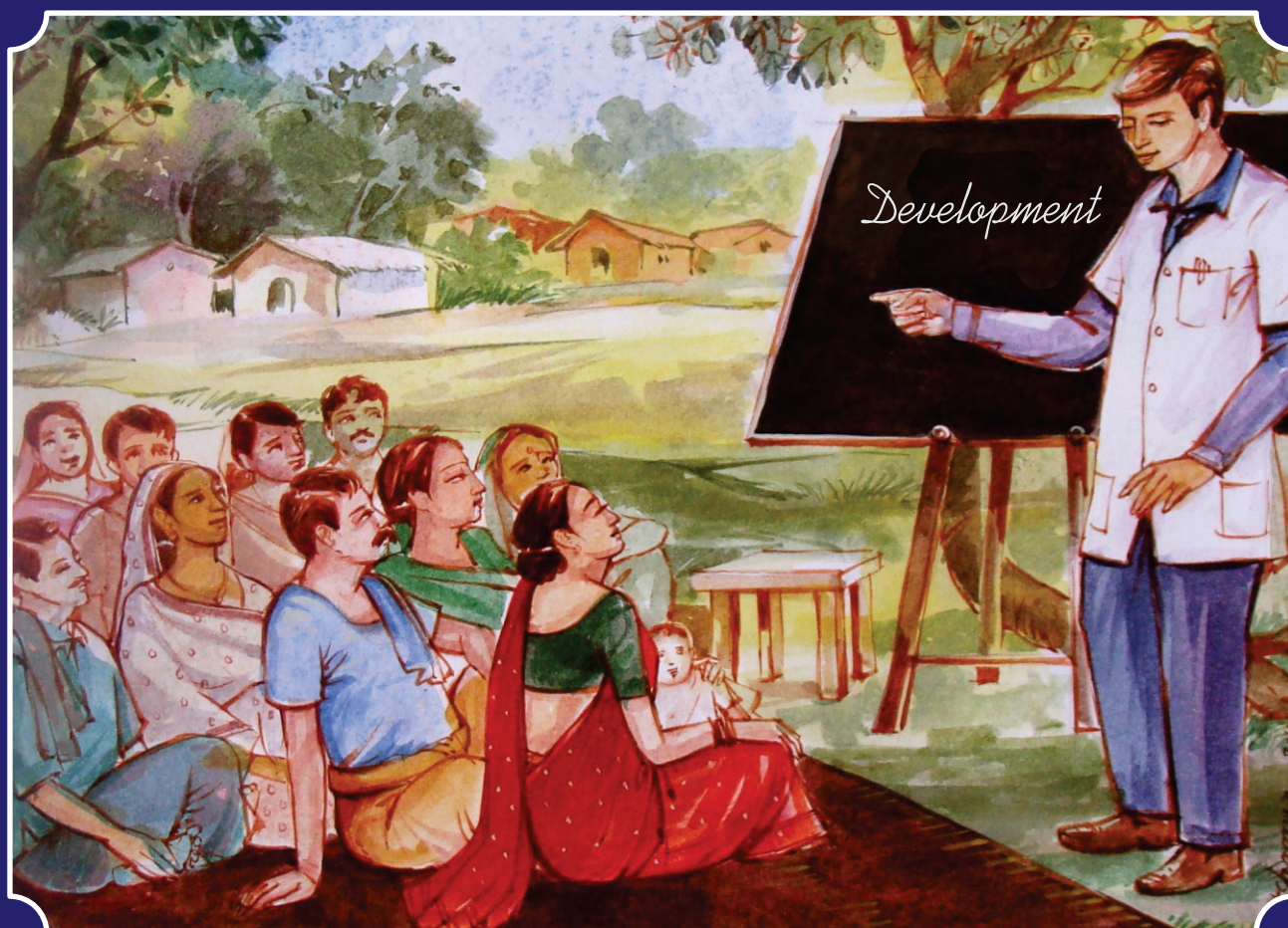


# Programme Guide

## **Master of Arts (Development Studies)** **(MADVS)**



# **Programme Guide**

## **Master of Arts (Development Studies) (MADVS)**



**School of Extension and Development Studies  
Indira Gandhi National Open University  
Maidan Garhi, New Delhi-110068 (India)**

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**Dear Learner,**

Welcome to the academic programme - Master of Arts (Development Studies) (MADVS). By enrolling into MADVS programme you have become a student of IGNOU, one of the the largest Universities in the world. IGNOU offers educational programmes through open and distance learning (ODL) mode. It is quite likely that you are getting this first ever experience as a distance learner. We, as distance teachers are in fact physically at a distance from you. But as far as the teaching-learning activity is concerned, we are very close to you and always with you in the form of self-learning material and through other student support services. To start with, read this 'Programme Guide' thoroughly, keep it handy and refer it as and when you get any doubt about progressing further in this programme. By following this Programme Guide you will not only feel comfortable but also be able to manage your programme related activities very easily.

