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eocia र्वे आन्ध्र प्रदेश ANDHRA PRADESH S.No. 5569. Dt. 26-05-2010. Rs.100/-Sold to: C. Venkataiah S/o. C. Ramaiah, R/o. Hyd. For whom: Registrar Dr. B.R. Ambedkar Open University, Hyd.

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S.V.L. No.45/99, R.No.18/2008 S.No.11-2-799/1, Habeeb Nagar, Nampally, Hyderabad-01

**Rs.** 100

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HUNDRED RUPEES

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Memorandum of Understanding (MoU) for establishing Programme Centres for the Bachelor's degree in Education (Special Education) programme

Dr. B.R. Ambedkar Open University, Hyderabad is entering into MoU with **Devnar** Foundation for Blind School, H.No.1-10-125, Mayuri Marg, Begumpet, Hyderabad - 500016 which will function as a programme centre for its Bachelor of Education (Special Education) programme on 3. June. 2010 at Hyderabad.

Both the parties agree to the following terms and conditions:

- 1. The Bachelor of Education (Special Education) programme will be launched from the academic year 2009-2010.
- 2. Admission Process:

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- **2.1** The students enrolled in the Bachelor of Education (Special Education) in specialized subject, will be allotted to the programme centres, as per University admission procedure.
- **2.2** The student ID cards, course material shall be given to the students by the University.
- **2.3** The Principals and the Coordinators of the programme centres should cooperate with the Department of Education, Director, Student Services Branch, Examination Branch and Accounts Branch and assist during the time of admissions and other academic & examination activities.

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**3.** The total number of seats approved by the Rehabilitation Council of India (RCI) is 500. The maximum intake of each programme centre is 50 in one specialization subject viz. Hearing Impairment, Visually Impairment or Mental Retardation.

Duration: The duration of the Programme is 2 years; however the maximum period in which one can complete the programme will be 4 years.

- Fee Structure: An amount of Rs.18,000/-(including tuition fee Rs.15,000/-) shall be collected from each student towards programme fee.
- 5. Sharing of tuition fee between the university and the programme centre: The tuition fee shall be shared between the University and the programme centre as per the ratio given below:

Share of the University	: 7,500/- (50%)
Share of the programme centre	: 6000/- (40%)
Share of the RCI	: 1,500/- (10%)

- **6.** Procedure to collect tuition fee and release of the share of the programme centre: The student pays the fee in single installment i.e. Rs.18,000/- to the University at the time of admission. After completing the admission process, the DDs towards the first installment, 50% of the sharing ratio mentioned in point–5, shall be released to the respective programme centres in 30 working days. Similarly the second installment (the remaining amount) shall be sent to the programme centres within 30 days after the reopening of the succeeding academic year.
- Distribution of course material: The course material will be handed over to the students at the time of admission by the University.
- **8.** The University reserves the right either to identify a new programme centre or shift the programme centre from one institution to another or to close the centre, because of any reason. The infra structure (i.e. furniture, records) given by the University will be transferred to another programme centre.

The shifting or closing of a centre shall be done in the beginning of the academic year in order to avoid any inconvenience to the students because the tuition fee for that academic year will be shared with the existing programme centre.

- **9.** The theory and the practical classes and also practical examinations will be conducted at the programme centres, by the University as per University Rules.
- 10. Responsibilities of the University:
  - **10.1.** Giving notification in the news papers.
  - 10.2. Admitting the students by conducting the Entrance Test, if necessary.
  - **10.3.** Collecting the tuition fee from the students and releasing the funds to the programme centres as per the norms prescribed.
  - 10.4. Developing the course material.
  - **10.5.** Printing and distribution of the course material.
  - **10.6.** Preparing the Academic schedule (Time Table) every year for the students of all two years and sending it to the programme centre for the conduct of classes.

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- **10.7.** Conducting Examinations, and taking up other works relating to the post-examination activity.
- **10.8.** Monitoring the function of the programme centres to ensure quality of the programme.
- **11.** Responsibilities of the Department:
  - **11.1.** Designing the Course structure.
  - **11.2.** Developing/Revising the Course Material.
  - **11.3.** Preparing the Assignments.
  - **11.4.** Sending the panel of Paper setters & cooperating with the examination branch completing other works relating to examinations.
  - **11.5.** Monitoring the academic functioning of the programme centres.
- **12.** Responsibility of the Programme Centres:
  - **12.1.** Taking necessary measures to execute the programme after discussing with the Department and/or the University.
  - **12.2.** Conducting classes Both Theory and practical, irrespective of the strength of the students.
  - **12.3.** Ensuring quality of the programme.
  - **12.4.** Cooperating with the University from time to time in running the programme successfully.
  - **12.5.** Getting the assignments and project reports evaluated in time and sending the marks to the University.
  - **12.6.** Maintenance of the records to meet the audit requirements of the University.
  - **12.7.** The detailed statement of expenditure incurred by the centre should be kept available for verification by the Accounts Brach of the University at any time.
  - **12.8.** Dissemination of the information of the University relating to the other programmes also.
  - **12.9.** The following norms of Academic Activities should be maintained:
    - **12.9.1.** A part time Coordinator for the Programme centre should be appointed.
    - **12.9.2.** An office of the Programme centre should be established.
    - **12.9.3.** A part time Junior-Assistant-cum-Typist & a part time Office Attender should be appointed by the above said office.
    - **12.9.4.** Counseling classes, Practical classes & any other instructional activities as specified by the University should be conducted.
    - **12.9.5.** The following expenditure should be to borne within the 40 % share given to respective Programme centres towards:
      - Part time Coordinator, JACT and OA remuneration.
      - Counselors' remuneration.
      - Remuneration of Lab Technician, Raw material etc.
      - Remuneration for the Demonstration lessons.
      - Remuneration for the Supervision of Teacher educators, mentors and Head masters.
      - Remuneration for values Assignments.
      - Overhead expenditure, miscellaneous (including Postage, Stationeries, Phone, FAX, Transportation etc).

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- 13. Admissions shall be done only once during an Academic year.
- 14. The Programme shall be monitored by the Dean, Faculty of Education / Head, Department of Education in the case of Dr.B.R.Ambedkar Open University and by the Coordinator of the respective Programme Centre.
- **15.** Student Services Branch of Dr.BRAOU shall nominate one officer of the rank of Assistant Registrar / Deputy Registrar to monitor the Programme from the Administration point of view. He / she is responsible to calculate the share of Programme centres and release its share in time as mentioned in 'point 6'.
- **16.** The Memorandum of Understanding is valid for a period of three years from the date of signing the same. The agreement may be reviewed annually by mutual consent to streamline further. After the expiry of three years, the MoU may be continued for a further period based on mutual consent.
- **17.** If a Programme Centre violates the Rules and Regulations of the University, the MoU with that of the Programme Centre shall be cancelled from the beginning of the next academic year. If a Programme Centre wants to discontinue the MoU, the same shall be intimated to the University at least three (03) months before the commencement of the next academic year.
- Any alteration in the terms and conditions mentioned above shall be done with the mutual consent of both the parties.

