CENTRE FOR DISTANCE AND ONLINE EDUCATION

TEZPUR UNIVERSITY

TEZPUR UNIVERSITY (ESTD 1994)

विज्ञानं यज्ञं तनुते

NAAC "A+"

NIRF RANKING 2024: 69TH (AMONGST INDIAN UNIVERSITIES)

THE WORLD UNIVERSITY RANKINGS 2024: 1201-1500 BAND

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ADMISSION PROSPECTUS AUTUMN 2025

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Degrees awarded by TU through Centre for Distance and Online Education are permitted and recognized by DEB-University Grants Commission, New Delhi

Shri Amit Shah, hon'ble Minister of Home & Cooperation is being welcomed by Prof. Shambhu Nath Singh, VC at the TU campus

MESSAGE FROM THE VICE-CHANCELLOR

Open and Distance Learning converts challenges into opportunities through flexibility and foresight, creating a platform for the merger of human and technological resources. Our motto is to maximize the synergy between aspirational sections of our society and innovative teaching learning methodologies through futuristic learning materials prepared with a great deal of care. The bottom-line is giving the learners the opportunity to not only acquire a chosen skill but get the maximum out of our resources in minimum time, bridging the gap between skills and aspirations handicapped by geographical or social location. TU is uniquely positioned to help such aspirants overcome the ability divide and push the willing to improve and innovate. We seek to provide traditionally valued qualifications as well as new and value-added skills away from the classroom at a place and time of the learner's choice. That alone can guarantee that learning contributes effectively to the personal growth and leadership qualities in each and every learner leading to the advancement of society. We are accelerating everyday with our commitment to balancing dedication with expertise. As we strive to take the Centre to greater heights, we look to meeting our obligations to the region and the nation.

FOREWORD FROM THE DIRECTOR

The global education development agenda encapsulated in Sustainable Development Goal 4 (SDG-4) is a resolute commitment to ensuring inclusive, equitable, and high-quality education, along with lifelong learning opportunities for all by the year 2030. Aligned with the principles of SDG-4, our country's education system is undergoing a profound transformation through the implementation of the National Education Policy 2020 (NEP 2020). NEP 2020 is committed to improve GER in Higher Education up to 50% by the year 2035, necessitating a pivotal role for Open and Distance Learning (ODL) and Online Learning. Beyond this educational renaissance, the swift evolution of Information and Communication Technologies and advancements in Artificial Intelligence Systems have expanded the horizons of ODL and Online Learning. These technologies have elevated these modes of education to a central position within the Higher Education System, marking an unprecedented shift in paradigms. Moreover, the pursuit of Inclusive Growth demands a corresponding commitment to Inclusive Higher Education. Recognizing the nuances of exclusion entrenched in higher education, NEP 2020 mentions that 'There are certain facets of exclusion, that are particular to or substantially more intense in higher education' and committed to demolish barriers in the way of educational inclusion. It identifies a pressing need to extend educational opportunities to individuals belonging to SEDG including 'Divyangjan' through Open and Distance Learning and Online Learning, with the explicit goal of integrating Socio-Economic Disadvantaged Groups into the mainstream higher education. Committed to providing lifelong learning opportunities, Centre for Distance and Online Learning (CDOE) embraces ODL and Online Learning, extending its reach to all learners, including those from Socio-Economic Disadvantaged Groups (SEDGs). This commitment, in turn, propels the realization of the visionary dream of Inclusive Higher Education for all, as outlined in NEP 2020. Faculty members across various departments at Tezpur University are unwavering in their dedication, tirelessly working to craft innovative, need-based, cutting-edge programs to be delivered through ODL and Online Learning modes. Under the able guidance and visionary leadership of the Hon'ble Vice-Chancellor of Tezpur University and through the collaborative efforts of all stakeholders, CDOE-TU aspires to excellence and to be a world-class centre for distance and online education.

TEZPUR UNIVERSITY

ABOUT THE UNIVERSITY

Tezpur University was established on 21st January 1994 as a non-affiliating, unitary type residential institute of higher education. Over a span of 25 years, the university has played a leading role in transforming the scenario of higher education in the entire North-Eastern region through innovative, employment driven and inters-disciplinary academic programmes with transparent and scientific evaluation system and strong work ethics.

The University campus is situated amidst greenery at Napaam, about 15 kilometers east of the town of Tezpur. The University offers various undergraduate, postgraduate, PG diploma, certificate and Ph.D. programmes under four schools: those of Management Sciences; Sciences; Humanities & Social Sciences and Engineering. The faculty, the research scholars and the students from different parts of the country and also from premier national institutes have given the University a truly national character.

Apart from fulfilling the traditional role of a University, that is, to create and disseminate new knowledge in diverse fields, it has been striving to keep pace with the developments that are taking place in a rapidly changing world.

The University has all along been trying to provide its facilities for carrying out meaningful and socially relevant research. The Departments and individual faculty members are awarded prestigious research projects from funding agencies like ONGC, DST, DBT, DAE, UGC, AICTE, MS & PI, ICSSR, DRDO, CSIR, ISRO, NSC, MNCE, World Bank etc. and highly coveted National and International Fellowships. Faculty members and research scholars of the University have been able to receive prestigious national awards on research, including President's medal.

About CDOE

The **Centre for Distance and Online Education (CDOE), erstwhile Centre for Open and Distance Learning** was established in 2011 with the aim of disseminating knowledge and imparting quality education through open and distance learning mode. The Centre offers various Master's and Diploma Programmes in emerging areas of science, social sciences, management and humanities with flexible system to cater to the needs of the learners who otherwise cannot avail the face to face mode of education. The basic focus of the centre is to prepare human resources of the region and the country by making them skilled and employable.

Vision

To grow into a leading centre for human resource development through distance and open learning system.

