



GURU NANAK COLLEGE (AUTONOMOUS)

(Affiliated to University of Madras and Re-Accredited at 'A' Grade by NAAC) Guru Nanak Salai, Velachery, Chennai – 600042

PU-GNES



Learn
Lead
Transform

PROSPECTUS 2022-23

The GNES has under its wings besides the Guru Nanak College (Autonomous), the Guru Nanak Matriculation Hr. Sec. School, Swabhodhini (School for children with special abilities), the Guru Nanak Centre for Skill Development (GNCSD), the Guru Nanak Medical Centre, Guru Nanak Centre for Research including GRI, Twinning and Distance Education Programme of the Pondicherry University – a Central University.

The GNCSD, Medical Centre and Pondicherry University Twinning Programme were launched in 2019 as an integral part of the 550th Birth Anniversary celebration of Guru Nanak Devji.

The GNES administers all these institutions by an elected Governing Council of 20 members and a President. Presently, Sardar Rajinder Singh Bhasin is the President. The Executive authority and day-to-day administrative responsibilities, vests with the General Secretary and Correspondent Sardar Manjit Singh Nayar. All the members of the Governing Council are businessmen of great repute and standing. Their involvement in running the institution is purely social work. The visible growth and development of the college is largely because of the service-orientation of the Management.

VISION

To be a leading Institution of Excellence in Higher Education by providing quality education to the aspiring and the needy from the less privileged sections of the society and facilitate their social upliftment in accordance with the motto “**Pro Bono Publico (“Sarbat ka Bhalla”)** which translates “For the Benefit of All”

Mission

- To create a vibrant academic atmosphere with a robust curricula which focuses on teaching, learning, research and outreach programs
- To provide comprehensive education to gain competence and commitment to face challenges catering to the ever-changing global needs
- To stimulate intrinsic and extrinsic value based pedagogy to foster innovation and outcome based education
- To create a gender sensitized campus by empowering women in sharing knowledge and information
- To strengthen education leading to promotion of societal transformation
- To impart knowledge which is empowering, value based and holistic in sensitize the students to environmental issues thus motivating them to be conscious of the environment

Motto

Pro Bono Publico (“Sarbat ka Bhalla”)
“For the Benefit of All”



Core Values

To inculcate the values enshrined in Shri Guru Nanak Dev ji's teaching among students namely,

Naam Japna

To remember God at all times

Kirat Karna

To work and earn a livelihood by honest means

Wand Chakna

Sharing with others the wealth acquired through hard work

Service

Social Responsibility

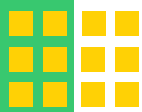
Accountability

Academic Excellence

Outcome Based Education

Innovation

Ethics



Message from General Secretary & Correspondent



Dear Student,

Congratulations on your admission as a student of to continue your academic career through the portals of Guru Nanak College.

You are about to begin one of the most exciting stages in your life and every faculty member is committed to making it an enriching experience for you.

Guru Nanak College, with its depth of culture, tradition and its commitment to value based quality education ensures that at the end of your period of study with us you are well prepared for your chosen career.

Our vision is to create a vibrant academic atmosphere with a robust curriculum which focuses on teaching, learning, research and outreach programs and to provide comprehensive education to gain competence and commitment to face challenges catering to the ever-changing global needs.

The Management of the College believes in providing world class infrastructure and good learning environment. All this is in place. We also believe in overall development of the students and hence we have the best sports facilities too. Besides an excellent Cricket ground, playgrounds are available for all other sports too. This year, on the occasion of the Golden Jubilee of the College we are dedicating the Guru Nanak Sports Academy, which will have a Rifle shooting range and Squash Courts and courts for other major indoor games too for the benefit of the students.

You are about to begin one of the most important phases in your life. You may have heard that Guru Nanak College is a special place, and I am sure you will realize it truly is so!

Wishing you all the very best for a great academic journey at GNC

Manjit Singh Nayar

General Secretary & Correspondent



Message from Advisor



Dear Aspirants to learn life long,

Cordial greetings to you all!

"Most people don't aim too high and miss. They aim too low and hit."—Les Brown

Learning has been a concept that has evolved with time, which does not end with a degree or after you settle down with a good job. It is a lifelong process.

