

OSMANIA UNIVERSITY

PROF. G. RAM REDDY CENTRE FOR DISTANCE EDUCATION

INSTRUCTIONS TO THE CANDIDATES FOR ADMISSION: AY-2026-27

(visit PGRRCDE, Osmania University website: www.oucde.net)

1. There is **no age restriction** for admission to any program /course under PGRRCDE, OU.
2. Candidates will be admitted **without any Entrance Test** provided the candidate fulfils the requisite qualifying conditions mentioned for the program. (**Except MBA & MCA** courses for which entrance required either ICET/PGRRCDE test conducted by Directorate of Admissions).
3. It is **mandatory to register for any student** (**Registration fee of Rs. 600/-**) seeking for admission under PGRRCDE is the **student has to get UGC-DEB ID as per the norms of UGC-DEB**, New Delhi. All Regular programs conducted under PGRRCDE, OU are approved by UGC-DEB and the MBA, MCA and BBA courses are also approved by AICTE. The PGRRCDE, OU offers the ODL courses strictly in accordance with the norms of UGC (ODL) Regulations 2020 regarding the territorial jurisdiction.
4. The Candidate has to register for the course which he/ she would like to pursue by paying the **Registration fee of Rs. 600/-** through our website in online. (The registration is valid until the course admission is completed).
5. Candidate has to register for the course through our website in online, For Registration details required are (please keep ready the following before filling in online):
 1. **Name of the candidate (as per SSC certificate)**
 2. **Name of the candidate (as per Aadhar number)**
 3. **Fathers name (as per SSC certificate)**
 4. **Mothers name**
 5. **Date of Birth (dd-mm-yyyy)**

6. **Place of Birth;** (village & district);
7. **Gender** (Male/Female/transgender);
8. **Marital Status** (married/ Unmarried);
9. **Nationality** (Indian/ other country)
10. **Religion; Category** (BC/SC/ST/IPHS/EWS);
11. **Languages Known**/can speak & write
12. **Aadhar number (must be linked with your mobile number)**
13. **Address for Correspondence (for Postal communication to send certificates)**
14. **Mobile no -1 (Aadhar link) ;**
15. **Mobile Number-2 (Alerts will be sent to mobile in duration of course)**
16. **Email id (for future purpose)**
17. **Passport size photo (Softcopy: 20-45 KB size jpg/jpeg/png to be uploaded)**
18. **Candidate Signature with black pen scanned image 20-45 KB to be upload**
19. **Program to be selected course to be joined (among courses offered).**
20. **Online Registration fee to be paid (Rs. 600/-).**
21. **Educational Qualifications fields required:**

Degree	Subjects studied	Place of Study	Board/ University	Month & Year of Passing	Marks secured	Total marks	% of marks	Division
S.S.C								
Inter								
B.Sc.								
M.Sc.								

Note: Get ABC ID and UGC-DEB ID if transaction is successful.

After the UGC-DEB-ID, candidate has to upload the required certificates for admission into the program as per the requirement and as per the eligibility criteria of the program.

1. **Keep the following Original Certificates Color scanned soft copies ready for upload with clear (no black shade background) file format: jpg/ jpeg/ png with specified file size sizes only.**
 - a) S.S.C. certificate.
 - b) Study/ Bonafide Certificate of SSC
 - c) Intermediate certificate.
 - d) Study/ Bonafide Certificate of Inter
 - e) Equivalence certificate for Inter * (for other state students it is mandatory)
 - f) UG Degree Convocation Certificate (for PG/Diploma Admissions only)
 - g) Equivalence certificate for UG Degree* (for other state students mandatory)
 - h) Original Marks Memo of UG (Preferably consolidated memo).
 - i) Study/ Bonafide Certificate of UG
 - j) Diploma certificates (As per the requirement)
 - k) ****Transfer Certificate custodian certificate only as format mentioned.**
(undertaking with candidate signature not mandatory)
 - l) **ICET-2026 / PGRRCDE CET-2026 for MBA & MCA**

Note:

- i. *Other State students (mandatory) should obtain “**Equivalency**” Certificate from Board of Intermediate, Telangana State for the admission into Graduate course, whereas the equivalency certificate has to be obtained from Deputy Registrar (Academic), OU, for the admission into Post Graduate courses by paying the prescribed fee.
- ii. ****Transfer Certificate:** In case of a candidate pursuing two-degree programs simultaneously, custodian certificate i.e., one in regular mode and the other through PGRRCDE. Otherwise, he/she has to upload the TC a color scanned copy/ Custodian certificate. No need of submission of original TC and TC will not be issued later also).
- iii. BA / B.Com. / B.Sc./ B.Tech./ B.E. Degree Examination: for PG/Diploma Admission only).
- iv. **Migration fee is mandatory** as per the norms of OU Rs. 200/- for OU last study & 500/- is mandatory for all other than O.U.)

