

Yashwantrao Chavan Maharashtra Open University

Dnyangangotri, Near Gangapur Dam, Goverdhan, NASHIK – 422 222

School Of Computer Science (0253) 2230717

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School of Computer Science

Study Centre Renewal Extension Information Booklet (for Computer Programmes) – January 2021

This process is applicable to the Study Centres who have not renewed the Study Centre during last few years and do not possess the last years (2020-21) renewal letter/ renewal extension letter

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School of Computer Science	Student Services Division
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Shri Madhav V. Palshikar	Mrs. Shubhangi N. Patil
Ms. Monali Borade	

1.0 About the University

Maharashtra has a long and rich tradition of educational reforms. Mahatma Jyotiba Phule, Dr. Panjabrao Deshmukh, Dr. Babasaheb Ambedkar, Bhaurao Patil, Swami Ramanand Teerth and other great thinkers and reformers have contributed to educational philosophy and movement in the state. It was therefore appropriate that the state realized the need of an Open University; The University was established on 1st July, 1989 through Act XX of 1989 of the Maharashtra State Legislature, justly named after Yashwantrao Chavan, Maharashtra's great political leader and builder of modern Maharashtra.

Due to statutory powers conferred by an Act XX (1989) of Maharashtra State legislature and the recognition by the 'University Grants Commission of India', this university is fully empowered to award various academic certifications like certificates, diplomas, and graduate, post-graduate, doctoral degrees. This university also takes all precautions, at all programme stages from 'Curriculum Design' to 'Examination', to ensure that the standards and quality of education and examinations are preserved. **The Degrees / Diploma / Certificates awarded by the Open Universities in conformity with the UGC notification on Specification of Degrees are equivalent to the corresponding awards of the traditional Universities in the country.**

All the degree and post-graduate degree programmes are duly recognized and approved by the 'University Grant Commission (UGC)'. Hence, these programmes are equivalent to the respective programmes offered by any other statutory university in India, for the purpose of employment, promotion and further education. In this respect, the status of this university is at par with all other statutory universities of India.

One of the major goals of the University is to create, preserve and disseminate knowledge to its learners and the masses and thus become a 'Mass-Varsity'. The emphasis, throughout, is on developing educational programmes which qualify a person to get a better job, to start earning on his own or help a working person to improve his career. The University offers offline academic programmes.

The YCMOU has its headquarters at Nashik and provides support to its learners through Study Centres, which are spread all over the State of Maharashtra.

Technology based education of YCMOU provides the following benefits:

- It is cost effective.
- It has outreach to the masses.
- It is flexible: 'learn anywhere and anytime and as per your pace and style of learning'.

In recognition of its achievements, the university has also been conferred with the "Award of Institutional Excellence" in Distance Education from the Commonwealth of Learning, Canada.

Vision:

To become a **Mass Varsity**

Mission:

Through our technical, vocational, professional and liberal education programmes, application of modern communication technologies and adoption of the distance education methodology, we strive towards developing an **Innovative, Flexible and Open system of education.**

2.0 About the School of Computer Science

The School of Computer Science is one of the eight schools of studies located at the headquarters of the university. The school works in a rather young discipline of Computer Science: the science of solving problems with the aid of a computer. Many of the real life problems require knowledge and skills from many domains like mathematics, physics, biology, psychology, mechanical and electronics engineering. Computer Science encompasses the methodology, the tools and techniques, and the

theory of how information is derived, stored, manipulated, and communicated. Due to its major role in our world, Computer Science has become an extremely exciting field of study.
The faculty of the school is at the forefront of these new technologies with interest and expertise in a number of areas. The faculty applies its knowledge and expertise in developing relevant and career oriented computer programmes. The school has till date developed the certificate, diploma, UG, PG and research level programmes.

3.0 School Vision

The School Of Computer Science strives for academic excellence and aspires to be a premier computer teaching and research institution in the world. The school is committed to providing affordable and quality computer programmes that empower learners with computing skills needed in their world of work. The school also endeavors to provide opportunities of higher studies and research to its learners.

4.0 School Mission

The mission of this school is

- To use pedagogical, technological and managerial tools to develop computer programmes and offer them through blended mode of education.
- To update the course from time to time so as to keep them relevant and consistent with the changing environment.
- To offer academic and learner services with the help of ICT.
- To create strong research centre and establish linkages with other institutions so as to provide opportunities for higher studies for its learners.

