

### **What is the difference between online programs, Correspondence and Regular Face to Face instructional formats?**

In regular face-to-face programs, one has to attend physical classes and follow a time-table. On the other hand, a correspondence program provides students with study material to learn at their leisure but offers limited academic interactivity. Whereas in online programs, the learner gets an opportunity to attend lecture sessions, take down notes or view recorded lessons on an electronic device anytime, anywhere. Online programs are best suited for those students who prefer flexibility, quality, and affordability.

### **What is so unique about online programs offered at Jain (Deemed-to-be University)?**

**Course Structure** – The entire course structure available at by Jain (Deemed-to-be University) is industry relevant and designed by expert academicians. Apart from the subject papers, the course equips the students with various soft skills, professional communication expertise, and working knowledge of computers and their applications.

**Affordable Fees** - The Institution has established an affordable fee structure to ensure that students from across various strata of the society can enroll for the programs.

**RPL** - The Institution recognizes the prior work experience of a student through an RPL (Recognition of Prior Learning) structure.

**Assessments** - The final assessment of the students shall be conducted using a mix of theoretical assessments, continuous assessments, practical assessments, and employer assessments.

### **What will be the medium of instruction for all programs?**

English is the preferred language for all the programs / courses.

### **Are all the programs available in the online format?**

The Institution plans to launch all the programs in online format i.e. the student can access the course content online. However, students may have to appear for the exams at the designated exam centers.

### **I can't leave my job, is it possible to study while I work?**

Yes, Jain (Deemed-to-be University) online programs allow learners to pursue their passion for education while managing their job. The entire learning process is convened digitally to provide the learner with a classroom-like experience as well as making the education available to them anytime –anywhere.

### **When can I access the study materials?**

Within 48 hours of the documents being verified and accepted by the University, the academic team will provide the student with an exclusive user ID and password to access the learning materials and other content that is available on the Learning Management System (LMS).

**How do I get to know the detailed syllabus of the program?**

It is available in the learning management system (LMS). You can get the subject details of the programs under “Academics” section.

**Can I take these programs at my own pace or are there any fixed timelines?**

You can learn anytime based on your schedule and time available to you. But term end examinations and internal assessments will have to be completed as per the deadlines set by the University.

**What is the examination pattern?**

Jain (Deemed-to-be University) programs include continuous assessments, home assignments, practical and term exams that include multiple choice and subjective questions.

**How do I apply for an online program?**

Admissions for the online programs can be taken using the Online Application Form. At the time of admission, do check for the current batches. The student needs to align themselves with the currently running batches in the University.

**Are there any deadlines for application?**

The applications are accepted twice a year. Please call on 96069 82022 or write to [info.cde@jainuniversity.ac.in](mailto:info.cde@jainuniversity.ac.in) for more information.

**Should original documents be scanned and uploaded for online form?**

Yes. Original documents must be only uploaded online.

**What are the documents required for meeting eligibility criterion?**

Proof of Academic Qualification: Attested/notarized photocopies of the last qualifying exam and statement of marks (degree certificate/mark sheet)

Attested photo copy of the marriage certificate (if applicable) indicating change in name.

**How many photographs and photocopies of the documents should be submitted to University?**

1 photocopy each of the above mentioned documents attested/notarized by a gazette officer of the Government. The student also needs to provide 3 Passport size photographs.

**Who is the authorized person for attesting photocopies?**

Photocopies must be attested either by a Gazette Officer, Principal or a Notary.

**How do I pay the fee? Can I pay my fee in installments?**

Fee payment is accepted online via Debit / Credit card. Currently, there is no EMI provision for the programs.

**Do I need to pay for individual mark statement and the provisional certificate?**

The student has to pay the prescribed fee along with the examination fee to receive his/her individual marksheet and the provisional certificate. The same is included as part of the fees for final examination. The details shall be provided on the exam application form.

**Whom should I contact in case of further queries?**

If you are a student, you can contact the respective academic counselor for academic queries or fill up the form available on Contact page for any queries related to the programs. Prospective students can speak to the academic counselors on the number mentioned on the website or fill up the Request form on the Homepage.

Faculty or Partners who are interested to work with us can sign up with the forms made available on the Contact page.

**Are the fees refundable in case of withdrawal from the program?**

Yes.

- ✓ Jain University 100% fees will be refunded if Student gives notice of withdraw from the program in 15 Days or more before the formally-notified last date of admission
- ✓ 90% fees will be refunded if Student gives notice of withdraw from the program in Less than 15 Days before the formally-notified last date of admission
- ✓ 80% fees will be refunded if Student gives notice of withdraw from the program in 15 Days or less after the formally-notified last date of admission
- ✓ 50% fees will be refunded if Student gives notice of withdraw from the program in 30 Days or less, but more than 15 days, after formally-notified last date of admission
- ✓ 0% fees will be refunded if Student gives notice of withdraw from the program in More than 30 Days after formally-notified last date of admission

**When will we get the refund in case of withdrawal from the program?**

Fees will be refunded within fifteen days from the date of receiving a written application from the student in this regard