



**KL**

(DEEMED TO BE UNIVERSITY)



## CENTRE FOR DISTANCE AND ONLINE LEARNING

# PROSPECTUS 2020-2021

Essential Information about all  
Academic Programmes from KL in  
Centre for Distance & Online Learning



**Er Koneru Satyanarayana**  
President, KLEF

### **PRESIDENT MESSAGE**

I welcome you to “KLU (Deemed to be University) Centre for Distance & Online Education (KLUCDOE)” which offers high quality learner centric flexible education with cost-effectiveness through wide variety of academic programmes from a plethora of various disciplines.

Distance & Online education enables KLU to reach the unreached, for imparting knowledge, skills and competencies, which are relevant to present needs of students, business, industries and society. With latest M Learning technology, distance education offers unprecedented flexibility for students to pace, place and time which is convenient to learn.

I look forward to welcome the aspiring students to explore various educational programmes in “Distance & Online Learning mode (ODL&OL)” from KLUCDOE. I am sure this initiative will definitely enhance your career prospects to new heights.

**Er Koneru Satyanarayana**  
President, KLEF



**Dr L S S Reddy**

Vice-Chancellor, KLEF

### **VICE-CHANCELLOR MESSAGE**

Hearty Welcome to “KLU (Deemed to be University) Centre for Distance & Online Education (KLUCDOE)”. Distance and Online Learning wing of KLU is initiated with an objective of offering a wide range of Academic Programs with a well-structured learner Centric Support System to the students of various ages, needs and locations.

KL (Deemed to be University) is a CATEGORY-1 University with NAAC A++ Grade which is duly recognized by the UGC under Section 3 of UGC act 1956.

KLUCDOE offers a wide range of undergraduate and postgraduate degree programmes in many diverse disciplines such as Management, Commerce, Computer Applications etc. I hope students will immensely benefit with these academic programmes to enhance their career prospects further.

In this day and age, Computer, Communication, Audio-Video, and Internet Technology vividly improves the effectiveness of distance & Online education. KLUCDOE uses all these contemporary advancements and provides a great flexibility due to its modular structure and easy access on Smartphone.

We believe that huge number of students will take all the advantage of these flexible academic programmes and build a great career.

**Dr L S S Reddy**  
Vice-Chancellor,  
KL (Deemed to be)  
University) KLEF

## ABOUT THE UNIVERSITY

The Koneru Lakshmaiah Charities was established as a trust in the year 1980 and started KL College of Engineering in the Academic year 1980-81. The trust was converted into a society by the name Koneru Lakshmaiah Education Foundation (KLEF) in the year 1996. The KL College of Engineering has attained autonomous status in the year 2006 and in February 2009, the Koneru Lakshmaiah Education Foundation Society was recognized as Deemed to be University.

## VISION

Our vision is to be a globally renowned research and knowledge-driven institution.

## MISSION

The mission of the KL (Deemed to be) University is to serve the citizens of India and the world through excellence in teaching, research, applying knowledge, imparting values, stimulating creativity, igniting innovation and grooming leaders who will aspire to enrich the present and future generations.

Salient features and important milestones for this university are as follows:

- ❖ NAAC A++ Grade with 3.57/4.00 CGPA on 7-point scale
- ❖ CATEGORY-1 University by UGC under the categorization of universities for grant of Graded Autonomy
- ❖ UGC Recognized under section 12B of UGC Act 1956
- ❖ Approved by MHRD & UGC (Under Section 3 of UGC act 1956)
- ❖ NIRF 2020 Rankings:
  - o #41 in University
  - o #58 in Engineering
  - o #70 in Management
  - o #70 Overall
- ❖ ISO 9001 - 2015 Certified Institution
- ❖ Recognized as a Public Funded Research Institute by DSIR of Government of India, a recognition for the excellent research environment in the institute
- ❖ Faculty Student Ratio 1:14.67
- ❖ Mentor for every 20 students to counsel academic & personal problems
- ❖ Communication & Soft Skills (CSS) Dept. with more than 40 professional trainers
- ❖ Member of the prestigious “All India Virtual Classroom” initiated by MHRD. This network enables the students to make use of virtual classrooms, virtual laboratories, online journal sharing, video conference lectures and many more with the help of 1 Gbps bandwidth