In course of your journey, you will notice that IGNOU is a university with a difference. Unlike conventional universities/institutions where teaching and learning take place mostly through face-to-face mode, IGNOU adopts a multiple-media approach to facilitate teaching-learning activities. You will find that the printed self-learning material is the master medium of our instruction. It is supplemented with audio and video programmes, teleconferencing and interactive radio counseling sessions. Further, you will also benefit from the face-to-face mode of interaction during counseling sessions organised at the Study Centre. Besides these, the assignments submitted by you will be evaluated and you will receive feedback from the evaluators. Thus, you will realise that there are multiple modes which provide diverse opportunities for your interaction as well as facilitate your smooth progress through the programme.

MADVS programme would provide you comprehensive exposure to various theoretical and practical aspects, processes, issues and activities of development. The programme will equip you with necessary knowledge, understanding, skills, attitudes and competencies that will help you build your capacity as a development professional.

The information presented in this Programme Guide, will help you in organising and systematising your study in respect of various components and stages of the programme. This Programme Guide provides you important information about the programme as a whole, viz., its objectives, structure, mode of delivery, programme schedule, counseling sessions, assignments, project work, evaluation, etc. It is expected that you will preserve this Programme Guide till you complete the programme as this Guide will help you clarify your doubts at different stages during the course of your academic journey through this programme.

With best wishes,

**Programme Coordinators**

Master of Arts (Development Studies) (MADVS)

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## 1.0 ABOUT THE PROGRAMME

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### 1.1 Introduction

Master of Arts (Development Studies) (MADVS) is an innovative programme offered through ODL mode utilising multiple media such as self-instructional print materials, information and communication technologies and personal contact sessions. MADVS programme is located in and launched by the School of Extension and Development Studies (SOEDS) in IGNOU. The programme aims at promoting professional development and capacity building in the area of development studies.

MADVS programme has been designed to impart quality education and training in the area of development studies. Proper planning and management of development programmes and projects hold the key for the planners and policy makers today. The criticality of the development problems has not been properly understood due to less emphasis on development issues in the academic curriculum at the graduation and post-graduation levels. Therefore, MADVS programme will be useful for the development professionals across the sectors and also to fresh graduates interested in pursuing career as development professionals i.e. it is for both *in-service* and *pre-service* persons.

### 1.2 Programme offer and Coverage

MADVS programme will be offered in both January and July sessions of every year. It is offered through the established network of IGNOU Regional Centres.

### 1.3 Programme Objectives

To impart knowledge on various aspects of development studies.

To train qualified human resources in the professional area of development studies.

To develop professional skills in formulation, implementation, monitoring and evaluation of development projects and programmes.

### 1.4 Target Population

The target population of this programme includes, amongst others:

- 1) The persons holding a Bachelor's Degree in any discipline and intending to pursue development studies as an area of study or specialization or career (**Pre-service**);
- 2) The persons holding a Bachelor's Degree and working in any development sector (**In-service**), including those employed or involved in any developmental activity such as:

Development functionaries like village, mandal, block and district development officials and civil servants.

Employees of the institutes/NGOs, private or corporate social responsibility fields working in various development sectors.

Functionaries of corporations, municipalities and nagar panchayats.

Programme officers, project officers, research investigators, and research assistants dealing with development in various international and national organizations.

### 1.5 Eligibility Criteria

Any Bachelor's Degree from a recognised University/Institute.

## 1.6 Medium of Instruction

The medium of instruction of the programme is English.

## 1.7 Duration of the Programme

Minimum duration to complete the programme is 2 years and the maximum duration is 5 years, i.e admission is valid for 5 years.

## 1.8 Programme Fee

The fee for the entire programme is Rs.10800/- The fee is to be paid in two instalments - 1st year : Rs. 5400 and 2<sup>nd</sup> Year Rs. 5400. University may revise the fee time to time. Please check with the advertisement or IGNOU website.

