



தமிழ்நாடு திறந்தநிலைப் பல்கலைக்கழகம்

TAMIL NADU OPEN UNIVERSITY

577 ANNASALAI, SAIDAPET, CHENNAI – 600 015

PH: 044-24306661, 24306662.

EXAMINATION APPLICATION/தேர்வு விண்ணப்பம்

Last Date:

Without Fine : 10.04.2017

With Fine Rs.300/- : 14.04.2017

Applications received after this last date will not be accepted

1) Enrollment Number :	2) Name of the Student :
3) Examination City (Refer the Instructions to the Students):	4) Programme Name with Discipline/Specialization:
	5) Month/Year : APRIL 2017
6) Address:	7) Contact Number :
	8) Student E-Mail ID :

8) Course Code for which the Student is now appearing (Refer Prospectus/Time Table)

Total No. of Courses Appearing

9) Details of Core Banking Challan / Demand Draft

10) Fee Payment Particulars (Please refer instructions to Students)

Journal / DD No. _____	Details	Total Courses	Fee per Course	Total Fees (₹)
Date _____	a) Total No. of Courses appearing			
Amount ₹. _____	b) Total No. of Practical / Project appearing now			
Name of the Bank _____	c) Cost of Application			20
For office use only	d) Cost of Statement of Marks			100
	e) Examination Centre Fee			150
	f) Provisional Certificate (For Final Year Students only)		150	
	g) Consolidated Mark Statement (For Final Year Students only)		500	
	h) Late Fee, If applied, after the last date (Within 5 days from the last date)		300	
Station: _____	Total Amount			
Date: _____	Signature of the Applicant			

For Time Table and Instructions

Please refer the TNOU Website www.tnou.ac.in or Contact the respective Study Centre or the University

INSTRUCTIONS TO THE STUDENTS

1. Before submitting the Application Form, the Students are advised to satisfy themselves that the eligibility conditions that are laid down by the University to appear for the Examination are fulfilled.
2. Change of Examination Centre will not be entertained under any circumstances.
3. Filled in Application should be submitted to the Controller of Examinations, Tamil Nadu Open University, #577 Annasalai, Saidapet, Chennai-600015, with necessary Fee before the Last Date as prescribed by the University.
4. **Students who are studying in the Final Semester/Final Year should compulsorily pay the Fee for Provisional Certificate and Consolidated Mark Statement.**
5. Those Students who have not paid the Tuition Fees to TNOU for Re-Registration of their Second/Third Year should pay the prescribed Tuition Fees immediately; otherwise the Students will not be permitted to write the Term End Examination. Please refer the prospectus for Tuition Fees details or contact Admission Section over phone (044-24306663/64) or in person.
6. The Name of the Examination Centre will be informed to the Students through Hall-Ticket. The Students can also view and take the Print Out of Hall-Ticket 3 days before the commencement of Exam in Tamil Nadu Open University websites www.tnou.ac.in & www.tnouhallticket.in
7. **The Student of First appearance should pay Examination Fees for all the courses for the particular Semester/Year irrespective of Number of Papers, the individual appearing for.**
8. Students are advised to keep the Photo copies of the Examination Application and Demand Draft/Challan before dispatching to University for future reference.
9. The Students have to submit all the required Assignments to the concerned Study Centre well before the Examination.
10. Any Application not accompanied with the prescribed Fee shall not be entertained.
11. The Students are advised to calculate the Examination Fees correctly from the Fee Table given below and remit the Fees through **State Bank of India core banking Challan A/c No.30843228843 (OR) Indian Bank core banking Challan A/c No.6051265828 (OR) Demand Draft drawn** in favour of '**Tamil Nadu Open University**', payable at **Chennai**.

Examination Fee details

Sl. No	Fee Particulars	B.Sc. Catering and Hotel Administration Programme (₹.)
1.	Each Written Paper	75
2.	Per Practical Exam	150
3.	Submission of Project/ Dissertation	125
4.	Cost of Application	20
5.	Mark Statement	100
6.	Centre Fee	150
7.	Provisional Certificate	150
8.	Consolidated Mark Statement	500
9.	Late Fee	300

Controller of Examinations (FAC)

TAMIL NADU OPEN UNIVERSITY

Term End Examination Time Table for B.Sc. Catering and Hotel Administration Programme - April 2017

Time: Fore Noon (F/N): 10:00 a.m - 01:00 p.m
After Noon (A/N): 02:00 p.m - 05:00 p.m