You always find something new to learn every day. And somehow, between all the chaotic developments, we have adopted different ways and means to learn new things.

PU-GNES's twinning program envisages a tie-up between Pondicherry University (A Central University) and Guru Nanak Educational Society (whose college is reaccredited at 'A' grade by NAAC) in taking the tertiary level of education to the remote masses, overtaking the obstacles due to casteism, communalism and regionalism for an affordable cost.

The effective contact classes, study materials and the education through advancements made in digital technology makes it easy for anyone to continue their education to any level.

Persons irrespective of age group can make well use of this opportunity to continue learning along with their career, making use of this facility as a ladder to reach higher levels, in their professional career.

Even home makers and senior citizens could join the course of their choice to make their leisure hour more fruitful and lively quenching their thirst for ever increasing knowledge.

Under this program a candidate can secure degree from Pondicherry University by completing studies in Guru Nanak College campus. I welcome one and all to make the best use of this golden opportunity to reap the benefits of the joint efforts of Pondicherry University and Guru Nanak Educational Society (Regd.) through this twinning program ,which is conducted on the Guru Nanak College Campus.

Dr. Marlene Morais

Advisor

GURU NANAK EDUCATIONAL SOCIETY

PONDICHERRY UNIVERSITY



Pondicherry University is a central university in Puducherry. Founded in 1985 by the Government of India, it has 10,000 students in the distance education mode. It is ranked as one of the top ten universities in India. From darkness towards the Light is the motto of this University.

Distance Learning

The Directorate of Distance Education(DDE) is one more feather in the cap of the Pondicherry University in the academic year 1995-96, entered into the field of distance education to cater to the needs of the student community. It serves the citizens who have been denied the opportunity to continue their studies earlier. The programmes offered by the Directorate are innovative and Job-oriented. The programmes, such as MBA with five specialization in Marketing, Finance, International Business, Human Resource Management and General are some of the very emerging programmes to be launched through Distance mode. The curriculum of the programmes has been designed in such a way that the course content is the most up-to-date and stimulates every aspiring manager to enroll its uniqueness lies in the Personal Contact Programmes which are conducted regularly and systematically for the MBA students. Experienced Faculty from various Universities / Industries are drawn to deliver lectures so that the target audience receives the maximum benefit and derives academic inputs from these Personal Contact Programmes. Course materials are prepared assiduously by experienced Faculty who have made a mark in there area of specializations.



Signing MOU with Pondicherry University



Pondicherry University signs pact with Chennai institution

To offer courses under the twinning programme mode

SPECIAL CORRESPONDENT
PONDICHERRY

Pondicherry Central University has signed a memorandum of understanding (MoU) with Guru Nanak Educational Society in Chennai to offer Directorate of Distance Education (DDE) courses under the twinning programme mode as a learning support centre.

According to a university press note, the twinning/learning support centre is an innovative educational concept of the Directorate of Distance Education of Pondicherry University, which widens the scope of educational opportunity for aspiring students across the country.

The approach helps distance mode students to get an overview of each subject



The twinning/learning support centre is an innovative educational concept of the Directorate of Distance Education of Pondicherry University. •SPECIAL ARRANGEMENT

and clarify their doubts, if any. During every semester, 120 hours classes are conducted by subject experts in different learning centres.

This partnership approach also helps in providing quality education to distance mode students using

the available expertise of partner institution locally.

The courses under the Distance Mode of Pondicherry University are flexible, affordable and achievable for those who cannot go in for higher education. The degrees under the distance

mode are valuable for better career growth since the Ministry of Human Resource Development, Government of India, gives equivalent status with regular mode of education.

The MoU was signed by B. Chithra, Registrar of Pondicherry University, and Manjit Singh Nayar, General Secretary and Correspondent of Guru Nanak Educational Society, Chennai, in the presence of Gurmeet Singh, Vice-Chancellor.

Sibnath Deb, Director, DDE, K. Chandra Sekhara Rao, Dean, College Development Council, D. Lazar, Controller of Examinations of Pondicherry University and Arvind Gupta, Assistant Director of DD were also present.



