

FREQUENTLY ASKED QUESTIONS (FAQ)

1. Where is the office of SDE now?

SDE is in the Kariavattom Campus (Old Oriental Languages Building)

2. Should we come to the office at Kariavattom for all purposes related to SDE?

One should come to Kariavattom office for admission related matters, exam registration, to pay semester fees, to meet teachers, for contact classes and for collecting study materials.

For exam related queries one should approach the relevant tabulation section in the University office at Palayam.

3. How will I know details about contact classes, assignments, examinations etc?

You should constantly check the SDE website (ideku.net) which is updated every day. Examination announcements and results will appear first in the University website (keraluniversity.ac.in). The daily press release which can be found in the university website also carry important announcements. We also give SMS alerts on important matters. Leading dailies will also carry our announcements in the University News section.

4. When does the admission UG/PG programmes in SDE start?

The Registration Process Starts during June/July every year. Announcement will appear in leading newspapers and in our websites (www.ideku.net, www.keralauniversity.ac.in). Application and payment of fees can be done online.

5. What are the programmes offered in SDE?

1. B.A. Economics
2. B.A. English
3. B.A. Hindi
4. B.A. History
5. B.A. Malayalam
6. B.A. Political Science
7. B.A. Sociology
8. BBA
9. B.Com
10. Bachelor of Computer Applications (BCA)

11. B.Sc. (Computer Science)
12. B.Sc. Mathematics
13. BLISc.
14. M.A. Political Science
15. M.A. Public Administration
16. M.A. Economics
17. M.A. English
18. M.A. Hindi
19. M.A. History
20. M.A. Malayalam
21. M.A. Sociology
22. M.Com-Finance
23. M. Sc. Computer Science
24. M. Sc. Mathematics
25. MBA
26. MLISc.

6. Are these programmes approved by PSC, UGC?

Yes, they are.

7. Is a person who completes a PG degree under distance education eligible for applying for teaching posts in colleges?

Yes, they can appear for NET exam, and apply for teaching positions in colleges, if they have the qualifying score.

8. What is the difference between Private Registration and Distance Education?

Under private registration, study materials and contact classes are not offered. But in the distance mode, study materials and regular contact classes are provided.

9. Are any Diploma Courses / Part Time Courses offered under SDE?

No.

10. Do the UG/PG programmes of SDE follow the yearly or semester system?

Semester System (Exams are conducted annually, on the completion of two semesters)

11. Is there an MBA programme under SDE?

Yes. SDE offers a general MBA programme. HR, Marketing and Finance are the core specializations.

12. Are there B.Ed/M.Ed programmes under SDE?

No.

13. Is it compulsory to attend the contact classes?

No. Those who do not possess 50% of attendance in the contact classes (75% in case BLISc, MLISc, BSc(CS) and MSc(CS)) have to remit a condonation fee of Rs. 500 per semester at the time of registration for the examination.

14. Where should we come to attend contact classes?

Apart from the Kariavattom campus, SDE conducts contact classes at the University BEd centre at Thevally, Kollam, and the UIT at Mulankadakam, Kollam. Candidates can select the centre for contact classes at the time of programme registration itself.

15. Is there any entrance exam for admission?

No

16. Are there any Study Centre / Centres abroad?

No

17. Where should we pay the fees?

Fee can be paid online or at cash counters at the Kariavattom or Palayam campuses of the University.

18. Please elaborate on Semester registration and Exam registration.

Semester fees should be paid before the beginning of the programme. The registration process will only be completed when the candidate completes the online registration in their profile. After paying the fees, registration should be done before the due date. If one fails to register on the due date, a fine amount should also be paid. The candidate can register online and should keep a print out of the same. If there is any technical error, contact technical help: sdetechnicalhelp@gmail.com

Exam registration is also done online, soon after a notification to the same is announced on the websites.

19. Should I register for the exam even if I do not plan to write the exam during that semester?

Yes. If the exam fee is not paid your registration is automatically terminated, and you will have to go for notional registration/re-registration.

So it is better to register for the exam even when you do not plan to write the exam during that semester.

19. From where should we collect the mark list and what if there are complaints regarding it?

You can collect your mark list from the centre where you wrote the exam soon after publication of the results. After a while, it will be sent to the University office at Palayam and you have to collect it from the concerned tabulation section there. All the complaints related to it will be solved there.

20. What is the procedure for the cancellation of admission to a programme?

Cancellation is applicable only for those who have registered for the examination. If a student wants to cancel the course he/she should fill the prescribed application form and submit it to the SDE office, Kariavattom. Once the formalities at the Kariavattom office are over, the fee should be paid and all the documents submitted to the tabulation section at Palayam. The student will receive the cancellation certificate from there.

21. What should we do for availing library facility at SDE?

SDE has a good library at its campus at Kariavattom with more than 26000 academic books. The library is open on all the days from 10 am to 5 pm. Students of SDE can make use of the library once they have got their ID cards.

22. When should we submit assignments?

The assignment and case analysis questions for internal marks (CE marks) will be published on the SDE website immediately after the contact classes for a semester. The students will have to submit the assignment for two semesters together (First and second, third and fourth, and fifth and sixth). The date of submission will be notified on the SDE website.

23. Where should we submit assignments?

Assignments for both UG and PG programmes should be submitted to the concerned co-coordinators (or whoever are authorized by the co-coordinators) at SDE, Kariavattom. It is important to submit assignments on time.

24. Can we send assignments via post?

Yes, through registered/speed post. Also, make sure that it reaches the coordinators on or before the due date. Doubts regarding assignments can be clarified from the coordinators.