Symbiosis Centre for Distance Learning

One World - One Campus

25 Years of Excellence

॥ वसुधैव कुटुम्बकम् ॥

SYMBIOSIS

Experience Best Practices in a Classroom That Stretches Across the Globe…

Online Query Solving

Self Learning Material

E-Learning

Online Classes

From The President's Desk

Dr. S. B. Mujumdar, the esteemed Founder and President of Symbiosis, was conferred with the Padma Shri in 2005 and the Padma Bhushan in 2012 in recognition of his outstanding contributions to education. Additionally, he was honored with the prestigious Chancellor's Medal by Aston University, UK—the highest recognition awarded by the institution—for his remarkable impact on the field of education.

As Symbiosis Centre for Distance Learning (SCDL) Celebrates 25 Years of Excellence in Online Education, it stands as a testament to the transformative power of online education. The traditional classroom-based learning model, often referred to as the brick-and-mortar system, presents limitations in reaching the vast number of individuals seeking knowledge in today's Knowledge Revolution era. Open and Online Education effectively bridge this gap, providing flexibility and accessibility to learners across the globe.

SCDL's journey has been defined by significant milestones that have reinforced its reputation as a premier institution for distance learning. From securing AICTE approval to being recognized as the leading distance learning institute by Outlook, SCDL has continually upheld its commitment to academic excellence. Over the years, the institution has empowered countless professionals and entrepreneurs by equipping them with the knowledge and skills necessary for career advancement..

Dr. S. B. Mujumdar

Founder and President, Symbiosis Chancellor,
Symbiosis International (Deemed University)
Chancellor, Symbiosis Skills Universities

In an era of rapid technological evolution, SCDL remains steadfast in its mission to provide high-quality, flexible, and accessible education. As the institution looks ahead, I am confident that it will continue to empower learners and make meaningful contributions to the future of online education in India and beyond. I extend my sincere best wishes to SCDL for continued success in the years to come.

Symbiosis: 53 Years of Excellence in Education

Founded in **1971** by the visionary **Dr. S. B. Mujumdar as an International Cultural and Educational Centre**, Symbiosis has been a beacon of academic excellence, providing a 'home away from home' for thousands of students, including international learners who come to Pune in pursuit of higher education. True to its name - derived from the botanical term meaning 'living together for mutual benefit'-Symbiosis has flourished over the past **five decades**, evolving into a dynamic network of **over 50 academic institutions** offering education from **kindergarten to postgraduate levels**.

Continuing its legacy of innovation, **Symbiosis Open Education Society** has established **India's first Skill Development Universities in Pune and Indore**, reinforcing its commitment to bridging the skill gap and empowering learners with industry-relevant education.

Today, **Symbiosis International (Deemed University)** stands among **India's top deemed universities (established post-2000)** and is recognized both nationally and internationally for its commitment to **excellence in education**. With a diverse portfolio of programs across **Management, Law, Computer Science, Healthcare, Arts, and Commerce**, Symbiosis continues to shape future leaders and professionals, upholding its reputation as a premier institution for quality education.

Symbiosis Open Education Society (SOES)

About Symbiosis Open Education Society (SOES)

A society committed to the cause of quality distance education, Symbiosis Open Education Society (SOES) is registered under the Societies Registration Act on 9th May, 2008 and is also registered as a public trust under Maharashtra Public Trust Act on 10th October, 2008. The objectives of SOES are:

➤ To promote, advance and disseminate knowledge through the open and distance learning system.

➤ To provide education, skill development and lifelong learning opportunities to all segments of the population from India and other countries.

➤ To enable development and growth of individuals, society and community at large.

Symbiosis Skills and Professional University (SSPU)

Advancing the Skill India mission, the Symbiosis Open Education Society (SOES) has established Symbiosis Skills and Professional University (SSPU) in Pune, Maharashtra. The 15-acre campus features state-of-the-art facilities, including specialized labs, workshops, and centers of excellence developed with industry partnerships.

SSPU offers skill-based degree programs in high-growth sectors like Automobile, Mechatronics, Construction, Retail, and Data Science, aiming to produce industry-ready professionals with practical skills that lead to gainful employment upon graduation.

Symbiosis Junior College of Arts, Science & Commerce (SJC)

stablished in 2018-19, Symbiosis Junior College of Arts, Science, and Commerce is a key initiative by the Symbiosis Open Education Society, offering quality 10+2 education. The campus features modern academic buildings, spacious classrooms, advanced science labs, and a well-stocked library, fostering a dynamic learning environment.

With highly qualified faculty, the college provides personalized mentorship, helping students discover their strengths and achieve their career goals. Offering full-time programs in Arts, Science, and Commerce, the college is dedicated to academic excellence and holistic development..

From The Director's Desk

As global boundaries continue to blur, education has emerged as a powerful catalyst for connecting diverse cultures, communities, and generations. The advent of online learning has further expanded these horizons, making high-quality education accessible irrespective of geographic location or time constraints. Symbiosis Centre for Distance Learning (SCDL) has been at the forefront of this transformation, equipping learners with the knowledge and skills essential for success in an increasingly dynamic world.

In 2025, SCDL proudly celebrates 25 years of excellence, innovation, and an unwavering commitment to flexible, high-quality education. Over the years, the institution has pioneered interactive e-learning methodologies, incorporating case studies and real-world applications to enrich the curriculum. Notably, SCDL was the first institution in India to introduce an online assessment system, embodying its mission of 'Learn Anytime, Anywhere' and ensuring ease, convenience, and flexibility for students.

The Corporate Business Administration program has garnered widespread recognition and has become the preferred choice for leading corporations across India. Esteemed organizations such as Bajaj Finance Ltd, Bharti AXA, Infosys, Mc. Donald's, Hettich, Accenture, Cognizant, Collabera, Ascendion, Eaton Technologies, HCL, Wipro, TATA AIA, Newmark, Pattern, Wilo, Sigma Electric, TATA Motors, Finolex, Mphasis, TietoEvry India, Conneqt Business Solutions, Shriram Finance Ltd, UPL, Mankind Pharma, Centrient Pharma, Krsnaa Diagnostics, and many others have partnered with SCDL, underscoring the industry relevance and academic excellence of its programs.

As SCDL embarks on the next phase of its journey, the institution remains steadfast in its commitment to expanding its academic portfolio and enhancing learning experiences through cutting-edge technology and innovative pedagogical approaches. The mission is to equip students with future-ready skills, empowering them to excel in an evolving global landscape.

On this momentous occasion, I extend an invitation to all learners and professionals to become part of SCDL's 'Global Campus,' where education meets opportunity, and learning unlocks limitless possibilities. As we celebrate this significant milestone, we reaffirm our dedication to fostering academic excellence and contributing to national progress through skill-based education.

Dr. Swati S. Mujumdar
Pro Chancellor, Symbiosis Skills & Professional University, Pune & Symbiosis University of Applied Sciences, Indore
Principal Director, Symbiosis Open Education Society

Symbiosis Centre For Distance Learning (SCDL)

Vision

To create a Global Campus to provide education and training opportunities beyond the boundaries of a classroom, so as to transform the way people learn.

To provide learners with flexible learning opportunities anywhere, anytime.

Mission

Symbiosis Centre for Distance Learning (SCDL) is one of the largest private distance learning educational institutes in India. Established in 2001, SCDL has been a pioneer in providing flexible, high-quality education to thousands of students in India and abroad. As we celebrate Silver Jubilee Year (25 years of excellence in online education), we take pride in our journey of empowering learners and shaping careers through innovative distance learning programs.

Located in the heart of India's premier educational hub, Pune, SCDL boasts state-of-the-art infrastructure, a skilled and dedicated faculty, and an advanced digital learning environment. Over the years, we have built a strong reputation for offering industry-relevant Post Graduate Diploma programs across various sectors.

In addition to individual learning programs, SCDL collaborates with leading local, national, and international organizations to offer specialized corporate programs. Our esteemed corporate partners include: Airtel, Bajaj Finance Ltd, Cipla, Bharti AXA, Infosys, Accenture, IBM, Hindalco Industries, Cognizant, Collabera, Ascendion, Eaton Technologies, HCL, Zydus Wellness, Garrett Motion, SBI General Insurance, Wipro, TATA AIA, Newmark, Pattern, Wilo, Sigma Electric, TATA Motors, Finolex, Mphasis, TietoEvry India, McDonald's, Hettich, Conneqt Business Solutions, Shriram Finance Ltd, UPL, Mankind Pharma, Centrient Pharma, Krsnaa Diagnostics, and many more.
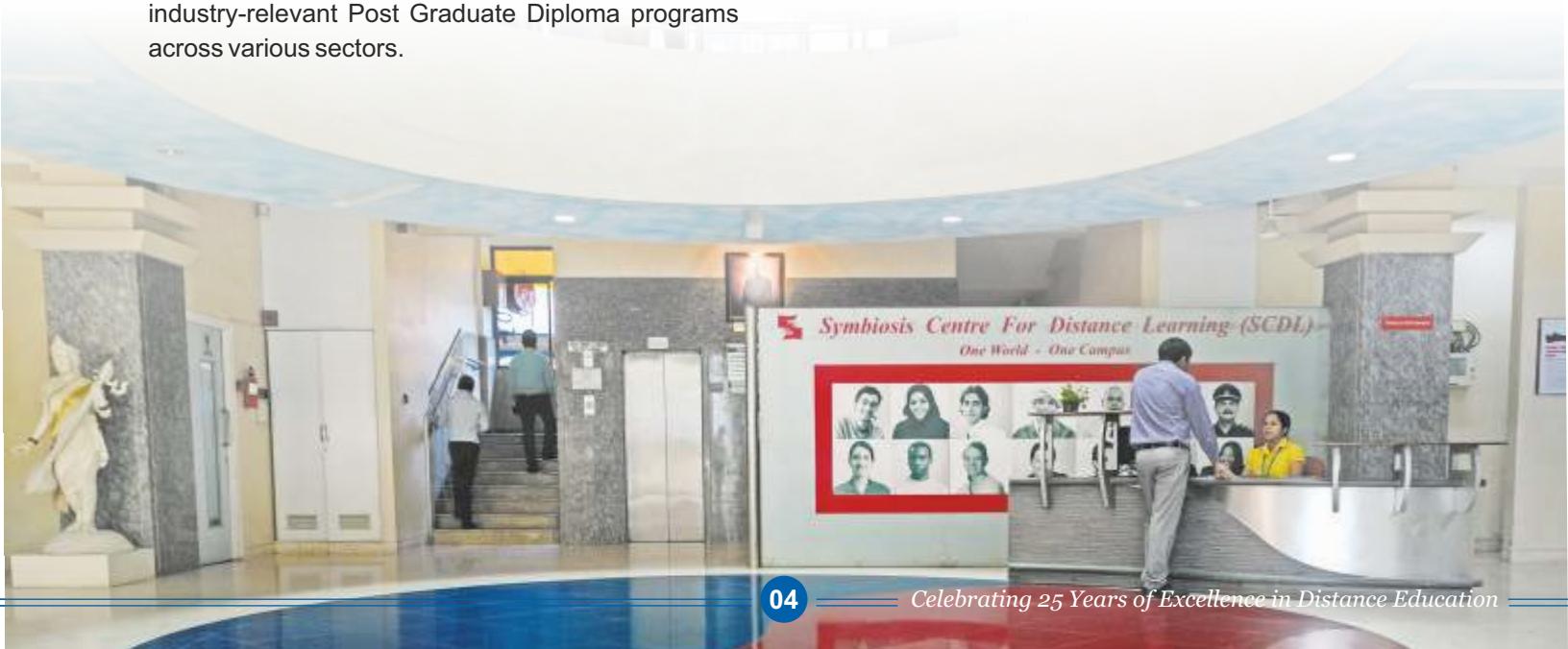
Innovative Student Services

STUDENT CALL CENTRE

Student Call Centre: SCDL has a dedicated call centre with counsellors to give prompt response and help answer student queries via telephone. It has introduced an integrated voice response system, which provides automated data to students prior to connecting with the counsellors.

WALK-IN ADMISSIONS

Walk-in Admissions: SCDL has designed a walk-in admission process for the convenience of students, wherein a student may walk-in to the institute with all the required eligibility documents and walk out in 45 minutes with the admission confirmation letter.

E-COMMUNICATION CENTRE

E-Communication Centre: The E-Communication Centre answers student queries via e-mail and guarantees a response time of one business day.

ONLINE COUNSELLING

Online Counselling: SCDL provides online counselling to prospective students, facilitating their selection of programs.

Symbiosis World Campus

'Symbiosis World Campus' is a centre of learning with facilities such as Online Assignment Submission, Online Classrooms, e-Learning and e-Mentoring. Following services are made available to students via our virtual campus:

- Counselling and Mentoring
- Induction programs
- Online Query Solving
- Online Faculty Interaction
- Online Live Classes
- Exam Guidance
- On-Demand Exam Booking System

- 'Post My Query' Facility
- e-Books
- e-Learning
- e-Library
- Message Board
- Timely Updates by Email & SMS
- Tracking Dispatched Materials

- Webinars
- Guest Lectures
- Value-Added Services
  - Career Continuation
  - Mentorship Training
  - Placement Assistance
  - Career Relaunch

Programs

Faculty of Management

Post Graduate Diploma in Business Administration (PGDBA)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.
➤ International / SAARC Graduate from a recognised / accredited University / Institution.
➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is two years.
➤ The registration period is valid for four academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Specialisations: Finance, Marketing, Management Accounting, Human Resource, Operations, Customer Relationship Management

Overview

The PGDBA is a career development program designed for individuals with a graduation background or relevant work experience. It emphasizes leadership development through strategic management and offers a professionally-oriented curriculum.

Students will cultivate professionalism by analyzing, synthesizing, and solving complex problems, utilizing their integrated knowledge, understanding, and skills. They will also enhance interpersonal skills to effectively lead and collaborate with others, including those in specialist functions within organizations.

OBJECTIVES OF THE PROGRAMME:
Develop leadership skills through theoretical and practical learning experiences. Acquire a comprehensive understanding of various business disciplines. Foster strategic thinking and decision-making abilities. Develop financial management skills for effective resource allocation. Understand and apply marketing principles to drive business success. Develop skills in managing and leading people. Improve efficiency and quality in operations. Cultivate a global mindset and understand the complexities of the global business environment.

PGDBA program is AICTE approved

Dual Specialisation

Dual Specialisation option is available for the PGDBA program. Dual Specialisation can be pursued only after successful completion of the first (primary) specialisation subjects / courses.

Evaluation Methodology

➤ Each course comprises an assignment worth 30 marks and a computer-based examination worth 70 marks. Students are expected to actively engage in assessments and fulfil program requirements within the designated timeframe.
➤ Assignments are of an objective nature and can be accessed through the student portal. Examinations encompass both objective and subjective elements.
➤ In Semester IV, students are required to submit an online project of 100 marks.

Award of Diploma

The Diploma will be conferred solely upon successful completion of all assessment components, including computer-based examinations, assignments, and the project. This achievement is subject to meeting program duration requirements and fulfilling all other obligations, including fees, as stipulated by SCDL.

PGDBA Program Structure

Career Opportunities

Finance Manager, Financial Analyst, Business Analyst, Marketing Manager, Sales Manager, Brand Manager, Senior HR Officer, Placement Officer, Recruitment Coordinator, HR Head, Administrative Head, Purchase Manager, Operations Head, Branch Head, Team Leader, Customer Service Manager, Project Manager, Business Development Manager, Entry-Mid-Managerial Positions, Administrative Services Manager, Management Consulting, Investment Banker, Operations Manager ETC.

Exit Policy

Students who have successfully completed the first two semesters (I & II Semesters) of the PGDBA (Post Graduate Diploma in Business Administration) program, including passing examinations and assignments, are eligible for the Diploma in Management if they are unable to complete the remaining semesters (III & IV Semesters) due to unavoidable circumstances. Eligible students who wish to opt out of the PGDBA program must send an application to SCDL within the registration validity period. Fees paid for the PGDBA program are non-refundable and non-transferable.

Credit Points: 82

Semester - I

Principles and Practices of Management	e-Learning, Book
Managerial Economics	e-Learning, Book
Management Accounting	e-Learning, Book
Legal Aspects of Business	e-Learning, Book
Organizational Behaviour	e-Learning, Book
Business Ethics and Value Systems	Book

Semester - II

Operations Management	e-Learning, Book
Financial Management	e-Learning, Book
Human Resource Management	Book
Marketing Management	Book
Fundamentals of Business Analytics	Book
Essentials of Research Methodology	Book

e-Learning Available   Book Available

e-Book Available for all Subjects

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In Indian Armed Forces, my key role is to lead & manage Men, Money and Material. The theoretical knowledge gained during the course made me a better leader and a manager where I can relate and apply myself in most of the day-to-day work. The Learning Material of SCDL was written in a very lucid manner and was easy to understand & comprehend. The exam centres all over India helped me to complete my exams on Saturdays/ Sundays in a time-bound manner, without affecting my duties. The live and the recorded video lectures were of immense help to understand difficult topics. The best thing was to get AICTE approved PGDBA in a most economical way.