5.0 Quality Framework

To promote excellence, the school has evolved its quality policy and continues to build on its areas of strength as well as pursue areas of potential and need. Academic quality is sustained and enhanced by a vigorous programme of continuous improvement through evaluation and transformation of computer programmes. Efforts are taken to make the computer programmes effective and useful for learning, discovery of knowledge and community service. The school operates to increase the quality of support services through Learner Relationship Management, Study Centre Management and Learning Content Management.

6.0 Academic year and semester system

A semester system has been adopted by the YCMOU for the computer programmes. An academic year consists of two semesters of 6 months duration.

7.0 Duration of programmes

The certificate level programmes normally are of 6 months duration and the diploma level programmes normally are of 12 months duration. The degree and PG degree (MCA) programme has duration of 3 years.

8.0 Language of Instruction

Textbooks and workbooks of computer programmes are written in English. Examination will also be conducted in English. However, your co-ordinator, instructor or counsellor may use both English and Marathi language to help you understand the subject well.

9.0 Programmes offered by School of Computer Science

University offers Certificate programmes, Diploma programmes, UG and PG Degree programmes.

No.	Programme Code	Name of the Programme
1)	D101	Certificate in Computer Fundamentals
	D102	Certificate in Office Tools
	D103	Certificate in Visual Basic
	D104	Certificate in Computerized Financial Accounting
	D105	Certificate in Programming Expertise in C
	D106	Certificate in Data Structures using C
	D107	Certificate in OOPs and C++
	D110	Certificate in Enterprise Solutions Using J2EE
	D125	Certificate in Mathematics
2)	P131	Bachelor of Computer Applications (BCA)
3)	P144	Master of Computer Applications (MCA)
4)	P141	Diploma in Industrial Science

10.0 Salient features of the programmes

- Job oriented Certificate and Diploma programmes
- Career oriented Degree programmes
- Online Registration
- Courseware for every learner

11.0 Study Material

- Text Books for theory component of the courses
- Lab manuals/workbooks for practical components of the courses

12.0 Teaching Learning Process

After enrolling to the academic programme, the next step the learner has to take is to read the textbooks, attend the counselling sessions and carry out practical at the Study Centre. Thus, the three important components of the study are: **Self Study**, **Counselling** and **Practical**

- **Self-study:** This University follows blended mode of education. Learner is provided with a self-instructional print material. The print material consists of individualized or self-paced learning textbooks. These books consist of study units. Each unit treats a specific topic in detail. The important feature of open learning is that one can study these books at any time and at any place most convenient to the learner. The books contain variety of learning aids to ease the study and make it effective and enjoyable. Self-study plays an important role in blended learning. Therefore the Study Centre is expected to motivate the learner to do self-study.
- **Counselling:** The purpose of counseling is to help the learners' in their study. Counselling at Study Centre offers the opportunity to discuss anything relating to the academic and/or administrative matter and to solve the difficulties faced by learner. Counselling sessions are expected to be interactive in nature involving active participation by the learners. A specified number of counselling sessions are expected to be arranged by the Study Centres. The Study Centre is expected to provide friendly, accessible and useful services in this regard. Our approach is to enable learner to take responsibility, be aware of how the outside world affects him and know the implications of any new decisions that he may take.
- **Practicals**: Programmes of School of Computer Science entails intensive practical work as an essential part, practical facilities have been provided at the Study Centres throughout the state. Learner is expected to go to his Study Centre to do practical. The Study Centre is expected to coordinate with the learner and counselor and then decide the time table as per their convenience. It is the learner's responsibility to ensure proper utilization of the given practical time at the Study Centre. Course Counsellor at the Study Centre is expected to solve learner's problems.

13.0 Educational network for Programme Delivery

Keeping in line with its vision of taking education to every home, the University takes care to provide its academic programmes to the learners located in different parts of the Maharashtra. The University is not merely an examining body. It takes full responsibility for the entire teaching learning activity and evaluation of learners.

The instructional package consists of the following components:

- Study material developed by experts using instructional technology.
- Good quality instructional text adopted from the market.
- Multimedia based eLearning material.
- Face-to-face counselling sessions organized at the Study Centres.
- Practical component handled at the Study Centre.

