



MSU Manonmaniam Sundaranar University

Accredited with NAAC 'A' Grade
Center for Distance and Online Education

Sure Career Growth with India's Top University





About Manonmaniam Sundaranar University

Manonmaniam Sundaranar University (MSU) is a dynamic Institution of higher learning, in Tirunelveli, the educational hub of Southern Tamil Nadu, with a campus area of 550 acres. The University was established in 1990, by the Government of Tamil Nadu, as a teaching-cum-affiliating University. The University is named after the Tamil poet literature Prof. P. Manonmaniam Sundaram Pillai (1855-1897), the author of the famous verse drama, Manonmaniam. The University caters to the needs of the four southern districts of Tamil Nadu, viz., Tirunelveli, Thoothukudi, Kanyakumari and Tenkasi. The University is re-accredited with 'A' Grade by National Assessment and Accreditation Council (NAAC). The University is located at Abishekapatti (on Tirunelveli- Tenkasi Road) at a distance of 8 kilometers from Tirunelveli Junction. There are 23 Departments and 5 Centres in the University, besides the Centre for Distance & Online Education and Directorate of Vocational Education. Through Community Colleges and Vocational Skill Development Centres(VSD), Directorate of Vocational Education is offering skill based Advanced Diploma, Diploma and Certificate programmes in various skill sectors. Manonmaniam Sundaranar University P.G. Extension Centre Nagercoil. Sri Paramakalyani Centre of Excellence in Environmental Sciences, Alwarkurichi and the Centre for Marine Science & Technology, Rajakkamangalam are the off campus Centres of the University. Manonmaniam Sundaranar University affiliates Hundred and Two Colleges, Six Manonmaniam Sundaranar University Colleges and has 28 teaching Departments including 5 Centres. 1,26,030 students are studying in the University Departments / Centres and Colleges. The University is one of the pioneer institutions which offers Choice Based Credit System (CBCS) and Online Programmes through NPTEL and SWAYAM. The UG/ PG Programmes and Research Programmes offered by the University have been carefully chosen to cater the contemporary needs of the region.

The University Departments offer Ph.D., Integrated P. G. Programmes , Diploma and Certificate Programmes in addition to regular P.G. Programmes with exemplary library services. Excellent opportunities in extracurricular activities are extended by the National Service Scheme and Youth Welfare Department and Physical Education Department, The University has a women's hostel and a men's hostel with wi-fi facility for the entire Hostel Campus. The University has sophisticated auditorium to accommodate around thousand students. An air conditioned Internet Centre is available for the students to access internet. The University has a multipurpose indoor sports Stadium and a Fitness Centre (Gymnasium). Gnanavani Educational FM & Mano Vani online radio station and Centre for Women Empowerment and Studies are functioning in the University. The University has a Vice-Chancellor, Registrar and Professor's residential quarters, Health Centre, Guest House, Post Office, Bank, ATM, Students' Amenities Centre, 24 x 7 Ambulance Service, Day Care Service and one MW Solar Power Plant within the Campus. The University has established Sir C.V. Raman Centre for Central Instrumentation with highly sophisticated scientific equipments to improve the research. The University offers Sundaranar merit scholarships for the Top Rankers of the Integrated PG Programmes and Bharat Ratna Dr. M.G.Ramachandran Centenary Fellowship to the Research Scholars. Outdoor games, Sports, Yoga and meditation classes are conducted regularly for the welfare of the students. Annual sports and cultural day competition are conducted for the staff and students through Mano day and Women's Day celebrations. Departments have Internet connectivity with Wi-Fi. The University provides affordable quality education to the underprivileged and unreached sections of the society in this region.



