



UNIVERSITY OF KERALA

SCHOOL OF DISTANCE EDUCATION

Guidelines for Submission of Assignment & Case Analysis

All first and second semester students of UG & PG Programmes (2020-21 admission) are directed to submit assignments & case analysis to the Programme Coordinators concerned by post on or before **November 15, 2021**.

Instructions:

1. Topics for assignment and case analysis are available in the SDE website under downloads menu.
2. The assignment must be neatly handwritten.
- 3. The assignment and case analysis for all courses may be enclosed in a single envelope and submitted to the Programme Coordinator concerned by post (Programme Coordinator, BA/BSc/BCA/BBA/B.Com/MA/M.Sc/M.Com , School of Distance Education, University of Kerala, Kariavattom Campus Thiruvananthapuram- 695581)**
4. Students should write their full name and address with telephone number on the left hand side of the envelope.
5. The name of the Programme, Semester and Enrolment Number must be provided at the top middle of the envelope in bold writing.
6. Any malpractices noticed relating to preparation or any other aspect of submitting the assignment/case analysis shall lead to rejection of the assignment/case analysis.
7. Rules regarding late submission and publication of results are available in the Prospectus .
8. Those who are failed to submit assignment and case analysis on the stipulated time should have to pay a late fee.

03.11.2021

Sd/-
Director