ELIGIBILITY CRITERIA FOR APPOINTMENT AS ACADEMIC COUNSELLOR FOR THE DIFFERENT PROGRAMMES <u>1. CERTIFICATE PROGRAMMES</u>

SL.NO.	PROGRAMME/	PROGRAMME /	QUALIFICATIONS	
	COURSE CODE	COURSE TITLE	Essential	Desirable
1.	2.	3.	4.	5.
1.1	CFN	Certificate in Food & Nutrition	M.Sc. (Home Science) with speciali- zation in Food & Nutrition. If M.Sc. candidates are not available, B.Sc.(Home Science) with speciali- zation in Food & Nutrition with 2 to 3 years experience.	
1.2	CTS	Certificate in Tourism Studies	Teachers involved in teaching of Tourism in well established institutions, colleges, universities; or College, University teachers teaching History, Sociology & Economics with some work in the areas listed under the courses and some interest in Tourism; or Professional at officer level in various recognized and reputed tourist and	
1.3	CIG	Certificate in Guidance	travel departments, organizations who possess at least a graduate degree. Post Graduate Diploma in Guidance and experience of 2 years in the field of Personal, Educational / Career guidance. M.A. (Psy) / M.Ed., / M.Sc. (Child Development with 2 years experience in the field. M.A. (Psy) / M.Ed., / M.Sc. (Child Development with 2 years experience in teaching for courses ES-101 & ES-102.	
1.4	CIC	Certificate in Computing	Graduates with knowledge of BASIC, COBOL, DBASE, PASCAL, LOTUS, Test Processing (WS) & working knowledge of Management packages. Teaching/ Training experience of Computer in a reputed institute or managerial experience in a reputed organization is desirable.	
1.5	CTE	Certificate in Teaching English	Master's in English with a Degree / Diploma in Linguistics or Certificate / Diploma from CIEFL, Hyderabad.	

1.	2.	3.	4.	5.
1.6	CDM	Certificate in Disaster Management	Post Graduate Degree in Social Sciences; Social Work; Management; having work experience in the area of Disaster Management: or	
			Teaching Experience/Research/Project work / Work experience in Disaster Management; or	
			Professionals: Scientists/Geologists/ Engineers/Meteorologists/Forest Officers/ Military Personnel/Police and Civil Defence officials; Rural Development officials;etc., with knowledge/experience in the field of Disaster Management.	
1.7	CES	Certificate in Environment Studies		
	AHE – 01		M.Sc. in Botany/Zoology/Life Science/Environmental Science with 3 years of teaching experience at under graduate level.	Teachers with Ph.D. in Ecology or Environmental Sciences may be
1.0	TS – 5 :		Same as AHE – 01.	preferred.
1.8	CLD	Certificate in Labour Development	Graduate Degree with 3 years experience of Teaching / Training / Organising in Labour related activities.	
1.9	CNCC	Certificate in Nutrition and Child Care		
	CNCC-01		M.Sc. (Home Science) with specialization in Food & Nutrition. If not available, the following can be considered in order of preference: M.Sc. (Home Science) General; or B.,Sc. (Home Science) with Post Graduate Diploma in Dietics; or B.Sc. (Hons.) Home Science with speciali- sation in Food and Nutrition, B.Ed. with 1` year teaching experience.	

1.	2.	3.	4.	5.
	CNCC - 02		 M.Sc. (Home Science) with specialization in (Child Development / Family Studies) M.Sc. (Home Science) General. If not available (in order of preference); (i) B.Sc.(Home Science) with P.G.Diploma in Early Child Care and Education / pre- school Education / pre- school Education / Creche Management/ Nursing Teachers Training / disabled children. (ii) B.Sc. (Hons.) Home Science B.Ed. with 1 year teaching experience and specialization in Child Develop- ment in B.Sc. (iii) B.Sc. (Pass) HomeScience, B.Ed. with 1 year teaching experience. 	
1.10	CPFM	Certificate in Participatory Forest Management	Teachers of Sociology/Anthropology/ Social Work Environmental Studies/Forestry/ Agricultural Science/Geography; or Teachers in Forestry Training Schools/Insti- tutes/Colleges/Extension Education Agricultural Institutions; or Experienced Functionaries working in NGOs.active in Natural Resource Manage- ment, Development Projects, Rural and Tribal Development.	
1.11	ССР	Certificate in Consumer Protection	Interested in Consumer Protection with background of Economics / Political Science / Commerce.	
1.12	CRD	Certificate in Rural Development	M.A. in Economics / Rural Development/ Public Administration / Agricultural Exten- sion / Sociology / Social Work / Public Health / Geography / Life Sciences / Forestry / Psychology with P.G. level of the subject covered by Knowledge and experience in these areas. Specialisation in Social Development.	
1.13	СТРМ	Certificate in Teaching of Primary School Mathematics	Teacher – Educator from Teachers Training Institutes viz., DIETS, SCERTs., or RCEs., with Mathematics background. Also those teachers/Educators working in Voluntary organizations who are involved in innovations in primary level teaching of Mathematics.	

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1.14	CWDL	Certificate in Empowering Women Through Self-Help Groups.	Experienced in field work through an NGO/ Women's agency at field level/grass root level/self-help group. <u>DESIRABLE:</u> Bachelor's / Master's Degree in Social Work/ Sociology/ Public Admn./ Women's Education / Adult Education.	
1.15	CWED	Certificate in Women's Empowerment & Development	Experienced in field work through an NGO/ Women's agency at field level/grass root level/self-help group. <u>DESIRABLE:</u> Bachelor's / Master's Degree in Social Work/ Sociology/ Public Admn./ Women's Education / Adult Education.	
1.16	CHR	Certificate in Human Rights	He / She should be a Human Rights Activist in terms of writing of books and articles, participation in movements, organizing campaigns and above all, association with Human Rights Committee. NGO functionaries, pro-active Advocates and Teachers.	
1.17	CPLT LT – 01 LT – 02 LT – 03 LT – 04	Certificate in Laboratory Techniques	From Botany or Zoology or Chemistry of Physics. From Botany or Zoology From Chemistry From Physics	Preferably a doctor with MBBS degree or a qualified nurse or a faculty member from Botany / Zoology.
1.18	CAFÉ	Certificate in HIV and Family Education	Post Graduate Degree in Psychology, Social Work and Family Studies. Existing Academic Counsellors on Biology, Sociology, Nursing, Medicine and Communication.	
1.19	ССҮР	Certificate in Youth in Development Work		