From The Directors Desk

Education constitutes the backbone of a Country as it produces the human force which plays the most determining role in the advancement of a Nation and also in the progress of a civilization. No Nation could establish its dominance in world history by virtue of its sheer military might or economic affluence. The march of a Nation towards glory is carried forward by the competent human resource that a strong education system prepares. Education is one that provides the thrust in getting ahead and building up a powerful democratic society. Education system in India has a long history starting from Gurukul System to the ancient urban centres of learning like Takshashila, Nalanda and Vikramshila. After the second world war, world has been seen an enormous expansion in higher education. India was not exception from this. The higher education system of India has witnessed many fold increase in its institutional capacity since independence. India is the third largest higher education system in the world. Open Educational Resources (OER) movement began in the 21st century for furthering the culture of open knowledge by free dissemination /sharing of knowledge. It is basically rooted in the philosophy of Open and Distance Learning (ODL) with the objective of expanding the access to knowledge to all types of learners pursuing non formal, formal and informal education. The using OER implies support for an open curriculum where learners have the flexibility to select units/ Programmes to suit their personal needs. It is the responsibility of the Distance Education Council (DEC) to promote quality and standards in the ODL system and encourage ODL institutions to develop and offer quality programmes. Besides this, the DEC also encourages sharing of academic resources and thereby reducing duplication of efforts and enhancing the knowledge and other skill requirement of the users at large and also ensuring their wider accessibility. The Distance Education Council can take up this initiative for developing Web Based Multimedia, Interactive e-Content repositories by pooling all the programmes developed by Distance Education Institutions (DEI's) attached to conventional Universities. The Centre for Distance and Online Education of Manonmaniam Sundaranar University is offering various programmes with the mission to (i) provide quality education for the rural and the unreached, (ii) attain excellence in teaching, research and extension activities (iii) imbibe, inculcate and promote human values so as to create a 'culture of lawfulness'. Based on the mission, the institute will fulfill the academic needs of the poor and weaker sections of the society. I appreciate and wishes the students of the programmes of the Centre for Distance and Online Education, Manonmaniam Sundaranar University, Tirunelveli.



With Best Wishes,
Director.

BACHELOR OF COMMERCE (B.COM)

The B.Com programme is structured to equip students with knowledge, skills and attitude to meet the challenges of the modern day business world. By the end of the programme, students gain an in-depth knowledge on core subjects like Accounting, Banking, Law, Statistics, Finance, Logistics and Marketing. Professional courses like Chartered Accountant, Company Secretary, Cost & Management Accountant and Master of Business Administration can be pursued along with B.Com, because the courses are interrelated.

PROGRAM STRUCTURE

FIRST SEMESTER	SECOND SEMESTER	THIRD SEMESTER
Part I - Language Tamil/other language	Part I - Language Tamil/ other language	Part III - Language Tamil - III/Other Language
Part II - Language Communicative English – I	Part II - Language Communicative English II	Part III - Language English - III
Part III- Major Core 1 - Financial Accounting I	Part III - Major Core 3 - Financial Accounting II	Part III - Major Core 5 - Advanced Financial Accounting
Part III Major Core 2 - Business Organisation & Management	Part III - Major Core 4 - Principles of Insurance	Part III - Major Core 6 - Banking Theory Law & Practice
Part III - Add on Major (compulsory) Professional English for Commerce & Management I	Part III - Add on Major (compulsory) Professional English for Commerce & Management II	Part III - Allied III - Computer Applications in Business
Part III - Allied I - Business Economics	Part III - Allied II - Marketing	Part IV - Non Major Elective I (Any one) 1. Introduction to Accountancy 2. Consumer Protection
Part IV - Common Environmental Studies	Part IV - Common Value Based Education/Social Harmony	Part III - Skill Based Core -1 Business Communication
		Part IV - Common Yoga
FOURTH SEMESTER	FIFTH SEMESTER	SIXTH SEMESTER
Part III - Language Tamil-IV/Other Language	Part III - Core 9 - Corporate Accounting	Part III - Core 13 - Special Accounts
Part III - Language English-IV	Part III - Core 10 - Cost Accounting	Part III - Core 14 - Management Accounting
Part III - Major Core Quantitative Techniques	Part III - Core 11 - Business Law	Part III - Core 15 - Industrial Law
Part III - Major Core Logistic Management	Part III - Core 12 - Research Methodology	Part III - Core 16 - Auditing and Corporate Governance
Part III - Allied IV - Application of Tally in Accounting	Part III - Major Elective I (Anyone) 1. Income Tax Law & Practice 2. Human Resource Management 3. Elements of E-Commerce	Part III - Major Elective II (Anyone) 1. Business Taxation 2. Retail Management 3. Human Values & Business Ethics
Part IV - Non Major Elective II (Anyone) 1. Financial Accounting 2. Human Rights		
Part III - Skill Based Core II – Entrepreneurship Development	Part IV - Skill Based III - Common Personality Development/Effective Communication/Youth Leadership	Part III - Major Project
Part V - Extension Activity NCC/ NSS/YRC/YWF		
Part IV - Common Computer for Digital Era.		

