



# ANNA UNIVERSITY

## CENTRE FOR DISTANCE AND ONLINE EDUCATION

CHENNAI 600 025

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### ANNEXURE - Attention to Candidates Seeking Admission

1. Candidates those who have obtained Degree without studying 10th & +2 are not eligible for admission to MBA, MCA & MSc - Computer Science
2. Candidates selected for MBA Degree Programme are required to choose their specialization from among the specializations offered by the Study Centre of their choice (details of the specializations available at the Study Centre concerned will be displayed at the Counselling Venue). Study Centre and specialization availability is subject to the condition that there should be a sufficient number of students opting for that specialization at that Study Centre.
3. In general, requests for change of Study Centre will be considered only based on valid reasons with necessary documental proof. Even in such cases, the request for change of Study Centre will be entertained only if that Study Centre offers the specialization of his/her choice.
4. Contact classes will be conducted on 6 Saturdays and 6 Sundays spread over the entire Semester. Attendance is taken on hourly ( period) basis. **A candidate should secure not less than 50 % of overall attendance in each Semester taking into account the total number of periods (hours) in all courses put together as against the total number of periods in all courses offered in each semester, in order to become eligible to appear for the End Semester Examinations.**
5. In case a candidate secures less than 50% of overall attendance, **the candidate has to redo the same semester by paying again the “fee for the semester” i. e. Rs. 12, 500/- (Rupees Twelve thousand five hundred only) and earn 50% overall attendance to become eligible to appear for the End Semester Examinations.**
6. It may be noted that **End Semester Examinations will be held at various designated Examination Centres and not necessarily at the Study Centre where the candidate attended the contact classes.**
7. End Semester Examinations shall be held on continuous basis on weekdays including Saturdays and Sundays. There is likely to be two End Semester Examinations per day, one in the forenoon and the other in the afternoon
8. Candidates those who have failed to attend the counselling on their counselling date, due to unavoidable reason can come to the office of The Director, Centre for Distance and Online Education, Anna University, Chennai 25 **on 05/04/2024 - 10. 30 AM** for admission.