Lt Cdr Phani Chaitanya Malapaka
Indian Navy

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Faculty of Management

Post Graduate Diploma in Business Administration (PGDBA)

Specialisations

Finance

Semester - III		Semester - IV	
Strategic Management	e 📖	GST and Allied Laws	📖
Capital Market	e 📖	International Finance	📖
Direct Taxation	e 📖	Project Management	📖
Behavioural Finance	📖	Project Report	
Electives (Any One)		**Electives (Any One)**	
Financial Institutions and Banking	📖	Corporate Governance	e 📖
Project Finance	📖	Strategic Finance	📖
Security Analysis & Portfolio Management	e 📖	Risk Management	e 📖

Management Accounting

Semester - III		Semester - IV	
Strategic Management	e 📖	Indian Financial System	📖
Cost Planning and Analysis	📖	Strategic Management Accounting	📖
Budgeting and Management Control	📖	Project Management	📖
Behavioural Finance	📖	Project Report	
Electives (Any One)		**Electives (Any One)**	
Security Analysis and Portfolio Management	e 📖	Risk Management	e 📖
Group Financial Statements	📖	Corporate Governance	e 📖
Project Financial Management	📖	Taxation - Laws and Practices	📖

Human Resource

Semester - III		Semester - IV	
Strategic Management	e 📖	Organizational Development and Change Management	📖
Employee Relations and Labour Laws	📖	Performance and Potential Management	📖
Human Resource Development	e 📖	Project Management	📖
DEI and Global HR Practices	📖	Project Report	
Electives (Any One)		**Electives (Any One)**	
Compensation Management	📖	Talent Management	📖
HR Analytics	📖	Leadership and Capacity Building	📖
Digital Transformation in HR	📖	Strategic HR and TQM	📖

PGDBA Program Structure

Operations

Semester - III

Course	e-Learning	Book
Strategic Management	e	📖
Planning and Control of Operation		📖
Materials Management	e	📖
Knowledge Management in Supply Chain and Performance Measurement		📖
Electives (Any One)		
Techniques for Operations Efficiency	e	📖
Operations Strategy		📖
Operations Project Management		📖

Semester - IV

Course	e-Learning	Book
Industry 4.0		📖
Supply Chain Management	e	📖
Project Management		📖
Project Report		
Electives (Any One)		
Technology Management		📖
World Class Manufacturing		📖
Business Process Re-engineering		📖

Marketing

Semester - III

Course	e-Learning	Book
Strategic Management	e	📖
Services Marketing		📖
Marketing Research	e	📖
Consumer Behaviour	e	📖
Electives (Any One)		
Integrated Marketing Communications		📖
Strategic Marketing		📖
Rural Marketing		📖

Semester - IV

Course	e-Learning	Book
Sales and Distribution Management		📖
Product and Brand Management	e	📖
Project Management		📖
Project Report		
Electives (Any One)		
International Marketing	e	📖
B2B Marketing		📖
Digital Marketing Strategy and Planning		📖

Customer Relationship Management

Semester - III

Course	e-Learning	Book
Strategic Management	e	📖
Customer Relationship Management		📖
Consumer Behaviour	e	📖
Consumer Focused Innovation Management and Consumer Protection		📖
Electives (Any One)		
B2B Markets and CRM		📖
Retail Marketing		📖
Customer Experience Design and Delivery		📖

Semester - IV

Course	e-Learning	Book
Advanced CRM		📖
Strategic Marketing		📖
Project Management		📖
Project Report		
Electives (Any One)		
Technology in CRM		📖
CRM in Service Industry		📖
Marketing Research	e	📖

e-Learning Available   📖 Book Available

e-Book Available for all Subjects

Faculty of Management

Executive Post Graduate Diploma in Management (Exec. PGDM)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline with a minimum aggregate of 50% marks from a recognized university.

➤ International / SAARC Graduate in any discipline with a minimum aggregate of 50% marks from a recognised / accredited University / Institution.

➤ Applicants should possess a minimum of 5 years of work experience at management or supervisory levels.

Duration

➤ The duration of the program is one year three months.

➤ The registration period is valid for two academic years and six months.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 55,000	₹ 37,000/-
Defence	₹ 53,000/-	₹ 35,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Specialisations: Finance, Marketing, Human Resource, Operations

Overview

The Executive PGDM is tailored for working professionals seeking to enhance their skills and understanding of global business management. It offers a flexible curriculum that covers key aspects of business, providing opportunities for personal and professional growth through interactions with industry experts. Despite its shorter duration, the program delivers comprehensive knowledge and fosters cross-cultural exposure.

Participants are prepared for leadership roles, with a focus on areas like operations, finance, marketing, and HRM. Strengths include its relevance in the evolving business landscape, skill enhancement, global perspective, and flexibility.

Participants develop qualities such as leadership acumen, strategic vision, & problem-solving prowess. Overall, the Executive PGDM offers a concise yet impactful pathway for professionals to advance their careers and become leaders in their fields.

Executive PGDM program is AICTE approved.

Award of Diploma

The Diploma will be conferred solely upon successful completion of all assessment components, including computer-based examinations, assignments, and the project. This achievement is subject to meeting program duration requirements and fulfilling all other obligations, including fees, as stipulated by SCDL.

Evaluation Methodology

➤ Each course comprises an assignment worth 30 marks and a computer-based examination worth 70 marks. Students are expected to actively engage in assessments and fulfil program requirements within the designated timeframe.

➤ Assignments are of an objective nature and can be accessed through the student portal. Examinations encompass both objective and subjective elements.

➤ Research Methodology and Project report: Students are required to appear for assignment on Research Methodology for 30 marks & submit a project of 70 marks in soft copy.

Career Opportunities

Business Development Manager, Marketing Manager, Operations Manager, Human Resources Manager, Project Manager, Financial Analyst/ Manager, Supply Chain Manager, Sales Manager, Management Consultant, Strategic Planning Manager, Product Manager, General Manager, Manager, Brand Manager & Entrepreneur.

Exec. PGDM Program Structure

Credit Points: 50

Semester - I

Subject		
Corporate Communication & Managerial Effectiveness		📘
Legal Aspects of Business	🔵e	📘
Big Ideas with Design Thinking		📘
Business Analytics for Competitive Advantage		📘
Leadership, Values and Business Ethics		📘

Semester - III

Subject	
Business and Corporate Strategy	📘
Managing Digital Transformations	📘
Research Methodology and Project	📘

Specialisations

Finance

Semester - II

Subject	
Data Visualization and Decision Making	📘
Project Management	📘
Corporate Financial Strategy	📘
Behavioural Finance	📘
Financial Risk Management	📘
Fintech Disruptive Innovation	📘

Human Resource

Semester - II

Subject	
Data Visualization and Decision Making	📘
Project Management	📘
Strategic Human Capital Management	📘
Leading Human Potential for Effective Performance	📘
DEI and Cross-Cultural Management	📘
Business Turn-around and Organizational Transformation	📘

Marketing

Semester - II

Subject	
Data Visualization and Decision Making	📘
Project Management	📘
Integrated Marketing Management	📘
Digital Marketing and Analytics	📘
Strategic Market Research and New Product Development	📘
International Marketing and Brand Management	📘

Operations

Semester - II

Subject	
Data Visualization and Decision Making	📘
Project Management	📘
Green Logistics and Sustainable Supply Chain Management	📘
Project Procurement and Contracts Management	📘
Operations Risk Management	📘
Technology and Operations Strategy	📘

🔵e e-Learning Available

📘 Book Available

🔶a e-Book Available for all Subjects

Celebrating 25 Years of Excellence in Distance Education
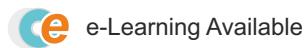
Faculty of Management

Post Graduate Diploma in Banking and Financial Services (PGDBFS)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is two years.

➤ The registration period is valid for four academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

The ever-evolving complexities and transformations within the banking and finance sector necessitate a new breed of professionals. The Post Graduate Diploma in Banking and Financial Services is designed to cater to this demand, offering innovation, comprehensiveness, and preparation for future professionals in the field.

This program not only imparts knowledge of the operational aspects of banking and finance but also enhances managerial and technical skills. It places a strong emphasis on contemporary practices such as Microfinance and a Global Perspective in Banking and Finance, providing insights into current industry trends.

PGDBFS program is AICTE approved.

Career Opportunities

Banking Officer in Nationalized, Private and Foreign Banks, Financial Analyst, Financial Planner, Portfolio Manager, Financial Manager, Accountant, Financial Agents etc.

Evaluation Methodology

➤ Each course comprises an assignment worth 30 marks and a computer-based examination worth 70 marks. Students are expected to actively engage in assessments and fulfil program requirements within the designated timeframe.

➤ Assignments are of an objective nature and can be accessed through the student portal. Examinations encompass both objective and subjective elements.

·➤ Research Methodology & Statistical Quantitative Methods (RMSQM): Students are required to appear for assignment on RMSQM for 30 marks and submit a project of 70 marks in soft copy.

Award of Diploma

The Diploma will be conferred solely upon successful completion of all assessment components, including computer-based examinations, assignments, and the project. This achievement is subject to meeting program duration requirements and fulfilling all other obligations, including fees, as stipulated by SCDL.

PGDBFS Program Structure

Credit Points: 80

Semester - I

Principles and Practices of Management	e-Learning	Book
Management Accounting	e-Learning	Book
Managerial Economics	e-Learning	Book
Indian Banking and Financial System	e-Learning	Book
Marketing of Banking Services	e-Learning	Book

Semester - II

Financial Management	e-Learning	Book
Management Information Systems and Technology in Banking		Book
Banking Regulations and Laws		Book
Global Banking and Finance	e-Learning	Book
Financial Institutions and Markets	e-Learning	Book

Semester - III

Capital Market	e-Learning	Book
Accounting Systems and Financial Analysis		Book
Management of Bank		Book
Security Analysis and Portfolio Management	e-Learning	Book
Bank Lending Policies and Procedures		Book

Semester - IV

Macro Economics	e-Learning	Book
Micro Financing		Book
Risk Management		Book
Rural and Cooperative Banking	e-Learning	Book
Research Methodology and Statistical Quantitative Methods and Project	e-Learning	Book

e-Learning Available   Book Available

e-Book Available for all Subjects

> " SCDL is the Best Institute for Distance Learning Programs. SCDL PGDBFS program provides specific course curriculum for working professionals to build their strengths and improve their banking financial services skills. The study materials, flexible exam dates/times, online student support portal, live interactive classes, amazing way of doubt clearing through WhatsApp made completing the course easy. "

Mitali Sharma

Celebrating 25 Years of Excellence in Distance Education

Faculty of Management

Post Graduate Diploma in International Business (PGDIB)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.
➤ International / SAARC Graduate from a recognised / accredited University / Institution.
➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is two years.
➤ The registration period is valid for four academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

The international business landscape is constantly evolving, presenting a new and distinct market reality. To thrive as future managers, today's students must embrace adaptable modes of thinking and behavior. The Post Graduate Diploma in International Business program is crafted to delve deeply into equipping students with the skills and mindsets necessary to effectively navigate and lead future organizations.

Participants in this program gain insight into export-import policies, documentation, international finance, as well as the operations of various financial institutions and banking systems. The curriculum highlights contemporary issues such as international commercial law and the business environment. Additionally, a comprehensive understanding of India's foreign trade coupled with international marketing prepares students to excel upon entry into the dynamic realm of corporate management.

PGDIB program is AICTE approved.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.
➤ Assignments are objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.
➤ In Semester IV, students are required to submit an online project of 100 marks.

Award of Diploma

The Diploma will be conferred solely upon successful completion of all assessment components, including computer-based examinations, assignments, and the project. This achievement is subject to meeting program duration requirements and fulfilling all other obligations, including fees, as stipulated by SCDL

Career Opportunities

Business Development Manager, International Marketing Manager, International Financial Analyst, International Product Manager, Procurement Manager in an Import-Export House etc.

Semester - I

Subject		
Principles and Practices of Management	e-Learning	Book
Organizational Behaviour	e-Learning	Book
Management Accounting	e-Learning	Book
Managerial Economics	e-Learning	Book
Business Communication		Book

Semester - II

Subject	
International Economics	Book
International Business Management	Book
Economic Environment and Business	Book
Management Information Systems	Book
Research Methodology and Statistical Quantitative Methods	Book

Semester - III

Subject		
International Commercial Law	e-Learning	Book
International Trade Logistics	e-Learning	Book
Financial Institutions and Banking		Book
Strategic Management	e-Learning	Book
Foreign Exchange Management		Book

Semester - IV

Subject		
International Marketing	e-Learning	Book
Marketing Research	e-Learning	Book
Exim Policies and Procedures		Book
International Finance		Book
Project Report		

e-Learning Available

Book Available

e-Book Available for all Subjects

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I gladly admit that the PGDIB program has provided necessary insights into management principles applicable to the business world. Being a banker, dealing with high value advances to medium enterprises, it is imperative to look beyond the financial statements of the companies. The course has given me a broader perspective of the business, helping me to understand my clients in a much better way.

Mandeep Singh

"

Faculty of Management

Post Graduate Diploma in Information Technology (PGDIT)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is two years.

➤ The registration period is valid for four academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

The IT industry has emerged as one of the fastest growing sectors of the Indian economy. Given the unprecedented growth of IT industry, organizations require manpower that is proficient in both information technology as well as business aspect. A successful IT enterprise will have the right mix of sterling technology systems and proven business strategies. Developing systems requires extensive communication between technical developers, business managers and users.

With the rapid growth in international trade in various countries, Post Graduate Diploma in IT emphasizes on utilizing information technologies for productivity and competitiveness, prepares you to succeed in your IT management career. The program's unique focus on the management of technology effectively prepares students for successful careers in the dynamic and fast-paced information technology marketplace.

The curriculum will help students acquire IT management positions, which are projected to be amongst the fastest growing through the next decade

PGDIT program is AICTE approved.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester IV, students are required to submit an online project of 100 marks.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment and project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

Software Developer/Engineer; Business Analyst; Project Manager (IT); Database Administrator; Systems Analyst; Quality Assurance Engineer/ Tester; Data Scientist; Cloud Solutions Architect; Cybersecurity Analyst; IT Consultant etc.

PGDIT Program Structure

Credit Points: 80

Semester - I

Principles and Practices of Management	e 📖
Business Communication	e 📖
Information Technology Concepts	📖
Database Management Systems	e 📖
Algorithms and Programming Concepts	e 📖

Semester - II

Business Requirement Analysis	📖
Project Management (IT)	e 📖
Business Process Modeling	📖
Software Engineering with UML	e 📖
Software Testing and Agile Methodology	📖

Semester - III

Software Quality Management	📖
Introduction to Data Science, Machine Learning and AI	e 📖
E-Business	📖
Information Security Management	📖
Software Documentation	📖

Semester - IV

Latest Trends in IT	📖
Business Applications and ERP	📖
Cloud Computing	📖
Project	

e e-Learning Available   📖 Book Available

🅰 e-Book Available for all Subjects

> " I was looking for a PGDBM course which is widely accepted in corporate environment and adds immense values to my skillsets and professional experience. I am a Cyber security Consultant in a US based organization. Many people around me are SCDL alumni, so I also chose SCDL PGDIT program. The fee is affordable and method of delivering the course is top notch. SCDL program has tremendously increased my knowledge in IT Management, and it surely will help me grow in future.
>
> **Ajay Kapur** "

Faculty of Management

Post Graduate Diploma in Data Science (PGDDS)

Eligibility
➤ Bachelor's Degree holder / Graduate in any discipline from a recognised University.
➤ International / SAARC Graduates from a recognised / accredited University / Institution.
➤ Students appearing for their final graduation exam may also apply, subject to completion of graduation within the time period specified by SCDL.

Prerequisites
Basic understanding of C/C++ Programming

Duration
➤ The duration of the program is two years.
➤ The registration period is valid for four academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview
Data Science is an interdisciplinary field that encompasses scientific methods, processes, and systems for extracting knowledge or insights from data in diverse forms. This course is tailored to equip learners with the conceptual and technical skills necessary for prominent positions in the analytics industry. It introduces learners to business analytics utilizing highly sought-after analytics technologies like R and Python, while also covering the implementation of various data science concepts such as data exploration, visualization, and hypothesis testing. Moreover, the course places special emphasis on Machine Learning techniques employed for regression, classification, and clustering.

The PG Diploma in Data Science is designed for individuals seeking to enhance their expertise in Data Science.

PGDDS program is AICTE approved.

Career Opportunities
Data Scientist, Machine Learning Engineer or Scientist, Application Architect, Enterprise Architect, Data Architect, Infrastructure Architect, Data Engineer, Statistics Consultants, Business Analyst and Business Intelligence (BI) Developer etc.

Evaluation Methodology
➤ Each subject comprises of an online assignment (30 marks) and computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.
➤ Assignments are objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.
➤ In Semester II and Semester IV, students are required to submit a submission of 50 marks each and in semester IV submit a project of 100 marks online

Award of Diploma
The Diploma will be awarded only after the student passes in all elements of assessments, i.e. each computer based examination, online assignment submission and project, subject to fulfilment of all criteria laid down by SCDL as well as payment of all fees/dues.

Semester - I

Basics of Statistics		📗
Introduction to Data Science	e	📗
Data Structures and Algorithms	e	📗
Introduction to R Programming		📗

Semester - II

Python Programming	e	📗
Advanced Statistics	e	📗
Big Data with Data Warehousing and Data Mining		📗
Submission I		

Semester - III

No SQL Databases		📗
Data Visualization	e	📗
Machine Learning with R and Python		📗
Ethical and Legal Issues in Data Science		📗

Semester - IV

Emerging Trends in Data Science		📗
Submission II		
Project		

e-Learning Available   📗 Book Available

e-Book Available for all Subjects

" I chose SCDL's program for its flexible and industry-relevant curriculum tailored to working professionals. Program experts imparted both theoretical knowledge and practical insights, enabling me to develop a comprehensive understanding of data science concepts & their real-world applications.

I gained comprehensive data science knowledge, analytical skills, and gained the ability to translate complex data into actionable insights, making me a valuable asset in data-driven workplaces.

SCDL's flexible format, vast resources, and supportive faculty, fostered a holistic learning experience. Beyond technical skills, it honed my problem-solving, critical thinking, and communication abilities, thoroughly preparing me for success in the data science domain.

Arpit Anand

Faculty of Management

Post Graduate Diploma in Project Management (PGDPM)

Eligibility
➤ Bachelor's Degree holder / Graduate in any discipline from a recognised university.
➤ International / SAARC Graduates from a recognised / accredited University / Institution.
➤ Students appearing for their final graduation exam may also apply, subject to completion of graduation within the time period specified by SCDL.

Duration
➤ The duration of the program is two years.
➤ The registration period is valid for four academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

Project Management is both an art and a science, aimed at transforming vision into reality and abstract concepts into tangible outcomes. It tackles the challenges of change and transition across the project life cycle, beginning from the recognition of needs, through initiation, planning, implementation, control, and closure in the most efficient manner possible.

This program will instruct students in the five fundamental processes of Project Management: Initiating, Planning, Executing, Monitoring & Controlling, and Project Closing. Additionally, the curriculum intends to provide an overview of ten knowledge areas that are commonly encountered in nearly all projects.

PGDPM program is AICTE approved.

Career Opportunities

Project Manager; Program Manager; Project Coordinator; Agile Coach; Scrum Master; Project Management Officer (PMO); Project Analyst; IT Project Manager; DevOps Engineer; Product Manager.

Evaluation Methodology
➤ Each subject comprises of an online assignment (30 marks) and computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.
➤ Assignments are objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.
➤ In Semester IV, students are required to submit a project of 100 marks online.

Award of Diploma

The Diploma will be awarded only after the student passes in all elements of assessments, i.e. each computer based examination, online assignment and project, subject to fulfilment of all criteria laid down by SCDL as well as payment of all fees/dues.