FEATURES

Digital Campus

Digital Campus provides enriched, exciting and significantly enhanced learning environment where a student can connect, communicate and collaborate for a holistic development.

MobileApp Learning

Innovative, trendy and evolving mobile app for personalized learning, knowledge enrichment and to unlock new learning resources.

E-Content

E-Content of MSU-CDOE has a remarkable collection of study material where a student can stream audio and video lectures alongwith e-books, e-journals, case studies, etc.

Student Portal

Student portal is an interactive learning platform and a gateway to virtual classroom, academic faculty chat facility, educational resources like articles, videos, presentations etc.

Placement Support

In association with India's leading HR Company- PeopleStrong, MSU-CDOE provides excellent placement support.

PeopleStrong Placement Support:

For best job opportunities, students' information is added in the database of PeopleStrong, who places 3000+ students every month across diverse industry sectors like Automotive, IT, Aviation, Manufacturing, FMCG & more.

Career Adisory :

Careers Advisory offers advice, guidance and counselling on career for a number of purposes, such as job hunting, building career skills and overall professional development.

Instant Student Support

Advice and support is always available for all our students. We have a dedicated student support team for the complete student life cycle to guide them and resolve all their queries

APPLY ONLINE

Follow these step-by-step explanations for admission procedure.

Fill apply now form on the right. After successfully filling the form, our counsellor will call for free career counselling and to guide you through the admission process. Once you are satisfied & confident, you can then proceed to apply for the course of your choice. After filling the admission form with the required documents, you can proceed to pay the fees. You can choose from the multiple fee-payment options available.

Free Counselling

Explore different career opportunities and know which course is the best for your career growth. Visit our website www.msuonline.in, talk to our Counsellors, Chat with them or simply Apply Online.

Application

Students can apply online or send their application through email or post.

Fees Payment

Pay fees using convenient payment options like debit/credit card, bank transfer, cheques, etc.

Enrollment

Once we receive your documents, they are thoroughly verified and sent for further enrollment process. For any guidance or clarification, feel free to call us or chat with us.

Delivery

After enrollment confirmation, student ID is generated and the I-card, study material is made accessible to the students through student portal.

Students should check the Admission Batch and Last date of registration. In case of any pending documents for admission purpose the student would be considered for next batch provided all mandatory documents have been submitted.

ADMISSION POLICY

1. All the information regarding eligibility norms and mandatory documents required for registration is available on the website.
2. The candidate has to ensure that their education / qualifying degree has been issued by the recognized university only.
3. At the time of online registration the candidates have to scan and send all their relevant documents as mentioned in registration process on the website.
4. The admission would be processed as per the information provided by the student and if at any stage, it is found that the candidate has furnished any wrong or misleading information, his/her candidature will be cancelled immediately. In any such case, no claim for refund of any type will be entertained.
5. The student should ensure that he/she satisfy the eligibility norms for the program they wish to enroll.
6. Submission of documents and payments to university is subject to eligibility criteria as per the guideline of the university.
7. In case of deferred/installment payments as mentioned above, postdated cheques should be accompanied with the admission form.
8. Upon receipt of complete set of mandatory documents and applicable fees, the University enrollment team would then verify all the documents.
9. The enrollment number would be generated after receipt of complete set of documents and applicable fees. In standard conditions the student should receive the enrollment number and study material accessibility within 15 days after submission of all mandatory documents & applicable fees.
10. The admission will be treated as enrolled only after Enrollment / Registration Number has been generated by University subject to provisional or confirmed enrollment.
11. University reserves the right to change the program structure, course curriculum, eligibility norms and course conduction pattern and revise fees at any point of time.

