



Certificate Programme
On
Life and Thought of B.R. Ambedkar (C.L.T.A.)

Programme Guide

School of Social Sciences
Indira Gandhi National Open University
Maidan Garhi, New Delhi- 110068, India
In association with Dr. Ambedkar Foundation, Ministry of Social Justice
and Empowerment, Government of India, New Delhi

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Further information on Indira Gandhi National Open University courses may be obtained from the University's office at Maidan Garhi. New Delhi-110 068.

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1. INTRODUCTION

Dear Learner,

Welcome to IGNOU and Certificate Programme on Life and Thought of B. R. Ambedkar sponsored by Dr. Ambedkar foundation, Ministry of Social Justice and Empowerment on the occasion of the celebration of 125th birth anniversary year of Babasahab Dr. B. R. Ambedkar. As you have joined one of the world's largest University imparting education through Open and Distance mode, it is necessary that you are well aware of the University and how it operates. You will also be keen to know in some detail about the programme you have joined and the way University imparts instructions. Given below and in the following pages is provided necessary information that will help you in knowing the University and perusing the programme you have joined.

2. THE UNIVERSITY

Indira Gandhi National Open University was established in September, 1985 by an Act of Parliament, with a view to democratize education, so that it covers large segments of population vocation and professions. The primary emphasis is on innovation, flexibility and cost effectiveness. Thus, it is a University with a difference.

2.1 Objectives of the University

The Major Objectives of the University are:

- To promote the educational well-being of the community.
- To democratize higher education by providing easy access to all those who desire to improve their qualifications, skills, and competence by taking education to the doorsteps of people living even in remote and rural areas.
- To disseminate learning and knowledge through an innovative multi-media teaching and learning system.
- To provide high quality education at all levels.

The Salient Features of this System of Education are:

- Study according to your own pace and convenience.
- Study at your own chosen place.
- Flexibility in choosing course and combination of courses from a wide range of disciplines/ subjects.
- Use of modern and appropriate educational and communication technology.

2.2 Academic Programmes

The University offers a wide range of programmes, both in short-term and long-term, leading to Certificates, Diplomas, Undergraduate Degrees, Postgraduate Degrees and Doctoral Degrees, which are conventional as well as innovative in nature. Most of these programmes have been developed after an initial need assessment/demand for such Programmes. They are launched with a view to fulfill the learner's needs for:

- Improvement of skills,
- Acquisition of professional qualifications,
- Continuing education and professional development at work place,
- Self-enrichment,
- Diversification and updating of knowledge,
- Empowerment, and
- Certification.

2.3 Credit System

The University follows the ‘Credit System’ for most of its programmes. Each credit amounts to hours of study comprising all learning activities which includes reading and comprehending the print material, listening to audio, watching of video, attending counselling sessions, teleconferences and writing assignments. Thus, a four-credit course involves 120 hours. The credit system helps the learner to understand the academic effort required to successfully complete a course or programme. Completion of an academic programme (Degree, Diploma or Certificate) requires successful clearing of both the assignment and the term-end examination of each course in a programme.

2.4 Student Support Services

In order to provide individual support to its learners, the University has a large number of Study Centres throughout the country. These are coordinated by Regional Centres and Sub- Regional Centres. At the Study Centres / Programme Study Centres (Programme specific study centers are known as Programme Study Centre), the students interact with Academic Counsellors and other students, refer to books in the Library, watch/listen to video/audio cassettes and interact with the Coordinator on administrative and academic matters.

Every student is assigned one Study Centre taking into consideration his /her place of work or residence. Every Study Centre has a Coordinator to coordinate different activities, an Assistant Coordinator and other supporting staff appointed on a part-time basis. There are several Academic Counsellors in different subjects to provide counselling and guidance to the students in the subjects.

However, in case of any specific complaint regarding fraudulent institutions, fleecing students etc., please contact any of the following members of the Malpractices Prevention Committee:

- 1) Director, SOSS
- 2) Registrar, SRD
- 3) Registrar, SED
- 4) Director, RSD
- 5) Director, SSC
- 6) CPRO
- 7) Security Officer
- 8) Deputy Registrar, SRD

(Tele: 2953 3426)) (Tele: 2953 2741) (Tele: 2953 5828) (Tele: 2953 2118) (Tele: 29535714)
(Tele:2953 2321) (Tele:29533237) (Tele:29536215)

As per directions of Hon'ble Supreme Court of India, ragging is prohibited. If any incident of ragging comes to the notice of the authority the concerned student shall be given liberty to explain and if his/her explanation is not found satisfactory, the authority would expel him/her from the University.

3. ABOUT THE SCHOOL AND THE PROGRAMME

The School of Social Sciences (SOSS) is one of the 21 schools of Indira Gandhi National Open University. It is the largest school in the University providing quality education from certificate level to Ph.D. degree in eight disciplines.

3.1 Certificate Programme on Life and Thought of B.R.Ambedkar

Most people remember Babasaheb Dr. B. R. Ambedkar as the principal architect of the Indian Constitution and a crusader in the cause of the oppressed. Indeed, he was evolved into one of the makers of India. Whether an erudite scholar, an ardent champion of human rights, an eloquent parliamentarian, and an eminent educationist and economist, he left his mark on various walks of life. However, his contributions are not much available at large in public domain to the students, social activists and policy-makers/planners and teachers and government officials. They have expressed the need to develop a knowledge package composed on the life and thought of B.R.Ambedkar.

The Certificate Programme is designed keeping in view of the Life and Thought of B. R. Ambedkar ranging from social, political, economic, issues to law and Constitution come through with more clarity. It will be enabling the learners to acquaint and learn the process of conscientising and sensitizing the people towards concern of the marginalized groups. Mainstreaming concerns of these groups in social, cultural, political and economic practices and sensitizing the Indian citizens to realize the importance of Ambedkar in nation's development. The objectives of the courses are to acquaint and sensitize the learners and make them responsive citizens to realize constitutional means as fundamental and inherent for the welfare and building of Indian society.

Who may offer the Programmes?

The programme will be of use to

- General public/ any student at every stage and at levels above 10+2 of formal and non-formal education is eligible for admission.
- Occupational or social groups such as administrators and policy planners, social workers, social activists, engineers, industrialists, agriculturalists, teacher, etc. The NGOS with their dissemination capabilities shall find it very useful. There is no entrance test.

3.2 Eligibility and Duration

Duration : 6 months, Maximum 2 years.

Eligibility: A candidate possessing 10+2 or its equivalent.

3.3 Programme Structure

The Certificate Programme on Life and Thought of B. R. Ambedkar (CLTA) is a 16 credits program, consisting of four courses of 4 credits each. There are as follows courses:

Paper I: (BAB - 101)	B.R. Ambedkar: Thinkers, Its time	4 Credits
Paper II: (BAB - 102)	B.R. Ambedkar: Society and Culture	4 Credits
Paper III: (BAB - 103)	Economic Thought of B.R. Ambedkar	4 Credits
Paper IV: (BAB - 104)	State, Democracy and Nation Building	4 Credits
		Total 16 Credit

4. SCHEME OF STUDY

The University offers a lot of flexibility and openness in the courses and duration for the completion of programmes. You should take full advantage of this flexibility. Through proper planning you can finish this programme according to your convenience and within the stipulated time frame.

Certificate on Life and Thought of B. R. Ambedkar is 6 month programme but you are allowed a maximum of 2 years to complete it. As per our scheme of study you have to complete 16 credits worth of courses in 6 months and obtain Certificate on Life and Thought of B. R. Ambedkar. The study material will be sent to you in one dispatch.

5. FEE STRUCTURE

The fee structure for this programme is as follows:

CLTA: Rs. 1000/- to be paid along with the admission form.

6. INSTRUCTIONAL SYSTEM

The Methodology of instruction in this University is different from that of the conventional universities. The Open University System is more learner-oriented. The Student is considered an active participation in the teaching and learning process. The University follows a multi media approach for instruction. It comprises:

- Self-instructional printed material
- Audio and video cassettes
- Face-to-face counselling at Study Centres by academic counsellors
- Assignments

6.1 Print Material

Print material is the primary form of instructional material, although there can be a few audio-video programmes and counselling sessions. Therefore, you have to concentrate mainly on the printed materials that we send to you. The printed material would be sufficient to prepare for the term end examinations.

The print material prepared by the University is self instructional in nature. Each course has been divided into a number of Blocks. Each Blocks, courses of a number of units (lessons) normally, all the Units covered in one Block have a thematic unity. The first page of each Block indicates the contents of each Block i.e. the number and the titles of the Units covered in that Block. This is followed by a brief introduction to the Block. This Block introduction explains

the total coverage of the Block as a whole as well as the coverage of each Unit in the Block.

Each Unit is structured to facilitate self study for you. The section on Aims and Objectives briefly states what we expect you to attain when you have completed the Unit. This is followed by the body of the unit.

Read the Units carefully and note down the important points. You can use the space in the margin of the printed pages for making notes and writing your comments. While reading the Units mark the words that you do not fully understand. Look for the meaning of such words under the section Key Words or in a dictionary. Read the Unit again and again until you have understood the point. You may also try to find it in earlier Units as it may be explained there. However, if you still do not understand something, consult your counselor during the face-to-face sessions at the Study Centre for clarification.

6.2 Audio-Video Material

In addition to the print material, audio and video tapes have been prepared for each course. The audio video material is supplementary to the printed material. Hence, we advise you to make use of it, as that will help you to understand the subject better.

Audio-video material will not be supplied individually but will be made available to you at the Study Centres. You can listen/watch these programmes during counselling sessions. Students desirous of buying the audio-video tapes can procure them from: Director, Electronic Media Production Centre, IGNOU, Maidan Garhi, New Delhi-110 068.

6.3 Counselling

In distance education, face-to-face contact between the learners and their tutors/counsellors is an important activity. The purpose of such a contact is to answer some of your questions and clarify your doubts which may not be possible through any other means of communication. It is also intended to provide you an opportunity to meet fellow students. There are experienced academic counsellors at the Study Centres assigned to you to provide counselling and guidance to you in the courses that you have chosen for study. The counselling sessions for each of the courses will be held at suitable intervals throughout the academic session. The counselling sessions are not compulsory. However, they may be very useful in certain respects such as: to share your views on the subject with teachers and fellow students, comprehend some of the complex ideas or difficult issues, and get clarifications for many doubts which you would not otherwise try to raise, and consult academic counsellors for selecting courses of study.

Before you go to attend the counselling sessions, please go through your course material and note down the points to be discussed. Unless you have gone through the Units, there may not be much to discuss. Try to concentrate on the relevant and the most important issues. Also try to understand each other's points' of view. You may also establish personal contact with your fellow participants to get mutual help for academic purposes. Try to get the maximum possible help from your counsellors.

Generally there will be 4 counselling sessions for a 4-credit course. The detailed schedule of the counselling sessions will be made known to you by the Coordinator of your Study Centre.

6.4 Study Centre

To provide effective student support, we have set up a number of Study Centres all over the country. You will be allotted one of these Study Centres taking into consideration your place of residence or work. However, each Study Centre can handle only a limited number of students and despite our best efforts, it may not always be possible to allot the Study Centre of your choice, the particulars regarding the Study Centre to which you are assigned will be communicated to you. The list of Study Centres is provided in this Programme Guide.

Every Study Centre will have:

- A Coordinator who will coordinate different activities at the centre.
- An Assistant Coordinator and other supporting staff appointed on a part-time basis.
- Counsellors in different courses to provide counselling and guidance to you in the courses you have chosen.

A Study Centre will have six major functions:

- 1) **Counselling:** Face-to-face counselling for the courses will be provided at the Study Centres. Generally, as stated earlier, there will be 8 counselling sessions for an 8 credit courses. The detailed programme of the counselling sessions will be sent to you by the Coordinator of your Study Centre.
- 2) **Evaluation of Assignments:** Assignments will be evaluated by the Counsellors at the Study Centre.
- 3) **Library:** For each course some of the books suggested under 'Some Useful Books' will be available in the Study Centre Library. All audio and video tapes are also available in the library.
- 4) **Audio-Video Facilities:** The Centres are equipped with audio-video facilities to help you make use of the audio and video cassettes prepared for different courses.
- 5) **Information and Advice:** At the Study Centre you get relevant information regarding the courses offered by the University, counselling schedules; examination schedule, etc.
- 6) **Interaction with Fellow-Students:** in the Study Centres you get an opportunity to interact with fellow students.

Please bring all your Units and list of problems to be discussed with your counselor when you come for the counselling sessions.

7. MEDIUM OF INSTRUCTION

The Certificate on Life and Thought of B. R. Ambedkar (CLTA) is offered by the University in both Hindi and English medium. Printed course is sent to you in Hindi or in English in accordance with the medium chosen by you.

8. EVALUATION

At IGNOU, every course is considered as an independent unit. Hence, every course will be evaluated separately. In all, there are four courses in CLTA programmes. For successful completion of these programmes, you will have to secure pass marks in respective courses.

The evaluation of these programmes will be done in following ways:

- a) Continuous evaluation
- b) Term-end Examination

Continuous Evaluation : The continuous evaluation will be made through assignments. Along with the study materials, you will receive the assignments for each course. They need to be submitted before appearing for the term-end examination. The weightage given to assignments is 30%.

Term-end Examination: The term-end examination which will be held twice a year i.e., in June and December has a weightage of 70% for each course. In order to be eligible for the term-end examination, you are required to fulfill the following conditions:

- Opted and pursued the prescribed courses of the programme.
- Completed the submission of assignments for the prescribed courses.
- Paid the requisite fee.
- Submitted the examination form in time.

The following is the scheme for awarding divisions and grades:

Division	Percentage Range	Grade	Point Percentage
I	80% and above	A-Excellent	5
	60% to 79.9%	B-Very Good	4
II	50% to 59.9%	C-Good	3
Pass	40% to 49.9%	D-Satisfactory	2
Unsuccessful	Less than 40%	E-Unsatisfactory	1

You are required to score at least 40% marks at the term-end examination separately for all courses. In the overall computation you must get at least 40% marks to claim the Certificate on Life and Thought of B. R. Ambedkar (CLTA)

8.1 Assignments

In all courses under this modular programme, the weightage for assignment carries 30%. Therefore, the student has to take his/her assignment very seriously. There is one assignment for each course. The main purpose of the assignment is to inspire you to thoroughly read the study material and also to test your comprehension of the material. It is advised that you should not reproduce the study material, rather apply your judgment, and if possible consult books and related text materials before answering the assignments. However, you do not have to worry about non-availability of extra reading materials for working on the assignments.

Points to Remember

- Whenever you receive the course materials and assignments, check them immediately and if any assignments are missing write to MPDD or see IGNOU website (www.ignou.ac.in).

- Complete the assignments in all respects check that you have not inadvertently left answering any question before submitting the assignments. Incomplete assignment will adversely reflect on your grades. For your own record please retain a copy of the assignment responses.
- Assignments, after evaluation will be sent back to you along with a copy of the assessment sheet carrying the comments of the evaluator on your assignment. It will help you to improve upon while answering your future assignments.
- If you fail to get pass grade in any assignment, you have to submit it again. However, once you get the pass grade in an assignment, you cannot resubmit it for the improvement of the grade.
- Remember that **you have to write the answers of the assignments in your own handwriting** and should not send typed assignments.
- You should submit the assignments before the due date. If the last date for the submission of assignment falls on a holiday, it should be submitted on the following working day. The University/Coordinator of the Programme study centre has the right to reject the assignments, if submitted after the due date.
- Do work on assignments regularly; it will help you in term-end examination.

Specific instructions for tutor marked assignments (TMA)

- 1) Write your Enrolment Number, Name, Full Address, Signature and Date on the top right hand corner of the first page of your response sheet.
- 2) Write the Programme Title, Course Code, Course Titles, Assignment Code and Name of your Study Centre on the left hand corner of the first page of your response sheet.

The front page of the assignment of each course must contain following information:

Assignment
Enrolment Number
Year of Admission
Programme Title
Programme Code
Course Title
Course Code
Assignment Code (if any)
Regional Centre
Study Centre
Address
Signature:
Date:

Schedules for Submission of Assignment

For January Cycle		For July Cycle	
Receipt of Assignments	Submission of Assignments	Receipt of Assignments	Submission of Assignments
January	31 March	July	30 September

8.2 Examination Fee

You have to submit the examination form along with the fee of Rs 120/- per course in the form of a demand draft drawn in favour of IGNOU, payable at New Delhi. The examination forms are available at the Study Centres/Regional Centres and also at the Student Evaluation Division at the Headquarters.

Students also can submit on-line examination form as per guidelines through IGNOU website at www.ignou.ac.in.

The filled in examination form is to be submitted as per the following schedule.

June TEE	December TEE	Late Fee	Where to Submit	Remarks
1 st March to 31 st March	1 st September to 30 th September	Nil	Regional Director of the Concerned Regional Centre.	Along with a Fee @ Rs. 120/- per course in the form of DD drawn in favour of IGNOU Concerned Regional Centre
1 st April to 30 th April	1 st October to 31 st October	Rs. 500/-	Concerned Regional Centre	Remarks: Please ensure the schedules from IGNOU Web-site.
1 st May to 15 th May	1 st November to 15 th November	Rs. 1000/-	-do-	

Only one form is to be submitted for all the courses in one term-end examination. In order to avoid delay and inconvenience while appearing the term-end examination, students are advised to:

- Remain in touch with the Study Centre/Regional Centre/Student Evaluation Division so as to enquire about any changes made in the schedule of submission of the examination form.
- Fill up the examination form for the next term-end examination without waiting for the result of the previous term-end examination and also specify courses for which result is awaited.

- Retain the proof of mailing/submission of the examination form till the time of receiving the examination hall ticket.
- Change of examination centre once allotted is not permissible under any circumstances.

9. GENERAL INSTRUCTIONS

- Please take note of all letters that the University sends you, and keep the Programme Guide handy. A record of your progress is maintained at IGNOU, New Delhi.
- Do write to us if you have any difficulties while working through the Programme. Remember to intimate the relevant authority sufficiently in advance, if there is any change of address. This will help the concerned authority to send your course material, any information and letters promptly, without any delay or the risk of their being lost.
- When you receive the printed materials, read the Units carefully and note down the important points. You can use the space in the broad margin of the printed pages for making notes and writing your comments.
- Try to answer 'Check Your Progress' questions. Please remember that the answers to these questions are not to be sent to us. The purpose is to enable you to evaluate your own performance and keep you on the right track. They will enhance your comprehension of the subject matter.
- You can compare your answers with those given at the end of the Unit.

9.1 Some Useful Addresses

WHOM TO CONTACT FOR WHAT

1	Identity Card, Fee receipt, Bonafide Certificate, Migration, Scholarship forms	Concerned Regional Centre
2	Non-receipt of study material and Assignments	Concerned Regional Centre
3	Schedule/information regarding Exam form, Entrance test, Date-sheet, IGNOU Hall ticket	Asst. Registrar (Exam-II), SED, Block-12, Room No-2, IGNOU, Maidan Garhi, New Delhi-110068 E-mail sgoswami@ignou.ac.in Ph. 29536743, 29535924-32 / Extn-2202, 2209
4	Result, Re-evaluation, Grade Card, Provisional Certificate, Early declaration of Result, Transcript	Dy. Registrar (Exam.III), SED, Block-12, Room No-1, IGNOU, Maidan Garhi, New Delhi-68 E-mail kramesh@ignou.ac.in Ph. 29536103,29535924-32/Extn. 2201,2211,1316
5	Non-reflection of Assignment Grades/ Marks	Asst. Registrar (Assignment), SED, Block-3, Room No-12, IGNOU, Maidan Garhi, New Delhi-68 E-mail : assignments@ignou.ac.in or mjha@ignou.ac.in Ph. 29535924, Extn-1312, 1319, 1325
6	Change of Elective medium/opting of left over electives/deletion of excess credits	Concerned Regional Centre
7	Re-admission	Student Registration Division, Block No-3, IGNOU, Maidan Garhi, New Delhi-110068
8	Original Degree/ Diploma/Verification of Degree/Diploma	Dy. Registrar (Exam.I), SED, block-9, IGNOU, Maidan Garhi, New Delhi-110068 E-mail opbangia@ignou.ac.in Ph.29535438, 29535924-32/Extn-2224, 2213
9	Student Grievances (SED)	Asst. Registrar (Student Grievance), SED, Block-3, Room No-13, IGNOU, Maidan Garhi, New Delhi E-mail sregrievance@ignou.ac.in Ph. 29532294, 29535924-32/Extn-1313
10	Purchase of Audio/Video tapes	Marketing Unit, EMPC, IGNOU, Maidan Garhi, NewDelhi-110068
11	Academic Matters	Dr. Rabindra Kumar, SOSS, Sociology, Room No. 142, Block F, Phone No. 011- 29572742 E-mail: rabindra@ignou.ac.in
12	Student Support Services and Student Grievances, Pre-admission inquiry of various courses in IGNOU	Regional Director, Student Service Centre, IGNOU, Maidan Garhi, New Delhi-110068 E-mail ssc@ignou.ac.in Ph. 29535714,29533869, 2953380 Fax-29533129

10. OTHER USEFUL INFORMATION

IGNOU Newsletter

University publishes a newsletter in English as well as in Hindi. It is mailed to the students free of cost. All the important information relevant to the students is published in the newsletter.

