



# Open and Distance Learning (ODL) Programme

## Academic Planner

2024

(Proposed)

# **Authorities of VISTAS**

**Dr. Ishari K.Ganesh**

**Chancellor**

**Dr. A. Jothi Murugan**

**Pro-Chancellor (P&D), VISTAS**

**Dr. Arthi Ganesh**

**Pro-Chancellor (Academics), VISTAS**

**Dr. Preethaa Ganesh**

**Vice President- Vels Group of Institutions**

**Dr. S. Sriman Narayanan**

**Vice-Chancellor**

**Dr. M. Bhaskaran**

**Pro-Vice Chancellor**

# **Administration**

**Dr. P. Saravanan**

Registrar, VISTAS

**Dr. A. Udhayakumar**

Controller of Examinations, VISTAS

**Mr. B. Kalyankumar**

Finance Officer

**Dr. M. Chandrasekar**

Director-Admission

**Ms.S.G.Chitra**

Deputy Registrar

Administration Division (AD)

**Mr. V. Jayakumar**

Assistant Registrar

Printing and Distribution Division (MPDD)

# **Heads of Schools/Centres**

## **Dr. P.R. Ramakrishnan**

Dean, School of Management Studies and Commerce, VISTAS

## **Dr. P.B. Chandra Mohan**

Director, School of Management Studies and Commerce, VISTAS

## **Dr. P. Mahalingam**

Dean, School of Languages, VISTAS

## **Dr. A. Subramanian**

Dean, Students Affairs

## **Dr. S. Arun**

Director, Internal Quality Assurance Cell (IQAC), VISTAS

## **Dr.P.Thiyagarajan**

Director, Centre for Distance and Online Education (CDOE),  
VISTAS

## **Dr. P. Sujatha**

Director, Centre for Internal Quality Assurance (CIQA),  
CDOE, VISTAS

## **Dr. G. Madhumita**

Director, Open and Distance Learning (ODL), CDOE, VISTAS

## **Dr. R. Priya Anand**

Director, Centre for Online Education (COE), CDOE, VISTAS

## Contact Details

Divisions	Whom to contact
General Enquiry about ODL and OL Programmes	<b>Email ID:</b> helpdesk@velsuniv.ac.in <b>Tel No:</b> 044-22662500
Students Support Services	<b>Email ID:</b> dean.studentaffairs@velsuniv.ac.in <b>Mobile No:</b> 9962506241
Admissions related matters	<b>Email ID:</b> admission.team@velsuniv.ac.in <b>Mobile No:</b> 9962562222 and 9566166777
Examinations & Certificate related matters	<b>Email ID:</b> coe@velsuniv.ac.in <b>Mobile No:</b> 9962506246
Material Production and Distribution related matters	<b>Email ID:</b> vels@vistas.ac.in <b>Mobile No:</b> 9360026086
Grievance Cell	<b>Email ID:</b> vistas.ac.in/student-grievance/ <b>Mobile No:</b> 9840641410
VISTAS Website	<b>www.vistas.ac.in/www.vistascoe.in</b>

**Centre for Distance & Online Education (CDOE)**  
**Programme - wise fee structure - ODL& OL -2024**

**Open and Distance Learning (ODL) Programmes**

<b>Programme</b>	<b>Per Semester</b>	<b>Per Year</b>
Master of Business Administration(MBA)	Rs.12,500/-	Rs.25,000/-
Bachelor of Commerce(B.Com)	Rs.2,500/-	Rs.5,000/-
Bachelor of Business Administration(BBA)	Rs.2,500/-	Rs.5,000/-
B.A. (Hons)-Economics	Rs.2,500/-	Rs.5,000/-
B.A. (Hons)-English	Rs.2,500/-	Rs.5,000/-

**Online Learning (OL) Programmes**

<b>Programme</b>	<b>Per Semester</b>	<b>Per Year</b>
Master of Business Administration(MBA)	Rs.37,500/-	Rs.75,000/-
Bachelor of Commerce(B.Com)	Rs.15,000/-	Rs.30,000/-
Bachelor of Business Administration(BBA)	Rs.15,000/-	Rs.30,000/-
B.A. (Hons)-English	Rs.7,500/-	Rs.15,000/-

**Exam Fees Details**

<b>S.No.</b>	<b>Fee Particulars</b>	<b>UG</b>	<b>PG</b>
1	Each Written Paper	Rs.250/-	Rs.500/-
2	Cost of Application	Rs.100/-	Rs.100/-
3	Mark Statement	Rs.100/-	Rs.100/-
4	Provisional Certificate	Rs.500/-	Rs.500/-
5	Consolidated Mark Statement	Rs.500/-	Rs.500/-
6	Convocation Certificate	Rs.2000/-	Rs.2000/-

