

## NOTIFICATION

### AMENDMENTS IN THE REGULATION 18/2008

The Regulation 18/2008 has come into effect from 01/01/2008. Following amendments have been made in the Regulation 18/2008 with effect from 06/11/2008 :-

- **2.2 APPLICATION PROCEDURE** is to be substituted as under :  
"Institute must apply in the prescribed form which can be obtained from the University against payment of Rs. 1,000/ through Demand Draft. One form can be used only for one group i.e. either for courses of Media group or Computer Applications/IT group. If the Institute desires to apply for courses of both groups, it has to submit its application in separate forms for each group. Application Forms for association will be issued on 'first come first serve basis' and only up to three forms will be issued for registering one Institute at a place. Where more applications than the permissible number of institutes are received for association of Institutes, the University will choose the best amongst the applicants. The University can reject all the three applications for a particular vacancy if applicants are not found upto the mark after inspection".
- **2.3** is to be substituted as under :  
"Institutes offering Degree or Diploma courses of any other University/ Institute will not be permitted to run the same courses of this University".
- **2.12** is to be substituted as under :  
"The decision taken by the University in either case is communicated to the Institute. In case an Institute is rejected and it desires to apply for re-inspection it should apply for the same along with DD of Rs.10,000/- as re-inspection charges. The University may conduct the re-inspection in the same session or the next session. The University may also turn down the application for re-inspection for reasons to be recorded in writing. The re-inspection fees will be refunded in such cases"
- **2.14** is to be substituted as under :  
"In the beginning, the association is for a period of one year. On satisfactory performance and favourable recommendations of the inspecting person and the conduct of the Institute as regards the facilities available, infrastructure, academic environment, number of students admitted, number of students appearing in the examinations, examination results etc. the qualifying institute may have its association continued on payment of yearly Renewal Fees. The institute is permitted to admit students every year unless otherwise prohibited. If there is no specific action against the Institute, it will be deemed to be enjoying continued association subject to the payment of University dues and Renewal Fees. Any Study Institute which has not paid its Renewal Fees will be deemed to have lost its association. A Study Institute is bound to pay Renewal Fees for all the courses for which it is associated, even if it is in No Admission Category.

● **2.16 AUTHORITY COMPETENT TO GRANT ASSOCIATION** is to be substituted as under :

- (i) The Rector will be empowered to sanction association of a Study Institute for Media Courses on the recommendation of an empowered committee, appointed by the Vice Chancellor for this purpose from time to time.
- (ii) The Director (IT) may sanction association of a Computer or IT Institute on the recommendation of an empowered committee, appointed by the Vice Chancellor. Besides the Director (IT), the committee will also include at least one Member of the Computer Science Department, not below the rank of a Lecturer.
- (iii) An appeal will lie to the Vice Chancellor of the University against the order of the Rector sanctioning or rejecting association of an Institute
- (iv) An appeal against an order of the Director (IT) will lie to the Vice Chancellor

● **3. COURSES OFFERED THROUGH ASSOCIATE INSTITUTES** is to be substituted as under :