Mission

To provide quality higher education at doorstep through flexible and open learning mode without barriers and in conformity with national priority and societal needs.

Objectives

1. To offer degree, diploma and certificate level programmes of study through distance learning in various emerging subjects across disciplines.

2. To offer job oriented and vocational programmes in flexible terms in line with the national and regional demands for manpower.

3. To contribute to the cause of lifelong learning by providing education without barriers of age and gender.

4. To undertake various research and academic activities for furtherance of distance education in the region.

5. To contribute to the conservation and promotion of cultural heritage, literature, traditional knowledge and environment by conducting short programmes, workshops, seminars and research in interdisciplinary fields.

People at CDOE

Dr. Akhilesh Kumar	Director
Ms. P. Akumsenla Kichu	Guest Faculty, Sociology
Programme Coordinators	
Dr. Anjuman Borah	M.A- Mass Communication and Journalism
Dr. Perosh Daimari	M.A- Mass Communication and Journalism
Dr. Pamidi Hagjer	MA- Sociology
Dr. A.S. Shimreiwung	MA- Sociology
Dr. Esther Daimari	MA- English
Dr. Pallavi Jha	MA- English
Dr. Runumi Das	Diploma in Human Resource Management
Dr. Dipak Nath	Diploma in Environmental and Disaster Management
Dr. Nirmali Gogoi	Diploma in Environmental and Disaster Management
Ms. P. Akumsenla Kichu	Diploma in Child Rights and Governance
Administrative staff	
Mr. Aniket Chattopadhyay	Deputy Registrar
Mr. Partha Pratim Kalita	Assistant Registrar
Mrs. Jinu Keot	Section Officer
Dr. Bhanu Panging Gogoi	Senior Technical Assistant
Mr. Kalpadroom Almanya	Computer Operator
Ms. Jeena Rabha	Office Assistant
Mr. Anupam Saikia	Office Assistant
Mr. Abdul Jalil	MTS
Mr. Nitai Bauri	MTS

UTILITIES AND SERVICES

The University has the following facilities and services for the learners of CDOE.

University Library

The University has a Central Library with a rapidly increasing collection of books, periodicals and journals. The library has the INFLIBNET connectivity to facilitate access to other libraries. Most of the necessary books are available. Besides the Central Library, the Departments also have their Departmental Libraries. The catalogue of books and journals is available for users for online access on the campus network. The learners enrolled for any ODL programme may study in the University library.

Computing Facilities

The University has elaborate computing facilities accessible to the learners. There is a modern state-of-the-art Central Computer Centre for use by the learners of CDOE.

Instruction Methodology

The medium of instruction / examination in the University at all levels is English except for the language courses.

CDOE Academic Calendar

The CDOE adheres to a well-planned academic calendar specifying the schedule for academic activities. Detailed academic calendar is made available in the University Website.

Learner Support Centres of CDOE

1) Tezpur (Tezpur University)
2) Moridhal College
3) Jengraimukh College
4) Barpeta Law College
5) Silapathar Town College
6) Rangachahi College
7) Goalpara College
8) Jorhat Kendriya Mahavidyalaya, Jorhat, Assam
9) Gossaigaon B.Ed College, Gossaigaon, Assam
10) College of Teacher Education, Golaghat, Assam
11) Kaliabor College of Education, Kaliabor, Assam
12) Tyagbir Hem Baruah College, Jamugurihat, Assam
13) LGB Girls College, Tezpur, Assam
14) Cinnamara College
15) Jhanji Hemnath Sarma College
16) Barpeta B.T. College
17) Furkating College
18) Madhab Choudhury College, Barpeta
19) M.N.C. Balika Mahavidyalaya
20) Bir Raghab Moran Government Model College
21) Chaiduar College

Examination Centres of CDOE

1) Tezpur University
2) B. Borooah College, Guwahati
3) Jengraimukh College
4) Barpeta Law College
5) Silapathar Town College
6) Jorhat Kendriya Mahavidyalaya, Jorhat, Assam
7) Goalpara College, Goalpara, Assam
8) Gossaigaon B.Ed College

More Learner Support Centres and Examination Centers are coming up in strategic locations of Assam

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SECTION-II

DEGREE AND DIPLOMA PROGRAMMES OFFERED BY CDOE

PROGRAMMES AT A GLANCE

Programme	Eligibility	Programme Fee* (INR)	Department and School Offering the Programme	Programme Coordinator	Duration (No. of Semesters)	
					Min	Max
MA in Mass Communication and Journalism	Bachelor's Degree in any discipline	16950/-	Mass Communication and Journalism, School of Humanities and Social Sciences	Dr. Anjuman Borah anjuman@tezu.ernet.in 03712275455	4	8
MA in English	Bachelor's Degree in any discipline	16300/-	English, School of Humanities and Social Sciences	Dr. Esther Daimari esther@tezu.ernet.in 03712-275215	4	8
MA in Sociology	Bachelor's Degree in any discipline	16300/-	Sociology, School of Humanities and Social Sciences	Ms. P. Akumsenla Kichu 03712-273097 akumsen@tezu.ernet.in Dr. Pamidi Hagjer pamidi@tezu.ernet.in 03712-275805	4	8
Diploma in Human Resource Management	Bachelor's Degree in any discipline	10450/-	Business Administration, School of Management Sciences	Dr. Runumi Das runumi@tezu.ernet.in 03712-275015	2	4
Diploma in Environmental & Disaster Management	Bachelor's Degree in any discipline	11800/-	Environmental Science & Disaster Management School of Sciences & School of Management Sciences	Dr. Nirmali. Gogoi nirmali@tezu.ernet.in 03712-275609 Dr. Dipak Nath dipak@tezu.ernet.in 03712-275306	2	4
Diploma in Child Rights and Governance	Bachelor's Degree in any discipline	11800/-	Centre for Inclusive Development, School of Humanities and Social Sciences	Ms. P. Akumsenla Kichu 03712-273097 akumsen@tezu.ernet.in	2	4

The application fee for admission is Rs. 500 (Rs. 250 for SC/ST/PWD/EWS candidates*). **Application fee along with the programme fee must be deposited at the time of application in full**.