2. The admission will be confirmed only after the online verification of the Certificates for eligibility conditions and takes 2 working days.
3. After the verification and eligible then only candidate has to **Pay the Tuition fee, Migration fee, Internal Assessment fee**, through online as mentioned. (In case the eligibility criteria certificates are **found fake for admission, then admission will be cancelled and criminal case will be filed in O.U. Police Station**
4. In case, if the number of admissions is less than 50 in any course, it may be run in that academic year and in such cases, the tuition fee paid will be refunded to the candidates subject to deduction of nominal service charges (5%) **after last date of admission** (20th September, 2026 with an option to change into other courses). But permitted to change the course up to one month by adjusting the fee if he/she is eligible for admission
5. **Once the fee paid will be not refunded after 15 days of admission last date of admissions (30th September, 2026).** No admission is entertained after the last date as specified by University & UGC-DEB.
6. There is no fee concession to any category of students exempt OU non-teaching staff which were forwarded by the Employer.
7. **O.U. non-teaching eligible staff for exemption of Tuition fee have to upload** (i) Employer No Objection Certificate issued by the authorities (ii) Application forwarded from the concerned authorities and (iii) EMP ID. (Those to be submitted original in special counter assigned).
8. Once admission confirmed then Identity Card will be generated with enrollment number. Preserve Identity Card till the completion of the course. Student has to carry and should show ID card to attend classes / at the time of examination / at the counters to resolve issues if any arise. No printed course material will be issued to any students only they can take print the soft copy of the material.
9. **If any Change in address and Mobile numbers should be informed to**

PGRRRCDE and must update to receive further communication related to the course admitted.

10. Subject to availability, either e-material/ printed (cost based) material is provided for the courses, it may be supplemented / substituted by e-material and links to e-resources on the
11. Alert messages will be sent to Registered mobile number / to the mail id / to logins (in www.oucde.net use **PGRRRCDE students App** for the following information) to the admitted students: (a) Course Almanac; (b) Contact Classes information (c) Classes time table (c) Internal Examination notification/ Assignment Notification. (d) Examination fee payment notification (e) Downloading of Examination Hall Tickets (f) Practical examination schedule (g) Examination Time Tables (h) Results notification (i) Tuition fee payment notification etc.
12. The medium of instruction for Open Distance Learning (ODL) courses will be either English or Telugu or both depending on the course as specified in this Prospectus. (For M.A. Sanskrit material provided is in English and local language also be allowed even though EM)
13. All matters relating to Examination notification, exam fee, late fee, EAF, exam results, marks Memos, corrections on exam certificates will be dealt with the **Controller of Examinations, Osmania University, Hyderabad-7.**
14. If the candidate desires to discontinue the course he/she has to pay the fee for the whole year / semester as the case may be.
15. Candidates are advised to be very clear in the choice of their course at the time of admission. Choice of course of study once made, will be final and **NO change of subject will be entertained after 30th September 2026.**
16. According to the norms of the University, a candidate who completes his Degree in Supplementary Examinations will not be eligible for admissions in PG course in the same academic year.
17. The students of the **PGRRRCDE are not eligible for bus pass facility, Hostel**

Accommodation, Letter of Recommendation for foreign study / other cases (due to no direct interaction and not observed physically as per the norms), Scholarship from Govt. / University, University free coaching facility etc.

18. Candidates from abroad are also eligible for admission to all courses provided if, they fulfill the requisite qualifying conditions mentioned in the prospectus. They furnish an address and local phone number in INDIA for correspondence and dispatch of study material and information. PGRRCDE does not entertain any correspondence on foreign address. They should come to Hyderabad for writing the examinations till they complete the course (unless permitted to write online). For all legal matters the jurisdiction is restricted to Hyderabad City only. All Enquiries and correspondence letters of Prof. G. Ram Reddy Centre for Distance Education must be addressed to:

The Director,

Prof. G. Ram Reddy Centre for Distance Education,

Osmania University, Hyderabad- 500 007, Telangana state, India

POST GRADUATION COURSES OFFERED

S No	Course	Medium	Course Duration	Fee per Annum* (Rs.)	Eligibility Criteria *
Post Graduation Courses					
1	M.B.A.	EM	4-Semesters (2-years)	20,000/-	Any Graduate (10+2+3 or 10+2+4 or 10+3+3 pattern) secured with minimum 50% marks (45% marks for BC/SC/ST) and qualified in TG-ICET /AP-ICET-2026. or Entrance Test conducted by PGRRCDE, O.U.
2	M.C.A.	EM	-do-	20,000/-	Any Graduate (10+2+3 or 10+2+4 or 10+3+3 pattern) with secured minimum 50% marks (45% marks for BC/SC/ST) and qualifying in TG-CET /AP-ICET-2026. or Entrance Test conducted by PGRRCDE, OU. Candidate should have studied the Mathematics as one of the subjects at 10+2 or at Degree level.
3	M.A. (Hindi)	HM	-do-	8,000/-	Any Graduate who studied in Hindi medium up to 10 th Class / SSC or Hindi as a subject in Graduation
4	M.A. (Urdu)	UM	-do-	8,000/-	Any Graduate who studied in Urdu medium up to 10 th Class / SSC or Urdu as a subject in Graduation
5	M.A. (Telugu)	TM	-do-	8,000/-	Any Graduate with Telugu as 2 nd language
6	M.A. (Sanskrit)	EM/TM	-do-	8,000/-	Any Graduate
7	M.A. (English)	EM	-do-	8,000/-	Any Graduate
8	M.A. (Philosophy)	EM	-do-	8,000/-	Any Graduate
9	M.A. (Sociology)	EM	-do-	8,000/-	Any Graduate
10	M.A. (Public Personnel Management)	EM	-do-	8,000/-	Any Graduate
11	M.A. (Public Administration)	EM	-do-	8,000/-	Any Graduate
12	M.A. (Economics)	EM	-do-	8,000/-	Any Graduate
13	M.A. (History)	EM	-do-	8,000/-	Any Graduate
14	M.A. (Political Science)	EM/TM	-do-	8,000/-	Any Graduate
15	M.Com.	EM	-do-	10,000/-	Any Graduate
16	M.Sc.(Mathematics)	EM	-do-	10,000/-	Any Graduate in Mathematics / BE / B.Tech.
17	M.Sc. (Statistics)	EM	-do-	10,000/-	B.A. / B.Sc. (with Mathematics & Statistics combination mandatory).

UNDER GRADUATION, DIPLOMA & CERTIFICATE COURSES OFFERED

S No	Course	Medium	Course Duration	Fee per Annum * (Rs.)	Eligibility Criteria *
Under Graduation Courses					
1	B.A. (Specified Combinations)	EM / TM	6-Semesters	8,000/-	Intermediate Passed or 10+2 level or equivalent examination
2	B.A. (Mathematics & Statistics)	EM	6-Semesters	8,000/-	Intermediate Passed or 10+2 with Mathematics as one of the optional subjects.
3	B.Com. (General)	EM / TM	6-Semesters	8,000/-	Intermediate Passed or 10+2 level or equivalent examination
4	B.B.A.	EM	6-Semesters	8,000/-	Intermediate Passed or 10+2 level or equivalent examination
Advanced Diploma Courses in					
1	Mathematics	EM	2-Semesters	8,000/-	Any Graduate
2	English Language Teaching	EM	2-Semesters	8,000/-	Any Graduate
3	Business Management	EM	2-Semesters	8,000/-	Any Graduate
4	Bioinformatics	EM	2-Semesters	32,000/-	B.Sc. / M.Sc. /B.Sc. (Ag.)/B. Pharmacy / B.V. Sc./ MBBS / BDS / BAMS / BUMS /BHMS / BE with 50% of marks
5	Computer Applications	EM	2-Semesters	18,000/-	Any Graduate
6	Data Science	EM	2-Semesters	20,000/-	Any Graduate
7	Vedic Astrology	TM	2-Semesters	8,000/-	Any Graduate
8	Adv. PGD in Vedic Astrology	TM	2-Semesters	8,000/-	Passed in Diploma / Advanced Diploma / P.G. Diploma in Vedic Astrology or its equivalent
Certificate Courses (fee for semester)					
1	Certificate Course in Yoga	EM	6 months	6,000/-	SSC / Matriculation / Equivalent
Online Certificate Courses (fee for semester)					
1	Python Programming	EM	1-Semester	4,000/-	Intermediate Passed or 10+2 level or equivalent examination
2	Java Programming	EM	1-Semester	4,000/-	Intermediate Passed or 10+2 level or equivalent examination
3	R- Programming	EM	1-Semester	4,000/-	Intermediate Passed or 10+2 level or equivalent examination
4	Basic Statistical Methods	EM	1-Semester	4,000/-	Intermediate Passed or 10+2 level or equivalent examination
5	Bio-Statistics	EM	1-Semester	4,000/-	Intermediate Passed or 10+2 level or equivalent examination
6	Data Analytics using SPSS	EM	1-Semester	4,000/-	Any graduate with statistical knowledge and computer programming skills.
7	Data Analytics using R	EM	1-Semester	4,000/-	Any graduate with statistical knowledge and computer programming skills.
8	Data Analytics using Python	EM	1-Semester	4,000/-	Any graduate with statistical knowledge and computer programming skills.
9	Machine Learning Techniques using Python	EM	1-Semester	4,000/-	Any graduate with statistical knowledge and computer programming skills.