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1.22	ANM / FHW	Certificate Programme in ANM / FHW	B.Sc. / Post Basic B.Sc. in Nursing OR General Nursing and Midwifery (GNM) with Diploma in Nursing Education and Administration have 2 years teaching experience of Nursing / ANM Schools / District Training Centres / NGOs., etc.	
1.23	HCWM	Certificate Programme in Health Care Waste Management	MBBS., BDS, BAMS, BHMS Senior Nursing Professional with B.Sc. Nursing / GNM qualification Hospital Administrator / Dy. Medical Superintendent Any other responsible officer of the hospital nominated by the respected Hospital / Management	
1.24	PGCAP	P.G. Certificate in Agriculture Policy	M.Sc. in Agricultural Economics/M.A. Economics with Minimum 5 years teaching/research experience.	
1.25	CIS	Certificate in Sericulture	B.Sc. with minimum 5 year teaching/research experience in the field of Sericulture.	
1.26	COF	Certificate in Organic farming	B.Sc. Life Science/Ag/, M.Sc. Ag preferably with some experience in Organic Farming.	
1.27	APDF	Awareness Programme on Dairy Farming	B.V.Sc. B.Sc (Dairying) / B.Sc. (Agriculture) with experience in Dairying (or) Animal Husbandry.	
1.28	AVPFV	Awareness Programme on Value Add Products from Fruits & Vegetables	B.Sc.(Horticulture)/B.Sc.(Agriculture) with experience in Fruit & Vegetable Processing.	

2. DIPLOMA PROGRAMMES

SL.NO.	PROGRAMME/	PROGRAMME /	QUALIFICATIONS

	COURSE CODE	COURSE TITLE	Essential	Desirable
1.	2.	3.	4.	5.
2.1	DCE	Diploma in Creative Writing in English	Practitioners in the art of creative writing are to be preferred, especially for Course – 4 (Writing for Radio & TV) and Course-5 (Writing poetries)	
2.2	DCH	Diploma in Creative Writing in Hindi	University /College Hindi Teachers & Creative Writers Experienced Creative Writer in Hindi University / College Hindi Teacher <u>NOTE:</u> Experienced Journalist / Editor for TV may be appointed for Course II. Course programme Executive / Producer / ASD / SD from AIR may be appointed for Course IV.	Preference will be given to University /College Hindi Teachers & Creative Writers
2.3	DAFE CAFÉ	Diploma in HIV and Family Education Certificate in HIV and Family Education	BFE-001, BFEE-101 & BFEE-103– MSW, MAin Social Work or Psychology, MBBS, MS, MD.BFE-102, BFEE-102- MSW, MA in Social Work or Psychology, MBBS, MS, MD. and MA in Hospital Administration.BFEE-104- MSW, MA in Social Work or Psychology, MBBS, MS, MD, PG Diploma / Master in Mass Communication.BFEP-101- MSW, MA in Social Work or Psychology, MBBS, MS, MD, MA in Social Work or Asster in Mass Communication.BFEP-101- MSW, MA in Social Work or Psychology, MBBS, MS, MD, MA in Journalism and Mass Communication and Hospital Administration.	
2.4	DECE DECE – 01	Diploma in Early Childhood Care & Education Organizing Child Care Services	Master's Degree in Home Sciences specializing in Child Development. It is essential that the person has atleast two year work experience in the field of Child Development in the area of teaching (preferably at the college level) and / or research. Master's Degree in Home Science (General) with the dissertation at the Master's level in the field of Child Development. It is essential that the person has at least two year work experience in the field of Child Development in the areas mentioned above.	

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DECE – 01	Organizing Child Care Services	Bachelor's Degree (Honours) in Home Science and a Diploma in Pre-schol Education/ Early Childhood Care and Education from a reputed institution. At least three years work experience in the field of Child Development in the areas mentioned above is essential.	
DECE – 02	Child Health & Nutrition	Master's Degree in Home Science specializing in Foods & nutrition. It is essential that the person has at least TWO YEAR work experience in the field of Foods & Nutrition or Dietetics. Master's Degree in Home Science (General) with the dissertation at the Master's level in the field of Nutrition. It is essential that the person has at least TWO YEARS work experience in the field of Foods & Nutrition or Dietetics. Bachelor's Degree (Honours) in Home Science followed by a Post Graduate Diploma in Nutrition / Dietetics. It is essential that the person at least THREE YEARS work experience in the field of Nutrition & Dietetics.	
DECE - 03	Services and Programmes for Children	Master's Degree in Home Science specializing in Child Development. It is essential that the person has at least TWO YEAR work experience in the field of Child Development in the area of teaching (preferably at the college level) and or research. Master's Degree in Home Science (General) with the dissertation at the Master's level in the field of Child Development. It is essential that the person has at least TWO YEARS work experience in the field of Child Development in the areas mentioned above. Bachelor's Degree (Honours) in Home Science and a Diploma in Preschool Education / Early Childhood Care and Education from a reputed institution. At least THREE YEARS work experience in the field Child Development in the areas mentioned above is essential.	

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	DECE – 04 Guides for Course – 4	Working with Young Children in a Child Care Setting : PROJECT	Master's Degree in Home Science specializing in Child Development. It is essential that the person has at least TWO YEAR work experience in the field. Master's Degree in Home Science (General) with the dissertation at the Master's level in the field of Child Development. It is essential that the person has at least TWO YEARS work experience in the field of Child Development in the areas mentioned above. Bachelor's Degree (Honours) in Home Science followed by a Post Graduate Diploma in Preschool Education / Early Childhood Care and Education from a reputed institution. At least THREE YEARS work experience in the field Child Development in the areas mentioned above is essential. Guides, to whom learners would be attached for the duration of their project work, would essentially be Nursery teachers working in the Nursery Schools / pre- schools identified by the University for the purpose of placement. They would need to be good role models and should be able to guide and supervise the learners. NOTE: Approved Counsellors of ACC-01 may be considered as approved counsellors of DECE-1,3 & 4 also. Similarly the approved counsellors of ANC-01 & DNHE-01 may also be considered approved for DECE-02.	
2.5	DIM	Diploma in Management	Person holding Master's Degree in Management or allied discipline and having a minimum of 5 years experience of teaching PG classes or 5 years professional experience (after acquiring Professional / Master's Degree)	
			NOTE: In case bio-data of a proposed counselor without having experience of teaching PG classes is sent, justification by Coordinator/ RD should be sent along with.	