- **Regional Centre:** With a view to ensure effective delivery mechanism, the operations of the University were decentralized. University has established 08 Regional Centres at the following places: Amravati, Aurangabad, Mumbai, Nagpur, Nashik, Nanded, Pune and Kolhapur. The Regional Director heads each Regional Centre. The Regional Centre serves a vital link between the Headquarters and Study Centres.
- **Study Centre:** The Study Centre is college/institute recognized by YCMOU. The Study Centre Coordinator is expected to look after all the academic as well as administrative activities of the Study Centre and act according to the circulars given by the university.

  The YCMOU Study Centres is expected to perform the following important functions:
  - Promotion of Programmes
  - Pre-admission counseling
  - Facilitate during the Admission Process
    - Checking eligibility of the Students
    - Download the information of YCMOU programmes and make it available to the learners.
    - Distribute the soft copy of the Prospectus to the learner and help the learner to fill the online admission form.
  - Study Material Distribution to learner
  - Arrange and conduct Contact Sessions (Counselling and Practical Sessions).
  - Inform the learner about the University notices, circulars, schedules, etc through notice board, email etc.
  - Participate and support Examination and Evaluation activities
    - Preserve and upload the learners' Examination data on university portal as per University guidelines.
  - Supporting the willing learners till the completion of their programmes.
  - Record keeping of all of the above.

14.0 Programmes Structure

Master of Computer Applications Code: P144

Course Code	Course Name	Theory/ Practical/ Project	Credit Points	Assessment Type	Passing Marks
		Semester 1			
MCA011	Problem Solving and Programming	Theory	3	CA(20) + EE(32/80)	40/100
MCA012	Computer Organization and Assembly language Programming	Theory	4	CA(20) + EE(32/80)	40/100
MCA013	Discrete Mathematics	Theory	2	CA(10) + EE(16/40)	20/50
MCA014	Systems Analysis and Design	Theory	3	CA(20) + EE(32/80)	40/100
MCA015	Communication Skills	Theory	2	CA(10) + EE(16/40)	20/50
MCAL016	Lab: Internet Concepts and Web Design	Practical	2	EE(20/50)	20/50
MCAL017	Lab: C and Assembly Language Programming	Practical	2	EE(20/50)	20/50
Total			**18**		**200/500**
		Semester 2			
MCA021	Data and File Structures	Theory	4	CA(20) + EE(32/80)	40/100
MCA022	Operating System Concepts and Networking Management	Theory	4	CA(20) + EE(32/80)	40/100
MCA023	Introduction to Database Management Systems	Theory	3	CA(20) + EE(32/80)	40/100
MCA024	Object Oriented Technologies and Java Programming	Theory	3	CA(20) + EE(32/80)	40/100
MCAL025	Lab: (based on MCA021, MCA022, MCA023 & MCA024)	Practical	4	EE(40/100)	40/100
Total			**18**		**200/500**
		Semester 3			
MCA031	Design and Analysis of Algorithms	Theory	4	CA(20) + EE(32/80)	40/100
MCA032	Object Oriented Analysis and Design	Theory	3	CA(20) + EE(32/80)	40/100
MCA033	Advanced Discrete Mathematics	Theory	2	CA(10) + EE(16/40)	20/50
MCA034	Software Engineering	Theory	3	CA(20) + EE(32/80)	40/100
MCA035	Accountancy and Financial Management	Theory	3	CA(20) + EE(32/80)	40/100
MCAL036	Lab: (based on MCA032, MCA034 and MCA035)	Practical	3	EE(40/100)	40/100
Total			**18**		**220/550**
		Semester 4			
MCA041	Operating Systems	Theory	4	CA(20) + EE(32/80)	40/100
MCA042	Data Communication and Computer Networks	Theory	4	CA(20) + EE(32/80)	40/100
MCA043	Advanced Database Management Systems	Theory	4	CA(20) + EE(32/80)	40/100
MCA044	Mini Project	Practical	4	EE(40/100)	40/100
MCAL045	Lab: (UNIX & Oracle)	Practical	2	EE(20/50)	20/50
Total			**18**		**180/450**
		Semester 5			
MCA051	Advanced Internet Technologies	Theory	3	CA(20) + EE(32/80)	40/100
MCA052	Principles of Management and Information Systems	Theory	2	CA(10) + EE(16/40)	20/50
MCA053	Computer Graphics and Multimedia	Theory	4	CA(20) + EE(32/80)	40/100
MCAL054	Lab: (based on MCA051 &MCA053)	Practical	2	EE(20/50)	20/50
MCAE003	Artificial Intelligence and Knowledge Management	Theory	3	CA(20) + EE(32/80)	40/100
MCAE004	Numerical and Statistical Computing	Theory	3	CA(20) + EE(32/80)	40/100
MCAE011	Parallel Computing	Theory	3	CA(20) + EE(32/80)	40/100
Total			**20**		**240/600**
		Semester 6			
MCAP060	Project	Project	16	EE(80/200)	**80/200**
Total			**16**		**80/200**

