

**Centre for Distance and Online Education
Devi Ahilya Vishwavidyalaya, Indore**

FREQUENTLY ASKED QUESTIONS (FAQs)

Q. What are ODL/OL programs?

Ans. In the context of a Higher Education, "ODL" commonly refers to "Open and Distance Learning." This term refers to educational programs that allow students to pursue their studies remotely, often through online platforms, without the need for physical attendance at a traditional campus. ODL programs provide flexibility for students who may have other commitments such as work or family responsibilities.

"OL program" in the context of Higher Education could refer to "Online Learning Program." These are academic programs offered entirely or primarily online, allowing students to complete coursework and interact with instructors and classmates virtually. Online learning programs offer convenience and flexibility, making education more accessible to students who may not be able to attend classes on campus due to geographical distance or other constraints.

Q. Do distance learning (ODL/OL) Programs and regular Programs offer the same value?

Ans. Yes. The students obtaining degrees under distance education are given the same level of recognition and value as offered by regular universities. In fact, no one can discriminate the students enrolled in distance learning and regular courses as per the notification issued by the UGC.

Q. What is CDOE?

Ans. CDOE" stands for "Centre for Distance and Online Education." This is a department or unit within an educational institution that focuses on providing distance learning and online education programs.

Q. What Programs are offered at CDOE-DAVV?

Ans. Postgraduate Programs i.e. MBA (ODL, 2 Yr) and MCA (ODL, 2 Yr)

Q. What is the procedure and condition required for obtaining admission?

Ans. You may directly approach the office of DCOE or contact to our websites links that are given in the notifications and consult about the proceedings and formalities.

Q. What do I have to do after registration for new admission?

Ans. After registration you will visit office of CDOE for the counselling and verification of the details that you have submitted.

Q. How do we pay the admission fee?

Ans. Fee is payable only through the online payment mode using UPI/Net banking/Credit card/ Debit Card Etc.

Q. What is the cost of application form?

Ans. Please visit our website: <https://www.cdoedavv.ac.in>

Q. What do I do after the completion of admission formalities?

Ans. After completing the admission formalities, you may get academic calendar and Counselling schedule. You will get subject-wise assignments that to be submitted before the dead lines to the office of CDOE. The Examinations shall be held as per the academic calendar. You are advised to follow the information available on our website.

Q. What is the procedure of counseling classes?

Ans. Counseling Sessions as per the norms shall be held at CDOE, DAVV Campus only in Indore. These sessions are normally on weekends and as per pre announced schedule. It may be noted that the counseling sessions are not conventional classroom teaching. Lectures will be largely based on discussions which will help to overcome difficulties faced by the candidates while going through the study material.

In these sessions candidates must try to resolve subject related difficulties if any. Before you proceed to attend the counseling sessions, please go through your study material and identify of the points to be discussed. The detailed schedule of the counseling sessions will be available on the CDOE Website. Counseling session will be organized in all theory / practical courses.

Attending the counseling session is not mandatory, nevertheless is always in the interest of learner to attend these sessions.

Q. What is Duration of the Programs

Ans. For MBA and MCA-

Minimum duration of the Programme: 4 (Four) Semesters / 02 (Two) Years

Maximum duration of the Programme: 8 (Eight) Semesters / 04(Four) Years

Q. What is Medium of Instruction: English

Ans. Study Material will be provided in English and Assignments and Question Papers will be only in English.

Q. What is Program Fee for MCA Program

Ans. For Program Fee please visit the link ([Program Detail](#)). The Fees to be paid in in the beginning of each semester. Examination Fees shall be charged separately as decided by the University.

Q. What is Program Fee for MBA Program

Ans. For Program Fee please visit the link ([Program Detail](#)). The Fees to be paid in in the beginning of each semester. Examination Fees shall be charged separately as decided by the University.

Q. What Specializations are offered in MBA Program?

Ans. Presently CDOE is offering Specialization in following from Second Year of the Program Marketing/Finance/Human Resource/Energy Management*/ Logistics & Supply Chain/Business Analytics.