Semester - I

Introduction To Project Management	e 📕
Principles and Practices of Management	e 📕
Operations Strategy and Management	📕
Project Scope, Time, Cost and Total Quality Management	📕

Semester - II

MIS, Project Analytics and Dashboard	📕
Project Risk Management	📕
Agile Project Management Using Scrum	📕
Project Procurement, Supply Chain and Contracts Management	📕

Semester - III

Moving from Project Management to Project Leadership	📕
Project Management Tool Box and MS-Project	📕
Strategic Project Management and Competitive Advantage	📕
Soft Skills for Project Managers	📕

Semester - IV

IT-Software Project Management Using DevOps	📕
Project Management Maturity Model for Excellence	📕
Project Management in New Product Development and Infrastructure Sector	📕
Project	

e e-Learning Available   📕 Book Available

e e-Book Available for all Subjects

> As an engineer with 11 years of experience, I wanted to expand my knowledge of project management while also obtaining the certification. The SCDL programme was very flexible and convenient with my working schedule, making it ideal for working professionals. This program has expanded my knowledge of project management, which I am putting to use in improving my project management skills as I work on various projects for my organization. Thank you to SCDL for offering such low-cost and industry-relevant program.

ANURAG VAISH

Faculty of Management

Post Graduate Diploma in Technical Writing in Business Management (PGDTWBM)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is two years.

➤ The registration period is valid for four academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

In recent years, with significant growth in trade and commerce alongside technological advancements, strong communication skills provide a competitive advantage. Technology has become integral to modern business operations.

Technical communication is recognized as a specialized professional task, necessitating individuals with expertise in the field. This underscores the demand for specialists in Technical Writing. The PGDTWBM program is designed to train such professionals, addressing the industry's need.

The program aims to familiarize learners with both theoretical and practical aspects of Technical Writing. It emphasizes the production of skilled technical communicators who are proactive and capable of working at all professional levels. Additionally, the program seeks to foster creativity, attention to detail, and process discipline among students.

PGDTWBM program is AICTE approved.

Career Opportunities

Technical Writer; Documentation Specialist; Content Developer; Instructional Designer; User Experience (UX) Writer; Information Developer; Content Strategist; Technical Editor; Communication Specialist; Training Material Developer

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester II and Semester III, students are required to submit a submission of 50 marks each and in semester IV submit a project of 100 marks online

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment and project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

PGDTWBM Program Structure

Credit Points: 80

Semester - I

English Grammar	📗
Introduction to Technical Writing	📗
Document Development Life Cycle –I	📗
Document Development Life Cycle –II	📗
Technical Writing Style and Editing	📗

Semester - II

Technical Writing Software Tools	📗
Advanced Concepts in Technical Writing	📗
Technical Writing Project Management	📗
Principles and Practices of Management	(e 📗
Submission-I	

Semester - III

Business Communication	(e 📗
Instructional Design for Business Communication	📗
Introduction to Creative Writing in Business Communication	📗
Advanced Documentation Types & Processes	📗
Submission-II	

Semester - IV

Advanced Technical Writing Tools	📗
User Guides	📗
User Experience and Marketing	📗
Project	

(e e-Learning Available   📗 Book Available

a e-Book Available for all Subjects

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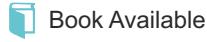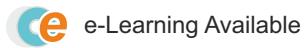
The program experts provided valuable guidance and support, creating an engaging learning environment. The well-structured curriculum, interactive learning materials, and supportive faculty played a crucial role in my success. The skills I gained have set me apart in the workplace and enabled me to contribute more effectively in legal drafting and documentation. This practical approach to learning ensured I could see immediate benefits in my daily work.

In conclusion, the SCDL Program has been highly rewarding. It equipped me with specific skills and knowledge that have enhanced my career and professional growth. I am grateful for the enriching experience and the professional edge it has given me in the competitive field of Real Estate Leasing as a Contract Manager at Verizon, San Diego, California.

Ekta Shah

"

Faculty of Management

Post Graduate Diploma in Customer Relationship Management (PGDCRM)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is two years.

➤ The registration period is valid for four academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

This Diploma program is designed for individuals seeking to enter and advance in the field of Customer Relationship Management (CRM). The PGDCRM program focuses on enhancing customer retention by systematically collecting data from every customer interaction with a company. PGDCRM students also gain insight into the various challenges associated with ensuring customer satisfaction. Key topics covered in the program include customer satisfaction, services marketing, and sales management.

Every company adopts its unique approach to customer care, shaping its business strategy based on how customers are treated, what offerings are provided, and pricing strategies. Technology plays a crucial role in modern CRM practices, facilitating personalized one-to-one marketing with each significant customer.

CRM excels traditional marketing by comprehending & exceeding the evolving needs of customers, ultimately surpassing their expectations. To achieve this, CRM must become ingrained as a core organizational value and deeply embedded into the organizational thought process. By embracing CRM principles, businesses can gain a strategic advantage essential for their success.

PGDCRM program is AICTE approved.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester IV, students are required to submit a project of 100 marks in soft copy.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment and project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

Manager-Client Servicing, Customer Relationship Manager, CRM Specialist, Relationship Manager, Product Manager etc.

Semester - I

Principles and Practices of Management	e 📗
Marketing Management	📗
Customer Relationship Management	📗
Consumer Behaviour	e 📗

Semester - II

Advanced CRM	📗
Sales and Distribution Management	📗
Services Marketing	📗
CRM in Service Industry	📗

Semester - III

Business Communication	📗
B2B Markets and CRM	📗
Marketing Research	e 📗
E-Business	📗

Semester - IV

Consumer Protection Act, 2019	📗
Research Methodology	📗
Strategic Marketing	📗
Project	

e-Learning Available

📗 Book Available

e-Book Available for all Subjects

> SCDL is a great platform to do PG while pursuing work. The program is designed in such a way that it helps you apply the theoretical knowledge in your job role. The provided study material has relevant examples that help you to understand the concepts clearly. I chose a program that is related to my profile and, after completing it, I could see the changes in my approach towards my working style.
>
> **M N Renuka**

Faculty of Management

Post Graduate Diploma in Human Resource Management (PGDHRM)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is two years.

➤ The registration period is valid for four academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

The Post Graduate Diploma in Human Resource Management (PGDHRM) program is designed to provide a comprehensive education in the field of HR, focusing not only on traditional functions but also on critical thinking and innovation.

The program aims to developing HR Leaders and cultivate leadership qualities among students by stimulating critical thinking. The curriculum covers a wide range of topics within HR, starting from fundamental functions and extending to more advanced areas so that students receive a comprehensive education that prepares them for various challenges in the HR domain. The program distinguishes the significance of continuous learning and development for employees to enhance their skills and performance.

Overall, the PGDHRM program offers a well-rounded education in human resource management, covering both foundational concepts and advanced topics while emphasizing critical thinking and innovation. This prepares students for leadership roles and provides them with the skills needed to address various challenges in the dynamic field of HR.

PGDHRM program is AICTE approved.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester IV, students are required to submit online project of 100 marks.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment and project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

HR Officer, Senior HR Officer, Administrative Head, Placement Officer, Recruitment Coordinator, Recruiter, HR Consultant, HR Manager, Training and Development Officer, Learning and Development Officer etc.

PGDHRM Program Structure

Credit Points: 80

Semester - I

Human Resource Management	📘
Human Resource Development	Ⓒe 📘
Industrial and Labour Economics	📘
Leadership and Personality Development	📘

Semester - II

Performance and Potential Management	📘
Labour Welfare and Industrial Safety	Ⓒe 📘
Labour Laws - I	📘
Compensation Management	📘

Semester - III

Employee Relations	📘
Organizational Development	Ⓒe 📘
Human Resource Information System	📘
Labour Laws - II	📘

Semester - IV

TQM and HR Audit	Ⓒe 📘
Research Methodology and Statistical Quantitative Methods	Ⓒe 📘
Project	

Ⓒe   e-Learning Available

📘   Book Available

🔖   e-Book Available for all Subjects

> "
>
> SCDL is one of the best generous institutes in India. The facilities provided were top-notch, and the syllabus covered all important aspects. Study materials were delivered on time and were easy to understand.
>
> The flexibility of courses, exams, and assignments allowed me to balance my studies with other commitments effectively. Attending lectures online reduced costs and provided more free time. The program's diverse course offerings expanded my knowledge base and opened up numerous career advancement opportunities. Enhanced collaboration with peers & faculty created a supportive learning environment, while personalized education helped deepen my understanding of key concepts. Additionally, the program improved my time management skills, enabling me to juggle multiple responsibilities efficiently.
>
> **Ankita Joshi**

Faculty of Management

Post Graduate Diploma in Personnel and Human Resource Management (LL) (PGDP&HRM (LL))

Eligibility

➤ Bachelor's Degree holder / Graduate in any discipline from a recognised university.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is two years.

➤ The registration period is valid for four academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

This PG Diploma in Personnel and Human Resource Management (LL) is a specialized program designed to provide students with a comprehensive understanding of human resource management within the context of labor law.

The program delves into various aspects of managing HR functions while considering the legal frame works governing employment relationships. including aspects such as recruitment, employment contracts, wages, working conditions, and termination.

Specifically designed for individuals with prior education in fields other than law, the program provides an opportunity to supplement existing skills with a deep understanding of labor laws and their implications on HR management.

Students gain insights into the intricacies of organizational relationships, understanding how various factors interact to shape workplace dynamics.

Overall, Personnel and Human Resource Management (LL) program offers a unique blend of HR management principles and legal expertise, preparing students to address the challenges and opportunities inherent in managing human capital within the framework of labor laws.

PGDP&HRM (LL) program is AICTE approved.

Evaluation Methodology

➤ Each subject comprises of an online assignment (30 marks) and computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Online assignments are objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In first three Semesters (I, II & III) students are required to submit one online Submission of 100 marks each.

➤ In Semester IV, students are required to submit one online project of 100 marks.

Award of Diploma

Diploma will be awarded only after the student passes in all elements of assessments, i.e., each computer-based examination, online assignment, online Submissions and Project subject to fulfilment of all criteria laid down by SCDL as well as payment of all fees/dues.

Career Opportunities

HR Manager, Recruitment Specialist, Training & Development Specialist, Employee Relations Specialist, Labor Relations Specialist, HR Information Systems (HRIS) Specialist, Diversity & Inclusion Specialist etc.

PGDP&HRM (LL) Program Structure

Credit Points: 80

Semester - I

Management Science	📙
Individual and Group Dynamics	📙
Human Capital Management	📙
Industrial and Labour Economics	📙
Submission I	

Semester - II

Employee Relations	📙
Code on Wages, 2019	📙
Code on Social Security, 2020 Part-I	📙
The Occupational Safety, Health & Working Conditions Code 2020 Part I	📙
Submission II	

Semester - III

Human Resource Development	ⓒⓔ 📙
Code on Social Security, 2020 Part II	📙
The Occupational Safety, Health and Working Conditions Code 2020 Part II	📙
The Industrial Relations Code, 2020 Part I	📙
Submission III	

Semester - IV

The Occupational Safety, Health and Working Conditions Code 2020 Part III	📙
The Industrial Relations Code, 2020 Part II	📙
Research Methodology	📙
Project	

ⓒⓔ e-Learning Available

📙 Book Available

📙 e-Book Available for all Subjects

> In today's fast changing era, all industries now focus on high productivity with optimized head counts. Being an Environment, Health & Safety (EHS) Manager with 14 years of work experience, my job profile includes industrial legal compliances & direct liasoning with Government agencies, so I decided to enhance my knowledge in legal aspects of Human Resource, Employee Relations & Labour Laws. SCDL has provided me opportunity to achieve my goal of acquiring globally accepted degree with guidance from best experts. Today, I feel more confident towards career growth.

Vishwanandan Kumar Singh

Celebrating 25 Years of Excellence in Distance Education

Faculty of Management

Post Graduate Diploma in Business and Corporate Laws (PGDBCL)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is two years.

➤ The registration period is valid for four academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

Mergers and acquisitions (M&A) represent significant strategic decisions for businesses, often involving complex legal considerations and regulatory approvals. The PGDBCL program equips students with the necessary knowledge and skills to navigate the legal intricacies of M&A transactions, including due diligence procedures, regulatory compliance, and post-merger integration issues. By studying case studies and real-world examples, students develop a nuanced understanding of the legal challenges and opportunities associated with M&A activities.

Through the PGDBCL program, students can learn how to facilitate constructive negotiations, mediate conflicts, and arbitrate disputes to achieve mutually acceptable outcomes.

By covering a wide range of topics including domestic legislations, banking regulations, mergers & acquisitions, due diligence procedures, & alternative dispute resolution mechanisms, the program prepares graduates to provide strategic legal counsel and support to businesses across various industries. With a focus on practical insights and real-world applications, the PGDBCL program empowers students to navigate the complexities of the corporate landscape with confidence and proficiency.

PGDBCL program is AICTE approved.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester IV, students are required to submit online project of 100 marks.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment and project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

Legal Advisor, Compliance Officer, Legal Consultant, In-house Counsel, Legal Analyst, Company Secretary, Contract Specialist, Regulatory Affairs Manager, graduates can pursue rewarding careers in various sectors, including law firms, corporations, government agencies, consulting firms, and non-profit organizations.

PGDBCL Program Structure
Credit Points: 80

Semester - I

Law of Contracts	📘
Corporate Law	🅔 📘
Laws Related to Banking	📘
Consumer Protection Act, 2019	📘

Semester - II

Corporate Restructure Law	📘
Corporate Finance Law	📘
Dispute Resolution Law	🅔 📘
Insolvency and Bankruptcy Laws & Competition Act, 2002	🅔 📘

Semester - III

Corporate Governance	🅔 📘
Intellectual Property Law	🅔 📘
IT Act (Cyber Context)	📘
Labour Laws	📘

Semester - IV

Taxation Law	📘
Research Methodology	📘
Project	

🅔 e-Learning Available   📘 Book Available

🄴 e-Book Available for all Subjects

Note: The curriculum of the program is based on Indian Legal System and Indian Laws.

> " Dynamic course curriculum, comprehensive self learning materials, live online classrooms and flexibility of scheduling computer based examinations as per student's convenience are the main attractions. In order to do my job with greater efficiency, I have pursued PGDBCL which has certainly improved my skills. Thanks to Symbiosis; I firmly believe that PGDBCL would open an array of opportunities for me in future.
>
> **Dhrub J Sen** "

Faculty of Management

Post Graduate Diploma in Export & Import Management (PGDEXIM)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is two years.

➤ The registration period is valid for four academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

The Post Graduate Diploma in Export and Import Management provides participants with a foundation for pursuing careers in international markets and trade. The program focuses on various aspects of international business practices, customs, policies, and issues such as International Supply Chain Management, Marine Insurance, Export Import Documentation and Procedures, and International Trade Barriers and Risk Management.

Participants also engage in a project on EXIM, allowing them to gain practical experience in international trade. As international trade continues to grow rapidly in various countries, there are numerous rewarding job opportunities available for individuals trained in export-import transactions. Some of the sectors offering ample scope in export management include trading houses, export departments of companies, development authorities and commodity boards, marine insurance companies, export processing zones, export promotion councils, and export-oriented units, among others.

PGDEXIM program is AICTE approved.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester IV, students are required to submit a project of 100 marks in soft copy.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment and project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

Exporter, Importer, International Logistics Provider, Entrepreneur, Risk Manager, Deemed Exporter, International Supplier, Government Official in Export Promotion Councils, Trading Houses, Commodity Boards etc.

PGDEXIM Program Structure

Credit Points: 80

Semester - I

Subject		
Principles and Practices of Management	e	📖
EXIM Policy Framework		📖
International Business Environment		📖
International Marketing	e	📖
Business Communication		📖

Semester - II

Subject	
International Supply Chain Management	📖
Procedures and Practices in EXIM Management	📖
Export Import Regulations	📖
Risk Management in Import Export Business	📖

Semester - III

Subject		
Export Import Promotional Schemes in India		📖
Foreign Exchange Management		📖
International Trade Logistics	e	📖
Entrepreneurship Development and Management		📖

Semester - IV

Subject	
Insurance and Inspection in Foreign Trade	📖
Research Methodology	📖
EXIM Process Flow	📖
Project	

e-Learning Available   📖 Book Available

e-Book Available for all Subjects

Note: The curriculum of the above mentioned program is based on the Indian Legal System and Indian Laws.

"

PGDEXIM program has been a boost to my career, enabling me to find a job as customer service manager in Trade Forex. Initially, I was uncertain about pursuing a distance learning course, but the faculty and staff at SCDL guided me well. The constant online support, live lectures and flexible exam system made pursuing this program very easy.

Sachin Chouhan

"

Faculty of Management

Post Graduate Diploma in Supply Chain Management (PGDSCM)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is two years.

➤ The registration period is valid for four academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

In recent years, Supply Chain Management (SCM), Transportation, Procurement, and Logistics have become increasingly vital within the corporate landscape. They hold the potential for creating value for end customers and strategically differentiating companies in terms of the services they offer. SCM and logistics now serve as the pulse of business operations.

The Post Graduate Diploma in Supply Chain Management (PGDSCM) program offers an opportunity for vertical growth in this field. Students enrolled in the program will develop professional competencies in supply chain management, materials management, and logistics, leading to enhanced job skills and personal enrichment.

The program commences by laying the groundwork for a comprehensive understanding of supply chain management, elucidating how it can effectively enhance an organization's efficiency, profitability, and responsiveness. Furthermore, it explores various SCM strategies, methods of demand forecasting, aggregate planning, and network design.

Covering the entire spectrum of Supply Chain strategies, processes, and operations management, the program aims to instill in learners' professional skills essential for success in the field.

PGDSCM program is AICTE approved.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester IV, students are required to submit a project of 100 marks in soft copy.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment and project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

Purchase Manager, Strategic Planner, Purchase Analyst/Assistant, Materials Analyst, Materials Manager, Procurement Manager, Supply Chain Manager, Commodity Manager, Inventory Manager, Strategic Sourcing Manager, Operations Manager, Sourcing Manager, Warehousing Manager etc.

PGDSCM Program Structure

Credit Points: 80

Semester - I

Operations Project Management	📕
Logistics and Distribution Management	e 📕
Concepts in Supply Chain Management	e 📕
Legal Aspects of Supply Chain Management	📕

Semester - II

Strategic Supply Chain Management	📕
E-Business	📕
Entrepreneurship Development and Management	📕
International Supply Chain Management	📕

Semester - III

Warehouse Management	📕
Green Logistics and Supply Chains	e 📕
Supply Chain Risk Management	📕
Research Methodology	📕

Semester - IV

Knowledge Management In Supply Chain	📕
Supply Chain Performance Measurement	📕
Project	

e-Learning Available   📕 Book Available

e-Book Available for all Subjects

"

I did PGDBA (Operations Management) from SCDL in 2010 which helped me understand the complex business environment & pursue a career in business management. I also did PGDSCM in 2016. SCM has become an integral part of any organization & specialized study of this field is a need of the hour. SCDL has been a gift to students who want to pursue education along with their employment. The flexibility & the quality of learning is excellent here.