The above terms and conditions are agreed upon by

Devnar Foundation for Blind School, Hyderabad Dr.B.R.Ambedkar Open University Hyderabad represented by represented by its Registrar, Dr.C. Venkataiah astahafdud

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ఆంద్రవదేశ్ आन्ध्र प्रदेश ANDHRA PRADESH 26 MAY 2010 S.No. 2577 Dt. 26-05-2010. Rs.100/-Sold to: C. Venkataiah S/o. C. Ramaiah, R/o. Hyd. S.V. For whom: Registrar Dr. B.R. Ambedkar Open University, Hyd. S.No

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Memorandum of Understanding (MoU) for establishing Programme Centres for the Bachelor's degree in Education (Special Education) programme

Both the parties agree to the following terms and conditions:

- 1. The Bachelor of Education (Special Education) programme will be launched from the academic year 2009-2010.
- 2. Admission Process:
  - 2.1 The students enrolled in the Bachelor of Education (Special Education) in specialized subject, will be allotted to the programme centres, as per University admission procedure.
  - 2.2 The student ID cards, course material shall be given to the students by the University.
  - 2.3 The Principals and the Coordinators of the programme centres should cooperate with the Department of Education, Director, Student Services Branch, Examination Branch and Accounts Branch and assist during the time of admissions and other academic & examination activities.

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**3.** The total number of seats approved by the Rehabilitation Council of India (RCI) is 500. The maximum intake of each programme centre is 50 in one specialization subject viz. Hearing Impairment, Visually Impairment or Mental Retardation.

Duration: The duration of the Programme is 2 years; however the maximum period in which one can complete the programme will be 4 years.

- Fee Structure: An amount of Rs.18,000/-(including tuition fee Rs.15,000/-) shall be collected from each student towards programme fee.
- 5. Sharing of tuition fee between the university and the programme centre: The tuition fee shall be shared between the University and the programme centre as per the ratio given below:

Share of the University	; 7,500/- (50%)
Share of the programme centre	: 6000/- (40%)
Share of the RCI	: 1,500/- (10%)

- 6. Procedure to collect tuition fee and release of the share of the programme centre: The student pays the fee in single installment i.e. Rs.18,000/- to the University at the time of admission. After completing the admission process, the DDs towards the first installment, 50% of the sharing ratio mentioned in point–5, shall be released to the respective programme centres in 30 working days. Similarly the second installment (the remaining amount) shall be sent to the programme centres within 30 days after the reopening of the succeeding academic year.
- **7.** Distribution of course material: The course material will be handed over to the students at the time of admission by the University.
- **8.** The University reserves the right either to identify a new programme centre or shift the programme centre from one institution to another or to close the centre, because of any reason. The infra structure (i.e. furniture, records) given by the University will be transferred to another programme centre.

The shifting or closing of a centre shall be done in the beginning of the academic year in order to avoid any inconvenience to the students because the tuition fee for that academic year will be shared with the existing programme centre.

- **9.** The theory and the practical classes and also practical examinations will be conducted at the programme centres, by the University as per University Rules.
- 10. Responsibilities of the University:
  - 10.1. Giving notification in the news papers.
  - **10.2.** Admitting the students by conducting the Entrance Test, if necessary.
  - **10.3.** Collecting the tuition fee from the students and releasing the funds to the programme centres as per the norms prescribed.
  - 10.4. Developing the course material.
  - 10.5. Printing and distribution of the course material.
  - **10.6.** Preparing the Academic schedule (Time Table) every year for the students of all two years and sending it to the programme centre for the conduct of classes.

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- 10.7. Conducting Examinations, and taking up other works relating to the post-examination activity.
- 10.8. Monitoring the function of the programme centres to ensure quality of the programme.
- Responsibilities of the Department: 11.

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- 11.1. Designing the Course structure.
- 11.2. Developing/Revising the Course Material.
- 11.3. Preparing the Assignments.
- 11.4. Sending the panel of Paper setters & cooperating with the examination branch completing other works relating to examinations.
- 11.5. Monitoring the academic functioning of the programme centres.
- Responsibility of the Programme Centres:
  - 12.1. Taking necessary measures to execute the programme after discussing
    - with the Department and/or the University. 12.2. Conducting classes - Both Theory and practical, irrespective of the
    - strength of the students.
    - 12.3. Ensuring quality of the programme.
    - 12.4. Cooperating with the University from time to time in running the programme successfully. . . .
    - 12.5. Getting the assignments and project reports evaluated in time and sending the marks to the University.
    - 12.6. Maintenance of the records to meet the audit requirements of the University.
    - 12.7. The detailed statement of expenditure incurred by the centre should be
    - kept available for verification by the Accounts Brach of the University at any time.
    - 12.8. Dissemination of the information of the University relating to the other programmes also.
    - **12.9.** The following norms of Academic Activities should be maintained:
      - 12.9.1. A part time Coordinator for the Programme centre should be appointed.
        - 12.9.2. An office of the Programme centre should be established.
        - 12.9.3. A part time Junior-Assistant-cum-Typist & a part time Office Attender should be appointed by the above said office.
        - 12.9.4. Counseling classes, Practical classes & any other instructional activities as specified by the University should be conducted.
        - 12.9.5. The following expenditure should be to borne within the 40 % share given to respective Programme centres towards:
          - Part time Coordinator, JACT and OA remuneration.
          - Counselors' remuneration.
          - Remuneration of Lab Technician, Raw material etc.
          - Remuneration for the Demonstration lessons.
          - Remuneration for the Supervision of Teacher educators, mentors and Head masters.
          - Remuneration for values Assignments. .
          - Overhead expenditure, miscellaneous (including Postage, Stationeries, Phone, FAX, Transportation etc).

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- 13. Admissions shall be done only once during an Academic year.
- **14.** The Programme shall be monitored by the Dean, Faculty of Education / Head, Department of Education in the case of Dr.B.R.Ambedkar Open University and by the Coordinator of the respective Programme Centre.
- **15.** Student Services Branch of Dr.BRAOU shall nominate one officer of the rank of Assistant Registrar / Deputy Registrar to monitor the Programme from the Administration point of view. He / she is responsible to calculate the share of Programme centres and release its share in time as mentioned in 'point 6'.
- **16.** The Memorandum of Understanding is valid for a period of three years from the date of signing the same. The agreement may be reviewed annually by mutual consent to streamline further. After the expiry of three years, the MoU may be continued for a further period based on mutual consent.
- **17.** If a Programme Centre violates the Rules and Regulations of the University, the MoU with that of the Programme Centre shall be cancelled from the beginning of the next academic year. If a Programme Centre wants to discontinue the MoU, the same shall be intimated to the University at least three (03) months before the commencement of the next academic year.
- **18.** Any alteration in the terms and conditions mentioned above shall be done with the mutual consent of both the parties.

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The above terms and conditions are agreed upon by

Dr.B.R.Ambedkar Open University Hyderabad represented by its Registrar, **Dr.C.Venkataiah**  Sweekar Rehabilitation Institute for Handicapped represented by K-Basawannapp

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ఆంధ్రవదేశ్ आन्ध्र प्रदेश ANDHRA PRADESH S.No. 1 మాల్రి Dt. 26-05-2010. Rs.100/-Sold to: C. Venkataiah S/o. C. Ramaiah, R/o. Hyd. For whom: Registrar Dr. B.R. Ambedkar Open University, Hyd.

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S.V.L. No.45/99, R.No.18/2008 S.No.11-2-799/1, Habeeb Nagar, Nampally, Hyderabad-01

Memorandum of Understanding (MoU) for establishing Programme Centres for the Bachelor's degree in Education (Special Education) programme

Dr. B.R. Ambedkar Open University, Hyderabad is entering into MoU with **Madona High School for the Deaf, Camel Nagar, Gunadala, Vijayawada - 520 004** which will function as a programme centre for its Bachelor of Education (Special Education) programme on <u>374</u> <u>Tume</u> **2010** at Hyderabad.

Both the parties agree to the following terms and conditions:

- 1. The Bachelor of Education (Special Education) programme will be launched from the academic year 2009-2010.
- 2. Admission Process:
  - **2.1** The students enrolled in the Bachelor of Education (Special Education) in specialized subject, will be allotted to the programme centres, as per University admission procedure.
  - **2.2** The student ID cards, course material shall be given to the students by the University.
  - **2.3** The Principals and the Coordinators of the programme centres should cooperate with the Department of Education, Director, Student Services Branch, Examination Branch and Accounts Branch and assist during the time of admissions and other academic & examination activities.

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Andbedkar Open University Road No. 46, Jubilee Hills Hyderabad-500 033.

3. The total number of seats approved by the Rehabilitation Council of India (RCI) is 500. The maximum intake of each programme centre is 50 in one specialization subject viz. Hearing Impairment, Visually Impairment or Mental Retardation.

Duration: The duration of the Programme is 2 years; however the maximum period in which one can complete the programme will be 4 years.

- 4. Fee Structure: An amount of Rs.18,000/-(including tuition fee Rs.15,000/-) shall be collected from each student towards programme fee.
- 5. Sharing of tuition fee between the university and the programme centre: The tuition fee shall be shared between the University and the programme centre as per the ratio given below:

Share of the University	: 7,500/- (50%)
Share of the programme centre	: 6000/- (40%)
Share of the RCI	: 1,500/- (10%)

- 6. Procedure to collect tuition fee and release of the share of the programme centre: The student pays the fee in single installment i.e. Rs.18,000/- to the University at the time of admission. After completing the admission process, the DDs towards the first installment, 50% of the sharing ratio mentioned in point-5, shall be released to the respective programme centres in 30 working days. Similarly the second installment (the remaining amount) shall be sent to the programme centres within 30 days after the reopening of the succeeding academic year.
- 7. Distribution of course material: The course material will be handed over to the students at the time of admission by the University.
- 8. The University reserves the right either to identify a new programme centre or shift the programme centre from one institution to another or to close the centre, because of any reason. The infra structure (i.e. furniture, records) given by the University will be transferred to another programme centre.

The shifting or closing of a centre shall be done in the beginning of the academic year in order to avoid any inconvenience to the students because the tuition fee for that academic year will be shared with the existing programme centre.

- 9. The theory and the practical classes and also practical examinations will be conducted at the programme centres, by the University as per University Rules.
- 10. Responsibilities of the University:
  - 10.1. Giving notification in the news papers.
  - 10.2. Admitting the students by conducting the Entrance Test, if necessary.
  - 10.3. Collecting the tuition fee from the students and releasing the funds to the programme centres as per the norms prescribed.
  - 10.4. Developing the course material.
  - 10.5. Printing and distribution of the course material.
  - 10.6. Preparing the Academic schedule (Time Table) every year for the students of all two years and sending it to the programme centre for the conduct of classes.

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- **10.7.** Conducting Examinations, and taking up other works relating to the post-examination activity.
- **10.8.** Monitoring the function of the programme centres to ensure quality of the programme.
- **11.** Responsibilities of the Department:
  - **11.1.** Designing the Course structure.
  - 11.2. Developing/Revising the Course Material.
  - 11.3. Preparing the Assignments.
  - **11.4.** Sending the panel of Paper setters & cooperating with the examination branch completing other works relating to examinations.
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- 12. Responsibility of the Programme Centres:
  - **12.1.** Taking necessary measures to execute the programme after discussing with the Department and/or the University.
  - **12.2.** Conducting classes Both Theory and practical, irrespective of the strength of the students.
  - **12.3.** Ensuring quality of the programme.
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  - **12.7.** The detailed statement of expenditure incurred by the centre should be kept available for verification by the Accounts Brach of the University at any time.
  - **12.8.** Dissemination of the information of the University relating to the other programmes also.
  - 12.9. The following norms of Academic Activities should be maintained:
    - 12.9.1. A part time Coordinator for the Programme centre should be appointed.
      - 12.9.2. An office of the Programme centre should be established.
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      - **12.9.4.** Counseling classes, Practical classes & any other instructional activities as specified by the University should be conducted.
      - **12.9.5.** The following expenditure should be to borne within the 40 % share given to respective Programme centres towards:
        - Part time Coordinator, JACT and OA remuneration.
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        - Remuneration for the Supervision of Teacher educators, mentors and Head masters.
        - Remuneration for values Assignments.
        - Overhead expenditure, miscellaneous (including Postage, Stationeries, Phone, FAX, Transportation etc)

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2010 Open University ad No. 46, Jubilee Hills Hyderabad-500 033

- 13. Admissions shall be done only once during an Academic year.
- **14.** The Programme shall be monitored by the Dean, Faculty of Education / Head, Department of Education in the case of Dr.B.R.Ambedkar Open University and by the Coordinator of the respective Programme Centre.
- **15.** Student Services Branch of Dr.BRAOU shall nominate one officer of the rank of Assistant Registrar / Deputy Registrar to monitor the Programme from the Administration point of view. He / she is responsible to calculate the share of Programme centres and release its share in time as mentioned in 'point 6'.
- **16.** The Memorandum of Understanding is valid for a period of three years from the date of signing the same. The agreement may be reviewed annually by mutual consent to streamline further. After the expiry of three years, the MoU may be continued for a further period based on mutual consent.
- **17.** If a Programme Centre violates the Rules and Regulations of the University, the MoU with that of the Programme Centre shall be cancelled from the beginning of the next academic year. If a Programme Centre wants to discontinue the MoU, the same shall be intimated to the University at least three (03) months before the commencement of the next academic year.
- **18.** Any alteration in the terms and conditions mentioned above shall be done with the mutual consent of both the parties.

The above terms and conditions are agreed upon by

Dr.B.R.Ambedkar Open University Hyderabad represented by its Registrar, **Dr.C.Venkataiah** 

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Madona High School for the Deaf represented by

University 3/6/2010



అంద్రప్రదేశ్ आन्ध्र प्रदेश ANDHRA PRADESH S.No. 15575 Dt. 26-05-2010. Rs. 100/-Sold to: C. Venkataiah S/o. C. Ramaiah, R/o. Hyd. For whom: Registrar Dr. B.R. Ambedkar Open University, Hyd.

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S.V.L. No.45/99, R.No.18/2008 S.No.11-2-799/1, Habeeb Nagar, Nampally, Hyderabad-01

Memorandum of Understanding (MoU) for establishing Programme Centres for the Bachelor's degree in Education (Special Education) programme

Dr. B.R. Ambedkar Open University, Hyderabad is entering into MoU with Navajeevan Special School for the Deaf and College of Education, Door No: 4-174S, Ayyalurimetta, Nandyala, Kurnool Dist. - 500 026 which will function as a programme centre for its Bachelor of Education (Special Education) programme on 3" June 2010 at Hyderabad.

Both the parties agree to the following terms and conditions:

- 1. The Bachelor of Education (Special Education) programme will be launched from the academic year 2009-2010.
- 2. Admission Process:
  - 2.1 The students enrolled in the Bachelor of Education (Special Education) in specialized subject, will be allotted to the programme centres, as per University admission procedure.
  - 2.2 The student ID cards, course material shall be given to the students by the University.
  - 2.3 The Principals and the Coordinators of the programme centres should cooperate with the Department of Education, Director, Student Services Branch, Examination Branch and Accounts Branch and assist during the time of admissions and other academic & examination activities

Sr. John Mary Correspondent 36 2010 Registrar University Nava Seevan Special Silver Road No. 46. Jubilee Hills Hyderabad-500 033.

3. The total number of seats approved by the Rehabilitation Council of India (RCI) is 500. The maximum intake of each programme centre is 50 in one specialization subject viz. Hearing Impairment, Visually Impairment or Mental Retardation.

Duration: The duration of the Programme is 2 years; however the maximum period in which one can complete the programme will be 4 years.

- 4. Fee Structure: An amount of Rs.18,000/-(including tuition fee Rs.15,000/-) shall be collected from each student towards programme fee.
- 5. Sharing of tuition fee between the university and the programme centre: The tuition fee shall be shared between the University and the programme centre as per the ratio given below:

Share of the University	: 7,500/- (50%)
Share of the programme centre	: 6000/- (40%)
Share of the RCI	: 1,500/- (10%)

- 6. Procedure to collect tuition fee and release of the share of the programme centre: The student pays the fee in single installment i.e. Rs.18,000/- to the University at the time of admission. After completing the admission process, the DDs towards the first installment, 50% of the sharing ratio mentioned in point-5, shall be released to the respective programme centres in 30 working days. Similarly the second installment (the remaining amount) shall be sent to the programme centres within 30 days after the reopening of the succeeding academic year.
- 7. Distribution of course material: The course material will be handed over to the students at the time of admission by the University.
- 8. The University reserves the right either to identify a new programme centre or shift the programme centre from one institution to another or to close the centre, because of any reason. The infra structure (i.e. furniture, records) given by the University will be transferred to another programme centre.

The shifting or closing of a centre shall be done in the beginning of the academic year in order to avoid any inconvenience to the students because the tuition fee for that academic year will be shared with the existing programme centre.

- 9. The theory and the practical classes and also practical examinations will be conducted at the programme centres, by the University as per University Rules.
- Responsibilities of the University:
  - 10.1. Giving notification in the news papers.
  - 10.2. Admitting the students by conducting the Entrance Test, if necessary.
  - 10.3. Collecting the tuition fee from the students and releasing the funds to
  - the programme centres as per the norms prescribed.
  - **10.4.** Developing the course material.
  - 10.5. Printing and distribution of the course material.
  - 10.6. Preparing the Academic schedule (Time Table) every year for the students of all two years and sending it to the programme centre for the conduct of classes.

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- 10.7. Conducting Examinations, and taking up other works relating to the post-examination activity.
- 10.8. Monitoring the function of the programme centres to ensure quality of the programme.
- Responsibilities of the Department: 11.
  - 11.1. Designing the Course structure.
  - 11.2. Developing/Revising the Course Material.
  - 11.3. Preparing the Assignments.
  - 11.4. Sending the panel of Paper setters & cooperating with the examination branch completing other works relating to examinations.
  - **11.5.** Monitoring the academic functioning of the programme centres.
- Responsibility of the Programme Centres: 12.
  - 12.1. Taking necessary measures to execute the programme after discussing with the Department and/or the University.
  - 12.2. Conducting classes Both Theory and practical, irrespective of the strength of the students.
  - 12.3. Ensuring quality of the programme.
  - 12.4. Cooperating with the University from time to time in running the programme successfully.
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  - 12.6. Maintenance of the records to meet the audit requirements of the University.
  - 12.7. The detailed statement of expenditure incurred by the centre should be kept available for verification by the Accounts Brach of the University at any time.
  - 12.8. Dissemination of the information of the University relating to the other programmes also.
  - **12.9.** The following norms of Academic Activities should be maintained:
    - 12.9.1. A part time Coordinator for the Programme centre should be appointed.
      - 12.9.2. An office of the Programme centre should be established.
      - 12.9.3. A part time Junior-Assistant-cum-Typist & a part time Office Attender should be appointed by the above said office.
      - 12.9.4. Counseling classes, Practical classes & any other instructional activities as specified by the University should be conducted.
      - 12.9.5. The following expenditure should be to borne within the 40 % share given to respective Programme centres towards:
        - Part time Coordinator, JACT and OA remuneration.
        - Counselors' remuneration.
        - Remuneration of Lab Technician, Raw material etc.
        - Remuneration for the Demonstration lessons.
        - Remuneration for the Supervision of Teacher educators, mentors and Head masters.
        - Remuneration for values Assignments.
        - Overhead expenditure, miscellaneous (including Postage, • Stationeries, Phone, FAX, Transportation etc).

Sr. John Mory 36/2010 Correspondent Open University illee Hills Hyderabed-500 033

- 13. Admissions shall be done only once during an Academic year.
- 14. The Programme shall be monitored by the Dean, Faculty of Education / Head, Department of Education in the case of Dr.B.R.Ambedkar Open University and by the Coordinator of the respective Programme Centre.
- 15. Student Services Branch of Dr.BRAOU shall nominate one officer of the rank of Assistant Registrar / Deputy Registrar to monitor the Programme from the Administration point of view. He / she is responsible to calculate the share of Programme centres and release its share in time as mentioned in 'point 6'.
- 16. The Memorandum of Understanding is valid for a period of three years from the date of signing the same. The agreement may be reviewed annually by mutual consent to streamline further. After the expiry of three years, the MoU may be continued for a further period based on mutual consent.
- 17. If a Programme Centre violates the Rules and Regulations of the University, the MoU with that of the Programme Centre shall be cancelled from the beginning of the next academic year. If a Programme Centre wants to discontinue the MoU, the same shall be intimated to the University at least three (03) months before the commencement of the next academic year.
- 18. Any alteration in the terms and conditions mentioned above shall be done with the mutual consent of both the parties.

The above terms and conditions are agreed upon by

Dr.B.R.Ambedkar Open University Hyderabad

represented by its Registrar, Dr.C.Venkataiah

Navajeevan Special School for the Deaf and College of Education, Nandyala, Kurnool Dist. represented by

University Sr. John Mary Civrus Pondent



ఆంధ్రవదేశ్ आन्ध्र प्रदेश ANDHRA PRADESH S.No. 19982 Dt. 26-05-2010. Rs.100/-Sold to: C. Venkataiah S/o. C. Ramaiah, R/o. Hyd. For whom: Registrar Dr. B.R. Ambedkar Open University, Hyd.

S.V.L. No.45/99, R.No.18/2008 S.No.11-2-799/1, Habeeb Nagar, Nampally, Hyderabad-01

Memorandum of Understanding (MoU) for establishing Programme Centres for the Bachelor's degree in Education (Special Education) programme

Dr. B.R. Ambedkar Open University, Hyderabad is entering into MoU with **Thakur Hari Prasad Institute of Research & Rehabilitaion for the Mentally Handicaped**, **Vivekananda Nagar, Dilsukh Nagar, Hyderabad - 500 060** which will function as a programme centre for its Bachelor of Education (Special Education) programme on .3-6---. **2010** at Hyderabad.

Both the parties agree to the following terms and conditions:

- 1. The Bachelor of Education (Special Education) programme will be launched from the academic year 2009-2010.
- 2. Admission Process:

XXXX

- **2.1** The students enrolled in the Bachelor of Education (Special Education) in specialized subject, will be allotted to the programme centres, as per University admission procedure.
- 2.2 The student ID cards, course material shall be given to the students by the University.
- 2.3 The Principals and the Coordinators of the programme centres should cooperate with the Department of Education, Director, Student Services

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Ambedikar Open University Road No. 46. Jubilee Hills Hyderabad-500 033

Branch, Examination Branch and Accounts Branch and assist during the time of admissions and other academic & examination activities.

3. The total number of seats approved by the Rehabilitation Council of India (RCI) is 500. The maximum intake of each programme centre is 50 in one specialization subject viz. Hearing Impairment, Visually Impairment or Mental Retardation.

Duration: The duration of the Programme is 2 years; however the maximum period in which one can complete the programme will be 4 years.

- 4. Fee Structure: An amount of Rs.18,000/-(including tuition fee Rs.15,000/-) shall be collected from each student towards programme fee.
- 5. Sharing of tuition fee between the university and the programme centre: The tuition fee shall be shared between the University and the programme centre as per the ratio given below:

Share of the University Share of the programme centre Share of the RCI	: 7,500/- (50% : 6000/- (40% : 1,500/- (10%	)
Share of the RCI	. 1,500/ (	2.2

- 6. Procedure to collect tuition fee and release of the share of the programme centre: The student pays the fee in single installment i.e. Rs.18,000/- to the University at the time of admission. After completing the admission process, the DDs towards the first installment, 50% of the sharing ratio mentioned in point-5, shall be released to the respective programme centres in 30 working days. Similarly the second installment (the remaining amount) shall be sent to the programme centres within 30 days after the reopening of the succeeding academic year.
- 7. Distribution of course material: The course material will be handed over to the students at the time of admission by the University.
- 8. The University reserves the right either to identify a new programme centre or shift the programme centre from one institution to another or to close the centre, because of any reason. The infra structure (i.e. furniture, records) given by the University will be transferred to another programme centre.

The shifting or closing of a centre shall be done in the beginning of the academic year in order to avoid any inconvenience to the students because the tuition fee for that academic year will be shared with the existing programme centre.

9. The theory and the practical classes and also practical examinations will be conducted at the programme centres, by the University as per University Rules.

10. Responsibilities of the University:

- **10.1.** Giving notification in the news papers.
- **10.2.** Admitting the students by conducting the Entrance Test, if necessary.
- 10.3. Collecting the tuition fee from the students and releasing the funds to the programme centres as per the norms prescribed.
- **10.4.** Developing the course material.
- **10.5.** Printing and distribution of the course material.

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- 10.6. Preparing the Academic schedule (Time Table) every year for the students of all two years and sending it to the programme centre for the conduct of classes.
- 10.7. Conducting Examinations, and taking up other works relating to the post-examination activity.
- 10.8. Monitoring the function of the programme centres to ensure quality of the programme.
- Responsibilities of the Department: 11.
  - 11.1. Designing the Course structure.
  - 11.2. Developing/Revising the Course Material.
  - 11.3. Preparing the Assignments.
  - 11.4. Sending the panel of Paper setters & cooperating with the examination branch completing other works relating to examinations.
  - **11.5.** Monitoring the academic functioning of the programme centres.
- 12. Responsibility of the Programme Centres:
  - 12.1. Taking necessary measures to execute the programme after discussing with the Department and/or the University.
  - 12.2. Conducting classes Both Theory and practical, irrespective of the strength of the students.
  - 12.3. Ensuring quality of the programme.
  - 12.4. Cooperating with the University from time to time in running the programme successfully.
  - 12.5. Getting the assignments and project reports evaluated in time and sending the marks to the University.
  - 12.6. Maintenance of the records to meet the audit requirements of the University.
  - 12.7. The detailed statement of expenditure incurred by the centre should be kept available for verification by the Accounts Brach of the University at any time.
  - 12.8. Dissemination of the information of the University relating to the other programmes also.
  - 12.9. The following norms of Academic Activities should be maintained:
    - 12.9.1. A part time Coordinator for the Programme centre should be appointed.
      - 12.9.2. An office of the Programme centre should be established.
      - 12.9.3. A part time Junior-Assistant-cum-Typist & a part time Office Attender should be appointed by the above said office.
      - 12.9.4. Counseling classes, Practical classes & any other instructional activities as specified by the University should be conducted.
      - 12.9.5. The following expenditure should be to borne within the 40 % share given to respective Programme centres towards:
        - Part time Coordinator, JACT and OA remuneration.
        - Counselors' remuneration.
        - Remuneration of Lab Technician, Raw material etc.
        - Remuneration for the Demonstration lessons.
        - Remuneration for the Supervision of Teacher educators, mentors and Head masters.
        - Remuneration for values Assignments.

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- Overhead expenditure, miscellaneous (including Postage, Stationeries, Phone, FAX, Transportation etc).
- 13. Admissions shall be done only once during an Academic year.
- 14. The Programme shall be monitored by the Dean, Faculty of Education / Head,
- Department of Education in the case of Dr.B.R.Ambedkar Open University and by the Coordinator of the respective Programme Centre.
- 15. Student Services Branch of Dr.BRAOU shall nominate one officer of the rank of Assistant Registrar / Deputy Registrar to monitor the Programme from the Administration point of view. He / she is responsible to calculate the share of Programme centres and release its share in time as mentioned in 'point 6'.
- 16. The Memorandum of Understanding is valid for a period of three years from the date of signing the same. The agreement may be reviewed annually by mutual consent to streamline further. After the expiry of three years, the MoU may be continued for a further period based on mutual consent.
- 17. If a Programme Centre violates the Rules and Regulations of the University, the MoU with that of the Programme Centre shall be cancelled from the beginning of the next academic year. If a Programme Centre wants to discontinue the MoU, the same shall be intimated to the University at least three (03) months before the commencement of the next academic year.
- 18. Any alteration in the terms and conditions mentioned above shall be done with the mutual consent of both the parties.

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The above terms and conditions are agreed upon by

Dr.B.R.Ambedkar Open University Hyderabad

Thakur Hari Prasad Institute of Research 8 Rehabilitaion for the Mentally Handicaped, Hyderabad represented by

represented by its Registrar, Dr.S. Venkataiah

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ఆంధ్రవదేశ్ आन्ध्र प्रदेश ANDHRA PRADESH 26 MAY 2010 S.No. 2570 Dt. 26-05-2010. Rs.100/-Sold to: C. Venkataiah S/o. C. Ramaiah, R/o. Hyd. For whom: Registrar Dr. B.R. Ambedkar Open University, Hyd.

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S.V.L. No.45/99, R.No.18/2008 S.No.11-2-799/1, Habeeb Nagar, Nampally, Hyderabad-01

Memorandum of Understanding (MoU) for establishing Programme Centres for the Bachelor's degree in Education (Special Education) programme

Dr. B.R. Ambedkar Open University, Hyderabad is entering into MoU with Hellen Kellar's Institute of Research & Rehabilitation for the Disabled Children, Ramakrishnapuram, Secunderabad-500 056 which will function as a programme centre for its Bachelor of Education (Special Education) programme on

Both the parties agree to the following terms and conditions:

- 1. The Bachelor of Education (Special Education) programme will be launched from the academic year 2009-2010.
- 2. Admission Process:
  - **2.1** The students enrolled in the Bachelor of Education (Special Education) in specialized subject, will be allotted to the programme centres, as per University admission procedure.
  - 2.2 The student ID cards, course material shall be given to the students by the University.
  - 2.3 The Principals and the Coordinators of the programme centres should cooperate with the Department of Education, Director, Student Services Branch, Examination Branch and Accounts Branch and assist during the time of admissions and other academic & examination activities

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nbedkar Open University Road No. 46, Jubilee Hills Hyderabad-500 033.

**3.** The total number of seats approved by the Rehabilitation Council of India (RCI) is 500. The maximum intake of each programme centre is 50 in one specialization subject viz. Hearing Impairment, Visually Impairment or Mental Retardation.

Duration: The duration of the Programme is 2 years; however the maximum period in which one can complete the programme will be 4 years.

- **4.** Fee Structure: An amount of Rs.18,000/-(including tuition fee Rs.15,000/-) shall be collected from each student towards programme fee.
- 5. Sharing of tuition fee between the university and the programme centre: The tuition fee shall be shared between the University and the programme centre as per the ratio given below:

Share of the University	: 7,500/- (50%)
Share of the programme centre	: 6000/- (40%)
Share of the RCI	: 1,500/- (10%)

- 6. Procedure to collect tuition fee and release of the share of the programme centre: The student pays the fee in single installment i.e. Rs.18,000/- to the University at the time of admission. After completing the admission process, the DDs towards the first installment, 50% of the sharing ratio mentioned in point–5, shall be released to the respective programme centres in 30 working days. Similarly the second installment (the remaining amount) shall be sent to the programme centres within 30 days after the reopening of the succeeding academic year.
- Distribution of course material: The course material will be handed over to the students at the time of admission by the University.
- 8. The University reserves the right either to identify a new programme centre or shift the programme centre from one institution to another or to close the centre, because of any reason. The infra structure (i.e. furniture, records) given by the University will be transferred to another programme centre.

The shifting or closing of a centre shall be done in the beginning of the academic year in order to avoid any inconvenience to the students because the tuition fee for that academic year will be shared with the existing programme centre.

- **9.** The theory and the practical classes and also practical examinations will be conducted at the programme centres, by the University as per University Rules.
- **10.** Responsibilities of the University:
  - 10.1. Giving notification in the news papers.
  - 10.2. Admitting the students by conducting the Entrance Test, if necessary.
  - **10.3.** Collecting the tuition fee from the students and releasing the funds to the programme centres as per the norms prescribed.
  - **10.4.** Developing the course material.
  - 10.5. Printing and distribution of the course material.
  - **10.6.** Preparing the Academic schedule (Time Table) every year for the students of all two years and sending it to the programme centre for the conduct of classes.

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- **10.7.** Conducting Examinations, and taking up other works relating to the post-examination activity.
- **10.8.** Monitoring the function of the programme centres to ensure quality of the programme.
- **11.** Responsibilities of the Department:
  - 11.1. Designing the Course structure.
  - 11.2. Developing/Revising the Course Material.
  - 11.3. Preparing the Assignments.
  - **11.4.** Sending the panel of Paper setters & cooperating with the examination branch completing other works relating to examinations.
  - 11.5. Monitoring the academic functioning of the programme centres.
- 12. Responsibility of the Programme Centres:
  - **12.1.** Taking necessary measures to execute the programme after discussing with the Department and/or the University.
  - **12.2.** Conducting classes Both Theory and practical, irrespective of the strength of the students.
  - **12.3.** Ensuring quality of the programme.
  - **12.4.** Cooperating with the University from time to time in running the programme successfully.
  - **12.5.** Getting the assignments and project reports evaluated in time and sending the marks to the University.
  - **12.6.** Maintenance of the records to meet the audit requirements of the University.
  - **12.7.** The detailed statement of expenditure incurred by the centre should be kept available for verification by the Accounts Brach of the University at any time.
  - **12.8.** Dissemination of the information of the University relating to the other programmes also.
  - **12.9.** The following norms of Academic Activities should be maintained:
    - **12.9.1.** A part time Coordinator for the Programme centre should be appointed.
    - **12.9.2.** An office of the Programme centre should be established.
    - **12.9.3.** A part time Junior-Assistant-cum-Typist & a part time Office Attender should be appointed by the above said office.
    - **12.9.4.** Counseling classes, Practical classes & any other instructional activities as specified by the University should be conducted.
    - **12.9.5.** The following expenditure should be to borne within the 40 % share given to respective Programme centres towards:
      - Part time Coordinator, JACT and OA remuneration.
      - Counselors' remuneration.
      - Remuneration of Lab Technician, Raw material etc.
      - Remuneration for the Demonstration lessons.
      - Remuneration for the Supervision of Teacher educators, mentors and Head masters.
      - Remuneration for values Assignments.
      - Overhead expenditure, miscellaneous (including Postage, Stationeries, Phone, FAX, Transportation etc).

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Open University Road No. 46, Jubilee Hills Hyderabad 500 033

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- 13. Admissions shall be done only once during an Academic year.
- **14.** The Programme shall be monitored by the Dean, Faculty of Education / Head, Department of Education in the case of Dr.B.R.Ambedkar Open University and by the Coordinator of the respective Programme Centre.
- **15.** Student Services Branch of Dr.BRAOU shall nominate one officer of the rank of Assistant Registrar / Deputy Registrar to monitor the Programme from the Administration point of view. He / she is responsible to calculate the share of Programme centres and release its share in time as mentioned in 'point 6'.
- **16.** The Memorandum of Understanding is valid for a period of three years from the date of signing the same. The agreement may be reviewed annually by mutual consent to streamline further. After the expiry of three years, the MoU may be continued for a further period based on mutual consent.
- **17.** If a Programme Centre violates the Rules and Regulations of the University, the MoU with that of the Programme Centre shall be cancelled from the beginning of the next academic year. If a Programme Centre wants to discontinue the MoU, the same shall be intimated to the University at least three (03) months before the commencement of the next academic year.
- Any alteration in the terms and conditions mentioned above shall be done with the mutual consent of both the parties.

The above terms and conditions are agreed upon by

Dr.B.R.Ambedkar Open University Hyderabad

represented by its Registrar, Dr.C.Venkataiah

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Hellen Kellar's Institute of Research & Rehabilitation for the Disabled Children represented by  $\mathcal{P} \cdot \mathcal{O} M M H \mathcal{P} K H A N$ .

(P.UMMAR KHAN) Founder - Chairman



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S.V.L. No.45/99, R.No.18/2008 S.No.11-2-799/1, Habeeb Nagar, Nampally, Hyderabad-01

Memorandum of Understanding (MoU) for establishing Programme Centres for the Bachelor's degree in Education (Special Education) programme

Dr. B.R. Ambedkar Open University, Hyderabad is entering into MoU with Helen Keller's Training College for Teacher's of the Deaf, H.NO: 10/72, Near Sivalingam Beedi Factory, Bellary Road, Kadapa - 516 001 which will function as a programme centre for its Bachelor of Education (Special Education) programme on 03.0.6.... 2010 at Hyderabad.

Both the parties agree to the following terms and conditions:

- 1. The Bachelor of Education (Special Education) programme will be launched from the academic year 2009-2010.
  - 2. Admission Process:

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- **2.1** The students enrolled in the Bachelor of Education (Special Education) in specialized subject, will be allotted to the programme centres, as per University admission procedure.
- 2.2 The student ID cards, course material shall be given to the students by the University.
- 2.3 The Principals and the Coordinators of the programme centres should cooperate with the Department of Education, Director, Student Services Branch, Examination Branch and Accounts Branch and assist during the time of admissions and other academic & examination activities.

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3. The total number of seats approved by the Rehabilitation Council of India (RCI) is 500. The maximum intake of each programme centre is 50 in one specialization subject viz. Hearing Impairment, Visually Impairment or Mental Retardation.

Duration: The duration of the Programme is 2 years; however the maximum period in which one can complete the programme will be 4 years.

- 4. Fee Structure: An amount of Rs.18,000/-(including tuition fee Rs.15,000/-) shall be collected from each student towards programme fee.
- 5. Sharing of tuition fee between the university and the programme centre: The tuition fee shall be shared between the University and the programme centre as per the ratio given below:

Share of the University Share of the programme centre	: 7,500/- (50%) : 6000/- (40%) : 1,500/- (10%)
Share of the RCI	. 1,500/ (10/0)

- 6. Procedure to collect tuition fee and release of the share of the programme centre: The student pays the fee in single installment i.e. Rs.18,000/- to the University at the time of admission. After completing the admission process, the DDs towards the first installment, 50% of the sharing ratio mentioned in point-5, shall be released to the respective programme centres in 30 working days. Similarly the second installment (the remaining amount) shall be sent to the programme centres within 30 days after the reopening of the succeeding academic year.
- 7. Distribution of course material: The course material will be handed over to the students at the time of admission by the University.
- 8. The University reserves the right either to identify a new programme centre or shift the programme centre from one institution to another or to close the centre, because of any reason. The infra structure (i.e. furniture, records) given by the University will be transferred to another programme centre.

The shifting or closing of a centre shall be done in the beginning of the academic year in order to avoid any inconvenience to the students because the tuition fee for that academic year will be shared with the existing programme centre.

- 9. The theory and the practical classes and also practical examinations will be conducted at the programme centres, by the University as per University Rules.
- 10. Responsibilities of the University:
  - **10.1.** Giving notification in the news papers.
  - **10.2.** Admitting the students by conducting the Entrance Test, if necessary.
  - 10.3. Collecting the tuition fee from the students and releasing the funds to
    - the programme centres as per the norms prescribed.
  - 10.4. Developing the course material. **10.5.** Printing and distribution of the course material.
  - 10.6. Preparing the Academic schedule (Time Table) every year for the
    - students of all two years and sending it to the programme centre for the conduct of classes.

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- 10.7. Conducting Examinations, and taking up other works relating to the post-examination activity.
- 10.8. Monitoring the function of the programme centres to ensure quality of the programme.
- Responsibilities of the Department: 11.
  - 11.1. Designing the Course structure.
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  - 11.4. Sending the panel of Paper setters & cooperating with the examination branch completing other works relating to examinations.
  - **11.5.** Monitoring the academic functioning of the programme centres.
  - Responsibility of the Programme Centres: 12.
    - 12.1. Taking necessary measures to execute the programme after discussing with the Department and/or the University.
    - 12.2. Conducting classes Both Theory and practical, irrespective of the strength of the students.
    - **12.3.** Ensuring quality of the programme.
    - 12.4. Cooperating with the University from time to time in running the programme successfully.
    - 12.5. Getting the assignments and project reports evaluated in time and sending the marks to the University.
    - 12.6. Maintenance of the records to meet the audit requirements of the University.
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    - 12.8. Dissemination of the information of the University relating to the other programmes also.
    - **12.9.** The following norms of Academic Activities should be maintained:
      - 12.9.1. A part time Coordinator for the Programme centre should be appointed.
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        - 12.9.4. Counseling classes, Practical classes & any other instructional activities as specified by the University should be conducted.
        - 12.9.5. The following expenditure should be to borne within the 40 %share given to respective Programme centres towards:
          - Part time Coordinator, JACT and OA remuneration.
          - Counselors' remuneration.
          - Remuneration of Lab Technician, Raw material etc.
          - Remuneration for the Demonstration lessons.
          - Remuneration for the Supervision of Teacher educators, mentors and Head masters.
          - Remuneration for values Assignments. .
          - Overhead expenditure, miscellaneous (including Postage, Stationeries, Phone, FAX, Transportation etc).

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- 13. Admissions shall be done only once during an Academic year.
- 14. The Programme shall be monitored by the Dean, Faculty of Education / Head, Department of Education in the case of Dr.B.R.Ambedkar Open University and by the Coordinator of the respective Programme Centre.
- 15. Student Services Branch of Dr.BRAOU shall nominate one officer of the rank of Assistant Registrar / Deputy Registrar to monitor the Programme from the Administration point of view. He. / she is responsible to calculate the share of Programme centres and release its share in time as mentioned in 'point 6'.
- 16. The Memorandum of Understanding is valid for a period of three years from the date of signing the same. The agreement may be reviewed annually by mutual consent to streamline further. After the expiry of three years, the MoU may be continued for a further period based on mutual consent.
- 17. If a Programme Centre violates the Rules and Regulations of the University, the MoU with that of the Programme Centre shall be cancelled from the beginning of the next academic year. If a Programme Centre wants to discontinue the MoU, the same shall be intimated to the University at least three (03) months before the commencement of the next academic year.
- 18. Any alteration in the terms and conditions mentioned above shall be done with the mutual consent of both the parties.

The above terms and conditions are agreed upon by

Dr.B.R.Ambedkar Open University Hyderabad

represented by its Registrar, Dr.C.Venkataiah

Open Universi 1535 1138 Hills Hyderabad 500 033.

Helen Keller's Training College for Teacher's of the Deaf, Kadapa represented by

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ఆంద్రవదేశ్ आन्ध्र प्रदेश ANDHRA PRADESH S.No./ 5777 Dt. 26-05-2010. Rs.100/-Sold to: G. Venkataiah S/o. C. Ramaiah, R/o. Hyd. For whom: Registrar Dr. B.R. Ambedkar Open University, Hyd.

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S.V.L. No.45/99, R.No.18/2008 S.No.11-2-799/1, Habeeb Nagar, Nampally, Hyderabad-01

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Memorandum of Understanding (MoU) for establishing Programme Centres for the Bachelor's degree in Education (Special Education) programme

Dr. B.R. Ambedkar Open University, Hyderabad is entering into MoU with **Rastriya** Seva Samithi(RASS), Seva Nilayam, Annamaiah Marg, Tirupathi - 517 502 which will function as a programme centre for its Bachelor of Education (Special Education) programme on 0.3-0.6-.... 2010 at Hyderabad.

Both the parties agree to the following terms and conditions:

- 1. The Bachelor of Education (Special Education) programme will be launched from the academic year 2009-2010.
- 2. Admission Process:
  - **2.1** The students enrolled in the Bachelor of Education (Special Education) in specialized subject, will be allotted to the programme centres, as per University admission procedure.
  - **2.2** The student ID cards, course material shall be given to the students by the University.
  - **2.3** The Principals and the Coordinators of the programme centres should cooperate with the Department of Education, Director, Student Services Branch, Examination Branch and Accounts Branch and assist during the time of admissions and other academic & examination activities.

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3. The total number of seats approved by the Rehabilitation Council of India (RCI) is 500. The maximum intake of each programme centre is 50 in one specialization subject viz. Hearing Impairment, Visually Impairment or Mental Retardation.

Duration: The duration of the Programme is 2 years; however the maximum period in which one can complete the programme will be 4 years.

4. Fee Structure: An amount of Rs.18,000/-(including tuition fee Rs.15,000/-) shall be collected from each student towards programme fee.

5. Sharing of tuition fee between the university and the programme centre: The tuition fee shall be shared between the University and the programme centre as per the ratio given below:

Share of the University	: 7,500/- (50%)
Share of the programme centre	: 6000/- (40%)
Share of the RCI	: 1,500/- (10%)

6. Procedure to collect tuition fee and release of the share of the programme centre: The student pays the fee in single installment i.e. Rs.18,000/- to the University at the time of admission. After completing the admission process, the DDs towards the first installment, 50% of the sharing ratio mentioned in point-5, shall be released to the respective programme centres in 30 working days. Similarly the second installment (the remaining amount) shall be sent to the programme centres within 30 days after the reopening of the succeeding academic year.

7. Distribution of course material: The course material will be handed over to the students

at the time of admission by the University.

8. The University reserves the right either to identify a new programme centre or shift the programme centre from one institution to another or to close the centre, because of any reason. The infra structure (i.e. furniture, records) given by the University will be transferred to another programme centre.

The shifting or closing of a centre shall be done in the beginning of the academic year in order to avoid any inconvenience to the students because the tuition fee for that academic year will be shared with the existing programme centre.

- 9. The theory and the practical classes and also practical examinations will be conducted at the programme centres, by the University as per University Rules.
- 10. Responsibilities of the University:

**10.1.** Giving notification in the news papers.

- **10.2.** Admitting the students by conducting the Entrance Test, if necessary. **10.3.** Collecting the tuition fee from the students and releasing the funds to
- the programme centres as per the norms prescribed.
- **10.4.** Developing the course material.
- **10.5.** Printing and distribution of the course material.
- 10.6. Preparing the Academic schedule (Time Table) every year for the
- students of all two years and sending it to the programme centre for the conduct of classes.

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- 10.7. Conducting Examinations, and taking up other works relating to the Monitoring the function of the programme centres to ensure quality of
- 10.8. the programme.
- Responsibilities of the Department: 11.
  - **11.1.** Designing the Course structure. **11.2.** Developing/Revising the Course Material.

  - 11.4. Sending the panel of Paper setters & cooperating with the examination

  - branch completing other works relating to examinations. **11.5.** Monitoring the academic functioning of the programme centres.
  - Responsibility of the Programme Centres:
  - 12.1. Taking necessary measures to execute the programme after discussing 12.
    - with the Department and/or the University. 12.2. Conducting classes - Both Theory and practical, irrespective of the
    - strength of the students.
    - 12.4. Cooperating with the University from time to time in running the **12.3.** Ensuring quality of the programme.
    - 12.5. Getting the assignments and project reports evaluated in time and
    - 12.6. Maintenance of the records to meet the audit requirements of the
    - 12.7. The detailed statement of expenditure incurred by the centre should be
    - kept available for verification by the Accounts Brach of the University at 12.8. Dissemination of the information of the University relating to the other

    - **12.9.** The following norms of Academic Activities should be maintained: 12.9.1. A part time Coordinator for the Programme centre should be

      - **12.9.2.** An office of the Programme centre should be established.
      - 12.9.3. A part time Junior-Assistant-cum-Typist & a part time Office Attender should be appointed by the above said office. 12.9.4. Counseling classes, Practical classes & any other instructional
      - activities as specified by the University should be conducted. 12.9.5. The following expenditure should be to borne within the 40 %
      - share given to respective Programme centres towards: Part time Coordinator, JACT and OA remuneration.
        - - Counselors' remuneration.
        - Remuneration of Lab Technician, Raw material etc.

        - Remuneration for the Demonstration lessons. Remuneration for the Supervision of Teacher educators,
        - mentors and Head masters.
          - Remuneration for values Assignments. Overhead expenditure, miscellaneous (including Postage,
          - Stationeries, Phone, FAX, Transportation etc)

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- 13. Admissions shall be done only once during an Academic year. 14. The Programme shall be monitored by the Dean, Faculty of Education / Head, Department of Education in the case of Dr.B.R.Ambedkar Open University and by
- the Coordinator of the respective Programme Centre. 15. Student Services Branch of Dr.BRAOU shall nominate one officer of the rank of Assistant Registrar / Deputy Registrar to monitor the Programme from the
- Administration point of view. He / she is responsible to calculate the share of Programme centres and release its share in time as mentioned in 'point 6'. 16. The Memorandum of Understanding is valid for a period of three years from the
- date of signing the same. The agreement may be reviewed annually by mutual consent to streamline further. After the expiry of three years, the MoU may be continued for a further period based on mutual consent. 17. If a Programme Centre violates the Rules and Regulations of the University, the
- MoU with that of the Programme Centre shall be cancelled from the beginning of the next academic year. If a Programme Centre wants to discontinue the MoU, the same shall be intimated to the University at least three (03) months before the 18. Any alteration in the terms and conditions mentioned above shall be done with the

mutual consent of both the parties.

The above terms and conditions are agreed upon by

Dr.B.R.Ambedkar, Open University Hyderabad represented by its Registrar, Dr.C.Venkataiah

> kar Open University 46, Jubilee Hills Dr. B.R. Hyderabad-500 033. Road No.

Rastriya Seva Samithi(RASS), Chittoor represented by