□ **3.1 MEDIA COURSES OFFERED AT INSTITUTES:**

- (1) **MASTER OF JOURNALISM (MJ):** This is a two year full-time regular programme offered to any graduate. This course is helpful to those graduates who aim at developing working skills for News papers, Radio, T.V. and Web Journalism. The course familiarizes students with the working of media both Print and Electronic.
- (2) **MASTER OF ARTS IN BROADCAST JOURNALISM [MA(BJ)]:** This is a two year full-time regular programme offered to any graduate. This course provides an insight into the broadcast media and its relevance to rural and urban development and develops skills to enable to perform entry level jobs in various broadcast media institutions Radio, Doordarshan, News and Advertising units, Satellite and Cable television networks etc.
- (3) **MASTER OF ARTS IN ADVERTISING AND PUBLIC RELATIONS [MA(APR)]:** This is a two year full-time regular programme offered to any graduate. The course offers students a deeper insight into the philosophy, theory and techniques of Public Relations and Advertising.
- (4) **MASTER OF ARTS IN MASS COMMUNICATION [MA(MC)]:** This is a two year full-time regular programme offered to any graduate. This course provides training in different areas of Mass Communication and improves the ability in oral and written communication. It is aimed to prepare professionals who possess the ability to produce, present and disseminate information in accordance with the higher standard of excellence of media organisations/NGOs.
- (5) **MASTER OF ARTS IN AUDIO-VISUAL COMMUNICATION [MA(AVC)] :** This is a two year full-time regular programme offered to a graduate in any discipline. The course has a special focus on Audio Visual Communication.
- (6) **MASTER OF ARTS IN MARKETING AND MANAGEMENT COMMUNICATION [MA(MMC)]:** This is a two year full-time regular programme offered to a graduate in any discipline giving specialized and in-depth training in the area of Marketing and Management Communication.
- (7) **BACHELOR OF JOURNALISM (ONE YEAR) (BJ):** This is a one year full-time regular programme offered to a graduate in any discipline
- (8) **BACHELOR OF LIBRARY and INFORMATION SCIENCE (BLIS):** This is a one year full-time regular programme offered to a graduate in any discipline

- (9) **BACHELOR OF JOURNALISM (THREE YEARS) (BJ):** This is a three year full-time regular programme offered to 10+2 passed students.
- (10) **BACHELOR OF ARTS IN MASS COMMUNICATION [BA(MC)]:**  
This is a three year full-time regular programme offered to 10+2 passed students.
- (11) **BACHELOR OF SCIENCE IN ELECTRONIC MEDIA [BSc (EM)]:** This is a three year full-time regular programme offered to 10+2 passed students.
- (12) **POST GRADUATE DIPLOMA IN MEDIA (PGDM) :** This is a one year part-time programme offered to a graduate in any discipline. The course gives professional information of Print, Audio Visual and Web Media and equips the students for working in these areas.
- **3.2 COMPUTER AND IT COURSES OFFERED AT INSTITUTES:** Presently the University is conducting the following courses in the field of Computer Applications:
- (1) **MASTER OF SCIENCE (INFORMATION TECHNOLOGY) [M Sc(IT)] :** This University has started M.Sc (IT) course in 2001-02. It is a full-time regular advance course in Information Technology. Students passing BIT, BCA, BE/B Tech (Computers), B.Sc (Computers), B.Sc(IT) or any graduate with PGDCA from a statutory University are eligible to take admission in this course, which is of two years duration.
- (2) **A. MASTER OF SCIENCE (COMPUTER SCIENCE) [M Sc(CS)] :** This is a two year full-time regular programme in Computer Science. Eligibility for admission is Graduate in any discipline. **B. MASTER OF SCIENCE (COMPUTER SCIENCE) [M Sc(CS)] LATERAL ENTRY** This course will continue till 2008-09 academic session for such institutes only who are already running this course.
- (3) **BACHELOR OF COMPUTER APPLICATIONS (BCA) :** This is a three year full-time regular Degree course in Computer Applications for students who have passed 10+2 with at least 55% marks.
- (4) **BACHELOR OF SCIENCE (INFORMATION TECHNOLOGY) [BSc (IT)] :** The University has started BSc (IT) course from 2001-02. Students who have passed 10+2 with Maths at the +2 stage are eligible for admission in this full-time regular three year Degree Course.
- (5) **POST GRADUATE DIPLOMA IN COMPUTER APPLICATIONS [PGDCA] :** This is a one year (part-time) Diploma Programme in Computer Applications and is available to any graduate.
- (6) **DIPLOMA IN COMPUTER APPLICATIONS (DCA) :** This is a one year (part time) Diploma Programme in Computer Applications for students who have passed 10+2 exam.
- **5.12. ACADEMIC SESSION** is to be substituted as under :  
"There will be one academic session beginning from July/August. The University offers opportunity of admission to the students in this academic session for the Computer/IT and Media courses. The institute will admit students strictly in accordance with the strength permitted by the University."
- **7.8.** is to be substituted as under :  
"Detailed procedure related to examination and other matters relevant to examination are contained in the Examination Manual. Separate notifications also

are issued from time to time. Institutes are expected to go through them carefully and follow in letter and spirit both. Failure to comply may lead to strict action by the University"

