



PANDIT DEENDAYAL PETROLEUM UNIVERSITY
SCHOOL OF LIBERAL STUDIES
RAISAN – GANDHINAGAR – 382007, GUJARAT, INDIA.
WWW.SLS.PDU.AC.IN

SLS
SCHOOL OF
LIBERAL
STUDIES

ANNOUNCEMENT OF ADMISSION TO MASTER'S PROGRAMME, 2019-2021
SCHOOL OF LIBERAL STUDIES, A CONSTITUENT SCHOOL OF
PANDIT DEENDAYAL PETROLEUM UNIVERSITY

NAAC accreditation with 'A' grade

Only University in Gujarat that has been Granted Autonomy by MHRD, Govt of India

Admission policy and procedure

1. THE SCHOOL OF LIBERAL STUDIES

The School launched its undergraduate programme in Liberal Studies in 2009. Students get opportunities to learn courses like Communication, Management, Humanities and Performing Arts and to identify and develop their hidden potential. PDU has excellent infrastructure, residential facilities and a stimulating environment to support all-round development of its students.

Liberal Studies is not about merely teaching a subject to the students but to provide an atmosphere where students acquire a love for learning the subject and subsequently apply their knowledge in their pursuits. It emphasizes on integrated development in teaching, experiential learning and overall grooming of the students in areas of leadership, teamwork, communication skills, thinking skills and being a responsible global citizen to cater to the needs of the diverse world of work. Global citizenship has been taught in world-renowned universities in North America and Europe for more than 100 years on their campuses alongside Engineering and Management to provide interdisciplinary learning opportunities to students. To carry forward its vision of imparting quality education to promising future leaders of the nation, SLS announces Two-Year Master's in:

- 1) Public Administration
- 2) Political Science & International Relations
- 3) English
- 4) Psychology
- 5) Economics
- 6) Media and Communication
- 7) M.Sc. (Finance)



1. AREAS OFFERED:-

A. M.A. in PUBLIC ADMINISTRATION

Relevance of Public Administration has grown immensely since the inception of human civilization; its role has increased and changed from doer/provider to regulator of services in the present times. With the present and future perspective on demand-driven administrative processes in sight, a two-year master's degree programme in Public Administration with focus on Public Policy and Governance is being offered by the School of Liberal Studies, PDU.

The curriculum of this Masters Programme covers all cotemporary and conventional areas of Public Administration, i.e., theories (traditional to contemporary), Indian administration, internal security, rural development, disaster management, social welfare & social accountability, Economic & Financial administration, Public enterprises, Non-profit administration etc. The course is supportive for students aspiring to chart out careers in globally competitive public and private sector, career planning for various social science research institutes and civil services. Those who desire to pursue higher studies may join research programmes in areas/disciplines such as Public Administration, Development Studies, Local Self government, Rural Development, Urban Governance & Management, Public Policy, Development Politics, Law & Governance, Sociology, Political Science, etc.

B. M.A. in POLITICAL SCIENCE & INTERNATIONAL RELATIONS

The two-year Post-Graduation degree in Political Science & International Relations focuses on imparting comprehensive knowledge of International Relations while blending it with vital aspects of Political Science. The curriculum is prepared in a manner to train students with the fast-changing developments at the global level, nurture orientations in strategic affairs, and expose students to new horizons in the field of global affairs.

The programme offers specialization in the areas of Diplomacy, National and Global Security, Energy Politics, Political Economy, Geopolitics, etc. With custom designed curriculum, along with internships and publication training, the course intends to prepare students to fit into the contemporary demands of the academic, administrative, corporate, diplomacy domains.

C. M.A. in ENGLISH LITERATURE

A two-year master's degree programme in English as per the model course curriculum of UGC is prepared to challenge the creativity and imagination of students. The programme opens up an entire panorama of visual arts, theatre arts, science, psycho-analysis, philosophy and films with reference to English. PDU infrastructure supports the unique pedagogy required to deliver such a programme.