B.C.A. (Bachelor of Computer Applications) (2016 pattern) Code: P131

Course Code	Course Name	Theory/ Practical/ Project	Contact (HRS)	Credit Points	Assessment Type	Passing Marks
Semester 1						
AEC001	English Communication	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP501	Mathematics	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP502	Problem Solving using Computers	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP503	Programming using C++	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP701	Lab: Mathematics	Practical	30	2	EE(20/50)	20/50
CMP702	Lab: Problem Solving using Computers	Practical	30	2	EE(20/50)	20/50
CMP703	Lab: Programming using C++	Practical	30	2	EE(20/50)	20/50
					Total	**220/550**
Semester 2						
ENV121	Environmental Studies	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP504	Statistics	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP505	Data Structure using C++	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP506	Computer Networks	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP704	Lab: Statistics	Practical	30	2	EE(20/50)	20/50
CMP705	Lab: Data Structure using C++	Practical	30	2	EE(20/50)	20/50
CMP706	Lab: Computer Networks	Practical	30	2	EE(20/50)	20/50
					Total	**220/550**
Semester 3						
ICT151	IT and E-Learning Skills	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP507	Operating System	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP508	Web Technologies	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP509	Database Management System	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP707	Lab: Operating System	Practical	30	2	EE(20/50)	20/50
CMP708	Lab: Web Technologies	Practical	30	2	EE(20/50)	20/50
CMP709	Lab: Database Management System	Practical	30	2	EE(20/50)	20/50
					Total	**220/550**
Semester 4						
OPN272	Financial and Investment Skills	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP510	Computer System Architecture	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP511	Software Engineering	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP512	JAVA	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP710	Lab: Computer System Architecture	Practical	30	2	EE(20/50)	20/50
CMP711	Lab: Software Engineering	Practical	30	2	EE(20/50)	20/50
CMP712	Lab: JAVA	Practical	30	2	EE(20/50)	20/50
					Total	**220/550**
Semester 5						
CMP332	Quantitative Aptitude	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP513	E Commerce Technologies	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP514	Advance JAVA	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP515	Linux Administration	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP713	Lab: E Commerce Technologies	Practical	30	2	EE(20/50)	20/50
CMP714	Lab: Advance JAVA	Practical	30	2	EE(20/50)	20/50
CMP715	Lab: Linux Administration	Practical	30	2	EE(20/50)	20/50
					Total	**220/550**
Semester 6						
OPN273	Personality and Career Skills	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP516	Android Programming	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP517	PHP Programming	Theory	60	4	CA(20) + EE(32/80)	40/100
CMP716	Lab: Android Programming	Practical	30	2	EE(20/50)	20/50
CMP717	Lab: PHP Programming	Practical	30	2	EE(20/50)	20/50
CMP801	Project-BCA	Project	90	6	EE(60/150)	60/150
					Total	**220/550**

15.0 Fees Structure and Sharing of Fees between YCMOU and the Study Centre

The following table shows fee distribution is given below.

No.	Programme code	Year	Name of the programme	University Programme Fees (UPF)	Study Centre Fee (SCF)	Final Total Fee
1)	D101	-	Certificate in Computer Fundamentals	1100	1500	2600
2)	D102	-	Certificate in Office Tools	1100	1500	2600
3)	D103	-	Certificate in Visual Basic	1100	1500	2600
4)	D104	-	Certificate in Computerized Financial Accounting	1100	1500	2600
5)	D105	-	Certificate in Programming Expertise in C	1100	1500	2600
6)	D106	-	Certificate in Data Structures using C	1100	1500	2600
7)	D107	-	Certificate in OOPs and C++	1100	1500	2600
8)	D110	-	Certificate in Enterprise Solutions Using J2EE	1100	2500	3600
9)	D113	-	Certificate in LINUX	1100	1500	2600
10)	D114	-	Certificate in ORACLE	1100	2500	3600
11)	D125	-	Certificate in Mathematics	1100	2500	3600
12)	P144	FY	Master of Computer Applications	10100	15000	25100
13)	P144	SY	Master of Computer Applications	10100	15000	25100
14)	P144	TY	Master of Computer Applications	10100	15000	25100
15)	P131	FY	Bachelor of Computer Applications (BCA)	7100	12000	19100
16)	P131	SY	Bachelor of Computer Applications (BCA)	9100	13000	22100
17)	P131	TY	Bachelor of Computer Applications (BCA)	6100	10000	16100

