

**ANNEXURE - II****FEE PARTICULARS FOR THE ACADEMIC YEAR 2018-19 BATCH**

1. **FEE PARTICULARS** : The following amounts are payable to the CDE for various courses, including the regular examination fee. However, whenever the University revises the fee, such changes are applicable to the students of CDE also. Separate examination fee is payable for writing Supplementary/Betterment examinations. Those who failed to pay the II and III year fee as per schedule, must apply for regularisation of “**break of study**” and should pay supplementary examination fee also.

**A. I Year Fee**

The I year fee includes examination fee for appearing examinations commencing from 20th May, 2019 for the students admitted in the Academic Year 2018-19 batch. There is a facility for the payment of fee in Two installments for the following courses:

Sl. No.	Course	Single Payment Option (Total fee payable including Examination Fee) Degree from		Installment Option I Installment (Including Examination Fee) Degree from		II Installment
		ANU	Other Universities	ANU	Other Universities	

**P. G. Courses :**

M.Sc. Botany	Rs.10980/-	Rs.11080/-	Rs.7980/-	Rs.8080/-	Rs.3000/-
M.Sc. Zoology	Rs.10980/-	Rs.11080/-	Rs.7980/-	Rs.8080/-	Rs.3000/-
M.Sc. Physics	Rs.10980/-	Rs.11080/-	Rs.7980/-	Rs.8080/-	Rs.3000/-
M.Sc. Chemistry	Rs.11810/-	Rs.11910/-	Rs.8810/-	Rs.8910/-	Rs.3000/-
M.Sc. Microbiology	Rs.11480/-	Rs.11580/-	Rs.8480/-	Rs.8580/-	Rs.3000/-
M.Sc. Statistics	Rs.10650/-	Rs.10750/-	Rs.7650/-	Rs.7750/-	Rs.3000/-
M.Sc. Food & Nut.	Rs.10980/-	Rs.11080/-	Rs.7980/-	Rs.8080/-	Rs.3000/-

**B. II Year Fee:**

The II year fee includes examination fee for appearing examinations commencing from 20th May, 2020 for the students admitted in the Academic Year 2018-19 batch. Students are advised to pay the II Year course fee without waiting for the publication of results and receiving of marks certificates.

Course	Single Payment (Including Examination Fee)	Installment Option	
		I Instalment (Including Examination Fee)	II Instalment

**P.G. Courses :**

M.Sc. Botany*	Rs.11910/-	Rs.9410/-	Rs.2500/-
M.Sc. Zoology*	Rs.11910/-	Rs.9410/-	Rs.2500/-
M.Sc. Physics*	Rs.11910/-	Rs.9410/-	Rs.2500/-

M.Sc. Chemistry*	Rs.12410/-	Rs.9910/-	Rs.2500/-
M.Sc. Microbiology*	Rs.12410/-	Rs.9910/-	Rs.2500/-
M.Sc. Statistics*	Rs.11580/-	Rs.9080/-	Rs.2500/-
M.Sc. Food & Nutrition*	Rs.11910/-	Rs.9410/-	Rs.2500/-

**C. Other PG/PG Diploma/Diploma/Certificate/UG Courses:** There is no installment option for other PG/PG Diploma/UG Courses. The fee given below Includes both Tuition and Examination Fee for appearing I Year examinations commencing from 20th May, 2019, II Year examinations commencing from 20th May, 2020 and III Year examinations commencing from 10th May, 2021 for the students admitted in Academic Year 2018-19 batch.

Course	I Year Fee Payable if Degree is From			
	ANU	Other Universities	II Year	III Year
M.Com	Rs.4535/-	Rs.4635/-	Rs.5935/-*	N.A.
MHRM	Rs.6405/-	Rs.6505/-	Rs.8295/-*	N.A.
M.Sc. (Mathematics)	Rs.4320/-	Rs.4420/-	Rs.5750/-*	N.A.
MA (English)	Rs.4405/-	Rs.4505/-	Rs.5830/-*	N.A.
MA (Telugu)	Rs.4405/-	Rs.4505/-	Rs.5830/-*	N.A.
MA (Hindi)	Rs.4405/-	Rs.4505/-	Rs.5830/-	N.A.
MA (History)	Rs.4405/-	Rs.4505/-	Rs.5830/-*	N.A.
MA (Political Science)	Rs.4320/-	Rs.4420/-	Rs.5830/-*	N.A.
MA (Sanskrit)	Rs.4405/-	Rs.4505/-	Rs.5830/-*	N.A.
MA (Economics)	Rs.4405/-	Rs.4505/-	Rs.5910/-*	N.A.
MA (Sociology)	Rs.4320/-	Rs.4420/-	Rs.5830/-*	N.A.
MA (Journalism & Mass Comm.)	Rs.4405/-	Rs.4505/-	Rs.6375/-*	N.A.
MSW	Rs.7405/-	Rs.7505/-	Rs.9295/-*	N.A.
BLISc	Rs.5950/-	Rs.6050/-**	N.A.	N.A.
MLISc	Rs.8650/-	Rs.8750/-**	N.A.	N.A.
PGDBI	Rs.9830/-	Rs.9930/-**	N.A.	N.A.
PGDBT	Rs.9830/-	Rs.9930/-**	N.A.	N.A.
PGDHHM	Rs.5320/-	Rs.5420/-**	N.A.	N.A.
PGDBM	Rs.5320/-	Rs.5420/-**	N.A.	N.A.
PGDFM	Rs.5320/-	Rs.5420/-**	N.A.	N.A.
PGDHRM	Rs.5320/-	Rs.5420/-**	N.A.	N.A.