Facilities @ GNES



PU-GNES

Programmes Offered

CLASS TIMINGS: EVERY SUNDAY(8.30 am – 1.30 pm)

UNDER GRADUATE PROGRAMMES [3 YEARS]- NON SEMESTER

S.NO.	PROGRAMMES	ELIGIBILITY
1	B.Com.	10+2 or 11+1 from any Recognized board of higher secondary education
2	B. B.A	10+2 or 11+1 from any Recognized board of higher secondary education

POST GRADUATE PROGRAMMES [2 YEARS]-NON SEMESTER

3	M.Com Finance	Any Degree from a UGC Recognized University under 10 +2+3 or 11+1+3 or 11+2+2 system of college education
4	M.A English	Any Degree from a UGC Recognized University under 10 +2+3 or 11+1+3 or 11+2+2 system of college education
5	M.A Sociology	Any Degree from a UGC Recognized University under 10 +2+3 or 11+1+3 or 11+2+2 system of college education
6	M.A Hindi	Any Degree from a UGC Recognized University under 10 +2+3 or 11+1+3 or 11+2+2 system of college education

PU-GNES

Programmes Offered

CLASS TIMINGS: EVERY SUNDAY(8.30 am – 1.30 pm)

PROFESSIONAL COURSES [2 YEARS]- SEMESTER		
S.NO.	PROGRAMMES	ELIGIBILITY
7	MBA Marketing	Any Degree from a UGC Recognized University under 10 +2+3 or 11+1+3 or 11+2+2 system of college education
8	MBA Finance	
9	MBA International Business	
10	MBA HRM	
11	MBA General	

PU-GNES FEES STRUCTURE

S.No	FEES PARTICULARS	MBA	PG	UG
1	Registration and Processing fee	200	200	200
2	Matriculation Fee	50	50	50
3	University Development Fund	1000	1000	1000
4	Recognition Fee (For Foreign University Degree – Rs.450)	200	200	-
5	Study Material & Handling Charges	4050	2000	1250
6	Tuition Fee	40000	16000	21000
TOTAL		45500	19450	23500

Regulations for Admission to MBA programme

Eligibility:

A candidate is eligible for admission to the MBA programme, provided he/she possesses any degree from a recognized University under 10+2+3 or 11+1+3 or 10+2+4 streams. Applicants possessing degrees awarded by the Universities which are not recognized by the UGC are not eligible for admission.

Duration of the programme:

The duration of the programme is Two years through English medium under semester pattern spread over four semesters.

Course Completion Period:

All Post Graduate courses including MBA programme must be completed within FOUR years (2+2) from the year of admission.

Change of Course:

Candidates seeking admission to various courses of MBA with specialization are requested to exercise utmost care before choosing their course of study. Once admitted, change of specialization will not be permitted at any stage and at any cost.

Contact Classes:

There will be classes on prescribed Sundays in Guru Nanak College campus. No student should be found anywhere in the campus during class hours without the permission of the Coordinator. A minimum of 80% attendance is necessary to make a student eligible for the University examinations.

Identity Card:

Students will be issued identity card by Guru Nanak Twinning programme Centre. Students must wear their Identity Cards inside Guru Nanak College campus. In case of the original card being lost, duplicate Identity Card will be issued only on payment of the prescribed fee of ₹500/-.

Applications for University Examination:

The semester examination will be conducted twice a year in June and December. The application form for the examination can be downloaded from the web page of the twinning programme. Examination fee must be paid to the office during the prescribed days and time. Late payment of exam fee will not be accepted whatsoever be the reason. Hall ticket for the semester examinations will be issued only by Guru Nanak Twinning Programme Centre on specified dates. Examination fees can be remitted at PU-GNES office using Debit / Credit card only. Online remittance of exam fees and across the counter cash remittance at Union Bank Guru Nanak College campus are also possible.

Regulations for Admission to MBA programme

University Examinations:

The Examinations will be held in June/December every year for all the programmes in Guru College campus. There is no internal assessment for any programme and the marks are awarded only on the external component for 100 marks with a passing minimum of 50 marks in each subject. Research project work for all MBA programmes is mandatory.