## Abbreviations

<b>AY</b>	Academic Year
<b>B.A.(Hons)</b>	Bachelor of Arts(Honours)
<b>BBA</b>	Bachelor of Business Administration
<b>B.Com</b>	Bachelor of Commerce
<b>CY</b>	Calendar Year
<b>MBA</b>	Master of Business Administration
<b>UG</b>	Under-Graduation
<b>PG</b>	Post-Graduation

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<b>Januaury-2024</b>		
<b>Date</b>	<b>Day</b>	<b>Particulars / Events</b>
01	Monday	<b>New Years Day</b>
02	Tuesday	
03	Wednesday	Admission - Issue of Advertisement
04	Thursday	
05	Friday	Online Admission Process
06	Saturday	
07	Sunday	
08	Monday	
09	Tuesday	
10	Wednesday	
11	Thursday	
12	Friday	
13	Saturday	
14	Sunday	
15	Monday	<b>Pongal</b>
16	Tuesday	<b>Thiruvalluvar Day</b>
17	Wednesday	
18	Thursday	
19	Friday	
20	Saturday	
21	Sunday	
22	Monday	
23	Tuesday	
24	Wednesday	
25	Thursday	
26	Friday	<b>Republic Day</b>
27	Saturday	
28	Sunday	
29	Monday	
30	Tuesday	
31	Wednesday	Finalisation of Admission

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<b>Febraury-2024</b>		
<b>Date</b>	<b>Day</b>	<b>Particulars / Events</b>
01	Thursday	Issue of ID Cards and Study Materials
02	Friday	Induction Meeting
03	Saturday	
04	Sunday	
05	Monday	
06	Tuesday	
07	Wednesday	
08	Thursday	
09	Friday	
10	Saturday	Personal Contact Programme(PCP)
11	Sunday	Personal Contact Programme(PCP)
12	Monday	
13	Tuesday	
14	Wednesday	Posting of Assignment Questions
15	Thursday	
16	Friday	
17	Saturday	Personal Contact Programme(PCP)
18	Sunday	Personal Contact Programme(PCP)
19	Monday	
20	Tuesday	
21	Wednesday	
22	Thursday	
23	Friday	
24	Saturday	Personal Contact Programme(PCP)
25	Sunday	Personal Contact Programme(PCP)
26	Monday	
27	Tuesday	
28	Wednesday	
29	Thursday	

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March-2024		
Date	Day	Particulars / Events
01	Friday	
02	Saturday	Personal Contact Programme(PCP)
03	Sunday	Personal Contact Programme(PCP)
04	Monday	
05	Tuesday	
06	Wednesday	
07	Thursday	Assignment Submission
08	Friday	
09	Saturday	Personal Contact Programme(PCP)
10	Sunday	Personal Contact Programme(PCP)
11	Monday	
12	Tuesday	Evaluation of Assignment
13	Wednesday	Personal Contact Programme(PCP)
14	Thursday	
15	Friday	
16	Saturday	Personal Contact Programme(PCP)
17	Sunday	Personal Contact Programme(PCP)
18	Monday	
19	Tuesday	
20	Wednesday	
21	Thursday	
22	Friday	
23	Saturday	Personal Contact Programme(PCP)
24	Sunday	Personal Contact Programme(PCP)
25	Monday	
26	Tuesday	Assignment and Feedback of the Students
27	Wednesday	
28	Thursday	
29	Friday	<b>Good Friday</b>
30	Saturday	Personal Contact Programme(PCP)
31	Sunday	Personal Contact Programme(PCP)

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April-2024		
Date	Day	Particulars / Events
01	Monday	
02	Tuesday	
03	Wednesday	
04	Thursday	
05	Friday	
06	Saturday	Personal Contact Programme(PCP)
07	Sunday	Personal Contact Programme(PCP)
08	Monday	
09	Tuesday	<b>Telugu New Year's Day</b>
10	Wednesday	<b>ID-UL-FITR</b>
11	Thursday	
12	Friday	
13	Saturday	Personal Contact Programme(PCP)
14	Sunday	<b>Tamil New Year</b>
15	Monday	
16	Tuesday	
17	Wednesday	
18	Thursday	
19	Friday	Exam Notification for End Semester Examinations
20	Saturday	Personal Contact Programme(PCP)
21	Sunday	<b>Mahaveer Jayanthi</b>
22	Monday	
23	Tuesday	
24	Wednesday	
25	Thursday	
26	Friday	
27	Saturday	Personal Contact Programme(PCP)
28	Sunday	Personal Contact Programme(PCP)
29	Monday	
30	Tuesday	