Note : Those who are unable to complete their studies within the stipulated period may go for re-registration (see relevant section of the Academic Rules).

Important Notes for Learners: Only soft copy of the Self-Learning Materials are provided through CDOE website. Examination form has to be filled up separately towards the end of the semester. An examination fee of Rs.500/- has to be paid per course, including project.

PROGRAMMES IN DETAIL

MA in MASS COMMUNICATION AND JOURNALISM

Objective: The programme is designed to familiarize the learners with both theoretical and practical aspects of Mass communication and journalism, acquaint them with Ethics/New Media/Communication Research, etc. and enable them to put communication practice within the socio-cultural realm by sensitizing them to use media for overall development.

Programme Structure

Sl	COURSE TITLE	COURSE CODE	SEMESTER	MARKS	No of Counselling Hours (Online/Offline)	Credit
1	INTRODUCTION TO COMMUNICATION AND MEDIA	MAMCD 101	FIRST	30+70	12	4
2	PRINCIPLES OF JOURNALISM	MAMCD 102	FIRST	30+70	12	4
3	ADVERTISING AND PUBLIC RELATIONS	MAMCD 103	FIRST	30+70	12	4
4	RADIO BROADCASTING	MAMCD 104	FIRST	30+70	12	4
5	NEW MEDIA: EVOLUTIONS, PRINCIPLES AND THEORY	MAMCD 105	FIRST	30+70	12	4
6	MEDIA WRITING	MAMCD 201	SECOND	30+70	12	4
7	TELEVISION BROADCASTING	MAMCD 202	SECOND	30+70	12	4
8	PR & CORPORATE COMMUNICATION	MAMCD 203	SECOND	30+70	12	4
9	MEDIA MANAGEMENT	MAMCD 204	SECOND	30+70	12	4
10	PROJECT	MAMCD 205P	SECOND	100	12	4
11	COMMUNICATION RESEARCH METHODS	MAMCD 301	THIRD	30+70	12	4
12	COMMUNICATION FOR SCOIAL CHANGE AND DEVELOPMENT	MAMCD 302	THIRD	30+70	12	4
13	MEDIA LAW AND ETHICS	MAMCD 303	THIRD	30+70	12	4
14	MEDIA CULTURE AND SOCIETY	MAMCD 304	THIRD	30+70	12	4
15	COMMUNICATION SKILLS	MAMCD 305	THIRD	30+70	12	4
16	UNDERSTANDING CINEMA	MAMCD 401	FOURTH	30+70	12	4
17	SCIENCE COMMUNICATION	MAMCD 402	FOURTH	30+70	12	4
18	MEDIA IN NORTH EAST INDIA	MAMCD 403	FOURTH	30+70	12	4
19	COMMUNITY RADIO	MAMCD 404	FOURTH	30+70	12	4
20	PROJECT/PRACTICAL	MAMCD 405P	FOURTH	100	12	4
				Total=	240	80 Credits

Department offering the programme

Department of Mass Communication and Journalism

The Department was started in 2001 to provide education in Journalism and Mass Communication and undertake researches in tune with the changing needs of the society. The thrust areas of the Department are mass communication and community media, laying emphasis on theories and practice of communication and media by imparting skills in Radio, Television, Newspaper, New Media, Advertising and Public Relations productions.

Faculty

Professor

       Bora A., Ph. D (Gauhati University), Head of the Department

       Chakraborty J., Ph.D (Hyderabad University

Associate Professor

       Deori Manoj, MA (Tezpur University) PhD (Tezpur University)

Assistant Professors

       Daimari P. J., Ph.D (Tezpur University)

       Malakar K., M.A. (Jamia Millia Islamia) PhD (Tezpur University)

       Borah A., PhD (Tezpur University)

       Deka J., PhD (Assam University)

Facilities

The Department is endowed with specialized equipment for print, TV, and web journalism. These include industry grade digital video cameras, linear and non-linear editing suites, all in broadcast quality. Students get hands-on experience in multi camera production in the well-equipped studio. An exclusive multimedia lab with latest software enables students to gather expertise in the nuances of different media productions. The Department has a well-equipped screening room with a 100-seat capacity for the screening and discussion of short films.

Productions

Students as part of their academic curriculum produce lab journals, audio programmes, web designs, brochures, TV news bulletin, documentary films and traditional communication programmes like puppet shows and street plays.

MA IN ENGLISH

Objectives

The main objective of the proposed programme will be to expose the interested group of learners to a facility that is equivalent to the regular programme offered by the concerned department of the university/universities. During the study of varied areas under an English literature degree, students will scrutinize and debate a variety of texts and contexts, movements, periods and critical approaches, theory and study of language that are pretty central to modern knowledge and communication system.

