

DIRECTORATE OF DISTANCE EDUCATION

दूरस्थ शिक्षा निदेशालय

L.N. MITHILA UNIVERSITY

Kameshwaranagar, Darbhanga

(Accredited by NAAC with Grade B with CGPA-2.46 upto-2020 AD)



Estd. 1998

Website: www.ddelnmu.ac.in

E-mail : director@ddelnmu.ac.in

Tele Fax : 06272-246506

PROGRAMME PROJECT REPORT

MASTER OF ARTS IN URDU

Directorate of Distance Education

L.N. Mithila University

Kameshwaranagar, Darbhanga- 846008

OUR MOTTO

- ❖ *Quality Education at Doorstep*
- ❖ *Production of skilled Professional*
- ❖ *Maximum Utilization of IT*
- ❖ *Proper Counseling & Workshop*
- ❖ *Assignment based Evaluation*
- ❖ *Regular up-dating of Curriculum*
- ❖ *Development of best SLM*

MASTER OF ARTS IN URDU

Taking into consideration all aspects of growing populace, apart from conventional subjects, professional subjects, too, have been undertaken by the Directorate of Distance Education, Lalit Narayan Mithila University through correspondence. As regards conventional courses/subjects. Students of Master's level will adopt the syllabi of Directorate of Distance Education as prescribed in course materials. The study materials are prepared in accordance with the established norms by Directorate of Distance Education of the University under the supervision of the subject experts, approved by appropriate body.

OBJECTIVES OF THE PROGRAMME

The Directorate of Distance Education offers programmes leading to Post – Graduate Degree. This programmes fulfill the learner's need for improvement of skills, acquisition of professional qualifications, continuing education & professional development at work place, diversification and up gradation of knowledge and empowerment.

ELIGIBILITY FOR ADMISSION

- (i) Admission is open to Indian citizens only
- (ii) The candidates desirous of seeking admission in Master's level must have passed Bachelor's Degree or equivalent examination or any Graduate from a Recognized University.

DURATION OF THE PROGRAMME

The minimum period, required to complete the Master Programme will be two years and the maximum period allowed for completion of this particular course will be four years. After four years, no candidate will be allowed to appear at the Master Programme examination.

No. of Seat: 100 (one hundred) per Study Center

RESERVATION

Reservation of seats in admission is as per Govt. of Bihar reservation policy.

FEE STRUCTURE

Ist year- Rs. 5000/-

IInd year- Rs. 5000/-

CALENDAR OF ADMISSION

Academic Session : January & July every year

COURSE MATERIAL PREPARATION

Course material is prepared by teams of experts in the area. The material is scrutinized, supervised and edited by the experts before final printing. The prepared material is previewed and reviewed by the faculty as well as outside expert and edited/modified.

MODE OF INSTRUCTION

The study materials for each and every subject/course is prepared by experienced, efficient and devoted teachers of the subject under supervision of expert teachers of the subject, and the prepared printed materials are made available to the students well in advance at regular intervals. The study materials carry instructions, illustrations, examples and exercises

CREDIT SYSTEM

Directorate of Distance Education follows the Credit System for all its programmes. Each credit in Distance Education System is equivalent to 30 hrs of student study comprising all activities including reading, comprehending the print material, attending counseling classes and writing assignment responses. A four credit course involves 120 hrs of study which is to put in by the learner to successfully complete a particular programme. Completion of a programme required successful completion of the assignment, practicals, projects and the Term End Examination in each programme.

SUPPORT SERVICES

Directorate of Distance Education provides support to its learners through Study Centers spread throughout in the Territorial Jurisdiction of LNMU. At the study centers the learners interact with the Academic Counselor and other learners, refer to books in the library and interact with the Co-ordinator on Administrative and academic matter.

PROGRAMME DELIVERY

The methodology of instructions adopted in distance mode is quite different from that of the conventional system. Distance Education is more learners oriented and the learner is an active participant in teaching and learning process. Most of the Instructions are imparted through distance education methodology and face-to-face mode as per the requirement.