● **10.3 LABORATORY / EQUIPMENTS REQUIRED** is to be substituted as under :

A laboratory should be set up for conducting practical and hands- on learning with the following equipments :

- (i) Computers and related equipments:
  - ❑ The institute should have minimum fifteen number of Pentium IV (P-IV) computers with Multimedia facilities (Sound Cards, Speakers, DVD Writers, Audio/Video Cards etc.) and required software.
  - ❑ Printers: At least Two (1 Laser/1 Ink Jet)
- (ii) Audio Equipments:
  - ❑ Digital Voice Recorder
  - ❑ Satellite Radio
  - ❑ Microphone with amplifier and sound boxes
  - ❑ Audio NLE workstation
- (iii) Audio Visual Equipments:
  - ❑ Colour TV set One
  - ❑ DVD Player One
  - ❑ 3CCD Digital Video Camera One
  - ❑ Digital Still Camera 10 mega pixel or above
- (iv) Equipments requirement for Studio of the (MA(BJ)/M.Sc.(EM)/B.Sc.(EM) Programme
  - ❑ Acoustically designed Audio Studio (well equipped with digital audio recording and editing system)
  - ❑ Acoustically designed Video Studio with facility for News Reading
  - ❑ 3CCD Digital Video Camera for Broadcast Quality Production 02 Nos.
  - ❑ Digital Still Camera Min. 10 Mega Pixel 2 Nos.
  - ❑ Digital Voice Recorder 2 Nos.
  - ❑ T.V. Lighting instruments Min. 6 Nos.
  - ❑ DVD Player 2 Nos.
  - ❑ Digital VCR DV Format 1 No.
  - ❑ Professional Video Camera Tripods
  - ❑ Arid / Final cut pro / matrix non linear editing work station

**FACULTY**

- ❑ There should be minimum two full time faculty in the first year, three full time faculty in the second year and four full time faculty in the third year for the three years programme. (per programme)
- ❑ There should be two full time faculty in the first (previous) and three full time faculty in final year of the two year Master Degree Programme.(per programme)
- ❑ There should be two full time faculty in one year degree / diploma programme.(per programme)
- ❑ The faculty should have a Masters Degree with minimum 55% marks in the relevant discipline or should be an experienced professional having

Masters degree in any other discipline and professional experience of working with at least state level media for minimum 5 years in the relevant field.

- **10.4 FEES FOR MEDIA COURSES** is to be substituted as under :
  - **B.PROCESSING FEES (NON-REFUNDABLE)**
    - (i) Rs. 10,000/- per course for Diploma and Bachelor Degree courses
    - (ii) Rs. 20,000/ per course for Master Degree courses.
    - (iii) This should be paid along with the filled- up application form. The amount of processing fees should be remitted through a separate bank draft.  
Note : Processing fee includes the inspection fee.
  - **10.4(G)** - Note is to be added as under :  
"If the Institute fails to deposit the amount of security deposit within the stipulated period indicated in paragraph 10.4 (G), interest at the rate of 6% of the security amount due will be payable till the date such amount is remitted with interest."
  
- **11.4 FEES FOR COMPUTER AND IT COURSES** is to be substituted as under :
  - **B. PROCESSING FEES (NON-REFUNDABLE)**
    - (i) Rs. 10,000/- per course for Diploma and Bachelor Degree courses
    - (ii) Rs. 20,000/ per course for Master Degree courses.This should be paid along with the filled- up application form The amount of processing fees should be remitted through a separate bank draft.  
Note : Processing fee includes the inspection fee.
  - **11.4 (C)** Tuition fees share (per semester) Rs. 1000/- for Master Degree Exams fees (per semester) Rs.500/- for Diploma course.
  - **11.4(F)** -Note is to be added as under :  
"If the Institute fails to deposit the amount of security deposit within the stipulated period indicated in paragraph 11.4 (F), interest at the rate of 6% of the security amount due will be payable till the date such amount is remitted with interest".
  