PGDMM	Rs.5320/-	Rs.5420/-**	N.A.	N.A.
PGDBFM	Rs.5320/-	Rs.5420/-**	N.A.	N.A.
PGDIB	Rs.5320/-	Rs.5420/-**	N.A.	N.A.
PGDTTM	Rs.5320/-	Rs.5420/-**	N.A.	N.A.
PGDIM	Rs.5320/-	Rs.5420/-**	N.A.	N.A.
PGDCA	Rs.10005/-	Rs.10105/-**	N.A.	N.A.
PGDIT	Rs.9060/-	Rs.9160/-**	N.A.	N.A.
PGDJM	Rs.5320/-	Rs.5420/-**	N.A.	N.A.
PGDHM	Rs.10265/-	Rs.10365/-**	N.A.	N.A.
Diploma in Food Production	Rs.6550/-**	N.A.	N.A.	N.A.
Certificate Course in HIV-Aids Counselling	Rs.4105/-**	N.A.	N.A.	N.A.
Certificate Course in Hotel & Hospital Management	Rs.5140/-**	N.A.	N.A.	N.A.

**U.G. Courses :**

B.A. (General)	Rs.2735/-	N.A.	Rs.2995/-	Rs.4815/-*
B.Com. (General)	Rs.3320/-	N.A.	Rs.3690/-	Rs.5495/-*
B.Com. (Computer Applications)	Rs.4320/-	N.A.	Rs.4690/-	Rs.6615/-*
B.B.A.	Rs.4475/-	N.A.	Rs.4935/-	Rs.7185/-*

\* **Fee includes:** Tuition Fee + Exam Fee + T.C + M.C. + O.D. + Consolidated Marks Memo.

\*\* **Fee includes:** Tuition Fee + Exam Fee + T.C + M.C. + O.D. only and without Consolidated Marks Memo.

Fee includes regular examination fee for Ist, IInd and IIIrd Years. However, those who wish to write supplementary or betterment examinations have to pay the prescribed fee separately as per the University rules.

Final Year PG/UG students are required to pay the following fee along with Tuition Fee and Examination Fee, at the beginning of Final year for receiving the following certificates directly, without any further application.

1. Transfer Certificate Rs. 210/-
2. Migration Certificate Rs. 210/-
3. Consolidated Marks list Rs.500/- for P.G.courses (2 Yr Duration) Rs.750/- for UG courses (3 Yr Duration)
4. Original Degree Rs. 520/-

CDE will send the Final Year marks list, Provisional Certificate, Transfer Certificate, Migration Certificate and Consolidated marks list to those who have completed the course. Original Degree will be sent to the candidates within 30 days, subject to the Submission of Application and verification of lower degree.

