



NETAJI SUBHAS OPEN UNIVERSITY

DD-26, Sector-I, Salt Lake City, Kolkata-700064

Email: nsou@wbnsou.ac.in; Ph: (033)4066-3220

Website: www.wbnsou.ac.in

Memo No.: Reg/0933

Date: 01.08.2025

ADMISSION NOTIFICATION FOR ADVANCE DIPLOMA PROGRAMME, AY 2025-26

Applications are invited from eligible Indian nationals for admission to the following Advance Diploma programmes of the University for Academic Year 2025-26 (**Session July 2025**). Intending eligible applicants are requested to visit any Learner Support Centre as listed hereunder and complete the admission formalities as detailed below:

Name of the Programmes	Code	Eligibility
Advance Diploma in English Language Teaching	ADEL	Graduate (10+2+3) of any recognized University and passed successfully.
Advance Diploma in Public Relations and Advertising	ADPR	Graduate (10+2+3) of any recognized University and passed successfully.
Advance Diploma in Journalism & Mass Communication	ADJMC	Graduate (10+2+3) of any recognized University and passed successfully.

ADMISSION FORM:

University has made available the admission form in the official website (www.wbnsou.ac.in). Applicants can download the form available under Student Zone-> Admission-> Admission Information (Select Year 2025 from the drop-down list).

PAYMENT OF FEES:

The amount Rs. 4,350/- should be paid through bank draft only. The demand draft should be drawn in favour of “**Netaji Subhas Open University**” payable at **Kolkata**.

DETAILS OF THE FEES EXCLUDING BANK CHARGES AS APPLICABLE:

NAME OF THE PROGRAMMES	Amount to be paid (Rs.)		Total (Rs.)
	A	B	
Advance Diploma in English Language Teaching, Advance Diploma in Public Relations and Advertising, Advance Diploma in Journalism & Mass Communication	3,600/-	750/-	4,350/-

DETAILS OF TOTAL AMOUNT TO BE PAID AT THE TIME OF ADMISSION:

A = TOTAL PROGRAMME FEE

B = Other Fee: Enrolment Fee Rs. 175/- + Fee for Identity Cum Registration Card Rs. 100/- + Annual Development Fee Rs. 175/- + Migration Fee Rs. 25/- + Application Processing Fee = Rs. 275/-

NOTE: Printed prospectus will not be issued and prospectus fee Rs. 150/- is being waived for the admission in the above-mentioned programmes.

LIST OF LEARNER SUPPORT CENTRES:

Applications are requested to visit following Learner Support Centres to

District	LSC Code	Learner Support Centres	Address
North 24-Parganas	D-02	Barasat Government College	10, K.N.C Road Barasat, Barasat, Kolkata, West Bengal 700124
Murshidabad	T-06	Rani Dhanya Kumari College	Rani Dhanya Kumari College, Jiaganj, Murshidabad, Pin-742123
Nadia	D-01	Krishnanagar Government College	College St, Nagendranagar, Krishnanagar, West Bengal 741101
Malda	N-07	Malda Women's College	Uma Roy Sarani, Malda, West Bengal 732101
Jalpaiguri	N-10	Sukanta Mahavidyalaya	College Para, Dhupguri, West Bengal 735210



District	LSC Code	Learner Support Centres	Address
Cooch Behar	F-03	Cooch Behar College	Kalighat Rd Number 1, Cooch Behar, West Bengal 736101
Dakshin Dinajpur	E-01	Balurghat College	Rina Rd, Shibitali, Balurghat, West Bengal 733101
Uttar Dinajpur	Q-04	Raiganj Surendranath Mahavidyalaya	Sudarshanpur, Raiganj, West Bengal 733134
Darjeeling	F-01	Siliguri College	Ward 17, Hakim Para, Siliguri, West Bengal 734001
Alipurduar	K-04	Alipurduar Mahila Mahavidyalaya	Alipurduar, West Bengal 736121
Bankura	M-08	Sonamukhi College	Sonamukhi, West Bengal 722207
Birbhum	C-03	Suri Vidyasagar College	Police Line, Rabindranath Tagore Rd, Suri, West Bengal 731101
Paschim Burdwan	C-02	Banwarilal Bhalotia College	Grand Trunk Rd, Ushagram, Asansol, West Bengal 713303
Purba Burdwan	G-06	Katwa College	College Para Rd, Pabna Colony, Katwa, West Bengal 713130
Purulia	K-05	Ramananda Centenary College	Laulara, West Bengal 723151
South 24-Parganas	F-10	Gour Mohan Sachin Mondal Mahavidyalaya	Madhabpur, West Bengal 743345
Kolkata	J-07	Shyamaprasad College	Jatin Das Park, Patuapara, Bhowanipore, Kolkata, West Bengal 700025
Hooghly	T-01	Serampore Girls College	13, T.C, KL Goswami Street, Serampore, West Bengal 712201
Howrah	C-08	Bijoy Krishna Girls College	5/3, Mahatma Gandhi Rd, Kadam Tala, Howrah, West Bengal 711101
Paschim Medinipur	G-03	Chandrakona Vidyasagar Mahavidyalaya	Chandrakona, West Bengal 721201
Jhargram	J-10	Jhargram Raj College (Girls Wing)	P.O. + P.S.: Jhargram, District: Jhargram, PIN: 721507
Purba Medinipur	K-02	Maharaja Nanda Kumar Mahavidyalaya	Bhabanipur, Kalyanchak, Nandakumar, West Bengal 721632