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May-2024		
Date	Day	Particulars / Events
01	Wednesday	<b>May Day</b>
02	Thursday	Last date for submission of Assignment
03	Friday	
04	Saturday	
05	Sunday	
06	Monday	
07	Tuesday	Issue of First Semester Time Table
08	Wednesday	
09	Thursday	
10	Friday	
11	Saturday	
12	Sunday	
13	Monday	
14	Tuesday	
15	Wednesday	
16	Thursday	
17	Friday	Issue of Hall Ticket
18	Saturday	
19	Sunday	
20	Monday	
21	Tuesday	
22	Wednesday	
23	Thursday	
24	Friday	
25	Saturday	
26	Sunday	
27	Monday	
28	Tuesday	
29	Wednesday	
30	Thursday	
31	Friday	

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<b>June-2024</b>		
<b>Date</b>	<b>Day</b>	<b>Particulars / Events</b>
01	Saturday	Commencement of First Semester- End Semester Examinations
02	Sunday	First Semester- End Semester Examinations
03	Monday	
04	Tuesday	
05	Wednesday	
06	Thursday	
07	Friday	
08	Saturday	First Semester- End Semester Examinations
09	Sunday	First Semester- End Semester Examinations
10	Monday	
11	Tuesday	
12	Wednesday	
13	Thursday	
14	Friday	
15	Saturday	First Semester- End Semester Examinations
16	Sunday	First Semester- End Semester Examinations
17	Monday	<b>Bakrid</b>
18	Tuesday	
19	Wednesday	
20	Thursday	
21	Friday	
22	Saturday	First Semester- End Semester Examinations
23	Sunday	First Semester- End Semester Examinations
24	Monday	
25	Tuesday	
26	Wednesday	Re Registration for the next Semester
27	Thursday	
28	Friday	
29	Saturday	First Semester- End Semester Examinations
30	Sunday	First Semester- End Semester Examinations

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July-2024		
Date	Day	Particulars / Events
01	Monday	
02	Tuesday	
03	Wednesday	Declaration of Results
04	Thursday	
05	Friday	
06	Saturday	
07	Sunday	
08	Monday	Revaluation of Results
09	Tuesday	
10	Wednesday	
11	Thursday	
12	Friday	
13	Saturday	
14	Sunday	
15	Monday	
16	Tuesday	
17	Wednesday	Muharram
18	Thursday	
19	Friday	
20	Saturday	
21	Sunday	
22	Monday	
23	Tuesday	
24	Wednesday	
25	Thursday	
26	Friday	
27	Saturday	
28	Sunday	
29	Monday	Finalisation of Re-Registration and issue of Study Materials
30	Tuesday	
31	Wednesday	

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<b>August-2024</b>		
<b>Date</b>	<b>Day</b>	<b>Particulars / Events</b>
01	Thursday	
02	Friday	
03	Saturday	Personal Contact Programme(PCP)
04	Sunday	Personal Contact Programme(PCP)
05	Monday	
06	Tuesday	
07	Wednesday	
08	Thursday	Posting of Assignment Questions
09	Friday	
10	Saturday	Personal Contact Programme(PCP)
11	Sunday	Personal Contact Programme(PCP)
12	Monday	
13	Tuesday	
14	Wednesday	
15	Thursday	<b>Independence Day</b>
16	Friday	
17	Saturday	Personal Contact Programme(PCP)
18	Sunday	Personal Contact Programme(PCP)
19	Monday	
20	Tuesday	
21	Wednesday	
22	Thursday	
23	Friday	
24	Saturday	Personal Contact Programme(PCP)
25	Sunday	Personal Contact Programme(PCP)
26	Monday	<b>Krishna Jayanthi</b>
27	Tuesday	
28	Wednesday	
29	Thursday	
30	Friday	
31	Saturday	Personal Contact Programme(PCP)

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<b>September-2024</b>		
<b>Date</b>	<b>Day</b>	<b>Particulars / Events</b>
01	Sunday	Personal Contact Programme(PCP)
02	Monday	
03	Tuesday	
04	Wednesday	
05	Thursday	Assignment Submission
06	Friday	
07	Saturday	<b>Vinayakar Chaturthi</b>
08	Sunday	Personal Contact Programme(PCP)
09	Monday	
10	Tuesday	
11	Wednesday	
12	Thursday	
13	Friday	
14	Saturday	Personal Contact Programme(PCP)
15	Sunday	Personal Contact Programme(PCP)
16	Monday	<b>Milad Un Nabi</b>
17	Tuesday	
18	Wednesday	
19	Thursday	Evaluation of Assignment
20	Friday	
21	Saturday	Personal Contact Programme(PCP)
22	Sunday	Personal Contact Programme(PCP)
23	Monday	
24	Tuesday	
25	Wednesday	
26	Thursday	
27	Friday	
28	Saturday	Personal Contact Programme(PCP)
29	Sunday	Personal Contact Programme(PCP)
30	Monday	