Directorate of Distance Education follows following component for instructions:

- 1. Self-instructional written material-** The Printed study material is supplied to the learner for both theory and practical component.
- 2. Counseling Sessions/Class:** Normally Counseling sessions are held as per schedule by the Directorate and as per academic calendar provided to learners at the time of admission. These counseling classes are generally held on Sundays and Holidays.
- 3. Practical/Project Work:** A few programmes have practical/project courses also. Practicals will be held at designated centers for which schedule is provided to the learners by the Directorate. Attendance at practical classes will be compulsory. For project work, project guide and methodology, the topic will be provided to the learner at appropriate time.
- 4. Dissertation/Viva-Voce:** Some programmes of distance mode contain Dissertation and/or Viva-voce, for which learner will be provided comprehensive information by the Directorate well in advance.

COUNSELING CLASSES

For the convenience of enrolled students, counseling classes are held on Sundays or Holidays. Counseling Centres are decided as per the number of enrolled students at the particular centre. Detail programme of counseling classes are provided to the student at the time of admission in form of Academic Calendar and it is also displayed on the official website (www.ddelnm.ac.in) in due course, well in advance. The students are informed through SMS alert services also. Enrolled students are advised to be present in the counseling classes for redressal of their difficulties, to know method of writing of assignments, to prepare project report etc. Contact programme will be arranged according to the need of the candidates. The candidates are advised to visit website (www.ddelnm.ac.in) of Directorate of Distance Education and watch the notice board for detailed programme about counselling classes. Such classes will, generally, be arranged before six months of the commencement of Term End Exam.

MEDIUM OF INSTRUCTION

The medium of instruction will be Hindi. The enrolled students may take the examination either through Hindi or English medium. But course materials will be provided in Hindi only.

DELIVERY OF STUDY MATERIALS

Prepared study materials will be delivered to the students by hand on the day of admission, otherwise the candidates will be informed to collect them. Please visit the website of DDE www.ddelnm.ac.in for update information regarding study materials.

LIBRARY

The candidate may get library facilities from Study Center and Directorate of Distance Education library according to the availability of the book for a maximum period of 15 days. But, he/she will be responsible for the safety of books. In case a book is lost or damaged, he/she will have to pay the double the price of the book along with postal charge.

LABORATORY WORK

The candidate may get laboratory facilities from Study Center.

EXAMINATION

Examination is, at present, conducted by Directorate of Distance Education, L.N. Mithila University, Kameshwaranagar, Darbhanga as per norms approved by the Advisory Council of Directorate of Distance Education, L.N. Mithila University, Kameshwaranagar, Darbhanga & other bodies of the University.

Term End Examination (TEE) is held twice in a year i.e. **June & December**. The enrolled candidates will follow the Academic Calendar provided to them at the time of admission. **Hall Ticket will be issued to bonafide enrolled students who have completed their courses and submitted assignment/project works/dissertation in time. Hall ticket may be obtained in person on producing I-Card either at H.Q. or Study Centres.**

To carry mobile phone or any electronic devices in examination hall is strictly prohibited & any student carrying these articles inside the room will be fined and /or may be debarred from rest of the examination. If any student is found using unfair means he/she shall be expelled from the examination.

ASSIGNMENT

There are one compulsory assignment in each theory paper to be submitted by each student both in part- I and part- II. The assignment comprises 30% weightage of the total marks.

- It is mandatory to submit the assignments before the deadline prescribed for that purpose, without which the student will not be permitted to appear at the TEE/University Examination.
- The students are required to score minimum 40% marks out of 30% in the assignments prescribed for each paper.
- If a student fails to score 40% marks in each paper or does not submit the assignments within the stipulated time of that year, he/she will have to wait for the assignments meant for the next year and submit them afresh.
- If a student scores 40% marks in one paper, he/she cannot re-submit the assignment for improvement of marks.
- Assignments are not sent for re-evaluation.
- Assignment Questions will be displayed on Directorate of Distance Education website. Students are advised to visit the official website of the Directorate and procure the assignment.