Learning Management System (LMS)

The MSU-CDOE Learning Management System (LMS) is a flexible learning management solution. In LMS faculties, can create and deliver online courses to help their students to achieve their learning goals.

ASSIGNMENTS

After completing the above activities the student would get access to the subject wise assignments.

1. The students will be provided "Assignment Response Sheet" along with their study material.
2. Students should submit written assignments per subject in the assignment response sheet one month before the exams.
3. The questionnaire for the assignments will also be send to the students.
4. The student should score 40% in every assignment to pass in respective assignment.
5. Assignment marks will be considered in the final mark sheet generated by the university and assignment would have 25% weightage for the same while exams would have 75% weightage for final score card.
6. Hard copy assignments for all subjects of every semester to be submitted one month before the respective semester exam to the University address as mentioned below-

Manonmaniam Sundaranar University (CDOE)

Centre for Distance and Online Education Main Campus, Abishekapatti, Tirunelveli
- 627012, Tamilnadu, India.

Examination

1. Examinations will be conducted online through proctored examination system. The schedule of Examination will be communicated to students well in advance. The same will be available on student portal.
2. The student can give backlog examination for previous semester if any, in the next exam cycle or with the fresh subjects of the subsequent semester as per university guidelines.
3. To know about passing criteria please refer examination guidelines.
4. Examination Fees are non-transferable and non-refundable
5. Students who have past due payments or any pending document as required by the university will not be allowed to give their examinations

IMPORTANT DATES

Admission Start	Month of Admission	Assignment Hard Copy Submission Last Date	Time Table / Exam Form Submission	Tentative Exam Month
January	Jan, Feb, Mar	March 30	April 1-25	May
June	Jun, July, Aug	October 30	Nov 1-25	December

Eligibility for Exam

1. No fees should be due before the examination
2. Submission of assignment for all the subject with passing score as per the assignment deadline above. It would be student's responsibility to check the website for any new notifications made by the university.

Exam Exceptions

1. There will be no exam exceptions at all for students.

Exam Results

1. The results would be declared within 3 months from date of examination is conducted.

Project Guidelines

For programs with project work students are required to submit a soft copy of the project

The project should be industry related topic selection & finalization will be done by the institute

For project guidelines, please email: admission@msuonline.in

The project should be done by the student and must be original.

Mark Sheets & Certification

1. Once the student completes all the mandated assignments, examinations and projects (if applicable) the final mark sheet and certificate would be dispatched by the university.
2. The semester wise e-mark sheet will be available in the student portal with QR code.
3. All pending payments/dues need to be cleared by the student, before the certification.
4. The student has to apply for certification once he/she has completed the full course wherein the student have to re-submit the mandatory documents like degree certificate/mark sheets etc of the qualifying exam which student had submitted at time of admission.