Ronak Khopkar

"

Faculty of Management

Post Graduate Diploma in Retail Management (PGDRM)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is two years.

➤ The registration period is valid for four academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

Indeed, the retail sector plays a significant role in both the Indian and global economies. However, it faces various challenges such as heightened competition, the rise of e-commerce, technological advancements, and evolving consumer preferences. Consequently, retail organizations are in need of leaders equipped with the requisite skills to tackle these challenges effectively.

The Post Graduate Diploma in Retail Management addresses a spectrum of issues pertinent to retail and distribution channels. These include service operations, consumer behavior, sales and marketing management, brand management, and supply chain issues. With a focus on retail management and marketing subjects, this program delves into crucial developments and trends shaping the industry.

By offering comprehensive insights into retail management and marketing strategies, this diploma program prepares individuals to navigate the complexities of the retail landscape. Graduates emerge equipped with the knowledge and skills required to lead retail organizations, adapt to changing market dynamics, leverage technology effectively, and meet the evolving demands of consumers.

PGDRM program is AICTE approved.

Evaluation Methodology

➤ Each course comprises of an Assignment (30 marks) and computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester IV, students are required to submit a project of 100 marks in soft copy.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e., each computer-based examination, each assignment and project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

Store Manager, Retail Sales Associate, Retail Buyer, Inventory Manager, Customer Service Manager, Retail Operations Manager, E-commerce Manager, Retail Analyst, Marketing Coordinator (in a retail environment), Merchandising Manager, Supply Chain Coordinator, Retail Training Manager, Loss Prevention Manager etc.

Semester - I

Principles and Practices of Management	e	📖
Retail Management - I		📖
Consumer Behaviour	e	📖
Services Marketing		📖
Sales Management		📖

Semester - II

Marketing Management		📖
Retail Management – II		📖
Brand Management	e	📖
Concepts in Supply Chain Management	e	📖
Basic Accounting for Retail Business		📖

Semester - III

Research Methodology		📖
Merchandise Management		📖
Customer Relationship Management		📖

Semester - IV

Advertising and Public Relations	e	📖
Retail Analytics		📖
Emerging Retail Formats		📖
Project		

e e-Learning Available   📖 Book Available

e e-Book Available for all Subjects

"

It was really a privilege to be part of SCDL. Reason for choosing SCDL is the kind of flexibility it provides to working professionals. Course content is also self-explanatory and easy to understand. It helped me to enhance my skills in retail business.

Raj Kumar Pathak

"

Faculty of Management

Post Graduate Diploma in Energy Management (Renewable Energy) (PGDEM(RE))

Eligibility

➤ Bachelor's Degree holder / Graduate in any discipline from a recognised university.

➤ International / SAARC Graduates from a recognised / accredited University / Institution.

➤ Students appearing for their final graduation exam may also apply, subject to completion of graduation within the time period specified by SCDL.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Duration

➤ The duration of the program is two years.

➤ The registration period is valid for four academic years.

Overview

The renewable energy sector is experiencing rapid growth worldwide, creating numerous job opportunities. This program is designed to equip individuals with the necessary skills and knowledge in areas such as energy policy making, financing, energy management, auditing, and infrastructure provisioning. India has made significant strides in solar power deployment, achieving the 5th global position by surpassing Italy. Solar power capacity has grown more than 11 times in the past 5 years, from 2.6GW in March 2014 to 30GW in July 2019 (Source: mnre.gov.in/solar).

This unique program provides a comprehensive understanding of various renewable energy fields, including solar, wind energy, biogas, biomass, and more. Students are introduced to alternative forms of energy such as tidal energy, solar energy, wind energy, etc., along with insights on waste heat recovery. Additionally, the program covers emerging topics like Smart Grid technology.

Aspiring candidates for this program should possess strong analytical skills and a keen interest in studying energy production techniques to implement renewable energy strategies and policies effectively. Candidates must be prepared to embrace the challenges of working in the dynamic and evolving field of renewable energy.

PGDEM(RE) program is AICTE approved.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester IV, students are required to submit an online project of 100 marks.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments, i.e. each computer based examination, each assignment and project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

Energy Analyst, Renewable Energy Engineer, Energy Auditor, Environmental Compliance Specialist, Energy Efficiency Specialist, Project Manager (Renewable Energy Projects), Policy Analyst (Energy and Environmental Policies), Renewable Energy Project Developer.

Semester - I

Subject	
Introduction to Renewable Energy	📘
Fundamentals of Heat and Electricity	📘
Renewable Energy Sources	📘
Solar Energy: Fundamentals, Technology and Systems	

Semester - II

Subject	
Renewable Energy Technologies	📘
Shared Energy Infrastructure	📘
Integration of Renewable Systems	📘
Business Law	Ⓒe 📘

Semester - III

Subject	
Health and Environmental Effects of Energy Consumption	📘
Introduction to Energy Management and Auditing	📘
Energy Conservation	📘
Environment and Social impact assessment (ESIA)	📘

Semester - IV

Subject	
Government Policies and Regulations	📘
Renewable Energy Economics	📘
Project	

Ⓒe e-Learning Available   📘 Book Available

🔶 e-Book Available for all Subjects

> "
>
> The program provided me with a strong theoretical foundation in Renewable Energy, enhancing my understanding of key concepts & industry trends. This knowledge enables me to make informed decisions and contribute effectively to team efforts. Balancing my studies with other commitments demonstrated my time management skills, adaptability, & dedication to personal & professional growth. The supportive community of students & faculty further enriched my learning experience.
>
> Overall, the SCDL program has equipped me with specialized skills, background knowledge & a unique approach to problem-solving. This experience has set me apart in the workplace as a Senior Project Engineer.
>
> **Gurshesh Kour**
> "

Faculty of Management

Post Graduate Diploma in Insurance Business Management (PGDIBM)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is two years.

➤ The registration period is valid for four academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

The Post Graduate Diploma in Insurance Management is a comprehensive program structured over four semesters, meticulously crafted to furnish students with the indispensable knowledge and skills imperative for thriving in the insurance sector.

This program emphasizes the fusion of theoretical understanding with practical application, thus ensuring a holistic learning experience for students. Through modules such as practices & applications of insurance, insurance product analysis, & immersive project work, students are immersed in real-world scenarios, fostering a robust grasp of insurance dynamics.

The capstone project, a culminating endeavor in the final semester, serves as a testament to students' mastery of insurance management principles, offering them a platform to showcase their skill in addressing real-world challenges.

At its core, the program is driven by a singular objective: to mold proficient professionals primed to tackle the diverse challenges and capitalize on the myriad opportunities inherent in the insurance domain. By nurturing competencies in strategic decision-making, risk management, customer relations, and regulatory compliance, the program endeavors to produce skilled individuals poised for success in the dynamic and ever-evolving insurance landscape.

PGDIBM program is AICTE approved.

Evaluation Methodology

➤ Each course comprises of an Assignment (30 marks) and computer based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ Students are required to submit a project of 100 marks for each semester II & IV in soft copy.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment and project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

Insurance Agent/Advisor, Claims Adjuster/Claims Manager, Risk Analyst/Risk Manager, Insurance Sales Manager, Customer Relationship Manager (CRM), Insurance Product Manager, Insurance Compliance Officer/Regulatory, compliance Specialist, Insurance Operations Manager.

PGDIBM Program Structure

Credit Points: 80

Exit Policy

Students enrolled in the Post Graduate Diploma in Insurance Business Management (PGDIBM) program who have successfully completed Semesters I and II, including all required examinations, assignments and project are eligible for the award of a Diploma in Insurance Management [DIIM] if they are unable to complete Semesters III and IV due to unavoidable circumstances.

To avail of this exit option, eligible students must submit a formal application to SCDL within their registration validity period.

Note: Fees paid towards the PGDIBM program are non-refundable and non-transferable.

Ce e-Learning Available

**Book Available

e e-Book Available for all Subjects

Semester - I

Principles and Practices of Management	**Ce**
Indian Insurance Environment	
Research Methodology	**Ce**
Business Communication	**Ce**

Semester - II

Practices and Applications of Insurance	
Insurance Products	
Laws and Regulations Governing Insurance	
Project	

Semester - III

Marketing of Insurance	
Underwriting and Claims Management	
Principles of Insurance	
Consumer Behaviour	**Ce**

Semester - IV

Risk Management and Reinsurance	
CRM in Insurance Industry	
Business Strategy and Planning	
Capstone Project	

> " I am a marine chief engineer and, after sailing for 17 years at sea, joined as vice president in Indaust Maritime Pvt. Ltd. I have keen interest in insurance field, hence enrolled for Insurance Management program at SCDL. After completing the program, I must agree that the course has tremendously increased my knowledge in Insurance and it will help me in my insurance surveyor job.
>
> **Raj Gudela**

Faculty of Management

Post Graduate Certificate in Business Analytics (PGCBA)

Eligibility

- ➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.
- ➤ International / SAARC Graduate from a recognised / accredited University / Institution.
- ➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

- ➤ The duration of the program is one year.
- ➤ The registration period is valid for two academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000/-	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Specialisations: Finance, Marketing, Human Resource

Overview

The Postgraduate Certificate (PGC) in Business Analytics is tailored for recent graduates and early career professionals. It equips learners with the techniques and tools needed to analyze complex data and enhance business performance. By completing this program, participants improve their employability, gain expertise in data analysis, enhance decision-making, and help companies gain a competitive advantage.

Key objectives of the program

1. Analyse modern business analytics techniques
2. Formulate business analytics problems.
3. Employ various analytical approaches, including historical analysis, trend analysis, regression, and machine learning.

Through a blend of academic knowledge and practical application, participants develop the skills and qualifications necessary to thrive in the field of business analytics. They emerge adept at leveraging data to drive informed decisions and transformative change within organizations.

PGCBA program is AICTE approved.

Career Opportunities

Market Research Analyst, Technical Team Lead, Data Business Analyst, Predictive Modeler, Analytics Manager, Financial Analyst

Dual Specialisation

Dual Specialisation option is available for the PGCBA program. Dual Specialisation can be pursued only after successful completion of the first (primary) specialisation subjects / courses.

Evaluation Methodology

- ➤ Each course comprises of an assignment (30 marks) and computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.
- ➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.
- ➤ In Semester II, students are required to submit online project of 100 marks for the Specialisation opted.

Award of Certificate

Certificate will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment & project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

PGCBA Program Structure

Credit Points: 40

Semester - I	Semester - II

Semester - I		Semester - II	
Business Intelligence & Analytics for Competitive Advantage	📖	Business Analytics with R	📖
Statistics for Business Analytics	e 📖	Analytics with Tableau	e 📖
Data Visualization and Communication	e 📖	Project	

Finance Specialisation

Semester - I	Semester - II

Semester - I		Semester - II	
Introduction to Financial Analytics	📖	Finance and Risk Analytics	📖

Marketing Specialisation

Semester - I	Semester - II

Semester - I		Semester - II	
Introduction to Marketing Analytics	📖	Retail Analytics	📖

Human Resource Specialisation

Semester - I	Semester - II

Semester - I		Semester - II	
Introduction to Human Resource Technology and Analytics	📖	Advanced HR Analytics	📖

e e-Learning Available   📖 Book Available

e-Book Available for all Subjects

> I chose a programme offered by SCDL because this institute is well known in India and abroad. It gave me the freedom to work and study at the same time. The staff was helpful and supportive, and the instructions and requirements were clearly stated during and after joining the programme. The course has appropriate content to aid in having product knowledge. It immensely helped me improve my analytical skills. The immediate application of this course was that my employer approached me with a fantastic work opportunity related to what I had been studying at SCDL.
>
> **Nida Zabeth**

Faculty of Management

Post Graduate Certificate in FinTech (PGCF)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is one year.

➤ The registration period is valid for two academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 55,000	₹ 37,000/-
Defence	₹ 53,000/-	₹ 35,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

Over the past decade emerging technologies and massive changes in regulations, have driven an unprecedented transformation in BFSI sector.

This program is designed to explore FinTech fundamentals and help make sense of these changes as they happens. Start-ups and technology firms are challenging traditional players in BFSI, bringing financial inclusion and disruption. Companies engaged in social media, e-commerce, and telecommunications, as well as, companies and start-ups with large customer data pools, creative energies, and technical capacities, have brought competition to the existing financial infrastructure and are re-defining the BFSI sector.

Transformations in BFSI created challenges as well as opportunities, building synergies with new business and regulatory models across the globe. To meet these changes, students must be equipped with up-to-date knowledge of the industry and its evolution. This program is designed to enable learners with necessary tools to understand finance, technology and regulation. In this program, a series of video lectures, case studies, and assessments are included. With these, student will explore the major areas of FinTech including, Introduction, Financial Aspects, Legal Compliances, Data Mining, Data Analysis and Regulations.

PGCF program is AICTE approved.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester II, students are required to submit an online project of 100 marks.

Award of Certificate

Certificate will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment and project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

Financial Analyst, WealthTech Advisor, Robo-Advisor, Payments/ Billing/ Money Transfers System Advisor, Crowdfunding Expert.

PGCF Program Structure

Credit Points: 40

Semester - I

FinTech Foundations and Overview	e	book
Financial Accounting and Business Economics		book
Banking, Insurance and Financial Systems		book
Business Statistics and Data Mining		book

Semester - II

FinTech Disruptive Innovation	e	book
Understanding the Fintech Models and Products		book
FinTech Risk Management		book
FinTech Security and Regulations		book
Capstone Project		

e-Learning Available

e-Book Available for all Subjects

Book Available

Faculty of Management

Post Graduate Certificate in Healthcare Management (PGCHM)

Eligibility

➢ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➢ International / SAARC Graduate from a recognised / accredited University / Institution.

➢ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➢ The duration of the program is one year.

➢ The registration period is valid for two academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

Our comprehensive program encompasses a wide array of essential topics tailored to individuals aspiring to excel in the healthcare sector, our curriculum provides a holistic understanding of the industry's diverse facets.

Professionals and executives in healthcare play crucial roles in planning, coordinating, and delivering services to stakeholders. Our program not only strengthens their foundational managerial skills but also delves into specialized areas such as Entrepreneurship in the Healthcare Sector, Health Economics, and Marketing of Healthcare Services, equipping participants with the expertise needed to thrive in dynamic healthcare environments.

With a balanced blend of theoretical knowledge and practical insights, our curriculum ensures thorough coverage of the latest industry trends and best practices. Our flexible pedagogy enables students to engage in convenient, anytime, anywhere learning, accessing program materials and resources online through any device.

Whether aiming to pursue opportunities in public/private healthcare settings/exploring entrepreneurial ventures within the sector, our program empowers individuals to enhance their capabilities and seize rewarding career prospects.

PGCHM program is AICTE approved.

Evaluation Methodology

➢ Each course comprises of an assignment (30 marks) and computer based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➢ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➢ In Semester II, students are required to submit an online project of 100 marks.

Award of Certificate

Certificate will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment and project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

Medical Practice Manager, Clinical Operations Manager, Healthcare Project Manager, Healthcare Finance Manager, Health Information Manager, Healthcare Compliance Officer, Healthcare Policy Analyst, , Healthcare IT Specialist, , Healthcare Educator, Patient Care Coordinator, Healthcare Research Analyst, Healthcare Facility Coordinator & Healthcare Marketing Specialist.

PGCHM Program Structure

Credit Points: 40

Semester - I

Management Principles and Organizational Behaviour	📘
Fundamentals of Healthcare Administration	📘
Entrepreneurship in Healthcare Sector	🅴 📘
Health Economics	🅴 📘
Marketing of Healthcare Services	📘

Semester - II

Medico Legal Services	📘
Healthcare Analytics	📘
Telemedicine & Healthcare Tourism	📘
Project	

🅴 e-Learning Available

📘 Book Available

📙 e-Book Available for all Subjects

Celebrating 25 Years of Excellence in Distance Education

Faculty of Management

Post Graduate Certificate in Design Thinking (PGCDT)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is one year.

➤ The registration period is valid for two academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

Design Thinking is a transformative approach that prioritizes a user-centric perspective and rapid iterations with diverse teams to tackle intricate challenges. It's a methodical framework utilized by professionals to conceive and deliver products, services, and experiences that cater to unspoken human needs. This structured approach integrates empathy and innovative ideation to address critical business dilemmas and offer solutions that captivate customers.

At its core, Design Thinking empowers professionals to navigate complex business problems by fostering an understanding of intricate issues. Practitioners armed with applied skills can significantly enhance organizational performance, positively impacting both top-line and bottom-line objectives. By developing and testing low-cost prototypes in real-world scenarios, professionals can efficiently address various needs while fostering a collaborative, interconnected work environment.

Design Thinking fosters a culture of rapid decision-making driven by research, prototyping, and testing, ultimately yielding customer-driven solutions that resonate with end-users..

PGCDT program is AICTE approved.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester II, students are required to submit an online project of 100 marks.

Award of Certificate

Certificate will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment and project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

Design Thinking Facilitator, Innovation Manager, Product Manager, Service Designer, Design Researcher, Design Strategist, Design Consultant, Innovation Consultant, Human-Centered Design Specialist, Design Innovation Analyst and Design Thinking Coach.

PGCDT Program Structure

Credit Points: 32

Semester - I

Introduction to Design Thinking	📕
Empathy with Users	📕
Discovery and Interpretation of Challenges	📕

Semester - II

Prototypes of a Big Idea	📕
Big Ideas with Design Thinking	📕
Tracking and Testing of Success	📕
Capstone Project	

📖 e-Book Available for all Subjects   📕 Book Available

"

After researching many different institutions, I decided to pursue my course at SCDL since this institute offers highest quality education and time-paced examination system. My programme expert provided one-on-one doubt clearance and was energetic and incredibly engaging with her presentations, which kept me hooked on to the online lectures throughout the course. The most advantageous aspect of studying through SCDL was the ability to study at my own pace and in my own house.

The credentials that I received from SCDL is one crucial step towards realizing my dream of seeking admission into a leading American university for my further studies.

Mankirat Kaur

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Faculty of Management

Post Graduate Program in Agribusiness Management (PGPAM)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is one year.