EXAMINATION FEE

Examination Fee @ 150/- per course is required to be paid in form of Challan or DD in favour of **LNMU Distance Education Fund A/c** payable at Darbhanga for written courses and fee for dissertation/project/viva-voce will be intimated to the learner in time

RE-EVALUATION & SCRUTINY

There is no provision for re-evaluation of answer books. However, a candidate may apply for re-totaling of his/her weightage after paying the prescribed fee of Rs. 200.00 (two hundred) per course within 30 days from the date of publication of result.

PUBLICATION OF RESULTS

- i) The list of successful candidates of the final examination shall be published in order of merit.
- ii) If a candidate has obtained distinction in any subject, it shall be mentioned against his/her name.

AWARD OF DEGREE

Those students who complete the programme successfully shall be awarded appropriate degree by L.N.Mithila University, Darbhanga in prescribed form specifying the Class/Grade in which he/she was placed.

The student will be declared successful, if he/she scores at least C grade in each course separately in theory and practical courses.

EVALUATION SYSTEM

Evaluation system of distance mode is also quite different from that of conventional system. Directorate has a multi-tier system of evaluation

- a. Self-assessment exercises are provided within each unit of study material.
- b. Continuous evaluation mainly through assignment which are tutor-marked, practical assignment and contact programme.
- c. The Term End Examination
- d. Project Works (wherever applicable) Directorate of Distance Education, L.N. Mithila University, Kameshwaranagar, Darbhanga follows the following system of Grading for evaluating learner's achievement.

Letter grade	Qualitative level	Point grade	Percent (%)
A	Excellent	5	80% & above
B	Very Good	4	60-79.9%
C	Good	3	50-59.9%
D	Satisfactory	2	40-49.9%
E	Unsatisfactory	1	Below 40%

Five point Grading Scale is adopted to assess and evaluate the assignment and Term End Examination and it is also converted into equivalent percentage.

PROGRAMME STRUCTURE

In each subject, the candidates shall be examined in 16 papers; each carrying 100 weightage. Examination will be conducted in two parts and the candidates shall be examined in eight papers in each year of examination, each paper carrying 100% Weightage. (70% weightage for written Exam + 30% weightage for Assignments).

First Year

Paper	Course Title	Marks ESE+CIA	Credit CR (T+A)	Paper Code
Paper- I	Ancient Urdu Language & Literature Including Its History	70+30	4(3+1)	URD 101
Paper-II	Medieval Urdu Language & Literate (Poetry)	70+30	4(3+1)	URD 102
Paper-III	Medieval Urdu Language & Literature	70+30	4(3+1)	URD 103

	(Prose)			
Paper-IV	Modern Urdu Language & Literature (Poetry)	70+30	4(3+1)	URD 104
Paper – V	Modern Urdu Language & Literature (Prose)	70+30	4(3+1)	URD 105
Paper – VI	Modern Urdu Prose (Fiction)	70+30	4(3+1)	URD 106
Paper – VII	Literary Criticism	70+30	4(3+1)	URD 107
Paper – VIII	Patriotism, National Integration & Urdu Literature	70+30	4(3+1)	URD 108
	Total	800	32	
Second Year				
Paper – IX	Bihar School of Urdu Language & Literature	70+30	4(3+1)	URD 109
Paper – X	Linguistics, Prosody & Rhetoric	70+30	4(3+1)	URD 110
Paper – XI	Masnawi & Marsia	70+30	4(3+1)	URD 111
Paper –XII	Aligarh Adabi Tahrik	70+30	4(3+1)	URD 112
Paper – XIII	Study of any one Literary Movement/Trend Elective-(A) Progressive Literary Movement Elective –(B) Modernism in Literature	70+30	4(3+1)	URD 113(A) URD 113(B)
Paper – XIV	Study of any one language Elective –(A) Hindi Elective-(B) Persian Elective-(C) Arabic	70+30	4(3+1)	URD 114(A) URD 114(B) URD 114(C)
Paper-XV	Professional & Applied Urdu-any one Elective-(A) Mass Media Elective-(B) Journalism	70+30	4(3+1)	URD 115(A) URD 115(B)
Paper XVI	Translation & Viva-Voce	100	4	URD 116
	Total	800	32	
	Grand Total	1600	64	