Programme Structure

Sl	COURSE TITLE	COURSE CODE	SEMESTER	MARKS	No of Counselling Sessions (Online/Offline)	Credit
1	LITERARY AND CRITICAL THEORY I	MAEGD 101	FIRST	30+70	12	4
2	ENGLISH LITERATURE FROM CHAUCER TO MARLOWE	MAEGD 102	FIRST	30+70	12	4
3	SHAKESPEAREAN DRAMA	MAEGD 103	FIRST	30+70	12	4
4	FICTION I (EARLY TO JANE AUSTIN)	MAEGD 104	FIRST	30+70	12	4
5	ACADEMIC AND CRITICAL WRITING IN ENGLISH	MAEGD 105	FIRST	30+70	12	4
6	ASPECTS OF LANGUAGE	MAEGD 201	SECOND	30+70	12	4
7	PURITAN TO EIGHTEENTH CENTURY LITERATURE	MAEGD 202	SECOND	30+70	12	4
8	ROMANTIC POETRY AND PROSE	MAEGD 203	SECOND	30+70	12	4
9	FICTION II (NINETEENTH CENTURY)	MAEGD 204	SECOND	30+70	12	4
10	FUNDAMENTAL OF RESEARCH	MAEGD 205	SECOND	30+70	12	4
11	LITERARY AND CRITICAL THEORY II	MAEGD 301	THIRD	30+70	12	4
12	MODERN BRITISH DRAMA	MAEGD 302	THIRD	30+70	12	4
13	MODERN FICTION	MAEGD 303	THIRD	30+70	12	4
14	AMERICAL LITERATURE I	MAEGD 304	THIRD	30+70	12	4
15	INDIAN WRITING IN ENGLISH I	MAEGD 305	THIRD	30+70	12	4
16	MODERN POETRY	MAEGD 401	FOURTH	30+70	12	4
17	MODERN PROSE	MAEGD 402	FOURTH	30+70	12	4
18	POSTCOLONIAL LITERATURE IN ENGLISH	MAEGD 403	FOURTH	30+70	12	4
19	INDIAN LITERATURE IN ENGLISH II	MAEGD 404	FOURTH	30+70	12	4
20	PROJECT	MAEGD 405P	FOURTH	30+70	12	4
				Total=	240 Hours	80

Department offering the programme
Department of English

The Department of English was established on July 16, 1994. Currently the department offers two-year M.A. programme in English M.A. programme in Linguistics and Language Technology, Integrated M.A. in English, Integrated B.A. B Ed., Certificate Course in Chinese (One year Full Time), and Ph.D. The Department receives also UGC DRS-SAP; and work in the thrust areas like Understanding Colonial and Alternative Modernities in Travel and Life Writings in Assam and Examining Asian and Indian Influences on Modern Assamese. A Centre for Endangered Languages, identified as the cluster head of a consortium of universities in the Northeast, was established in 2014

Faculty

Professor

       Farheena Danta, Ph.D (Dibrugarh University)

       Sravani Biswas, MA (Visva Bharati), PhD (NEHU)- Head of the Department

Associate Professor

       Debasish Mohapatra, Ph.D (EFL University, Hyderabad)

       Hemjyoti Medhi, Ph.D (Delhi University)

       Sanjib Sahoo, Ph.D (Tezpur University)

       Sarat K Doley, Ph.D (EFLU,Shc)

Assistant Professor

       Pallavi Jha, Ph.D (University of Hyderabad)

       Bashabi Gogoi, Ph.D (Gauhati University)

       Esther Daimari, Ph.D (Gauhati University)

       Raktima Bhuyan, Ph.D (Tezpur University)

M.A. IN SOCIOLOGY

Objective

This programme not only looks deep into sociological concepts and theories, but also provides ample opportunity to learn the aspects of teaching, emerging areas of socio-cultural-political sphere through a single window system. It aims to foster critical and analytical ability among the learners through study of Sociology, hone their professional skills and make the learners self-sufficient for employability.

Programme Structure

Sl	COURSE TITLE	COURSE CODE	SEMESTER	MARKS	No of Counselling Hours (Online / Offline)	Credit
1	CLASSICAL SOCIOLOGICAL TRADITIONS	MASOD 101	FIRST	30+70	12	4
2	RESEARCH METHODOLOGY	MASOD 102	FIRST	30+70	12	4
3	SOCIOLOGY OF FAMILY AND KINSHIP	MASOD 103	FIRST	30+70	12	4
4	SOCIOLOGY OF INDIA I	MASOD 104	FIRST	30+70	12	4
5	PROJECT RELARED RESEARCH	MASOD 105P	FIRST	30+70	12	4
6	SOCIOLOGY OF INDIA II	MASOD 201	SECOND	30+70	12	4
7	MODERN SOCIOLOGICAL THEORIES AND PERSPECTIVES	MASOD 202	SECOND	30+70	12	4
8	ECONOMIC SOCIOLOGY	MASOD 203	SECOND	30+70	12	4
9	SOCIAL STRATIFICATION	MASOD 204	SECOND	30+70	12	4
10	POPULATION AND SOCIETY	MASOD 205	SECOND	30+70	12	4
11	POLITICAL SOCIOLOGY	MASOD 301	THIRD	30+70	12	4
12	SOCIOLOGY OF DEVELOPMENT	MASOD 302	THIRD	30+70	12	4
13	SOCIOLOGY OF NORTH EAST INDIA	MASOD 303	THIRD	30+70	12	4
14	GENDER AND SOCIETY	MASOD 304	THIRD	30+70	12	4
15	INDUSTRY AND SOCIETY	MASOD 305	THIRD	30+70	12	4
16	SOCIOLOGY OF RELIGION	MASOD 401	FOURTH	30+70	12	4
17	SOCIAL MOVEMENTS IN INDIA	MASOD 402	FOURTH	30+70	12	4
18	ENVIRONMENTAL SOCIOLOGY	MASOD 403	FOURTH	30+70	12	4
19	SOCIOLOGY OF HEALTH & ILLNESS	MASOD 404	FOURTH	30+70	12	4
20	DISSERTATION	MASOD 405P	FOURTH	30+70	12	4
				Total=	240	80

Department offering the programme Department of Sociology:

The Department of Sociology, Tezpur University was established in 2006. The research areas for the faculty of the department have been Environmental Sociology, Social Demography, Sociology of Movement, Sociology of Development, Sociology of Governance, Sociology of Northeast India, Sociology of Education, Sociology of Health and Illness, Ethnic Studies, Migration, Science Studies and so on.