## 1.9 Prospects

MADVS holders will be equipped to serve various Government and NGOs dealing with developmental activities across sectors. Fresh graduates who complete this programme will be the potential candidates suitable for employment at the grassroots, supervisory and other middle level positions in the development departments. The programme also strengthen the efficiency and effectiveness of in-service personnel working in government and non-government organizations, private or corporate sectors and handling various development projects and programmes. In-service professionals with MADVS will be more potential candidates suitable for higher level positions in the development sector / corporate social responsibility fields. In addition, they can act as more resourceful persons in the field. It also provides scope for those interested in establishing a local voluntary organization / NGO as a part of their self-employment and greater involvement in development.

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## 2.0 PROGRAMME FRAMEWORK

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MADVS programme consists of total 15 courses. Six theory courses each of 6 credits are compulsory in the 1<sup>st</sup> year. Student can elect another 36 credits in the second year to complete the programme. Thus, the MADVS programme is of total 72 credits as detailed below:

| Course Code  | Title of the Course                                  | Credits |
|--|--|---------|
| <b>1<sup>st</sup> Year</b>                         |  |         |
| MDV-101  | Introduction to Development and Development Theories | 6       |
| MDV-102  | Dynamics of Development                              | 6       |
| MDV-103  | Issues and Challenges of Development                 | 6       |
| MDV-106  | Research Methodology in Development Studies          | 6       |
| MDV-109  | Development in India- An Overview                    | 6       |
| MDV-004  | Gender and Development                               | 6       |
| <b>2<sup>nd</sup> Year (Choose any 36 Credits)</b> |  |         |
| MDV-105  | Development Planning and Management                  | 6       |
| MDV-108  | Development Communication and Extension              | 6       |
| MDV 110  | Training and Development                             | 6       |
| MDV-111  | Local Self Governance and Development                | 6       |

|          |   |    |
|----------|---|----|
| MDV-115  | Health and Development                                  | 6  |
| MEDS-041 | Introduction to Urban Development                       | 6  |
| MEDS-042 | Issues and Challenges in Urban Planning and Development | 6  |
| MRD -101 | Rural Development - Indian Context                      | 6  |
| MDVP-117 | Project Work *  | 12 |

\* Project work is equivalent to 2 courses or 12 credits

## 2.1 Course Contents

The block and unit wise structure of the above courses is given below.

### **MDV-101 INTRODUCTION TO DEVELOPMENT AND DEVELOPMENT THEORIES**

#### **1 DEVELOPMENT: AN OVERVIEW**

- 1 Development–Concept and Paradigms
- 2 Economic Development
- 3 Human Development
- 4 Political Development

#### **2 CLASSICAL AND NEO-CLASSICAL THEORIES**

- 1 Classical Theories
- 2 Neo-Classical Theories
- 3 Marxian Theory
- 4 Schumpeter Theory

#### **3 DEVELOPMENTALIST THEORIES**

- 1 Balanced Development Theories
- 2 Unbalanced Development Theories
- 3 Rostow’s Stages of Economic Growth and Development
- 4 Development State Theory

#### **4 HETEROGENEOUS THEORIES**

- 1 Neo-Liberal Theories
- 2 Dependency Theory
- 3 Human Capabilities Theory
- 4 Gandhian Theory

### **MDV-102 DYNAMICS OF DEVELOPMENT**

#### **1. DYNAMICS OF CHANGE**

1. Change – An Overview
2. Process of Change
3. Change Management
4. Project Change Management



- 2. DYNAMICS OF DEVELOPMENT - I**
  1. Development Dynamics – An Overview
  2. Development Processes Approaches and Strategies
  3. Social and Cultural Dynamics of Development
  4. Development Agencies
- 3. DYNAMICS OF DEVELOPMENT - II**
  1. Violence Conflict and Social Movements
  2. Social Exclusion and Discrimination
  3. Marginalization
  4. Freedom Entitlement and Human Rights
- 4. DYNAMICS OF DEVELOPMENT - III**
  1. Development and Disparity
  2. Development and Displacement
  3. Inclusive Development