S No	Course	Medium	Course Duration	Fee* (Rs.)	Eligibility Criteria *
10	Deep Learning Techniques using Python	EM	1-Semester	4,000/-	Any graduate with statistical knowledge and computer programming skills.
11	Natural Language Processing using Python	EM	1-Semester	4,000/-	Any graduate with statistical knowledge and computer programming skills.
12	Data Mining Techniques using Python	EM	1-Semester	4,000/-	Any graduate with statistical knowledge and computer programming skills.
13	Statistical Pattern Recognition	EM	1-Semester	4,000/-	Any graduate with statistical knowledge and computer programming skills.
14	Research Methodology	EM	1-Semester	4,000/-	Any graduate with statistical knowledge and computer programming skills.
15	Computer Basics for office management	EM	1-Semester	4,000/-	Intermediate Passed or 10+2 level or equivalent examination
16	MS Office (MS word, MS Excell and MS Access)	EM	1-Semester	4,000/-	Intermediate Passed or 10+2 level or equivalent examination
17	Data Structures & Algorithms	EM	1-Semester	4,000/-	Intermediate Passed or 10+2 level or equivalent examination
18	Design and Analysis of Algorithms	EM	1-Semester	4,000/-	Intermediate Passed or 10+2 level or equivalent examination
19	Cyber Security	EM	1-Semester	4,000/-	Intermediate Passed or 10+2 level or equivalent examination
20	Artificial Intelligence	EM	1-Semester	4,000/-	Intermediate Passed or 10+2 level or equivalent examination

Bachelor of Arts (B.A.) Combinations Offered

S. No.	Course	Course Code	Elective - I	Elective - 2	Elective - 3
1.	BA	001	Economics	History	Political Science
2.	BA	002	Economics	Political Science	Public Administration
3.	BA	004	Economics	Sociology	Modern Language English
4.	BA	008	Economics	History	Sociology
5.	BA	09	Economics	History	Modern Language English
6.	BA	012	Economics	Political Science	Sociology
7.	BA	013	Economics	Political Science	Modern Language English
8.	BA	016	Economics	Public Administration	Modern Language English
9.	BA	018	Economics	Public Administration	Geography
10.	BA	021	History	Political Science	Public Administration
11.	BA	022	History	Political Science	Sociology
12.	BA	023	History	Political Science	Modern Language English
13.	BA	025	History	Political Science	Geography
14.	BA	026	History	Public Administration	Sociology
15.	BA	034	History	Modern Language English	Geography
16.	BA	036	Political Science	Public Administration	Sociology
17.	BA	037	Political Science	Public Administration	Modern Language English
18.	BA	040	Political Science	Sociology	Modern Language English
19.	BA	053	Public Administration	Sociology	Geography
20.	BA	-	Mathematics	Applied Mathematics	Statistics
21.	BA	-	Mathematics	Statistics	Economics

APPLICATION FOR FEE EXEMPTION FOR O.U. NON-TEACHING STAFF

ADMISSION INTO UG/PG/DIPLOMA PROGRAMS UNDER PGRRCDE, O.U.

To

The Director

PGRRCDE, O.U.

Hyderabad-7.

Sir,

The following application of the candidate related to the non-teaching staff of Osmania University is forwarded for the admission into the courses UG/ PG/ Diploma Courses for fee exemption

1. Name of the Applicant :
2. Fathers Name :
3. Mothers name :
4. Contact no :
5. Address :
6. Admission seeking for the Course : Certificate course / Diploma / UG / PG
Name of the course /subjects) :
7. Registration No :
8. UGC-DEB-ID :
9. Course Duration : 6 months / One / Two / Three years
10. **Total Program Tuition Fee (Rs.)** :
11. Details of the Employee :
 - a) Name of the Employee :
 - b) Employee ID (Enclosed) :
 - c) Designation :
 - d) Date of Appointment :
 - e) Date of Retirement :
 - f) Employee Status : In-service / Retired
 - g) Employee is : Regular / Contract / Time scale
 - h) Salary Received per Month :
(Salary Slip Enclosed)
 - i) Present Place of work :
 - j) Relationship with Applicant (Proof :
should be enclosed)
 - k) Signature of the Employee :

This is to certify that the course applicant is a **Candidate (self) / Son / Daughter / Spouse** of the employee and is a non-teaching staff of Osmania University as per the records and is eligible to claim the exemption of the Tuition fee for the program fee _____ during the total course duration mention in the column (10) by the orders issued by Registrar, Osmania University. (Enclosed: NOC from the Employer & EmpID xerox copy)

Place of working & Forwarding Authority: _____
(Name & Signature and office seal)