1.	2.	3.	4.	5.
2.6	DNHE	Diploma in Nutrition & Health Education		
	DNHE – 1 & 3	Nutrition for the Community	M.Sc. (Food & Nutrition)& if not available the following may be considered in order of preference:	
		Nutrition & Health Education.	 (a) M.Sc. (Home Science) (General) with 3 years teaching experience. (b) Persons with specialization in Foods and Nutrition Dietetics (M.Sc.) may also be preferred for DNHE-1; or B.Sc. (Home Science) with Diploma in Dietetics with 3 years teaching experience; or B.Sc. (Home Science) with Post Graduation in Extension & Resource Management with 3 years teaching experience; or Persons with specialization in Extension and Resource Manage- ment / Communication may be considered for DNHE-3. 	
	DNHE - 02	Public Health & Hygiene	Persons with specialization in Public Health and Hygiene may be preferred for DNHE-2.	
	DNHE - 04	Nutrition & Health Education : PROJECT	Persons with specialization in Foods & Nutrition (M.Sc.) may be considered for DNHE-4.	
2.7	DTS	Diploma in Tourism Studies		
	TS – 03	Management in Tourism:	The criteria applicable for the selection of Academic Counsellors of Management Programme and B.Com., are applicable for selection of counsellors suitable for this course. Persons having Master's Degree in Management and applied discipline and having a minimum of 5 years experience of teaching PG classes or 5 years of professional experience (after acquiring Professional /Master's Degree)	
	TS – 04 & PTS – 04	Indian Culture : Perspective for Tourism & Project:	Academic Counsellors appointed of History Elective Courses EHI-2,3 & 4 can be appointed for this course.	

1.	2.	3.	4.	5.
	DTS	Diploma in Tourism Studies		
	TS – 05 & PTS – 05	Ecology,Environ- ment and Tourism:	Academic Counsellors appointed for AHE-01 Course can be appointed for this course.	
	TS – 06	Tourism Marketing	The criteria applicable for appointment of Counsellors for MS- 65 (Marketing) and B.Com, are applicable for selection of Counsellors for this course. (See eligibility criteria of the MBA programme and B.Com., Programme)	
2.8	DWED	Diploma in Women's Empowerment and Development	Experienced in field work through an NGO/ Women's agency at field level/grass root level/self-help group. <u>DESIRABLE:</u> Bachelor's / Master's Degree in Social Work/ Sociology/ Public Admn./ Women's Education / Adult Education.	
2.9	DPDT	Diploma Programmer in Dairy Technology	B.Sc. / M.Sc. Dairy technology / Dairy Science / live stock products technology.	
2.10	DMT	Diploma Programme in Meat Technology	M.V.Sc. or B.V.Sc. Laboratory exposure of six months will be desirable.	
2.11	DVAPFV	Diploma Programme on Value Added Products from Fruits and Vegetables	B.Sc. / M.Sc. / P.G.Diploma in Food Science / Food Technology / Fruit technology / Post Harvest Technology and Agriculture / Horticulture / Food Microbiology.	Some experience in post harvest technology of fruits and vegetables will be desirable
2.12	DNA	Diploma in Nursing Administration	M.Sc. (Nursing) with working in any position in Hospital B.Sc. (Nursing) with ANS, DNS, NS or Nurse Administrator or Teaching Administration in School and College of Nursing for 5 years. Diploma in Nursing Education and Administration with 10 years experience in Nursing Admn.	Theory / Practical Theory / Practical Practical

2.13	DVAPCPO	Diploma in "Value Added Products from Cereals, Pulses and Oilseeds	B.Tech (Agricultural Engineeing), M.Sc (Food Technlogy), M.Tech (Post Harvest Management), M. Tech (Agricultural Products Processing), M. Tech (Food Engineering) with some experience in processing f Cereals, Pulses and Oilseeds.	
2.14	DWM	Diploma in "Watershed Management"	Minimum qualification for the Counsellors and Programme In- charge of this programme has been decided to be B.Tech. (Agriculture Engineering)/M.Tech. (Soil and Water Conservation Engineering)/M.Tech. (Soil and Water Engineering)/ M.Sc. (Agronmy)/ M.Sc. (Horticulture)/B.V.Sc (Animal Husbandry)/ M.Sc. (Excension)/ M.Sc. (Social Science).	

3. POST GRADUATE DIPLOMA PROGRAMMES

SL.NO.	PROGRAMME/	PROGRAMME /	QUALIFICATIONS	
	COURSE CODE	COURSE TITLE	Essential	Desirable
1.	2.	3.	4.	5.
3.1	PGDIM PGDHRM PGDFM	Post Graduate Diploma in ; Management Human Resource Management Financial Management	Persons having Master's Degree in Management & applied discipline and having a minimum of FIVE years experience of teaching PG classes or FIVE years of professional experience (after acquiring professional / Master's Degree) NOTE:	
	PGDOM PGDMM	Operations Management Marketing Management	In case bio-data of a proposed Counsellor without having experience of teaching PG classes is sent, justification by Coordinator / RD should be sent along with.	
3.2	PGDDE	Post Graduate Diploma in Distance Education	University / College teachers in "Education" with PGDDE from IGNOU; or University / College teachers/academics in any discipline with an overall A/B Grade in PGDDE from IGNOU; or University/College teachers/academic in any discipline with MADE from IGNOU; or Any person with professional qualification and MADE from IGNOU.	
3.3	PGDHE	Post Graduate Diploma in Higher Education	University College / Research Institutions teachers or retired teachers, specialisa- tion/experience in teaching at Post Graduate level in history of education, planning & Management of education, economics of education, sociology of education, educational technology, instructional design, educational evaluation, teacher education, educational psychology, social psychology of education, guidance and counseling, organizational structure of higher education and curriculum development and management. Persons who have completed the PGDHE with at least B Grade with FIVE years Post Graduate teaching experience in University / College / Research institution.	