Classification of successful candidates:

Upon successful completion of the programme, the award of pass and respective class of students shall be as follows:

First Class with distinction for marks 75% and above

First class for marks 60% and above but below 75%

Second Class for marks 50% and above but below 60%

Improvement / Re-totaling / Revaluation:

There is no provision for writing improvement examinations under any circumstances in the Directorate of Distance Education. However, re-totaling and revaluation of papers can be done for which the student has to pay a fess of ₹250/- per paper for re-totaling and ₹300/- per paper for revaluation. Requests pertaining to re-totaling/revaluation will be entertained only within a span of 15 days from the date of declaration of results. Requests received beyond this date will summarily be rejected. Students, who failed in more than 2 papers, are not eligible for revaluation. The Examination related disputes/complaints will be entertained up to a period of six months from the date of examinations and thereafter no claim shall be entertained in this regard. Any request for re-totaling / revaluation would be forwarded through the Twinning Programme Coordinator. Direct request will not be entertained by the Examination wing of the Directorate.

Provisional Certificate:

The office of the Controller of Examinations of Pondicherry University will issue the Provisional Certificate to the successful candidates through the Guru Nanak Twinning Programme Centre, Chennai. Please note that PU-GNES does not issue Transfer Certificate.

Degree Certificate:

Degree Certificate will be issued to candidates only if they apply for the same. Besides the Degree Certificate, Guru Nanak College will provide Course Completion Certificate to all successful candidates.



M.B.A - COURSE OUTLINE

S.No.	COURSE CODE NO	TITLE COURSE	SPECIALIZATION
1	36	MBA	Marketing
2	37	MBA	Finance
3	38	MBA	International Business
4	39	MBA	Human Resource Management
5	43	MBA	General



M.B.A – Revised Syllabus

With effect from the Academic Year 2012-2013

1. MBA – MARKETING (COURSE CODE : 36)

Semester-I		Semester-II	
Paper Code	Paper Title	Paper Code	Paper Title
MBAC 1001	Management Concepts & Organisational Behaviour	MBAC 2001	Financial Management
MBAC 1002	Managerial Economics	MBAC 2002	Marketing Management
MBAC 1003	Accounting for Managers	MBAC 2003	Human Resources Management
MBAC 1004	Business Environment & Law	MBAC 2004	Operations Research & Management
MBAC 1005	Research Methodology	MBAC 2005	Strategic Management
Semester- III		Semester-IV	
Paper Code	Paper Title	Paper Code	Paper Title
MBMM 3001	Consumer Behaviour	MBMM 4001	Rural Marketing
MBMM 3002	Marketing Research	MBMM 4002	Services Marketing
MBMM 3003	Industrial Marketing	MBMM 4003	Advertising & Sales Promotion
MBMM 3004	Logistics & Supply Chain Management	MBMM 4004	Customer Relationship Management
MBMM 3005	Retail Marketing	MBMM 4005	Global Marketing
		MBMM 4006	Project Work



M.B.A – Revised Syllabus

With effect from the Academic Year 2012-2013

2. MBA – FINANCE (COURSE CODE : 37)

Semester-I		Semester-II	
Paper Code	Paper Title	Paper Code	Paper Title
MBAC 1001	Management Concepts & Organisational Behaviour	MBAC 2001	Financial Management
MBAC 1002	Managerial Economics	MBAC 2002	Marketing Management
MBAC 1003	Accounting for Managers	MBAC 2003	Human Resources Management
MBAC 1004	Business Environment & Law	MBAC 2004	Operations Research & Management
MBAC 1005	Research Methodology	MBAC 2005	Strategic Management
Semester- III		Semester-IV	
Paper Code	Paper Title	Paper Code	Paper Title
MBFM 3001	Strategic Financial Management	MBFM 4001	Investment & Portfolio Management
MBFM 3002	Banking and Indian Financial Systems	MBFM 4002	Global Financial Management
MBFM 3003	Merchant Banking & Financial Services	MBFM 4003	International Trade and Finance
MBFM 3004	Project Management	MBFM 4004	Security Market Operations
MBFM 3005	Management Accounting	MBFM 4005	Financial
		MBFM 4006	Project Work