Faculty

Professor

Sharma C.K., Ph.D (Delhi)

Kikhi K., Ph.D. (NEHU)

Deka R., Ph.D. (Dibrugarh)- Head of the Department

Das A.K., M. Phil. (Delhi), Ph.D. (TU)

Assistant Professor

Sumesh S. S., Ph.D. (Kerala)

Goswami N., Ph.D. (IIT, Kanpur)

Das S., M. Phil (JNU), Ph.D. (TU)

Ray S., Ph.D. (Delhi)

Shimreiwung A.S., Ph.D. (JNU)

Hagjer P., M.A. Sociology (JNU)

DIPLOMA IN HUMAN RESOURCE MANAGEMENT

Objectives

      Human resource is a very vital and sensitive area of knowledge. The management of human resource is always very complex and demanding. The main objective of HRM is to maximize the return on investment by an organization in its human capital. The programme offered would prepare the participants to form employment relationships, build capacities in human talent and focus on the individual, group and structural elements that influence behaviour in organizations.

Programme Structure

Course Code	Course Name	Credit	Contact Hours	Study input	No of Assignment
SEMESTER I					
DIPHRD 101	Foundation of Management	4	12	120	1
DIPHRD 102	Organizational Behaviour	4	12	120	1
DIPHRD 103	Foundation of Human Resource Management	4	12	120	1
DIPHRD 104	Industrial Relations	4	12	120	1
SEMESTER II					
DIPHRD 201	Human Resource Development	4	12	120	1
DIPHRD 202	Labour Laws	4	12	120	1
DIPHRD 203	Compensation Management	4	12	120	1
DIPHRD 204	Organizational Change and Development	4	12	120	1
Total Credit		32	96	960	8

Department offering the programme:

The Department of Business Administration came into existence in 1995 with the objective of producing quality management professionals and carrying out research in the areas of Finance, Human Resources, Marketing, Production and Systems Management. The Department offers Masters of Business Administration, Masters of Tourism and Travel Management and Ph. D in regular mode.

Faculty
Professor
    Sarma M.K., Ph. D. (Tezpur)
    Sarkar S.S., Ph. D. (Tezpur)
    Das D., Ph. D.(RGU),
    Goswami C., Ph. D. (Tezpur)- Dean, School of Management Sciences
    Baruah P., Ph. D (Tezpur)
    Roy A., Ph.D. (Tezpur)

Associate Professor
    Das R., Ph.D.(Tezpur)
    Sarma T, Ph.D

Assistant Professors
    Barpujary H., Ph.D. (Tezpur)
    Mahanta K., Ph.D. (Dibrugarh)
    Dutta M., Ph.D. (Gauhati)
    Baruah. P, MBA (Symbiosis)

Facilities

The Department is well equipped with educational facilities like state of the art Smart Class room, computer laboratory and instructional aids like T.V., LCD Projector, OHP camcorder etc. The department has an air conditioned board room for facilitating case study, group discussion

DIPLOMA IN ENVIRONMENTAL AND DISASTER MANAGEMENT

Objectives

The programme aims at developing basic understanding and creating awareness of environment and its management. It also aims at enabling the personnel in various agencies of the Government, semi government and NGOs including farm and contract workers to understand disaster risks and develop strategies for risk mitigation.

Programme Structure

Course Code	Course Name	Credit	Contact Hours	Study input	No of Assignment
SEMESTER I					
DIPEVMD 101	Environment: Basic Understanding	4	12	120	1
DIPEVMD 102	Natural Resources and Sustainable Development	4	12	120	1
DIPEVMD 103	Urban Water Management	4	12	120	1
DIPEVMD 104	Fundamentals of Disaster Management	4	12	120	1
SEMESTER II					
DIPEVMD 201	Environmental Laws and Policies	4	12	120	1
DIPEVMD 202	Environmental Pollution & Management	4	12	120	1
DIPEVMD 203	Planning for Disaster Risk Mitigation	4	12	120	1
Total Credits		28	84	840	7

Department and Centre offering the programme

Department of Environmental Science

The Department was established in 2003 with the objective of imparting education on regional and global environmental issues. The curriculum for the M. Sc. programme focuses on all important aspects of Environmental Science covering contemporary problems of natural resource conservation and environmental quality. Thrust areas of research include Environmental Pollution, Greenhouse gas emission, and Riverine Hazards.

Faculty
Professor
  Hoque R. R., Ph. D. (JNU)- Head of the Department
  Das A. K., Ph. D (JNU)
  Devi A., Ph. D. (NEHU)
  Marimuthu K, Ph.D (Manonmaniam Sundaranar University, Tirunelveli, Tamilnadu)

Associate Professor
  Gogoi N., Ph.D. (Dibrugarh)
  Bhattacharyya S. S., Ph.D. (Visva Bharati

Assistant Professors

  Handique S., Ph. D
  Prakash A., Ph.D. (JNU)
  Gogoi, Nayanmoni. PhD (IITG) Kalita S., PhD
  Kalita S , Ph.D
  Deka P., PhD (Tezpur

Facilities
The Department has a sophisticated instrumentation laboratory to facilitate research and other academic activities. The laboratory has the following equipment: ICP based Optical Emission Spectrophotometer, Laser Leaf Area Meter with Root Measurement Attachment, Light Meter, Portable Photosynthesis Systems, Gas Chromatographs, High Precision Electronic Balance, UV-Visible Spectrophotometer, Ion meter, Ultra centrifuge, Repairable dust sampler and Flame Photometer. A GIS laboratory, a meteorological observatory and a plant culture house is under construction.

Centre for Disaster Management

The Centre for Disaster Management was established in 1997 with the objectives to conduct trainings, conferences, workshops, case studies and research work; teach courses in diploma programme and prepare documentation, etc.

Till 2002, this centre had been receiving fund from NDM division of Ministry of Agriculture and Cooperation, Government of India under a central sector scheme. The scheme of NDM had subsequently been transferred to the Ministry of Home Affairs, Government of India during 2002.