	2.	3.	4.	5.
3.4	PGJMC	Post Graduate Diploma in Journalism and Mass Communication	Ph.D.,/Master's Degree in Journalism / Mass Communication / Public Relation; and/or Sound knowledge in Concept Models & theories of Communications, knowledge in Commn. Research Methodologies; knowledge in origin, growth & history of journalism & mass Commn. In general & in India in particular. The Counsellors may be drawn from University Deptts.	NB: Sr. Reports who will be able to take the students for a tour to the Newspaper Office, AIR & Doordarshan
3.5	PGDMCH	Post Graduate Diploma in Maternal & Child Health	Master's Degree (MS / MD) in respective discipline with minimum of a FIVE years post teaching experience.	
3.6	PGDHHM	Post Graduate Diploma in Hospital & Health Management	Master's Degree (MS / MD) in respective discipline with minimum of a FIVE years post teaching experience.	
3.7	PGDGM	Post Graduate Diploma in Geriatric Medicine		
3.8	PGDLAN	Post Graduate Diploma in Library Automation and Networking	 MLIS., with certificate in computer applications or minimum of 2 years of Experience in Library Automation or IT related areas. The Counsellors must be having Lecturer Grade. MCA / BIT Degree for counseling MLI-001 and MLI-007 courses. 	
3.9	PGDT	Post Graduate Diploma in Translation	College / University teachers of Hindi / Translation, Official language Officers / Rajbhasha Adhikari / Hindi Officers in Bank and PSUs.	
3.10	PGDIBO	Post Graduate Diploma in International Business Operations	Persons having Master's Degree in Management and allied discipline and having a minimum of 5 years experience of teaching PG classes or 5 years of professional experience (after acquiring professional / Master's Degree).	
3.11	PGDRP	Post Graduate Diploma in Radio Prasaran	Five years experience of teaching Hindi and particularly media related courses at Graduate / Post Graduate level; or Ten years experience for writing for the Radio; or Ten years experience with Aakashwani / AIR.	

1.	2.	3.	4.	5.
3.12	PGDRD RDD – 01	Post Graduate Diploma in Rural Development Indian Context	Master's Degree in Economics / Rural Dev., / Agri. Extn. / Sociology / Social Work / Public Health / Geography / Psychology / Pol. Science & Human Resource Development. Master's Degree in Social Sciences / Social Work / Rural Development & Human Resource Development.	Knowledge of demography & of rural society.
	Block – 1	Rural Socio – economic Structure	Post Graduate teaching experience in Rural Socio – economic structure.	
	Block – 2	Rural Development	Post Graduate teaching experience in Rural Development	Knowledge of Rural Develop- ment Experi-ence of Asian Countries.
	Block – 3	Rural Development Administration	Master's Degree in Economics / Rural Development / Public Administration / Agri. Extn., / Cooperative Management	Knowledge and exp. of Rural Dev. Admn. Cooperatives and banking / Panchat Raj
	Block – 4	Changing Rural Communities	Master's Degree in Sociology / Social Work, Social Psychology and Human Resource Development.	Knowledge and experience of working with rural commu-nities.
	RDD – 02	Rural Development programmes.	Master's Degree in Social Sciences / Social Work / Rural Development & Human Resource Development. Teaching experience in the subject covered by the block.	Knowledge of planning and implementation of area based programmes.
	Block – 1	Area Based and Beneficiary Orien- ted Programmes.	Knowledge and experience in areas, such as land reform, Minimum Needs Programme, Area Based Programme, Integrated Rural Development Programme (IRDP), TRYSEM / DWCRA, Employment Generation Programme.	
	Block – 2	Rural Social Services	Master's Degree in Sociology, Social Work / Public Health / Rural Develop- ment & Human Resource Development.	Knowledge and experience of social develop- ment program- mes with rural communities.

1.	2.	3.	4.	5.
	RDD – 02	Rural Development programmes.		
	Block – 3	Other Development Progrrammes	Master's Degree in Social Sciences / Rural Development. Post Graduate Teaching experience in the subject covered such as Environment, Energy, Science & Tech., Wasteland Development and Social Forestry.	Knowledge and experience of environmental and ecological issues in develop- ment.
	RDD – 3	Rural Develop- ment Planning & Management		
	Block – 1	Rural Develop- ment Planning	Master's Degree in Social Sciences / Social Work / Rural Development.	Knowledge and experience of Rural Develop- ent: Planning and Project formula- tion.
	Block – 2	Management	Master's Degree in Social Sciences / Rural Development / Human Resource Development & Social Work. Post Graduate Teaching experience in the subject covered by the block.	Specialisation in Management of Rural Develop- ment projects.
	Block – 3	Voluntary Effort in Rural Development	Master's Degree in Social Sciences / Rural Development / Human Resource Development & Social Work. Post Graduate Teaching experience in the subject covered by the block.	Experience of Working with voluntary organi- sations.
	RDD - 04	Rural Social Development.		
	Block – 1	Development of Rural Women	Master's Degree in Social Sciences / Rural Development / Human Resource development & Social Work. Post Graduate Teaching experience in the subjects covered by the block.	Specialisation in women's develop ment issues.

1.	2.	3.	4.	5.
	RDD – 04	Rural Social Development.		
	Block – 2	Development of Children	Master's Degree in Social Work / Rural Development / Home Science Post Graduate Teaching experience in the subjects covered by the block.	Specialisation in Child Development.
	Block – 3	Development of Schedules Castes, Schedules Tribes, and other Under – Privileged Groups.	Master's Degree in Social Sciences / Rural Development & Human Resource Development. Post Graduate teaching experience in the subject covered by the block.	Knowledge and experience of Development of disadvantaged groups.
	RDD - 5	Project Work	M.Phil / Ph.D. in Sociology / Social Work / Rural Development / Economics / Pol. Science. Post Graduate teaching experience in the subject covered by the block.	Specialisation in Social Science research methods.
3.13	PGDIPR	Post Graduate Diploma in Intellectual Property Rights	LLB / LLM with IPR as one of the subjects. OR Master in any discipline or Law Graduate with Post Graduate Diploma in IPR.	