D. M.A. in PSYCHOLOGY

A two-year master's degree programme in Psychology is aimed at imparting application aspects of psychological concepts across various aspects of work and life. Through this program students will develop an understanding of how psychological theories are applied to real world situations. The course will focus on applying psychological concepts, theories, and processes to the fields of health, business, society, spirituality, and education. Techniques to evaluate contemporary local and global issues and topics using an applied psychological Perspective will be integrated in the teaching pedagogy. Further the course will also focus on making the student more job ready in various areas at Individual, team and societal level. Societal development will be one of the significant focus area of this program which can be aligned easily with mission and vision of PDU. Teaching pedagogy for this course includes lectures, workshop, field projects, guest talks, field visits, internships and practical lab work. In the final year Students also required to submit two dissertations. Students' performance is evaluated through class assignments, mid-semester and end-semester exams, internships and dissertation are taken into account. This holistic approach to learning facilitates students in understanding the various theories and also to apply learnt concepts in the real-world situations.



E. M.A. in ECONOMICS

The Department of Social Science is offering MA in Economics from the academic year 2019-20. A two-year course of master's in Economics will aim at imparting advanced knowledge in the various core and applied areas of Economics like Advanced Macroeconomics, Advanced Microeconomics, Econometrics, Energy and Infrastructure economics, etc. The syllabus is designed to put equal emphasis on application of economics principles and the emergence of new economy in the present world. The course focuses on enriching research and analytical aptitude of students. At the same time, there is scope to nurture economic and political thoughts to develop leadership and vision to serve India and the rest of the world. Papers in mathematical and statistical methods along with basic and advanced econometrics are designed to develop this attitude. Software and database like SPSS, CMIE Prowess, India Info-line, J-stor, etc. are available for students in SLS and can be productively utilized by them. Overall, the course prepares students for corporate engagements, analysts and project executives in development sectors and to serve government.

F. M.A. in MEDIA AND COMMUNICATION

The two-year Master of Arts programme in Media and Communication is a comprehensive course that covers all the facets of the Media and Entertainment (M&E) industry. A learner opting for the programme can choose any one of the four specializations: (i) Multimedia Journalism, (ii) Electronic Media Production and Film Studies, (iii) Public Relations and Corporate Communication, and (iv) Media Business. The programme offers an eclectic mix of theoretical frameworks and industry practices. The fundamental intent of the state-of-the-art programme is to train enthusiastic media learners keeping in mind the contemporary demands of the M&E industry. The first two semesters aim at orienting the media learners to the basics of all the disciplines that come under the broader purview of media. In the third semester, the media learners need to select their specializations based on their areas of interest. The media department is equipped with a modern media lab with the latest gadgets that comprehensively cover cinematography, editing, sound recording and photography. The media lab also has six editing machines and a chroma screen, which makes it one of the best media labs in the country. The teaching pattern followed for this programme effectively includes classroom lectures, practical workshops, guest lectures by industry experts, industry visits, internships, project works and research works. In the final semester, the media learners are required to submit two dissertations. The overall performances of the media learners are evaluated based on class activities, assignments, semester examinations, projects and dissertations.

E. M.SC. in FINANCE

M.Sc. in Finance is a unique two-year programme focused on finance area. The programme offers individuals (even from non-finance backgrounds), an inimitable opportunity to gain comprehensive knowledge and ensuing depth in the field of finance. This in-depth knowledge matches the requirements of finance industry in terms of domain expertise. The programme aims at preparing the students to improve various skills in the area of finance and also prepare them to be a sharp decision maker.



2. ADMISSION RULES AND REGULATION

2.1 The admission process for Master's Programme for the batch of 2019-21 will be conducted under the direction of the Admission Committee constituted by the University for School of Liberal Studies headed by the Director – SLS.

2.2 Total Number of Seats for admission in each area is limited to **20***.

2.3 **Statutory Reservation:** For candidate from Indian States & UTs:

- Scheduled Tribe (ST) 7.5%
- Scheduled Caste (SC) 15 %
- Physically Challenged will be provided 3% reservation in each category

Seats will be filled on the basis of open merit if those reserved for the categories mentioned above remain vacant.

** The intake may be increased subject to the approval of the PDPU officials concerned.*

3. ADMISSION PROCESS - ONLINE APPLICATION PROCESS

3.1 Applicants should apply on-line on SLS website. (Please visit SLS website www.sls.pdpu.ac.in for application procedure.)

3.2 Applicants can opt for **only one** subject from among Public Administration, Political Science & International Relations, English, Psychology, Economics, Media and Communication and M.Sc. in Finance.