At present the centre is working under the School of Management Sciences

DIPLOMA IN CHILD RIGHTS AND GOVERNANCE

Objectives

This programme is designed to produce a pool of practice-oriented trained manpower with a comprehensive knowledge, exposure and understanding in childhood, child rights, child vulnerability and child protection.

Programme structure

Course Code	Course Name	Credit	Contact Hours	Study input	No of Assignment
SEMESTER I					
DIPCRGD 101	Understanding Childhood	4	12	120	1
DIPCRGD 102	Child Rights as Human Rights-Part I	4	12	120	1
DIPCRGD 103	Vulnerabilities of Children in the North-East	4	12	120	1
DIPCRGD 104	Social Policies for Children	4	12	120	1
SEMESTER II					
DIPCRGD 201	Child Rights as Human Rights-Part II	4	12	120	1
DIPCRGD 202	Governance and Child Rights	4	12	120	1
DIPCRGD 203	Research in Child Rights	4	12	120	1
Total Credit		28	84	840	7

Centre offering the programme:

As enshrined in the Tezpur University Act 1993, one of the prime objectives of the University is "to pay special attention to the improvement of the social and economic conditions and welfare of the people". Further, the Eleventh Plan Document of the Planning Commission emphasizes how institute s of higher education ought to extend its resources and services towards community development. Towards achieving this, Tezpur University has established The Centre for Inclusive Development (CID) as an umbrella organization comprising the Equal Opportunity Cell, ST/SC Cell, and the Training and Placement Cell which have a good deal of functional commonality. It is envisioned that an invigorated approach to this purpose would be achieved by consolidating the activities and collating the humane and intellectual resources of these three cells. Headed by its Director, the Centre is intended to act as a catalyst to holistic development of students and an interface between Higher Education and Community Development.

Faculty and administrative staff
Director
Rajeev K. Doley (Ph. D, IIT-Guwahati)

SECTION-III

IMPORTANT ACADEMIC RULES

Academic Session

The Academic Session for the programmes under Open and Distance mode will commence twice a year usually in January and July, respectively or as per notification issued by UGC-DEB.

Academic Programme

An Academic Programme shall consist of a set of Courses. Completion of the set of courses by a learner prescribed for a programme shall lead to the award of a Degree or a Diploma to the learner concerned.

Course

A course is a unit of instruction or segment of a subject area under any discipline. Each programme shall consist of a set of courses.

Credit

Each course offered shall carry a specified credit depending upon the quantum of work involved in the course. A one Credit course shall imply the quantum of work done corresponding to study hours.

Study Input Hours

A learner has to complete specified credits for each course and is supposed to dedicate a total of 90 and 120 hours for self-study for courses with 3 and 4 credits respectively. Please refer the table given below-

No of credits in a course	No of assignments	Counselling sessions	Self-Study Input
3	2	9 hours	90 hours
4	2	12 hours	120 hours

Assignment

Learners are required to submit two assignments of 30 marks for each course in case of MA programmes and one in case of Diploma programmes. Assignments shall be uploaded in CDOE's website within 30-45 days of the commencement of a session. Submissions should be done in handwritten form within stipulated time, as notified by CDOE. Submission of assignment is compulsory, failing which a learner shall not be allowed to appear in the examination. Assignments should be original work of learners, copied and plagiarized assignments shall not be evaluated.

Credits Earned

The total credits earned by a learner on a programme are the sum of the credits specified for the courses completed by the learner securing pass grades.

Credit Requirement

Each degree programme shall have a minimum specified credit requirement. The minimum credit requirements shall also be specified separately for different categories of courses. In this case, the broad guidelines of the Distance Education Bureau of UGC shall be followed. A learner will need to earn the minimum specified credit(s) for each category of courses to be eligible for the award of the degree/diploma.

Letter Grades and Grade Point

A Letter Grade signifies the level of standard of qualitative/quantitative academic achievement, which a learner attains in a particular course/research work. Each of the letter grades shall represent a Grade Point as tabulated below. The letter grades O to P shall be considered as *Pass grades* and *F* shall be considered as *Fail grade*. Letter grades will be awarded following relative grading method with effect from July 2017 session

Letter Grade	Grade Point	Description
O	10	Outstanding
A+	9	Excellent
A	8	Very Good
B+	7	Good
B	6	Above Average
C	5	Average
P	4	Pass
F	0	Fail
Ab	0	Absent

Semester Grade Point Average (SGPA): It is the weighted average of grade points secured by the learner in the credit courses taken and is given by the expression:

$$SGPA = \frac{1}{C_t} \sum_{i=1}^{n} C_i G_i$$

where n is the number of credit courses registered and passed by the learner during the semester, G_i is the grade point secured by the learner in the ith course with a credit value of C_i and C_t is given by:

$$C_t = \sum_{i=1}^{n} C_i$$

While working out the *SGPA,* the course(s) with *I* grade will not be taken into account.

Cumulative Grade Point Average (CGPA): It is the accumulated weighted average grade point of a learner over the semesters starting from his/ her joining the programme and taking into account all the credit courses registered and passed by him/ her.

$$CGPA = \frac{1}{C_\tau} \sum_{i=1}^{N} C_i G_i$$

where N is the total number of credit courses registered and completed with pass grade by the learner over the semesters starting from his/ her joining the programme, G_i is the grade point secured by him in the ith course with a credit value of C_i and C_t is total credit earned as given by:

$$C_\tau = \sum_{i=1} C_i$$

Note : Those who are unable to complete their studies within the stipulated period may go for re-registration (see relevant section of the Academic Rules).

ADMISSION

Admission notice

Notice for admission into different academic programmes of Distance and Online Education of the University shall be issued by the Director, CDOE through newspaper and other relevant media well ahead of the date fixed for the commencement of the academic session. The same shall also be put up in the official website.