TENTATIVE TIME SCHEDULE:

Event	Starting Date	Last Date
Last Date for Submission of Application Form at Above mentioned Learner Support Centre along with all supporting documents	01.08.2025	30.08.2025

DOCUMENTS TO BE PRODUCED:

At the time of visiting LSC applicants should report with the following documents/information:

1. All original Admit Card, Mark sheets, Certificates, Proof for Date of Birth, Cast Certificate (For other than General Category), PWD Certificate and Identity Card (For PH Candidates), EWSs certificate (if applicable) are to be produced.
2. Photocopies of all testimonials.
3. Demand Draft amounting Rs. 4,350/- drawn in favour of “**Netaji Subhas Open University**” payable at **Kolkata**.
4. One recent passport size colour photograph.
5. Filled in Application Form.

Failure to produce all the documents/information stated above may result in cancellation of the candidature.



PROGRAMME DETAILS:

Advance Diploma in English Language Teaching (ADEL): This course is designed for training fresher's and in-service teachers of English at secondary and tertiary levels in effective ELT methods. The focus is on Linguistics and Applied Linguistic theories, application, methods, materials and techniques for developing various language skills in learners. The course will be conducted partly face to face (100 hrs. contact time) and partly through the open system by ELT experts. Emphasis is laid on Learners' attendance in Personal Contact Programme and timely submission of home assignments for each paper.

Course Content: There are 6 papers of 8 credits or 100 marks each. There will be 230 hrs. of face-to-face instruction and interaction along with all facilities of the Open System.

Paper I	Historical Perspectives: Education and English language teaching; Introduction to Linguistics and Theories of Communication
Paper II	About language: Modern English Grammar and Use, Discourse, Register, The Phonetics and Phonology of Spoken English
Paper III	Language Proficiency Development: A Foundation course in Spoken and Written Communication for Teacher Development
Paper IV	Applied Linguistics: Social and Psychological aspects of language use, The Concept of Competence; Theories of language learning and teaching; Second language Acquisition; Application of theories in ELT
Paper V	Language Teaching Methods, Materials, Techniques & Media Resources for Developing the Teaching skills of Listening, Speaking, Reading and Writing; Teaching Grammar, Pronunciation skills for Interpersonal & Professional purposes
Paper VI	1 st half: Introduction to Testing and Evaluation. 2 nd half: Teaching Practice (Lesson Observation, Planning and Demonstration & Self Evaluation)

Evaluation Method: Trainees will be examined through home assignments: All Papers; Class assignments: Paper III and VI; Term End Examination: Theory & Practical. Pass marks: 40% in each paper

PCP to be held at (for ADEL): Centre for Language Studies, NSOU, Women's Christian College, 6, Greek Church Row, Kolkata-26, Ph : (033) 2464-3341

Advance Diploma in Public Relations and Advertising (ADPR): Public Relations and Advertising professionals are in great demand in both the private and the public sectors. The objective of the course is to equip the learners with the basic skills needed for becoming successful professionals in these fields.

Course content: There are 6 (Six) papers of 8 (Eight) credits or 100 marks

Paper I	Principles & Theories of Communication and Public Relations
Paper II	Writing and Media for Public Relations and Study Paper (project)
Paper III	Corporate Public Relations
Paper IV	Media Relations and Rural Communication
Paper V	Advertising (Theory & Practice)
Paper VI	Advertising (Theory & Practice)

Evaluation Method: Evaluation will be made on the basis of internal assignment as well as theoretical and practical examination held on completion of the course. 20% marks are reserved for internal assignment in each paper. Pass mark 40% in each paper. The examination centre may not necessarily be the centre of admission of the learner.

Advance Diploma in Journalism and Mass Communication (ADJMC): The course has been designed and structured to provide basic knowledge and new insights to the learners on Journalism and Mass Communication. It aims to equip the learners with the skills needed to function effectively in various media organisations like Television, Radio, Print, Advertising, Public Relations, etc. and also in different Public Sector institutions.