Q. What is the qualification required for pursuing MCA Course?

Ans. A candidate seeking admission to MCA Course should be passed - BCA / Bachelor Degree in Computer Science Engineering or equivalent Degree

OR

Passed B.Sc./ B.Com/ B.A. with Mathematics at (10+2) level or at Graduation level. Obtained at least 50% marks and 45% marks in case of SC, ST, OBC (excluding Creamy Layer) category of Madhya Pradesh in aggregate form any UGC/ AICTE approved Indian University or from a foreign University recognized by Association of Indian Universities (AIU) or Institute recognized by the concerned University as equivalent thereto. Bachelor's degree of minimum 3 Yrs duration.

Q. What is the qualification required for pursuing MBA Course?

Ans. **Eligibility (Except for specialization in Energy Management):**

Candidate seeking admission to MBA should be a Graduate with at least 50% marks and 45% marks in case of SC, ST, OBC (excluding Creamy Layer) category of Madhya Pradesh, in aggregate from any UGC/AICTE approved Indian University or from a foreign University recognized by Association of Indian Universities (AIU) or Institute recognized by the concerned University as equivalent thereto.

The Bachelor's degree must be of minimum three years duration after passing Higher Secondary (10+2) examination of (10+2) system or equivalent.

***Eligibility for MBA with specialization in Energy Management:**

Candidate seeking admission to MBA (Energy Management) should be a Graduate in Science or Engineering in any discipline with at least 50% marks and 45% marks in case of SC, ST, OBC (excluding Creamy Layer) category of Madhya Pradesh in aggregate form any UGC/AICTE approved Indian University or from a foreign University recognized by Association of Indian Universities (AIU) or Institute recognized by the concerned University as equivalent thereto.

The Bachelor's degree must be of minimum three years duration after passing Higher Secondary (10+2) examination of (10+2) system or equivalent.

Q. **How to submit assignments?**

Ans. Assignments are a part of continuous evaluation system. The submission of assignments is compulsory. Assignments of a course carry 30% weightage in terms of marks. Assignments are designed in such a way as to help you concentrate mainly on the Self learning course material (SLM). However, access to other books and sources will be an added advantage in your academic pursuits. Assignments should be hand written. Typed or printed assignments shall not be entertained. For your own record, it is advisable to retain a copy of all the assignment responses. You have to submit the Assignments to the CDOE Office on or before the last date of submission mentioned in the Academic Calendar or as notified. Write your Name and Roll Number correctly and legibly on the Assignment Sheets.

Q. **How to appear in Semester End Examinations.**

Ans. Semester End Examination is the major component of the evaluation system and it carries 70% weightage in final result. You must fill in the Semester End Examination Form online through Exam Portal as per the instruction given on the website. The examination forms should be submitted on or before the last date mentioned in the **Academic Calendar/Notice from the Director**.

Q. **How the evaluation takes place?**

Ans. The evaluation consists of two parts:

(i) Assignments

(ii) Semester End Examination.

In the final result all the Assignments of a course will carry 30% weightage while 70% weightage will be given to the Semester End Examination.

If a student fails to qualify any component of a paper or a course, he/she can repeat the same during the subsequent Semester, up to the maximum duration provided for the Program from the date of registration.

For further details please refer Ordinance 14 given on the website of the University.

Q. **Is any experience required to pursue ODL/OL Programs?**

Ans. No, any person who fulfill the eligibility conditions, can take the admission in ODL/OL programs.

Q. Is there any age limit to pursue ODL/OL Programs?

Ans. No, there is no age limit.

Q. What if I want more information?

Ans. Please visit our website: <https://www.cdoedavv.ac.in>

Address for communication

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Contact details : +91-98939-15514, +91-93037-41100

Working hours : 10.30 AM to 6.00 PM (Except Monday and Saturday)

Email : ddedavv@outlook.com

Website : <https://www.cdoedavv.ac.in>
