



**INSTITUTE OF HUMAN RESOURCES DEVELOPMENT**  
(Established by the Government of Kerala)

ADMISSION TO  
**POST GRADUATE DIPLOMA IN AUDIO  
ENGINEERING  
(PGDAE)**

**July 2017**

**PROSPECTUS**

*(Prospectus issued for previous years/batches are not valid for July 2017)*

**INSTITUTE OF HUMAN RESOURCES DEVELOPMENT** is an autonomous institute established by the Government of Kerala. The Institute invites application for admission to the two semesters Post Graduate Diploma Course in Audio Engineering at the College of Applied Science, Vadakkencherry centre of IHRD.

The course aims at imparting state of the art training to those who would be seeking self employment at the following levels in the industry as:

Aim of the course: Self employment

- ✧ Studio Sound engineer
- ✧ Live sound engineer for films
- ✧ Mastering engineer
- ✧ Sound engineer in T.V and Radio media
- ✧ Audio post-production
- ✧ Electronic musician
- ✧ Sales and installation of Studio Equipment and Recording software
- ✧ Studio manager
- ✧ A&R executive
- ✧ Digital media entrepreneur

#### 1.Course Centre

SI No	Name of Centre	Sessions
1	College of Applied Science, Eressankulam, Vadakkenchery, Palakkad, Pin - 678 683 Ph : 04922-255061/203333	Full time course

#### 2. Eligibility for admission

A valid University Degree in any discipline.

**Desirable:** Affinity for Music

*(Those awaiting results can also apply provided that they prove their eligibility at the time of interview)*

**Age:** No age bar

3. Intake : 10

4. Last date for receipt of filled in application for admission in the respective training centre : 29.06.2017

5. Probable date of commencement of classes : 05.07.2017

6. How to apply

Application form is available to download from the website. [www.ihrd.ac.in](http://www.ihrd.ac.in). Copy of Application form is also available from Training Centre also.

Completed applications accompanied by copy of Certificates and Registration fee – Rs.150/- by cash/DD (Rs.100/- for SC/ST candidates) (DD drawn in favour of the head of Training Centre) attested copies of mark list of the final year degree examination & degree certificate should reach the head of the chosen training centre on or before the last date prescribed. Candidates are precluded from applying to more than one training center for admission. Once selected, transfer from one training centre to another will not be given under any circumstances.

*The application without registration fee will be rejected without assigning any reason.*

**9. Reservation**

8% of the intake is reserved for SC candidates, and 2% to ST candidates. The un-availed seat if any under SC quota will go to the ST quota and vice versa.

**10. Basis of Selection**

On the basis of marks obtained in the qualifying examination, personal interview, and a written test if necessary.

**11. Supply of Text Books and Study materials**

No text books or study materials shall be supplied to the students free of cost. The details of text books required for the course shall be intimated to the students by the heads of institution. The students will make their own arrangements to procure the required text books.

**12. Course Contents:**

**First Semester:** Acoustics, Sound recording and Lab Work

**Second Semester:** Amplifiers and Signal Processing, Monitoring Mastering and Production, Lab Work, Project Work, Internship and Viva Voce

**(Detailed Syllabus and scheme is available at the website [www.ihrd.ac.in](http://www.ihrd.ac.in) and [www.casvdy.org](http://www.casvdy.org))**

**13. Details of fee**

Admission fee	:	Rs. 300.00
Tuition fee *	:	Rs. 30,000.00 per semester
Caution Deposit (Refundable)	:	Rs.1000.00
Exam fee*	:	Rs. 750.00 per semester

*\* To be paid at the time of admission and beginning of the 2<sup>nd</sup> semester course  
(Fees once paid will not be refunded under any circumstances)*

14. IHRD does not allow any educational concession/exemption from payment of fee to the students studying for the course. But the SC/ST/OEC candidates shall be provisionally exempted from payment of the prescribed fees provided they submit application for educational concession from the Scheduled Caste Development Department in the prescribed form along with the supporting documents within 15 days from the date of commencement of the regular classes. If they fail to do so, they should pay the prescribed fees. The sanctioning of educational concession to the above categories of students will be subject to Government Orders issued by SC Development Department from time to time.

**15. Important Rules and Regulations for the Examination**

- Semester Examinations will be conducted by the Institute of Human Resources Development, immediately after the completion of each semester course.
- Candidates who have successfully completed the semester course with a minimum of 75% attendance alone will be permitted to register for the Semester Examination. However, the Head of Institutions are authorized to condone shortage of attendance up to 5% of the total attendance on valid reason realizing Rs.500/- towards condonation fee. The condonation of shortage of attendance shall be granted only one time for the entire course i.e. 1<sup>st</sup> or 11<sup>nd</sup> semester. The candidates who have not secured the minimum 70% of attendance shall not be eligible either for condonation of shortage or for registration for semester examination.
- Maximum number of chances that can be availed of by a student to pass the semester examination is four (consecutive chances).
- Valid registration for the first semester examination is one of the conditions for registration for 11<sup>nd</sup> semester class.
- The students who had failed for semester examinations are permitted to register in compartmental or piece meal appearance.
- A candidate who has completed the first semester and registered for the first semester examination, but has discontinued the course on medical reasons will be re-admitted to the second semester of the course on the following conditions.
  - The candidate must have requested for re-admission to the course within 18 months from the date of admission.
  - The syllabus and the scheme for first and second semester of the course, he/she will be attending, must be the same. If the schemes are different, he/she will have the following two options.
    - The candidate has to surrender the first semester mark list(s) issued to him as per the old scheme and he/she should appear for the first semester supplementary examination as per the revised syllabus as a private candidate.
    - The candidate can repeat the course from first semester as per the revised syllabus and he/she will be treated as

a fresh candidate.

- (c) The eligible candidate can be re-admitted subject to the availability of seat.
  - (d) The candidate should pay a re-admission fee of Rs.300/- and a re-registration fee of Rs.300/- for examination in addition to the normal prescribed semester fees.
    - (e) The minimum mark required for a pass in each subject will be 50% i.e. 40% for written examination and 50% for theory and internal evaluation put together.
8. Those who pass the first and second semesters in the first chance securing an aggregate of 75% or more marks put together will be declared to have passed the course in first class with distinction.
  9. Those who pass the first and second semesters securing an aggregate of 60% or more marks will be declared to have passed the course in first class. But a candidate who passes the second semester in compartmental basis will not be eligible for 1st class. Such candidates will be placed in the second class.
  10. All other successful candidates will be placed in the second class.
  11. Those who pass the Examination will be awarded a **POST GRADUATE DIPLOMA by the INSTITUTE OF HUMAN RESOURCES DEVELOPMENT.**

Thiruvananthapuram  
Date: 01.06.2017.

**Sd/-  
DIRECTOR**