Admission procedure

The online applications for admission must be submitted on or before the last date specified for the purpose. For online admission, please visit Tezpur University website www.tezu.ernet.in. After payment of the admission fees, *students have to mandatorily complete verification of original documents at H.O. or nearest LSC, only after which Student ID Card shall be issued.*

Minimum admission requirement for various degree/diploma programmes

Based on the guidelines of the Academic Council and the Board of Management, the qualification for admission into various degree/diploma programmes of the University shall be fixed from time to time.

Simultaneous enrolment in programmes of CDOE

As per DEB-UGC, Govt. of India guidelines issued from time to time.

Reservation of Seats

Wherever applicable the relevant Govt. of India rules on reservation shall be adhered to.

SEMESTER ENROLLMENT AND COURSE REGISTRATION

Enrolment

At the beginning of every semester a learner shall enrol himself/herself by filling-in the prescribed Enrolment cum Course Registration Form. Enrolment cum Course Registration Form will be available on the website of CDOE.

Course Registration

The learner shall register for the course for each semester by filling-in the registration form available in the CDOE website.

SELF–LEARNING MATERIALS (SLM)

Soft copy of Self-learning materials shall be available to the learners free of cost through CDOE webpage. Assignments shall be sent at an appropriate time within a semester. Preparation Audio- Visual Learning aids are underway.

EVALUATION & DECLARATION OF RESULTS

The system of evaluation shall be as follows:

a. The evaluation shall always have two components:

    i. Semester end/term examination: 70% of weightage (Total marks for each course will be 70)

    ii. Continuous evaluation: 30% of the total weightage (30 marks for each course), made on the basis of written assignments and submitted to the CDOE. Learners shall submit assignment(s) for each of the courses of a programme. An assignment may contain multiple tasks/questions.

    iii. For dissertation/ project courses, 60% weightage will be on the written report and 40% weightage will be given on oral presentation.

b. If a programme has a practical component, the weightage of the theory and practical shall be as

    follows: Theory 75% and practical 25%.

Submission of assignments

Learners will be required to submit their assignments within the stipulated time failing which, he/she shall not be allowed to appear for the term end examinations.

c. Re-evaluation

    A learner can apply for re-evaluation, if he/she is not satisfied with his/her grade. Application for re-evaluation can be done in prescribed form with a Re-evaluation fee per course determined by the University. The answer script(s) will be re-evaluated by an empaneled examiner other than the original one. In this case the learner has to give a declaration that he/she will accept the re-evaluated score and will not claim the earlier score whatsoever. Application for re-evaluation has to be submitted within1 (one) month from the date of declaration of the results.

CONDUCT OF EXAMINATIONS

Semester end examination

a. The examination will be conducted by the examination wing of the CDOE. It will be held at different/identified centres. The evaluation will be done at the CDOE, Tezpur University.

b. The duration of theory examination shall be generally restricted to 3(three) hours. A learner successfully completing a programme shall have to apply for provisional certificate and transcript in prescribed format available in the CDOE Office or the website.

c. Results in the form of Provisional Grade Cards of the semester end/term examinations will be available in the university website for immediate viewing by the examinees.

d. Relative grading shall be followed for the award of the letter grades as provided in Clause 1.02.07 (of the Academic Regulations, see sections on SGPA and CGPA).

e. The schedule of examinations shall be issued by the CDOE at an appropriate time ahead of the examinations and uploaded in the website.

f. The learner will have to pay the prescribed examination fee for each course. No consideration of earlier submitted fees shall be considered during fresh examination registration.

Practical Examination

a. The concerned course teacher(s) identified the concerned department and appointed by the CDOE shall conduct the practical examinations.

b. The practical examinations shall be conducted generally before the semester-end theory examinations.

Grade Card and Transcript

a. After the declaration of the results of the final semester, the Controller of Examinations, TU shall issue a Transcript with the details of the grades obtained in different courses registered by him/her, the SGPA, CGPA and the total earned credits.

b. The Grade card can be collected in person and shall also be sent to the learners by post on request.

Eligibility for Award of Degree/Diploma

For a learner to be eligible for award of a degree/diploma for the programme, he/ she shall satisfy the following:

a. Must obtain a pass grade in each Course of the programme (see section 3.5).

b. Must earn the minimum credits under the various categories of courses as specified in the curriculum structure of the programme.

c. Must secure the minimum CGPA prescribed for a programme.

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Action against Unfair Means

Adopting 'unfair means' refers to the use of mobile phones, tablets, or any electronic, printed or hand written materials or anything that is not authorized by CDOE, Tezpur University to use during the examination hours. Any evidence of adopting unfair means at any stage will amount to 'F' (Fail) Grade in that particular course. Further, disciplinary actions will be taken which may amount to forced withdrawal from the programme.

Action against Unfair Means in Assignment:

Direct copying from any print and electronic source or copying of another assignment will be considered as unfair means in relation to assignment/s.

ADMISSION PROCEDURE

Online Admission Procedure:
HOW TO APPLY

1) For online admission, please visit Tezpur University website www.tezu.ernet.in and then click on Distance EducationTab. After that CDOE web page shall open where online admission portal shall be displayed in flash. Register yourself by filling your name, date of birth, email id and mobile number. Provide a password, upload your photograph and signature and click on 'Register' button to complete the process. Then sign into your account and get access to online application form. Fill up the online application form, scanned copies of certificate, mark sheets and identity documents and submit.

2) The candidates have to pay the fees online through online fee payment portal using 'Pay Fees' button (Credit Card/Debit Card/Netbanking options are available). On successful payment of fees, candidates will get a payment reference number and an email confirming their admission in CDOE

3) The application fee for admission is Rs. 500/- (Rs. 250/- for SC/ST candidates). Application fee along with the programme fee must be deposited at the time of application in full. Please ensure your eligibility before applying. For fee structure, please refer Programmes at a Glance in Section II

4) Half of the Programme Fee will be refunded to the candidate if he/she withdraws his/her admission from the programme and claims refund before the closing date of the admission for the session (without late fee period).