***** *University reserves right to change the fees as and when required.*

16.0 Infrastructural facility at Study Centre

All the Study Centers applying for renewal extension ensure that following infrastructural facility :

No.	Requirements for intake capacity of 60 seats	
1.	Space	Minimum Area = 2500 sq. ft. Facilities essential for • Separate room for Study Centre office is compulsory • At least 2 Lecture Halls • Computer lab(s) for at least 30 computers • Reception room and • Library
2.	Computers and other Hardware	• 30 Pentium PCs OR Laptops with minimum configuration of 2 GB RAM, 250GB HDD, CD-ROM Drive, USB Ports, and Networks Card OR Minimum 10 stand alone PC's. Rest can be Thin client/work-stations like Extenda • At least 10 PC's should support Windows 10 • 2 Printers (Laser or Inkjet) • Scanner • LAN with 100 MBPS transmission rate • Internet connection
3.	Software	• All the software required for the theory and the lab practical courses to be offered by the study centre
4.	Staff	Minimum staff includes • 1 Coordinator • 3 Full Time counsellors (Excluding Coordinator), and • 4 Visiting counsellors • 1 Lab Assistant • 1 Assistant • 1 Peon **Minimum Qualification of Coordinator:** M. Sc. (CS / IT) / MCA / MCM / B. E. (CS/ IT) / ME (CS) / MTech (Computer) / MBA/ BTech (Computer) from UGC recognized University or equivalent

		Minimum qualification of Full Time Counselor a) Post Graduate in Computer/IT from UGC recognized University which is compulsory having qualification like M Sc (CS / IT) / MCA / MCM / B. E. (CS/ IT) / ME (CS) / MTech (CS) or equivalent **Minimum qualification of Visiting Counsellor:** a) Computer Courses: Same as Full Time Counsellor OR Industry Expert in respective subjects b) Mathematics and Statistics Courses: 1 Visiting Counsellor should be MSc in Maths / Stats / any BE / BTech or higher qualification from UGC recognized University c) For remaining courses: Post Graduate in respective course (subject) **Minimum Qualification of Lab Assistant:** Diploma/Degree in Computer/ IT /Electronics/ Instrumentation / Electronics / Telecommunication / from UGC recognized University / Government Technical Board OR CISCO Certification/ MCSE Certification **Minimum Qualification of Clerk:** 12th Pass
5.	Learning Resource Centre	• LCD/Video projector • Seating capacity of the room: 15 Students • Library having at least 100 books (related to Certificate/Diploma/Degree courses) and 2 Magazines related to Computer Science

Note:

- The University will be the ultimate authority to decide whether to grant the renewal of Study Centre in consistent with YCMOU rules, regulations, policies and powers without assigning any reason and without any reimbursement for loss from YCMOU to the organization.

17.0 Renewal Extension Process

- The renewal extension process has been initiated by the University.
- The booklet (**School of Computer Science: Study Centre Renewal Extension Information Booklet (for Computer Programmes) – January 2021)** along with respective **Renewal Extension Form** are available online on the university website **http://ycmou.digitaluniversity.ac** on the webpage of **School of Computer Science**.
- Before filling up the respective **Renewal Extension Form,** read this booklet carefully.
- Completely fill the word document of respective **Renewal Extension Form**. Note that **handwritten** forms will not be processed.
- Take the printout of the completely filled Renewal Extension Form.
- Each document mentioned in the checklist must be completely filled and duly signed by the authorized persons. Put seal of the Study Centre at the places wherever mentioned.
- Prepare the box file (as per the guidelines given in Point no.18.0) Put all the documents in the same sequence as mentioned in check list. Scan all the documents and prepare a digital file in the PDF format (Sequence of the scanned documents must be same as that of the pages in box file).
- Regional Director or his nominee should ensure that the file contains all the documents as per the checklist.
- **Counsellor approval process:** Regional Director or his nominee will verify the bio-data's and supporting documents of the counsellors and approve or not approve the counsellor.