आधार-पाठ्यक्रम- I	पर्यावरण-अध्ययन	70+30	4(3+1)	FCC 501	
आधार-पाठ्यक्रम- II	भारतीय संस्कृति	70+30	4(3+1)	FCC 502	

MODE OF PAYMENT

All fees including admission fee are to be paid through Online payment (CBI,SBI) or DD in favour of **LNMU Distance Education Fund A/c.** payable at Darbhanga. No cash is acceptable. Fee once paid shall not be refunded.

NON-REFUND OF FEE:

The candidates cannot claim for the refund of fees after admission. The candidates seeking admission are advised to be sure that they fulfill all the criterias and eligibility conditions laid down for admission in a particular programme.

ISSUING OF CERTIFICATES

The candidates are required to furnish/submit No Dues Certificate at least one week in advance for his required date of Certificate. In emergent circumstance, the same will be issued to the candidate by depositing two times more than the prescribed fees and the same will be issued, a day after submitting application. Generally Provisional Certificate will be issued after two weeks of submission of application with a fee of Rs. 200/- and Original Certificate will be issued after six months of submission of application with a fee Rs. 500/-. All fees are to be deposited in Bank Challan (CBI, SBI, PNB) or DD in favour of **LNMU Distance Education Fund A/c,** Payable at **Darbhanga.**

However, a candidate may deposit both the fees of Rs. 200/- and Rs. 500/- in Bank Challan/DD in favour of **L.N.M.U., Distance Education fund A/c** payable at **Darbhanga** at the time of filling Term End Examination form and provisional certificate will be dispatched to the candidate at his/her home address and Grade Card and Original Certificate may be collected from Directorate of Distance Education Head Quarter, personally by the candidate.

ENQUIRY & CORRESPONDENCE

If such situation arises when a candidate needs to enquire about from Directorate of Distance Education, he must write his/her Enrollment No., Class, Session, Name etc. otherwise he/she may not be entertained. The candidate may enquire or seek information, or give suggestion or lodge complaint. The candidates are advised to visit DDE website (www.ddelnmua.ac.in) regularly for update information.

EXAMINATION CENTRE

The Centre of Examination will be decided by the Directorate of Distance Education L.N.M.U. No separate information will be sent or given. The candidates/students are advised to see website for update information about the examination. In a few courses, the schedule date of commencement of the examination will be intimated to the candidate by post, but Directorate of Distance Education will not be responsible for loss in postal transit or late delivery. The candidates are advised to be in regular contact with Directorate of Distance Education for examination purpose and must see the Notice Board/website of DDE regularly for the same.

GENERAL INSTRUCTIONS

1. Admission depends upon availability of seats in each programme.
2. Candidate will have to deposit requisite programme fee for desired programme otherwise no claim for admission will be entertained.
3. Candidates are required to fill in Data-Format annexed with Hand Book.
4. Self-Attested photocopies of all mark-sheets should be enclosed. (Self-attested)
5. In case of reserve category and PH category relevant documents must be attached for proof.
6. Original marks and certificates are required for verification at the time of admission.