3.3 Applicants shall be required to pay a sum of Rs. **500** through the **Internet Banking/Debit Card/Credit Card** towards the **Registration Fee**.

3.4 The **Application Fee is non-refundable and no correspondence on this subject will be entertained.**

3.5 Applicants shall be required to upload the colour scanned copies of requisite certificates and testimonials as specified in the Application Form.

3.6 Students can apply for admission online from **01 May 2019** until **08 July 2019**.

3.7 Applicants will carry the printout of the 'Admit Card' for offline personal interview, and get it signed by the authority concerned in PDPU.

3.8 Applicants to all programmes under various reserved categories must submit along with application form the attested photocopies of relevant certificates for verification of reserved category issued by the competent authority. These certificates should be in English or with authorized English translation.

4. ELIGIBILITY

4.1 Applicant must have a Bachelor's Degree in any discipline from any recognized College/University in India (*Students from abroad may please contact Office of International Relations (OIR) for their eligibility*)
<http://www.pdpu.ac.in/international-relations.html>

4.2 students expecting their qualifying degree result on/ before 31 August 2019 can also apply.

4.3 Students must have passed all relevant papers/examinations at the time of admission.



5. SELECTION PROCEDURE

5.1 Applicants have to submit his/her statement of purpose online/ offline for pursuing Master's programme in 500 words till **08 July 2019 (Please also refer to section no: 7)**.

5.2 Every applicant will have to submit their SOP to the admission panel while appearing before them for personal interview, which will be scheduled by the panel and the admission office either online/ offline to evaluate the applicant's competence in the areas of General Studies, English / Political Science-International Relations / Public Administration and Public Policy/ Psychology/ Economics/ Media and Communication & Finance.

5.3 Students awaiting their bachelor's degree mark sheets will be offered provisional admission based on their SOP and performance in the personal interview and subject to their passing the bachelor's degree examination.

**Venue for offline personal interview will be
Pandit Deendayal Petroleum University, Raisan, Gandhinagar, Gujarat - 382 007.**

5.4 Admission will be offered based on marks in

- i) Graduation examination
- ii) Statement of Purpose
- iii) Personal Interview

Criteria	Marks
Graduation (Grades/ Marks obtained)	10
Statement of Purpose	50
Personal Interview	40
Total	100

6. OFFLINE PERSONAL INTERVIEW

6.1 Applicants are to report at the venue at least **30 minutes** before the scheduled time for offline interview.

6.2 All applicants should bring along the relevant and required documents in original and a set of photocopies of the same for submission (PDPU will not keep any of your original documents).

7. NOTE (INSTRUCTIONS FOR SELECTION PROCESS)

Students will have to opt for either of these three manners for admission:

7.1.1 Spot Admission: At select centres, based on the applicants' Statement of Purpose and performance in Personal Interview, spot admission will be offered. If selected, applicants will be notified within five working days from the date of interview.

7.1.2 Online PI: Applicants can submit their Statement of Purpose online. This will be followed by online Personal Interview. If selected, applicants will be notified within five working days from the date of interview.

7.1.3 On-campus admission: Offline Interview will be conducted at PDPU on **12 July 2019** and admission offered based on Personal Interview and the Statement of Purpose.

7.2 The final admission list will be displayed on PDPU website on **15 July 2019**



7.3. Students offered admission in the final list will be required to complete admission formalities by **20 July 2019** to secure admission.

7.4 If a selected applicant fails to secure admission as mentioned above, the admission offer will stand withdrawn and the seat falling vacant shall be offered to the next waitlisted applicant.

8. CANCELLATION OF ADMISSION/ REFUND OF FEES

8.1 Cancellation of admission by the University:

- 8.1.1 In case the applicant fails to produce original documents within the specified time period **only deposits** (Rs.13, 000/-) shall be refundable.
- 8.1.2 During the verification of documents or subsequently at any point of time if the University finds any certificate or testimonial or information submitted by any applicant incorrect or false, the candidature of such applicant shall be cancelled for that year. For such applicant's deposit of (Rs.13, 000/-) only shall be refundable.
- 8.1.3 If the University is satisfied that a certain applicant on no fault of his/her own has been wrongly admitted, fees & deposits paid, if any, for the ongoing semester shall be refundable.

8.2 Cancellation of admission by the applicant or her/his guardian or authorized representative

- 8.2.1 If an applicant applies for cancellation of her/his admission through email/in-person by **31 July 2019**, the fees paid shall be refunded after deduction of Rs. 1000/- as administrative charges, provided such vacated seat gets filled up.
- 8.2.2 The above referred refund of fees against cancellation of admission is applicable uniformly irrespective of when the applicant has got admission.
- 8.2.3 The refund will be made on 15 October 2019 after receiving all required documents from the candidate in this regard.
- 8.2.4 The candidate shall be required to submit the original receipt of the fees paid for refund in the prescribed form. The application for cancellation is to be submitted to:

ADMIN OFFICE – D BLOCK, SCHOOL OF LIBERAL STUDIES
PANDIT DEENDAYAL PETORLEUM UNIVERSITY
RAISAN – GANDHINAGAR – 382007, GUJARAT, INDIA



9. FEE STRUCTURE FOR M.A. PROGRAMME

9.1 Fee Structure & Payment Schedule

Particulars	Fees for Student (In Rs.)
First Semester	
Tuition fee (Per semester)	33,500/-
University enrolment fee	3,000/-
Library deposit (One time-refundable)	3,000/-
Semester enrolment fee	3,000/-
Caution money deposit (One time-refundable)	10,000/-
Total Fees (A)	52,500/-
Second Semester	
Tuition fee (Per semester)	33,500/-
University enrolment fee	3,000/-
Semester enrolment fee	3,000/-
Total Fees (B)	39,500/-
Third Semester	
Tuition fee (Per semester)	33,500/-
University enrolment fee	3,000/-
Semester enrolment fee	3,000/-
Total Fees (C)	39,500/-
Four Semester	
Tuition fee (Per semester)	33,500/-
University enrolment fee	3,000/-
Semester enrolment fee	3,000/-
Convocation fee	4,000/-
Alumni fund	2,500/-
Total Fees (D)	46,000/-

Total – A+B+C+D = Rs. 1,77,500/-

- * Each academic year is split in two semesters.
- * Charges for the Internships (if any) shall be levied on the basis of actual expenditure.
- *

9.2 Hostel and Mess Facilities: (charges will be subject to upward revision for current intake.)

- a) Hostel accommodation is available on first-come-first-served basis, subject to its availability.
- b) To secure hostel accommodation, following fees are required to be paid. These fees are non-refundable & subject to revision from time to time.

Sr. No.	Occupancy/Sharing	AC Room Charge per Annum
1	Double/Triple	Rs. 80,000/-

Hostel Deposit (Refundable): **5,000/-**

Electricity charges would be levied (calculated) extra on actual consumption basis.



- C) **Mess Charges***: Rs. **42,700/-** per year for breakfast, lunch, dinner and snacks as per canteen schedule. This is compulsory for candidates opting for hostel facility of the University.
- D) For day scholars Rs. **28,300/-** per year for breakfast, lunch and snacks as per the canteen schedule. (Monday to Friday)
- * The above-mentioned Hostel Fees / Mess Charges are to be paid through a Demand Draft drawn in favour of 'Pandit Deendayal Petroleum University', payable at Gandhinagar at the start of academic year.

For hostel facility Shri Ashutosh Vyas, Ground Floor, Block-C, may be contacted.
email: ashutosh.vyas@spt.pdpu.ac.in

9.3 Payment Schedule:

- **Payment for Securing Admission:** The candidates who are offered admission can secure admission only upon payment of the full fees for the first semester.
- **Payment of the remaining charges:** The admitted students are required to pay the mess charges and energy charges for the first semester before the prescribed date.
- **Semester-wise Payment:** The admitted students are required to pay the fees of every semester one week before the commencement of the respective semester. In case of delay, penalty will be charged as per the prescribed rules of the School.

9.4 Modes of Payment:

- **Payment by Demand Draft:** Fees may be paid by demand draft drawn in favour of "Pandit Deendayal Petroleum University," payable at Gandhinagar, Gujarat.
- The said demand draft will be accepted by the Admission Office as per stipulated schedule
 - **Payment through Institute Bank Account:** Fees can be paid in the University Account at **Oriental Bank of Commerce (OBC) A/C No. 09332151005094**. SWIFT/BIC (IFSC) Code: ORBC0100933,
 - **Branch:** Gandhinagar. Students are required to send fee payment receipt slip of the bank in scan copy to slsadmission@pdpu.ac.in before the last date.
- **Cash Payment:** The University and its Schools **DO NOT** accept cash payment.