Course content: There are 6 (six) papers of 8 (Eight) credits or 100 marks

Paper I	Mass Communication
Paper II	Reporting & Post Reporting
Paper III	Radio & TV
Paper IV	Computer Application and Media Law & Ethics
Paper V	Workshop / Practical



Paper VI	Special Paper: a) Community Media Management / b) Advertising & Public Relations / c) Film Studies
----------	--

Evaluation Method: Evaluation will be made on the basis of internal assessment as well as theoretical and practical examination held on completion of the course. 20% marks are reserved for internal assignment in each paper. Pass mark 40% in each paper. The examination centre may not necessarily be the centre of admission of the learner.

PROGRAMME RELATED INFORMATION:

Personal Contact Programme (PCP): Instruction will be imparted through self-instructional study materials and Personal Contact Programme. The PCP are generally held on Saturdays, Sundays and holidays. The centre for PCP may not always be the Learner Support Centre where the learner has been admitted. PCP : Ordinarily the Personal Contact Programmes (PCP) are being held by clubbing of learner support centres. Enrolled learners are requested to keep in touch with their respective Learner Support Centre accordingly.

Self-Learning Study Materials (SLM): Self learning study materials will be distributed to the learners in instalments free of cost through the Learner Support Centres where they have been admitted. Besides study materials, learners will be supplied with a list of reference books for suggested reading.

Mode of Instructions: The University makes use of several methods to provide maximum possible exposure of the learners to the course-contents and to each instructional programme. To start with, printed self-learning material packages and contact programmes involving face-to-face interaction with academic counsellors are available. Eventually Audio-materials, Audio-visual presentations, Teleconferences and occasional discussion sessions through Mobile App have been introduced.

GENERAL INSTRUCTIONS:

- ✚ BEFORE APPLYING FOR ANY OF THE ABOVE-MENTIONED COURSES APPLICANTS ARE ADVISED TO GO THROUGH THE **ADMISSION NOTIFICATION** AVAILABLE IN THE ADMISSION WEBSITE.
- ✚ ALL INFORMATION REGARDING THE ADMISSION PROCESS WILL BE AVAILABLE ONLY ON THE NSOU OFFICIAL WEBSITE WHICH IS WWW.WBNSOU.AC.IN.
- ✚ AN APPLICANT IS PERMITTED TO TAKE ADMISSION ONLY IN **ONE PROGRAMME**.
- ✚ BEFORE SUBMISSION OF APPLICATION FORM CANDIDATES ARE ADVISED TO **ENSURE THEIR ELIGIBILITY WITH THEIR TESTIMONIALS**.
- ✚ UNIVERSITY ACCEPT FEES ONLY THROUGH DEAMND DRAFT (as detailed above) FOR THE SAID ADMISSION.
- ✚ INCOMPLETE APPLICATION OR SUBMISSION OF ILLEGIBLE DOCUMENTS AT THE TIME OF APPLICATION FORM SUBMISSION WILL NOT BE ACCEPTED.
- ✚ THE APPLICANTS ARE STRONGLY ENCOURAGED TO TAKE SPECIAL CARE ABOUT THE DATES OF PAYMENT OF FEES FOR ADMISSION, OTHERWISE HE OR SHE WILL BE DEPRIVED OF ADMISSION.
- ✚ IN ORDER TO AVOID ANY INCONVENIENCE, PLEASE COMPLETE ALL PROCEDURE RELATED TO ADMISSION WELL BEFORE AS MENTIONED IN THE TIME SCHEDULE.
- ✚ REFUND OF ADMISSION FEES WILL BE DONE AS PER UNIVERSITY RULES AND REGULATION IN ACCORDANCE WITH UGC REFUND POLICY.
- ✚ IN THE EVENT OF ANY INFORMATION BEING FOUND INCORRECT/ FALSE/ MISLEADING/ FORGED CONTRARY TO HIS/HER ELIGIBILITY AT ANY STAGE OF ADMISSION OR AFTER ADMISSION OR EVEN AFTER CONFERMENT OF DEGREE THE ADMISSION AS WELL AS THE DEGREE WILL BE CANCELLED BY THE UNIVERSITY AND APPLICANTS/ STUDENT SHALL NOT BE ENTITLED TO GET REFUND OF ANY FEE PAID TO THE UNIVERSITY.

N.B.

ADMISSION IN ANY PROGRAMME IS PROVISIONAL SUBJECT TO DETERMINATION OF ELIGIBILITY BY THE UNIVERSITY AT THE TIME OF GIVING ENROLLMENT NUMBER. IF ANY DISCREPANCY IS REVEALED LATER, RESPONSIBILITY WILL REST ON THE APPLICANT AND HIS/HER ADMISSION WILL BE CANCELLED AND NO CLAIM FOR REFUND OF FEES WILL BE ENTERTAINED EXCEPT AS PER REFUND POLICY. APPLICANTS ARE, THEREFORE, ADVISED TO SATISFY THEMSELVES AS REGARDS THEIR ELIGIBILITY FOR A PARTICULAR PROGRAMME BEFORE TAKING ADMISSION.

Sd/-
Registrar (Additional Charge)