7. Candidate desirous for admission is required to be present in person at time of admission for signature in Admission Register. If the candidate is not present then his/her claim for admission will be rejected.
8. No CLC/DLC/Migration certificate is required.
9. Admitted candidate will be provided course materials (on the availability), I-Card, Assignment Question, Academic Calendar.
10. Assignment in each course consists of 30% weightage whereas TEE consists of 70% weightage.
11. Each student shall be required to submit three assignments in each theory course of all programmes where no practical/project work is prescribed.
12. The assignment carrying equal weightage shall be evaluated for the purpose of examination. Assignment writing is compulsory.
13. If the assignment is not submitted before the prescribed date, the study required of the student will not be considered to have been completed and he/she will be declared as 'not completed' the course.
14. The weightage obtained by the candidate in assignment will be clubbed with the weightage obtained by a student at TEE of that course of the programme, therefore, it is in the interest of the student to submit the assignment work in time.
15. Assignment should be written very carefully and in own handwriting. It should not be copied from the learning materials.
16. Assignments can be submitted in the Answer Books provided to the students by Directorate of Distance Education, L.N. Mithila University, Kameshwarnagar, Darbhanga for this purpose or on A4 size paper.
17. The candidate must write his/her Enrolment No., Session, Programme, Course, Course Code, Course title, date of submission in clear writing on the Assignments.
18. Assignment may be sent by Post also and the student must keep a proof of submitting assignment along with photocopy of the submitted assignment for future.
19. No assignment will be accepted after TEE of that course. Hence, assignment must be submitted on or before fixed date.
20. Assignment should be handwritten only. No typed or photocopy will be accepted.
21. Each and every assignment should be submitted separately.
22. Assignment may be written either in Hindi or English.
23. **PCP (Personal Contact Programme)** is organised by the Directorate to help in programme related problems.
24. The candidates are advised to attend PCP and they should come after reading the materials.
25. TEE forms are filled in the month of March for TEE, June and in the month of September for TEE- December.
26. Project Work/Dissertation, wherever prescribed, must also be submitted by the fixed date, failing which the student will be deemed to have not completed in the concerned course.

27. Admitted students are advised to read instructions carefully and adhere to the dates for different Activities for completing the programme mentioned in the Hand Book.
28. Enrolled Students must visit the official website (www.ddelnmu.ac.in) regularly for update information.
29. Academic Calendar should be followed by the students.

STUDY CENTRES

At present Directorate of Distance Education, L.N. Mithila University, Kameshwarnagar, Darbhanga has following Study Centres:

S.NO.	Center
1.	N.J.M. College, Laheriasarai, Darbhanga
2.	K.S. College, Laheriasarai, Darbhanga
3.	J.K. College, Biraul, Darbhanga
4.	M.K.S. College, Chandauna, Darbhanga
5.	B.M.A. College, Baheri, Darbhanga
6.	A.M. Mahila College, Bahera, Darbhanga
7.	L.N.J. College, Jhanjharpur
8.	J.N.College, Madhubani
9.	Parwati Laxmi Mahila College, Jhanjharpur, Madhubani
10.	S.N.M. College, Jhanjharpur, Madhubani
11.	V.S. Janta College, Rajnagar, Madhubani
12.	Sukdeo Mahto Janta College, Khajedih, Madhubani
13.	B.R.B. College, Samastipur
14.	A.N.D. College, Shahpur Patori, Samastipur
15.	R.B. College, Dalsinghsarai, Samastipur
16.	R.N.A.R. College, Samastipur
17.	R.B.S. College, Andaur, Samastipur
18.	K.S.R. College, Sarairanjan, Samstipur
19.	G.M.R.D. College, Mohanpur, Baghra, Samastipur
20.	Chhathu Ray College, Kishanpur, Samastipur
21.	Mahanth Narayan Das Mahavidyalaya, Chandauli, Ujiyarpur, Samastipur
22.	S.M.R.C.K. College, Samastipur
23.	Uma Pandey College, Pusa, Samastipur
24.	Dr. L.K.V.D. College, Tajpur, Samastipur
25.	A.P.S.M. College, Barauni, Begusarai
26.	R.C.S. College, Manjhaul, Begusarai
27.	G.D. College, Begusarai
28.	S.K. Mahila College, Begusarai (Only for Girls)