➤ The registration period is valid for two academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

Agriculture and Agribusiness form the backbone of India's economy, providing employment to 54% of the population. The sector presents vast opportunities across industries such as packaging, raw material supply, processed food production, exports, and related fields, leveraging modern technology for growth. There exists substantial untapped potential in Agribusiness, awaiting proper management strategies to transform it into a high-growth sector with lucrative returns.

Our Postgraduate Program in Agribusiness aims to equip individuals with the skills to establish and develop global networks within the Agri-based industry, enabling them to initiate and manage various Agribusiness ventures, especially in marketing and distribution.

The objective of the program is to:

➤ Develop a deep understanding of Agribusiness fundamentals, marketing strategies, & SCM techniques.

➤ Gain insights into domestic and international Agribusiness markets while learning to leverage ICT tools.

➤ Acquire knowledge of financial management principles tailored to Agribusiness ventures to enable strategic decision-making & sustainable growth.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester II, students are required to submit an online project of 100 marks.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment and project subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

Agribusiness Manager, Agricultural Marketing Specialist, Supply Chain Manager (Agribusiness), Agribusiness Consultant, Farm Management Advisor, Agricultural Product Dev. Manager, Agri-Finance Specialist, Agricultural Trade Analyst, Food and Agribusiness Researcher, Agribusiness Development Officer, Agricultural Policy Analyst, and Agribusiness Entrepreneur.

PGPAM Program Structure

Credit Points: 40

Semester - I

Introduction to Agribusiness Management	📘
Agricultural Marketing	📘
Agri-Supply Chain Management	📘
Agri-Entrepreneurship and Advanced Certification	📘

Semester - II

Agri Exports Management	📘
ICT for Agribusiness Management	📘
Finance and Government Support for Agribusiness	📘
Emerging Trends in Agribusiness Management	e 📘
Project	

📒 e-Book Available for all Subjects

📘 Book Available

Faculty of Management

Post Graduate Program in Strategic Management (PGPSM)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is one year.

➤ The registration period is valid for two academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 31,000/-	₹ 21,000/-
Defence	₹ 30,000/-	₹ 20,000/-
International	₹ 67,000/-	₹ 45,000/-
SAARC	₹ 51,000/-	₹ 34,000/-

Overview

In today's dynamic marketplace, businesses must not only focus on individual projects but also consider the broader vision and policies of the organization. Our Postgraduate Program in Strategic Management equips individuals with the skills to influence organizational facets, develop effective strategies, & thrive in a rapidly evolving business environment.

This program enables participants to analyze business operations meticulously, identify competitive landscapes, and adapt operations to succeed in volatile markets. By focusing on resource management, organizations can effectively achieve their goals & objectives amidst changing circumstances. Key functions within strategic management, such as objective-setting, strategy evaluation & implementation, are thoroughly explored.

Covering essential areas such as economics, human resources, marketing, information technology, and strategy, our program offers a comprehensive understanding of the interconnected facets of strategic management. Graduates emerge prepared to drive organizational growth, navigate complexities, and seize opportunities in today's dynamic business landscape.

Career Opportunities

Research Investigator, Project Analyst, Marketing Consultant, Business Development Coordinator, Strategic Initiatives Associate, Consumer Insight Analyst, Product Strategist.

These roles span various functions such as research, analysis, marketing, business development, and strategic planning, offering diverse opportunities for professionals in the Strategic Management field.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester II, students are required to submit a project of 100 marks.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment & project, subject to completion of program duration & fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues

Semester - I

Business Management and Strategy	📘
Strategy and Economics	📘
Strategy Formulation: Part I	📘
Strategy Formulation: Part II	📘

Semester - II

Strategic Implementation & Evaluation	📘
Strategic Leadership & Governance	📘
Sustainable Business Strategy	📘
Disruptive Strategies	📘
Project	

📙 e-Book Available for all Subjects

📘 Book Available

Faculty of Management

Post Graduate Certificate in Management (Entrepreneurship Development) (PGCM(ED))

Credit Points: 40

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is one year.

➤ The registration period is valid for two academic years.

Fee Structure

* Option 1	One Time Payment
General & Defence	₹ 28,000/-
International	₹ 38,000/-
SAARC	₹ 30,000/-

* Option 2	1st Instalment	2nd Instalment
General & Defence	₹ 20,000/-	₹ 13,000/-

Semester - I

Principles and Practices of Management	e	📖
Management Accounting	e	📖
Marketing Management		📖
Management Information Systems		📖
Entrepreneurship Development and Management		📖

Semester - II

Sources of Funds		📖
Introduction to Legal System	e	📖
Logistics and Distribution Management		📖
Risk Management		📖
Project		

e-Learning Available   Book Available

e-Book Available for all Subjects

Overview

PGCM (ED) stands as a beacon for aspiring entrepreneurs, offering a comprehensive journey into the realm of entrepreneurship development and management. It is the cultivation of innovative thinking and idea generation. This process of ideation serves as the foundation upon which the entire entrepreneurial journey is built, emphasizing the importance of creativity and insight in the pursuit of business success.

At its essence, PGCM (ED) is more than just a course. It is a transformative experience that empowers individuals to realize their entrepreneurial aspirations. Armed with the knowledge, skills, and mindset cultivated through the program, graduates emerge poised to embark on their entrepreneurial journeys with confidence and conviction. Whether launching a startup, leading a new venture within an existing organization, or driving social change through entrepreneurial endeavors, PGCM (ED) alumni stand ready to make their mark on the world, shaping the future of business and society through innovation, ingenuity, and entrepreneurship.

PGCM [ED] program is AICTE approved.

Career Opportunities

Startup Founder/ Entrepreneur, Venture Capitalist, Startup Ecosystem Builder, Innovation Manager, Business Development Manager, Entrepreneurial Consultant, E-commerce Entrepreneur.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester II, students are required to submit a project of 100 marks.

Award of Certificate

Certificate will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment & project, subject to completion of program duration & fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Faculty of Management

Post Graduate Certificate in Management (Event Management) (PGCM(EM))

Eligibility
- ➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.
- ➤ International / SAARC Graduate from a recognised / accredited University / Institution.
- ➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration
- ➤ The duration of the program is one year.
- ➤ The registration period is valid for two academic years.

Fee Structure

* Option 1 — One Time Payment

General & Defence	₹ 28,000/-
International	₹ 38,000/-
SAARC	₹ 30,000/-

* Option 2

	1st Instalment	2nd Instalment
General & Defence	₹ 20,000/-	₹ 13,000/-

Credit Points: 40

Semester - I

Event Planning & Production	📘
Event Marketing	e 📘
Business Communication	e 📘
Consumer Behaviour	e 📘
Submission	

Semester - II

Event Matrix	📘
Event Laws & Licenses	📘
Marketing Research	e 📘
Advertising & Media Planning	e 📘
Research Project	

e-Learning Available 📘 Book Available

e-Book Available for all Subjects

Overview
The Event Management program offers a comprehensive study of the industry, covering all aspects of event planning and execution. From concept development to post-event evaluation, students learn to manage resources efficiently, handle logistics, and execute effective marketing and branding strategies. The curriculum provides hands-on experience in organizing various events, including musical shows, conferences, weddings, and more. Key emphasis is placed on financial costing and budgeting to ensure fiscal viability. Graduates are equipped with the skills to pursue diverse careers in event planning, marketing, venue management, and related fields, tapping into the industry's vast opportunities and growth potential.

PGCM(EM) program is AICTE approved.

Career Opportunities
Event Manager, Event Supervisor, Event Planner, Special Event Planner, Social Media Event Planner, Wedding Planner, Conference Planner, Entrepreneur etc.

Evaluation Methodology
- ➤ Each course comprises of an assignment (30 marks) and computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.
- ➤ Assignments are objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.
- ➤ In Semester I students are required to submit one online submission of 50 marks and an online "Research Project" of 100 marks at the end of semester II.

Award of Certificate
Certificate will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment, submission & Research Project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Faculty of Management

Post Graduate Certificate in Management (Digital Marketing) (PGCM(DM))

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is one year.

➤ The registration period is valid for two academic years.

Fee Structure

* Option 1 — One Time Payment

General & Defence	₹ 28,000/-
International	₹ 38,000/-
SAARC	₹ 30,000/-

* Option 2 — 1st Instalment / 2nd Instalment

General & Defence	₹ 20,000/-	₹ 13,000/-

Credit Points: 40

Semester - I

Integrated E-Marketing	e	📖
E-Customer Relationship Management		📖
Digital Marketing Strategy and Planning		📖
Introduction to Web Designing		📖
Search Engine Optimisation		📖

Semester - II

Online Market Research		📖
Search Engine Marketing	e	📖
Social Media Marketing		📖
Email Marketing and Mobile SEO		📖
Project		

e-Learning Available   📖 Book Available

e-Book Available for all Subjects

Overview

The program delves into the intricacies of the digital marketing landscape, emphasizing its significance in today's business environment. Through a blend of theoretical insights and practical applications, the program equips students with a comprehensive understanding of web-based and mobile-based technologies that foster interactive communication among various stakeholders. The curriculum covers the cutting-edge techniques & platforms crucial for marketing products, acquiring new users, and expanding market reach. Moreover, the program accentuates the development and planning of digital offerings, mastery in social advertising, and e-CRM to enhance customer engagement. The program empowers students to navigate the complexities of the digital realm, fostering their readiness to drive organizational success through innovative digital strategies.

PGCM (DM) program is AICTE approved.

Career Opportunities

Digital Marketing Specialist, Social Media Manager, SEO Specialist, Content Marketing Manager, Digital Advertising Manager, E-commerce Manager, Digital Analytics Specialist, Brand Manager (SoMe).

Evaluation Methodology

➤ Each course comprises of two online Assignments (each of 30 marks) and computer-based examination (70 marks).

➤ Online assignments include subjective and objective questions of 30 marks each and are available in the student login. The average marks scored in both subjective and objective assignments of respective course shall be considered. Examination includes combination of subjective and objective questions.

➤ Students should appear for the assessment on timely basis & complete the program within the validity period.

➤ In Semester II, students are required to submit a project of 100 marks in soft copy.

Award of Certificate

Certificate will be awarded only after student passes in all elements of assessments i.e., each computer-based examination, each assignment & project, subject to completion of program duration & fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Faculty of Management

Post Graduate Certificate in Management (Cyber Laws) (PGCM(CL))

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University /Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Note: Students in their 4/5 year of the five years law course, may apply, subject to successful completion of previous 3 years of law course.

Fee Structure

* Option 1 — One Time Payment

General & Defence	₹ 28,000/-
International	₹ 38,000/-
SAARC	₹ 30,000/-

* Option 2

	1ˢᵗ Instalment	2ⁿᵈ Instalment
General & Defence	₹ 20,000/-	₹ 13,000/-

Credit Points: 40

Semester - I

Introduction to Legal System	📘
Introduction to Information Technology	📘
IT Act (Cyber Context)	📘

Semester - II

Information Privacy	📘
E-Commerce Related Laws	📘
Information Security Management	📘
Research Methodology	📘
Research Project	

📱 e-Book Available for all Subjects   📘 Book Available

Duration

➤ The duration of the program is one year.

➤ The registration period is valid for two academic years.

Overview

Cyber Laws, also known as information and communications technology law, encompass a set of rules and regulations governing the use of computers and the internet in various professional, commercial, and industrial activities. With the exponential growth of technology, there has been a surge in legal issues surrounding their use.

Cyber Laws cover a wide range of areas including electronic commerce, electronic governance, intellectual property, data protection and privacy, telecommunications, and cybercrimes. They are crucial in addressing novel and complex legal challenges arising from the development of information technology, safeguarding individuals, businesses, and organizations against potential threats and ensuring responsible conduct in the digital realm.

PGCM(CL) program is AICTE approved.

Career Opportunities

Cybersecurity Analyst, Compliance Officer , Cyber Law Consultant, Data Protection Officer, Cyber Risk Manager, Cybercrime Investigator, Cyber Law Enforcement Officer.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer-based examination (70 marks). Students are requested to appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester II, students are required to submit a Research project report online of 100 marks.

Award of Certificate

Certificate will be awarded only after student passes in all elements of assessments i.e., each computer-based examination, each assignment & project, subject to completion of program duration & fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Faculty of Management

Post Graduate Certificate in Finance (Management Accounting) (PGCF(MA))

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is one year.

➤ The registration period is valid for two academic years.

Fee Structure

* Option 1	One Time Payment	
General & Defence	₹ 28,000/-	
International	₹ 38,000/-	
SAARC	₹ 30,000/-	

* Option 2	1st Instalment	2nd Instalment
General & Defence	₹ 20,000/-	₹ 13,000/-

Credit Points: 40

Semester - I

Cost Planning and Analysis	📘
Budgeting and Management Control	📘
Group Financial Statements	📘
Strategic Management Accounting	📘
Project Financial Management	📘

Semester - II

Corporate Governance	🅮 📘
Strategic Finance	📘
Research Methodology	📘
Project	

🅮 e-Learning Available   📘 Book Available

📱 e-Book Available for all Subjects

Overview

The program is tailored to provide comprehensive knowledge across various accounting domains. As a Management Accountant, individuals can pursue roles in public companies, private companies, and government agencies at all levels. Fundamental skills necessary for Management Accountants include a robust understanding of management accounting concepts, principles, and updates. Proficiency in core accounting skills, encompassing basic accounting, Generally Accepted Accounting Principles (GAAP), & fundamental tax principles, is essential. This program facilitates the development of these skills by offering diverse perspectives on management accounting, equipping students with the necessary expertise to excel in their roles as Management Accountants.

PGCF(MA) program is AICTE approved.

Career Opportunities

Accountant, Cost Accountant, Financial / Budget Analyst, Financial Controller, Financial Planning & Analysis Analyst, Costing Specialist, Internal Auditor, Tax Accountant, Financial Reporting Analyst

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer based examination (70 marks). Students should appear for the assessment on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examination includes a subjective element in addition to the objective part.

➤ In Semester II, students are required to submit a project of 100 marks in soft copy.

Award of Certificate

Certificate will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment & project, subject to completion of program duration & fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Faculty of Management

Post Graduate Certificate in Finance (Taxation Laws) (PGCF(TL))

Eligibility

- Bachelor's degree holder / Graduate in any discipline from a recognised University.
- International / SAARC Graduate from a recognised / accredited University / Institution.
- Students who have appeared for final year of examination of their bachelor's degree program & are awaiting results can also apply, subject to successfully completing their bachelor's degree program/graduation within the time period specified by SCDL

Duration

- The duration of the program is one year.
- The registration period is valid for two academic years.

Fee Structure

* Option 1	One Time Payment
General & Defence	₹ 28,000/-
International	₹ 38,000/-
SAARC	₹ 30,000/-

* Option 2	1st Instalment	2nd Instalment
General & Defence	₹ 20,000/-	₹ 13,000/-

Credit Points: 40

Semester - I

Managerial Accounting		e 📘
Introduction to Taxation in India		📘
Income Tax Act, 1961		📘
Submission I		

Semester - II

Direct Tax - Application & Procedure		e 📘
GST I		e 📘
GST II		📘
Submission II		

Note: Curriculum of program is based on Indian Taxation Laws.

e e-Learning Available   📘 Book Available

📱 e-Book Available for all Subjects

Overview

The Post Graduate Certificate in Finance with a specialization in Taxation Laws is tailored for individuals aiming to enhance their proficiency in taxation matters and navigate the complex tax assessment structure. This program offers a detailed exploration of the Indian taxation system and related laws, providing students with a comprehensive understanding of tax laws and procedures. Developed by an Academic Board comprising distinguished tax practitioners and academicians, this certificate equips students with the knowledge and skills required for various roles in taxation planning and advisory.

Holders of the PG Certificate are eligible to offer tax planning advice, act as tax consultants, and handle various tax returns. The curriculum encompasses recent changes in enactments, including those in the Income Tax Act and Goods and Services Tax Act of 2017. Ideal for individuals aspiring to pursue careers as Tax Consultants, Tax Analysts, and related roles, this program prepares students to excel in the dynamic field of taxation.

PGCF(TL) program is AICTE approved.

Career Opportunities

Tax Consultant, Tax Advisor, Tax Analyst, Tax Accountant, Tax Manager, Tax Compliance Officer, Tax Planning Specialist, Taxation Law Researcher, Taxation Law Instructor, Taxation Law Consultant

Evaluation Methodology

- Each course comprises of an assignment (30 marks) and computer based examination (70 marks). Students should appear for the assessment on a timely basis and complete the program in the validity period.
- Assignments are of objective type and are available in the student login. Examination includes a subjective element in addition to the objective part.
- In Semester I & II students are required to submit one online submission of 100 marks each.

Award of Certificate

Certificate will be awarded only after student passes in all elements of assessments i.e., each computer-based examination, each assignment & submission, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Faculty of Management

Post Graduate Certificate in Cyber Security (PGCCS)

Eligibility

- ➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.
- ➤ International / SAARC Graduate from a recognised / accredited University / Institution.
- ➤ Students who have appeared for final year of examination of their bachelor's degree program & are awaiting results can also apply, subject to successfully completing their bachelor's degree program/graduation within the time period specified by SCDL

Duration

- ➤ The duration of the program is one year.
- ➤ The registration period is valid for two academic years.

Fee Structure

* Option 1	One Time Payment
General & Defence	₹ 28,000/-
International	₹ 38,000/-
SAARC	₹ 30,000/-

* Option 2	1st Instalment	2nd Instalment
General & Defence	₹ 20,000/-	₹ 13,000/-

Credit Points: 40

Semester - I

Cyber Security Fundamentals	📘
Information Security Management Systems	📘
Network Security	📘
Cryptography and Applications	📘
Assets Security, Identity and Access Management	📘

Semester - II

Cyber Security Incident Management	📘
Web Security, Application Security and Mobile Security	📘
Forensics Investigation and Audit	📘
Emerging Trends in Cyber Security	📘
Project	

📙 e-Book Available for all Subjects   📘 Book Available

Overview

The global cyber security landscape is shaped by several factors, including digitization, the rapid advancement of AI technology, heightened reliance on third-party ecosystems, and the emergence of new business and technology. These developments present both opportunities and challenges for organizations seeking to safeguard their digital assets and data.

A cyber security program encompasses a documented set of an organization's information security policies, procedures, guidelines, and standards. This program is helpful in equipping working professionals with the expertise needed to excel in their respective fields.

Cyber security program enable participants to broaden their horizons and become successful security experts. This comprehensive approach equips professionals with the skills and knowledge required to navigate the evolving cyber security landscape effectively etc.

PGCCS program is AICTE approved.