**MODE OF PAYMENT**

- 1) **Online payments through any branch of SBI or Andhra Bank** : Students can directly pay all types of fee to CDE to its account in State Bank of India namely **“CDE Fee Collection SBI Account No.30036214420 or to Andhra Bank Account No.150810011050085”** through any branch of SBI or Andhra Bank, **without any additional charge or commission**. The model form for making payments through SBI is given at the end of this book. Students can take Xerox Copies and use it. After receiving the fee, the Bank will generate a unique number called ‘J Number’. This number should be mentioned in the application form in place of D.D.No. The counter foil issued by the bank should be attached to the application form. Candidates are advised to keep a Xerox copy of the counter foil issued by the bank for future purpose.
- 2) **Online payment through SBI “I-Collect “:** SBI “I-Collect” facility is provided to ANUCDE students to pay all types of fee payable using SBI internet banking. You may go through [www.anucde.info](http://www.anucde.info) to know the procedure for the payment through I-Collect.
- 3) All remittances to the CDE can also be made through a Crossed Demand Draft drawn in favour of **“The Director, Centre for Distance Education, Acharya Nagarjuna University, Nagarjuna Nagar”** payable at State Bank of India or Andhra Bank at Nagarjuna Nagar or Guntur.  
Postal orders / M Os / Challans / or any other mode of payment will not be accepted. The Centre will not be held responsible for such payments.
- 4) On the back of the Demand Draft, the following particulars shall be written by the candidate:
  - a) Name
  - b) Fathers Name
  - c) Name of the Course/Subject.
  - d) Enrolment Number (If new admission is sought, please mention “Application Number”)
  - e) Purpose of payment (Admission fee/Exam fee etc.)
  - f) Phone Number & emailid

Most of the students are not writing the above particulars on the backside and the students are advised to mention the above to avoid misuse of D.Ds.
- 5) Fee once paid by the candidate will neither be refunded nor adjusted to other students or other courses or other batches.
- 6) There are no fee concessions to any category of students.

**CENTRE FOR DISTANCE EDUCATION****ACHARYA NAGARJUNA UNIVERSITY****ACADEMIC SCHEDULE FOR THE ACADEMIC YEAR 2018-19 BATCH**

1. Students are advised to refer to the dates specified in this Academic Calendar for all payments of admission fee and instalments payable to the University. Separate intimation will not be sent to the students.
2. If the last date for payment of fee falls on a holiday, students are allowed to pay the fee on the following working day.
3. They should be in touch with the study centre/CDE Office/or with the CDE Website: [www.anucde.info](http://www.anucde.info).
4. If adequate number of students are not enrolled for any particular course, University reserves the right to withdraw that course.
5. If adequate number of students are not enrolled in any particular study centre, they will be allotted to other study centres where the course is offered and the decision of the University is final.  
The following are the minimum number of admissions for offering courses at any study centre:  
UG Arts Courses :15    UG Science Courses :10    PG Arts Courses :12  
PG Science Courses :08    PG Diploma Courses :08
6. Students are advised to consult the study centre before applying for any course regarding the availability of that course in that study centre.
7. Arrangement of classes is subject to the enrollment of minimum number of students for a particular course and in a particular centre.
8. Fee once paid will not be refunded nor adjusted to other course or other batch or other student.
9. **Change of course or optional group subject or II Language or Study Centre** : In exceptional and unavoidable cases, candidates may apply for change of course or optional group or II language or Study centre on payment of Rs.500 for each such change, within 15 days after the completion of last date for admission with fine. After commencement of classes and finalisation of admission register, any request for change of course or centre or optional or II language will not be considered. In case of change of study centre the following conditions must be fulfilled:
  - a) Change of Study Centre from one college to another, within the same area will not be entertained.
  - b) The particular course must be available in the new study centre.
  - c) The representation must be forwarded by the Principal of the original study centre.
  - d) Request for change of study centre will not be entertained after the commencement of week-end classes.
10. **Change of Examination Centre:**  
Change of examination centre will not be permitted under normal circumstances. Only in exceptional cases the University may consider the written representations accompanied by a fee of Rs.1000/- subject to the following conditions:

1. The concerned Question Paper must be available in that Examination Centre. That means, the course must be offered in the study centre located in that area.
  2. Such requisitions must be received in CDE office well in advance and atleast 30 days before the Commencement of examinations.
11. Change of Address:
- It is the responsibility of the applicant to inform the change of address in writing for correspondence and for sending certificates with a D.D. for Rs.50/- drawn in favour of "Director, Centre for Distance Education, Acharya Nagarjuna University"
12. Request for Duplicate ID Card:
- Duplicate ID card will be issued on payment of Rs.50/- with a written representation.
- 13. RULES OF EXAMINATIONS :**
- i. University reserves the right to conduct examinations at selected places, based on the review of the past experience and can add new centres or delete some of the existing centres. Allotment of examination centres is the prerogative of the University and the decision of the University is final in allotting examination centre to the students.
  - ii. University will not conduct examinations in the Study Centre and **depending on the number of students enrolled**, the University will make arrangements for the conduct of examinations in the same town or near by places but in some other college. In places like Guntur, Vijayawada, and Hyderabad examinations centres will be allotted in the nearby areas also because of the large number of students enrolment.
  - iii. If the Examination Centre is located in the place where the Study Centre is located, then Students must write the Examinations in the same town. **They will not be permitted to write Examination at other places.** If the examination centre is not available in the place where the study centre is located, University has right to allot another Examination Centre near to the candidate's address without giving any information.
  - iv. Change of examination centre will not be permitted under normal circumstances. Only in exceptional cases the University may consider the written representations accompanied by a fee of Rs.1000/- subject to the following conditions:
    1. The concerned Question Paper must be available in that Examination Centre. That means, the course must be offered in the study centre located in that area.
    2. Such requisitions must be received in CDE office well in advance and atleast 30 days before the Commencement of examinations with required evidence.
  - v. The decision of the University is final in allotting examination centre to the students.
14. Students who joined in the Academic and Calendar year batches are expected to appear for the year end examinations (Regular examination) commencing from 20<sup>th</sup> May and students of Calendar year batches must write their regular examinations commencing from 5<sup>th</sup> December every year. However, students of Calendar year batches are given an opportunity to write supplementary/betterment during May examinations and Academic batch students are permitted for supplementary/betterment during December examinations, subject to the following conditions:

- a) The Scheduled examinations will commence as per the predetermined dates, without waiting for the publication of the results of preceeding examination, receipt of marks certificates by the students and publication of revaluation results.
- b) Revaluation is only a facility given to the students and there is no link between publication of revaluation results and commencement of immediately succeeding examinations.
- c) Since the University has to conduct examinations twice a year, it is not possible to announce the results of revaluation and to give another chance to the students to appear for immediately succeeding examinations. However, efforts will be made to hasten the process of revaluation and publication of results, subject to the factors beyond the control of the CDE.
- d) Students who wish to appear for supplementary examinations may download their marks from [www.anucde.info](http://www.anucde.info) or [www.anucde.ac.in](http://www.anucde.ac.in). and should not wait for the receiving of the marks certificate from the CDE/Post Office.
15. Students are advised to pay the II/III Year fee without waiting for the publication of results and receiving of marks certificates. Separate intimation for payment of II/III year fee will not be sent and students must follow the dates specified below :

S.No.	Description	I year	II year	III year
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**SCHEDULE FOR UG, MBA, MCA COURSES ENTRANCE TEST**

1	Last date for Submission of Entrance Application forms	12-09-2018	----	----
2	Date of Entrance Test (Sunday)	16-09-2018	----	----

**SCHEDULE FOR FEE PAYMENT**

3	Last date for the Payment of Admission Fee			
	a. Without Late fee (Either Full Fee or I inst.)	25-09-2018	23-09-2019	23-09-2020
	b. With a Late fee of Rs.100/- (Either Full Fee or I inst.)	30-09-2018	30-09-2019	30-09-2020
4	Last date for the Payment of II installment Fee for eligible courses			
	a. Without late fee	17-12-2018	07-12-2019	07-12-2020
	b. With a late fee of Rs.100/-	31-12-2018	31-12-2019	31-12-2020

**SCHEDULE FOR PCP CLASSES**

- 5 Commencement of Weekend Classes for All Courses

**SCHEDULE FOR EXAMINATIONS**

6	Submission of Assignments at Study Centres	16-04-2019	16-04-2020	15-04-2021
7	Last date for submission of Project Proposals			
	a. Without late fee	-----	10-02-2020	08-02-2021
	b. With a late fee of Rs.100/-	-----	24-02-2020	22-02-2021
8	Examination schedule(for supplementary and betterment candidates) Last date to pay Examination fee & submission of filled in applicationa. Without Late Fee	18-03-2019	21-03-2020	22-03-2021
	b. With a Late fee of Rs. 100/-	30-03-2019	31-03-2020	31-03-2021
9	Last date for submission of Project Reports			
	a. Without late fee	-----	21-03-2020	23-03-2021
	b. With a late fee of Rs.100/-	-----	31-03-2020	31-03-2021
10	Commencement of year-end examinations (Theory Papers)	20-05-2019	20-05-2020	20-05-2021
11	Commencement of Practical Examinations	April 2019	April 2020	April 2021
12	Viva-Voce Examinations	-----	April 2020	April 2021

**Note:**

- (a) Students appearing I, II and III year regular examinations need not fill the examination application form, since the examination fee is collected at the time of admission/beginning of II/III year along with tuition fee. Hall tickets will be sent directly to them. Only those who wish to write supplementary or betterment examinations must pay the specified fee and must submit the filled in examination application form.
- (b) Examination application forms (for supplementary/betterment) must be collected from CDE office or can be downloaded from the CDE website : [www.anucde.info](http://www.anucde.info)