



Senate Campus, Palayam  
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## **SCHOOL OF DISTANCE EDUCATION**

### **University of Kerala**

AC.III/2015

11.03.2015

#### **CIRCULAR**

Sub: - Second Year MHRM course-(2013-2015 Batch)-Promotion-  
Fee remittance - Contact programme etc.

Students of MHRM course (2013-15) batch who have registered for First Year Examination in January 2015 are promoted to the Second Year of the Course. They are directed to remit tuition fee of Rs.3750/- by Pay in Slip/DD favouring Finance Officer, University of Kerala and Rs.3750/- as DD favouring Director, CACEE University of Kerala on or before 23/03/2015. Fee can be remitted with a fine of Rs.50/- upto 28.03.2015 and with an additional amount of Rs.150/- as fine and readmission fee upto 28.04.2015.

#### **Study materials will be issued to students only on receipt of tuition fee.**

Students who have not secured 75% attendance for first year MHRM contact programme remit Rs.500/- as attendance exemption fee and produce Chalan/DD marking students name and enrolment number on the reverse side.

#### **Contact Classes**

The dates of personal contact classes for second year MHRM course will be intimated later.

#### **Submission of Assignment**

Students shall submit assignments of II MHRM course on or before 31<sup>st</sup> August 2015 to the co-ordinator. Assignment papers can be submitted upto 15<sup>th</sup> September 2015 with a fine of Rs.100/-. Fine amount must be remitted by way of cash/DD favoring DDF, SDE.

#### **Project Report**

Project Report can be submitted to the Course Co-ordinator on or before 30<sup>th</sup> September 2015 with a fee Rs.500/- by way of pay in slip or DD favouring Finance Officer, University of Kerala. Project Report can be submitted upto 31<sup>st</sup> October 2014 with a fine of Rs.250/- drawn in favour of DDF, SDE. Project Report received after 31/10/2015 will be accepted with fine of Rs.500/- remitted in favour of DDF, SDE.

DD can be taken only from any branch of SBT/SBI or District Co-operative Bank.

For further details contact Dr. Supriya, Co-ordinator, CACEE, PMG Junction.

Ph: 0471-2302523

**DIRECTOR**