

**Indira Gandhi National Open University**

**Guidelines for Implementation of Reservation of Seats for SC/ST/ OBC/ PWD in  
Research Degree Programmes ( M.Phil./Ph.D.)**

1. The University strictly follows the reservation policy in admissions to various programmes including the admission to Research Degree programmes (M Phil/ Ph D) offered by the University.
2. Accordingly, seats shall be reserved for Scheduled Castes, Scheduled Tribes, OBC and Physically Handicapped candidates in each discipline/programme as per the Government of India Central Educational Institutions (Reservation in Admission) Act 2006 as amended in 2012 circulated by UGC to all Central Universities vide its letter F No-59-6/2012(CU) dated 3<sup>rd</sup> June 2016. Accordingly, the University shall make provisions for reservation of seats in admission to various programmes offered by the University.
3. The seats shall be reserved discipline wise for different categories out of the annual permitted strength in each faculty/ Discipline.
4. As per the above mentioned Act, reservation of seats in admission and its extent in IGNOU shall be provided in each branch of study or faculty in the following manner:

SI No	Category	%	By Act
1	Scheduled Castes	15	Central Educational Institutions (Reservation in Admission) Act 2006 as amended in 2012, circulated by UGC to all Central Universities vide its letter F No-59-6/2012(CU) dated 3 <sup>rd</sup> June 2016.
2	Scheduled Tribes	7.5	-do-
3	OBC (Other Backward Castes) Non Creamy layer	27	-do-
4	PWD (Persons with Disabilities)	5	CI 32(1) of The Rights of Persons with Disabilities Act, 2016

➤ **Scheduled Castes/ Scheduled Tribes (SCs/STs)**

5. Candidates belonging to the category of Scheduled Castes will be provided 15% reservation in M Phil/ Ph D programmes.
6. Candidates belonging to the category of Scheduled Tribes will be provided 7.5% reservation in M Phil/ Ph D programmes.
7. Candidates seeking admission under SC/ST categories shall be required to fulfill the prescribed eligibility conditions for admission to Research Degree Programme( M Phil/ Ph D).

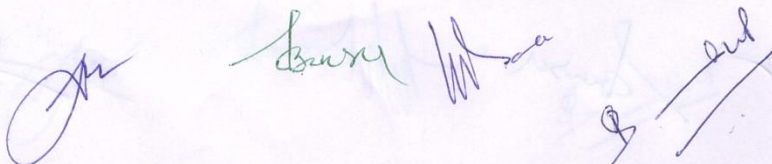




8. A candidate belonging to SC/ST category shall have to qualify the Research Entrance Test conducted by IGNOU for admission to Research Degree Programmes ( M Phil/ Ph D).
9. Candidates belonging to SC/ST are allowed a relaxation of 5% marks ( from 55% to 50%,) in the aggregate or in the subject of Post Graduation.
10. The relaxation of marks to the extent of 5% will also be permissible to the students belonging to SC/ST category in Research Entrance Test which is qualifying in nature.
11. Each SC/ST candidate shall have to submit a self attested copy of the Certificate mentioning that the candidate belongs to SC/ST community. Such certificates shall be subject to verification from the concerned District Magistrate. The following are empowered to issue the certificate.
  - a. District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Addl. Deputy Commissioner/ Deputy Collector/ 1<sup>st</sup> Class Stipendiary Magistrate/ City Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner.
  - b. Chief Presidency Magistrate/ Addl. Chief Presidency/ Magistrate/ Presidency Magistrate
  - c. Revenue Officer not below the rank of Tehsildar.
  - d. Sub-Divisional Officer of the area where the candidate and/or his family normally resides.
  - e. Administrator/Secretary to the Administrator/Development Officer (Lakshadweep Islands)
12. Certificate from any other person/authority other than as mentioned above shall not be accepted in any case.
13. The reservation of seats in SC/ST is interchangeable, i.e., if sufficient number of candidates are not available to fill up the seats reserved for Scheduled Tribes, they may be filled up by suitable candidates from Scheduled Castes and vice-versa.
14. Vacant seats under SC/ST Category, which could not be filled, due to non-availability of either Scheduled Caste or Scheduled Tribe candidates or both, will be kept vacant.

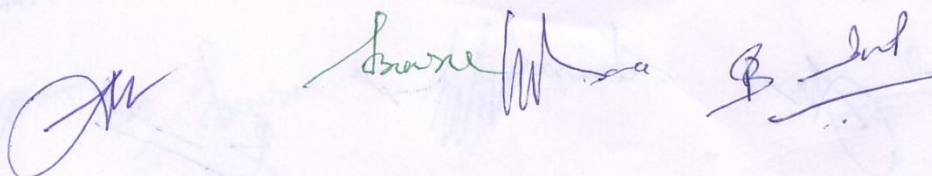
➤ **Other Backward Classes (OBCs)**

15. The Candidates belonging to other backward classes (non- creamy layer) will be provided 27% reservation in M Phil/ Ph D programmes. The authorities to issue the OBC Certificate are the same as in the case of SC/ST. The Caste in the OBC certificate will be those only which are in the list of the Central Government. Further, the OBC certificate should clearly mention that the candidate is not under creamy layer. However, if an OBC candidate seeks admission under some other category (for example: PwD), the candidate should satisfy the minimum eligibility requirement for that category.





16. Candidates belonging to OBC category are allowed a relaxation of 5% marks (from 55% to 50%), in the aggregate or in the subject of Post Graduation.
17. If sufficient number of candidates are not available in the OBC category, such vacant seats shall be transferred to the general category.
- **Persons with Disabilities (PWD)**
18. Five percent (5%) seats shall be reserved for persons with disabilities (with not less than 40% disability).
19. Such Candidates shall have to submit a self attested copy of Disability Certificate issued by the competent authority as notified by the Government of India from time to time.
20. The PwD candidates shall be allowed a relaxation in the minimum eligibility in the qualifying examination and in the minimum eligibility (if any) in the Entrance Test for admission to M Phil/ Ph D programme to the extent of 5%.
21. However, a Physically challenged SC/ST/OBC candidate shall not get the double benefit of being SC/ST/OBC as well as PwD candidate in the above relaxations.
22. Disabled candidates seeking benefit of reservation should submit the 'Disability Certificate' issued by the competent authority to the School/ Discipline during interview or to the Research Unit at the time of final admission.
23. The PwD candidates called for provisional admission will be examined by the Medical Board constituted by IGNOU, if necessary and the decision of the Medical Board so constituted shall be final.
- **General Terms and Conditions**
24. In case of submission of forged certificate by a candidate under any category, not only the admission shall be cancelled but he/ she will be legally implicated as per Govt. of India rules.
25. Candidates seeking admission under the reserved categories shall be required to fulfill the prescribed eligibility conditions for admission to the Research Degree programme and shall be governed by IGNOU Regulations on conduct of Research programme 2017 and amendments thereto from time to time.
26. The relaxation in the minimum prescribed percentage of marks in the qualifying examination for admission to a Programme shall be permissible only in one of the categories. For example, one SC/ST/OBC/ PwD candidate shall not get double benefit of being SC/ST /OBC as well as PwD candidate in the above relaxations.
- **Consideration of Reserved Category Meritorious Candidates as General Candidates:**
27. If a candidate in the reserved category qualifies for admission in the general category he/she shall be transferred to the general category without prejudice to the number of seats already allocated in that category which will be offered to the next eligible candidate in that category.





### Actionable points for Schools:

Every School shall ensure the following:

28. Every faculty /school shall predetermine the number of seats falling vacant in M.Phil/ Ph.D Programme, if any, well in advance of the beginning of the session.
29. Every Doctoral Committee, for selection of candidates for admission to M Phil/ Ph D should have the representation of a teacher representative from SC/ST/OBC/PWD category either from the same faculty or other teaching faculties.
30. Depending on the position of vacant seats in various disciplines, admission to M.Phil/PhD Programme shall take place in July Session every year.
31. Every Discipline shall ascertain the number of seats available in the Discipline and shall ensure reservation of seats for SC/ST/OBC/PWD category as per Government of India stipulations.
32. The Programme Coordinator after due approval of the competent authority shall communicate to the Research Unit by 1st week of December every year, the number of seats to be advertised in different categories in the format given below:

Sl. No	Programme		Discipline	School	Total No. of Vacant seats	Distribution of Seats Category wise*				Remarks, if any
	M Phil	Ph D				GEN	SC	ST	OBC	

\* Five percent (5%) seats shall be reserved for Persons With Disabilities (with not less than 40% disability). However such candidates shall be adjusted against the appropriate category (Gen/SC/ST/OBC) to which they belong.

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