

## **Frequently Asked Questions (FAQ)**

Question-1. Are all distance courses of your University approved by UGC/DEB? If yes, please provide its proof.

Answer: Yes, all the courses are reflected on our official website [www.subhartidde.com](http://www.subhartidde.com) under the tab "COURSE OFFERED", you can also find information of all course on website link <https://www.subhartidde.com/for-session-2023-24>

Question-2. What is the process of taking affiliation from your University?

Answer: We cannot give affiliation to any college as being Private University as per UGC directives.

Question-3. I want to take Admission in Distance Education in your University. What is the process?

Answer- Admission related information is available on University official website [www.subhartidde.com](http://www.subhartidde.com).

Question-4. From where I can get information about Datasheet of my Examination.

Answer: It is available on university website before 20 days of examinations.

Question-5. I want to submit my Admission form. Which documents are needed to be attached along with the form? Can it be submitted online also?

Answer: Admission form can be submitted at Directorate of Distance Education of the University. Please attach documents along with application form as per the list available on University official website link [www.subhartidde.com/AdmissionProcedure.aspx](http://www.subhartidde.com/AdmissionProcedure.aspx). Online submission of Admission Form is not possible.

Question-6- I want to submit my examination form. Which documents are needed to be attached with the form? Can it be submitted online also?

Answer: Examination form, complete in all respect, is to be submitted at Directorate of Distance Education of the University. Online submission of Examination Form is not possible.

Question-7. How and when I can get information regarding my Examination Centre?

Answer: It is made available on 'student login' of University official website [www.subhartidde.com](http://www.subhartidde.com) before 10-15 days of conduction of examinations.

Question-8- How can I get my Admit Card? What are the conditions to get the Admit Card? Can I get it online also?

Answer: It is made available on 'student login' of University official website [www.subhartidde.com](http://www.subhartidde.com), 15 days before examination provided all dues cleared by the student.

Question-9. How can I get the result of my examination? Is it available on University website?

Answer: Result of examination is displayed on the University official website [www.subhartidde.com](http://www.subhartidde.com) within One month after declaration of results.

Question-10. I need my result urgently to join my job/ take admission in Higher Education. What is to be done to get it urgently?

Answer: Student can apply for confidential result after submitting the hand written application with requisite fee given on website link <https://subhartidde.com/for-session-2023-24>

Question-11.What is the process of getting Marksheet from the University?

Answer: Marksheet is provided to the student directly from Directorate of Distance Education on submission of identity proof.

Question-12. I want to get my marksheet/ Degree rectified. What shall I have to do?

Answer: An application along with original marksheet, to be corrected, and the scheduled fees needs to be deposited in Distance Education of the University.

Question-13. I want to get my Transcript (Combined Marksheet). How shall I get it?

Answer: One may get transcript on applying to Directorate of Distance Education of the University along with copy of marksheet(s) of each year and requisite fee given on website link <https://subhartidde.com/for-session-2023-24>

Question-14. I need my Duplicate marksheet? What shall I have to do?

Answer: For each individual marksheet, one shall have to submit a F.I.R (in Original) saying that my name is....., and my original marksheet with my details of

roll no... enrollment no... is lost, an Affidavit (in Original) on Rs. 10 Non-judicial Stamp paper stating the same and a press cutting (in original) along with requisite website link <https://subhartidde.com/for-session-2023-24>

Question-15-What is to be done for getting my marksheet verified?

Answer: One shall have to submit a copy of the marksheet/s, to be verified, along with the requisite fee given on web-link <https://subhartidde.com/for-session-2023-24>

Question-16.What is to be done for getting my Migration Certificate?

Answer: One shall have to fill up the Form, available on official website link <https://www.subhartidde.com/downloads>, for Migration and attach copy of all marksheet(s) and original Migration/TC issued by the last University along with requisite fee given on website link <https://subhartidde.com/for-session-2023-24>

Question-17.What is the process of getting provisional degree?

Answer: Fill up the Form for Provisional Degree, available on website link <https://www.subhartidde.com/downloads>, attach requisite documents as mentioned in the Form and deposit the requisite fee as given on website link <https://subhartidde.com/for-session-2023-24>

Question-18.What is required to get my Final Degree?

Answer: Fill up the Form for Final Degree as per guidelines, available on website link <https://www.subhartidde.com/downloads>, attach listed documents as mentioned in the Form and deposit the requisite fee.

Question-19. Where should I submit my Project file?

Answer: You may submit it in Dispatch Section of the Directorate of Distance Education of the University.

Question-20. Where should I submit my Assignment file?

Answer: You may submit it in Dispatch Section of the Directorate of Distance Education of the University.

Question-21. How can I get my Bonafied certificate and what is to be done at my end?

Answer: You may apply in the office of Directorate of Distance Education of the University along with the requisite fee given on website link <https://subhartidde.com/for-session-2023-24>

Question-22- On Completion of my Course, how will I get Degree and from where I will get its information?

Answer: Complete Information is available on website link <https://www.subhartidde.com/downloads>

Question-23. What are the timings of the office of Distance Education?

Answer: 08:00 AM to 04:00 PM during March to November and 08:30 AM to 04:00 PM during December to February.

Question-24. How many Study Centres of the University are running and where these are located?

Answer: There is no any Study Centre off campus of the University.

Question-25. Can I choose Examination Centre of my choice? Please provide me the list of your Examination Centers.

Answer: The nearest examination centre as per your examination form will be allotted to you. The list of examination centres will be display on website before 15 days of Examinations.