



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. Chandrasekaran

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	Email ID: helpdesk@velsuniv.ac.in Tel No: 044-22662500
Students Support Services	Email ID: dean.studentaffairs@velsuniv.ac.in Mobile No: 9962506241
Admissions related matters	Email ID: admission.team@velsuniv.ac.in Mobile No: 9962562222 and 9566166777
Examinations & Certificate related matters	Email ID: coe@velsuniv.ac.in Mobile No: 9962506246
Material Production and Distribution related matters	Email ID: vels@vistas.ac.in Mobile No: 9360026086
Grievance Cell	Email ID: vistas.ac.in/student-grievance/ Mobile No: 9840641410
VISTAS Website	www.vistas.ac.in/www.vistascoe.in

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

Open and Distance Learning (ODL) Programmes

Programme	Per Semester	Per Year
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

Programme	Per Semester	Per Year
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

S.No.	Fee Particulars	UG	PG
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

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

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Januaury-2024		
Date	Day	Particulars / Events
01	Monday	New Year Day
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	Pongal
16	Tuesday	Thiruvalluvar Day
17	Wednesday	
18	Thursday	
19	Friday	
20	Saturday	
21	Sunday	
22	Monday	
23	Tuesday	
24	Wednesday	
25	Thursday	
26	Friday	Republic Day
27	Saturday	
28	Sunday	
29	Monday	
30	Tuesday	
31	Wednesday	Finalisation of Admission

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Febraury-2024		
Date	Day	Particulars / Events
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	Good Friday
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	Telugu New Year's Day
10	Wednesday	ID-UL-FITR
11	Thursday	
12	Friday	
13	Saturday	Personal Contact Programme(PCP)
14	Sunday	Tamil New Year
15	Monday	
16	Tuesday	
17	Wednesday	
18	Thursday	
19	Friday	Exam Notification for End Semester Examinations
20	Saturday	Personal Contact Programme(PCP)
21	Sunday	Mahaveer Jayanthi
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	May Day
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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June-2024		
Date	Day	Particulars / Events
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	Bakrid
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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August-2024		
Date	Day	Particulars / Events
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	Independence Day
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	Krishna Jayanthi
27	Tuesday	
28	Wednesday	
29	Thursday	
30	Friday	
31	Saturday	Personal Contact Programme(PCP)

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September-2024		
Date	Day	Particulars / Events
01	Sunday	Personal Contact Programme(PCP)
02	Monday	
03	Tuesday	
04	Wednesday	
05	Thursday	Assignment Submission
06	Friday	
07	Saturday	Vinayakar Chaturthi
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	Milad Un Nabi
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	Gandhi Jayanthi
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	Ayutha Pooja
13	Sunday	Vijaya Dasami
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	Christmas
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 st January	Monday	New Years Day
2024	15 th January	Monday	Pongal
2024	16 th January	Tuesday	Thiruvalluvar Day
2024	26 th January	Friday	Republic Day
2024	29 th March	Friday	Good Friday
2024	9 th April	Tuesday	Telugu New Year's Day
2024	10 th April	Wednesday	ID-UL-FITR
2024	14 th April	Sunday	Tamil New Year
2024	21 st April	Sunday	Mahaveer Jayanthi
2024	1 st May	Wednesday	May Day
2024	17 th June	Monday	Bakrid
2024	17 th July	Wednesday	Muharram
2024	15 th August	Thursday	Independence Day
2024	26 th August	Monday	Krishna Jayanthi
2024	7 th September	Saturday	Vinayakar Chaturthi
2024	16 th September	Monday	Milad Un Nabi
2024	2 nd October	Wednesday	Gandhi Jayanthi
2024	12 th October	Saturday	Ayutha Pooja
2024	13 th October	Sunday	Vijaya Dasami
2024	1 st November	Friday	Deepavali
2024	25 th December	Wednesday	Christmas