4. ADVANCED DIPLOMA PROGRAMMES

SL.NO.	PROGRAMME/	PROGRAMME /	QUALIFICATIONS	
	COURSE CODE	COURSE TITLE	Essential	Desirable
1.	2.	3.	4.	5.
4.1	ADCM	Advance Diploma in Construction Management		
	ET – 101	Mathematics	Lecturer / Reader / Professor in Mathematics	
	ET – 105	PART-A: Physics PART-B: Chemistry	Lecturer / Reader / Professor in Physics Lecturer / Reader / Professor in Chemistry	
	ET – 202	Engineering Sci.l PART – A: Engineering Mech.	Lecturer / Reader / Professor in Mech. Civil Engineering	
		PART – B: Principal of Engg. Science	Lecturer / Reader / Professor in Electrical Engineering	
	ET – 204	Material Science & Engg. Materials		
		PART – A : Material Science	Lecturer / Reader / Professor in Civil Engineering or professional from industry.	
		PART – B : Engg. Material	Lecturer / Reader / Professor in Civil Engineering or professional from industry.	
	ET – 301	Engg. Arts and Analysis – I PART – A : Systems Methods PART – B : Computer	Lecturer /Reader / Professor in Electrical / Mech. Engineering or professional from industry. Lecturer / Reader / Professor in Computer Science / Electronics or	
		Applications	professional from industry.	
	ET – 501	Soil Mechanics & Foundation Engg. PART – A : Soil Mechanics PART – B : Foundation Engg.	Lecturer / Reader / Professor in Civil Engineering or professional from industry. Lecturer / Reader / Professor in Civil Engineering or professional from industry.	

1.	2.	3.	4.	5.
	ET – 521	Building Construction PART – A : Planning & Const. of Building	Lecturer / Reader / Professor in Civil Engineering or professional from industry.	
		PART – B : Building Architecture PART – C : Design Detailing	Lecturer / Reader / Professor in Arch / Civil Engineering or professional from industry. Lecturer / Reader / Professor in Civil Engineering.	
		PART – D : Quantity Survey- ing & Valuation.	Lecturer / Reader / Professor in Civil Engineering or professional from industry.	
	ET – 581	Elective – I	Lecturer / Reader / Professor in Civil/ Mech.Engineering	
	ET – 522	Concrete Tech., Management	Lecturer / Reader / Professor in Civil Engineering	
	ET – 523	Construction Supervision & Repair &	Lecturer / Reader / Professor in Civil/ Mech. Engineering	
		Maintenance of Building. PART – A : Construction	Lecturer / Reader / Professor in Civil Engineering	
		works Supervision PART – B : Opera- tion & Mainte-	Lecturer / Reader / Professor in Civil/ Mech. Engineering	
		nance of Construction Equipment PART – C : Repair & Maintenance of Buildings.	Lecturer / Reader / Professor in Civil Engineering	
	ET – 524	Principal ofEngg. Mgmt.& Enc. & Construction Mgmt. PART – A : Principal of Engg. Mgmt. & Economics. PART – B : Construction Mgmt.	Lecturer / Reader / Professor in Civil/ Mgnt Engineering Lecturer / Reader / Professor in Civil/ Mgmt. Engineering	

1.	2.	3.	4.	5.
	ADWRE ET – 571	Advance Diploma in Water ResourceEngg. Laboratory – I	Lecturer / Reader / Professor in Civil Engg	
	ET – 101	Mathematics	Lecturer / Reader / Professor in Mathematics	
	ET – 105	PART – A : Physics PART – B : Chemistry	Lecturer / Reader / Professor in Physics Lecturer / Reader / Professor in Chemistry	
	ET – 201	Engineering Sci. PART – A : Mechanics Fluids PART – B : Engg. Thermo	Lecturer / Reader / Professor in Mech. / Civil Engineering. Lecturer / Reader / Professor in Mech. / Civil Engineering.	
	ET – 531	Earth & Soil Science PART – A : Earth & Its Environment PART – B : Soil Science	Lecturer / Reader / Professor in Civil Geology (Environment Science) or Professional from Industry. Lecturer / Reader / Professor in Agriculture (Soil Science) or Professional from industry.	
	ET – 501	Soil Mechanics & Foundation Engg. PART – A : Soil Mechanics PART – B : FoundationEngg.	Lecturer / Reader / Professor in Civil Engg or professional from industry. Lecturer / Reader / Professor in Agriculture (Soil Science) or Professional from industry.	
	ET – 533	Open Channel Flow & Irrigation Engg. PART – A : Irrigation Engg. PART – B : Open Channel Flow	Lecturer / Reader / Professor in Civil / Agricultural Engg or professional from industry. Lecturer / Reader / Professor in Civil / Agricultural Engg or professional from industry.	

1.	2.	3.	4.	5.
	ET – 532	Hydrology & Ground Water Development PART – A : Hydrology PART – B : Ground Water Development	Lecturer / Reader / Professor in Civil / Agricultural Engg or professional from industry. Lecturer / Reader / Professor in Civil / Agricultural Engg or professional from industry.	
	ET – 502	Strength of Materials & Structural Analysis PART – A : Strength of Material PART – B : Structural Analysis	Lecturer / Reader / Professor in Civil / Mech. Engg or professional from industry. Lecturer / Reader / Professor in Civil Engg or professional from industry.	
	ET – 534	Principle of Engg. Mgmt. & Enc. & System Methods & Water Resources Planning. PART – A : Princi- ples of Engg. Mgmt. & Econo. PART – B : System methods PART – C : Water Resource Planning	Lecturer / Reader / Professor in Civil / Mgmt /Mech. or professional from industry. Lecturer / Reader / Professor in Elect. / Mech. Engg. or professional from industry. Lecturer / Reader / Professor in Civil / Agricultural Engg or professional from industry.	
	ET – 573	Laboratory – I	Lecturer / Reader / Professor in Civil Engg or professional from industry.	
		Mathematics – III	Lecturer / Reader / Professor in Mathematics	

1.	2.	3.	4.	5.
		Engg. Arts & Analysis – II (a) Computer Programmin g & Numerical Methods (b) Technical Writing.	Lecturer / Reader / Professor in Computer Science / Mech.Engg. / Maths. Lecturer / Reader / Professor in Civil/ Mech.	
		Hydraulic Structure: I & II (a) Hydraulic Strucutre – I (b) Hydraulic Structure – II Principles of Electrical	Lecturer / Reader / Professor in Civil Engg. Or professional from industry. Lecturer / Reader / Professor in Civil Engg. Or professional from industry. Lecturer / Reader / Profession in Elective Engg.or professional from industry.	
		Science Environmental Engg. – II (a) Pollution and Water Supply	Lecturer / Reader / Professor in Civil / Environment or professional from industry. Lecturer / Reader / Professor in Civil / Environment or professional from industry. Lecturer / Reader / Professor in Civil /	
		(b) Waste Water Treatment Transportation & Trarffic Engg.	Environment or professional from industry. Lecturer / Reader / Professor in Agriculture Engg. Lecturer / Reader / Professor in Civil /	
		Soil Conservation & Agronomy Agriculture &	Agriculture Science. Lecturer / Reader / Professor in Civil Engg.	
		Agriculture & legislation & Management. Construction Management		

1.	2.	3.	4.	5.
		Structural Design I & II (a) Structural Design – I (b) Structural Design – II	Lecturer / Reader / Professor in Civil Engineering. Lecturer / Reader / Professor in Civil Engineering.	
		Elective – I	Lecturer / Reader / Professor in Civil Engineering.	
		Elective – II	Lecturer / Reader / Professor in Civil Engineering.	
		Project/ Seminar	Lecturer / Reader / Professor in Civil Engineering.	
		Laboratory – II	Lecturer / Reader / Professor in Civil Engineering.	

5. <u>BACHELOR'S DEGREE PROGRAMMES</u>

SL.NO.	PROGRAMME/	PROGRAMME /	QUALIFICATIONS	
	COURSE CODE	COURSE TITLE	Essential	Desirable
1.	2.	3.	4.	5.
5.1	B.A. & B.COM (BDP)	Bachelor of Arts & Bachelor of Commerce (Bachelor's Degree Prog.)		
	FST FHS	Foundation Courses in : Science & Technology Humanities & Social Sciences	Lecturer /Reader / Professor teaching at undergraduate/Postgraduate level with disciplines such as Physics, Chemistry, Life Sciences, Mathematics, Commerce, Accountancy, English, Hindi, History,	Lecturer/Reader/ Professor in Economics teaching at under graduate
	FEG – 01 FEG – 02	English – I English – II	Sociology, Political Sciences, Public Admn. Psychology and other Modern Indian Languages. As well as retired academics of the above disciplines. All those non-teaching persons of the respective disciplines who have already gained experience of counseling for IGNOU programmes.	/ Post- graduate level can be appointed for FHS-01.
	MIL BHDF - 101 BSKF -01 FAS - 01 FBG - 01 FGT - 01 FKD - 01 FML - 01 FMT - 01 FOR - 01 FPB - 01 FTM - 01 FTG - 01 FUD - 01 FEG - 02	Modern Indian Languages : Hindi Sanskrit Assamese Bengali Gujarati Kannada Malayalam Marathi Oriya Punjabi Tamil Telugu Urdu English	Academic Counsellors approved for EHD – 4 & 5 Electives and teachers who also know other Indian Languages & Litt. Such as Hindi, Sanskrit, Assamese, Bengali, Gujarati, Kannada, Malayalam, Marathi, Oriya, Punjabi, Tamil, Telugu, Urdu, English	

1.	2.	3.	4.	5.
		Elective Courses:		
	ECO – 1 to 11	Commerce	Master's Degree in Commerce from recognized University or C.A. or ICWA or ICSI. However, persons with Master's in Economics can also be considered for ECO-6, (Economic Theory), ECO-7 (Elements of Statistics) and ECO-9 (Money Banking and Financial Institutes).	Minimum of FIVE years teaching experience at Post Graduation / Under Gradua tion level in the relevant course for which he/ she is to be appointed as a counselor. Five years profe- ssional expe- rience may also be relevant in the case of CA, ICWA, ICSI and MBA degree holders.
	EHD – 1 to 8	Hindi	Lecturers / Readers / Professors teaching at	Minimum of 2
	EEG – 12,3,5,6,7,8	English	undergraduate / Post graduate level in colleges University/Institute with the relevant tutor discipline of the respective elective courses.	years teaching experience at the graduate / postgraduate
	EEC – 1 to 6 & 9	Economics		level.
	EHI – 1 to 6	History	and / or	
	EPA - 1 to 6	Public Admn.	All those non-teaching persons of the respective disciplines of the elective course who have already gained experience of	
	EPS – 1 to 6	Political Science	counseling for IGNOU for the same.	
	ESO – 1 to 6	Sociology		
	ERD – 01	Rural Development Mathematics		
	MTE – 1 to 14 AOC	Application		
		Oriented Courses:		
	ANC	Nutrition for Community	M.Sc. (Home Science) with specialization in Food & Nutrition. If not available, the following can be considered in order of preference: M.Sc. (Home Science) General; or B.,Sc. (Home Science) with Post Graduate Diploma in Dietetics; or B.Sc. (Hons.) Home Science with speciali- sation in Food and Nutrition, B.Ed. with 1 year teaching experience.	NOTE: Counsellors appointed for CFN are not to be used for ANC unless they fulfill criteria for ANC.

1.	2.	3.	4.	5.
	AOC	Application Oriented Courses: Organising Child Care Services	 a) M.Sc. (Home Science) with specialization in (Child Development / Family Studies) b) M.Sc. (Home Science) General. If not available (in order of preference); (i) B.Sc.(Home Science) with P.G.Diploma in Early Child Care and Education / pre- school Education / Creche Management/ Nursing Teachers Training / disabled children. (ii) B.Sc. (Hons.) Home Science B.Ed. with 1 year teaching experience and specialization in Child Develop- ment in B.Sc. (iii) B.Sc. (Pass) HomeScience, B.Ed. with 1 	NOTE: Counsellors appointed for CFN are not to be used for ANC unless they fulfill criteria for ANC.
	AHE	Human Environemnt	year teaching experience. M.Sc. in Botany / Zoology/ Life Science/ Environmental Science with 3 years of teaching experience at under graduate level.	Teachers with Ph.D. in Ecology or Environmental Sciences may be preferred.
	AWR (HINDI) & AFW (HINDI)	Writing for radio Hindi Feature Writing Hindi	The qualification and experience needed for Academic Counsellors of Diploma Courses 2 & 4 in Creative Writing in Hindi (DCH – 2 & 4) are also required for these AWR & AFW (Hindi) Courses.	
	AWR (ENGLISH) & AFW (ENGLISH)	Writing for radio English Feature Writing English	Experience as Journalist/Editor/Reporter Freelance feature writers. Ability to write in English would be an essential qualification.	Ability in all Language Teach ing Expn. In a subject like Journalism. or Failing ability of selecting Journalists,teachers with English at PG level may be considered.
	ATR	Translation English / Hindi	University Teachers of English / Hindi having experience in Teaching translation courses; or People involved in organizations doing or publishing translations; or Noted freelance translators. These people should have meritorious publications to their credit.	A Certificate/ Diploma in Transla- tion or in Applied liguistics would be desirable qualifications.