10. MERIT-CUM-MEANS AND SLS-PDU SCHOLARSHIP SCHEME:

10.1 The scholarship is based on the Merit-cum-Means. The scheme is applicable to Master's programme students securing admission in the Academic Year 2019-20.

10.2 In all, **Two meritorious** students from each stream of Master's programme are eligible for Merit-cum-Means Scholarship.

10.3 The basic eligibility criterion: The Total Annual Income (from all sources) of the student's family should not exceed Rs. 10.00 Lakh.

10.4 There would be a waiver of 50% of tuition fee for scholarship holders till the continuation of such scholarship.

10.5 In case of a tie between two students the amount of scholarship will be equally divided.

10.6 Students availing themselves of the benefit of scholarship should work as Teaching Assistants for 10 hours per week.

10.7 Eligibility criteria for the continuation of the merit-cum-means scholarship after the first semester:
To become eligible for the continuance of the scholarship in subsequent semesters, the students are required:

10.8 To have earned Minimum **SPI of 7.5** in the 1st Semester, and also of **7.5 SPI** in every subsequent semester.

10.9 To have passed every semester examination in the first attempt besides regular attendance, disciplined and exemplary behaviour and compliance with all other norms, as prescribed by the University from time to time.

10.10 To continue availing the scholarship scheme in second and subsequent semesters, students have to apply along with the result of the previous semester in a prescribed form wherein authentic information about the family income and other relevant information shall have to be furnished.

10.11 SLS PDU Scholarship: The applicant, if student of PDU, both graduating or graduated shall be entitled for a 40% of waiver in tuition fees.

10.12 A student is entitled to avail either of the two scholarship schemes based on the eligibility criteria and prevailing norms.

11. INTERPRETATIONS AND CHANGE IN ADMISSION RULES:

In the matter of interpretation of Admission Policies and Procedures, and grant and withdrawal of admission offer, the decision of the Admission Committee shall be final and binding on candidates. The Admission Committee is authorized to resolve issues that are not covered in the Admission Policies and Procedures mentioned above, on the merit of the cases, and implement the same.

12. OTHER IMPORTANT INFORMATION:

12.1 All communication by School of Liberal Studies for the admission process will be made through SLS website www.pdu.ac.in. Candidates are strongly recommended to access the School's website on regular basis for admission updates.

12.2 The Admission Committee has the right to cancel any admission.

12.3 The Admission Committee has the right to cancel any admission taken by the candidate on the basis of incorrect/ insufficient information.

12.4 On admission, the candidate will have to produce her/his original documents along with one attested copy (by a Gazetted Officer/Head of the Institution last attended) to the Admission Committee for verification.



13. WARNING AGAINST RAGGING:

Ragging is completely banned at the University. As directed by the UGC and also under the instructions of the Supreme Court of India, students are prohibited from indulging in any kind of ragging inside and outside the University campus. The Anti-Ragging Committee of the University is authorized to take very strict actions, including expulsion from the University, against the students indulging in ragging. The students shall have to submit an undertaking in the prescribed format along with the signature of their parents/guardian to the effect that they are aware of the severity of the offences related to ragging.

14. CONDITION PRECEDENT:

The above procedure is subject to modification whenever found necessary by the University. If a dispute arises regarding any of the above provisions, the decision of the Director General of the University shall be final and binding on all.

15. JURISDICTION:

The above referred Admission Policy and Procedure is subject to the jurisdiction of Hon'ble Court of Gujarat at Ahmadabad.

16. IMPORTANT DATES

Particulars	Activities
Forms available online from	01 May, 2019
Last date to apply	08 July, 2019
Spot and Online Admission	03 May to 10 July 2019
Personal Interview at PDP	24 May 2019 & 12 July 2019
Display of Admission list	15 July 2019
Admission formalities, Fees collection & enrolment up to (First List)	20 July 2019
Last day to Cancel admission W.R.T Clause 9 in Admission Policy (for applicant in first list)	25 July, 2019
Operating (Second list) waiting list	22 July, 2019
Admission formalities, Fees collection & enrolment up to (Second List)	25 July, 2019
Completion of admission process	31 July, 2019
Commencement of academic session	22 July, 2019