Career Opportunities

Security Analyst, Security Engineer, Incident Responder, Security Architect, Cryptographer, Security Consultant, Security Operations Center (SOC) Analyst, Forensic Analyst, Security Auditor, Compliance Analyst

Evaluation Methodology

- ➤ Each course comprises of an assignment (30 marks) and computer based examination (70 marks). Students should appear for the assessment on a timely basis and complete the program in the validity period.
- ➤ Assignments are of objective type and are available in the student login. Examination includes a subjective element in addition to the objective part.
- ➤ In Semester II students are required to submit one project of 100 marks in soft copy.

Award of Certificate

Certificate will be awarded only after student passes in all elements of assessments i.e., each computer-based examination, each assignment & project, subject to completion of program duration & fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Faculty of Education, Humanities and Social Sciences

Post Graduate Diploma in Educational Administration (PGDEA)

Eligibility

➤ Bachelor degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University /Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time Period specified by SCDL.

Duration

➤ The duration of the program is two years.

➤ The registration period is valid for four academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 44,000	₹ 30,000/-
Defence	₹ 43,000/-	₹ 28,000/-
International	₹ 92,000/-	₹ 62,000/-
SAARC	₹ 77,000/-	₹ 51,000/-

Overview

The PG Diploma in Educational Administration is a specialized program meticulously crafted to equip individuals with the requisite leadership and administrative acumen vital for navigating the dynamic landscape of education. Through a comprehensive curriculum spanning pivotal subjects including educational leadership, administrative practices, and evaluation methodologies, participants gain a profound understanding of educational management principles.

Moreover, the program offers a nuanced exploration of integrating educational technology for enriched learning experiences and honing effective communication skills tailored for educational administrators. Emphasizing the creation of inclusive learning environments, the curriculum delves into curriculum development, infrastructure management, & community development strategies. Furthermore, participants delve into the legal intricacies of educational administration, explore emerging internationalization trends in education, and master the intricacies of quality assurance and accreditation processes. Graduates emerge as adept educational leaders poised to spearhead positive transformations within educational institutions, fostering innovation and excellence.

Evaluation Methodology

➤ Each subject comprises of an assignment (30 marks) and computer based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program within the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester I, II, III & IV, students are required to submit a submission of 100 marks in soft copy.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e., each computer-based examination, each assignment and submission, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

Educational Administrator, School Principal/Vice Principal, Education Officer, Curriculum Developer, Education Consultant, Education Policy Analyst, Academic Coordinator, Program Manager in Education, Education Researcher, Education Project Manager, etc.

Semester - I

Concepts of Education		📖
Educational Administrative Practices	e	📖
Educational Technology		📖
Curriculum Development		📖
Submission I		

Semester - II

Administrative Leadership		📖
Evaluation Practices	e	📖
Effective Communication for Administrators		📖
Inclusive Education		📖
Submission II		

Semester - III

Infrastructure Management in Education		📖
Value-Based Education		📖
Legal Aspects of Educational Administration		📖
Quality Assurance and Accreditation		📖
Submission III		

Semester - IV

Community Development		📖
Guidance and Counselling		📖
Internationalization of Education		📖
Action Research		📖
Submission IV		

e e-Learning Available   📖 Book Available

📕 e-Book Available for all Subjects

Note: International and SAARC students seeking admission to this program may kindly note that the curriculum of the above-mentioned program is based on the Indian Education System.

"

The robust system, excellent administration, student-centric atmosphere, and user-friendly online platforms provided by SCDL have greatly enriched my learning experience and made the program truly beneficial.

The program notably enhanced my skills and knowledge relevant to my current job profile. It has provided me with valuable skills and knowledge that have contributed to my career development in my current role.

Savita Mundhe

"

Faculty of Education, Humanities and Social Sciences

Post Graduate Diploma in Instructional Design (PGDID)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.
➤ International / SAARC Graduate from a recognised / accredited University / Institution.
➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is one year.
➤ The registration period is valid for two academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 31,000/-	₹ 21,000/-
Defence	₹ 30,000/-	₹ 20,000/-
International	₹ 67,000/-	₹ 45,000/-
SAARC	₹ 51,000/-	₹ 34,000/-

Overview

Instructional design is the process of converting information into rich learning content, using established learning theories. It is a systematic process that involves Analysing learner profiles and training needs, organizing information according to established standards and creating learning plans and content to achieve specific goals. Traditional training methodology focuses on a predominantly one-way transfer of information. The theories of instructional design, however, focus on a result-oriented learning approach in which the users are able to achieve specific goals in a given environment. It is primarily used to develop computer based and web-based content.

PGDID program provides basic theoretical and practical skills needed to design, deliver and evaluate courseware. Students explore the theories of Instructional Design through reading, viewing e-learning modules & practical applications. The program aims at acquisition of professional qualification in Instructional Design as well as self-enrichment and improvement of job-related skills.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.
➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.
➤ In Semester II, students are required to submit an online project of 100 marks.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e., each computer-based examination, each assignment and project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

Instructional Designer, E-Learning Developer, Curriculum Developer, Educational Content Developer, Learning Experience Designer, Multimedia Learning Specialist, Training Specialist, Instructional Technologist, Online Course Developer, Learning Management System Administrator, etc.

Celebrating 25 Years of Excellence in Distance Education

PGDID Program Structure

Credit Points: 32

Semester - I

Principles and Practices of Management	(e) 📘
Instructional Design	📘
Effective Communication	📘

Semester - II

Advanced Instructional Design	📘
Educational Psychology	📘
Course Design	📘
Project	

(e) e-Learning Available

📘 Book Available

📗 e-Book Available for all Subjects

> " The PGDID course has significantly strengthened my knowledge and skills at my workplace. I am now more confident in designing new courses and managing academic LMS tasks efficiently. This program has also contributed to my ability to multitask and improved my API score.
>
> Thanks to SCDL, I can now design syllabi and courses with a deeper understanding of learners' educational psychology, ensuring better acceptance from target groups. SCDL programs are perfect for modern teaching and learning needs.
>
> **Sarani Bhaumik**

Faculty of Education, Humanities and Social Sciences

Post Graduate Diploma in Pre-Primary Teacher's Training (PGDPTT)

Eligibility
➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.
➤ International / SAARC Graduate from a recognised / accredited University / Institution.
➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration
➤ The duration of the program is one year.
➤ The registration period is valid for two academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 31,000/-	₹ 21,000/-
Defence	₹ 30,000/-	₹ 20,000/-
International	₹ 67,000/-	₹ 45,000/-
SAARC	₹ 51,000/-	₹ 34,000/-

Overview

The program is meticulously crafted to address the growing demand for skilled educators in pre-primary schools. It aims to narrow the disparity between the required competencies and the available expertise in this vital educational sector. By equipping teachers with a diverse range of teaching aids and effective classroom management strategies, the program ensures they are well-prepared to facilitate optimal learning experiences for young children. Through hands-on practice teaching sessions, participants gain invaluable practical exposure, honing their skills and refining their instructional approaches.

This comprehensive initiative not only enables candidates to proficiently teach at the pre-primary level but also supports in-service teachers seeking to enhance their qualifications and capabilities. Participants undergo a transformative journey, delving into the intricacies of child development and psychology, particularly focusing on the age group of 2 to 8 years - the crucial phase when children embark on their educational journey away from the familiarity of their homes. Ultimately, the program empowers educators to foster holistic growth and development in young children, laying a solid foundation for their future academic and personal success.

Evaluation Methodology
➤ Each course comprises of a submission (30 marks) and computer-based examination (70 marks).
➤ The examinations include a combination of objective and subjective element.
➤ Students are required to submit Submissions (30 marks each) in soft copy at the end of the semester.

Award of Diploma
Diploma will be awarded only after student passes in all elements of assessments i.e. each computer based examination & submissions, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities
Pre-Primary School Teacher, Early Childhood Educator, Nursery Teacher, Kindergarten Teacher, Preschool Teacher, Childcare Provider, Playgroup Coordinator, Curriculum Developer for Pre-Primary Education, Education Consultant specializing in Early Childhood Education, Child Development Specialist

PGDPTT Program Structure

Credit Points: 34

Semester - I

Child Development I	📖
Early Childhood Curriculum I	📖
Pre-Primary School Administration	📖

Semester - II

Child Development II	📖
Early Childhood Curriculum II	📖
Children with Special Needs	📖

e-Book Available for all Subjects

Book Available

> " I am student of Post Graduate Diploma in Pre-primary Teachers Training (PGDPTT). The program is life changing, and SCDL Team helped shape and make it more valuable. SCDL Team, you have no idea how important a role you play in shaping my research development. I owe my professional success to you. I learnt a lot at SCDL.

Priyanka Dixit

Faculty of Education, Humanities and Social Sciences

Post Graduate Diploma in School Counselling (PGDSC)

Eligibility

➤ Bachelor degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time Period specified by SCDL.

Duration

➤ The duration of the program is one year.

➤ The registration period is valid for two academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 31,000/-	₹ 21,000/-
Defence	₹ 30,000/-	₹ 20,000/-
International	₹ 67,000/-	₹ 45,000/-
SAARC	₹ 51,000/-	₹ 34,000/-

Overview

The PG Diploma in School Counselling is designed to address the increasing demand for skilled professionals capable of supporting the mental well-being of students in today's rapidly changing socio-economic landscape. As children face heightened levels of stress, school counsellors play a crucial role in fostering their psychological resilience and overall well-being. Through this program, students will develop a deep understanding of child psychology, abnormal psychology, and learning difficulties, enabling them to identify and address the diverse psychological needs of school children effectively.

Additionally, students will acquire essential counselling techniques & proficiency in psychological testing methodologies, equipping them with the necessary tools to provide guidance and support to students at all levels of school education. Upon completion of this diploma, graduates will be well-prepared to serve as effective school counsellors, contributing to the holistic development and success of students in educational settings.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester II, students are required to submit an online project of 100 marks.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e., each computer-based examination, each assignment & submission, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

School Counsellor, Guidance Counsellor, Student Support Specialist, Educational Counsellor, Mental Health Counsellor for Schools, Behavioral Interventionist, School Psychologist, Child & Adolescent Counsellor, Crisis Intervention Counsellor, Special Education Counsellor.

PGDSC Program Structure

Credit Points: 36

Semester - I

Introduction to Psychology	📗
Developmental Psychology	📗
Foundation of Mental Health and Adjustment	📗
Abnormal Psychology	e 📗

Semester - II

Learning Difficulties	📗
Basics of Counselling, Techniques and Practices	e 📗
Psychological Testing	📗
Project	

e e-Learning Available

📗 Book Available

e e-Book Available for all Subjects

"

This PGDSC program of SCDL provided me the opportunity to study while continuing with my job. Course made me realize my never-ending interest in the field of Psychotherapy and Counseling. For an outstanding course structure with flexibility to study anytime and anywhere and at your own pace, I would strongly recommend SCDL.

Pratiti

"

Faculty of Education, Humanities and Social Sciences

Post Graduate Diploma in Psychological Counselling (PGDPC)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is one year.

➤ The registration period is valid for two academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 31,000/-	₹ 21,000/-
Defence	₹ 30,000/-	₹ 20,000/-
International	₹ 67,000/-	₹ 45,000/-
SAARC	₹ 51,000/-	₹ 34,000/-

Overview

The one-year course in psychosocial counselling aims to equip students with the necessary skills and knowledge to provide effective support to individuals, families, or groups facing environmental, emotional, or social challenges. Psychosocial counselling involves guiding individuals through one or more counselling sessions to overcome these obstacles and improve their overall health and well-being. As part of counselling psychology, students will learn to address various personal and relational issues across different aspects of life, including social, vocational, emotional, educational, health-related, organizational, and developmental needs.

The focus is on reducing psychological distress and promoting overall well-being. Through this course, students will gain insights into treatment approaches aimed at helping individuals in distress, fostering a holistic approach to counselling. The program emphasizes the transformative power of counselling, allowing individuals to shift their mindsets and address problems comprehensively rather than viewing individuals as isolated issues. Graduates of this course will be equipped to make meaningful contributions to the mental health and well-being of individuals in need of psychosocial support.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester I & II, students are required to submit an online case study of 100 marks each.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment and case study, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Career Opportunities

Psychosocial Counsellor, Counselling Psychologist, Mental Health Counsellor, Family Counsellor, Group Counsellor, School Counsellor, Crisis Intervention Counsellor, Rehabilitation Counsellor, Substance Abuse Counsellor, Community Counsellor.

PGDPC Program Structure

Credit Points: 40

Semester - I

Basics of Psychological Counselling	e 📖
Counsellor and Counselling Skills	📖
Introduction to Abnormal Psychology	e 📖
Case Study Report 1	

Semester - II

Psychoanalytical Approach of Counselling	📖
Humanistic Approaches and Therapies	📖
Cognitive Approaches and Therapies	📖
Case Study Report 2	

e e-Learning Available

📖 Book Available

e-Book Available for all Subjects

"

In today's fast moving world, number of people with psychological problems is increasing. These people require a certain amount of time and care through psychological counselling. Those who are sincerely looking out for a career as a Psychological Counsellor must opt for a PGDPC course at SCDL. I find SCDL most lucrative when it comes to flexi-learning with an appropriate syllabus.

Sukanta C Biswal

"

Faculty of Education, Humanities and Social Sciences

Post Graduate Diploma in Journalism and Mass Communication (PGDJMC)

Eligibility

➤ Bachelor's degree holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

➤ The duration of the program is one year.

➤ The registration period is valid for two academic years.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 31,000/-	₹ 21,000/-
Defence	₹ 30,000/-	₹ 20,000/-
International	₹ 67,000/-	₹ 45,000/-
SAARC	₹ 51,000/-	₹ 34,000/-

Overview

The program in journalism and mass communication responds to the evolving landscape of media and communication, which now permeates almost every facet of human existence in interactive ways. With the exponential growth of media outlets spanning newspapers, television, and the internet, the field of journalism and mass communication has surged in popularity.

This program delves into the diverse forms of mass media, encompassing newspapers, radio, television, and online journalism, along with the intricacies of the business of media. It equips students with advanced theoretical and practical insights into various media professions, including journalism, advertising, and public relations. Through comprehensive study, students gain a deep understanding of how media functions to disseminate information to vast audiences, preparing them for dynamic careers in the ever-evolving realm of media and communication.

Evaluation Methodology

➤ Each course comprises of an assignment (30 marks) and computer based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

➤ In Semester II, students are required to submit an online project of 100 marks.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment and project, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues..

Career Opportunities

Journalist, Reporter, News Anchor, Editor, Multimedia Journalist, Copywriter, Public Relations Specialist, Social Media Manager, Media Research Analyst, Advertising Account Executive.

PGDJMC Program Structure

Credit Points: 40

Semester - I

Introduction to Journalism and Mass Communication	📖
Basics of Journalistic Writing	📖
Media and Contemporary Issues	📖
Development Communication	📖
Integrated Marketing and Corporate Communication	📖

Semester - II

Print Media and Television Journalism	📖
Online Journalism	📖
Media Laws and Ethics	📖
Business of Media	e 📖
Project	

ⓒe e-Learning Available

📖 Book Available

e-Book Available for all Subjects

Faculty of Education, Humanities and Social Sciences

Diploma in Creative Writing in English (DCWE)

Eligibility

➤ XII Standard pass-out with minimum 50% marks in English Subject.

➤ Diploma holder / Bachelor's Degree Holder / Graduate in any discipline from a recognised University with 50% marks in English subject.

➤ Completed Diploma / Bachelor's Degree / Graduation in English medium.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Fee Structure

Category	1st Instalment	2nd Instalment
General	₹ 31,000/-	₹ 21,000/-
Defence	₹ 30,000/-	₹ 20,000/-
International	₹ 67,000/-	₹ 45,000/-
SAARC	₹ 51,000/-	₹ 34,000/-

Duration

➤ The duration of the program is one year.

➤ The registration period is valid for two academic years.

Overview

The Diploma in Creative Writing in English program is tailored to cultivate and refine individuals' distinctive talent for creative writing, fostering the development of their writing skills and nurturing their potential to excel as professional writers. This comprehensive program equips participants with the necessary tools and techniques to express themselves creatively across various genres and forms, including poetry, screenwriting, and memoir writing. Moreover, it extends beyond the realm of creative writing, offering insights into related fields such as journalism, communication and media, advertising and public relations, corporate communications, professional writing, and publishing, providing learners with diverse avenues to explore and pursue their passion for writing.

Key benefits of the program include:

➤ Exposure to different forms of writing

➤ Stimulation of creative thinking and writing

➤ Exploration of the realm of imagination

➤ Introduction to influential writers and media personalities

Evaluation Methodology

➤ Each course comprises of a submission (30 marks) and computer-based examinations (70 marks each). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ The examinations include a combination of objective and subjective element.

➤ Submissions should be submitted in soft copy for all three courses of Semester I and II.

Career Opportunities

Journalist, Public Relations Specialist, Advertising Copywriter, Technical Writer, Content Writer, Corporate Communications Manager, Editor (Book, Magazine, Online), Marketing Communications Specialist, Content Marketing, Manager Social Media Manager.

DCWE Program Structure

Credit Points: 30

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment & submissions, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Semester - I

The Expressive Self	📖
Experiencing the Word	📖
Creative Lives	📖

Semester - II

Sources of Creativity	📖
Preparatory Practices	📖
Introduction to Creative Forms of Writing	📖

📖 Book Available

🔲 e-Book Available for all Subjects

> " I'd always wanted to be a writer but couldn't because I lacked detail training. I decided to do something about it to improve it and came across SCDL's Diploma in Creative Writing program. I immediately registered for the course. Completing the studies with SCDL was an enriching experience. As a teacher, I had my own ideas about what I wanted out of the program, and my course expert assisted me in determining the best way to obtain it. This program is highly recommended for all aspiring writers.
>
> **Shalini Agarwal**

Faculty of Education, Humanities and Social Sciences

Diploma in English Language Teaching (DELT)

Eligibility

➤ XII Standard pass-out with minimum 50% marks in English Subject.

➤ Diploma holder / Bachelor's Degree Holder / Graduate in any discipline from a recognised University with 50% marks in English subject.

➤ Completed Diploma / Bachelor's Degree / Graduation in English medium.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

➤ Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Fee Structure

* Option 1	One Time Payment
General	₹ 24,000/-
Defence	₹ 24,000/-
International	₹ 34,000/-
SAARC	₹ 30,000/-

* Option 2	1st Instalment	2nd Instalment
General	₹ 17,000/-	₹ 12,000/-
Defence	₹ 17,000/-	₹ 12,000/-

Duration

➤ The duration of the program is one year.