Dual Mode Programme First Year			
Date	Session	Course Code	Course Title
28.04.2017	F/N	BHA-110	Foundation Course in Tourism-I
29.04.2017	F/N	BHA-111	Foundation Course in Tourism-II

Dual Mode Programme Second Year			
Date	Session	Course Code	Course Title
28.04.2017	A/N	BHA-210	Management in Tourism
29.04.2017	A/N	BHA-211	Food Safety and Quality

Dual Mode Programme Third Year			
Date	Session	Course Code	Course Title
30.04.2017	F/N	BHA-311	Financial Management
02.05.2017	F/N	BHA-312	Strategic Management

First Year – Off Campus Programme			
Date	Session	Course Code	Course Title
28.04.2017	F/N	BHA-110	Foundation Course in Tourism-I
29.04.2017	F/N	BHA-111	Foundation Course in Tourism-II
03.05.2017	F/N	BHA-101	Basic Culinary Arts
04.05.2017	F/N	BHA-102	Basic Food & Beverage Service
05.05.2017	F/N	BHA-103	Basic Accommodation Operation
06.05.2017	F/N	BHA-104	Basic Front Office Operation
07.05.2017	F/N	BHA-105	Basic Financial Accounting & Costing
08.05.2017	F/N	BHA-106	Food Science & Nutrition
09.05.2017	F/N	BHA-107	Basics of Computers

Second Year – Off Campus Programme			
Date	Session	Course Code	Course Title
28.04.2017	A/N	BHA-210	Management in Tourism
29.04.2017	A/N	BHA-211	Food Safety and Quality
03.05.2017	A/N	BHA-201	Quantity Food Production
04.05.2017	A/N	BHA-202	Beverage Service
05.05.2017	A/N	BHA-203	Advanced Accommodation Operation
06.05.2017	A/N	BHA-204	Front Office Operation
07.05.2017	A/N	BHA-205	Accountancy
08.05.2017	A/N	BHA-206	Principles of Management
09.05.2017	A/N	BHA-207	Computers Application

Third Year – Off Campus Programme			
Date	Session	Course Code	Course Title
30.04.2017	F/N	BHA-311	Financial Management
02.05.2017	F/N	BHA-312	Strategic Management
10.05.2017	F/N	BHA-301	Advanced Culinary Arts
11.05.2017	F/N	BHA-302	Advanced Food and Beverage Service & Controls
12.05.2017	F/N	BHA-303	Accommodation Management
13.05.2017	F/N	BHA-304	Front Office Management
14.05.2017	F/N	BHA-305	Human Resource Management
15.05.2017	F/N	BHA-306	Management Information System
16.05.2017	F/N	BHA-307	Hotel Law
17.05.2017	F/N	BHA-308	Travel & Tourism
18.05.2017	F/N	BHA-309	Elective: Gardemanger / Bar Management / Interior Decoration.
		BHA-310	Project Work.

Diploma in Food Production – Off Campus Programme			
Date	Session	Course Code	Course Title
28.04.2017	F/N	DFP-01	Food Production
29.04.2017	F/N	DFP-02	Larder
30.04.2017	F/N	DFP-03	Hygiene and Food Science

Diploma in Bakery and Confectionary – Off Campus Programme			
Date	Session	Course Code	Course Title
28.04.2017	F/N	DBC-01	Bakery
29.04.2017	F/N	DBC-02	Confectionary
30.04.2017	F/N	DBC-03	Bakery Hygiene and Work Safety

Diploma in Food and Beverage Service – Off Campus Programme			
Date	Session	Course Code	Course Title
28.04.2017	F/N	DFS-01	Food Service
29.04.2017	F/N	DFS-02	Beverage Service
30.04.2017	F/N	DFS-03	Restaurant Hygiene and Work Safety



TAMIL NADU OPEN UNIVERSITY

577, Anna Salai, Saidapet, Chennai-600 015

Phone: 044-24306661/662/660

TERM END EXAMINATIONS - APRIL 2017 INSTRUCTIONS TO THE STUDENTS (To be retained by the Students)

The Examination Application Form for the registration of Term End Examinations, April 2017 is available in the TNOU website. www.tnou.ac.in. The Applications shall be sent along with the prescribed Fee as detailed below:

1. Those Students who have not paid their Tuition Fees to TNOU for Re-Registration of their Second Year/Third Year/Semester should pay the prescribed Tuition Fees immediately, otherwise the students will not be permitted to write the Term End Examination. Such candidates will not receive their Hall-Tickets.
2. Examination Fees, Mark Statement Fee, Provisional Certificate Fee, Consolidated Fee etc., should be paid through State Bank of India Core Banking Challan A/C No.30843228843 (OR) Indian Bank Core Banking Challan A/C No.6051265828 (OR) through Demand Draft in favour of 'Tamil Nadu Open University', payable at Chennai. The Fees once paid, under any circumstances, will neither be refunded nor carried over for the subsequent Examination. Also excess Fees paid if any will not be refunded under any circumstances.
3. The filled in Examination Application together with the Core Banking Challan (TNOU Copy)/ DD to be sent to The Controller of Examinations, Tamil Nadu Open University, 577 Anna Salai, Saidapet, Chennai-600015.
4. The last date for receipt of filled in Application Form along with Examination Fees is 10.04.2017.
The last date for receipt of filled in Application Form along with late fee of ₹.300/- is 14.04.2017.
5. Late Application with Late Fee of ₹.300/- will be received by the office of the Controller of Examinations at the Student's own risk. Students should stick on to the last date mentioned in the communication for submission of Examination Application Form and University will not process the Late Applications.
6. Students are instructed to download the Hall-Tickets from the University websites www.tnou.ac.in & www.tnouhallticket.in Students may also collect their Hall-Tickets from their respective study centers.
7. **At the first appearance, the Student should pay the Examination Fees for all the courses of the concerned Year/Semester.**
8. Students should write their **Name and Enrollment Number in the core banking Challan. Examination fees should be paid separately and should not be paid along with Tuition Fees.**
9. Students should pay relevant fee for Theory Examination.
10. **Combined Demand Drafts will not be accepted. Every application should be sent along with individual Challan.**
11. Details regarding the Payment Of Examination Fees:

Sl. No	Fee Particulars	B.Sc. Catering and Hotel Administration Programme (₹.)
1.	Each Written Paper	75
2.	Per Practical Exam	150
3.	Submission of Project/ Dissertation	125
4.	Cost of Application	20
5.	Mark Statement	100
6.	Centre Fee	150
7.	Provisional Certificate	150
8.	Consolidated Mark Statement	500
9.	Late Fee	300

12. Students should not send more than one Examination Application Form.
13. All Diploma and Final Year students of UG should necessarily pay the fees prescribed for the Provisional Certificate and Consolidated Mark Statement along with Examination Fees.
14. **Identity Card** issued by the Tamil Nadu Open University must be produced at the time of Examination.
15. **Students are advised to keep Xerox Copy of the filled-in Application Form and challan (Student Copy) for verification.**
16. For any clarification regarding Examinations, Statement of Marks, Revaluation, Re-totaling, Provisional Certificate, Consolidated Mark Statement students are advised to write only to **the Controller of Examinations**. Students are requested to write their full name along with **Enrolment Number and Address with Phone Number in all correspondences**.
17. All communications relating to dispatch of Mark Sheet, Provisional Certificate and Consolidated Mark Statement etc., will be sent to the address given at the time of Admission with due changes, if any, from the Student.
18. The Address of the Examination Center (Venue) will be intimated to the student in the Hall-Ticket. Also the students can view and download the Hall-Ticket from University websites www.tnou.ac.in and www.tnouhallticket.in.
19. The Students who are not eligible to write the Examinations, before the completion of year of study, should not write the Examination for those ineligible subjects. Results will not be published even if they appear for the Examination inadvertently. In such cases, **the University will not be held responsible**.
20. Discrepancy if any found in the Hall-Ticket regarding Subject Code, Centre Name, Enrollment Number etc. for Current Exam should be brought immediately to the notice of the Controller of Examinations, Tamil Nadu Open University for necessary action. For details Contact: 044-24306661/662.

21. List of Examination City:

Chennai
Cuddalore
Madurai
Thanjavur
Vellore

22. Any queries on Publication of Results or any discrepancy found in the Statement of Marks for Current Exam should be brought to the notice of the Controller of Examinations, TNOU within Six Months time from the Date of Publication of Results. No queries will be entertained after the stipulated period under any circumstances
23. Mobile Phones are not permitted inside the Exam Hall.
24. The University shall have the right to cancel or modify any of the instructions stated in this form and such decision shall be binding on all the students appearing for the University Examination.

Controller of Examinations (FAC)