18.0 Guidelines for preparing Renewal Extension Proposal File

- **Hard copy of file:** The Study Centre should submit the Renewal Extension Proposal File consisting of the Renewal Extension Form and all the documents in the proper sequence as mentioned in the Check list in the **good quality box file** to permanently preserve the records. The Study Centre should attach proper **tags** (for the form, the appendix and other documents as per the Check list of the documents given at the beginning of the **Study Centre Renewal Extension Form for Computer Programmes – January 2021**) in the file.
- **Side of the Box file and Cover Page** to be pasted on the Hard Copy of the file in the following format (Font size: 24, Font: Times New Roman)

  Regional Centre Name

  Study Centre Code

  Study Centre Name

  Study Centre City and District

  Study Centre Category: Computer Programmes Programmes

1. **Name Board - Outside building**
   Size: (4" height X 8" width) feet
   Background colour: Sky Blue
   Colour of the letters on the signboard: White
   Colour of University Logo: **गेरवा**
   Background of the University Logo: Sky blue
   Font type: Times New Roman
   Note: Following sample is not as per the scale



19.0 Renewal Extension period: 1st June 2021 to 31st May 2022

20.0 Contact Details of the Regional Centres

No.	Name & Address of Region	District	Phone and Fax	Regional Director's Email-id
1)	**Amravati Region** YCMOU Regional Centre, V.M.V. To Valgoan Road, Post V.M.V., Amravati - 444 604	Akola Amravati Buldhana Yawatmal Washim	(0721) 2531445, 2531210	rd_amravati@ycmou.digitaluniversity.ac
2)	**Aurangabad Region** YCMOU Regional Centre, Survey No.41, East side of Military Boy's Hostel, Nandanvan Colony Chhavani, Aurangabad - 431 002	Aurangabad Beed Jalna Osmanabad	(0240) 2371066, 2371077	rd_aurangabad@ycmou.digitaluniversity.ac
3)	**Mumbai Region** YCMOU Regional Centre, Jagannath Shankarsheth B.M.C. Marathi Primary School, 2nd floor, Fraier bridge (South), Nana Chowk, Grant Road (W), Mumbai 400 007	Mumbai Mumbai suburbs Raigad Thane Palghar	(022) 23874180, 23874177, 23874183	rd_mumbai@ycmou.digitaluniversity.ac
4)	**Nagpur Region** YCMOU Regional Centre, Ravbahadur D. Laxminarayan Bunglow, Vidyapith Krida Parisar, Law College Campus, Ravinagar Chowk, Nagpur-440001	Bhandara Chandrapur Gadchiroli Nagpur Wardha Gondia	(0712) 2553724, 25	rd_nagpur@ycmou.digitaluniversity.ac
5)	**Nashik region** YCMOU Regional Centre, NMC Old Building, 2nd Floor, New Pandit Colony, Nashik - 422 002	Ahmednagar Dhule Jalgaon Nashik Nandurbar	(0253) 2317063	rd_nashik@ycmou.digitaluniversity.ac
6)	**Pune Region** YCMOU Regional Centre, Shahir Annabhau Sathe Prashala, Muncipal School No. 5, 654, Kumthekar Marg, Pune 411 030	Pune Satara Solapur	(020) 24457914	rd_pune@ycmou.digitaluniversity.ac
7)	**Kolhapur Region** YCMOU Regional Centre, Shivaji University Campus, Near Post Office, Vidyanagar, Kolhapur 416 004	Kolhapur Sangli Ratnagiri Sindhudurg	(0231) 2607022	rd_kolhapur@ycmou.digitaluniversity.ac
8)	**Nanded Region** YCMOU Regional Centre, SRT Marathwada University Campus, Zari Road, Vishnupuri, Nanded - 421 606	Latur Nanded Parbhani Hingoli	(02462) 229940, 283038	rd_nanded@ycmou.digitaluniversity.ac

21.0 Enquiries

The person nominated as a single point contact for Renewal Extension of Study Centre process is expected to communicate only with the respective Regional Centre of YCMOU.

As far as possible telephonic communication beyond office hours should be avoided.

Follow the format given below while communicating via e-mail:

Subject of e-mail: **Query about Study Centre Renewal Extension Form**

College/Institute's name:

Place:

Content of e-mail:

Name of single point contact person:

Mobile No.: