



Providing Wings To Your Dreams



BIVHA



HAND BOOK
Bivha Open School



Bivha International School is a secular versity committed to fulfilling its mission without discrimination on the basis of race, color, religion, national origin, age, sex, gender, disability or other such grounds.



BIVHA

**“All you
Need to
Know about “**

Bivha International School is one of leading International educational Institutions imparting quality & less expensive education around the world. Bivha IS is a family of 42 academic institutions spread across 6 campuses in India and around 4 campuses in Nepal, Sri-Lanka, Singapore and Malaysia.

Bivha IS provides mainstream education, mainly through its growing network of play schools and secondary schools. It is also actively involved in the field test-prep education to enable school and college students gain admission to professional courses.

With its focus on the students' needs, its foundation firmly set on its Core Values, and technology as a key driver, Bivha IS strives to enable people to realize their potential and make their dreams come true



Institutes of Bivha International School Society

- ✓ Bivha College
 - ✓ Bivha Play School
 - ✓ Bivha Primary School
 - ✓ Bivha International School Of yoga
 - ✓ Bivha Military School
 - ✓ Bivha Centre of Health Care
 - ✓ Bivha Institute of Foreign and Indian Languages
 - ✓ Bivha Institute of Teacher Education
 - ✓ Bivha International School
 - ✓ Bivha Open School
-
- ✓ Bivha Law School
 - ✓ Bivha Institute of Business Management
 - ✓ Bivha Institute of Computer Studies and Research
 - ✓ Bivha Centre for Management Studies
 - ✓ Bivha Institute of Management Studies
 - ✓ Bivha Centre for Management and Human Resource Development
 - ✓ Bivha Institute of Telecom Management
 - ✓ Bivha Centre for Information Technology
 - ✓ Bivha Institute of Health Sciences
 - ✓ Bivha English Language Teaching Institute
 - ✓ Bivha College of Nursing
 - ✓ Bivha Skill School
 - ✓ Bivha Career Development Centre





Excel In Your Academic Pursuits

Bivha Open School

Also known as Bivha OS

The school is accredited by the various national & international authorities such as Ignou , Bihar School Examination Board, Bivha Open School Examination Board, Karnataka Open School, Bihar School Examination Board ,Karnataka State Open School, CBSE*,IGCSE**, IB**,Nepal Board of Higher Education Nepal, Bhutan Board of Higher Education Bhutan, Bihar Madarsa Board ,Bihar Sanskrit Board ,UP State Examination Board , Chhattisgarh Open School, Punjab Board of Secondary Education, National Institute of open schooling (Govt. of India). It is the largest open school system in the world. Self instructional material provided by the school, gives the learner an opportunity to complete his formal education at his own pace, time and place. The candidate is fully eligible to pursue his higher studies and participate in various competitive examinations on successful completion of the course.

Our Motto

- To reach out to all those who aspire to study further.
- To break the constraints of time and place.
- To deliver quality education in Open and Distance Learning Mode.
- And therefore, we have taken up the task of providing quality education in
- Open and Distance Mode, which is a bigger challenge in the field of education.

VISION & MISSION

Vision

Bivha Open School-BOS is established with the Vision to provide an open and distance education system which would develop the road for an educated, value-oriented and dynamic global society.

Mission

Mission of the Bivha OS is to promote life long learning and make quality education accessible and affordable to all those who aspire and endeavour to learn.

BVHA OPEN SCHOOL (BOS) strongly encourages students to take advantage of the opportunity to continue their education beyond the Campus.

Open and Distance Learning (ODL), is constantly working towards Student caters to the needs of students who cannot pursue formal Support Services, Infrastructure and Learning Resources, education in colleges and universities. Individuals who look Curriculum Up gradation – to constantly match the industry upon education as a continuing activity and wish to enhance requirement, Automation of Systems and Learning their knowledge in an existing discipline of study or acquire Pedagogy.

Besides these, to minimize the physical distance proficiency in a new area, are sure to benefit from the between the students and the University, the directorate Programmes offered. Open and Distance Learning is an provides online access for latest and up-to-date information, attempt to make education accessible beyond the closed academic resources and various administrative facilities. Confines of a classroom and to make it available to those The aim is to make quality education affordable and who aspire and endeavour to learn. Bivha Open School is reaching out to the masses by providing quality education at the most affordable fee structure.

"The school is accredited by the various national & international authorities such as Ignou , Bihar School Examination Board, Bihar Open School Examination Board, Karnataka Open School, Jharkhand School Examination Board ,Karnataka State Open School, CBSE*,IGCSE **,IB**,Nepal Board of Higher Education Nepal,Bhutan Board of Higher Education Bhutan,Bihar Madarsa Board ,Bihar Sanskrit Board ,UP State Examination Board , Chhattisgarh Open School, Punjab Board of Secondary Education ,National Institute of open schooling (Govt. of India)".

Approvals and Recognitions

BVHA OPEN SCHOOL (BOS) Curriculum is recognized by COBOSE, UGC, NCVT and MHRD (Government of India) And Distance Education Council (DEC) for Open and Distance Learning. The school is accredited by the various national & international authorities such as Ignou , Bihar School Examination Board, Bihar Open School Examination Board, Karnataka Open School, Jharkhand School Examination Board ,Karnataka State Open School, CBSE*,IGCSE **,IB**,Nepal Board of Higher Education Nepal,Bhutan Board of Higher Education Bhutan,Bihar Madarsa Board ,Bihar Sanskrit Board ,UP State Examination Board, Chhattisgarh Open School, Punjab Board of Secondary Education ,National Institute of open schooling (Govt. of India).

The Benefits of Open & Distance Learning

Open and Distance Learning (ODL) programmes make life long learning possible. Along with an increased access to education, ODL offers convenience, flexibility and affordability.

The benefits of Open and Distance Learning are innumerable. These are few below:

- ✓ Suitable for anyone and everyone- Students, Multi tasking opportunity
- ✓ Businessmen, Professionals, Entrepreneurs, House Convenience and comfort Wives and any other individual who wishes to pursue Professional Education while still continuing with what Degree Equivalence he/ she is doing.
- ✓ Time and Money saving
- ✓ Opportunity to learn while one earns.
- ✓ Flexible entry and exit system
- ✓ No constraint of time and place
- ✓ Anytime access to student services
- ✓ Flexibility to study at one's own pace
- ✓ Increased access to learning
- ✓ Dual degree option
- ✓ Increase in compensation and promotion potential
- ✓ Affordable fee structure
- ✓ Age is no bar

WHY JOIN Bivha OS?

The supreme advantage that Bivha OS has is the fact that it is supported by BVHA OPEN SCHOOL (BOS), now the largest University (in terms of number of students on campus) in India, with the motto to transform education, thus transforming India. With constant and tremendous support from a University of International standards, its world-class infrastructure and competent Faculty, the school has an edge over conventional Distance Learning Programmes.

Bivha OS OFFERS...

- | | |
|--|---|
| ✓ Comprehensive Study Material | ✓ Superb Teaching Learning Methodology |
| ✓ Flexible Entry-Exit System | ✓ Career Counselling |
| ✓ Dynamic Webportal | ✓ Transparent Governance/Examination System |
| ✓ Student Support Services | ✓ Student Care Centre |
| ✓ Actively Operational e-Learning Portal | ✓ Multi-tasking opportunity |
| ✓ Student Career Services (Placements) | ✓ World Class Infrastructure |
| ✓ Interactive Contact Classes | ✓ Self-paced study |
| ✓ Effective Communication System | ✓ Well equipped and Hi-tech Laboratories |
| ✓ Competent and Experienced Faculty | ✓ Degree Equivalence |
| ✓ Equitable Grievance Handling | ✓ Library Facility |
| ✓ Innovative Curriculum and Pedagogy | ✓ Dual Degree Option |
| ✓ Continuous Feedback | ✓ Hostel facility during examination |
| | ✓ Lateral Entry Option |

FEATURES

COMPREHENSIVE STUDY MATERIAL

Study material is one of the best features of Bivha Open School. To facilitate self-study for the students enrolled in the programmes, the school may provide comprehensive Study Material to the students. Apart from Study Material, it may provide e-Books to the students for select courses.

E-Books are provided for web-based study, to facilitate those students who prefer to study on their computer rather than from printed material.

Study Material

- Self-Explanatory with illustrations, examples, notes and graphical representations.
- Self-Directed with clearly defined objectives for each chapter.
- Self-Contained Book References and online links for additional reading.
- Self-Motivating Stimulates the learner and makes him/ her inquisitive.
- Self-Evaluating Tasks, case-studies, analytical questions for self-evaluation.

INTERACTIVE CONTACT CLASSES

Open and Distance Learning is a self-learning system. However, students may interact regularly with the faculty members through the contact classes that may be organised by the University for Bachelor's as well as Master's Programmes. Contact classes provide the students with direct interaction with the faculty for conceptual understanding of the courses

and also, learn from and interact with their class mates. Contact classes comprise of theory as well as practical.

The main features of contact classes are

- ✓ Classes taken by expert University faculty members. For Bachelor's Programmes, classes may be held 4-5 days in a week.
- ✓ Teaching through effective pedagogical tools like case week, generally for 2 hours a day; and for Master's studies, demonstrations, Role plays etc. Programmes, classes may be held on Sundays.
- ✓ Strong practical exposure in Hi-tech laboratories
- ✓ Contact Classes are optional and do not carry any weight-
- ✓ Learning through modern teaching aids like multi-media age in the End-term Examination. However, the students are projectors & computers with Wi-Fi connectivity strongly recommended to make use of this facility. Opportunity for discussion with peers and doubt clearing sessions.

- **Transparent Governance/Examination Degree Equivalence system**
- **Self-paced study**
- **Scrutiny Multi-tasking opportunity**
- **Result**
- **CGPA based Evaluation System**
- **Flexible Entry-Exit System**
- **Lateral Entry Option**
- **Dual Degree Option**



Open and Distance Learning & Examination system at BOS is highly transparent.

End-term Programmes are accepted nationally and inter-nationally.

Examinations are conducted at the end of each term, twice a Open and Distance Learning degrees are valid for year. The question paper pattern may be available on the web Government jobs and Higher Studies. Open and Distance portal and e-learning portal.

Practical examinations are Education programmes are considered equivalent to their conducted for courses having practical components. corresponding Regular Programmes. The students are evaluated on the basis of two components,

End-term examination and assignments.

To clear a course, a student needs to attain a minimum of The maximum duration of all Programmes at LSODL allows

Grade 'D' in the course, the End-term examination and its students enough time to complete their Programmes. This assignments put together. flexibility is specifically given, keeping in mind that the ODL students have other commitments too.



The break-up of Evaluation is as follows:

Also, due to the flexibility of time and place, students can

Assignments: direct their own pace, take their time to understand and move 20 - 30% weight-age on, spend more time on topics that they find difficult, spend

End-term Examination: less time on topics that they are familiar with, study in the 70 - 80% weight-age morning or night, whenever they feel they grasp the most. CGPA based Evaluation System is followed. BOS provides multi-tasking opportunity to its students. Due In order to avoid any discrepancy and promote transparency to the flexibility and convenience offered by BOS, its in the examination system, students are allowed to have students have the option to perform all other tasks that they access to their evaluated answer sheets before the require or wish to, allowing them to fulfill their other preparation of the result Responsibilities successfully. The result of the End-term examination is declared through

the e-learning portal. CGPA based evaluation system is followed for BOS programmes.

CGPA stands for "Cumulative Grade Point Average". CGPA is sum of product of credits and grade points divided by sum of credits. Students at BOS have the flexibility to quit a programme after one year and take the Diploma, and re-join the same programme at a later stage and continue from where they had left, subject to fulfillment of the eligibility criteria prescribed by the University for the same. If a student has done a Diploma in a particular field, he/ she can take admission in the 2nd year of the corresponding programme at BOS. This is applicable for Graduate as well as Post Graduate Programmes, subject to the fulfillment of the eligibility criteria prescribed by the University for the same.

The Directorate of Open and Distance Learning, does not have any objection if its students pursue another programme from any other University, along with pursuing a programme at BOS. This means the students can pursue two degrees simultaneously at a time, and save their precious time.

Student Support Services

Student Career Services (Placements)

Bivha Open School has a centralized cell for Students Career Services led by a dynamic team of young professionals. The cell operates with a vision to equip the students with versatile management traits to match core needs of the corporate world.

This cell is an intermediate between the corporate world and the University by providing the budding students with guidance in their choice of career and an easy access to employers by providing ample opportunities for placements. This cell is highly active, and provides training, guidance and various employment opportunities to the students. BOS students may also

avail this facility to the best of their benefits.

The major responsibilities of this cell are

- To liaison between Industry and the University.
- To arrange job opportunities for all the eligible and interested students.
- To suggest corrective measures to non-eligible and interested students to make them placeable.
- To invite the best companies of different industries for Campus recruitments.
- To motivate and counsel students about Industry practices and improve their emotional quotient.
- To facilitate real time preparation for company selection process.

✓ Effective Communication System Career Counselling

✓ Student Care Centre

✓ Equitable Grievance Handling

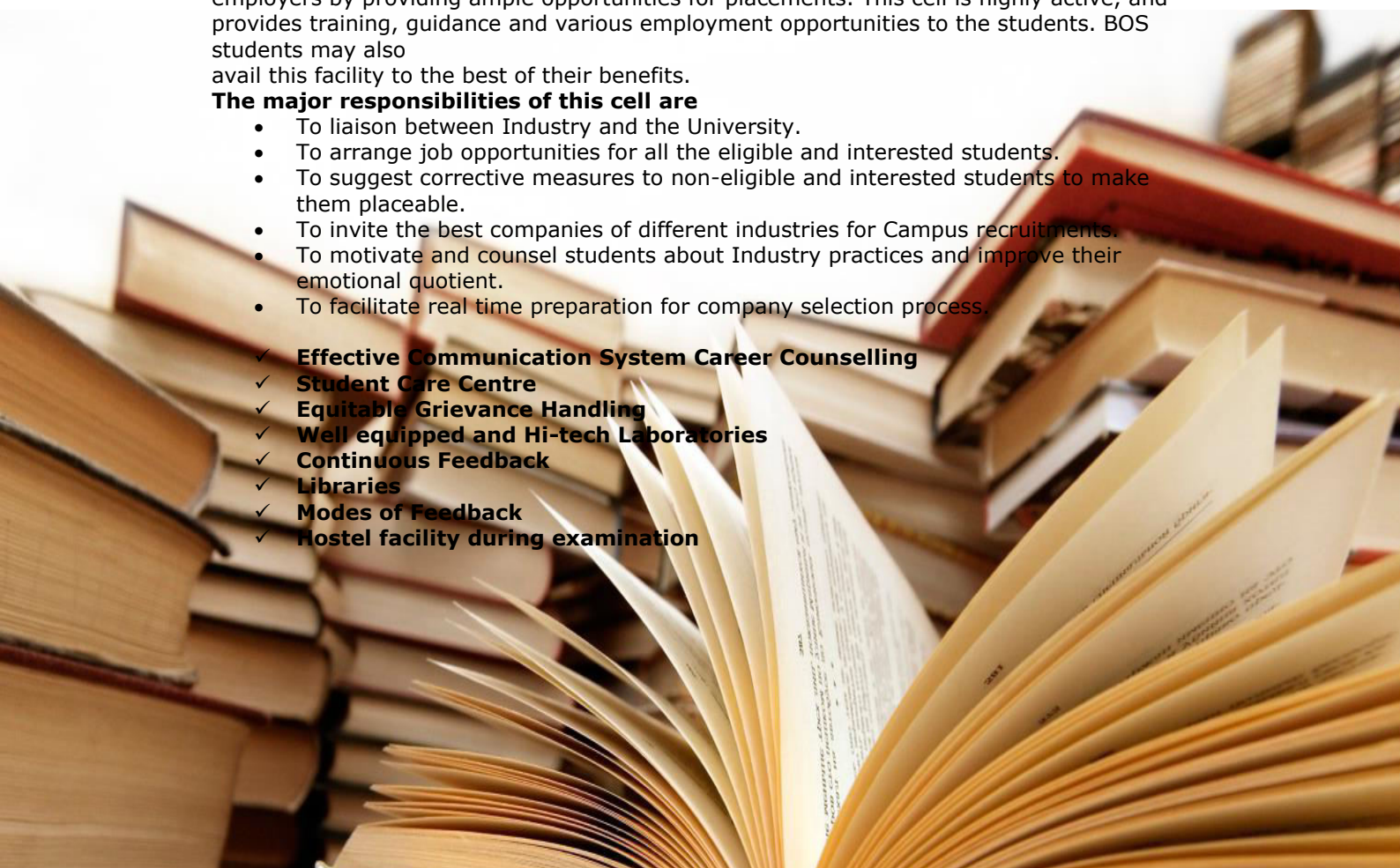
✓ Well equipped and Hi-tech Laboratories

✓ Continuous Feedback

✓ Libraries

✓ Modes of Feedback

✓ Hostel facility during examination





Pick Your Destiny

Programmes Offered

After 12th

Programmes (courses) offered in that discipline.

Management

Commerce

Arts

Computer Applications(CA)/Information Technology(IT)/ Computer Science(CS)

Library And Information Sciences

Hotel Management Tourism and Hospitality

Para-Medical & Nursing

Management

BBA (Bachelor of Business Administration)

Min. Duration 3 Years

Max. Duration 6 Years

Commerce

B.Com (Bachelor of Commerce)

Min. Duration 3 Years

Max. Duration 6 Years

Arts

BA (Bachelor of Arts)

Min. Duration 3 Years

Max. Duration 6 Years

Computer

Applications(CA)/Information Technology(IT)/ Computer Science(CS)

BCA (Bachelor of Computer Applications)

Min. Duration 3 Years

Max. Duration 6 Years

B.Sc. (IT) (Bachelor of Science in Information Technology)

Min. Duration 3 Years

Max. Duration 6 Years

B.Sc. (CS) (Bachelor of Science in Computer Science)

Min. Duration 3 Years

Max. Duration 6 Years

Para-Medical & Nursing

ANM ((Auxiliary Nursing & Midwifery)

Min. Duration 1 Year

Max. Duration 3 Years

B.Sc. Nursing

Min. Duration 4 Year

Max. Duration 6 Years

BRIT (B.Sc. in Medical Radiography & Imaging Technology)

Min. Duration 4 Year

DCA (Diploma in Computer Applications)

Min. Duration 1 Year

Max. Duration 3 Years

DIT (Diploma in Information Technology)

Min. Duration 1 Year

Max. Duration 3 Years

DCS (Diploma in Computer Science)

Min. Duration 1 Year

Max. Duration 3 Years

Library And Information Sciences

DLIS (Diploma in Library & Information Sciences)

Min. Duration 1 Year

Max. Duration 3 Years

Hotel Management Tourism and Hospitality

B.Sc. HMTH (Bachelor of Science in Hotel Management, Tourism and Hospitality)

Min. Duration 3 Years

Max. Duration 6 Years

DHMT (Diploma in Hotel Management, Tourism and Hospitality)

Min. Duration 1 Year

Max. Duration 3 Years

Max. Duration 6 Years

BMLT (B.Sc. in Medical Lab.Technology)

Min. Duration 4 Year

Max. Duration 6 Years

BPT (Bachelor of Physiotherapy)

Min. Duration 4 Year

Max. Duration 6 Years

B.Pharm.

Min. Duration 3 Year

Max. Duration 5 Years

Education

B. P. E. (Bachelor of Physical Education)

Min. Duration 2 Year
Max. Duration 4 Years

B.ED

Min. Duration 2 Year
Max. Duration 4 Years

After Graduation

Management

Commerce

Arts

Computer Applications(CA)/Information Technology(IT)/ Computer Science(CS)

Library And Information Sciences

Hotel Management Tourism and Hospitality

Management

MBA (Master of Business Administration)

Min. Duration 2 Years
Max. Duration 5 Years

PGDBM (Post Graduate Diploma in Business Management)

Min. Duration 1 Year
Max. Duration 3 Years

Commerce

M.Com (Master of Commerce)

Min. Duration 2 Years
Max. Duration 5 Years

Arts

MA Economics (Master of Arts in Economics)

Min. Duration 2 Years
Max. Duration 5 Years

MA Mathematics (Master of Arts in Mathematics)

Min. Duration 2 Years
Max. Duration 5 Years

MA English (Master of Arts in English)

Min. Duration 2 Years
Max. Duration 5 Years

MA History (Master of Arts in History)

Min. Duration 2 Years
Max. Duration 5 Years

MA Sociology (Master of Arts in Sociology)

Min. Duration 2 Years
Max. Duration 5 Years

MA Political Science (Master of Arts in Political Science)

Min. Duration 2 Years

D.ED

Min. Duration 1 Year
Max. Duration 3 Years

D.E.ED

Min. Duration 1 Year
Max. Duration 3 Years

Max. Duration 5 Years

MA Hindi (Master of Arts in Hindi)

Min. Duration 2 Years
Max. Duration 5 Years

MA Education (Master of Arts in Education)

Min. Duration 2 Years
Max. Duration 5 Years

Computer Applications(CA)/Information Technology(IT)/ Computer Science(CS)

MCA (Master of Computer Applications)

Min. Duration 3 Years
Max. Duration 6 Years

M.Sc. (IT) (Master of Science in Information Technology)

Min. Duration 2 Years
Max. Duration 5 Years

M.Sc. (CS) (Master of Science in Computer Science)

Min. Duration 2 Years
Max. Duration 5 Years

PGDCA (Post Graduate Diploma in Computer Applications)

Min. Duration 1 Year
Max. Duration 3 Years

PGDIT (Post Graduate Diploma in Information Technology)

Min. Duration 1 Year
Max. Duration 3 Years

PGDCS (Post Graduate Diploma in Computer Science)

Min. Duration 1 Year
Max. Duration 3 Years



Library And Information Sciences
MLIS (Master of Library & Information Sciences)

Min. Duration 1 Year
Max. Duration 3 Years

BLIS (Bachelor of Library & Information Sciences)

Min. Duration 1 Year
Max. Duration 3 Years

Hotel Management Tourism and Hospitality

M.Sc. HMTH (Master of Science in Hotel Management, Tourism and Hospitality)
Min. Duration 2 Years
Max. Duration 5 Years

PGDHMTH (Post Graduate Diploma in Hotel Management, Tourism and Hospitality)

Min. Duration 1 Year
Max. Duration 3 Years





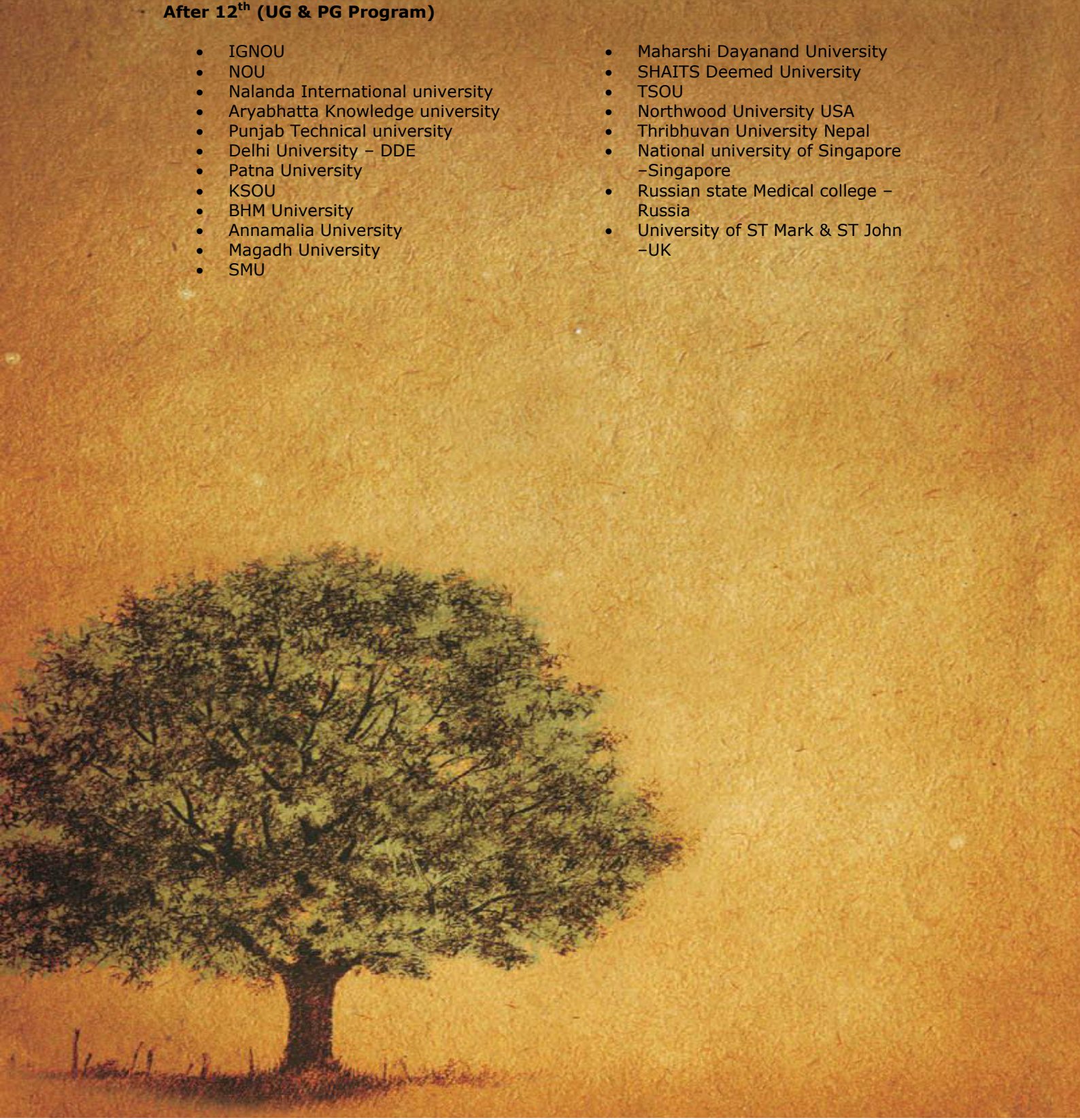
Our Partner

For 10th & 12th

- | | |
|---|---|
| ✓ National Institute of Open Schooling | ✓ Bhutan Board of Higher Education Bhutan |
| ✓ Bihar School Examination Board | ✓ Bihar Madarsa Board |
| ✓ Karnataka State Open School | ✓ Bihar Sanskrit Board |
| ✓ CBSE * | ✓ UP State Examination Board |
| ✓ IGCSE ** | ✓ Chhattisgarh Open School |
| ✓ IB ** | ✓ Punjab Board of Secondary Education |
| ✓ Nepal Board of Higher Education Nepal | |

After 12th (UG & PG Program)

- | | |
|------------------------------------|---|
| • IGNOU | • Maharshi Dayanand University |
| • NOU | • SHATS Deemed University |
| • Nalanda International university | • TSOU |
| • Aryabhatta Knowledge university | • Northwood University USA |
| • Punjab Technical university | • Thribhuvan University Nepal |
| • Delhi University – DDE | • National university of Singapore –Singapore |
| • Patna University | • Russian state Medical college – Russia |
| • KSOU | • University of ST Mark & ST John –UK |
| • BHM University | |
| • Annamalia University | |
| • Magadh University | |
| • SMU | |



Admission Guideline :

DOCUMENTS REQUIRED:

Mark Sheet & Certificate of class 10th/Matric, Mark Sheet & Certificate of Intermediate/10+2, Mark Sheet / Certificate of Graduation(for Masters Course).

PHOTOGRAPHS: 3 Passport size & 2 stamp size photographs.

Prospectus and Application form : Rs.800/- to be paid along with course fees by Demand Draft .

Refundable caution deposit: Rs.1000/- Payable at the time of admission.

Form: Rs.100/- at the time of admission.

Admissions Office

Bivha Open School

Bivha International School Campus

Bivha Knowledge Park|NH-106

Simrahi Bazar |Supaul Bihar-852111

India

Phone : 06471-250260 ,08986054337 ,800-2585971

Toll-Free : 1800 24 365 7

email : admission@bivha.in , bos@bivha.in

Web: www.bivha.in

Campus In India

BIHAR | WEST-BENGAL | ODISHA | MADHYA PRADESH | GUJARAT | KARNATAKA

Avail Affordable
Quality Education

For admission Contact