1.	2.	3.	4.	5.
	ΑΜΚ	Marketing	Eligibility Criteria applied for selection of Management Programmes course MS-6 may be applied for AMK-1 also; or	
			M.Com., with Marketing Specialization; or	
			Those who are teaching Marketing to B.Com / M.Com.students.	
	AED	Export Procedures & Documentation.	Eligibility Criteria applied for MS-6 Counsellors may be applied for AED-1.	
			M.Com., with Marketing or International Marketing; or	
			Those who are teaching Marketing / International Marketing to B.Com / M.Com students.	
	ΑΟΜ	Office Organization & Management	MBA Counsellors can be considered for AOM courses having specialization in the relevant area.	
	ΑΜΤ	Teaching of Primary School Mathematics	Teacher – Educator from Teachers Training Institutes viz., DIETS, SCERTs., or RCEs., with Mathematics background. Also those teachers/Educators working in Voluntary organizations who are involved in innovations in primary level teaching of Mathematics.	
	ACS	Consumer Studies	Lecturer / Reader / Professor in Political Science / Economics / Commerce with interest in Consumer Studies.	
	ASP	Secretarial Practice	Master's Degree in Commerce from recognized University or C.A. or ICWA or ICSI. However, persons with Master's in Economics can also be considered for ECO-6, (Economic Theory), ECO-7 (Elements of Statistics) and ECO-9 (Money Banking and Financial institutes).	
	AEC	Environmental Chemistry	Same as for B.Sc. (Chemistry) elective courses.	
	CTE – 3	Teaching Strategies		
	CTE – 4	Teaching English – Elementary School	Same as CTE	
	CTE – 5	Teaching English – Secondary School		

1.	2.	3.	4.	5.
	APM-1	Integrated Pest Management	Post Graduate or Doctorate in Zoology (with specialization in Entomology), Agriculture, Plant Pathology.	
	AOR-01	Operational Research		
	AST-01	Statistical Techniques		
5.2	BCA	Bachelor in Computer Applications	M.Tech / Ph.D. in Computer Science; or B.E., / B.Tech / M.Sc. in Computer Science / Information Technology with at least ONE year of teaching industrial experience ; or MCA with at least one year of teaching / industrial experience; or BCA with at least THREE years of teaching / industrial experience <u>For CS-610</u> – M.A. or Ph.D., in English with	
			least ONE year of teaching experience. <u>For CS-60</u> – M.Sc., / M.A. in Mathematics with least ONE year of teaching experience.	
5.3	BTS	Bachelor in Tourism Studies		
	TS – 1	Foundation Course in Tourism	Teachers involved in teaching of Tourism in well established institutions, colleges, universities; or	
	TS – 2	Tourism Develop- ment : Products, Operations & Case Studies.	College, University teachers teaching History, Sociology & Economics with some work in the areas listed under the courses and some interest in Tourism; or	
			Professional at officer level in various recognized and reputed tourist and travel departments, organizations who possess at least a graduate degree.	
	TS – 3	Management in Tourism:	The criteria applicable for the selection of Academic Counsellors of Management Programme and B.Com., are applicable for selection of counsellors suitable for this course. Persons having Master's Degree in Management and applied discipline and having a minimum of 5 years experience of teaching PG classes or 5 years of professional experience (after acquiring Professional /Master's Degree)	

1.	2.	3.	4.	5.
	BTS			
	TS – 4 & PTS – 4	Indian Culture : Perspective for Tourism & Project	Academic Counsellors appointed of History Elective Courses EHI-2, 3 & 4 can be appointed for this course.	
	TS – 5	Ecology, Environ- ment & Tourism	M.Sc. in Botany/Zoology/Life Science / Environmental Science with 3 years of teaching experience at under graduate level.	
	PTS – 5	Project : Ecology, Environ- ment & Tourism	Academic Counsellors appointed for AHE- 01 Course can be appointed for this course.	
	TS – 6 & PTS – 6	Tourism Marketing Project : Tourism Marketing	The criteria applicable for appointment of Counsellors for MS-65 (Marketing) and B.Com, are applicable for selection of Counsellors for this course. (See eligibility criteria of the MBA programme and B.Com., Programme)	
	BTS	FOUNDATION COURSES & APPLICATION ORIENTED COURSES IN BDP ARE RAMAIN IN BTS (Applicable courses)	Same as BDP	
5.4	B.Sc.	Bachelor of Science		
	PHE – 1 to 16	Physics	Lecturers / Readers / Professors teaching at undergraduate / Post graduate level with	
	CHE – 1 to 12 LSE – 1 to 14	Chemistry Life Sciences	the relevant discipline viz., Physics, Chemistry, Life Sciences and Mathematics, as well as retired academics of the above	
	MTE - 1 to 14	Mathematics	disciplines.	
5.5	BLISC	Bachelor of Library & Information Sciences	Master's Degree in Library and Information Sciences. Senior Library Staff of Research Institutions, University or other large organizations holding Master's Degree in Library & Information Sciences. PRACTICAL : Persons should have been well trained in Library & Information Sciences for a consi- derable period of time in developing library applications.	Preference should be given to the persons having teaching experience.

1.	2.	3.	4.	5.
5.6	B.Sc.(Nursing)	Bachelor of Science in Nursing	For Clinical Supervisor / Academic Counsellor: Master's in Nursing with Specialisation in respective areas or B.Sc.(N) with 3 years experience as Clinical Instructor in respective area.	
	BNS-101 BNSL-101	Nursing Foundation	Academic Counsellor should be Master's in Nursing with specialization in respective area; and/or B.Sc. (N) with THREE years experience as clinical instructor in respective area. Clinical Supervisors should be Master's in Nursing with specialization in the respective area. B.Sc.(N) with THREE years experience in clinical field in respective area.	
	BNS - 102 BNSL –102	Applied Sciences (Bio-Physics, Bio- Chemistry Microbiology, Nutrition & Dietetics)	A person with specialization in the respective area. A person with specialization in the respective area.	
	BNS – 103 BNSL – 103	Maternal Nursing	A person with specialization in the respective area.	
	BNS – 104	Communicative English	Teacher persons with Master's in English (as for BDP)	
	BNS – 105 BNSL – 105	Behavioural Sciences	A person with specialization in the area of sociology General, Psychology, Educa- tional Psychology and Economics.	
	BNS – 106 BNSL – 106	Medical Surgical Nursing	A person with specialization in the respective area.	
	BNS – 107 BNSL – 107	Peadiatric Nursing	A person with specialization in the respective area.	

1.	2.	3.	4.	5.
	BNS – 108 BNSL – 108	Mental Health Nursing	A person with specialization in the respective area.	
	BNS – 109 BNSL – 109	Community Health Nursing	A person with specialization in the respective area.	
	BNS – 110 BNSL – 110	Nursing Administration	Master's in Nursing with experience in Nursing Education / Research / Administration.	
	BNS – 111 BNSL – 111	Nursing Education & Research	Master's in Nursing with experience in Nursing Education / Research / Administration.	
	BNSL – 112	Computer in Nursing	A person with specialization in the respective area.	
5.7	B.Ed.	Bachelor of Education	M.Ed., with TWO years of teaching experience.	
5.8	BSW	Bachelor of Social Work	BSWE-001, BSWE-002, BSWE-003 :Master's in Social Work (MSW or M.A. SocialWork) or M.A. in Psychology can beappointed.BSWE-004 - MSW/MA in Social Work orPsychology, MBBS, MS, MD and M.A. inHospital Administration.BSWE-005 - MSW/MA in Social Work orPsychology, MBBS, MS, MD.BSWE-006 - MSW/MA in Social Work orPsychology, MBBS, MS, MD.BSWE-006 - MSW/MA in Social Work orPsychology, MBBS, MS, MD.Administration and Master in Journalismand Mass Communication.	BSWE-001, BSWE- 002, BSWE-003 : Preference will be given for MSW or MA in Social Work.
5.9	BTCM	Bachelor of Construction Management		
5.10	BTWRE	Bachelor of Water ResourceEngg.		

6. MASTER'S DEGREE PROGRAMMES

SL.NO.	PROGRAMME/	PROGRAMME /	QUALIFICATIONS	
	COURSE CODE	COURSE TITLE	Essential	Desirable
1.	2.	3.	4.	5.
6.1	MBA	Master of Business Administration	Persons having Master's Degree in Management and allied discipline and having a minimum of 5 years experience of teaching PG classes or 5 years of professional experience (after acquiring professional / Master's Degree).	
			NOTE: In case bio-data of a proposed Counsellor without having experience of teaching PG classes is sent justification by Coordinator / RD should be sent along with the Bio-data.	
6.2	MBF	Master of Business Administration (Banking & Finance)	Persons having Master's Degree in Management and allied discipline and having a minimum of 5 years experience of teaching PG classes or 5 years of professional experience (after acquiring professional / Master's Degree).	
			NOTE: In case bio-data of a proposed Counsellor without having experience of teaching PG classes is sent justification by Coordinator / RD should be sent along with the Bio-data.	
6.3	MLISC	Master's Degree in Library & Information Sciences	Persons should have basic Qualification of MLISc., or Associateship in Information Science from INSDOC or DRTC.	
			ESSENTIAL : Minimum TWO years experience of teaching at graduate (BLIS) or post graduate (MLISc) level.	
6.4	MEG	Master of Arts (English)	Academic Counsellors should be Ph.D., in English with PG teaching experience of TWO years. ESSENTIAL : M.A., / Ph.D. in linguistics is a must for MEG – 4 and for literature courses.	

1.	2.	3.	4.	5.
6.5	MCA MCS- 011, 012, 014, 021, 023, 024, 031, 032, 034 041, 042, 043 051, 052, 053 MCSE - 001 to 012	Master of Computer Applications	 Ph.D., in Computer Science / M.Tech., (Computer Science / IT) / MS (Computer Science / IT / Software Systems) / M.Phil., (Computers) OR B.Tech., (Computer Science/IT) / B.E., (Computer Science/IT)/MCA/M.Sc. (Computer Science/IT) with atleast TWO years of experience in Teaching/ Industry. 	
	MCSL - 016 MCSL - 017 MCSL - 025 MCSL - 036 MCSL - 045 MCSL - 054		 Ph.D., in Computer Science / M.Tech., (Computer Science / IT) / MS (Computer Science / IT / Software Systems) / M.Phil., (Computers) OR B.Tech., (Computer Science/IT) / B.E., (Computer Science/IT)/MCA/M.Sc. (Computer Science/IT) with atleast TWO years of experience working with the software related to the lab course. 	
	MCS – 013 & MCS – 033		M.Sc. (Maths) or above with atleast 2 years of teaching experience	
	MCS – 035		MBA (Finance) / M.Com., or above with at least TWO years of experience in teaching at Postgraduate level and knowledge in accounting software packages.	
	MCS – 015		MA (English) or above with at least TWO years of experience in teaching preferably in Linguistics / ELT.	
6.6	MHD	Master of Arts (Hindi)	Ph.D., in Hindi with PG teaching experience of TWO years.	

1.	2.	3.	4.	5.
6.7	MTM	Master of Arts (Tourism Management)		
6.8	M.COM.	Master of Commerce	Ph.D., in Commerce with TWO years of teaching experience.	
6.9	MPS	Master of Arts (Political Science)	Ph.D., in Political Science with PG teaching experience of TWO years; or M.A. with FIVE years of teaching experience.	
6.10	MPA	Master of Arts (Public Admn.)	Master's in Public Administration or Political Science or Economics.	
6.11	MSO	Master of Arts (Sociology)	P.G. Degree in Sociology / Social Anthropology / Social Work / Social Psychology with TWO years of teaching experience; or PG Degree in other Social Sciences with THREE years of teaching experience in Sociology.	
6.12	MEC	Master of Arts (Economics)	Ph.D., in Economics with PG teaching experience of TWO years.	
6.13	MARD	Master of Arts (Rural Development)	M.A., in Rural Development with undergraduate / Post Graduate teaching experience of TWO years.	
6.14	M.Sc. (DFSM)	Masters of Science in Dietetics and Food Service Management	MBBS, M.D. (Physiology) OR M.Sc.Ph.D. (Biochemistry) (Microbiology) (Foods and nutrition / Dietetis and Institutional Food Service Administration) (Biostatistics) (Food Science & Technology) OR M.Sc. (Biochemistry) (Microbiology) (Foods and nutrition / Dietetis and Institutional Food Service Administration) (Biostatistics) (Food Science & Technology) (Computer Science) (Computer Applications)	
6.15	МАН	Master of Arts (History)	Master's in History or Economics.	