Reservation of Seats

The University provides reservation of seats for Scheduled Castes, Scheduled Tribes and physically handicapped students as per the Government of India rules.

Change of Courses, Programme and Medium of Instruction

Change of course is possible within one month of the first receipt of study materials on payment of Rs. 500/- per course of 4 credits and 1000/- for more than 4 credits by a Demand Draft drawn in favour of IGNOU payable at Delhi.

Change of Medium is also permitted within one month of the first receipt of study material on payment of Rs. 500 per course plus Rs. 300/- for 4 credit and Rs. 1000/- for an 8 credit course by a Demand draft drawn in favour of IGNOU and payable at Delhi.

For change of course/medium, you should address your form (given in this Programme Guide) to The Registrar, Students Registration Division, IGNOU, Maidan Garhi, New Delhi - 110068 along with the draft for requisite fee.

Change or Correction of Address

There is a printed form for the change/correction of address. A copy of the same is given in this Programme Guide. In case there is any correction or change in your address, you are directed to make use of that printed card addressed to the Regional Director of the region where you are enrolled. You are advised not to write to any other officer in the University in this regard. Normally, it takes four to six weeks to effect the change. Therefore, you are advised to make your own arrangements to redirect the mail to the changed address during this period.

Change of Study Centre

The candidates are required to opt for only such study centres which are activated for the programme. As far as possible the university will allot the study centre opted by the candidate. However, The University may change the study centre at its convenience without concurrence of the student at any time.

For the purpose of change of the Study Centre you have to send a request to the Director of your Regional Centre. A copy of the same may be sent to the Student Registration and Evaluation Division at the headquarters.

Counselling facilities for a programme may not be available at all the Centres. As such you are advised to make sure that counselling facilities are available for the programme you have chosen, at the new Centre opted for. As far as possible the request for a change of the Study Centre is considered favourably. However, the allotment of the new Study Centre is subject to availability of seats for the programme at the new Centre.

Change of Region

When you want transfer from one region to another, you have to write to that effect to the Regional Centre from where you seek a transfer marking copies to the Regional Centre where you would like to be transferred to and also to the Registrar (SRD), New Delhi. Further. You have to obtain a certificate from the Coordinator of the Study Centre from where you are seeking transfer regarding the number of assignments submitted. The Regional Centre from where you are seeking the transfer will transfer all records to the Regional Centre where you seek transfer under intimation to you and the Registrar (SR&E). The records are normally sent by Registered Post to guard against loss in the postal transit.

Re-evaluation

In IGNOU there is a provision for re-evaluation. Re-evaluation is done with reference to the grade/marks given in the Answer Book and Award list. The request should be made on the prescribed form along with a draft of Rs. 750/- per course payable at IGNOU, New Delhi. The request for re-evaluation by the students must be made within one month of declaration of results whichever is later. The date of declaration of results will be calculated from the date on which the results are placed on the IGNOU website.

After re-evaluation, the better of the two scores of original marks/grade and re-evaluated marks will be considered. The revised marks after the re-evaluation shall be incorporated in the student record and the revised Grade Card/Marks Sheet shall be sent to the students within one month from the receipt of the application.

Re-evaluation is not permissible for Projects, Practicals, Assignments, Seminar etc.

Prescribed form for the purpose is given in this Programme Guide.

Early Declaration of Result

In order to facilitate the students who have got offer of admission and/or selected for employment etc. and are required to produce marks-sheet/grade card by a specified given date, they may apply for early processing of their answer scripts and declaration of results for this purpose. The students are required to apply in the specified format available on the University website with the prescribed fee. The students can submit their request for early declaration before the commencement of the Term-end Examination i.e. before 1st June and 1st December respectively. The University in such cases will make arrangements for processing the answer scripts and declare the result as a special case.

Issue of Duplicate Grade Card/Marksheet/Degree/Diploma/Certificate

A duplicate Grade Card is issued after a request is made on the prescribed form along with a draft of Rs. 200/- to be paid in favour of IGNOU, New Delhi. In case of loss of Degree/Diploma/Certificate a duplicate can be obtained after paying a fee of Rs. 750/- and filling the prescribed form. The forms for the purpose are given in this Programme Guide.

Re-admission

If you are not able to complete the programme in a maximum of 2 years, the University has made a special provision for re-admission. The form and the guidelines are available in the Programme Guide. Kindly fill and submit it as per instructions.

Migration Certificate

For Migration Certificate, requisition may be sent to the Regional Director concerned along with the following documents:

- 1) Application (can be obtained from the Head Office or photocopy of the one given in the Programme Guide could be used.
- 2) Attested copy of the mark sheet.
- 3) Fee of Rs. 400/- in the form of a Demand Draft drawn in favour of IGNOU payable at the city where the Regional Centre is located.

INFORMATION REGARDING IGNOU POLICY FOR THE PREVENTION, PROHIBITION AND PUNISHMENT OF SEXUAL HARASSMENT OF WOMEN

The India Gandhi National Open University, in adherence with the guidelines of the Supreme Court of India has evolved a specific policy and procedures to combat sexual harassment in the workplace. In compliance with the mandate of the Supreme Court judgment, IGNOU adopts this policy to prevent, prohibit and punish sexual harassment of women at the workplace; IGNOU is committed to providing for all women who fall within its jurisdiction, including its academic, non academic staff and students, a place of work and study free from sexual harassment, intimidation and exploitation.

For further information regarding the policy, definition of sexual harassment, rules and procedures approved by IGNOU, students may visit the IGNOU website (www.ignou.ac.in). In case of any incidents of sexual harassment, student may contact any member of the IGNOU Committee Against Sexual Harassment (CASH) at the Headquarters in New Delhi. The Regional Services Division Committee against Sexual Harassment (RSDCASH)-overseeing committee for all Regional Centres) or the Regional Centre Committee against Sexual Harassment (RCCASH) at their nearest regional centre. The ACASH (Apex Committee against Sexual Harassment) will serve as the final appellate body for all complaint. Further contact information and administrative assistance may also be sought from the CPRO and Security Officer of IGNOU.

DETAILS OF THE COURSES

Paper- I B.R. Ambedkar: Thinker, His Time

4 Credits

Objective:

The course on life and thoughts of B.R. Ambedkar aims to acquaint students about the life sketch of B.R. Ambedkar and analyze and his analytical to appreciate both the Western and the Indian Philosophical systems. One of the objectives of this course is to introduce B.R. Ambedkar to general learner and make them aware of his immense contribution in the democratic process and to ensure equality and justice for all, more particularly for the oppressed. Here in the focus is not only on his life sketch but also on impact of Indian Philosophers, thinkers, Western Philosophers that enabled him to crystallize his own thoughts and to articulate the means to eradicate social evils.

Block 1 : Life World

- Unit 1 Formative Years of Ambedkar's Life
- Unit 2 Young Ambedkar
- Unit 3 Ambedkar Abroad
- Unit 4 Ambedkar in India

Block 2 : Indian Intellectual Influences

- Unit 5 Buddha
- Unit 6 Kabir
- Unit 7 Jyotiba Phule
- Unit 8 Saint Poetic Tradition of Maharashtra

Block 3 : Western Intellectual Influences

- Unit 9 Karl Marx
- Unit 10 John Dewey
- Unit 11 Edmund Burke
- Unit 12 Bertrand Russel

Block 4 : Quest for Social Change and Alterative Movement

- Unit 13 Democratic Struggle: (Mahad Satyagrah (1927), Kalaram Temple Entry, Khoti System, Mahar Vatan)
- Unit 14 Social and Educational Orginization (Bahishkrut Hitkarini Sabha (1924), ILP, SCF, PES, RPI Constitution and also his journals Mooknayak, Bahiskrit Bharat, Janata)
- Unit 15 Participation and Representation
 - . Southborough Committee
 - Simon Commission
 - Round Table Conferences
- Unit 16 As a Constitution Drafting Committee Chairman and Minister

Paper- II B.R. Ambedkar: Society and Culture

4 Credits

Objectives:

The course on B.R. Ambedkar: Society and Culture aims to acquaint students about the social thoughts of B.R. Ambedkar for the welfare of Indian masses including all sections of Indian society. It aims to provide learners Ambedker's understanding of Indian society and their inherent problems. Thus the objective here is to focus on view of Ambedkar on Indian social structure, marginalized section and social justice.

Block 1 : Structure of Indian Society

- Unit 1 Hindu Social Order
- Unit 2 Caste and Annihilation of Caste

Unit 3 Village

Unit 4 Ideal Society

Block 2 : Ideas on Marginalized Section

Unit 5 Who were Shudras?

Unit 6 Who were Untouchable?

Unit 7 Status of Women

Unit 8 Adivasi/ Indigenous Indians

Block 3 : Emancipation of Marginalized Section

Unit 9 Emancipation of Untouchables

Unit 10 Ambedkar's Approach

Unit 11 Revivalism of Buddhism

Unit 12 Gender Equality and Empowerment of Women

Block 4 : Social Justice

Unit 13 Concept of Social Justice

Unit 14 Bases of Social Justice

Unit 15 Constitutional Means and Social Justice

Unit 16 Institutional Measures and Social Justice

Paper –III Economic Thought of B.R. Ambedkar

4 Credits

Objectives:

The course on Economic Thoughts of B.R. Ambedkar aims to acquaint students about the economic thoughts of B.R. Ambedkar. It aims to provide learners Ambedkar's views on economic thoughts and to focus on view of B.R. Ambedkar on Economic problems, general issues of economic conditions and their remedies and also to understand B.R. Ambedkar as an economic administrator.

Block 1 : Economic Philosophy

Unit 1 Financial Management and The Problem of Rupees

Unit 2 Critique of Colonial Economy

Unit 3 Capitalism and State Socialism

Unit 4 Marx vs. Buddhism

Block 2 : Ideas on Development

Unit 5 Sectoral Development: Agriculture, Industry and Market

Unit 6 Land and Small Holding

Unit 7 Population Problem and Population Management

Unit 8 Critique of Economic Aspect of Caste

Block 3 : Ambedkar as an Economic Administrator

- Unit 9. Labour and Labour Legislation
- Unit 10 Employment Exchange and Skill Development
- Unit 11 Social Security
- Unit 12 Health.

Block 4 : Financial Institutions and Management

- Unit 13 Reserve Bank of India
- Unit 14 Finance and Comptroller and Auditor General
- Unit 15 Financial Account Committee
- Unit 16 Foreign Exchange

Paper- IV State, Democracy and Nation Building

4 Credits

Objectives:

The course on State, Democracy and Nation Building aims to acquaint students about the political thoughts of B.R. Ambedkar. It aims to provide learners Ambedkar views on political democracy and its ways to achieve success in the Indian social system, political sensitization towards representative form of democracy, political vision, political institution and constitutionalism.

Block 1 : Political Vision

- Unit 1 Ideas of Nation and Nation-building
- Unit 2 Democracy and Citizenship
- Unit 3 Federalism and Linguistic State
- Unit 4 Thoughts on Partition

Block 2 : Political Institution

- Unit 5 Electoral Democracy and Party system
- Unit 6 Parliamentary Democracy
- Unit 7 Social Democracy
- Unit 8 Future of Democracy

Block 3 : Constitutionalism

- Unit 9. Constitutional Provisions and the Idea of Representation
- Unit 10 Rights and Representations
- Unit 11 Communal Representation and Poona Pact
- Unit 12 Constitution as an Instrument of Social Transformation

Block 4 : Contemporary Challenges

- Unit 13 Reservation
- Unit 14 Small State
- Unit 15 Secularism
- Unit 16 Persistent Inequality

11. TIPS FOR EFFECTIVE LEARNING IN OPEN UNIVERSITY

How to approach your studies: It would be good for you to go through the Programme Guides as well as the Handbooks provided by the University. This will help you to know exactly about the facilities being extended and how you can make best use of these in your learning. That is, you should have an idea of what to expect from the system and how best to use the support being provided.

Quasi-permanent separation: To bridge your semi-permanent separation from your counsellor and to enable you to take advantage of the flexibilities provided in the Open Distance Learning (ODL) system, provision for Face to Face interaction has been made. Moreover, you can contact your teachers at the Headquarters through phone and e-mail. However, the onus of learning is on you. You must make full use of the flexibility, facilities and innovativeness provided by the system.

Adhere to the schedule of operations: Various activities in the ODL system are time bound and the details are given in the programme guides and the handbooks sent to you. Adherence to the Schedule of Operations shall help you enormously in completion of the courses. As a thumb rule, if you study three hours a day regularly, you should be successful in the minimum stipulated time.

Studying at your pace and place: You can learn at your pace and place, but it would help if you periodically revise what you have learnt. This would also enable you to assess as to how much remains to be done. The DE system provides for an in-built teacher in the Self Instructional Materials (SIMs). Your pace of learning could be faster and effective if you abide by the instructions given to you in the SIMs and follow the sequence and steps suggested therein, as the objective of these access devices is to regulate your pace of learning.

Taking notes: In SIMs, some space has been provided to take important notes. You should identify keywords/terms, and put remarks while going through it. This facilitates cross-referencing. You fulfill answer/solve problems in the Self-assessment Questions (SAQs).

Using media effectively: The audio-visual learning is faster and can be more effective. That is why multi-media is one of the integral components of our multiple media instructional package. For complementing your learning with the help of multi-media effectively. You should visit your study centre for counselling and insist that your counsellor shows AIV programmes. In case it is not possible for you to visit your SCs for some reason, you can procure these cassettes/CDs from the University for convenient viewing.

Preparing Assignment Responses: The separation between the teacher and the taught in the ODL system is bridged through dialogue established by continuous assessment. Your assignment responses provide an opportunity to your counsellor to guide you and pace your learning depending on your progress. Therefore, you must write your assignment yourself, in your words depending on the scope of every question. In some questions, you might be required to give a brief outline while in others you may be asked to give your justifications/demonstrate your skills and knowledge/give detailed description etc. It is also possible that you may be required to refer to a particular source of information or data and present your analysis. If possible, discuss implications and suggest application and/or give illustrations.

When you have answered the assignments, pause for a while and recheck your response to make sure that:

You must keep a copy of each of your assignments and file them in order, separately, for each course. While submitting your assignment at your Study Centre / Programme Centre, you must insist on obtaining acknowledgement. In case you send your assignment by post, keep the registration slip as evidence. In case of any difficulty or unconvincing response at the Study Centre, please contact your Regional Centre or the Headquarter. Normally, you should obtain your Tutor Marked Assignment within 45 days. In case you do not receive your evaluated TMAs with tutor comments in the stipulated period you should check with the Study Centre Coordinator. Once you receive the evaluated assignment responses, go through tutor comments. A careful reading of the comments should give you an idea as to how you can improve your responses in future.

Learning from Counselling and Peer Group: In order to make the best use of the counselling sessions, you should have read the relevant units before going for the counselling session. This will enable you to have useful interactions with your counsellor and peer group. Participate in the discussion with an open mind. Take note of important points identified by other peer group members and the counsellor. Do not hesitate to clarify doubts, even if they are trivial.

Taking the Term-end Examination: In our system of education, career prospects are influenced by the performance in examinations. So we should approach examinations with some caution. Another important point to be kept in mind is that you must submit your assignments as per schedule before the examination.

Preparing for the Examinations: The surest way to success in any examination is to conscientiously employ effective study techniques over a period of time. For example, if you follow the tips provided here, your chances of success will improve. If you follow them, you will certainly remember more, have a better understanding, and be able to organize your ideas quickly and effectively. Even solving previous examination question papers and getting your answers checked by your counsellors should help improve your performance. You can download these from the IGNOU website www.ignou.ac.in. Revision of text materials plays a vital role in your preparation for the examinations. The following are two good reasons for doing regular revisions right from the start:

You may not have enough time to revise everything you have studied in a course/programme at the last minute.

You will find the latter materials easier to study if you have sound understanding of what has been studied earlier.

On the Examination Day: When you receive the question paper.

Read the instructions and the question paper right through very carefully paying attention to each question.

Be objective and assess what precisely the questions demand of you.

Budget your time; that is, you should carefully allocate your time according to the weightage given to each question.

Plan your answer and form a sense of priority.

12. REGIONAL CENTRE

ADDRESSES AND CODES OF IGNOU REGIONAL CENTRES (RCs)

SL. NO.	REGIONAL CENTRE	RC CODE	ADDRESS	JURISDICTION
1	AGARTALA	26	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE M. B. B. COLLEGE COMPOUND P.O. AGARTALA COLLEGE AGARTALA - 799 004 TRIPURA 0381-2519391, 0381-2516266 rcagartala@ignou.ac.in	STATE OF TRIPURA (DISTRICTS: DHALAI, NORTH TRIPURA, SOUTH TRIPURA, WEST TRIPURA, GOMATI, KHOWAI, SEPAHIJALA, UNOKOTI)
2	AHMEDABAD	09	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE OPP NIRMA UNIVERSITY SARKHEJ GANDHINAGAR HIGHWAY, CHHARODI AHMEDABAD:382481 GUJARAT 02717-242975-242976 02717-241579 02717-241580 rcahmedabad@ignou.ac.in	STATE OF GUJARAT (DISTRICTS: AHMEDABAD, ANAND, ARAVALLI, BANASKANTHA, BHARUCH, CHHOTA UDAIPUR, DANG, DAHOD, GANDHINAGAR, KHEDA, MAHISAGAR, MEHSANA, NARMADA, NAVSARI, PANCHMAHAL, PATAN, SABARKANTHA, SURAT, TAPI, VADODARA, VALSAD, DAMAN, DADARA NAGAR HAVELI)
3	AIZAWL	19	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE, H/No. YC-10 ROPHIRA BUILDING, CHALTLANG, DAWRKAWN, AIZAWL, MIZORAM-796012 0389- 2391692, 0389-2391788 rcaizwal@ignou.ac.in	STATE OF MIZORAM (DISTRICTS: AIZAWL, CHAMPHAI, KOLASIB, LAWNGTLAI, LUNGLEI, MAMIT, SAIHA, SERCHHIP)
4	ALIGARH	47	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 3/310, MARRIS ROAD, ALIGARH - 202001 UTTAR PRADESH 0571-2700120/ 2701365 0571-2405471 rcaligarh@ignou.ac.in	STATE OF UTTAR PRADESH (DISTRICTS: ALIGARH, AGRA, BUDAUN, ETAH, ETAWAH, FIROZABAD, J.P. NAGAR, KASHIRAM NAGAR/KASGANJ, MAHAMAYA NAGAR/ HATHRAS, MAINPURI, MATHURA, MORADABAD, RAMPUR, SAMBHAL)

ADDRESSES AND CODES OF IGNOU REGIONAL CENTRES (RCs)

SL. NO.	REGIONAL CENTRE	RC CODE	ADDRESS	JURISDICTION
5	BANGALORE	13	IGNOU REGIONAL CENTRE, NSSS KALYANA KENDRA NO. 293, 39TH CROSS, 8TH BLOCK, JAYANAGAR BANGALORE - 560 070 KARNATAKA 080-26654747 / 26657376 080-26644848 rcbangalore@ignou.ac.in	STATE OF KARNATAKA (DISTRICTS: BANGALORE- URBGAN, BANGALORE - RURAL, CHAMARAJA NAGARA, CHIKBALLAPUR, CHIKMAGALUR, CHITRADURGA, DAKSHINA KANNADA, DAVANGERE, HASSAN, KODAGU, KOLAR, MANDYA, MYSORE, RAMANAGARA, SHIMOGA, TUMKUR, UDUPI)
6	BHAGALPUR	82	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 3RD FLOOR,SUMAN PLAZA CENTRAL JAIL ROAD, TILKAMANJHI BHAGALPUR BIHAR-812001 0641-2610055/2610077 rcbhagalpur@ignou.ac.in	STATE OF BIHAR (DISTRICTS: BHAGALPUR, BANKA & MUNGER)
7	BHOPAL	15	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 12, ARERA HILLS, BHOPAL -.462 011 MADHYA PRADESH PH.OFF :0755-2578455/ 0755-2578452/2578454/ 0755-2570517 Email : rcbhopal@ignou.ac.in	STATE OF MADHYA PRADESH (DISTRICTS: ALIRAJPUR, AGAR-MALWA, ASHOK NAGAR, BADWANI, BETUL, BHIND, BHOPAL, BURHANPUR, DATIA, DEWAS, DHAR, GUNA, GWALIOR, HARDA, HOSHANGABAD, INDORE, JHABUA, KHANDWA, KHARGONE, MANDSAUR, MORENA, NEEMUCH, RAISEN, RAJGARH, RATLAM, SEHORE, SHAJAPUR, SHEOPUR, SHIVPURI, UJJAIN, VIDISHA)
8	BHUBANE SWAR	21	REGIONAL DIRECTOR REGIONAL CENTRE C-1, INSTITUTIONAL AREA, BHUBANESWAR- 751013 0674-2301348, 2301250, 2301352 0674- 2300349 rcbhubaneswar@ignou.ac.in	STATE OF ORRISSA (DISTRICTS: ANGUL, BALASORE, BARGARH, BHADRAK, BOLANGIR, BOUDH, CUTTACK, DEOGARH, DHENKANAL, GAJAPATI, GANJAM, JAGATSINGHPUR, JAJPUR, JHARSUGUDA, KANDHAMAL, KENDRAPARA, KEONJHAR, KHURDA, MAYURBHANJ, NAYAGARH, PURI, SAMBALPUR, SONEPUR, SUNDERGARH)

