



Frequently Asked Questions (FAQs)

1. What is the status of the Odisha State Open University, Sambalpur?

Odisha State Open University is established by an Act of Government of Odisha. It is a State University funded by the State Government. The University is governed by the Odisha State Open University Act, 2014 (Odisha Act 5 of 2015). Governor of Odisha is the Chancellor of the University.

2. What will be the method of teaching?

Method of teaching will be through distance education mode. Reading materials (for self-learning) will be provided to students both in the print form and through soft copy made available on the University website. Counselling sessions will be held at Study Centres. Contact classes will be held on Sundays and holidays. Teachers will be engaged to conduct counseling classes and for evaluation of assignments. Practical sessions will be held in institutions having facilities and infrastructures.

3. Whether the Degrees/Diplomas/Certificates recognized?

Yes. Degrees/Diplomas/Certificates issued by Odisha State Open University will be treated at par with Degrees/Diplomas/Certificates issued by other Universities.

4. How can I take admission in courses offered by the University?

Admission process will start from 15th May 2017. Online admission portal is available on the University website: www.osou.ac.in. Students are required to pay Programme fee through the online payment gateway (credit card/debit card) and through NEFT/RTGS. Admission process will end on 15th July 2017.

5. What are the courses currently offered by the State Open University?

The Open University is currently offering four Post Graduate Diploma, twelve Diploma and seven Certificate level programmes: Details are given below:

Post Graduate Diploma:

1. PG Diploma in Journalism & Mass Communication (PGDJMC)
2. PG Diploma in Rural Development (PGDRD)
3. PG Diploma in Management (PGDIM)
4. PG Diploma in Cyber Security (PGDCS)

Diploma:

1. Diploma in Management (DIM)
2. Diploma in Computer Application (DCA)
3. Diploma in Cyber Security (DCS)
4. Diploma in Rural Development (DRD)
5. Diploma in Journalism and Mass Communication (DJMC)
6. Diploma in Entrepreneurship Development (DED)
7. Diploma in Disaster Management (DDM)
8. Diploma in Accounting (DIA)
9. Diploma in Functional Hindi & Translation (DFHT)
10. Diploma in Office Management (DOM)
11. Diploma in Web Design (DWD)
12. Diploma in Odia Language & Communication (DOLC)

Certificate:

1. Certificate in Communication Skills (CCS)
2. Certificate in Translation (English-Odia) (CIT)
3. Certificate in Geriatric Care (CGC)
4. Certificate in e-Commerce (CEC)
5. Certificate in Soft Skill and IT Skill (CSSITS)
6. Certificate in Emerging and New Media Studies (CENMS)
7. Certificate in Climate Change & Sustainable Development (CCCSD)

6. What is the last date for admission in the current session?

Last date for admission is 15th July 2017. Online admission portal will close at midnight of 15th July.

7. Can any student already enrolled in +3 or PG simultaneously join a course?

Yes. Students already enrolled in +3 or PG courses can take admission in any Certificate/Diploma Programme of the Open University as add-on programmes. CLC or Migration Certificate will not be required for admission. You are advised to earn more credits by joining add-on programmes of the Open University. This will help you for higher education in India and abroad. Further, this will open employment opportunities for you.

8. Is there any age restriction in joining courses offered by Open University?

No. There is no age restriction for admission provided the minimum qualification required for admission is fulfilled. The other name of distance education is life-long learning. So, there is no age bar or age restriction for admission. There are instances where learners across generations join Open University.

9. Is there any other fee to be paid other than the Programme Fee?

Programme Fee is all inclusive. Students are not required to pay any additional fee other than Programme Fee.

10. Do I have to visit Sambalpur to attend classes or to appear examination?

There is no need to visit the University campus at Sambalpur. There are Study Centres in all parts of Odisha. Most of your grievances will be addressed at Study Centres. Online support will be provided through University website, e-mail, telephone and SMS service. Counselling classes and examination will be arranged at Study Centres closer to your place of residence. Further, the University has established Regional Centres at Bhubaneswar, Berhampur and Jeypore to attend to your grievances, if any.

11. Is it compulsory to attend contact classes?

You are advised to attend counseling sessions. The learning outcome will be assessed through your regular attendance in counseling. Theory counseling is not compulsory though strongly recommended. Please note that practical sessions, hands-on training, workshops, seminars, project report writing and field visits, wherever prescribed, are compulsory.