➤ The registration period is valid for two academic years.

Overview

Diploma in English Language Teaching program is designed to help students develop proficiency in teaching English. One of the ways of learning a language well is to prepare oneself to teach it. This program trains students to learn different aspects of the English language, from a teacher's point of view. Individuals, who wish to teach English, may opt for this program.

The objective of the program is to bridge the gap between theory and practice in the methodology of teaching English. The program also aims at developing reading and writing skills and English vocabulary.

Evaluation Methodology

➤ Each course comprises of a submission (30 marks) and computer based examinations (70 marks each). Students should appear for the assessments on a timely basis and complete the program in the validity period.

➤ The examinations include a combination of objective and subjective element.

➤ Students are required to submit submissions (30 marks) in the form of Submissions I and II at the end of each semester.

➤ Submissions should be submitted in soft copy for all three courses of Semester I and II.

Award of Diploma

Diploma will be awarded only after student passes in all elements of assessments i.e. each computer based examination, each assignment and submissions, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Celebrating 25 Years of Excellence in Distance Education

DELT Program Structure

Credit Points: 32

Career Opportunities

After completing this course, a student will develop a clear understanding of teaching and learning of English. It will help one to effectively teach English when one takes up the career as an English teacher, either in schools or in professional private classes, besides improving one's own English language skills.

Semester - I

Introduction to the Study of English Language	📘
Structure of English Language	📘
Instructional Methodologies of English Language	📘

Semester - II

A Study in English Grammar	📘
Teaching English at Primary and Secondary Level	📘
Teaching and Learning of English through Constructivism	📘

📘 Book Available

🔲 e-Book Available for all Subjects

> " The program has been a source of empowerment to me. Through the unique design of the course and its logical sequencing, DELT unfolds a whole new vista of teaching English. As an English teaching professional, I've been greatly benefitted by the practical activities given along. It provides scope for an interactive classroom environment while enriching the professional capability of one.
>
> **Ushita**

Certificate Course in CSR for Practitioners (CCCSRP)

Credit Points: 20

Module 1: Fundamental of CSR, Ethics & Governance
Module 2: CSR Strategy, Planning and Compliance in CSR
Module 3: CSR Project Management and Implementation
Module 4: Audit and Taxation in CSR
Module 5: CSR Impact and Community Engagement
Module 6: Communication, Funding Alternatives and Future Trends
Capstone Project

e-Book Available for all Modules

Eligibility

➤ Graduate in any discipline from a recognized University.
➤ Diploma holder with min. 3 yrs. of work experience.
➤ International / SAARC Graduates from a recognized/ accredited University / Institution.

Duration

➤ The duration of the program is six months.
➤ The registration period is valid for one academic year.

Fee Structure

General & Defence	₹ 16,000/-
International	₹ 30,000/-
SAARC	₹ 26,000/-

Overview

The Certificate Course in CSR for Practitioners (CCCSRP) is a specialized program designed to equip professionals, managers, and CSR enthusiasts with a deep understanding of Corporate Social Responsibility (CSR) principles, strategies, and implementation frameworks. This course offers a blend of theoretical insights and real-world case studies, participants will gain expertise in ethical business practices, sustainability, and legal and regulatory frameworks governing CSR. The program empowers professionals to drive meaningful change, foster stakeholder engagement, and contribute to sustainable development, ensuring long-term value creation for both businesses and communities.

Key Objectives of the Program:

a. Develop a strong foundation in CSR concepts and their role in modern business practices.
b. Learn to design, implement, and assess CSR initiatives that align with corporate & social goals.
c. Gain insights into legal, ethical, and regulatory aspects of CSR to ensure compliance and responsible business conduct.
d. Understand global CSR trends, stakeholder expectations, & sustainability-driven strategies.

This course is ideal for professionals looking to enhance their CSR expertise, corporate leaders aiming to integrate CSR into business strategy.

Evaluation Methodology

➤ The course comprises of an assignment (30 marks) and a computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.
➤ Assignment is of objective type and is available in the student login. Examination include a subjective element in addition to the objective part.
➤ In the end, students are required to submit a project of 100 marks in soft copy.

Award of Certificate

Certificate will be awarded only after student passes in all elements of assessments i.e. Exams, assignments and project, subject to completion of program duration and fulfillment of other criteria laid down by SCDL including payment of all fees/dues.

Career Opportunities

CSR Manager, Sustainability Consultant, ESG Analyst, Ethical Sourcing & Compliance Manager, Public Affairs & Corporate Communications Manager, Social Impact Consultant, Sustainability Program Coordinator, Policy Analyst – CSR & Sustainability, CSR Educator/Trainer, Researcher in CSR & Sustainability.

Certificate Course in ESG Management and Reporting (CCESGMR)

Eligibility

- Graduate in any discipline from a recognized University.
- Diploma holder with min. 5 yrs. of work experience.
- International / SAARC Graduates from a recognized/ accredited University / Institution.

Duration

- The duration of the program is six months.
- The registration period is valid for one academic year.

Fee Structure

General & Defence	₹ 16,000/-
International	₹ 30,000/-
SAARC	₹ 26,000/-

Credit Points: 20

Module 1: Introduction to ESG
Module 2: Environmental Sustainability
Module 3: Social Responsibility and Engagement
Module 4: Governance Factors and Regulatory Compliance
Module 5: ESG Standards and Reporting
Module 6: ESG Strategy Development and Technical Innovations
Capstone Project

e-Book Available for all Modules

Overview

The Certificate Course in ESG Management and Reporting is a comprehensive six-month program designed to equip professionals with the knowledge and skills needed to effectively integrate and report on Environmental, Social, and Governance (ESG) criteria.

As businesses worldwide prioritize sustainability, transparency, and ethical governance, this course provides a structured approach to understanding ESG principles, risk analysis, and strategic implementation across industries.

Participants will gain insights into key reporting frameworks, including BRSR, ensuring they can effectively communicate ESG performance to stakeholders.

The program provides valuable insights into global ESG trends and regulatory requirements, including key reporting frameworks such as BRSR.

Additionally, participants will benefit from networking opportunities, access to industry resources, and professional guidance, making it a well-rounded learning experience.

Evaluation Methodology

- The course comprises of an assignment (30 marks) and a computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.
- Assignment is of objective type and is available in the student login. Examination include a subjective element in addition to the objective part.
- In the end, students are required to submit a project of 100 marks in soft copy.

Award of Certificate

Certificate will be awarded only after student passes in all elements of assessments i.e., Exams, assignments and project, subject to completion of course duration and fulfillment of other criteria laid down by SCDL including payment of all fees/dues.

Career Opportunities

ESG Analyst, Sustainability Consultant, ESG Reporting Specialist, ESG Research Associate, ESG Compliance Officer, ESG Strategy Consultant, BRSR Reporting Specialist, Corporate Sustainability Manager, CSR (Corporate Social Responsibility) Manager, Environmental Policy Advisor.

Certificate Course in Intellectual Property Rights (CCIPR)

Credit Points: 10

Module 1: Introduction to Indian Legal System
Module 2: Intellectual Property Rights, its need and awareness
Module 3: Patents
Module 4: Trademarks
Module 5: Copyright
Module 6: Designs
Module 7: Geographical Indication
Module 8: IPRs in Software
Module 9: Key Business Concerns in Commercializing Intellectual Property Rights and IP Strategy
Module 10: Start-ups and IPRs
Case Studies

Note: The curriculum of the program is based on Indian Legal System, lead international cases, conventions and Indian Laws.

e-Book Available for all Modules

Eligibility
➤ Graduate in any discipline from a recognized University.
➤ International / SAARC Graduates from a recognized/ accredited University / Institution.
➤ Students appearing for their final year degree course and are yet to pass the final year examination can also apply, subject to completion of graduation in current academic year and within the timelines specified by SCDL.

Duration
➤ The duration of the program is six months.
➤ The registration period is valid for one academic year.

Fee Structure

General & Defence	₹ 16,000/-
International	₹ 30,000/-
SAARC	₹ 26,000/-

Overview
The Government, Corporates and the Start-ups today are investing a lot of money in the development of Intellectual Property, which has made the knowledge of Laws related to Intellectual Property Rights indispensable.

This CCIPR program has been designed to meet the specific needs of students aspiring to work and presently working in the corporate sector and other professionals who wish to equip themselves with thorough knowledge of Intellectual Property Rights.

This Advanced Certificate Course covers almost every aspect of IPR such as Trademarks, Patent, Copyright, Designs, Plant Varieties, IP issues in software and startups. Participants to this Course get a unique opportunity to learn the substantive as well as procedural aspect of IPR and its management. The objectives of the program are to provide:
a. Various aspects of Intellectual Property Rights.
b. The skills in drafting and filings of Intellectual Property in India.
c. Knowledge to the participants to learn to protect Intellectual Property Rights in competitive business environment.
d. Them with the skills to be considered as certified Patent and/or Trademark agents.

Evaluation Methodology
➤ The course comprises of an assignment (30 marks) and a computer-based examination (70 marks). Students should appear for the assessments on a timely basis and complete the program in the validity period.
➤ Assignment is of objective type and is available in the student login. Examination include a subjective element in addition to the objective part.
➤ In the end, students are required to submit a project of 100 marks in soft copy.

Award of Certificate
Certificate will be awarded only after student passes in all elements of assessments i.e. Exams, assignments and project, subject to completion of program duration and fulfillment of other criteria laid down by SCDL including payment of all fees/dues.

Career Opportunities
Lucrative career avenues in various global and national organizations to handle their Intellectual property issues.
Employees of Starts-ups involved in new inventions and creation may use the knowledge imparted in this course for safeguarding their valuable intellectual property.

Single Courses

Eligibility

- Bachelor's degree holder / Graduate in any discipline from a recognised University.
- International / SAARC Graduate from a recognised / accredited University / Institution.
- Students who have appeared for final year of examination of their bachelor's degree program and are awaiting results can also apply, subject to successfully completing their bachelor's degree program / graduation within the time period specified by SCDL.

Duration

- The duration of each course is three months.
- The registration period is valid for six months.

Overview

SCDL offers a range of single courses with multi-entry facility and credit banking. Students can enroll for single courses offered by SCDL with a view to develop area-specific skills and obtain subject-specific knowledge.

The credits accumulated by a student can be transferred to other SCDL programs, providing them flexible learning pathways. Students can enroll for one or more (maximum of 4) single courses offered by SCDL. However, students who have registered for any other programs with SCDL cannot enroll for a single course that is already included in their program curriculum. Students are required to fill separate admission forms (and go through all procedures for admission) for each course they wish to enroll for.

Evaluation Methodology

- Each single course comprises of an assignment (30 marks) and computer-based examination (70 marks). Students are requested to appear for the assessments on a timely basis and complete the program in the validity period.
- Assignments are of objective type and are available in the student login. Examinations include a subjective element in addition to the objective part.

Award of Certificate

Certificate will be awarded only after student passes in all elements of assessments, i.e. each computer based examination and each assignment, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Fee Structure

General & Defence	₹ 10,000/-
International	₹ 17,000/-
SAARC	₹ 15,000/-

Course	e-Learning	e-Book	Book
Advanced Instructional Design			📘
Basics of Psychological Counselling			📘
Cloud Computing			📘
Customer Relationship Management			📘
Cyber Law in Corporate Practice		🔶	
Financial Management	🔵e		📘
Guidance and Counselling			📘
Human Resource Development	🔵e		📘
Human Resource Management			📘
Employee Relations and Labour Laws			📘
Instructional Design			📘
Instructional Design for Business Communication			📘
Introduction to Creative Writing in Business Communication			📘
Introduction to Financial Analytics			📘
Introduction to R Programming			📘
Machine Learning with R and Python			📘
Marketing Management			📘
Materials Management			📘
Performance and Potential Management			📘
Operations Management			📘
Project Management (IT)	🔵e		📘
Python Programming	🔵e		📘
Research Methodology and Statistical Quantitative Methods			📘
Sales and Distribution Management			📘
Strategic Management	🔵e		📘

🔵e e-Learning Available   📘 Book Available

🔶 e-Book Available for all Subjects

Certificate Course in AWS Solutions Architect – Associate (CCAWSSAA)

Eligibility

➤ XII Standard pass-out / Diploma holder / Bachelor's Degree Holder / Graduate in any discipline from a recognised University.

➤ International / SAARC Graduate from a recognised / accredited University / Institution.

Duration

➤ The duration of the course is three months.
➤ The registration period is valid for six months.

Overview

Cloud computing architecture refers to the components and sub-components required for cloud computing. These components consist of a front end platform, back end platform, a cloud based delivery and a network. Combined, these components make up cloud computing architecture. Cloud Architecting is the emerging trend nowadays. This course emphasizes best practices for the AWS Cloud and it recommends various design patterns to help you think through the process of architecting optimal IT solutions on AWS.

Cloud Architecting covers the fundamentals of building IT infrastructure on Amazon Web Services or AWS. The course is designed to teach solutions architects how to optimize the use of the AWS Cloud by understanding AWS services and how these services fit into cloud-based solutions & provide a brief overview of cloud concepts, AWS core services, security, architecture, pricing and support which is the foundation for Cloud Architecting.

Evaluation Methodology

➤ The course comprises of an assignment (30 marks) and computer-based examination (70 marks). Students are requested to appear for the assessments on a timely basis and complete the program in the validity period.

➤ Assignment is of objective type and is available in the student login. Examination include a subjective element in addition to the objective part. Examination is conducted in e-proctor mode.

Award of Certificate

Certificate will be awarded only after student passes in all elements of assessments, i.e. each computer based examination and each assignment, subject to completion of program duration and fulfilment of all other criteria laid down by SCDL, including payment of all fees/dues.

Fee Structure

General & Defence	₹ 10,000/-
International	₹ 17,000/-
SAARC	₹ 15,000/-

AWS Cloud Architecting
Cloud Concepts Overview
Cloud Economics and Billing
AWS Global Infrastructure Overview
Cloud Security
Networking and Content Delivery
Compute
Storage
Databases
Cloud Architecture
Automatic Scaling and Monitoring
Designing Your Environment
Designing for High Availability I
Designing for High Availability II
Automating Your Infrastructure
Decoupling Your Infrastructure
Designing Web-Scale Media
Well Architected Framework
Well-Architected Pillar 1: Operational Excellence
Well-Architected Pillar 2: Security
Well-Architected Pillar 3: Reliability
Well-Architected Pillar 4: Performance Efficiency
Well-Architected Pillar 5: Cost Optimization
Troubleshooting
Design Patterns and Sample Architectures
Lab (Go Green Insurance Company)

Note: Learning Material is provided on the AWS Academy

Admission Process

Student Categories

➤ **GENERAL CATEGORY:**

Students who have completed their education in India, taken their exams in India, and avail all services in India fall under the General Category.

➤ **DEFENCE CATEGORY:**

Special fee concessions are offered to retired/active Personnel of Paramilitary/ Police/ Defence Personnel (Army, Navy, and Air Force) and their dependents (spouse/child) as a token of appreciation and recognition of their services to our nation. Fee concessions are not available to civilians or personnel working in Defence establishments (Ministry of Defence/D.R.D.O. etc.).

➤ **INTERNATIONAL CATEGORY:**

International students are those who hold passports issued by foreign countries, including people of Indian origin (NRIs) who have acquired the nationality of a foreign country.

➤ **SAARC CATEGORY:**

The South Asian Association for Regional Cooperation (SAARC) comprises Afghanistan, Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan, and Sri Lanka. Students holding passports issued by SAARC countries (except India), including people of Indian origin (NRIs) who have acquired the nationality of a SAARC country, will fall under the SAARC category.

Note: Students holding Indian passports but residing in a SAARC / International country at the time of applying for admission, irrespective of the duration of their stay and having valid visas, will also fall under the SAARC/ International category.

How to Apply?

Step 1: Purchase Application Form

➤ The fee to purchase the application form for all applicants is ₹1,200/-.

➤ You can purchase the application form online via our website: www.scdl.net.

Note: The application form fee is non-refundable. We do not accept any requests to purchase the application form by post.

Step 2: Registration

➤ Upload your Academic Records in the prescribed format, Work Experience Certificates (If any), passport size recent color photograph, Government Identity Proof (Passport or Aadhar card copy).

➤ Applicants applying under the Defence Category must produce an active service certificate, if actively serving in defence services or discharge book copy if veteran or a dependent certificate in case dependent of defence personnel, as applicable.

➤ For International and SAARC Students, an address in a foreign country is mandatory, along with address proof or copies of passport pages showing the visa of the foreign country.

Step 3: Fee Payment

➤ All payments to be made online through the payment gateway or by demand draft (DD) for the enrolled program. The DD should be in favor of **"The Director SCDL, Pune"** payable at Pune.

ISO 9001:2015 Certification for Quality

Symbiosis Centre for Distance Learning (SCDL) is an ISO Certified institution since last 12 years. In 2018, SCDL has been certified with ISO 9001:2015 certification. This certificate is awarded to SCDL for successful establishment of "Quality Management System". The certification demonstrates our strong commitment to excellence in providing quality education through open and distance learning mode for the purpose of professional growth and skill development. The ISO certification is reviewed annually.

List of Documents for Admissions

Fill the application form online with all required information. In case the applicant provides incomplete or incorrect information, the application form stands rejected. The student must sign the application form electronically.

➤ One proper passport size recent coloured photograph. Ensure the entire face is clearly visible from the bottom of the chin to the top of the forehead with both edges showing, eyes open and unobstructed by hair, while childhood photos, images with sunglasses or goggles, black & white or Xerox copies, group photos, side-face pictures, and selfies are not accepted.

➤ Government photo identity proof, any one: Passport or Aadhar Card. Government ID proof with childhood photos is not accepted.

➤ Applicant signature in soft copy.

➤ Clear Coloured or Xerox copy of XII Standard Marksheet + Bachelor's Degree Certificate / Provisional or Passing Certificate / all year mark sheets as per the applicable eligibility for the applied program.

➤ Degree Equivalence letter issued from the Association of Indian Universities (AIU) for graduation completed from an International University.

➤ Applicants applying under the Defence Category must submit active service certificate or dependent certificate or discharge book copy as specified below.

➤ Defence category proof: Active service certificate by actively serving personnel's / discharge book copy by veterans / dependent certificate by dependents of any defence personnel (if any). Note: Defence dependent certificate to be attested by competent authority.

➤ Name change document (if applicable).

➤ For International / SAARC students, a photocopy of the passport page showing a valid visa of the foreign country.