- ❖ An advisory board in every department with top academicians from IITs & foreign universities and eminent personalities from the industry
- ❖ Strong Industry Relations & Placement Department (IRP) with 100% Placement record for the past 9 years
- ❖ A separate student welfare & guidance division headed by dean-student welfare
- ❖ 74 academic laboratories, 25 research laboratories, 6 industry collaboration labs and 4 Centers of Excellence
- ❖ India's 1<sup>st</sup> Wi-Fi 'n' enabled campus among academic institutions
- ❖ 10 Gbps ILL + 1Gbps NKN Hi-speed internet connectivity 24/7 across the campus & hostels
- ❖ 100% ragging free environment
- ❖ e-Learning mode of teaching
- ❖ Entrepreneurship Cell in association with IIT Madras & IIM Ahmedabad
- ❖ Yoga and meditation classes for students
- ❖ Technology forums & hobby clubs for students
- ❖ International standard infrastructure for indoor/outdoor games & sports
- ❖ Complete communication setup with a PCO/STD/ISD, Fax & Post Office
- ❖ On-campus Banking/ATM facilities provided by State Bank of India
- ❖ Guest house facilities on-campus & downtown
- ❖ Research oriented problem-solving techniques

### OPEN AND DISTANCE MODE OF LEARNING

Open education system aims to liberate quality higher education for the large population in an informal way. Normally, minimal or no restrictions are put for the admission, although same quality standards are maintained for the examination system.

In distance education method, there is more emphasis on self-study by learner himself. Substantial self-study is expected from all students at their convenient place and time. The most effective distance education employs several media together so that students can harness benefits and strengths of the appropriate media.

Multimedia instruction with web, video systems, or television may be used to connect the local classroom to students at a distance. Broadband internet access are increasingly used for same-time, different-place education. This approach is also called **synchronous** distance learning. Students can also learn at different times and in different places. This approach is called **asynchronous** distance learning.

Distance education is much more **flexible, and student centered** in approach. By allowing students to learn in more convenient locations and often at more convenient times, distance education opens educational opportunity to previously unreachable. It also enables students to extend the period of their education from a limited number of schooling years to a **lifelong learning** process.

## **ABOUT KL UNIVERSITY CENTRE FOR DISTANCE AND ONLINE EDUCATION**

### **VISION**

- ❖ Quality Education, with cost effectiveness, anywhere, anytime.

### **MISSION**

- ❖ The “KL (Deemed to be University) Centre for Distance & Online Education offers educational services using operational and academic principles that optimize:
  - o Academic Quality
  - o Relevance to present needs of Industry, Society and Learners.
  - o Cost-effectiveness
  - o Flexible Learning

### **SALIENT FEATURES**

- ❖ Learning at one’s own pace, place and time
- ❖ Latest Learning Management System (LMS)
- ❖ Choice Based Credit System
- ❖ Continuous Evaluation Tests (CET) and Home Assignments (HA)
- ❖ Effective Face-To-Face Contact Sessions
- ❖ Great flexibility due to access on Smartphone
- ❖ Modular Structure

### **JURISDICTION AND REVISION OF RULES**

All legal disputes regarding study center and enrolled students shall be subject to Vijayawada jurisdiction only.

In order to cope up with unforeseen circumstances and to maintain high academic quality of these programmes, the university reserves the right to change, revise, update, add or delete any rule (including rules regarding programme fees) about these programmes, at any time.

These modifications will be applicable to all students, including previously admitted students.

### **LATEST UPDATE POLICY**

Latest updated version of this prospectus shall be available at <http://www.cdoe.kluniversity.in> website for free download in PDF file format. Hence, students are advised to always refer website for latest updated copy of this prospectus.

### **DETAIL PROGRAMME INFORMATION**

Detail programme information is available at <http://www.kluniversity.in> website for free download. Students are required to carefully read, understand and agree the programme information and rules before admission.

## PROGRAMME INFORMATION AT A GLANCE

The following Academic Programmes are on offer from the KLU in Open and Distance Learning (ODL) mode during academic year 2020-2021 for January 2021 Session.

Level	Programmes	Duration
UG	Bachelor of Commerce (B.Com.)	03 years after HSC (12th) or Equivalent
UG	Bachelor of Business Administration (BBA)	03 years after HSC (12th) or Equivalent
UG	Bachelor of Computer Applications (BCA)	03 years after HSC (12th) or Equivalent
UG	Bachelor of Arts (BA)	03 years after HSC (12th) or Equivalent
PG	Master of Arts (MA) (English)	02 years after UG Degree or Equivalent
PG	Master of Science (MSc) (Mathematics)	02 years after BSc mathematics or Equivalent

The following Academic Programmes are on offer from the KLU in Online Learning mode (OL) during academic year 2020-2021.

Level	Programmes	Duration
UG	Bachelor of Commerce (B.Com.)	03 years after HSC (12th) or Equivalent
UG	Bachelor of Business Administration (BBA)	03 years after HSC (12th) or Equivalent
UG	Bachelor of Computer Applications (BCA)	03 years after HSC (12th) or Equivalent
PG	Master of Arts (MA) (English)	02 years after UG Degree or Equivalent
PG	Master of Science (MSc) (Mathematics)	02 years after BSc mathematics or Equivalent

## MEDIUM OF INSTRUCTION

The medium of instruction used in the counseling, study materials, question papers and all modes of communication shall be English only.

## EQUIVALENCE STATUS

This university also takes all precautions, at all programme stages from “**Curriculum Design**” to “**Examination**”, to ensure that the standards and quality of education and examinations are preserved.

The curriculum of these programmes is designed for Equivalence with respective similar academic programmes, offered by other universities of various states.

## CHOICE BASED CREDIT SYSTEM

All academic programmes in open & distance learning mode shall be offered with “**Choice Based Credit System (CBCS)**” with semester pattern.

**COURSES AT EACH SEMESTER**  
**BACHELOR OF COMMERCE (BCom)**

S.No.	Course Title	Credits
<b>I Semester</b>		
01	Integrated Professional English	2
02	Fundamentals of Business Economics	3
03	Principles of Accounting	5
04	Business Mathematics & Statistics	5
05	Principles of Organization & Management	3
<b>II Semester</b>		
01	English Proficiency	2
02	Macro-Economic Analysis	3
03	Ecology & Environment	2
04	Financial Accounting	5
05	Banking Theory & Practice	3
<b>III Semester</b>		
01	Professional Communication Skills	2
02	Advanced Accounting	5
03	Fundamentals of Cost Accounting	5
04	Indian Heritage & Culture	2
05	Management Accounting	5
06	Business Law	4
<b>IV Semester</b>		
01	Corporate Accounting	5
02	Advanced Cost Accounting	5
03	Corporate & Allied Laws	4
04	Financial Management	5
05	Fundamentals of Income Tax	5
06	Universal Human Values & Professional Ethics	2



S.No.	Course Title	Credits
<b>V Semester</b>		
01	Business Strategy	3
02	Advanced Corporate Accounting	5
03	Principles of Auditing	3
04	Assessment of Direct Taxes	5
05	Business Communication & Report writing	3
<b>VI Semester</b>		
01	Entrepreneurship & Development	3
02	Accounting & Reporting Standards	5
03	Goods & Services Tax	5
04	Elective -I	5
	Strategic Financial Management	5
	Security Analysis & Portfolio Management (SAPM)	5
05	Elective -II	5
	Corporate Tax Planning & Management (CTPM)	5
	Corporate restructuring	5

### BACHLOR OF BUSINESS ADMINISTRATION (BBA)

S.No.	Course Title	Credits
<b>I Semester</b>		
01	Integrated Professional English	2
02	Business Mathematics	4
03	Business Environment	3
04	Business Economics	3
05	Perspectives of Management	3
06	Fundamental of Information Technology	3
<b>II Semester</b>		
01	English Proficiency	2
02	Introduction to Financial Accounting	4
03	Business Statistics	4
04	Organizational Behaviour	3
05	Ecology & Environment	2
06	Management Information System	3

S.No.	Course Title	Credits
<b>III Semester</b>		
01	Business Law	3
02	Management Accountancy	4
03	Marketing Management	3
04	Human Resource Management	3
05	Business Research Methods	3
06	Macro Economics	3
<b>IV Semester</b>		
01	Cost Accountancy	4
02	Production and Operations Management	4
03	Financial Management	4
04	Business Model Generations	3
05	Fundamentals of Income Tax	4
06	Professional Communication Skills	2
<b>V Semester</b>		
<b>Students can choose specialization subjects (Marketing/HR/Finance) in V &amp; VI Semesters</b>		
01	Business analytics	4
02	Soft Skills	3
03	Fundamentals of Digital Marketing	3
04	Consumer Behaviour	3
05	Financial Services	3
06	Dynamics of industrial relations	3
<b>VI Semester</b>		
01	Entrepreneurship	3
02	Strategic Management	3
03	Customer Relationship Management	3
04	Financial Markets	3
05	Performance Management System	3
06	Project/ Interim Project	12

**BACHELOR OF COMPUTER APPLICATIONS (BCA)**

S.No.	Course Title	Credits
<b>I Semester</b>		
01	Integrated Professional English	2
02	Fundamentals of Mathematics	4
03	Problem Solving through Programming	4
04	Operating Systems	4
05	DLD & CO	3
<b>II Semester</b>		
01	English Proficiency	2
02	Object Oriented Programming Using python	4
03	Data Structures & Algorithms	4
04	Computer Networks	4
05	Ecology & Environment	2
06	Database Management System	4
<b>III Semester</b>		
01	Web Application Development	4
02	Linux Administration	4
03	Information Storage and Management	3
04	Principles of Virtualization	4
05	Network & Information Security	5
06	Universal Human Values & Professional Ethics	2

S.No.	Course Title	Credits
<b>IV Semester</b>		
01	Professional Communication Skills	2
02	Installation and Configuration of Server	4
03	Digital Forensics	4
04	Cloud computing fundamentals	4
05	Software Engineering	4
06	Cloud Web Services	4
<b>V Semester</b>		
01	Cloud Information Security	4
02	Cloud Deployment	4
03	Design and Developemt of Cloud Applications	4
04	Malware Analysis	4
05	Ethical Hacking	
<b>VI Semester</b>		
01	Configuration Management on Cloud	4
02	Secure Software Design	4
	Major Project	15

## BACHELOR OF ARTS (BA)

S.No.	Course Title	Credits
03	Professional Communication Skills II	4
04	Telegu-1	4
05	Ancient Indian History	4
06	Physical Geography	4
<b>III Semester</b>		
01	Union Administration	4
02	Telegu-II	3
03	Human Geography	4
04	Administrative Theory	4
05	Medieval Indian History	4
06	Indian Economy	4
<b>IV Semester</b>		
01	Indian Constitution	4
02	Data Interpretation	3
03	Indian History & Culture 1526 - 1857	4
04	Social Geography of India	4
05	State and Local Administration	4
06	Physical & Industrial Geography of India	4
<b>V Semester</b>		
01	Archeology	4
02	Remote Sensing and Geographic Information System	4
03	E-Governance	4
04	International Relations	4
05	History of Modern India 1858-1947	3
<b>VI Semester</b>		
01	Environmental Geography	4

S.No.	Course Title	Credits
02	Indian Polity and Governance	4
03	Indian Economic Development	4
04	Dissertation	6
05	History of Modern World	4

### M.SC MATHEMATICS (APPLIED MATHEMATICS)

S.No.	Course Title	Credits
<b>SEMESTER I</b>		
01	Real Analysis	5
02	Ordinary Differential Equations	4
03	Numerical Methods	4
04	Computer Programming	4
05	Mathematical Statistics	4
<b>II SEMESTER</b>		
01	Statistics with R Programming	4
02	Mathematical modeling	5
03	Statistical Inference	4
04	Discrete Mathematics	4
05	Complex Analysis	4
<b>III SEMESTER</b>		
01	Partial Differential Equations	4
02	Data visualization tools and Techniques	5
03	Abstract Algebra	4
04	Transform Techniques	4
05	Applied statistics	4
<b>IV SEMESTER</b>		
01	Topology	4
02	Operational Research	4
03	Mathematical tools for Big Data Analytics	3
04	Mathematical Modeling in Cloud Computing	4
05	Project	12

## **STUDENT SERVICES**

### **ESSENTIAL PRE-REQUISITES FOR ADMISSION**

1. Any Smartphone or TAB with Android 5+ operating System with minimum 2 GB RAM and 16 GB memory space or latest version of entry level Notebook or Desktop Computer is required for browsing SLM eBook or Lectures.
2. Broadband Internet Connection

### **ADMISSION ELIGIBILITY**

Admission eligibility shall be

1. For BBA, BCA, BCom, BA: “HSC (12<sup>th</sup>) or equivalent” passed from any recognized higher secondary education board.
2. For MBA, M.Sc.: “UG degree or equivalent” passed from any recognized university
3. For PG Diploma: “UG degree or equivalent” passed from any recognized university

### **TEACHING - LEARNING**

Mobile / TAB ready SLM “Textbooks and Lectures” from well qualified and experienced Teachers with ‘Built-In’ or LMS based online “Continuous Assessment Tests (CAT)” and “Home-Assignments (HA)” provide much better consistent quality and unprecedented flexibility of Learning for anyone, anywhere, anytime.

### **INTERACTIVE AND COLLABORATIVE LEARNING ACTIVITIES**

#### **DISCUSSION FORUM**

During first 4 months of each Semester, each student is required to post and discuss topics for each course of respective programme.

**PROGRAMME FEE:****a) Open & Distance Programmes:**

Programme	Total Fees	Admission Eligibility for Academic Year & Calendar year
Bachelor of Commerce (BCom) Semesters:06	45200	HSC (12 <sup>th</sup> ) or eq Pass.
Bachelor of Computer Applications (BCA) Semesters:06	45200	HSC (12 <sup>th</sup> ) or eq Pass.
Bachelor of Arts (BA) Semesters:06	27700	HSC (12 <sup>th</sup> ) or eq Pass.
Bachelor of Business Administration (BBA) Semesters:06	45200	HSC (12 <sup>th</sup> ) or eq Pass.
Master of Science (MSc)(Mathematics) Semesters:04	33200	UG with mathematics as one subject or eq Pass
Master of Arts (MA)(English)	25200	UG or eq Pass or Equivalent

**b) Online Programmes**

Programme	Total Fees	Admission Eligibility for Academic Year & Calendar year
Bachelor of Commerce (BCom) Semesters:06	80500	HSC (12 <sup>th</sup> ) or eq Pass.
Bachelor of Computer Applications (BCA) Semesters:06	130500	HSC (12 <sup>th</sup> ) or eq Pass.
Bachelor of Arts (BA) Semesters:06	80500	HSC (12 <sup>th</sup> ) or eq Pass.
Bachelor of Business Administration (BBA) Semesters:06	130500	HSC (12 <sup>th</sup> ) or eq Pass.
Master of Science (MSc)(Mathematics) Semesters:04	85500	UG with mathematics as one subject or eq Pass
Master of Arts(MA)(English)	70500	UG or eq Pass or Equivalent

- Academic Year Admissions Starts from July of Every Year
- Calendar Year admissions starts from January of every year



### EXAM FEE(common for Both ODL&OL)

Exam Fee is payable to university along with the 'Exam Form.

Programme	Fee in `.	For Repetition
UG All papers	750 (per semester)	200 per paper/course
PG & PGD All papers	1000 (per semester)	250 per paper/course

### SCAN COPY OF ANSWER-BOOK

The students who wish to obtain scanned copy of the assessed Answer books may apply in the prescribed format with necessary fees within 15 days of declaration of the result on the website of the University.

S.No.	Description	Fee in in `.
1	Fee for Scan Copy of Answer-Book(FSCAB)for each course	1000.00

### VERIFICATION OF MARKS

Student who wishes to apply for Verification of marks can apply with necessary fees, inthe prescribed format within 15 days of declaration of the result on the website of the University.

S.No.	Description	Fee in in `.
1	Form and Verification Fee (FVF) for each course	200.00

### REVALUATION OF MARKS

Students who opt for the Scan copy of the Answer books and are not satisfied with themarks assigned may apply for the Revaluation of answer books in prescribed formatwithin 10 days of receipt of the scan copy.