M.B.A – Revised Syllabus

With effect from the Academic Year 2012-2013

3. MBA – INTERNATIONAL BUSINESS (COURSE CODE : 38)

Semester-I		Semester-II	
Paper Code	Paper Title	Paper Code	Paper Title
MBAC 1001	Management Concepts & Organisational Behaviour	MBAC 2001	Financial Management
MBAC 1002	Managerial Economics	MBAC 2002	Marketing Management
MBAC 1003	Accounting for Managers	MBAC 2003	Human Resources Management
MBAC 1004	Business Environment & Law	MBAC 2004	Operations Research & Management
MBAC 1005	Research Methodology	MBAC 2005	Strategic Management
Semester- III		Semester-IV	
Paper Code	Paper Title	Paper Code	Paper Title
MBIB 3001	International Business Environment	MBIB 4001	Global Financial Markets & Instruments
MBIB 3002	Management of Multinational Corporations	MBIB 4002	Foreign Trade Policy
MBIB 3003	International Business Laws	MBIB 4003	Cross Cultural Business Management
MBIB 3004	Global Marketing Management	MBIB 4004	International Logistics Management
MBIB 3005	EXIM Financing & Documentation	MBIB 4005	Forex Management & Currency Derivatives
		MBIB 4006	Project Work



M.B.A – Revised Syllabus

With effect from the Academic Year 2012-2013

4. MBA – HUMAN RESOURCE MANAGEMENT (COURSE CODE : 39)

Semester-I		Semester-II	
Paper Code	Paper Title	Paper Code	Paper Title
MBAC 1001	Management Concepts & Organisational Behaviour	MBAC 2001	Financial Management
MBAC 1002	Managerial Economics	MBAC 2002	Marketing Management
MBAC 1003	Accounting for Managers	MBAC 2003	Human Resources Management
MBAC 1004	Business Environment & Law	MBAC 2004	Operations Research & Management
MBAC 1005	Research Methodology	MBAC 2005	Strategic Management
Semester- III		Semester-IV	
Paper Code	Paper Title	Paper Code	Paper Title
MBHR 3001	Human Resource Management	MBHR 4001	Organizational Development & Change
MBHR 3002	Performance Management	MBHR 4002	Human Resource Accounting
MBHR 3003	Knowledge Management	MBHR 4003	Compensation Management
MBHR 3004	Industrial Relations Management	MBHR 4004	Human Resource Information Systems
MBHR 3005	Employee Legislation	MBHR 4005	Global HR Practices
		MBHR 4006	Project Work



M.B.A – Revised Syllabus

With effect from the Academic Year 2012-2013

5. MBA – GENERAL (COURSE CODE : 43)

Semester-I		Semester-II	
Paper Code	Paper Title	Paper Code	Paper Title
MBAC 1001	Management Concepts & Organisational Behaviour	MBAC 2001	Financial Management
MBAC 1002	Managerial Economics	MBAC 2002	Marketing Management
MBAC 1003	Accounting for Managers	MBAC 2003	Human Resources Management
MBAC 1004	Business Environment & Law	MBAC 2004	Operations Research & Management
MBAC 1005	Research Methodology	MBAC 2005	Strategic Management
Semester- III		Semester-IV	
Paper Code	Paper Title	Paper Code	Paper Title
MBGN 3001	Consumer Behaviour	MBGN 4001	Investment and Portfolio Management
MBGN 3002	Performance Management	MBGN 4002	Services Marketing
MBGN 3003	Merchant Banking and Financial Services	MBGN 4003	Information Technology & E-Business
MBGN 3004	Management Control Systems	MBGN 4004	International Business
MBGN 3005	Entrepreneurship Management	MBGN 4005	Training & Development
		MBGN 4006	Project Work





**User-Friendly
Environment**



**Wi-Fi Enabled Lab
Facilities**



Guru Nanak Library





**GNES CONTRIBUTION FOR COVID RELIEF
HANDED OVER TO CM**



OUR HON'BLE PRESIDENT @ GNC



INAUGURATION OF SAHIBZAADE BLOCK

IMPORTANT REMINDERS

- PU-GNES Twinning Programme students are asked to check their attendance periodically. Prior permission for any long leave is mandatory.
- All transactions including the submission of Examination forms, Revaluation forms of your programme and the fees payments are to be done only at Guru Nanak Twinning Programme Office.
- Twinning Programme Centre will not take any responsibility for your direct payments of fees and submission of exam and revaluation forms to DDE, Pondicherry University.
- For results and downloading of revaluation forms check the following web link:
www.pondiuni.edu.in
- PU-GNES office does not accept cash payments.