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October-2024		
Date	Day	Particulars / Events
01	Tuesday	
02	Wednesday	<b>Gandhi Jayanthi</b>
03	Thursday	
04	Friday	
05	Saturday	Personal Contact Programme(PCP)
06	Sunday	Personal Contact Programme(PCP)
07	Monday	
08	Tuesday	
09	Wednesday	
10	Thursday	
11	Friday	
12	Saturday	<b>Ayutha Pooja</b>
13	Sunday	<b>Vijaya Dasami</b>
14	Monday	
15	Tuesday	
16	Wednesday	
17	Thursday	
18	Friday	
19	Saturday	Personal Contact Programme(PCP)
20	Sunday	Personal Contact Programme(PCP)
21	Monday	
22	Tuesday	
23	Wednesday	Exam Notification for End Semester Examinations
24	Thursday	
25	Friday	
26	Saturday	Personal Contact Programme(PCP)
27	Sunday	Personal Contact Programme(PCP)
28	Monday	
29	Tuesday	
30	Wednesday	
31	Thursday	

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November-2024		
Date	Day	Particulars / Events
01	Friday	Deepavali
02	Saturday	Personal Contact Programme(PCP)
03	Sunday	Personal Contact Programme(PCP)
04	Monday	
05	Tuesday	Last date for submission of Assignment
06	Wednesday	
07	Thursday	
08	Friday	
09	Saturday	Personal Contact Programme(PCP)
10	Sunday	Personal Contact Programme(PCP)
11	Monday	
12	Tuesday	Issue of Second Semester Time Table
13	Wednesday	
14	Thursday	
15	Friday	
16	Saturday	Personal Contact Programme(PCP)
17	Sunday	Personal Contact Programme(PCP)
18	Monday	
19	Tuesday	Issue of Hall Ticket
20	Wednesday	
21	Thursday	
22	Friday	
23	Saturday	
24	Sunday	
25	Monday	
26	Tuesday	
27	Wednesday	
28	Thursday	
29	Friday	
30	Saturday	

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December-2024		
Date	Day	Particulars / Events
01	Sunday	Commencement of Second Semester- End Semester Examination
02	Monday	
03	Tuesday	
04	Wednesday	
05	Thursday	
06	Friday	
07	Saturday	Second Semester- End Semester Examination
08	Sunday	Second Semester- End Semester Examination
09	Monday	
10	Tuesday	
11	Wednesday	
12	Thursday	
13	Friday	
14	Saturday	Second Semester- End Semester Examination
15	Sunday	Second Semester- End Semester Examination
16	Monday	
17	Tuesday	
18	Wednesday	
19	Thursday	
20	Friday	
21	Saturday	Second Semester- End Semester Examination
22	Sunday	Second Semester- End Semester Examination
23	Monday	
24	Tuesday	
25	Wednesday	<b>Christmas</b>
26	Thursday	
27	Friday	
28	Saturday	Second Semester- End Semester Examination
29	Sunday	Second Semester- End Semester Examination
30	Monday	
31	Tuesday	

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## List of Holidays for the Year-2024

Year	Date	Day	Holiday
2024	1 <sup>st</sup> January	Monday	New Years Day
2024	15 <sup>th</sup> January	Monday	Pongal
2024	16 <sup>th</sup> January	Tuesday	Thiruvalluvar Day
2024	26 <sup>th</sup> January	Friday	Republic Day
2024	29 <sup>th</sup> March	Friday	Good Friday
2024	9 <sup>th</sup> April	Tuesday	Telugu New Year's Day
2024	10 <sup>th</sup> April	Wednesday	ID-UL-FITR
2024	14 <sup>th</sup> April	Sunday	Tamil New Year
2024	21 <sup>st</sup> April	Sunday	Mahaveer Jayanthi
2024	1 <sup>st</sup> May	Wednesday	May Day
2024	17 <sup>th</sup> June	Monday	Bakrid
2024	17 <sup>th</sup> July	Wednesday	Muharram
2024	15 <sup>th</sup> August	Thursday	Independence Day
2024	26 <sup>th</sup> August	Monday	Krishna Jayanthi
2024	7 <sup>th</sup> September	Saturday	Vinayakar Chaturthi
2024	16 <sup>th</sup> September	Monday	Milad Un Nabi
2024	2 <sup>nd</sup> October	Wednesday	Gandhi Jayanthi
2024	12 <sup>th</sup> October	Saturday	Ayutha Pooja
2024	13 <sup>th</sup> October	Sunday	Vijaya Dasami
2024	1 <sup>st</sup> November	Friday	Deepavali
2024	25 <sup>th</sup> December	Wednesday	Christmas