S.No.	Description	Fee in `.
1	Fee for Revaluation of Marks(FRM)for each course	1000.00

## CONVOCATION

After successful completion of all subjects at all semesters of the academic programme respective certification (like UG Degree, PG Degree) may be awarded, in person or absentia, during the next convocation. But, the application by the student for the convocation along with the payment for the specified "Convocation Fee" (which covers convocation, certificate and related postal charges) shall be necessary.

S.No.	Description	Fee in `.
1	Convocation Fee (CF) with Physical Presence	1000.00
2	Convocation Fee (CF) in Absence	1500.00
3	Convocation Fee (CF) for Advance Award	2000.00

## EVALUATION PATTERN FOR THEORY COURSES

- 1. Continuous Evaluation (CA):** shall have 30 % weightage in total student evaluation. CA shall consist of following:
  - Quizzes, MCQs, Assignments & Case Studies
- 2. End Term Examination (EE):** shall have 70 % weightage in total student evaluation. Details of EE shall be as follows:

In each semester, students can appear the End Term Exam, at pre-scheduled "day and time", under strict supervision of KLUDODL staff at the University.

## GRADING SYSTEM

At the end of all evaluation components based on the performance of the student, each student is awarded based on *absolute grading system*. The list of absolute grades and its connotation are given below:

GRADE	GRADE POINTS	RANGE	
O (Outstanding)	10	85	100
A+(Excellent)	9	80	<85
A(Very Good)	8	65	<80
B+(Good)	7	60	<65
B(Above Average)	6	50	<60
C(Average)	5	45	<50
P (Pass)	4	40	<45
F(Fail)0	<40	-	
Ab (Absent)	0	-	-

## EVALUATION PATTERN FOR THEORY COURSES

- a. The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses and the sum of the number of credits of all the courses undergone by a student, in a semester.

$$\text{i.e. SGPA } (S_j) = \frac{\sum (C_j \times G_j)}{\sum C_j}$$

where ' $C_j$ ' is the number of credits of the  $i^{\text{th}}$  course and ' $G_j$ ' is the grade point scored by the student in the  $i^{\text{th}}$  course.

- b. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a program,

$$\text{i.e. CGPA} = \frac{\sum (C_j \times S_j)}{\sum C_j}$$

where ' $S_j$ ' is the SGPA of the  $i^{\text{th}}$  semester and ' $C_j$ ' is the total number of credits in that semester.

- c. The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.
- d. CGPA can be converted to percentage of marks :  $10 \times \text{CGPA} - 7.5$
- e. A student get in less than 40% of overall score and 40% in the semester end examination will be considered to have earned "F" grade. Combined Theory and Lab courses the student should get independently 40% in both theory and lab components else treated as failed in both. A student who obtains 'F' grade has to reappear for all the components of Semester End examination.
- f. Audit/Certificate courses are graded as satisfactory or non-satisfactory only.  
At the end of each semester, the KLUDODL issues grade sheet indicating the SGPA and CGPA of the student. However, grade sheet will not be issued to the student if he/ she has any outstanding dues.

## SUCCESSFUL COMPLETION OF COURSE OR PROGRAMME

1. "Successful Completion of the Course" means - student gets minimum specified or better grade in end examination of that course. A student obtaining grade "F" shall be considered failed and will be required to reappear in the examination. The student obtaining minimum "P" (Pass) or better letter grade shall be considered as successful in that course.
2. "Successful Completion of the Programme" means - all courses at all semesters are successfully completed and thus, the student obtained minimum "P" (Pass) or better letter grade for all courses at all semesters.

## CERTIFICATION ELIGIBILITY

Degree shall be awarded only after fulfillment of following certification eligibility.

1. For BBA, BCA, BCom, BA: Minimum "P (Pass)" or better grade (minimum 40% or better marks), in all courses at Semester 01 to 06.
  2. For MBA & M.Sc: Minimum "P (Pass)" or better grade (minimum 50% or better marks), in all courses at Semester 01 to 04.
  3. For PG Diploma Programmes: Minimum "P (Pass)" or better grade (minimum 50% or better marks), in all courses at Semester 01 to 04.
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