Note: Students should not send any original academic documents to SCDL. SCDL is not liable for the return/loss of original academic documents sent by students. SCDL will not accept any fees in cash sent by post/courier to SCDL. **Submission of documents within the timelines for confirmation of admission is the sole responsibility of the student.**

Admission Type

Confirmed Admission

Students who fulfill all the admission-related eligibility criteria as per SCDL policies receive **Confirmed** admission. We provide an admission letter along with a student ID card to the student by post. Additionally, students gain access to pay program fees online through the payment gateway and the **Student Handbook** in their respective student login.

Provisional Admission

Students admitted on a **Provisional** basis do not receive an SCDL student ID card until their admission is **Confirmed**. Provisional Admission is provided when admission-related eligibility criteria are not fulfilled as per SCDL policies and documents have deficiencies such as:

➤ Colored passport-size recent photograph is, either not submitted, is improper, or is not clear.
➤ Academic qualification documents are incomplete, unclear, or are not submitted in the prescribed format.
➤ Defence category proof is not attached, not attested, is incorrect, is unclear, or is not in the prescribed format.
➤ Visa/Passport copy (for International/SAARC students) is not enclosed, expired, or incorrect.
➤ Name change document copy (if any) is not enclosed, not clear, in the local language, and not readable.
➤ Application form is not signed by the applicant or self-signature is not submitted.
➤ Inadequate documents are attached or the application form is incomplete in some manner.

Provisionally admitted students must promptly submit the required documents and address any deficiencies upon receiving an email notification from SCDL regarding their provisional admission status. They should ensure that their admission is confirmed.

Admissions of provisionally admitted students who do not submit the required documents in the prescribed format by the specified deadline (please refer to the last date under the section Important Dates) will be canceled. These students will not be eligible for a refund of any fees paid. It is solely the responsibility of the students to ensure timely submission of all required documents according to the specified timeline set by SCDL.

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Fee Policies and Guidelines

Mode of Payments

➤ **Online:** Convenient Payment Options for Application, Program, Exam and all other types of fees.

➤ **Demand Draft:** Students have the option to pay fees via Demand Draft (DD) drawn in favor of **"The Director SCDL, Pune" payable at Pune**. All DDs should be sent by Post/Courier to SCDL, Pune only. Students must ensure to mention their name, registration number, contact number, program enrolled, and the type of fees being remitted on the reverse side of the Demand Draft using a ball-pen only. It's imperative that students retain a photocopy of the Demand Draft sent to SCDL. SCDL will not be responsible for any lost, delayed, or unidentified DDs. Additionally, SCDL cannot be held liable for the loss of financial instruments in transit or for any unidentified financial instruments, i.e., those without sender's details or reason for fee remittance on the reverse of the DD. It's important to note that cash should not be sent to SCDL via Post/Courier. SCDL will not be responsible for depositing any DD that is not payable in Pune or for cash sent by post/courier. Furthermore, payments made via cheque and/or any co-operative bank's DD are not accepted.

Note: International/SAARC students must remit all fees in USD or INR equivalent, as prescribed by SCDL. The applicable exchange rate will be ₹85 against 1 USD for the current financial year.

Fee Policies for Payment of Fees

➤ Students can pay the full program fees as per below specified timelines in two installments:
- **First Installment:** Must be paid within 15 days from the date of confirmed admission.
- **Second Installment:** Must be paid within 45 days from the date of confirmed admission or on or before the final deadline for full fee payment, whichever is earlier, in accordance with the policy.
  Note: Installment option closes 15 days before the last specified date of admission.

➤ Students have the option to pay the full program fee in one lump sum down payment immediately after registration and submission of eligibility documents. This option allows students to avail a discount on the course fee and is available for a limited time period. For details, please contact SCDL.

➤ Students admitted on a provisional basis, regardless of their fee payment status, will not be permitted to access any student-related services or learning facilities. They are also ineligible to participate in examinations or submit assignments for the enrolled program until they fulfil all deficiencies outlined in the provisional admission letter.

➤ **Students with confirmed admission who fail to pay fees within the specified timeline will not have access to any student-related services or learning facilities. They will also be ineligible to participate in examinations or submit assignments for the enrolled program.**

➤ Students with confirmed admission and those who have paid full fees can avail themselves of student services and learning facilities such as online classes, online query solving with faculty, e-library and e-learning, assignments, and personal contact programs.

➤ Students will be able to book exam slots for computer-based examinations in their student login only after their admission is confirmed and they have paid the full fees for the enrolled program.

➤ Students who fail to pay complete fees or those who have paid only the 1st installment will be required to pay late fees in addition to the outstanding program fees amount as per the timelines provided by SCDL.

➤ The applicable late fees as under:

Program	2 Years Duration	1 Year Duration	3 to 6 Months Duration
Late Fee	₹9,000	₹7,000	₹3,000

➤ Failure to pay complete program fees, even with late fees as per the prescribed deadline, will result in the cancellation of admission.

Fee Policies and Guidelines

➤ A student whose admission is cancelled by SCDL due to non-compliance with eligibility or non-payment of program fees within the prescribed timeline will not be eligible for any refund of paid fees. Moreover, any such refund request shall not be entertained.

➤ Exam fees are to be paid separately, per paper per attempt, and are not included in program fees. Exam fees are non-refundable and non-transferable.

➤ Student is required to pay ₹500/- per exam, for the enrolled program respectively.

➤ Students get two free attempts of assignments (in case of failure) & subsequently have to pay ₹400/- per attempt subject to in earlier attempt student has not passed.

➤ Until exams are conducted in e-proctor mode, international and SAARC students are required to pay exam fees equivalent to those of national students. Upon transition to exams conducted through exam centers, international and SAARC students will be subject to the previously specified exam fees.

➤ Students are required to submit projects / submissions / case studies, as per the enrolled program, as applicable, along with submission fees. This submission fee is not included in program fee.

➤ Detailed guidelines, policies, & timelines for various processes, activities, and access related to admissions, academics, evaluations, along with fee details regarding projects, case studies, submissions, & resubmissions, can be referred to in the Student Handbook & Exam Handbook available in the student login.

➤ Student is required to check the applicable Administrative Charges for other services (if needed) provided in student login. There is no facility for improvement in passed components of the applied course / program.

➤ SCDL is not liable to refund any excess / unidentified fees paid by the student towards program / course / examination or any other fees. Such excess fees may be utilized for any other applicable services (as allowed by SCDL) by the student in the same financial year subject to the Director's approval.

➤ Students must submit a formal application to SCDL through the Service Request Form (SRF) for the same, on or before March 1, 2026. Students must ensure and retain proof of receipt for the SRF sent to SCDL.

➤ A student is entitled to utilize any unidentified amounts on or before March 1, 2026. Failing this, we forfeit such unidentified amount, and the student will have no claim whatsoever on the said amount after the specified date.

➤ Students will not receive credit of fees or any other documents unless they mention their proper admission details on the reverse of the DD or any other documents. It is the sole responsibility of the student to mention the registration number, program name, and type of fee details while sending the fees or any other documents to enable SCDL to identify the student and the purpose of remitting the fees or sending the document.

➤ SCDL processes demand drafts received without any information of the student and/or type of fee(s) remitted under suspense account. Such demand drafts may be transferred to the respective student's account in the same financial year, i.e., until March 1, 2026, after which such queries/applications will not be entertained/processed. Students must submit a formal application along with payment proof for the same on or before March 1, 2026.

➤ As per RBI rules, a demand draft is valid only for 90 days. SCDL will accept DDs till 60 days from the date of issuance of a DD.

➤ SCDL will not accept any banker's cheque or any co-operative bank demand drafts for any kind of fee payment.

➤ SCDL does not take any responsibility to return such banker's cheque or co-operative bank demand drafts or to credit the same to the student's account.

➤ For payment of fees, students are instructed to use either the online payment gateway or send Demand Drafts to SCDL, Pune Head Office. Students should not pay any fees directly to any centre/bank/office other than SCDL Pune Head Office. SCDL shall not be responsible for any loss incurred by students regarding any fees paid to any other centre/bank/office other than SCDL Pune Head Office.

➤ SCDL does not accept any type of fees in cash. Students are informed and advised not to send any type of fees in the form of cash by post/courier. SCDL will not accept and will not be responsible for the return of cash sent by post/courier.

Celebrating 25 Years of Excellence in Distance Education

Fee Policies and Guidelines

➤ Each student has to send a separate DD towards any applicable fees. Consolidated DD of two or more students or student services will not be accepted.

➤ International/SAARC students have to pay all types of fees in dollars. The exchange rate applicable will be ₹85/- against US $1 for the current financial year.

➤ Students can apply for change of category from International / SAARC to General (refer to student handbook for details), but there will be no refund of the paid program fees.

➤ If a student wants to change category from General to International / SAARC, he/she will have to pay the difference in the program fees, submit photocopies of valid visa and address proof.

Cancellation of Admission

➤ It is the sole responsibility of student to pay all prescribed fees within timelines mentioned in the prospectus for the enrolled program. Failure to comply with these timelines will result in cancellation of admission.

➤ If required document/s for eligibility purposes is not submitted / are submitted with deficiencies (i.e., not as prescribed), & these deficiencies are not rectified within given deadline (refer last date under Important Dates section), or within 15 days of notification, whichever is earlier as per policy, then admission will be cancelled.

➤ Failure to complete the program within the specified time/validity period set by SCDL will result in the locking of the student login and the revocation of admission.

➤ In all the aforementioned cases, the student is not entitled to any refund of the amount paid.

Refund of Program Fees

➤ Students wishing to cancel their admission must submit an application for cancellation of admission (Application for Refund of Program Fees) in the prescribed format available on the SCDL website within the last date specified (refer to the last date under the Important Dates section) for the enrolled program.

➤ Only the refund for program fees paid by students will be processed after deducting ₹1000/- as administrative charges from the paid amount. The application form fee is non-refundable and non-transferable.

➤ Refund applications will be processed only after students return to SCDL the self-learning material, confirmed/provisional admission letter, student ID card, or any other SCDL material they have in their custody. If the study material and/or the student ID card is/are not returned to SCDL on or before the prescribed deadline then, ₹1000/- + ₹200/- [for General and Defence/Paramilitary/Police category], ₹5,100/- + ₹2,975/- (for international category), & ₹4,420/- + ₹2,125/-(for SAARC category) will be deducted from the refunded amount for Study Material and ID card, respectively.

➤ Any application for the refund of program fees will not be accepted if received after the last date specified (refer to the last date under the Important Dates section).

Examinations

SCDL has a robust system of Computer based Assignments and On Demand Examinations System that allows participants to decide pace and style of the study. Students currently have the option to appear for exams through e-proctored mode from the convenience of their homes or through SCDL designated Examination Centers. Please note the following important points:

➤ SCDL does not guarantee availability of exam slots. Slots are allocated on a first-come-first-served basis.

➤ Once booked, exam slots cannot be changed or rescheduled.

➤ Exam fees are to be paid separately for each paper and each attempt. These fees are not included in the course or program fees.

➤ Exam fees are non-refundable and non-transferable.

➤ Students are advised to carefully review the exam handbook for detailed procedures and policies related to taking on-demand online exams. The exam handbook is accessible through the student login.

➤ Before making the exam, fee payment and booking exam slots, students should thoroughly read the Technical Requirements, Exam Instructions, and FAQs provided in the Student Login.

It is essential for students to familiarize themselves with all relevant information and guidelines to ensure a smooth and successful exam-taking experience.

Important Dates (AY 2025-26)

➤ Program commences: **01 July 2025**.

➤ Admission last date: **30 August 2025**.

➤ Classes commences from: **02 July 2025**.

➤ Last date for change in Specialization: **31 August 2025**.

➤ Last date for change in program: **31 August 2025**.

➤ Pay program fee as given below,

- • **First Installment:** Must be paid within 15 days from the date of confirmed admission.
- • **Second Installment:** Must be paid within 45 days from the date of confirmed admission or on or before the final deadline for full fee payment, whichever is earlier, in accordance with the policy.

   Note: Installment option closes 15 days before the last specified date of admission.

- • Students have the option to pay the full program fee in one lump sum down payment immediately after registration and submission of eligibility documents. This option allows students to avail a discount on the course fee and is available only for a limited time period. For details, please contact SCDL.

➤ Last date to submit eligibility deficient document/s for confirmation of admission, for provisionally admitted students: **31 August 2025**.

➤ Last date to pay complete program fee: **31 August 2025**.

➤ Last date to pay complete program fee with late fee: **30 September 2025**.

➤ Last date for cancellation of admission & refund of paid program fee: **30 August 2025.**

Important Points

➤ SCDL is a stand-alone institute and is not part of any University.

➤ Students should keep copies of the prospectus, filled application forms, demand drafts (if any), case studies, and other submitted documents.

➤ Rules & policies outlined in the Student Handbook, Exam Handbook, and other official communications are binding.

➤ There is no provision for re-evaluation of passed objective components of enrolled course or program.

➤ Self-Learning Material provided by SCDL is available in printed (books) or soft copy (e-books) formats, specifically in English language only.

➤ Students must possess computer literacy and internet access as most program-related services and communications are online.

➤ Students should ensure they meet all specified prerequisites for their chosen programs.

➤ It is also clarified here that differently abled students shall make necessary provisions / arrangements at their own cost and expenses to understand the self-learning material and or to appear for examination and or to perform any action related to the program. SCDL shall not be liable to incur any expense on such account. SCDL shall also not be liable for any loss/damage arising out of negligence / inability of differently abled students to understand the self-learning material and or to appear for examination and or to perform any action related to the program.

➤ Students receive updates and important information via email, SMS, or phone calls. It is their responsibility to maintain updated contact details with SCDL.

➤ Student logins are deactivated upon successful completion of the program within the specified duration or upon expiration of the program's validity period.

Disclaimers

Right to Amend Rules

The Institute reserves the right to amend the rules and regulations, whenever and wherever considered necessary and appropriate. Such amendments will be informed to students. Therefore, these publications, and the descriptions contained herein, are not to be construed as a contract binding on the Institute to any specific policies. Possible changes include, but are not limited to, course content, passing requirements, eligibility criteria for examinations, fee structure, refund policy, admission cancellation policies and rules, curriculum and course content, examination pattern, policies and timelines, certification and designation, assignment pattern, examination, online class/lectures and contact program centers and such other matters, as may be considered relevant.

Student Undertaking

➤ All students applying for admission to SCDL programs are assumed to have thoroughly reviewed the Prospectus and website, and agree to comply with the Institute's rules and regulations.

➤ By submitting the application form for admission, students acknowledge that they have read and agree to the rules and policies outlined in the Prospectus, including those related to eligibility, provisional admission, fees, cancellation of admission, refund policies, and disclaimers.

➤ Students confirm that the information provided in their application form and documents is accurate to the best of their knowledge. Any false or erroneous information may result in immediate cancellation of admission without refund.

➤ Students must carry their SCDL student ID card, exam hall ticket (if any), and government ID proof in original hard copy to the exam venue / SCDL Campus. Failure to do so will result in denial of entry to the exam hall / SCDL Campus.

➤ It is strictly prohibited to use any unfair means during exams. Students found using unauthorized items such as digital devices will have their admission cancelled without refund.

➤ Students are responsible for promptly notifying SCDL of any changes to their contact information. SCDL is not liable for non-receipt of materials or correspondence due to outdated contact details.

➤ Dispatch details for ID cards, admission letters, study materials, and other correspondence are updated on the website within 24-48 hours of dispatch. Students should regularly check their student login for updates.

➤ Students are required to follow the Student Grievance Redressal Mechanism to address any dissatisfaction or grievances. SCDL has established a Student Grievance Redressal Committee to minimize student grievances as far as possible, provide quick relief, and enhance overall student satisfaction. If a student is aggrieved by the decision of the Student Grievance Redressal Committee, they may appeal to the Ombudsperson.

➤ Students acknowledge SCDL's right to amend rules and agree to such changes by continuing their association with the Institute.

➤ SCDL does not charge any donation or capitation fee for admission to its courses.

Jurisdiction

All disputes between the applicant / student and the Institute, including any dispute relating to purchase of application form, payment of fees, refund of fees, admission, examination, certification etc. shall be exclusively subject to jurisdiction of only Pune Courts.

Faculty Details

Dr. Uttara Deolankar
Associate Professor

Dr. Padmapriya Irabatti
Professor

Dr. Yogita Gupta
Assistant Professor

Dr. Sunita Patil
Head of Discipline & Professor

Dr. Sunita Nikam
Head of Discipline & Professor

Dr. Prashant Ubarhande
Associate Professor

Dr. Neha Kurhade
Assistant Professor

Mr. Vijay Masarkar
Assistant Professor

Ms. Pallavi Ligade
Assistant Professor

Mr. Amber Batwara
Assistant Professor

Ms. Shraddha Shinde
Assistant Professor

Ms. Shilpa Gawande
Assistant Professor

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Faculty Details

Mrs. Pritha Gawande
Assistant Professor

Pallavi Ninad Dalvi
Academic Coordinator

Mr. Vivek Ware
Assistant Professor

Mr. Yogesh M Bhosle
Editor

Mr. Suhas Bhosale
Librarian

Some of our Corporate Batches

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Managing Committee of SOES

Symbiosis Centre for Distance Learning (SCDL) is a constituent of Symbiosis Open Education Society (SOES). The Managing Committee is the principal executive authority of SOES. It is empowered to deal with and take decisions in respect of the entire academic, administrative and financial matters of SOES and its constituent institutes including SCDL.

Dr. S B Mujumdar

Dr. Swati Mujumdar   Mrs. Sanjivani Mujumdar   Dr. Vidya Yeravdekar

Mrs. Devika Khandekar   Ms. Soniya Ghatpande   Mr. Jitendra Pawar
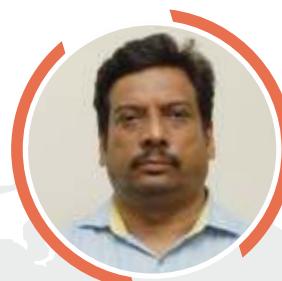
Academic Council

The Academic Council is the principal academic authority of SCDL and is responsible for monitoring the academic activities/matters of SCDL. Academic Council is responsible and has control over the maintenance of learning, training, research, examination, assignments etc.

Board of Studies

The Board of Studies is one of the academic authorities and is responsible for monitoring academic activities relating to the development of course material and allied activities. It exercises general supervision and coordinates various activities right from introduction of new programs up to designing the course curriculum and program structure, content, syllabi, evaluation methodology, development of question banks, credit policy, standard of passing etc.

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॥ वसुधैव कुटुम्बकम् ॥

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