admission@msuonline.in

www.msuonline.in

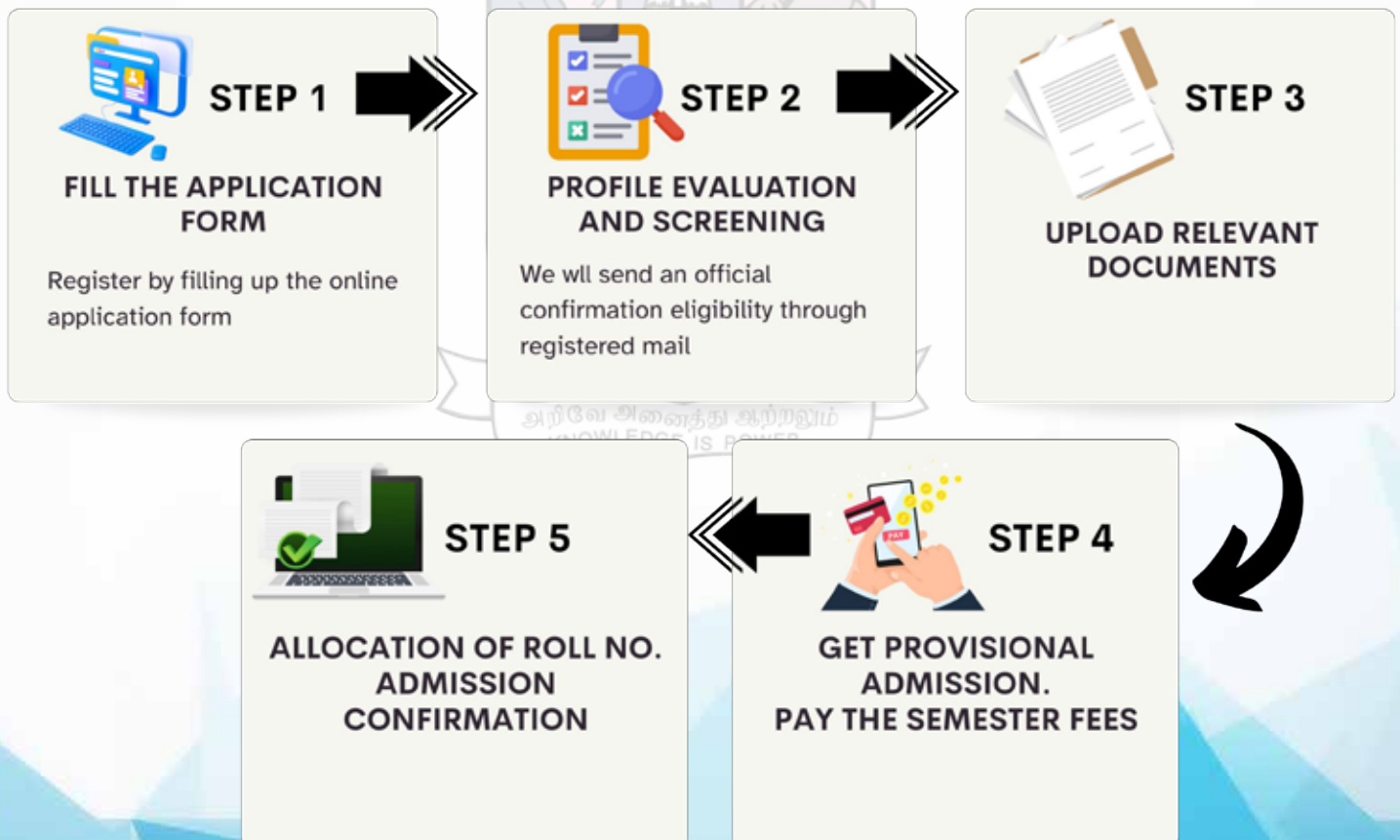
E-MARKS SHEET

1. Semester wise e-marksheet will be available on student portal after 45 working days from the date of examination of every semester examination.
Students can download e-marksheet from the website or the same will be available on
2. Digilocker and ABC (Academic Bank of Credit).
3. Hard copy of all semester marksheet will be dispatched to students address at the end of the semester.
4. No Hard copy of individual marksheet will be provided at every semester.

ADMISSION PROCESS

How to get admission?

Getting admission to our university's online programs is an easy process. Follow the steps carefully and apply for the courses that interest you. If you have any questions or concerns, please feel free to contact us.





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Standard Admission Procedure

Student ID Generation

Automated Student Mail
Contain SID and Password
Online Enrollment Verification



Issuing Admission Letter

Admission letter Contains
SID Password and Course info

Issuance of Online LMS

Online LMS User ID
and Password



Issuance of Books and ID Card