5) Candidates who have appeared/are appearing in the qualifying examination before the date of admission may be admitted provisionally under the following conditions:

6) Candidates should have passed all the earlier examinations held for the same degree without any carry over of subject and satisfying the academic minimum eligibility criteria specified for the concerned academic programme.

7) All academic works including theory and practical of qualifying examinations should be completed before the admission.

8) Candidates must produce the evidence of passing the qualifying examination with requisite qualification while submitting form for term end examinations. In case he/she fails to do so, he/she shall not be allowed to sit for examination.

NOTE: ALL COMMUNICATIONS REGARDING IMPORTANT INFORMATION WILL BE MADE VIA E- MAIL. LEARNERS ARE ADVISED TO CHECK THEIR EMAIL AND CDOE WEBSITE REGULARLY.

Certificate of Sponsorship / Caste/ PWD/ PRC etc. are to be uploaded by the concerned aspirant. Original certificates are to be produced at the centre for verification when called for.

SOME GLIMPSES OF CDOE

Inside view of CDOE premises

SOME GLIMPSES OF TEZPUR UNIVERSITY

CENTRAL LIBRARY, TEZPUR UNIVERSITY

SCHOOL OF HUMANITIES AND SOCIAL SCIENCES,
TEZPUR UNIVERSITY

SCHOOL OF ENGINEERING, TEZPUR UNIVERSITY

IMPORTANT POINTS FOR LEARNERS

1) The programme fee for all semesters has to be paid upfront in case of onetime payment chosen by the aspirant. However, installment system of payment shall also be available. In case of installment system of payment is chosen by the aspirant, the second installment of fee must be paid within 15 days of end of first semester examination of that session (immediately after the end of first semester end examination, the semester is considered to be ended). This shall be applicable for all learners who shall whether appear for first semester examination or not.

2) Notifications regarding examinations, assignments, counselling sessions, results and all such relevant matters are uploaded in CDOE's website from time to time. Learners are advised to visit www.tezu.ernet.in/tu_cdoe/ regularly.

3) Any change of contact number, email id and address should be immediately informed to CDOE office for faster communication.

4) The Self- Learning Materials are usually uploaded in CDOE webpage in PDF format.

5) Timely submission of assignments is compulsory to be eligible to appear in examinations.

6) Learners have to fill a registration form for appearing in semester end examinations. An examination fee of Rs. 500/- has to be paid for each course, including project in a single demand draft drawn in favor of "The Registrar, Tezpur University."

7) Counselling sessions are usually conducted in online mode. A notification regarding the same shall be given in the website

8) If a learner is unable to complete a programme within permissible time, he/she must apply for re- registration within three months of the expiry of last registration to avoid discontinuance. A fee of Rs. 3000/- has to be paid for the same. Re-registration allows one year of extension to learners.

9) Learners are requested to send their academic queries to the concerned programme coordinator and faculty at CDOE by email or by telephone or through personal interaction with prior appointment only.

CONTACT INFORMATION

All enquiries about academic programmes, entrance examination qualifications etc. of CDOE should be directed to concerned officials of CDOE.

Sl No.	Name	Designation	Contact Details	Remarks
1	Dr. Akhilesh Kumar	Director, CDOE	03712-273094 cdoedirector@tezu.ernet.in	Administrative Head
2	Dr. Esther Daimari	Faculty, English	03712-275218 esther@tezu.ernet.in	Subject Specific Query, Counselling & Assignment related matters
3	Ms. P.Akumsenla Kichu	Guest Faculty Sociology	03712-273088 akumsen@tezu.ernet.in	Subject Specific Query, Counselling & Assignment related matters
3	Dr. Anjuman Borah	Faculty, Mass Communication and Journalism	03712275459 anjuman@tezu.ernet.in	Subject Specific Query, Counselling & Assignment related matters
4	Mr. Aniket Chattopadhyay	Deputy Registrar	aniket@tezu.ernet.in	Administrative Matters
5	Mr. Partha Pratim Kalita	Assistant Registrar	03712-273095 parthap@tezu.ernet.in	Student Grievances and Administrative matters
6	Mrs. Jinu Keot	Section Officer	jinu@tezu.ernet.in	Office Administration, Registration Extension
7	Ms. Bhanu P Gogoi	Assistant Education Officer	bhanubj@tezu.ernet.in	Examination and results related matter
8	Mr. Kalpadroom Almanya	Computer Operator	03712-273088 kalpa01@tezu.ernet.in	Technical Support
9	Ms. Jeena Rabha	Office Assistant	03712273087 cdoe@tezu.ernet.in	Student Support Services

Admission is done in "Online Mode" only through office of the Director, CDO, Tezpur University. We do not have any representative for admission

> ➤ **ALL COMMUNICATIONS WILL BE MADE VIA PHONE/ E-MAIL.**
> ➤ **FOR IMPORTANT INFORMATION LEARNERS ARE ADVISED TO CHECK THE CDOE WEBSITE REGULARLY**.

Postal Address:
The Director
Centre for Distance and Online Education (CDOE)
Academic Building-I
Tezpur University, PO: Napaam
Tezpur-784028, Assam

Shri Lakshman Prasad Acharya, Hon'ble Governor of Assam and the Chancellor of the University, Prof. M. Jagadesh Kumar, Chairman, UGC and Prof. Shambhu Nath Singh, VC, TU attending the XXII Convocation of TU

Prof Shambhu Nath Singh, VC, TU meeting Shri Pabitra Margherita, hon'ble MoS, External Affairs at Delhi