Note:

- (i) **The University reserves the right to make changes in the information provided herein. This cannot be quoted for any sanction**
- (ii) **Notwithstanding the information given in the information brochure, the University has the ultimate right to decide on any issue as per its rules and regulations.**

Special Project Officer:

Students can meet the SPO of the programme between 2.30 pm and 4.30 pm from Monday to Thursday.

Fee Remittance:

Union Bank, Velachery Branch

Monday to Friday: 10.00 am to 1.00 pm, and also on I & III Saturdays

Timings:

OFFICE WORKING DAYS/TIMINGS

Tuesday to Friday – 9.00 am to 1.00 pm & 2.00 pm to 5.00 pm

All Mondays – Holiday All Sundays- Classes Only

Notified Saturdays - Holiday

ADMISSION PROCEDURE

- The duly filled-in Application forms(2 sets) are verified along with all the necessary documents and 2 sets of photocopies of the same. The admission timing is: 9.00 am to 12.00 noon only.
- Bank Challan is given along with the Enrollment Number.
- Then the Challan is to be taken and the fee is to be remitted at the Union Bank (Bank Timing is from 10.00 am to 1.00 pm only), situated in Velachery.

□ **PG- MBA- TWO YEAR SEMESTER**

The cash to be paid in M/s Finance officer, Pondicherry University, Union Bank of India is ₹15,500 (Challan 1) and ₹5,450 (Challan 2) to be paid in M/s Guru Nanak College Twinning Programme, Union Bank of India, Velachery(for Admission Processing Fee ₹400, Maintenance Charge ₹ 1000, Postal Charges and Communication ₹500, ID Card ₹100 , Project Guidance ₹1000, GNC Alumni Association Membership ₹950 and Convocation ₹1500). The total amount to be paid is $₹15,500 + ₹5,450 = ₹ 20,950$.

□ **PG TWO YEAR- NON SEMESTER(M.COM, MA)**

The cash to be paid in M/s Finance officer, Pondicherry University, Union Bank of India is ₹11,450 (Challan 1) and ₹4,450 (Challan 2) to be paid in M/s Guru Nanak College Twinning Programme, Union Bank of India, Velachery (for Admission Processing Fee ₹400, Maintenance Charge ₹ 1000, Postal Charges and Communication ₹500, ID Card ₹100 , GNC Alumni Association Membership ₹950 and Convocation ₹1500). The total amount to be paid is $₹11,450 + ₹4,450 = ₹ 15,900$.

□ **UG-3 YEAR – NON SEMESTER(BBA, B.COM)**

The cash to be paid in M/s Finance officer, Pondicherry University, Union Bank of India is ₹9,500 (Challan 1) and ₹4,450 (Challan 2) to be paid in M/s Guru Nanak College Twinning Programme, Union Bank of India, Velachery (for Admission Processing Fee ₹400, Maintenance Charge ₹ 1000, Postal Charges and Communication ₹500, ID Card ₹100 , GNC Alumni Association Membership ₹950 and Convocation ₹1500). The total amount to be paid is $₹9,500 + ₹4,450 = ₹ 13,950$.

- After the payment, the candidate has to meet the Project Officer along with his or her copy of the challan and gets admitted.
- Students should bring the filled in ID form with passport size photo affixed therein.

ADMISSION PROCEDURE

□ Check List

Please check whether you have arranged the documents in the following order so that we serve you better and faster.

1. Application Forms (2 sets) with recent passport size photo affixed on the application forms.
2. 10th Std. mark sheet – Original and 2 photocopies.
3. Plus Two mark sheet- Original and 2 photocopies.
4. U.G Degree Certificate- Original and 2 photocopies.
5. All the statements of Marks or Consolidated statement of marks – Original and 2 photocopies.

Note:

- For admissions, the concerned candidate must come in person. Sending representatives for admission is strictly discourages.
- Admissions will be on First Come First Served basis only.
- Admissions will be done on all days of the week- Monday to Friday (Except on Government Holidays)

For further details, refer the below given link

<https://www.pondiuni.edu.in/department/directorate-of-distance-education>



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PU-GNES

Enquiry Desk

Contact Us

GNES Special Project Officer

Prof. Dr. T.R.A. Devakumar

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