ADDRESSES AND CODES OF IGNOU REGIONAL CENTRES (RCs)

SL. NO.	REGIONAL CENTRE	RC CODE	ADDRESS	JURISDICTION
9	BIJAPUR	85	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE BIJAPUR B.L.D.E.A'S OLD ADMINISTRATIVE BUILDING SMT. BANGARAMMA SAJJAN CAMPUS SOLAPUR ROAD BIJAPUR-586103 KARNATAKA 08352-260006 9482311006 rcbijapur@ignou.ac.in	STATE OF KARNATAKA (DISTRICTS: BAGALKOT, BELGAUM, BELLARY, BIDAR, BIJAPUR, DHARWAD, GADAG, GULBARGA, HAVERI, KOPPAL, RAICHUR & YADAGIRI)
10	CHANDIGARH	06	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SCO 208, SECTOR 14, PANCHKULA - 134109 HARYANA 0172-2590277, 2590278 0172-2590208 0172-2590279 rcchandigarh@ignou.ac.in	CHANDIGARH (U.T.), & STATE OF HARYANA (DISTRICTS: AMBALA, PANCHKULA), & STATE OF PUNJAB: (DISTRICTS: FATEHGARH SAHEB, MOHALI, PATIALA, RUP NAGAR)
11	CHENNAI	25	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE, THIRD FLOOR, GR COMPLEX, 407 ANNA SALAI, NANDANAM, CHENNAI - 600 035 TAMILNADU 044-24312766/24312979 rcchennai@ignou.ac.in	STATE OF TAMIL NADU (DISTRICTS: CHENNAI, CUDDALORE, DHARMAPURI, KANCHEEPURAM, KRISHNAGIRI, NAGAPATTINAM, NAMAKKAL, PERAMBALUR, PUDUCHERRY,(U.T.), SALEM, THIRUVALLUR, THIRUVANNAMALI, VELLORE, VILLUPURAM)
12	COCHIN	14	REGIONAL DIRECTOR REGIONAL CENTRE COCHIN, KALOOR PO COCHIN- 682017 ERNAKULAM Ph: +91 484- 2340203,2348189 Fax: +91 484-2340204 rccochin@ignou.ac.in	STATE OF KERALA (DISTRICTS: ALAPUZHA, ERNAKILAM, IDUKKI, KOTTAYAM, PALAKKAD, THRISSUR, UNION TERRITORY OF LAKSHADWEEP)

ADDRESSES AND CODES OF IGNOU REGIONAL CENTRES (RCs)

SL. NO.	REGIONAL CENTRE	RC CODE	ADDRESS	JURISDICTION
13	DARBHANGA	46	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE, LNMU CAMPUS, KAMESHWAR NAGAR, NEAR CENTRAL BANK OF INDIA, DARBHANGA - 846 004 BIHAR 06272-251833, 251862 06272-253719 rcdarbhanga@ignou.ac.in	STATE OF BIHAR (DISTRICTS: BEGUSARAI, DARBHANGA, EAST CHAMPARAN, GOPALGANJ, MADHUBANI, MUZAFFARPUR, SAMASTIPUR, SHEOHAR, SITAMARHI, WEST CHAMPARAN)
14	DEHRADUN	31	REGIONAL DIRECTOR, IGNOU REGIONAL CENTRE NANOORKHERA, TAPOVAN, RAIPUR ROAD, DEHRADUN, UTTARAKHAND-248008 PH. 0135-2789200, FAX. 0135-2789190 rcdehradun@ignou.ac.in	STATE OF UTTARAKHAND (DISTRICTS: ALMORA, BAGESHWAR, CHAMOLI, CHAMPAWAT, DEHRADUN, HARIDWAR, NAINITAL, PAURI, PITHORAGARH, RUDRAPRAYAG, TEHRI, US NAGAR, UTTARKASHI), STATE OF UTTAR PRADESH (DISTRICT: BIJNORE, MUZAFFAR NAGAR, SAHARANPUR, SHAMLI (PRABUDH NAGAR))
15	DELHI-1	07	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE DELHI-1, PLOT NO J-2/1 BLOCK - B-1 MOHAN COOPERATIVE INDUSTRIAL ESTATE, MATHURA ROAD, (NEAR MOHAN ESTATE METRO STATION) NEW DELHI-110 044 011-26990082 83 011-26990084 rcdelhi1@ignou.ac.in	STATE OF DELHI (COVERING AREAS OF ASHRAM, BADARPUR, BHO GAL, CHANAKYAPURI, FRIENDS COLONY, GREEN PARK, GREATER KAILASH PART- 1 & 2, HAUZ KHAS, LAJPAT NAGAR, MALVIYA NAGAR, MEHRAULI, MUNIRKA, R.K.PURAM, SAKET, SANGAM VIHAR, VASANT KUNJ, OKHLA) & STATE OF HARYANA (DISTRICTS: FARIDABAD, PALWAL)

ADDRESSES AND CODES OF IGNOU REGIONAL CENTRES (RCs)

SL. NO.	REGIONAL CENTRE	RC CODE	ADDRESS	JURISDICTION
16	DELHI-2	29	REGIONAL DIRECTOR, IGNOU REGIONAL CENTRE, GANDHI SMRITI & DARSHAN SAMITI, RAJGHAT, NEW DELHI-110 002 011-23392374-23392376/ 23392377 rcdelhi2@ignou.ac.in	STATE OF DELHI (COVERING AREAS OF ASHOK VIHAR, BUDH VIHAR, BURARI, CIVIL LINES, DR. MUKHERJEE NAGAR, GTB NAGAR, JHARODA MAJRA, JAHANGIR PURI, KARALA, LIBASPUR, MANGOLPURI, MODEL TOWN, NAND NAGRI, PRAHLADPUR BANAGAR, PITAMPURA, RAMA VIHAR, RANI BAGH, SULTAN PURI, SHAKURPUR COLONY, SHASTRI NAGAR, YAMUNA VIHAR)
17	DELHI-3	38	REGIONAL DIRECTOR, IGNOU REGIONAL CENTRE, F-634-636 PALAM EXTENSION, SHAHEED RAMPHAL CHOWK (NEAR SECTOR-7) DWARKA NEW DELHI- 110077 011-25088944 011-25088939 FAX:25088983 rcdelhi3@ignou.ac.in	STATE OF DELHI (COVERING AREAS OF MUNDKA, NANGLOI JAT, PEERAGARHI, PUNJABI BAGH, BAKARWALA, MEERA BAGH, MOTI NAGAR, TILAK NAGAR, TILANGPUR KOTLA, VIKASPURI, SUBHASH NAGAR, UTTAM NAGAR, JANAKPURI, NAJAFGARH, MAHAVIR ENC., SAGARPUR, DWARKA, PALAM, PALAM FARMS, KAPASHERA, DHAULA KUAN, NARAINA, MAHIPALPUR, MANSAROVAR GARDEN) &
18	DEOGHAR	87	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE MANDAKINI SADAN, BASUWADIH, ROHINI ROAD, JASIDIH, DEOGHAR, JHARKHAND-814142 +91 9234455958 rcdeoghar@ignou.ac.in	STATE OF HARYANA (DISTRICTS: GURUGRAM AND MEWAT) STATE OF JHARKHAND (DISTRICTS: DEOGHAR, DUMKA, GIRIDIH, GODDA, JAMTARA, PAKUR, SAHIBGANJ)
19	GANGTOK	24	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 5TH MILE TADONG, NH-10, BELOW MANIPAL HOSPITAL, EAST SIKKIM-737102 SIKKIM 03592-231102, 270923 03592-231103 rcgangtok@ignou.ac.in	STATE OF SIKKIM (EAST SIKKIM, NORTH SIKKIM, SOUTH SIKKIM, WEST SIKKIM)

ADDRESSES AND CODES OF IGNOU REGIONAL CENTRES (RCs)

SL. NO.	REGIONAL CENTRE	RC CODE	ADDRESS	JURISDICTION
20	GUWAHATI	04	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE HOUSE NO 71, MC ROAD CHRISTIAN BASTI GUWAHATI ASSAM 81005 0361-2343771 / 2343785 0361-2343786 0361-2343784 rcguwahati@ignou.ac.in	STATE OF ASSAM (DISTRICTS: TINSUKIYA DIBUGARH, IBSAGAR, DHEMAJI, JORHAT, KAKHIMPUR, GOLGHAT, SONITPU, KARBI, ANGLONG, NAGAO MORIGAON, DARRANG, KAMRUP, NALBARI, BARPETA, BONGAIGAON GOALPARA, KOKRAJHAR, DHUBRI, NORTH CACHAR HILLS, CACHAR, HAILAKANDI, KARIMGANJ, KAMRUP, METROPOLITAN, BAKSA, UDALGURI, CHIRANG)
21	HYDERABAD	01	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE PLOT NO 207, KAVURI HILLS, PHASE-II, NEAR MADHAPUR P.S, UBILEE HILLS (P.O) HYDERABAD - 500 033 TELANGANA STATE 040-23117550/52/53 9492451812, 040-23117554 rchyderabad@ignou.ac.in	STATE OF TELANGANA
22.	IMPHAL	17	REGIONAL DIRECTOR, IGNOU REGIONAL CENTRE, MPHAL, ASHA-JINA COMPLEX, NORTH AOC, IMPHAL - 795001, MANIPUR 0385-2421190/ 2421191 / 421192 rcimphal@ignou.ac.in	STATE OF MANIPUR (DISTRICTS: BISHNUPUR, CHANDEL, CHURCHANDPUR, IMPHAL EAST, IMPHAL WEST, JIRIBAM, KAKCHING, KAMJONG, KANGPOKPI, NONEY, PHERZAWL, SENAPATI, TAMENGLONG, TENGNOUPAL, THOUBAL, UKHRUL)
23	ITANAGAR	03	REGIONAL DIRECTOR, IGNOU REGIONAL CENTRE, ORNBILL COMPLEX, C-SECTOR, NAHARLAGUN, R. CENTRAL SCHOOL, PAPUM PARE DISTRICT, ARUNACHAL PRADESH - 791110 0360-2247538 /36, 2351705 rcitanagar@ignou.ac.in	STATE OF ARUNACHAL PRADESH, (DISTRICTS: ANJAW, CHANGLANG, EAST KAMENG, EAST SIANG, KRA DAADI, KRUNG KUMEY, LOHIT, LONGDING, LOWER DIBANG VALLEY, LOWER SUBANSIRI, NAMSAI, PAPUM PARE, SAING, TAWANG, TIRAP, UPPER DIBANG VALLEY, UPPER SIANG, UPPER SUBANSIRI, WEST KAMENG AND WEST SAING)

ADDRESSES AND CODES OF IGNOU REGIONAL CENTRES (RCs)

SL. NO.	REGIONAL CENTRE	RC CODE	ADDRESS	JURISDICTION
24	JABALPUR	41	REGIONAL DIRECTOR, IGNOU REGIONAL CENTRE 2ND FLOOR, RAJSHEKHAR BHAWAN, RANI DURGAWATI UNIVERSITY CAMPUS, PACHPEDHI JABALPUR-482001 (MADHYA PRADESH) 0761-2600219; 2600411; 2609896 rcjabalpur@ignou.ac.in	STATE OF MADHYA PRADESH (DISTRICTS : ANUPPUR, BALAGHAT, CHHINDWARA, CHHATTARPUR, DINDORI, DAMOH, JABALPUR, KATNI, MANDLA, NARSINGHPUR PANNA, REWA, SAGAR, SATNA, SEONI, SHAHDOL, SIDHI, SINGRAULI, TIKAMGARH,UMARIA)
25	JAIPUR	23	REGIONAL DIRECTOR, IGNOU REGIONAL CENTRE 70/79, PATEL MARG, SECT-7 MANSAROVER, JAIPUR PIN: 302020, RAJASTHAN 0141-2785730/2396427 0141-27840430 rcjaipur@ignou.ac.in	STATE OF RAJASTHAN (DISTRICTS: JAIPUR, AJMER, ALWAR, BARAN, BHARATPUR, BHILWARA, BUNDI, CHITTIORGARH, CHURU, DHOLPUR, DOUSA, HANUMANGARH, JHALAWARA, JHUNJHUN, KARALI, KOTA, SAWIMADHEPUR, SIKAR, SRIGANGANAGAR, TONK)
26	JAMMU	12	REGIONAL DIRECTOR, IGNOU REGIONAL CENTRE, SPMR COLLEGE OF COMMERCE, AUROBINDO BLOCK, IST FLOOR, CANAL ROAD, JAMMU-180001 (J&K) 0191-2579572, 0191-2546529, 0191-2585154 rcjammu@ignou.ac.in	STATE OF JAMMU & KASHMIR JAMMU REGION- (DISTRICTS: DODA, JAMMU, KATHUA, KISHTWAR, POONCH, RAJOURI, RAMBAN, REASI, SAMBA, UDHAMPUR)
27	JODHPUR	88	REGIONAL DIRECTOR IGNOU, REGIONAL CENTRE, PLOT NO.439, PAL LINK ROAD, OPPOSITE KAMLA NAGAR HOSPITAL, JODHPUR - 342 008 RAJASTHAN 0291-2751424, 2756579, 2755424 rcjodhpur@ignou.ac.in	STATE OF RAJASTHAN (DISTRICTS: JODHPUR, BARMER, JAISALMER, RAJSAMAND, UDAIPUR, BIKANER, JALORE, SIROHI, NAGOUR, DUNGARPUR, PALI, PRATAPGARH & BANSWARA)

ADDRESSES AND CODES OF IGNOU REGIONAL CENTRES (RCs)

SL. NO.	REGIONAL CENTRE	RC CODE	ADDRESS	JURISDICTION
28	RC JORHAT	37	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE JANAMBHUMI BUILDING 1ST FLOOR TULSI NARAYAN SARMAH PATH, NEAR NEHRU PARK JORHAT, ASSAM-785001 0376-2301116(O) rcjorhat@ignou.ac.in	STATE OF ASSAM (DISTRICTS: BISWANATH, CHARAIDEO, DHEMAJI, DIBRUGARH, GOLAGHAT, HOJAI, JORHAT, LAKHIMPUR, MAJULI, NAGAON, SIBSAGAR, SONITPUR & TINSUKIA)
29	KARNAL	10	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 6, SUBHASH COLONY, KARNAL-132001 0184-2271514 0184-2255738 0184-2251417 rckarnal@ignou.ac.in	STATE OF HARYANA (DISTRICTS: BHIWANI, FATEHABAD, HISSAR, JHAJJAR, JIND, KAITHAL, KARNAL KURUKSHETRA, MAHENDRAGARH, PANIPAT, REWARI, ROHTAK, SIRSA, SONEPAT, YAMUNANAGAR)
30	KHANNA	22	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE I.T.I. BUILDING, BULEPUR KHANNA, DISTRICT - LUDHIANA PUNJAB - 141401 01628-229993/237361 rckhanna@ignou.ac.in	STATE OF PUNJAB (DISTRICTS: AMRITSAR, BARNALA, BATHINDA, FARIDKOT, FAZILKA, FEROZEPUR, GURDASPUR, HOSHIARPUR, JALANDHAR, KAPURTHALA, LUDHIANA, MANSA, MOGA, MUKTSAR, PATHANKOT, SANGRUR, SBS NAGAR (NAWANSHAHR), TARN TARAN)
31	KOHIMA	20	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NEAR MOUNT HERMON SCHOOL, DON BOSCO HR.SEC.SCHOOL ROAD KENUOZOU KOHIMA-797001 NAGALAND 0370- 2260366 / 2260167 0370 - 2260216 rckohima@ignou.ac.in	STATE OF NAGALAND (DISTRICTS: DIMAPUR, KOHIMA, KIPHIRE, LONGLENG, MOKOKCHUNG, MON, PEREN, PHEK, TUENSANG, WOKHA, ZUNHEBOTO)

ADDRESSES AND CODES OF IGNOU REGIONAL CENTRES (RCs)

SL. NO.	REGIONAL CENTRE	RC CODE	ADDRESS	JURISDICTION
32	KOLKATA	28	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE BIKASH BHAWAN, 4TH FLOOR NORTH BLOCK, SALT LAKE, BIDHAN NAGAR KOLKATA - 700 091 WEST BENGAL 033-23349850, 033-23592719, 033-23347576 rckolkata@ignou.ac.in	STATE OF WEST BENGAL (DISTRICTS: BANKURA, BURDWAN, HOOGHLY, HOWRAH,KOLKATA, , NADIA , NORTH 24 PARAGANAS, PASCHIM MEDINIPUR, PURBA MEDINIPUR, PURULIA, SOUTH 24 PAMGANAS)
33	KORAPUT	44	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE, DIST. AGRICULTURE OFFICE ROAD, PO.KORAPUT DIST. KORAPUT ODISHA -764020 06852-251535 06852-252503 rckorapat@ignou.ac.in	STATE OF ODISHA (DISTRICTS: KALAHANDI, KORAPUT, MALKANGIRI, NABARANGPUR, NUAPADA, RAYAGADA)
34	LUCKNOW	27	REGIONAI DIRECTOR IGNOU REGIONAL CENTRE, 5-C/INS-1, SECTOR - 5, VRINDAVAN YOJNA, TELIBAGH LUCKNOW 0522-2442832, rclucknow@ignou.ac.in	STATE OF UTTAR PRADESH (DISTRICTS: AMETHI, AURAIYA, BAHRACH, BALRAMPUR, BANDA, BARABANKI, BAREILLY, BASTI, CHITRAKOOT, FAIZABAD, FARRUKHABAD (FATEHGARH), FATEHPUR, GONDA, HAMIRPUR, HARDOI, JALAUN (ORAI), JHANSI, KANNAUJ, KANPUR (RURAL), KANPUR (URBAN) KAUSHAMBI, LAKHIMPUR (KHERI), LALITPUR, LUCKNOW, MAHOBA, PILIBHIT, RAEBARELI, SHAHJAHANPUR, SHRAVASTI, SIDHHARTHANAGAR, SITAPUR & UNNAO)
35	MADURAI	43	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SIKKANDAR CHAVADI ALANGANALLUR ROAD MADURAI-625 018 TAMIL NADU 0452-2380775, 2380733 0452 -2380588 rcmadurai@ignou.ac.in	STATE OF TAMIL NADU (DISTRICTS: ARIYALUR, COIMBATORE, DINDIGUL, ERODE , KARUR, MADURAI, NILGIRIS, PUDUKKOTIAI, RAMANATHAPURAM, SIVAGANGAI, THANJAVUR, THENI, THIRUVARUR , TRICHY, TIRUPUR & VIRUDHUNAGAR)

ADDRESSES AND CODES OF IGNOU REGIONAL CENTRES (RCs)

SL. NO.	REGIONAL CENTRE	RC CODE	ADDRESS	JURISDICTION
36	MUMBAI	49	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 2ND & 3RD.FLOOR, KAPPEESH BUILDING, M.G.ROAD, OPPOSITE TO MULUND STATION, MULUND WEST, MUMBAI-400080. 022-25923159/25925540 022-25925411 rcmumbai@ignou.ac.in	STATE OF MAHARASHTRA (DISTRICTS : MUMBAI, MUMBAI SUBURBAN, PALGHAR, RAIGARH, RATNAGIRI, THANE.)
37	NAGPUR	36	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE, 'GYAN VATIKA' 14 HINDUSTAN COLONY, AMRAVATI ROAD, NAGPUR - 440 033 MAHARASHTRA 0712-2536999, 2537999 0712-2022000 0712-2538999 rcnagpur@ignou.ac.in	STATE OF MAHARASHTRA (DISTRICTS: AKOLA, AMRAVATI, BHANDARA, BULDHANA, CHANDRAPUR, GADCHIROLI, GONDIA, HINGOLI, NAGPUR, NANDED, PARBHANI, WARDHA, WASHIM, YAVATMAL)
38	NOIDA	39	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NOIDA, C-53, INSTITUTIONAL AREA, SECTOR - 62, NOIDA - 201301 (U.P.) 0120-2405012 / 13/14 rcnoida@ignou.ac.in	STATE OF UTTAR PRADESH (DISTRICTS: BAGHPAT, BULANDSHAHAR, GAUTAM BUDH NAGAR, GHAZIABAD, HAPUR, MEERUT & PARTS OF EAST DELHI)
39	PANAJI	08	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE, H.NO 1576, NEAR P&T QUARTERS ALTO PORVORIM PO. 403521 GOA. 0832-2412443, 2412550 rcpanaji@ignou.ac.in	STATE OF GOA (DISTRICTS: NORTH GOA, SOUTH GOA) & STATE OF KARNATAKA (DISTRICT: UTTARA KANNADA) & STATE OF MAHARASHTRA (DISTRICT: SINDHUDURG)
40	PATNA	05	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 2ND FLOOR, BISCOMAUN TOWER WEST GANDHI MAIDAN, PATNA - 800 001, BIHAR 0612-2219539 / 2219541 0612-2219538 rcpatna@ignou.ac.in	STATE OF BIHAR (DISTRICTS: ARWAL, AURANGABAD, BHOJPUR, BUXAR, GAYA, JAMUI, JEHANABAD, KAIMUR, LAKSHISARAI, NALANDA, NAWADA, PATNA, ROHTAS, SHEIKHPURA, VAISHALI, SIWAN, CHAPPPRA)

ADDRESSES AND CODES OF IGNOU REGIONAL CENTRES (RCs)

SL. NO.	REGIONAL CENTRE	RC CODE	ADDRESS	JURISDICTION
41	PORT BLAIR	02	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE KANNADA SANGHA BUILDING NEAR SYNDICATE BANK 18, TAGORE ROAD, MOHANPURA PORT BLAIR-744101 03192-230111(FAX) 03192-242888, 211088 rcportblair@ignou.ac.in	ANDAMAN & NICOBAR ISLANDS [U.T.] (DISTRICTS: SOUTH ANDAMAN, NORTH & MIDDLE ANDAMAN, CAR NICOBAR)
42	PUNE	16	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE MSFC BUILDING, 1ST FLOOR, 270, SENAPATI BAPAT ROAD PUNE - 411 016 MAHARASHTRA 020-25671867 020-25611864 rcpune@ignou.ac.in	STATE OF MAHARASHTRA (DISTRICTS: AHMEDNAGAR, AURANGABAD, BEED, DHULE, JALGAON, JALNA, KOLHAPUR, NANDURBAR, NASHIK, OSMANABAD, PUNE, SANGLI, SATARA)
43	RAGHUNATH GANJ	50	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE BAGAN BARI NEAR DENA BANK, FULTALA MURSHIDABAD RAGHUNATHGANJ WEST BENGAL-742 225 03483-271555 / 271666 rcraghunathganj@ignou.ac.in	STATE OF WEST BENGAL (DISTRICTS: BIRBHUM, MALDA, MURSHIDABAD)
44	RAIPUR	35	REGIONAL DIRECOTR, IGNOU REGIONAL CENTRE, IGNOU COMPLEX, KACHNA, POST-SADDU, RAIPUR-492014. CHHATTISGARH 0771- 2283285, 2971322 2971323 rcraipur@ignou.ac.in	STATE OF CHHATTISGARH (DISTRICTS: BILASPUR, DHAMTARI, DURG, JANJIR-CHAMPA, JASHPUR, KANKER, KAWARDHA, KORBA, KORIYA, MAHASAMUND, RAIGARH, RAIPUR, RAJNANDGAON, SURAJPUR, SARGUJA, BALOD, BALODBAZAR, BALRAMPUR, BEMETARA, GARIABANDH, MUNGELI, KONDAGAON, BASTAR, BIJAPUR, NARAYANPUR, SUKMA, DANTEWADA)

ADDRESSES AND CODES OF IGNOU REGIONAL CENTRES (RCs)

SL. NO.	REGIONAL CENTRE	RC CODE	ADDRESS	JURISDICTION
45	RAJKOT	42	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SAURASHTRA UNIVERSITY CAMPUS RAJKOT - 360005 GUJARAT 0281-2572988 0281-2571603 rcrajkot@ignou.ac.in	STATE OF GUJARAT (DISTRICTS: AMRELI, BHAVNAGAR, BOTAD, DEV- BHOOMI DWARKA, GIR- SOMNATH, JAMNAGAR, JUNAGADH, KACHCHH, MORBI, PORBANDAR, RAJKOT, SURENDRANAGAR), DIU (U.T.)
46	RANCHI	32	REGIONAL DIRECTOR, IGNOU REGIONAL CENTRE, 57/A, ASHOK NAGAR, RANCHI-834022, JHARKHAND 0651-2244677, 2244688, 2244699 0651-2244400 rcranchi@ignou.ac.in	STATE OF JHARKHAND (DISTRICTS: BOKARO, CHATRA, DHANBAD, EAST SINGHBHUM, GARHWA, GUMLA, HAZARIBAGH, KHUNTI, KODERMA, LATEHAR, LOHARDAGA, PALAMAU, RAMGARH, RANCHI, SARAIKELA KHARSAWAN, SIMDEGA, WEST SINGHBHUM)
47	SAHARSA	86	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE, KAUSHALYA MANSION, NAYA BAZAR SAHARSA -85220 1 BIHAR 06478-219014,219015 06478-219018 rcsaharsa@ignou.ac.in	STATE OF BIHAR (DISTRICTS: ARARIA, KATI HAR, KHAGARIA, KISHANGANJ, MADHEPURA, PURNIA, SAHARSA & SUPAUL)
48	SHILLONG	18	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NEHU CAMPUS, UMSHING, MAWKYNROH, SHILLONG- 793022, MEGHALAYA 0364-2550088/ 2550102/ 2551010/2550015 rcshillong@ignou.ac.in	STATE OF MEGHALAYA (DISIRICTS: EAST GARO HILLS, EAST JAINTIA HILTS, EAST KHASI HILLS , NORTH GARO HILLS RI BHOI, SOUTH GARO HILLS, SOUTH WEST GARO HILLS, SOUTH WEST KHASI HILLS, WEST GARO HILLS, WEST JAINIIA HILLS, WEST KHASI HILLS)

ADDRESSES AND CODES OF IGNOU REGIONAL CENTRES (RCs)

SL. NO.	REGIONAL CENTRE	RC CODE	ADDRESS	JURISDICTION
49	SHIMLA	11	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE, CHAUHAN NIWAS BUILDING, KHALINI SHIMLA-171 002 HIMACHAL PRADESH 0177 -2624612 & 2624613 1800-180-8055 (TOLL FREE) 0177 -2624611 rcshimla@ignou.ac.in	STATE OF HIMACHAL PRADESH (DISTRICTS: BILASPUR, CHAMBA, HAMIRPUR, KANGRA, KINNAUR, KULLU, LAHAUL & SPITI, MANDI, SHIMLA, SIRMAUR & SOLAN, UNA)
50	SILIGURI	45	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 17/12 J.C. BOSE ROAD SUBHAS PALLY SILIGURI - 734 001 WEST BENGAL 0353- 252 6818 0353 - 252 6929 rcsiliguri@ignou.ac.in	STATE OF WEST BENGAL (DISTRICTS : ALIPURDUAR, COOCHBEHAR, JALPAIGURI, DARJEELING, UTTAR DINAJPUR and DAKSHIN DINAJPUR)
51	SRINAGAR	30	REGIONAL DIRECTOR IGNOU REGIONAL CENTER, KURSOO, RAJBAGH, NEAR LAWRENCE VIDYA BHAWAN, SRINAGAR J&K 190008. 0194-2311251/2311258 0194-2311259 rcsrinagar@ignou.ac.in	STATE OF JAMMU AND KASHMIR (DISTRICTS: ANANTNAG, BANDIPORA, BARAMULLA, BUDGAM, GANDERBAL, KARGIL, KULGAM, KUPWARA, LEH, PULWAMA, SHOPIAN, SRINAGAR)
52	TRIVANDRUM	40	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE RAJADHANI COMPLEX OPP PRS HOSPITAL KILLIPALAM KARAMANA P O TRIVANDRUM- 695 002 KERALA 0471-2344113/2344120 0417-2344121 rctrivandrum@ignou.ac.in	STATE OF KERALA (DISTRICTS:KOLLAM, PATHANAMTHITTA, TRIVANDRUM) STATE OF TAMIL NADU (DISTRICT: KANYAKUMARI, TIRUNELVELI, TUTICORIN)

ADDRESSES AND CODES OF IGNOU REGIONAL CENTRES (RCs)

SL. NO.	REGIONAL CENTRE	RC CODE	ADDRESS	JURISDICTION
53	VARANASI	48	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE, GANDHI BHAWAN, BHU CAMPUS, VARANASI-221005 UTTAR PRADESH 0542-2368022/2368622/ 2369629 rcvaranasi@ignou.ac.in	STATE OF UTTAR PRADESH (DISTRICTS: ALLAHABAD, AMBEDKAR NAGAR, AZAMGARH, BALLIA, CHANDAULI, DEORIA, GHAZIPUR, GORAKHPUR, JAUNPUR, KUSHINAGAR, MAHARAJGANJ, MAU, MIRZAPUR, PRAPGARH, SULTANPUR, SANT KABIR NAGAR, SANT RAVIDAS NAGAR, SONEBHADRA, VARANASI)
54	VATAKARA	83	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NUT STREET (PO) VATAKARA KOZHIKODE.673104 KERALA 0496-2525281 0496-2515413 rcvatakara@ignou.ac.in	STATE OF KERALA (DISTRICTS: KANNUR, KASARGOD, KOZHIKODE, WAYANAD, MALAPPURAM, & MAHE OF UT OF PONDICHERY)
55	VIJAYAWADA	33	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SKPVV HINDU HIGH SCHOOL PREMISES # 9-76-18, KOTHAPET, VIJAYAWADA - 520 001 0866-2565253, 2565959 0866-2565353 rcvijayawada@ignou.ac.in	STATE OF ANDHRA PRADESH (DISTRICTS: ANANTAPUR, CHITTOOR, GUNTUR, KADAPA, KRISHNA, KURNOOL, NELLORE, PRAKASAM)
56	VISAKHA PATNAM	84	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 2ND FLOOR, VUDA COMPLEX SECTOR-12, MVP COLONY USHODAYA JUNCTION VISAKHAPATNAM-530 017 0891-2511200 0891-2511300 0891-2511400 rcvisakhapatnam@ignou.ac.in	STATE OF ANDHRA PRADESH (DISTRICTS: EAST GODAVARI, WEST GODAVARI, SRIKAKULAM VISHAKHAPATNAM, VIZIANAGARAM & YANAM OF UNION TERRITORY - PUDHUCHERRY)

13. REGIONWISE LIST OF STUDY CENTRES

SI. NO.	REGIONAL CENTRE	CODE OF STUDY CENTRE	PLACE OF STUDY CENTRE	ADDRESS OF THE IGNOU STUDY CENTRE
01	AGARTALA	2601	AGARTALA	COORDINATOR IGNOU STUDY CENTRE TRIPURA UNIVERSITY ACADEMIC BUILDING -2, AGARTALA, TRIPURA - 799022
02	AHMEDABAD	0901	AHMEDABAD	COORDINATOR IGNOU STUDY CENTRE L.D. ARTS COLLEGE NAVRANGPURA AHMEDABAD GUJARAT-380009
03	AHMEDABAD	0902	VADODARA	COORDINATOR IGNOU STUDY CENTRE M.S. UNIVERSITY GENERAL EDUCATION BUILDING VADODARA GUJARAT-390002
04	AHMEDABAD	0905	SURAT	COORDINATOR IGNOU STUDY CENTRE MTB ARTS COLLEGE SURAT GUJARAT-395001
05	AHMEDABAD	0910	ANAND	COORDINATOR IGNOU STUDY CENTRE SARDAR PATEL UNIVERSITY UNIVERSITY HEALTH CENTRE VALLABH VIDYANAGAR ANAND GUJARAT-388120
06	AHMEDABAD	0913	BHARUCH	COORDINATOR IGNOU STUDY CENTRE ANJUMAN-E- TALIME-IDARA COURT ROAD OPPOSITE TREASURY BHARUCH GUJARAT-392001
07	ALIGARH	2702	AGRA	COORDINATOR IGNOU STUDY CENTRE ST. JOHN'S COLLEGE AGRA FORT, AGRA-282002 UTTAR PRADESH
08	ALIGARH	2713	ALIGARH	COORDINATOR IGNOU STUDY CENTRE ALIGARH MUSLIM UNIVERSITY ALIGARH-202002 UTTAR PRADESH
09	ALIGARH	2714	MORADABAD	COORDINATOR IGNOU STUDY CENTRE HINDU COLLEGE, STATION ROAD MORADABAD- 244001

REGIONWISE LIST OF STUDY CENTRES – Contd.

SL. NO.	REGIONAL CENTRE	CODE OF STUDY CENTRE	PLACE OF STUDY CENTRE	ADDRESS OF THE IGNOU STUDY CENTRE
10	BANGALORE	1301	BANGALORE	COORDINATOR IGNOU STUDY CENTRE BES COLLEGE OF ARTS & SCIENCE IV 'T' BLOCK, JAYANAGAR BANGA- LORE - 560 001 KARNATAKA
11	BANGALORE	1302	MANGALORE	COORDINATOR IGNOU STUDY CENTRE ST. ALOYSIUS COLLEGE KODIALBAIL MANGALORE - 575 003 KARNATAKA
12	BANGALORE	1305	MYSORE	COORDINATOR IGNOU STUDY CENTRE VIDYAVARDHAKA FIRST GRADE COLLEGE SHESHADRI IYER ROAD MYSORE - 570 021 KARNATAKA
13	BANGALORE	1309	BANGALORE	COORDINATOR IGNOU STUDY CENTRE AL-AMEEN ARTS, SCI. & COM. COL. HOSUR ROAD, NEAR LAL BAGH MAIN GATE BANGA- LORE - 560 002 KARNATAKA
14	BANGALORE	1311	DAVANGERE	COORDINATOR IGNOU STUDY CENTRE BAPUJI INSTT. OF ENGG. & TECH. SHAMANUR ROAD DAVANGERE - 577 004 KARNATAKA
15	BANGALORE	1319	TUMKUR	COORDINATOR IGNOU STUDY CENTRE SRI SIDDARTHA INSTT. OF TECH. TUMKUR - 572 105 KARNATAKA
16	BANGALORE	1320	BANGALORE	COORDINATOR IGNOU STUDY CENTRE GOVERNMENT SCIENCE COLLEGE NRUPATHUNGA ROAD BANGALORE - 560 001 KARNATAKA
17	BHOPAL	1501	BHOPAL	COORDINATOR IGNOU STUDY CENTRE (1501) MOTILAL VIGYAN MAHAVIDYALAYA NEAR OLD VIDHAN SABHA BHAWAN, BHOPAL - 462008, MADHYA PRADESH
18	BHOPAL	1504	GWALIOR	COORDINATOR IGNOU STUDY CENTRE (1504) SCHOOL OF STUDIES IN PHYSICS, JIWAJI UNIVERSITY GWALIOR - 474011, MADHYA PRADESH

REGIONWISE LIST OF STUDY CENTRES – Contd.

Sl. NO.	REGIONAL CENTRE	CODE OF STUDY CENTRE	PLACE OF STUDY CENTRE	ADDRESS OF THE IGNOU STUDY CENTRE
19	BHOPAL	1506	INDORE	COORDINATOR IGNOU STUDY CENTRE (1506) HOLKAR SCIENCE COLLEGE ASHOK NAGAR, A.B. ROAD, INDORE - 452017 MADHYA PRADESH
20	BHOPAL	1516	UJJAIN	COORDINATOR IGNOU STUDY CENTRE (1516) VIKRAM UNIVERSITY, UJJAIN - 456010 MADHYA PRADESH
21	BHOPAL	1519	RAJGARH	COORDINATOR IGNOU STUDY CENTRE (1519) GOVERNMENT BOYS PG COLLEGE RAJGARH - 465661 MADHYA PRADESH
22	BHUBANESWAR	2101	BHUBANESWAR	COORDINATOR IGNOU STUDY CENTRE KIIT, CAMPUS-2 PATIA BHUBANESWAR ODISHA 751 024
23	BHUBANESWAR	2103	ROURKELA	COORDINATOR IGNOU STUDY CENTRE GOVT. AUTONOMOUS COLLEGE ROURKELA ODISHA - 769004
24	BHUBANESWAR	2104	BERHAMPUR	COORDINATOR IGNOU STUDY CENTRE KHALLIKOTE AUTONOMOUS COLLEGE, BERHAMPUR GANJAM ODISHA 760 001
25	BIJAPUR	1303	DHARWAD	COORDINATOR IGNOU STUDY CENTRE J.S.S.COLLEGE VIDYAGIRI DHARWAD580004 KARNATAKA
26	CHANDIGARH	0601	CHANDIGARH	COORDINATOR IGNOU STUDY CENTRE UNIVERSITY SCHOOL OF OPEN LEARNING (USOL) PANJAB UNIVERSITY SECTOR 14 CHANDIGARH 160014 CHANDIGARH

REGIONWISE LIST OF STUDY CENTRES – Contd.

Sl. NO.	REGIONAL CENTRE	CODE OF STUDY CENTRE	PLACE OF STUDY CENTRE	ADDRESS OF THE IGNOU STUDY CENTRE
27	CHENNAI	2501	CHENNAI	COORDINATOR IGNOU STUDY CENTRE DDGD VAISHNAV COLLEGE 833 E.V.R. PERIYAR HIGH ROAD ARUMBAKKAM, CHENNAI 600 106 TAMIL NADU
28	CHENNAI	2578	CHENNAI	COORDINATOR GURU NANAK COLLEGE ANNA CAMPUS VELACHERY ROAD CHENNAI 600 042 TAMIL NADU
29	CHENNAI	25160	CHENNAI	COORDINATOR SHRI S S S JAIN COLLEGE NO.3 MEDLY ROAD T. NAGAR CHENNAI 600 017 TAMIL NADU
30	CHENNAI	2532	THIRUNINRAVUR	COORDINATOR IGNOU STUDY CENTRE JAYA COLLEGE OF ARTS & SCIENCE CTH ROAD THIRUNINRAVUR THIRUVALLUR DT. 602 024 TAMIL NADU
31	CHENNAI	2593	VELLORE	COORDINATOR VOORHEES COLLEGE NO.1 OFFICER LANE ANNA SALAI VELLORE 632 001 TAMIL NADU
32	CHENNAI	2534	HOSUR	COORDINATOR IGNOU STUDY CENTRE ER. PERUMAL MANIMEKALAI POLY- TECHNIC NO. 101 NALLAGANAKOTHAPALLI 17TH KM HOSUR- KRISHNAGIRI HIGH WAYS KONERIPALLI (VILL) KRISHNAGIRI DT. 635 117 TAMIL NADU
33	CHENNAI	2564	THIRUCHENGODE	COORDINATOR IGNOU STUDY CENTRE K.S. RANGASAMY COLLEGE OF TECHNOLOGY K.S.R. KALVI NAGAR THIRUCHENGODE (TALUK) NAMAKKAL 637 215 TAMIL NADU
34	CHENNAI	3101	PUDUCHERY	COORDINATOR (I/c) PONDICHERRY UNIVERSITY COMMU- NITY COLLEGE LAWSPET PUDUCHERY 605 008

REGIONWISE LIST OF STUDY CENTRES – Contd.

SL. NO.	REGIONAL CENTRE	CODE OF STUDY CENTRE	PLACE OF STUDY CENTRE	ADDRESS OF THE IGNOU STUDY CENTRE
35	COCHIN	1407	TRICHUR	COORDINATOR, IGNOU STUDY CENTRE SREE KERALA VERMA COLLEGE TRICHUR KERALA - 680001
36	COCHIN	14157	KOCHI	COORDINATOR IGNOU SPL STUDY CENTRE RMAS 3RD FLOOR GCDA SHOPPIN COMPLEX MARINE DRIVE KOCHI KERALA 682031
37	COCHIN	1402	COCHIN	COORDINATOR IGNOU STUDY CENTRE SACRED HEART COLLEGE THEVARA COCHIN KERALA 682013
38	COCHIN	14166	COCHIN	COORDINATOR IGNOU STUDY CENTRE THE COCHIN COLLEGE COCHIN - 682002
39	DARBHANGA	0504	MUZAFFARPUR	IGNOU STUDY CENTRE B R A BIHAR UNIVERSITY CAMPUS MUZAFFARPUR-842001 BIHAR
40	DEHRADUN	2705	DEHRADUN	COORDINATOR IGNOU STUDY CENTRE DAV PG COLLEGE DEHRADUN UTTARAKHAND-248001
41	DEHRADUN	2711	HALDWANI	COORDINATOR IGNOU STUDY CENTRE MB PG COL- LEGE HALDWANI UTTARAKHAND- 263141
42	DEHRADUN	3715	PANTNAGAR	COORDINATOR IGNOU STUDY CENTRE GB PANT UNIVERSITY OF AGRICULTURE & TECHNOLOGY PANTNAGAR, DIST US NAGAR UTTARAKHAND-263145
43	DELHI 107103	DELHI	COORDINATOR	IGNOU STUDY CENTRE COLLEGE OF VOCATIONAL STUDIES, SHEIKH SARAI PHASE-II NEW DELHI-110 017.
44	DELHI 20731	DELHI	COORDINATOR	PC TRAINING INSTITUTE PCTI HOUSE, UU-11, NORTH PITAMPURA DELHI-110034
45	DELHI 20769	DELHI	COORDINATOR	SHYAMLAL COLLEGE, G.T. ROAD, SHAHDARA, DELHI-110032

REGIONWISE LIST OF STUDY CENTRES – Contd.

Sl. NO.	REGIONAL CENTRE	CODE OF STUDY CENTRE	PLACE OF STUDY CENTRE	ADDRESS OF THE IGNOU STUDY CENTRE
46	DELHI-3	0737	DELHI	COORDINATOR IGNOU STUDY CENTRE ATMA RAM SANATAN DHARMA COLLEGE, UNI- VERSITY Of DELHI DHAULA KUAN NEW DELHI -110021
47	DELHI-3	0709	DELHI	COORDINATOR IGNOU STUDY CENTRE ARYABHATTA COLLEGE UNIVERSITY Of DELHI BENITO JUAREZ ROAD ANAND NIKETAN NEW DELHI-110021
48	DELHI-3	1006	GURUGRAM	COORDINATOR IGNOU STUDY CENTRE DRONACHARYA GOVERNMENT COLLEGE GURUGRAM HARYANA 122001
49	GANGTOK	2401	GANGTOK	COORDINATOR, IGNOU STUDY CENTRE SIKKIM GOVT. COLLEGE P.O. TADONG GANGTOK SIKKIM-737102
50	GUWAHATI	0401	GUWAHATI	COORDINATOR IGNOU STUDY CENTRE GUWAHATI UNIVERSITY GUWAHATI - 781014 ASSAM
51	GUWAHATI	0404	BONGAIGAON	COORDINATOR IGNOU STUDY CENTRE BIRJHORA MAHAVIDYALAYA BONGAIGAON - 783380 ASSAM
52	HYDERABAD	0105	WARANGAL	COORDINATOR IGNOU STUDY CENTRE LAL BAHADUR COLLEGE WARANGAL TELANGANA-506007
53	HYDERABAD	01131	HYDERABAD	COORDINATOR IGNOU STUDY CENTRE AURORA'S BUSINESS SCHOOL H.No.6-3-456/18 & 19 DWARAKPURI COLONY NEAR NIMS PUNJAGUTTA HYDERABAD TELANGANA - 500082
54	HYDERABAD	0148	KHAMMAM	COORDINATOR IGNOU STUDY CENTRE KAVITHA MEMORIAL DEGREE COLLEGE, NST ROAD KHAMMAM TELANGANA - 507001

REGIONWISE LIST OF STUDY CENTRES – Contd.

Sl. NO.	REGIONAL CENTRE	CODE OF STUDY CENTRE	PLACE OF STUDY CENTRE	ADDRESS OF THE IGNOU STUDY CENTRE
55	ITANAGAR	0301	ITANAGAR	COORDINATOR IGNOU STUDY CENTRE D.N. GOVERNMENT COLLEGE ITANAGAR ITANAGAR - 791113 ARUNACHAL PRADESH
56	JABALPUR	1502	JABALPUR	COORDINATOR IGNOU STUDY CENTRE, GROUND FLOOR RAJSHEKHAR BHAWAN, RANI DURGAWATI UNIVERSITY, JABALPUR, MADHYA PRADESH 482001
57	JAIPUR	2306	AJMER	COORDINATOR IGNOU REGULAR STUDY CENTRE GOVT COLLEGE, AJMER RAJASTHAN 305001
58	JAIPUR	2308	ALWAR	COORDINATOR IGNOU REGULAR STUDY CENTRE RAJRISHI COLLEGE ALWAR, RAJASTHAN 301001
59	JAIPUR	2312	LAXMANGARH	COORDINATOR IGNOU REGULAR STUDY CENTRE SHRI BHAGWANDAS TODI PG COLLEG (SIKAR) LAKSHMANGARH RAJASTHAN 332311
60	JAIPUR	2320(D)	JAIPUR	COORDINATOR IGNOU SPL STUDY CENTRE-RA INDIA INT. INSTT. OF MGT. SECTOR- 12, MAHAVEER MARG MANSAROVAR JAIPUR RAJASTHAN 302020
61	JAIPUR	2328(D)	NAVALGARH	COORDINATOR IGNOU SPL. STUDY CENTRE-RA SETH G.B. PODAR COLLEGE RAMBILAS PODAR ROAD NAWALGARH RAJASTHAN 333042
62	JAMMU 1201	JAMMU	COORDINATOR	IGNOU STUDY CENTRE ID.D.E. EXAM BLOCKS, UNIVERSITY OF JAMMU, JAMMU-180006
63	JODHPUR	2302	UDAIPUR	COORDINATOR IGNOU STUDY CENTRE VIDYA BHAWAN RURAL INSTITUTE, BADGAON ROAD, UDAIPUR, RAJASTHAN -313004
64	JODHPUR	2304	JODHPUR	COORDINATOR IGNOU STUDY CENTRE ONKARMAL SOMANI COLLEGE OF COMMERCE, PEHLA PULIYA, C.B.H., JODHPUR RAJASTHAN - 342008

REGIONWISE LIST OF STUDY CENTRES – Contd.

Sl. NO.	REGIONAL CENTRE	CODE OF STUDY CENTRE	PLACE OF STUDY CENTRE	ADDRESS OF THE IGNOU STUDY CENTRE
65	JODHPUR	2305	BIKANER	COORDINATOR IGNOU STUDY CENTRE BJS RAMPURIA JAIN COLLEGE, J N VYAS NAGAR, BIKANER RAJASTHAN - 334003
66	JODHPUR	2321	JODHPUR	COORDINATOR IGNOU SPL STUDY CENTRE - W AB MEMORIAL SECONDARY SCHOOL, E-43, SHASTRI NAGAR, JODHPUR RAJASTHAN 342003
67	JODHPUR	2370	PRATAPGARH	COORDINATOR IGNOU STUDY CENTRE GOVT PG COLLEGE PRATAPGARH DIST PRATAPGARH RAJASTHAN - 230001
68	JORHAT0407	DIBRUGARH	COORDINATOR	IGNOU STUDY CENTRE DIBRUGARH UNIVERSITY DEPT.OF GEOGRAPHY DIBRUGARH ASSAM 786004
69	JORHAT0410	JORHAT	COORDINATOR	IGNOU STUDY CENTRE C.K.B COMMERCE COLLEGE JORHAT, ASSAM-785001
70	JORHAT0413	NORTH LAKHIMPUR	COORDINATOR	IGNOU STUDY CENTRE LAKHIMPUR COMMERCE COLLEGE NORTH LAKHIMPUR ASSAM-787001
71	JORHAT0455	TEZPUR	COORDINATOR	IGNOU STUDY CENTRE DARRANG COLLEGE SONITPUR, ASSAM 784001
72	KARNAL	1002	SONEPAT	COORDINATOR IGNOU STUDY CENTRE HINDU COLLEGE SONEPAT HARYANA 131001
73	KARNAL	1005	ROHTAK	COORDINATOR IGNOU STUDY CENTRE CHOTU RAM COLLEGE OF EDUCATION ROHTAK HARYANA 124001
74	KARNAL	1009	HISSAR	COORDINATOR IGNOU STUDY CENTRE GOVERNMENT P.G. COLLEGE HISSAR HARYANA 125001

REGIONWISE LIST OF STUDY CENTRES – Contd.

SL. NO.	REGIONAL CENTRE	CODE OF STUDY CENTRE	PLACE OF STUDY CENTRE	ADDRESS OF THE IGNOU STUDY CENTRE
75	KARNAL	1059	PANIPAT	COORDINATOR IGNOU STUDY CENTRE I B POST GRADUATE COLLEGE G T RAOD, PANIPAT HARYANA-132103
76	KHANNA	2204	BATHINDA	COORDINATOR IGNOU STUDY CENTRE MGDV COLLEGE BIBIWALA ROAD BATHINDA-151001
77	KHANNA	2205	AMRITSAR	COORDINATOR IGNOU STUDY CENTRE DAV COLLEGE Of EDUCATION For WOMEN OPPOSITE BERI GATE AMRITSAR-143001
78	KHANNA	2206	LUDHIANA	COORDINATOR IGNOU STUDY CENTRE GURU NANAK GIRLS COLLEGE MODEL TOWN LUDHIANA-141008
79	KHANNA	2211	KHANNA	COORDINATOR IGNOU STUDY CENTRE A.S. COLLEGE SAMRALA ROAD KHANNA DISTT. LUDHIANA-141402
80	KHANNA	2212	JALANDHAR	COORDINATOR IGNOU STUDY CENTRE DOABA COLLEGE TANDA ROAD JALANDHAR -144001
81	KHANNA	2225	MANSA	COORDINATOR IGNOU STUDY CENTRE NEHRU MEMORIAL GOVT. COLLEGE MANSA-151505
82	KOLKATA	2802	KOLKATA	COORDINATOR IGNOU STUDY CENTRE ST. XAVIER'S COLLEGE 30 , PARK STREET KOLKATA - 700 016
83	KORAPUT	2110	JEYPORE	COORDINATOR IGNOU STUDY CENTRE VIKRAM DEV COLLEGE At/Po: JEYPORE DIST: KORAPUT ODISHA
84	KORAPUT	44023	SUNABEDA	COORDINATOR IGNOU STUDY CENTRE AERONAUTICS COLLEGE AT/Po: SUNABEDA DIST: KORAPUT ODISHA

REGIONWISE LIST OF STUDY CENTRES – Contd.

Sl. NO.	REGIONAL CENTRE	CODE OF STUDY CENTRE	PLACE OF STUDY CENTRE	ADDRESS OF THE IGNOU STUDY CENTRE
85	LUCKNOW	2701	LUCKNOW	COORDINATOR IGNOU STUDY CENTRE SHRI JAI NARAIN PG COLLEGE, STATION ROAD, CHARBAGH, LUCKNOW - 226 001 PHONE : 0522 - 2638036
86	LUCKNOW	2712	JHANSI	COORDINATOR IGNOU STUDY CENTRE BIPIN BIHARI PG COLLEGE, JHANSI - 284 001 PHONE : 0510 - 2473749
87	LUCKNOW	27197	KANPUR	BRAHMANAND COLLEGE, MALL ROAD, KANPUR-208001 PHONE : 0512-2330413
88	MADURAI	2502	COIMBATORE	CO-ORDINATOR IGNOU STUDY CENTRE G.R.D. COLLEGE OF SCIENCE, AVINASHI ROAD, CIVIL AERODROME P.O., COIMBATORE -641 014. TAMIL NADU.
89	MADURAI	2503	MADURAI	CO-ORDINATOR IGNOU STUDY CENTRE THIYAGARAJAR COLLEGE THEPPAKULAM, MADURAI - 625 009. TAMIL NADU.
90	MADURAI	2504	TIRUCHIRAPALLI	CO-ORDINATOR IGNOU STUDY CENTRE BISHOP HEBER COLLEGE P. O. BOX NO. 615, TIRUCHIRAPALLI - 620 017. TAMIL NADU.
91	MUMBAI	1601	MUMBAI	COORDINATOR IGNOU STUDY CENTRE KJS COLLEGE OF EDUCATION T & R VIDYANAGAR, VIDYA VIHAR GHATKOPAR (E), MUMBAI MAHARASHTRA-400077
92	MUMBAI	1603	MUMBAI	COORDINATOR IGNOU STUDY CENTRE SATHAYE COLLEGE DIXIT ROAD, VILE PARLE (E) MUMBAI- 400057
93	MUMBAI	1615R	TARAPUR	COORDINATOR IGNOU STUDY CENTRE TARAPUR VIDYA MANDIR P- 17,MIDC,TARAPUR MAHARASHTRA-401506

REGIONWISE LIST OF STUDY CENTRES – Contd.

SL. NO.	REGIONAL CENTRE	CODE OF STUDY CENTRE	PLACE OF STUDY CENTRE	ADDRESS OF THE IGNOU STUDY CENTRE
94	MUMBAI	1632	PANVEL	COORDINATOR IGNOU STUDY CENTRE MAHATMA EDUCATION SOCIETY (PILLAI COLLEGE) COMPOSITE COLLEGE CAMPUS, PLOT#10 SECTOR-16, PODI#2, PANVEL, DIST- RAIGAD- 410206
95	NAGPUR	1607	NAGPUR	COORDINATOR, IGNOU STUDY CENTRE, RTM NAGPUR UNIVERSITY, GURU NANAK BHAWAN, AMRAVATI ROAD, NAGPUR- 440033 MAHARASHTRA
96	NAGPUR	1614	CHANDRAPUR	COORDINATOR, IGNOU STUDY CENTRE, RAJIV GANDHI COLLEGE OF ENGINEERING, RESEARCH AND TECHNOLOGY, BABUPETH, CHANDRAPUR-442403 MAHARASHTRA
97	NOIDA 2707	MODI NAGAR	COORDINATOR	IGNOU STUDY CENTRE M.M.P.G COLLEGE MODI NAGAR GHAZIABAD UTTAR PRADESH 201204
98	NOIDA 2718	GHAZIABAD	COORDINATOR	IGNOU STUDY CENTRE M.M.H. COLLEGE GHAZIABAD UTTAR PRADESH 201001
99	NOIDA 2728	MEERUT	COORDINATOR	IGNOU STUDY CENTRE MEERUT COLLEGE MEERUT, UTTAR PRADESH 250001
100	NOIDA 2739	NOIDA	COORDINATOR	IGNOU STUDY CENTRE GOVERNMENT P.G. COLLEGE SECTOR- 39, NOIDA UTTAR PRADESH 201303
101	PANAJI 0801	MARGAO	COORDINATOR	IGNOU STUDY CENTRE SHREE DAMODAR COLLEGE OF COMMERCE & ECONOMICS P.B. NO-347, TANSOR, COMBA MARGAO GOA-403601
102	PANAJI 1312	KARWAR	COORDINATOR	IGNOU STUDY CENTRE BGVS's ARTS, SCIENCE & COMMERCE COLLEGE, SADASHIVGAD, KARWAR KARNATAKA-581352
103	PATNA	0501	PATNA	COORDINATOR IGNOU STUDY CENTRE VANIJYA MAHAVIDYALAYA PATNA COLLEGE CAMPUS PATNA-800005
104	PUNE	1605	SATARA	COORDINATOR IGNOU STUDY CENTRE DHANANJAYRAO GADGIL COLLEGE OF COMMERCE, SATARA - 415001 MAHARASHTRA

REGIONWISE LIST OF STUDY CENTRES – Contd.

Sl. NO.	REGIONAL CENTRE	CODE OF STUDY CENTRE	PLACE OF STUDY CENTRE	ADDRESS OF THE IGNOU STUDY CENTRE
105	PUNE	1606	KOLHAPUR	COORDINATOR IGNOU STUDY CENTRE CHH.SHAHU INSTITUTE OF BUSINESS EDU. & RESEARCH. SIBER, UNIVER- SITY ROAD, KOLHAPUR - 416004, MAHARASHTRA
106	PUNE	1608	NASHIK	COORDINATOR IGNOU STUDY CENTRE K.T.H.M. COLLEGE CAMPUS GANGAPUR ROAD, SHIVAJI NAGAR NASHIK - 422002 MAHARASHTRA
107	PUNE	1610	AURANGABAD	COORDINATOR IGNOU STUDY CENTRE VIVEKANAND ARTS, S. DALIPSINGH COMM. & SCI. COLLEGE, SAMARTH NAGAR, AURANGABAD - 431001, MAHARASHTRA
108	PUNE	1611	JALGAON	COORDINATOR IGNOU STUDY CENTRE NORTH MAHARASHTRA UNIVERSITY BLOCK NO. 231, ADMN. BLDG. 1ST FLOOR P.B.NO.-80 JALGAON - 425001 MAHARASHTRA
109	PUNE	16138	SANGLI	COORDINATOR IGNOU STUDY CENTRE (16138) VASANTRAODADA PATIL INSTITUTE OF MANAGEMENT STUDIES & RESEARCH, POST WANLESSWADI, SANGALI-MIRAJ ROAD, SANGALI-416414 MAHARASHTRA
110	PUNE	16142	PUNE	COORDINATOR IGNOU STUDY CENTRE (16142) M.E. SOCIETY 'S INSTITUTE OF MANAGEMENT AND CAREER COURSE (IMCC) 131, MAYUR COLONY. KOTHRUD, PUNE-411038 MAHARASHTRA
111	PUNE	16143	PIMPRI, PUNE	COORDINATOR IGNOU STUDY CENTRE (16143) M.U. COLLEGE OF COMMERCE, PIMPRI, PUNE-411017 MAHARASHTRA
112	RAIPUR	1503	DURG	COORDINATOR IGNOU STUDY CENTRE GOVT. ARTS & SCI. COLLEGE, DURG, CHHATTISGARH 491002

REGIONWISE LIST OF STUDY CENTRES – Contd.

SL. NO.	REGIONAL CENTRE	CODE OF STUDY CENTRE	PLACE OF STUDY CENTRE	ADDRESS OF THE IGNOU STUDY CENTRE
113	RAIPUR	1505	BILASPUR	COORDINATOR IGNOU STUDY CENTRE GOVT. E. RAGHAVENDRA RAO P G COLLEGE, SEEPAT ROAD, BILASPUR , CHHATTISGARH 495001
114	RAIPUR	44004	JAGDALPUR	COORDINATOR IGNOU STUDY CENTRE CHRIST COLLEGE, JAGDALPUR , DIST. BASTAR, CHHATTISGARH 494001
115	RAJKOT	42011	RAJKOT	COORDINATOR IGNOU STUDY CENTRE SUNSHINE GROUP OF INSTITUTIONS B/H RANGOLI PARK MOTA MAVA, KALAWAD ROAD RAJKOT - 360005
116	RAJKOT	42012	RAJKOT	COORDINATOR IGNOU STUDY CENTRE DEPARTMENT OF ELECTRONICS SAURASHTRA UNIVERSITY RAJKOT - 360005
117	RANCHI	0502	JAMSHEDPUR	COORDINATOR, IGNOU STUDY CENTRE, JAMSHEDPUR CO OPERATIVE COLLEGE, JAMSHEDPUR, JHARKHAND 831001
118	RANCHI	0503	DHANBAD	COORDINATOR, IGNOU STUDY CENTRE, P K ROY MEMORIAL COLLEGE, SERAIIDHELA, DHANBAD, JHARKHAND 826001
119	RANCHI	0507	BOKARO	COORDINATOR, IGNOU STUDY CENTRE, EDN & RESEARCH TRUST (NIPM), NEW ADMN. BUILDING, III/B SCHOOL, BOKARO STEEL CITY, BOKARO, JHARKHAND 827006
120	RANCHI	0513	RANCHI	COORDINATOR, IGNOU STUDY CENTRE, MARWARI BOY'S COLLEGE, RANCHI, JHARKHAND 834001
121	SHILLONG	1801	SHILLONG	COORDINATOR, IGNOU STUDY CENTRE, NORTH EASTERN HILL UNIVERSITY, BIJNI COMPLEX, LAITUMKHRAH, SHILLONG 793003, MEGHALAYA

REGIONWISE LIST OF STUDY CENTRES – Contd.

Sl. NO.	REGIONAL CENTRE	CODE OF STUDY CENTRE	PLACE OF STUDY CENTRE	ADDRESS OF THE IGNOU STUDY CENTRE
122	SHIMLA	1114 P	SHIMLA	PROGRAMME INCHARGE IGNOU PROGRAMME STUDY CENTRE DEPARTMENT OF COMMERCE, HP UNIVERSITY, SUMMARHILL SHIMLA HIMACHAL PRADESH -171005
123	SHIMLA	1102	MANDI	COORDINATOR IGNOU STUDY CENTRE GOVT DEGREE COLLEGE, MANDI, DISTRICT MANDI HIMACHAL PRADESH -175001
124	SHIMLA	1103	SOLAN	COORDINATOR IGNOU STUDY CENTRE GOVT. DEGREE COLLEGE SOLAN, DISTRICT SOLAN HIMACHAL PRADESH -173212
125	SHIMLA	1104	HAMIRPUR	COORDINATOR IGNOU STUDY CENTRE GOVT. DEGREE COLLEGE HAMIRPUR, DISTRICT HAMIRPUR HIMACHAL PRADESH -177001
126	SHIMLA	1105	DHARAMSHALA	COORDINATOR IGNOU STUDY CENTRE GOVT. DEGREE COLLEGE DHARAMSHALA, DISTRICT KANGRA HIMACHAL PRADESH -176215
127	SHIMLA	1106	CHAMBA	COORDINATOR IGNOU STUDY CENTRE GOVT. DEGREE COLLEGE CHAMBA, DISTRICT CHAMBA HIMACHAL PRADESH -176310
128	SHIMLA	1108	NAHAN	COORDINATOR IGNOU STUDY CENTRE GOVT. DEGREE COLLEGE NAHAN, DISTRICT SIRMOUR HIMACHAL PRADESH -173001
129	SHIMLA	1109	UNA	COORDINATOR IGNOU STUDY CENTRE GOVT. DEGREE COLLEGE UNA DISTRICT UNA HIMACHAL PRADESH 174303
130	SHIMLA	1113	BILASPUR	COORDINATOR IGNOU STUDY CENTRE GOVT. DEGREE COLLEGE BILASPUR, DISTRICT BILASPUR HIMACHAL PRADESH -174001

REGIONWISE LIST OF STUDY CENTRES – Contd.

SL. NO.	REGIONAL CENTRE	CODE OF STUDY CENTRE	PLACE OF STUDY CENTRE	ADDRESS OF THE IGNOU STUDY CENTRE
131	SILIGURI	2805	SILIGURI	COORDINATOR IGNOU STUDY CENTRE ADRASH MAHAVIDYALAYA PRAKASH NAGAR NORTH BENGAL MORE P.O. SALUGARA PIN-734 008
132	SRINAGAR	1209	SRINAGAR	COORDINATOR IGNOU STUDY CENTER , S.P. COLLEGE, M.A. ROAD, SRINAGAR, J&K. 190001
133	TRIVANDRUM	1464	TRIVANDRUM	COORDINATOR IGNOU STUDY CENTRE C. ACHYUTHA MENON STUDY CENTRE & LIBRARY POOJAPURA THIRUVANANTHAPURAM KERALA PIN-695012
134	TRIVANDRUM	1473	TRIVANDRUM	COORDINATOR IGNOU STUDY CENTRE BHARATHEEYA INSTITUTE FOR ADVANCED STUDY AND RESEARCH (BIAR) SAMSKRITHI BHAVAN GPO LANE THIRUVANANTHAPURAM KERALA PIN- 695001
135	TRIVANDRUM	2507	TUTICORIN	COORDINATOR IGNOU STUDY CENTRE V. O. C. COLLEGE PALAYAMKOTTAI ROAD TUTICORIN TAMIL NADU PIN- 628008
136	TRIVANDRUM	2511	NAGERCOIL	COORDINATOR IGNOU STUDY CENTRE S T HINDU COLLEGE NAGERCOIL, KANYAKUMARI DISTRICT TAMIL NADU, PIN - 692 002
137	VARANASI	2703	ALLAHABAD	COORDINATOR IGNOU STUDY CENTRE ALLAHABAD DEGREE COLLEGE 15 KYDGANJ, ALLAHABAD-211003 UTTAR PRADESH
138	VARANASI	2708	VARANASI	COORDINATOR IGNOU STUDY CENTRE UDAI PRATAP AUTONOMOUS COLLEGE, BHOJUBIR, VARANASI-221002 UTTAR PRADESH
139	VARANASI	2710	SULTANPUR	COORDINATOR IGNOU STUDY CENTRE KAMLA NEHRU INSTITUTE OF PHYSICAL & SOCIAL SCIENCES (KNIPSS) SULTANPUR-228118 UTTAR PRADESH

REGIONWISE LIST OF STUDY CENTRES – Contd.

Sl. NO.	REGIONAL CENTRE	CODE OF STUDY CENTRE	PLACE OF STUDY CENTRE	ADDRESS OF THE IGNOU STUDY CENTRE
140	VARANASI	2723R	AZAMGARH	COORDINATOR IGNOU RECOG. STUDY CENTRE CHILDREN COLLEGE, AICCEDS C/O CHILDREN COLLEGE AZAMGARH- 276001 UTTAR PRADESH
141	VARANASI	2722R	SHAKTINAGAR	COORDINATOR IGNOU RECOG. STUDY CENTRE N.T.P.C., SHAKTINAGAR SONEBHADRA-231222 UTTAR PRADESH
142	VARANASI	2745	JAUNPUR	COORDINATOR IGNOU STUDY CENTRE V.B.S. PURVANCHAL UNIVERSITY SHAHGANJ ROAD JAUNPUR-222002 UTTAR PRADESH
143	VATAKARA	1403	CALICUT	COORDINATOR IGNOU STUDY CENTRE JDT ISLAM MARI KUNNU P.O. CALICUT - 673012 KERALA
144	VIJAYAWADA	0102	NELLORE	COORDINATOR IGNOU STUDY CENTRE V.R. COLLEGE NELLORE - 524001 ANDHRA PRADESH
145	VIJAYAWADA	0103	VIJAYAWADA	COORDINATOR IGNOU STUDY CENTRE KBN COLLEGE KOTHAPETA VIJAYAWADA - 520001 ANDHRA PRADESH
146	VIJAYAWADA	0104	GUNTUR	COORDINATOR IGNOU STUDY CENTRE TJPS COLLEGE RING ROAD, GUNTUR - 522006 ANDHRA PRADESH
147	VIJAYAWADA	0106	ANANTAPUR	COORDINATOR IGNOU STUDY CENTRE SHRI SAIBABA NAT. DEGREE COLL. ANANTAPUR - 515001 ANDHRA PRADESH
148	VISAKHAPATNAM	0109	VISAKHAPATNAM	THE COORDINATOR, IGNOU STUDY CENTRE, DR. L. BULLAYA COLLEGE, RESAPUVANIPALEM, VISAKHAPATNAM-530 013 ANDHRA PRADESH
149	VISAKHAPATNAM	0110	KAKINADA	THE COORDINATOR, IGNOU STUDY CENTRE, IDEAL COLLEGE OF ARTS & SCIENCES., P.G COURSES, VIDYUT NAGAR, ASHOK NAGAR, KAKINADA - 533 003 ANDHRA PRADESH

14. SOME FORMS FOR YOUR USE

In this section we are enclosing the samples of some forms, which are useful to you. Whenever you have to correspond with the University, please get the photo copy of the relevant form, fill it carefully and send as per instructions therein. The detailed instructions for all these forms are provided in this programme guide in different sections. The following forms are enclosed.

- 1) Assignment Remittance-cum-Acknowledgement Card form: Change/Correction of Address/ Study Centre.
- 2) Change of Medium of Study/Optional Courses
- 3) Requisition for Fresh Set of Assignments
- 4) Term-end Examination Form
- 5) Intimation of Non-receipt of Study Material Assignments
- 6) Form for Duplicate Grade Card/Mark sheet
- 7) Form for Provisional Certificate
- 8) Form for Issue of Migration Certificate
- 9) Forms for issue of a duplicate copy of University Diploma /Degree/ Certificate
- 10) Form for Early Declaration of Result
- 11) Form for Re-evaluation of Answer Script
- 12) Form for Improvement in Division /Class
- 13) Form for Obtaining Photocopy of the Answer Scripts
- 14) Form for Use of Official Transcript

Enrolment No.: Programme :

Name : _____

Course Code : _____ Medium : English/Hindi

S.No.	Assignment No.	For Office Use Only
		Sr. No. : _____
		Date of Receipt : _____
		Name of Evaluator : _____
		Date of despatch to the Evaluator : _____
		Date of receipt from Evaluator : _____
Sig. of dealing Accountant		
Date : _____		

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
ASSIGNMENTS REMITTANCE-CUM-ACKNOWLEDGEMENT FORM**

Enrolment No. : Programme :

Name : _____

Course Code : _____ Medium : English/Hindi

S.No.	Assignment No.	FOR OFFICE USE ONLY
		Sr. No. : _____
		Signature of the receiver
		Date : _____
		Seal

Signature of the Student _____
Date : _____

- Notes : 1. Submit this form to the coordinator of your study centre alongwith the assignment.
2. When you submit the assignment by post, enclose a self-addressed stamped envelop along with this.

CHANGE/CORRECTION OF ADDRESS AND STUDY CENTRE

If you change your address please complete the form using block capitals and indicating :

- Programme of Study
- Enrolment Number
- Name
- New or Corrected Address including Pin
- New Study Centre Code
- Choice for Medium of Study
- Date of Change

For change/correction of address and change of study centre the form should be mailed to :

The Regional Director of your region.

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
CHANGE/CORRECTION OF ADDRESS AND STUDY CENTRE**

Programme Code

Enrolment Number Date Change effective from

Name

New Address

Town Pin

State State Code (See Code List 2 of Guide to Applicant)

Signature : _____ Date : _____

Existing Study Centre Code

New Study Centre Code :

NOTE : TWO FORMS ARE PRESENTED IN THIS PAGE, USE THE RELEVANT FORM ONLY.

To
The Regional Director



Change of Medium: Rs. 500/- for 4 credit and
Rs. 1000/- for 8 credit per course
Change of Courses: Rs. 500/- for 4 credit per course
Rs. 1000/- for 8 credit per course.
This is permitted within 30 days from receipt of first
set of course material

Sub.: 1. Change of Medium of Study
 2. Change of Courses of Study

Enrolment No.:

--	--	--	--	--	--	--	--	--	--

1. Change of Medium: From _____ to _____
2. Change of courses of study as per following details:

Title of the Course offered at the time of Registration	Medium	New Course to be offered	Medium

Fee Details: Demand draft is to be made in the name of IGNOU payable at the city of your Regional Centre.

Demand Draft No. _____ Dated _____

Amount Rs. _____ Drawn on _____

Signature:

Name _____

Address: _____

Phone &

Email _____

Please read the instructions overleaf before filling up this form :

**Indira Gandhi National Open University
New Delhi**

REQUISITION FOR FRESH SET OF ASSIGNMENTS

Programme of Study

Enrolment No.

Study Centre Code

Write in BLOCK CAPITAL LETTERS only

Name : Shri/Smt. Kum.

Please indicate course, assignment code and course title for which you need the assignments in the following columns. The assignments of the course which you have already passed should not be mentioned.

Sl. No.	Course Code	Assignments Code	Course Title	Medium
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

REASONS FOR REQUEST FOR FRESH SET OF ASSIGNMENTS

(Please Tick (✓) whichever is applicable)

1. Assignments not received at all earlier.
2. Assignments were received after the due dates prescribed for their submission.
3. Assignments submitted but could not secure minimum qualifying score.
4. Assignments responses submitted after due dates were rejected by the Study Centre.
5. Assignments responses submitted after due dates were rejected by the Study Centre.
6. Failed to secure over-all qualifying grade in course(s) mentioned above and wish to improve over-all qualifying grade only by attempting one assignments.

Name and Address

Signature

.....

Date

.....

..... PIN

For Official Use Only :

Date of Despatch of Assignments to student

INSTRUCTIONS FOR FILLING THE FORM AND DOING ASSIGNMENTS

1. Read instructions for submission of assignments given in your Programme Guide carefully.
2. Assignments should be demanded only if your registration for that course (subject) is valid.
3. Please ensure that you have mentioned your correct Enrolment No. (it consists of 9 digits), Name, Course Code/title, Name of Semester/year, (wherever applicable), and the Study Centre Code on your assignment responses before submitting it to concerned authorities.
4. Submission of assignment within due dates is pre-requisite for appearing in the term end examination. You are, therefore, advised to submit your TMA at your Study Centre within the prescribed dates. Assignments received after due dates will be summarily rejected.
5. You can appear in term end examination or submit only minimum required number of assignments if you fail to secure over-all qualifying grade in course (subject).
6. Assignments should not be demanded to improve your score if you have secured minimum qualifying score in a course (subject).
7. Please do not submit your assignment responses twice either at the same Study Centre or at different study Centres for evaluation.

Please mail this form to the Regional Director of your Regional Centre



INDIRA GANDHI NATIONAL OPEN UNIVERSITY

STUDENT EVALUATION DIVISION
MAIDAN GARHI, NEW DELHI-110 068
TERM-END EXAM JUNE / DECEMBER - 201__

EXAM FORM

Serial No.	
------------	--

Control No.

INSTRUCTIONS 1. Please submit your exam form at the concerned Regional Centre under which your examination centre falls. 2. Write in CAPITAL LETTERS only within the box without touching the lines as shown in the sample below.																																					
<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td>0</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>A</td><td>B</td><td>C</td><td>D</td><td>E</td><td>F</td><td>G</td><td>H</td><td>I</td><td>J</td><td>K</td><td>L</td><td>M</td><td>N</td><td>O</td><td>P</td><td>Q</td><td>R</td><td>S</td><td>T</td><td>U</td><td>V</td><td>W</td><td>X</td><td>Y</td><td>Z</td> </tr> </table>	0	1	2	3	4	5	6	7	8	9	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	
0	1	2	3	4	5	6	7	8	9	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z		

Programme Code		Regional Centre Code		Study Centre Code	
----------------	--	----------------------	--	-------------------	--

Enrolment No.	Exam Centre Code (Where you wish to appear in Exam)
---------------	--

Name of the Candidate: (Leave one box empty between First Name, Middle Name and Surname)

Address for Correspondence (Do not give Post Box No. Address. Leave a blank box between each unit of address like House No., Street Name, PO, etc.	
City	District
State	Pin Code
MOBILE NO.	

COURSE OPTION:
 Course codes for which appearing for the first time OR failed in the earlier TEEs including Practical Courses for BCA, MCA, BIT / ADIT / PGDLAN / BLIS Programmes. FEE ₹ 120/- PER COURSE (Demand draft in favour of IGNOU and payable at Regional Centre under which your exam centre falls.

S.No.	Course Code	S.No.	Course Code
1.		9.	
2.		10.	
3.		11.	
4.		12.	
5.		13.	
6.		14.	
7.		15.	
8.		16.	

FEE DETAILS (Please write your Name & Enrolment No. at the back of the Draft)

Total No. of			Total Amount	
Theory Courses		₹ × 120		
Practical Courses		₹ × 120		
Late Fee				
TOTAL				

1. Draft No.	
Amount	
2. Draft No.	
Amount	
Date	/ /
Issuing Branch _____	
Payable at (Regional Centre under which your exam centre falls)	

SIGNATURE OF THE STUDENT	
(within the Box only)	

ISSUING BANK	
--------------	--

Dates for Submission of Exam Forms				
FOR JUNE TEE	LATE FEE	FOR DEC TEE	LATE FEE	Submission of Exam Form
1 March to 31 March	NIL	1 Sept. to 30 Sept.	NIL	ONLY AT THE CONCERNED REGIONAL CENTRE UNDER WHICH YOUR EXAMINATION CENTRE FALLS
01 April to 30 April	₹ 500/-	01 Oct. to 31 Oct.	₹ 500/-	
1 May to 15 May	₹ 1000/-	1 Nov. to 15 Nov.	₹ 1000/-	

Before submitting the examination form please ensure that:

- The required number of assignments as applicable for the course(s) filled in the examination form have been submitted.
- The authentication certificate is duly signed by the Coordinator/Incharge of your Study Centre/PSC/PI...etc.
- Registration for the course(s) is valid and not time-barred.
- **Examination fee ₹ 120/- per course has been remitted and the relevant proof enclosed.**
- In case examination fee is submitted through demand draft please ensure that the **demand draft is made in favour of IGNOU and payable at the city of the Regional Centre where you are submitting your examination form.**
- The enrolment number, programme code, course code are correctly filled in the examination form.

In case of non-compliance of any of the above conditions candidature for appearing in the Term-end Examination will not be considered and no Hall Ticket will be issued.

PLEASE NOTE :

- Examination fee per course is - ₹120/- (Examination fee once paid will not be refunded/adjusted in any case)
- Examination form to be submitted at - Regional Centre under which your examination centre falls
- Demand draft to be made in favour of - IGNOU and payable at the city where submitting the exam form

INSTRUCTIONS FOR FILLING UP THE EXAMINATION FORM

1. Please fill in the course(s) only for which the assignments have been submitted by you within the scheduled time. No Hall Ticket will be issued in case the assignments for the course(s) have not been submitted.
2. Please write correct course code(s) as indicated in your Programme Guide, failing which the course(s) will not be included in Hall Ticket for taking examination (For example ECO-01/MS-02).
3. In case wrong/invalid course code is mentioned in examination form, the course will not be included in the Hall Ticket and the examination fee paid will not be refunded.
4. Examination form should be submitted only once for each Term-end Examination.
5. Please send the examination form by Registered/Speed Post and retain the proof of its mailing till you receive the Hall Ticket;
6. Term-end Examination result is also available on the University website (www.ignou.ac.in). Please see the result status before filling examination form.
7. It is advised to enclose/forward only the Examination Fee along with this form. Any other fee (registration/re-registration) forwarded with this form will result in rejection of the examination form.
8. Examination form received without examination fee or late fee (if applicable) will similarly be rejected.
9. Students of BA/B.Com./BCA/BTS Programme can take examination for courses up to 48 credits and those of Management Programme can take examination for a maximum of 8 courses at a time.
10. Normally the Study Centre is the Examination Centre. In case you wish to take examination at a particular centre the code of your chosen centre be filled up as Examination Centre Code. However, if Examination Centre chosen by you is not activated you will be allotted another Examination Centre under the same Region.
11. **In case you fail to receive Examination Intimation Slip/Hall Ticket one week before the commencement of examination you may visit our website (www.ignou.ac.in) and download the Hall Ticket and report at the Examination Centre with your Identity Card.**
12. Change of Examination Centre, once allotted, is not permissible under any circumstances.

DECLARATION

I hereby declare that I have read and understood the instructions given above. I also affirm that I have submitted all the required number of assignments as applicable for the course(s) filled in the examination form and my registration for the course(s) is valid and not time barred. If any of my statements is found to be untrue, I will have no claim for taking examination. I undertake that I shall abide by the rules and regulations of the University.

Date _____

(Signature of the student)

Phone No. (R) _____ Mobile No. _____ Email Id _____

Phone No. (O) _____

(with STD code)

**AUTHENTICATION BY CO-ORDINATOR/INCHARGE OF
STUDY CENTRE/PROGRAMME STUDY CENTRE/PARTNER INSTITUTION/
COMMUNITY COLLEGE**

It is to certify that the student has submitted all the assignment(s) for the course(s) filled in the examination form.

Centre Code _____

Date _____

(Signature & Stamp of Co-ordinator/Incharge)
Study Centre/PSC/PI/Community College

To
The Regional Director



Sub : Non-receipt of Study Material & Assignments

Enrolement No.

--	--	--	--	--	--	--	--	--	--

Programme

--

Medium of Study

--

I have not received the study Materials/Assignments in respect of the following :

Sl. No.	Course Code	Blocks	Assignments
---------	-------------	--------	-------------

I have remitted all the dues towards the course fee and there is No change is my address given as follows :

Name and Address :
.....
.....
.....

Signature :
Date :

For Official Use

Date of despatch of study material/assignments to students

INDIRA GANDHI NATIONAL OPEN UNIVERSITY CHANGE/CORRECTION OF ADDRESS/STUDY CENTRE

All correspondence to be sent at the following address and change of Study Centre be recorded.

Enrolment Number

Date of Change effective from

Write in BLOCK LETTERS only

Name: Shri/Smt./Km.	
---------------------	--

New Address

Town	
State	Pin <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
State Code	<input type="text"/> <input type="text"/> <input type="text"/>

Medium of Study

Programme of Study

New Study Centre Code

Signature _____

Date _____

The filled-up form should be mailed to :

**The Regional Director concerned who
will forward the request after verifying
the student's signature to SR Division
IGNOU, Maidan Garhi, New Delhi-110068.**

(You are advised to use the photocopy of this proforma)

Dates for Submission :
1st Aug. to 31st Oct. OR
1st Feb. to 30th April

**STUDENT REGISTRATION DIVISION
INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Maidan Garhi, New Delhi-110 068**

RE-ADMISSION FORM

1. Name & Address of the Student:

.....

.....

2. Programme Code:

--	--	--	--	--	--

 E-mail _____ Mob. _____

3. Enrol. No:

--	--	--	--	--	--	--	--	--	--

4. Regional Centre Code:

--	--

5. Study Centre Code

--	--	--	--

6. Details of course(s) not completed for which re-admission is sought.

Sl.No.	Course Code	Title of the Course	Credits	Course Fee (₹)
Total ₹				

7. Details of re-registration for the missed year(s)/semester(s), if any:

Year(s) semester(s)	Course Codes(s) of the missed year(s)/semester(s)	Re-registration fee ₹

8. Total Fee (col. No. 6 + 7) ₹..... enclsod vide Demand Draft No.

Date Amount Name of Bank

(DD should be drawn in favour of "IGNOU" payable at New Delhi)

Dated: _____

.....
Signature of the student

Mail this "Re-admission" form along with DD to Registrar, Student Registration Division IGNOU, Maidan Garhi, New Delhi-110 068 on or before the last date mentioned above.

(Please retain a copy of this form for any future reference)

RULES & GUIDELINES FOR RE-ADMISSION

- 1) Re-admission is permissible in the following cases :
 - a) Students who failed to complete the requirements in full or in part within the maximum span period prescribed.
 - b) Students who failed to complete the requirement of attendance in practicals as prescribed in Programme curriculum within the maximum span period prescribed.
2. **Students who do not register for all years/semesters of a Programme and fail to pay the prescribed full Programme fee during the maximum duration of the Programme are also eligible for Re-admission, provided they pay full fee for the missed year(s)/ semester(s) as per rate applicable for the session for which they seek re-admission, in addition to the prorata course fee for re-admission as per rate given in Table-A for each of the course(s) they failed to successfully complete within the maximum period prescribed.**
3. Course fee paid for re-admission would be valid for a period of six months/one year/two consecutive academic years or four consecutive semesters only, as given below:
 - a) **Six months - for all Certificate Programmes of six months duration**
 - b) **One year - for all Diploma/PG Dip. Programmes of one year duration (including BLIS, MLIS, MADE, and collaborative programmes B.Com & M.Com of ICAI, ICWAI and ICSI)**
 - c) **Two years - for all undergraduate and post-graduate programmes whose minimum duration is of 2 years and above.**
4. **The additional period indicated at point no.3 above will commence from the date of completion of the maximum duration of the Programme for which the registration was done initially.**
5. Students shall not be on rolls of the university beyond the additional period indicated at point no.3 above.
6. The credit earned by the student towards his/her courses and assignments successfully completed shall be retained for the revalidated period, provided the syllabus and methodology now in vogue are similar to the course(s) successfully completed earlier.
7. No study material (SLMs) will be supplied on re-admission, including for the missed semester/year. If the earlier SLMs is replaced, the student will be required to buy changed course material. For that matter SLMs will not be provided for the courses re-registered as missed semester/year. Students will have to make their own arrangement for the SLMs.
8. The students will be allowed to take re-admission in the old course(s) as long as the examination in the old course(s) is conducted by the University.
9. For the Programmes containing practical component, the norms of fee payable will be as decided by the respective Schools.
10. Students are required to pay the **pro-rata Re-admission** fee as per details given in Table-A, in lump sum, for all the courses they failed to successfully complete earlier. **Fee once paid will not be refunded under any circumstances.** Students of **BCA-MCA Intg. Prog.** should pay the pro-rata re-admission fee, in lump sum, for **all those courses of BCA as well as MCA that have not been successfully completed during the maximum duration of 8 years.**
11. Pro-rata fee for Re-admission would be changed as and when the University revises the Programme fee for various Programmes.
12. Other conditions as prescribed by the University relating to the admission and re-admission shall remain the same.
13. The Demand Draft for Re-admission fee together with the re-registration fee of the missed year(s)/semester(s), if any, should be drawn in favour of IGNOU payable at New Delhi. Please write your Enrol. No., Name and Programme code and also the words '**Re-admission**' on the reverse of the DD.

P.S.

1. **Students can check their Re-admission status from the website (www.ignou.ac.in> STUDENTS ZONE> Admission> Registration Status> CHECK READMISSION Status >).**
2. **The following programmes have been wound-up and term-end examination will no longer be conducted in the old syllabus courses, hence re-admission not allowed:**
 - i) **BCA(old sylb) [Jan.1996, Jan.1997 & Jan.1998 batches]**
 - ii) **MCA(old syllabus) [pre-Jan. 2005 batches]**
 - iii) **CIC (However Re-adms will be applicable for CIC-2 & CIC-5 for B.Com & CBS students)**
 - iv) **BIT, (v) ADIT, (vi) MLIS (old sylb.) , (vii) BLIS (old sylb.) & (viii) B.Sc(N) (old sylb.)**



INDIRA GANDHI NATIONAL OPEN UNIVERSITY

(To be submitted at the concerned Regional Centre)

Application Form for Issue of Migration Certificate

(To be filled in by the Applicant – Before filling in the form, see instruction on reverse)

- 1. Name :.....
- 2. Father's/Husband's Name :.....
- 3. AddressPin
- 4. Particulars of last examination

Examination Passed (Programme)	Year of Passing	Enrolment No.	Marks Obtained	Grades Obtained

- 5. Name of the Regional Centre and Study Centre in which the Candidate is attached
- 6. Name of the University to which the Candidate wants to migrate

Draft Details Amount Rs. _____ D.D. No. _____ Date _____ Bank Name _____ Place of Issue _____

(To be filled in by the Admissions Division)

- 1. The information furnished by Shri/Smt./Km. _____ is correct as per scholar register.
- 2. He/She may be issued the Migration Certificate applied for _____
Date _____ Dealing Assistant _____ Section Officer _____

I hereby declare that the information provided is correct to the best of my knowledge and I have paid all fee due to the University. In the event of any of the above information being found incorrect, the Certificate shall be liable to cancellation by the University.

Received the Migration Certificate No. _____ dated _____

Date: _____

Signature of the Applicant

INSTRUCTIONS

1. A fee of Rs. 400/- should be remitted by way of a Demand Draft drawn in favour of IGNOU and payable at concerned Regional Centre/City.
2. At the time of submission of the application for issue of Migration Certificate the student should attach xerox copy of consolidated Statement of Marks of Provisional Certificate issued by this University (duly attested) for verification.
3. Duplicate Migration Certificate can be issued on payment of Rs. 400/- only in case it has been lost, destroyed or mutilated on submission of an Affidavit drawn up on a non-judicial stamp paper of the value of Rs. 10/- to be sworn before a Magistrate on the following format.

“I, _____ Son/daughter/wife of _____
resident of _____ hereby
solemnly declare that the Migration Certificate No. _____ dated _____ issued
to me by the _____ to enable me to join _____
_____ University has been lost and I did not join any other University on the basis of the
same nor have I submitted the same for joining any other University. In case the lost Migration Certificate
is found, I shall deposit the same to the University”.



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
MAIDAN GARHI, NEW DELHI-110068
FORM OF APPLICATION FOR ISSUE OF A DUPLICATE COPY OF
UNIVERSITY DIPLOMA/DEGREE/CERTIFICATE

Note: For Instructions, please see reverse.

To
The Registrar
Student Evaluation Division
Indira Gandhi National Open University
Maidan Garhi, New Delhi-110068

Sir,

I wish to have a duplicate copy of my Diploma/Degree/Certificate for the Programme _____ Examination for the following reasons:

The prescribed fee of Rs. 750.00 is submitted herewith.

The required particulars are given below:

Name of Candidate (in Block Letters in English): _____

(in Hindi) : _____

Father's Name (in Block Letters): _____

Programme : Enrolment Number:

Examination Passed in Term End Examination - June/December, _____

Result: _____ Grade/Division _____

Name of the Study Centre : _____

Name of the Regional Centre : _____

& other particulars : _____

Full Permanent Address of student : _____

I solmnly declare that the particulars given above are correct to the best of my knowledge.

Yours faithfully.

Signature of the Student

Postal Address _____

Date: _____

I Certify that the above entires made by the applicant are correct.

Signature of Regional Director
With Stamp

**INSTRUCTIONS TO CANDIDATES FOR ISSUE OF DUPLICATE COPY OF
UNIVERSITY DEGREE/DIPLOMA/CERTIFICATE**

1. The form should be filled in duplicate legibly and signed by the candidate
2. The form should be submitted through the Regional Director of the concerned Regional Centre through which the candidate appeared at the said examination, and duplicate copy will be sent through the Regional Director concerned.
3. A duplicate copy of the Diploma, Degree or Certificate will be issued on submission of an affidavit signed by a First Class Magistrate together with an attested copy of the F.I.R. lodged with the nearest Police Station to this effect by the candidate on the grounds that either the original Diploma, Degree or Certificate has been irrecoverably lost destroyed or defaced and on payment of the fee prescribed.
4. In very special cases subsequent copies of the Diploma, Degree or Certificate may be issued for not more than four times, on submission of an affidavit signed and certified by a First Class Magistrate to the effect that the Diploma, Degree or Certificate issued previously by the University has been lost or destroyed, and on payment of the fee as prescribed for the issue of duplicate copy.

**FORM FOR AFFIDAVIT TO BE EXECUTED ON A NON-JUDICIAL STAMP
PAPER OF THE VALUE OF RS. 10/- BEFORE A FIRST CLASS MAGISTRATE**

I _____ Son/Daughter of Shri _____ resident of

_____ do hereby solemnly declare that the original Degree Certificate dated _____ issued to me by the Director. Student Evaluation Division, Indira Gandhi National Open University, Maidan Garhi-110068 on my having passed the _____ examination in _____ under University Enrolment No. _____ has been lost/destroyed.

I have filed an F.I.R. with _____ Police Station _____ and a copy of the same duly attested by a Gazetted Officer/First Class Magistrate is appended hereto.

I also undertake that if my Original Diploma/Degree/Certificate which has been lost is put to any unfair use by the person who may lay hands on it. I shall stand for the damages which may accrue from such use.

Deponent

Signature _____

Address _____

Verification

Verified _____ this _____ day of _____ year that the contents of my affidavit are true to the best of my knowledge.

Deponent

SWORN BEFORE ME

Signature _____

Designation _____

Office Seal _____

INDIRA GANDHI NATIONAL OPEN UNIVERSITY STUDENT EVALUATION DIVISION

APPLICATION FORM FOR EARLY DECLARATION OF RESULT OF TERM-END EXAMINATION

(Rules & regulations are mentioned on the reverse side of this form. Please go through them carefully before filling up the form).

1. Name :
2. Programme: Enrolment No:
3. Address:

.....
..... Pin

4. Reason for early declaration of result:
-

(enclose a copy of the documentary evidence specifying the reason for early declaration)

5. Courses(s) detail for early evaluation:-

S. No.	Course Code	Date of Examination
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____

6. Exam. Centre details, from where you have to appear/appeared at Term-end Examination:-

Exam. Centre Code: Address of Exam. Centre: _____

7. **Fee detail:**

(The fee for early declaration of result is ₹ 1000/- per course, which is to be paid through demand draft drawn in favour of 'IGNOU' & payable at the City of Evaluation Centre)

No. of Course(s): × ₹ 1000/- = Total Amount:

Demand Draft No.: Date:

Issuing Bank:

Date:.....

(Signature of the student)

P.T.O.

RULES & REGULATIONS FOR EARLY DECLARATION OF RESULTS

1. Request for early declaration of results will be entertained for final semester/year or maximum of 4 backlog courses only, subject to the following conditions:-
 - i) The student has been selected for higher study/employment and statement of marks/grade card is required to be produced to the institute by a particular date, which is before the prescribed dates of declaration of the University's results.
 - ii) The student has completed all the other prescribed components except the term-end examination of the courses, for which early evaluation has been sought.
2. Application for early declaration, for the reasons such as to apply for recruitment/higher study/post and promotion purpose etc. will not be entertained.
3. Application without enclosing documentary evidence specifying the reason for early declaration will not be entertained.
4. Application form must reach at the following address before the date of the examination for the course (s) for which early evaluation is sought:-

Sl. No.	Regional Evaluation Centre	Jurisdiction
1.	Dy. Registrar, Regional Evaluation Centre IGNOU Regional Centre Building Kaloor, Cochin-682017, Kerala	Kochi, Trivandrum, Vatakara, Chennai, Madurai Hyderabad, Vijayawada, Visakhapatnam, Bangalore Bijapur, Panaji, Port Blair.
2.	Dy. Registrar, Regional Evaluation Centre, Block 5, IGNOU, Maidan Garhi New Delhi-110068	Delhi-1, Delhi-2, Delhi-3 all Schools, Division, Centres, Units & Institutes at Headquarters, International Division and answer scripts received from other Evaluation Centre/Sources if and when any
3.	Dy. Registrar, Regional Evaluation Centre, IGNOU Regional Centre Building Sunny Lodge, Nongthymmi Nongshilliang Shillong-793 014 Meghalaya	Shillong, Guwahati, Jorhat, Itanagar, Imphal Agartala, Gangtok, Kohima, Aizwal
4.	Dy. Registrar, Regional Evaluation Centre, IGNOU Regional Centre Building C/1, Institutional Area, Bhubaneswar Orissa	Bhubaneswar, Koraput, Kolkata, Siliguri Raghunathganj, Patna, Bhagalpur, Darbhanga Saharasa, Deoghar
5.	Dy. Registrar, Regional Evaluation Centre, IGNOU Regional Centre Bld. Opp. Nirma University Sarkhej Gandhi Nagar Highway, Chharodi Ahmedabad, Gujrat	Ahmedabad, Rajkot, Mumbai, Nagpur, Pune Jodhpur, Jaipur
6.	Dy. Registrar, Regional Evaluation Centre, IGNOU Regional Centre Bld. 12, Arera Hills, Bhopal, Madhya Pradesh	Bhopal, Jabalpur, Raipur, Ranchi
7.	Dy. Registrar, Regional Evaluation Centre, IGNOU Regional Centre Bld. B-1/33 Sector-H, Aliganj Lucknow-226 024	Lucknow, Varanasi, Aligarh, Noida, Karnal, Shimla, Chandigarh, Khanna, Dehradun, Jammu, Srinagar

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
MAIDAN GARHI, NEW DELHI-110068**

APPLICATION FORM FOR RE-EVALUATION OF ANSWER SCRIPT

1. Name :

2. Programme : Enrolment No.

3. Ad-
dress:.....

.....
..... PIN

4. Month and Year of the Exam :

5. Examination Centre Code :

6. Address of Examination Centre:
.....

7.

Courses, in which Re-evaluation is sought	COURSE CODE	MARKS/ GRADE OBTAINED
.....
.....
.....
.....
.....

8.

Fee detail:
(The fee for Re-evaluation of answer script is ₹ 750/- per course, which is to be paid through demand draft drawn in favour of 'IGNOU' & payable at the City of Evaluation Centre)

No. of Course(s): × ₹ 750/- = Total Amount:

Demand Draft No. Date:

Issuing Bank:

Date:

Signature of the student

(P.T.O)

RULES & REGULATION FOR RE-EVALUATION OF ANSWER SCRIPTS

- 1) The request for re-evaluation by the student must be made within one month of declaration of his/her results.
- 2) The date of declaration of result will be calculated from the date on which the result(s) are placed on the IGNOU website.
- 3) After re-evaluation, the better of the two scores of original marks/grade and marks/grade after re-evaluation will be considered.
- 4) The revised marks/grade after re-evaluation shall be communicated to the student on receipt of re-evaluation result and result of re-evaluation will also made available on the IGNOU website at www.ignou.ac.in. The minimum time required for re-evaluation shall be 30 days from the date of receipt of application.
- 5) Re-evaluation is permissible in TEE only and not in the Project/Dissertation Practicals/Lab courses, Workshops, Assignments & Seminar etc.
- 6) On the top of the envelope containing the prescribed application form,
Please mention ‘**APPLICATION FORM FOR RE-EVALUATION OF ANSWER SCRIPTS**’
- 7) The application form duly filled-in may be sent to the following address except CPE* &DPE* programmes.
- 8) **Application form must reach within the prescribed dates at the following address:**

Sl. No.	Regional Evaluation Centre	Jurisdiction
1.	Dy. Registrar, Regional Evaluation Centre IGNOU Regional Centre Building Kaloor, Cochin-682017, Kerala	Kochi, Trivandrum, Vatakara, Chennai, Madurai Hyderabad, Vijayawada, Visakhapatnam, Bangalore Bijapur, Panaji, Port Blair.
2.	Dy. Registrar, Regional Evaluation Centre, Block 5, IGNOU, Maidan Garhi New Delhi-110068	Delhi-1, Delhi-2, Delhi-3 all Schools, Division, Centres, Units & Institutes at Headquarters, International Division and answer scripts received from other Evaluation Centre/Sources if and when any
3.	Dy. Registrar, Regional Evaluation Centre, IGNOU Regional Centre Building Sunny Lodge, Nongthymmi Nongshilliang Shillong-793 014 Meghalaya	Shillong, Guwahati, Jorhat, Itanagar, Imphal Agartala, Gangtok, Kohima, Aizwal
4.	Dy. Registrar, Regional Evaluation Centre, IGNOU Regional Centre Building C/1, Institutional Area, Bhubaneswar Orissa	Bhubaneswar, Koraput, Kolkata, Siliguri Raghunathganj, Patna, Bhagalpur, Darbhanga Saharasa, Deoghar
5.	Dy. Registrar, Regional Evaluation Centre, IGNOU Regional Centre Bld. Opp. Nirma Univesity Sarkhej Gandhi Nagar Highway, Chharodi Ahmedabad, Gujrat	Ahmedabad, Rajkot, Mumbai, Nagpur, Pune, Jodhpur, Jaipur
6.	Dy. Registrar, Regional Evaluation Centre, IGNOU Regional Centre Bld. 12, Arera Hills, Bhopal, Madhya Pradesh	Bhopal, Jabalpur, Raipur, Ranchi
7	Dy. Registrar, Regional Evaluation Centre, IGNOU Regional Centre Bld. B-1/33 Sector-H, Aliganj Lucknow-226 024	Lucknow, Varanasi, Aligarh, Noida, Karnal, Shimla, Chandigarh, Khanna, Dehradun, Jammu, Srinagar



INDIRA GANDHI NATIONAL OPEN UNIVERSITY STUDENT EVALUATION DIVISION

APPLICATION FORM FOR IMPROVEMENT IN DIVISION/CLASS

(Rules & regulations are mentioned on the reverse side of this form. Please go through them carefully before filling up the form).

Prescribed dates for submission of form: 1st to 30th April for June Term-end Exam.

1st to 31st October for December Term- end Exam.

1. Name:

2. Programme: Enrolment No:

3. Address:

.....

..... Pin

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4. Term-end examination, in which programme completed June and December

Total marks/Overall point grade obtained Percentage obtained

.....

(Please enclosed photocopy of the statement of marks/grades card)

5. Courses(s), in which improvement is sought:

	COURSE CODE	COURSE CODE
--	-------------	-------------

1. _____ 4. _____

2. _____ 5. _____

3. _____

6. **Fee details:**

(The fee for Improvement in Division/Class is Rs. 750/- per course, which is to be paid through demand draft drawn in favour of IGNOU & payable at New Delhi)

No. of Course(s): X Rs. 750/- = Total Amount:

Demand Draft No.: Date:

Issuing Bank:

7. Term-end examination, in which you wish to appear:- June/December.....

8. Examination centre details, where you wish to appear in term-end examination:-

Exam. Centre Code..... City/Town

.....

UNDERTAKING

I hereby undertake that I shall abide by the rules & regulations prescribed by the University for improvement in Division/Class

Date:.....

Signature.....

Place:

Name:.....

RULES & REGULATION FOR IMPROVEMENT IN DIVISION/CLASS

1. The improvement of marks/grades is applicable only for the Bachelor's/Master's Degree Programmes, who have completed the programme. The eligibility is as under:-
 - a) The students of Bachelor's/Master's Degree Programmes who fall short of 2% marks to secure 2nd and 1st division.
 - b) The students of Master's Degree Programmes only, who fall short of 2% marks to secure overall 55% marks.
2. Only one opportunity will be given to improve the marks/grade.
3. The improvement is permissible only in theory papers. No improvement is permissible in Practicals/Lab courses, Projects, Workshops and Assignments etc.
4. Under the Provision of improvement, a maximum of 25% of the maximum credits required for successful completion of a programme shall be permitted.
5. Students wishing to improve the marks will have to apply within six months from the date of issue of final statement of marks/grade card to them, subject to the condition that their registration for the programme/course being applied for improvement, is valid till the next term-end examination in which they wish to appear for improvement.
6. No student will be permitted to improve if maximum duration to complete the programme, including the re-admission period, has expired.
7. After appearing in the examination for improvement, better of the two examinations, i.e. marks/grade already awarded and the marks/grade secured in the improvement examination will be considered.
8. In case of improvement, the month and year of completion of the programme will be changed to the Term-end examination, in which students appeared for improvement.
9. Students will be permitted for improvement of marks/grades provided the examination for the particular course, in which they wish to improve, is being conducted by the University at that time.
10. On the top of the envelope containing the prescribed application form, **Please mention "APPLICATION FORM FOR IMPROVEMENT IN DIVISION/CLASS.**
11. Application form must reach within the prescribed dates at the following address:-

**The Registrar,
Student Evaluation Division,
Indira Gandhi National Open University,
Maidan Garhi,
New Delhi-110068**

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
MAIDAN GARHI, NEW DELHI-110068

APPLICATION FORM FOR OBTAINING PHOTOCOPY OF THE ANSWER SCRIPT

(Rules & Regulations are mentioned on the reverse side of this form. Please go through them carefully before filling up the form).

1. Name:
2. Programme: Enrolment No:

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3. Address:
.....
..... Pin Code

--	--	--	--	--	--
4. Contact No
5. Detail of the course(s), for which photocopy of the answer script(s) is/are required:
 - (a) Term-end examination: June/December
 - (b) Exam Centre Code:
 - (c) Exam Centre Address:
.....
.....
 - (d) Course(s):
6. Fee details:-

(The fee for this purpose is ₹ 100/- per course, which is to be paid through demand draft drawn in favour of IGNOU & payable at the City of Evaluation Centre)

No. of Course(s):..... × ₹ 100/- = Total Amount:
Demand Draft No.: Date
Issuing Bank:
7. Self attested photocopy of the Identity Card : Attached/Not attached
issued by the University

UNDERTAKING

I hereby undertake that the answer script(s), for which photocopy(ies), applied for, belongs to me. For this purpose, I am enclosing self attested photocopy of my Identity Card issued by the University. In case, my statement is found false, the University may take action against me as deemed fit.

Date:

Signature:

Place:

Name:

P.T.O.

