitness from the respective Board has to be produced)
7. Low vision : (Person with low vision means a person with impairment of vision of less than 6/18 to 6/60 with best correction in the better eye or impairment of field in any one of the following categories)
 - a) Reduction of fields less than 50 degree :
 - b) Heminaopia with macular involvement :
 - c) Attitudinal defect involvement lower fields :
8. Categories of Visual Disability
(Please Choose the appropriate box)

Space for affixing recent Passport size photograph of the candidate duly attested by Chairman District Medical Board

Category	Better eye	Worse eye	%age impairment	Tick (as Applicable)
Category O	6/9 – 6/18	6/24 to 6/36	20%	
Category I	6/16 – 6/36	6/20 to Nil	40%	
Category II	6/40 – 4/60 or field of vision 10° - 20°	3/60 to Nil	75%	
Category III	3/60 to 1/60 or field of vision 10°	F.C at 1 ft. to Nil	100%	
Category IV	F.C at 1 ft. to Nil or field of vision 10°	F.C at 1 ft. to Nil	100%	
One eyed persons	6/6	F.C at 1 ft. to Nil or field of vision 10°	30%	

ONE EYED persons with normal vision are not considered as disabled

Note: F.C. means Finger Count

9. Whether eligible for consideration under Differently Abled Persons quota : Yes / No

10. Whether the candidate is physically and mentally fit to be considered for admission to Post Graduate Programmes through Distance Mode : Yes / No (If no please specify reasons)

Signature of the Applicant

Chairman, District Medical Board

Member

Date with seal of Medical Board 1.
2.

Note: Candidates with low vision of 40% Impairment and above are considered as disabled and are eligible for consideration under reserved quota.

CERTIFICATE No. III

Name :

Application No.

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**Medical Certificate for Orthopaedically Differently Abled Persons
(TO BE ISSUED BY DISTRICT MEDICAL BOARD)**

Certified, that the District Medical Board of (City) have this day of 20..... examined the candidate whose particulars are given below.

- | | | |
|--|---|------------------------|
| 1. Name of the Candidate | : | |
| 2. Father's Name | : | |
| 3. Sex | : | |
| 4. Approximate Age | : | |
| 5. Identification Marks | : | 1. |
| | | 2. |
| 6. Whether audilogically / visually impaired | : | |
| (If yes for either one or both medical certificate / s for | | |
| fitness from the respective specialist /s to be produced) | : | |
| 7. Nature of Orthopaedic | : | |
| 8. Extent of permanent disability in percentage | : | |
| 9. Whether the candidate fulfils the following Standards | | |
| and may be considered for admission to undergo studies | | |
| in Post Graduate Programmes through Distance Mode | : | |
| (a) Normal Blood Pressure | : | Yes / No |
| (b) Mentally Normal | : | Yes / No |
| (c) Independent in ambulation with or without | | |
| calipers but without any support | : | Yes / No |
| (d) Good standing balance with or without any aid | : | Yes / No |
| (e) Hand function within normal limits without any aid | : | Yes / No |
| (f) Good control over bowel and bladder | : | Yes / No |
| (g) Is the disability non-progressive | : | Yes / No |
| 10. Whether eligible for consideration under Differently Abled Persons Quota | : | Yes / No |
| 11. Whether the candidate is physically and mentally | | |
| fit to be considered for admission to Post Graduate | | |
| Programmes through Distance Mode | : | Yes / No (If no please |
| | | specify reasons) |

Space for affixing
recent Passport size
photograph of the
candidate duly
attested by
Chairman
District Medical
Board

**Signature of the Applicant
Board**

Chairman, District Medical

	Members
Date with seal of	1.
Medical Board	2.

Note: Candidates with permanent Physical Impairment 40 and above are eligible for consideration under reserved quota.