- **11.5 (iv)** is to be substituted as under :  
"The study institute will be required to deposit reprocessing fees Rs.10,000/- per course for Master programmes, Rs.7,500/- per course for Bachelor programmes and Rs.5,000/- per course for Diploma programmes at the time of application. In addition, the study institute will be required to deposit Rs.500/- per computer, for the number of computers increased. The reprocessing fees is non-refundable".
  
- **12.22.** is to be substituted as under :  
"The Vice Chancellor may relax the norms in special cases for reasons to be recorded in writing."
  
- **12.25.** is to be substituted as under :  
"The existing study institutes will be required to upgrade the infrastructure according to the norms prescribed in these regulations within six months from the date of coming into force of these regulations and send compliance report. The Vice Chancellor may relax this provision in exceptional cases."
  
- **12.28 (f)** is to be added as under :  
"The institute should remit all the necessary fees and deposits by the stipulated time."
  
- **12.29.NORMS REGARDING SECURITY DEPOSIT** is to be substituted as under :  
(C) Cheques, Cash, Bank Guarantee, Fixed Deposits are not acceptable

- **13.3** is to be substituted as under :  
 "Once an institute is linked with the University as an Associate Study Institute, it will be the responsibility of the institute to always maintain high moral and ethical standards, expected of a good academic institution associated with the University. Institutes should take care that none of their actions bring a bad name to the University. They should strive to maintain the infrastructure, faculty, library, supporting staff and other facilities at least upto the minimum level prescribed by the University. If the University finds that they are not in a position to maintain these norms, their association may be cancelled or the institute may be put in No Admission Category by the Vice Chancellor or an officer authorized by him in this regard at any point of time. Non-payment of Tuition Fees Share, Security Deposit within time-limit, Non-compliance of University Notifications/ Circulars/ Instructions in all matters may lead to 'No Admission' category or any other action including cancellation as deemed fit. The institute may also be banned for additional courses and/or additional seats for a specified period as a matter of penalty. In such a case, the Institute will be fully responsible for all the consequences."
- **13.12** is to be substituted as under :  
 "The institute is expected to follow all the rules of the University strictly. Decision of the Vice Chancellor of the University, in any dispute or prayer or complaint, shall be final and binding."
- **13.13** is to be substituted as under :  
 "The University puts all important notifications, information, circulars, schedules, time-tables and examination results on its website. For any important and relevant information the institutes are required to log on to the University's website - [www.mcu.ac.in](http://www.mcu.ac.in)"
- **CALENDER OF EVENTS** is to be substituted as under :

Issue of forms for association:	Ist to 15th January every year
Submission of filled up form:	Upto 15th February every year
Submission of renewal fees	Upto 30th June every year
Submission of application for increase in seats:	Ist January to 15th February every year
Course Commencement (July semester)	Between 15th July to 1st August every year
(January semester)	Between 15th January to 30th January every year
Last date for admission of students at institutes	31st August every year

**(J.R. Zanane)**  
**Registrar**

क्रमांक : पंजी / 5226  
दिनांक 24 / 11 / 2008

## अधिसूचना

विश्वविद्यालय द्वारा लिये गये निर्णय अनुसार सत्र 2009-10 के लिए कम्प्यूटर/आई.टी. पाठ्यक्रमों हेतु नवीन संस्थाओं से संबद्धता हेतु आवेदन स्वीकार नहीं किये जायेंगे।

(जे.आर. झणाणे)  
कुलसचिव

**According to the decision taken by the Management Sub Committee, no applications for Computer/IT courses for 2009-10 session will be accepted until further notice.**

**(J.R. Zanane)  
Registrar**

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No. Regn/5332  
Date : 01/12/2008

### **CORRIGENDUM**

**Point no. 3.2 (3) may be read as under :**

**BACHELOR OF COMPUTER APPLICATIONS (BCA) :** This is a three year full-time regular Degree course in Computer Applications for students who have passed 10+2 with at least 50% marks (General category) and at least 45% marks (SC,ST and persons with disability, as defined in PWD Act )

**REGISTRAR**