RULES & REGULATIONS FOR OBTAINING PHOTOCOPY OF THE ANSWER SCRIPT

1. The fee for photocopy of answer script shall be Rs. 100/- (Rupees One Hundred only) per course. Fee should be paid in the form of Demand Draft drawn in favour of IGNOU and payable at the city of the evaluation centre.
2. Application form without self attested photocopy of the Identity Card of the student will not be entertained.
3. Student's application form for photocopy(ies) of the answer script(s) shall reach the Concerned Evaluation Centre (as mentioned below in the last Para) along with the prescribed fee within 45 days from the date of declaration of results i.e., the date on which the result are placed on the IGNOU website.
4. The students, who find that any portion of the answer was not evaluated or any totaling error is noticed, may point out the same and submit their representation alongwith a copy of the answer script supplied to them within 15 days. No other query regarding evaluation of answer script shall be entertained.
5. The students, who intend to apply for photocopy(ies) of the answer script(s) may simultaneously apply for re-evaluation, if they so desire. The last date for submission of application for re-evaluation will not be extended to facilitate them to point out discrepancy in the evaluation.
6. Application form duly filled-in may be sent to the following address except CPE* & DPE* programmes:

Sl. No.	Regional Evaluation Centre	Jurisdiction
1.	Dy. Registrar, Regional Evaluation Centre IGNOU Regional Centre Building Kaloor, Cochin-682017, Kerala	Kochi, Trivandrum, Vatakara, Chennai, Madurai Hyderabad, Vijayawada, Visakhapatnam, Bangalore Bijapur, Panaji, Port Blair.
2.	Dy. Registrar, Regional Evaluation Centre, Block 5, IGNOU, Maidan Garhi New Delhi-110068	Delhi-1, Delhi-2, Delhi-3 all Schools, Division, Centres, Units & Institutes at Headquarters, International Division and answer scripts received from other Evaluation Centre/Sources if and when any
3.	Dy. Registrar, Regional Evaluation Centre, IGNOU Regional Centre Building Sunny Lodge, Nongthymmi Nongshilliang Shillong-793 014 Meghalaya	Shillong, Guwahati, Jorhat, Itanagar, Imphal Agartala, Gangtok, Kohima, Aizwal
4.	Dy. Registrar, Regional Evaluation Centre, IGNOU Regional Centre Building C/1, Institutional Area, Bhubaneshwar Orissa	Bhubaneshwar, Koraput, Kolkata, Siliguri Raghunathganj, Patna, Bhagalpur, Darbhanga Saharasa, Deoghar
5.	Dy. Registrar, Regional Evaluation Centre, IGNOU Regional Centre Bld. Opp. Nirma Univesity Sarkhej Gandhi Nagar Highway, Chharodi Ahmedabad, Gujrat	Ahmedabad, Rajkot, Mumbai, Nagpur, Pune, Jodhpur, Jaipur
6.	Dy. Registrar, Regional Evaluation Centre, IGNOU Regional Centre Bld. 12, Arera Hills, Bhopal, Madhya Pradesh	Bhopal, Jabalpur, Raipur, Ranchi
7	Dy. Registrar, Regional Evaluation Centre IGNOU Regional Centre Bld. B-1/33 Sector-H, Aliganj Lucknow-226 024	Lucknow, Varanasi, Aligarh, Noida, Karnal, Shimla Chandigarh, Khanna, Dehradun, Jammu, Srinagar

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
STUDENT EVALUATION DIVISION
APPLICATION FORM FOR ISSUE OF OFFICIAL TRANSCRIPT

IMPORTANT:- FOR INSTRUCTIONS: PLEASE SEE REVERSE

1. Name :
2. Programme: Enrolment No:

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3. Address:
 Pin

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4. Contact No: (Mobile No.) Landline No:
5. Purpose for which, transcript is required :

6. FEE FOR THE OFFICIAL TRANSCRIPT:- (Please note: Per transcript means one photocopy of one certificate, hence, each photocopy, which is required to be attested by the University will be charged on the following prescribed rates):

- i) Rs. 300/- per transcript for Indian Students, if transcript is required to be sent to the Student/Institute within India.
- ii) Rs. 500/- per transcript for Indian Students, if transcript is required to be sent to the Student/Institute outside India.
 Rs. 600/- per transcript for SAARC Countries Students, if transcript is required to be sent to the Student/Institute within India and Rs. 1200/- per transcript for the same students, if transcripts is required to be sent to the outside India.
- iv) \$60 per transcript for Non-SAARC Countries Students, if transcript is required to be sent to the Student/Institute within India and \$120 per transcript for the same students, if transcript is required to be sent to the outside India.

(THE REQUISITE FEE IS REQUIRED TO BE PAID THROUGH DEMAND DRAFT DRAWN IN FAVOUR OF 'IGNOU' PAYABLE AT NEW DELHI')

7. **No. of Transcript(s) required:** × Rs.300/- or Rs.500/- or = **Total Amount:** Rs.....
 Demand Draft No.: Date:..... Issuing Bank:
8. Mention the Name of Student/Programme & Enrolment No. at back side of above demand draft.
9. Name & Address of the University/Institute/Employer/Student (In capital letters) to whom transcript is required to be sent (Attached a separate list, if required):-

10. **If, the Transcript is required to collect Personally : Name**
Mobile No......(Please see Instructions in back-side at Point-C)

Date:..... (Signature of the student)

P.T.O.

INSTRUCTIONS FOR “OFFICIAL TRANSCRIPT”

- A) The filled in form duly signed by the student with the requisite fee & documents may be sent to:-

**The Registrar,
Student Evaluation Division, Indira Gandhi National Open University,
Block-12, Maidan Garhi, New Delhi-110068 (INDIA)**

- B) The students are required to enclose same number of legible photocopies of both sides of the statement of Marks-sheet/Grade Card/Provisional Certificate and Degree Certificate etc. issued to them, as the number of transcripts are required. Each photocopy of the certificate is chargeable as mentioned at prescribed format under Point No.-6. Incomplete application will be entertained.

- C) If the Student/Applicant has applied for Official Transcript and wants to collect the same **Personally or By-**

Hand himself/herself from the Section Officer, Exam.-III Section of SED, Block-12, Room No.-10, IGNOU, Maidan Garhi, New Delhi-110068 (India) then He/She is required to mention such information & Mobile No. under Point No.-10 in prescribed format for calling them provided that He/She has to produce the valid Original Identity Card/Votter Card/Aadhar Card/PAN Card/Driving License or Passport etc. for signature/photograph/residential Id. Proof. at the time of collecting their Transcripts.

Note:- If the student want to collect his/her transcript by-hand through any other person from the above Section then the receiver has to produce all above documents of the student alongwith “Authorization-Letter” of the concerned student. The person who want to receive the Transcript(s) on behalf of the student, has to produce his/her valid Original Identity Proof for signature/photograph/residence etc. like Identity Card/Votter Card/Aadhar Card/PAN Card/Driving License etc. and he is also required to submit the copies of the same to this Section at the time of collecting the Transcript.

- D) The University has been sending/dispatching the “Official-Transcripts” under sealed envelope(s) through Indian Speed Post Services and the normally, the Exam-III Section of SED takes minimum 15 days for the issuance/dispatching the “Official Transcript(s)” after receiving the Application-Form of the student at this Section but “Dispatching/Issuance time depends on furnishing the Verification Report by another Sections and circumstances surrounding the case.
- E) As per the requirement, the demand draft of requisite fees should be reached to this Division prior to 60 days or earlier from the expiry of the same demand draft for smooth transaction with the bank.
- F) Under the existing procedure, the University issues the “Official Transcripts” on “University Letter-Head” duly signed & verified on current status of each copy of Mark-sheet/Grade-card/PC/ Degree Certificate etc. by the authorized Officer on behalf of the Registrar (SED) or Controller of the Examinations, containing the following information therein:-
- i) Attested copies of Mark-sheet/Grade-card/PC/ Degree Certificate etc. including detailed information about the “Programme” completed by the Student / Details of the Courses/ Scheme of Assessment of Student’s Performance / Minimum Standard for Completion of the Courses and Programme / Scheme of Study / Duration of Programme / Year of Admission & Completion of Programme / Mode of study / Medium of study etc. This information is based on the current status of the Mark-sheet/Grade card.
 - ii) Recognition of the University and authenticity of its Degrees/Diploma etc. It is also clarified in the “Official Transcript” that the University does not issue Year-wise/Semester-wise Mark-sheet/Grade-card but issue a comprehensive Mark-sheet/Grade-card after successful completion of the programme to the students.
- G) The inquiry about status of the “Official Transcript” submitted by the student/applicant can be obtained from “**Official Transcript Counter**” **Exam.-III Section of SED (Block-12, Room No.-10), IGNOU, Maidan Garhi, New Delhi-110068** personally or on **Telephone No. 011-29572210** between Monday to Friday during Office hours after 15 to 25 days of receiving the Application-Form at this Section.

Indira Gandhi National Open University

Student Satisfaction Survey

Kind Attention: All Past and Present Students of IGNOU!

Now your rank our Performance...

Dear Student,

As the largest distance education institution in the world. We have always endeavoured to imbibe values and skills for the development of knowledge and competencies. And it is our belief that you as the former or present student are the best person to judge how far we have succeeded in our efforts. To gain your invaluable impression, we present here a short questionnaire. All you have to do is fill it and mail it back to us. You can also fill this questionnaire online by logging on to www.ignou.ac.in. Your invaluable inputs shall guide us towards a direction where we shall improve our services and evolve more student-friendly study programmes.

Vice-Chancellor, IGNOU.



Enrolment No. Name

Gender : M F

Age Group : Below 30 31-40 41-50 Above 51

Programme of Study

Year of Enrolment Year of Completion

Regional Centre State Study Centre

Please Indicate your satisfaction level by putting a tick mark on your choice.

Serial No.	Questions	Very Satisfied	Satisfied	Average	Dissatisfied	Very Dissatisfied
1.	Concepts are clearly explained in the printed learning material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	The learning materials were received in time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Supplementary study material (like video/audio) available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Academic counsellors explain the concepts clearly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	The counselling sessions were interactive	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Changes in the counselling schedule were communicated to you on time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Examination procedures were clearly given to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Personnel in the study centres are helpful	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Academic counselling sessions are well organised	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	Guidance from the Programme Coordinators and Teachers from the School	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	Assignments are returned in time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.	Feedback on the assignments helped in clarifying the concepts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13.	Project proposals are clearly marked and discussed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14.	Studying in this programme provided the knowledge of the subject	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15.	Results and grade card of the examination were provided on time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16.	Overall, I am satisfied with the programme	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

After filling cut out this questionnaire and mail it to:
STRIDE, Block-14, IGNOU, Maidan Garhi, New Delhi-110 068

IGNOU POLICY FOR PREVENTION, PROHIBITION AND PUNISHMENT OF SEXUAL HARASSMENT OF WOMEN AT THE WORKPLACE

IGNOU has adopted a policy for the prevention, prohibition and punishment of sexual harassment of women at workplace in compliance to the directive of Hon'ble Supreme Court of India.

Information on this policy, rules and procedures can be accessed from the IGNOU website www.ignou.ac.in. Any incident of sexual harassment may be reported to the Regional Director of the Regional Centre, you are attached to or to any of the persons whose contact details are given in the following table.

I. IGNOU REGIONAL SERVICES DIVISION COMMITTEE AGAINST SEXUAL HARASSMENT (RSDCASH)

1	Dr. Bini Toms, RSD, Chairperson RSDCASH	29572407/2505	isdcash@ignou.ac.in
2	Dr. G. Mythili, Dy. Director, STRIDE	29572604	gmythili@ignou.ac.in
3	Ms. Azra Arshad, Maintenance Engineer, EMPC	29573261 29532164	aarshad@ignou.ac.in
4	Ms. Neeru Sayal, EA, RSD	29572417	neerusayal15@gmail.com
5	Dr. Radhika Menon, Asst. Professor, Mata Sundari College (Delhi University)		

II. IGNOU COMMITTEE AGAINST SEXUAL HARASSMENT (ICASH)

1	Prof. Uma Medury, Professor, SOSS, Chairperson ICASH	29572741	cash@ignou.ac.in
2	Dr. Gurmeet Kaur, Associate Professor, SOL	29572984	gurmeetkaur@ignou.ac.in
3	Dr. Neera Singh, Associate Professor, SOH	29572790	neerasingh@ignou.ac.in
4	Dr. Rakhi Sharma, Associate Professor, SOET	29572923	rakhisharma@ignou.ac.in
5	Ms. Renu Katyaj, AR, SOA	29572977	renu@ignou.ac.in
6	Mr. P.T. Raveendran, AR, F & A	29571211	ptraveendran@ignou.ac.in
7	Ms. Rashmi Sarpal, PS, SOSS	29572702	rashmisarpal@ignou.ac.in
8	Ms. Parineeta, Assistant, SOTHSM	29571751/1758	parinita@ignou.ac.in
9	Dr. Taisha Abraham- Associate Professor Department of English, Jesus & Mary College		
10	Ms. Naina Kapoor, Director, Sakshi, NGO		
11	Ms. Swati Pal-Ph. D. in Chemistry		

III. IGNOU APEX COMMITTEE AGAINST SEXUAL HARASSMENT (ACASH)

1	Prof. Anju Sehgal Gupta, Professor, SOH Chairperson ACASH	29532054	asgupta@ignou.ac.in
2	Ms. Kailash Saljua, AR, PMDD	29572006/2030	kailashsaluja@ignou.ac.in
3	Ms. Gazala Parveen, Prod. Asst. EMPC	29573366	ghazala.syed.mail@gmail.com
4	Prof. Jyantika Dutta, Lady Irwin College		

Regional Centre Committee against Sexual Harassment (RCCASH) has been constituted at each Regional Centre.

For Complaints please write to:

Address at IGNOU (Hqrs.):

Chairperson, RSDCASH, Regional Services Division, Indira Gandhi National Open University, Maidan Garhi, New Delhi-110 068

Email: rsdcash@ignou.ac.in

OR

Address at your Regional Centre:

Chairperson, Regional Centre Committee against Sexual Harassment (RCCASH) (Address of your Regional Centre).

15. PROGRAMMES ON OFFER BY SOSS

Sl. No.	Name of the Programme	Programme Code	Eligibility	Minimum age on 1 st January of the Academic Year	Duration in years		Progr- amme Fee*	Medium of Instruc- tions	Future Prospects
					Min.	Max.			
1.	Doctor of Philosophy (History, Political Science, Economics, Sociology, Public Administration, Library and Information Science, Gandhian Thought and Peace Studies, Psychology, Disability Studies and Anthropology)	PH.D	<p>Possesses Master's Degree from a University recognized by UGC or any other qualification recognized as equivalent thereto in such fields of study as are notified for the purpose from time to time by the University with at least 55% marks [50% marks in the case of SC, ST, OBC (Non-creamy Layer) and Differently-Abled and other categories of candidates as per the decision of UGC from time to time, or for those who had obtained their Master's Degree prior to 19th September, 1991].</p> <p>Qualifies in the entrance examination conducted by IGNOU at the national level.</p> <p>However, a discipline may decide separate terms and conditions for short listing of the candidates who have qualified UGC NET (Including JRF/UGC-CSIR NET/GATE/Teacher Fellowship holders and M.Phil. Degree Holders.) for the purpose of finalizing the list of the candidates to be called for interview. OR</p> <p>Possesses a Degree considered equivalent to M.Phil. Degree of an Indian Institution or from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.</p>	No Bar	3 yrs	6 yrs	Rs. 7000/-	English & Hindi	Teaching and Research in Institutions of higher learning, Universities and Research Institutes

PROGRAMMES ON OFFER BY SOSS

Sl. No.	Name of the Programme	Programme Code	Eligibility	Minimum age on 1 st January of the Academic Year	Duration in years		Programme Fee*	Medium of Instructions	Future Prospects
					Min.	Max.			
2.	Master of Philosophy (Economics, Political Science, Sociology)	MPHIL	<p>Possesses Master's Degree from a University recognized by UGC or any other qualification recognized as equivalent thereto in such fields of study as are notified for the purpose from time to time by the University with at least 55% marks [50% marks in the case of SC, ST and OBC (Non-creamy Layer)/Differently-Abled and other categories of candidates as per the decision of UGC from time to time, or for those who had obtained their Master's Degree prior to 19th September, 1991].</p> <p>Qualifies in the entrance examination conducted by IGNOU at the national level. However, a discipline may decide separate terms and conditions for short listing of the candidates who have qualified UGC NET (Including JRF/UGC-CSIR NET/GATE/Teacher Fellowship holders) for the purpose of finalizing the list of the candidates to be called for interview.</p>	No Bar	1 yrs	2 yrs	Rs. 10,500/-	English	Teaching, Research and Professional
3.	Master's Degree in Library and Information Science	MLIS	<p>i) BLIS Degree from any recognized University</p> <p>ii) Weightage will be given to candidates having working experience in libraries, information centres and other related organizations.</p>	No Bar	1 yr	4 yrs	Rs. 9000/-	English	To prepare professionals of different levels to take up employment in libraries and information centres in Government Depts., Universities and other academic institutions, Public libraries, Public sector undertakings,

4.	Master of Arts (Political Science)	MPS	Bachelor's Degree or a higher degree in any discipline from a recognized University	No Bar	2 yrs.	5 yrs.	Rs.4500/- (1 st year) Rs.4500/- (2 nd year)	English & Hindi	Teaching and Research in Political Science
5.	Master of Arts (History)	MAH	Bachelor's Degree or a higher degree in any discipline from a recognized University	No Bar	2 yrs.	5 yrs.	Rs.4500/- (1 st year) Rs. 4500/- (2 nd year)	English & Hindi	Research and teaching in History and job opportunities in museums, archives, archaeological institutions
6.	Master of Arts (Psychology)	MAPC	Bachelor's Degree or a higher degree in any discipline from a recognized University	No Bar	2 yrs.	5 yrs.	Rs.6500/- (1 st year) Rs. 6500/- (2 nd year)	English	Teaching, research and practice in the field of Psychology
7.	Master of Arts (Economics)	MEC	Bachelor's Degree or a higher degree in any discipline from a recognized University	No Bar	2 yrs.	5 yrs.	Rs.6000/- (1 st year) Rs. 6000/- (2 nd year)	English & Hindi	Research and Teaching in Economics
8.	Master of Arts (Public Administration)	MPA	Bachelor's Degree or a higher degree in any discipline from a recognized University	No Bar	2 yrs.	5 yrs.	Rs.4500/- (1 st year) Rs.4500/- (2 nd year)	English & Hindi	Research and Teaching in Public Administration
9.	Master of Arts (Sociology)	MSO	Bachelor's Degree or a higher degree in any discipline from a recognized University	No Bar	2 yrs.	5 yrs.	Rs.4500/- (1 st year) Rs.4500/- (2 nd year)	English & Hindi	Research and Teaching in Sociology
10.	Master in Anthropology	MAAN	Bachelor's Degree or a higher degree in any discipline from a recognized University	No Bar	2 yrs.	5 yrs.	Rs.7000/- (1 st year) Rs.7000/- (2 nd year)	English	Professional competence in academic and research institutes, NGOs, government organizations and applied sciences
11.	MA in Gandhi and Peace Studies	MGPS	Graduate in any discipline	No Bar	2 yrs.	5 yrs.	Rs.4500/- (1 st year) Rs.4500/- (2 nd year)	English	One can go for teaching, research. Can also work for NGOs in peacemaking and peace building from interdisciplinary perspective

12.	Bachelor Preparatory Programme	BPP#	No formal qualification	No Bar	6 Months	2 yrs	Rs.1000/-	English & Hindi	After completing BPP one may go for graduation/ BSW/ BTS
13.	Bachelor of Arts	BA	10+2 or its equivalent or BPP from IGNOU	No Bar	3 yrs.	6 yrs.	Rs.2000/- each in 1 st year, 2 nd year, 3 rd year practicum fee of Rs. 500/- will be added for Psychology in 2 nd & 3 rd year	English & Hindi (Psychology available only in English)	After completing BA one can go for Masters level programmes in any institution of higher learning or B. Lib or MA available in any discipline in IGNOU. Besides one can also opt for Post-Graduate Diploma programmes offered by IGNOU
14.	Bachelor's Degree in Library and Information Science	BLIS	1. Second class Bachelor's Degree with 50% marks OR 2. Bachelor's Degree with Diploma in Library Science OR 3. Bachelor's Degree with two years of working experience in a Library and Information Centre. OR 4. Bachelor's Degree in a professional area such as Engineering, Pharmacy, Law etc.	No Bar	1 yr.	4 yrs.	Rs.5000/-	English & Hindi	To prepare library professionals of different levels to take up employment in libraries and information centres in Government Depts., Universities and other academic institutions, Public libraries, Public sector undertakings, Corporate bodies, News and Advertising agencies.
15.	Post-Graduate Diploma in Library Automation and Networking	PGDLAN	Bachelor's Degree in Library and Information Science	No Bar	1 yr.	4 yrs.	Rs.15000/-	English & Hindi	This programme provides sufficient exposure and hands on experience in developing automated systems and providing services in a new form using ICT.
16.	Post-Graduate Diploma in Disaster Management	PGDDM	Graduate in any discipline	No Bar	1 yr.	4 yrs.	Rs.5000/-	English & Hindi	Useful for PSU, Rural Dev. Functionaries and Social & Env. workers

17.	Post-Graduate Diploma in Gandhi and Peace Studies	PGDGPS	Graduate in any discipline	No Bar	1 yr.	3yrs.	Rs. 3500/-	English	Join 3 rd semester of MAGPS under a modular approach after paying prescribed fees. Join media, NGOs, teaching and research.
18.	Post-Graduate Certificate in Gandhi and Peace Studies	PGCGPS	Graduate in any discipline	No Bar	6 months	2 yrs.	Rs. 2000/-	English	Pursue PGDGPS and MGPS. Develop better understanding about Gandhi and Peace studies.
19.	Certificate in Disaster Management	CDM	10+2 or its equivalent	No Bar	6. Moths	2 yrs.	Rs.2000/-	English & Hindi	Aims at providing knowledge to learners in the areas of disaster preparedness, prevention, mitigation, relief, reconstruction and rehabilitation.
20.	Certificate in Environmental Studies	CES	BPP from IGNOU or 10+2 or its equivalent	No Bar	6. Month	2 yrs.	Rs.2000/-	English & Hindi	Environmental studies is one of the fastest growing areas that cater to current issues of social and economic concern. Recent upsurge in academic interest in the issues of development and environmental conservation provide the raison d'etre for this course.

* Fee may be revised from time to time by the University.

This programme is meant for those students who have not passed 10+2 and wish to do B.A./ B.Com. After successful completion of this programme, students can be admitted in B.A./B. Com. and a number of other diploma/ certificate programmes.

Certificate Programme

On

Life and Thought of B.R. Ambedkar (C.L.T.A.)



Programme Guide

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Indira Gandhi National Open University
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In association with Dr. Ambedkar Foundation, Ministry of Social Justice
and Empowerment, Government of India, New Delhi