12. Is there any provision for change of study centre?

Change of Study Centre is allowed provided the programme in which you have taken admission is activated in the new centre. You are required to submit your request for change of Study Centre through e-mail to info@osou.ac.in. You will be communicated through mail after change is made effective. This will also be reflected on the University website.

13. What is minimum and maximum duration of a programme?

Minimum duration of a programme implies the time required to complete a programme of study. A Certificate programme is of six months duration, Diploma is one year, PG Diploma is eighteen months, general undergraduate degree is three years and master's degree is two years. The minimum period for completion of a programme can not be less than that. Since flexibility is in-built in to the system of Open and Distance Learning, learners are given a maximum period to complete a programme without paying any additional fee. Following shall be the maximum duration for completion of a programme:

Level of Programme	Minimum Duration	Maximum Duration
Certificate	Six Months	Two years
Diploma	One Year	Four Years

PG Diploma	Eighteen Months	Four Years
Graduation (+3)	Three Years	Six Years
PG	Two Years	Five Years

14. What is continuous evaluation and term-end examination?

Continuous Evaluation is an essential component of Open and Distance Learning System. After each Unit self-check exercise will be provided so that you can evaluate your own understanding of the topic given in that unit. However, it will not carry any weightage to assess your overall performance in any programme. Home-Based assignments will be provided to you. After reading the course material, watching the multimedia lectures and attending counseling classes you will prepare those assignments by using your own language and analytical skills and submit it to the University for evaluation by experts in the subject. This will carry 25% weightage in measuring your overall performance in any subject.

Term-End Examination means final examination after completion of the minimum duration of the programme of study. Examination will be conducted at Study Centres closer to your residence. Term-End Examination will carry 75% weightage where there is no practical component. In case of a course having practical component, theory examination will have 50% weightage, Practical examination will have 25% weightage and assignment 25%. If you miss any examination due to other engagements you can appear subsequent examinations conducted by the University without paying additional fee.

15. Can I pay programme fee through cash?

Programme fee can not be paid through cash. Payment can be made by using online payment gateway through Credit Card and Debit Card. You can also make payment through NEFT/RTGS.

16. Is there any fee concession to SC/ST/PH/OBC students?

Fee reimbursement facility will be provided to SC/ST/PH/OBC (Non-Creamy Layer) students as per Government of Odisha Rules.

17. Whether Open University will follow reservation policy?

Odisha State Open University shall follow the Reservation Policy of Government of Odisha for admission to Programmes where seats are limited in number. In all other programme any person fulfilling the minimum eligibility prescribed for admission in that programme can join.

18. Do I have to submit SLC/CLC/ Migration Certificate for admission?

School or College Leaving Certificate and Migration Certificate are not required for admission in Odisha State Open University. Only self-attested copy of the eligibility certificate is required for admission. SC/ST/PH/OBC candidates are required to submit certificate issued by appropriate authorities to claim fee reimbursement.

19. How many credits are required to get Certificate, Diploma & PG Diploma?

For award of a Certificate you are required to clear 16 credit worth of courses within a minimum period of six months. For award of a Diploma in any programme you have to complete 32 credits within a minimum period of one year (two semesters). Similarly, for a PG Diploma you need to clear 48 credits in eighteen months or three semester.

20. What is going to be the medium of instruction?

Medium of instruction will be both English and Odia. Reading material will be provided in English. In few cases material in Odia medium will be provided. Counselling will be conducted in both languages. You can write your assignments and term-end examination in either Odia or English language.

21. What is going to be the mode for conduct of examination?

It will be normal pen and paper examination at allotted examination centres.

22. Whether I can take admission in more than one programme in OSOU?

We advise you to join one programme in an academic session because date and time for theory and practical classes may clash.

23. Is there any helpline available to contact the University?

Following helpline are open during the period of admission:

1. Sibananda Panda: 9853359951 (For Technical Support)
2. J. P. Mohapatra: 9437080048 (For PGDJMC, DJMC & CNEMS)
3. Dr. Dillip Kumar Nayak: 9437901718 (For DOLC)
4. Dr. S. K. Moharana: 9439797111 (For PGDIM, DIM, DOM, DED & CEC)
5. Dr. J. K. Sharma: 9861168455 (For DFHT)
6. S.T. Rehman: 9853333448 (For PGDRD, DRD, DDM & CCCSD)
7. Chandrakanta Mallick- 9438734485 (For PGDCS, DCS, DCA & DWD)
8. Dr. S. D. Agrawal- 9237095921 (For CCS & CIT)
9. Ms. Prashansa Das- 8658027922 (For CGC & CSSITS)