## **MDV-103 ISSUES AND CHALLENGES OF DEVELOPMENT**

- 1 BASIC ISSUES IN DEVELOPMENT**
  - 1 Population
  - 2 Poverty
  - 3 Inequality
  - 4 Unemployment
- 2 SECTORAL ISSUES IN DEVELOPMENT**
  - 1 Agriculture
  - 2 Industry
  - 3 Service
  - 4 Infrastructure
- 3 SOCIAL ISSUES IN DEVELOPMENT**
  - 1 Education and Development
  - 2 Health and Development
  - 3 Gender and Development
- 4 EMERGING ISSUES IN DEVELOPMENT**
  - 1 Energy and Development Nexus
  - 2 Natural Resource Management and Environment
  - 3 Sustainable Development
- 5 GOVERNANCE**
  - 1 Governance – An Overview
  - 2 Participatory and Decentralized Governance
  - 3 Good Governance: Attributes and Challenges
  - 4 E- Governance and Development

## **MDV-106 RESEARCH METHODOLOGY IN DEVELOPMENT STUDIES**

### **1 FUNDAMENTALS OF SOCIAL SCIENCE RESEARCH**

- 1 Social Science Research: An Overview
- 2 Components of Social Science Research
- 3 Research Designs
- 4 Research Project Formulation

### **2 DEVELOPMENT RESEARCH**

- 1 Basics of Development Research
- 2 Methods of Development Research
- 3 Development Research Applications

### **3 MEASUREMENT AND SAMPLING**

- 1 Measurement
- 2 Scales and Tests
- 3 Reliability and Validity
- 4 Sampling

### **4 DATA COLLECTION**

- 1 Quantitative Data Collection Methods and Devises
- 2 Qualitative Data Collection Methods and Devises
- 3 Data Sources

### **5 DATA ANALYSIS**

- 1 Overview of Statistical Tools
- 2 Use of Computer in Data Analysis
- 3 Data Processing and Analysis
- 4 Report Writing

## **MDV-109 DEVELOPMENT IN INDIA – AN OVERVIEW**

### **1 DEVELOPMENT INITIATIVES AND PLANNING**

- 1 Pre-Independent Development Initiatives
- 2 Planning and Development Initiatives: Pre Liberalization Period
- 3 Planning and Development Initiatives: Post Liberalization Period
- 4 Globalization and Development in India

### **2 RURAL DEVELOPMENT IN INDIA**

- 1 Rural Development – An Overview
- 2 Agriculture and Rural Development
- 3 Rural Industrialization
- 4 Rural Cooperatives and Banking
- 5 Rural Poverty Unemployment and Development Interventions

### **3 URBAN DEVELOPMENT IN INDIA**

- 1 Urbanization in India – An Overview
- 2 Migration and Urban Problems
3. Urban Poverty Unemployment and Development Interventions

#### **4 SOCIAL DEVELOPMENT**

- 1 Development of Scheduled Castes
- 2 Development of Scheduled Tribes
- 3 Youth Development

#### **5 ROLE OF PUBLIC, PRIVATE AND SERVICE SECTORS IN DEVELOPMENT**

- 1 Role of Public Sector in Development
- 2 Role of Private/Corporate Sector in Development
- 3 Development of Service Sector
- 4 Role of Unorganized Sector in Development

### **MDV-004 : GENDER AND DEVELOPMENT**

#### **1 CONCEPTS OF GENDER**

- 1 Basic Concepts of Gender
- 2 Social Construction of Gender
- 3 Gender and Development Indicators

#### **2 APPROACHES TO GENDER AND DEVELOPMENT**

- 1 Trends in Feminism
- 2 WID-WAD-GAD-Part I
- 3 WID-WAD-GAD-Part II

#### **3 STRATEGIES IN GENDER AND DEVELOPMENT**

- 1 Affirmative Action: Inclusive Policy and Substantive Equality
- 2 Meeting Gender Needs through Planning
- 3 Engendering Governance

#### **4 GENDER IN DEVELOPMENT PROCESS-I**

- 1 Gender and Labour Market
- 2 Women and Entrepreneurship Development
- 3 Gender in Agriculture and Environment
- 4 Women in Informal Economy
- 5 Women in Work-Paid and Unpaid

#### **5 GENDER IN DEVELOPMENT PROCESS-II**

- 1 Gender, Democracy and Development
- 2 Gender and education
- 3 Gender, Health and Well-Being

### **MDV-105 DEVELOPMENT PLANNING AND MANAGEMENT**

#### **1 PROGRAMME PLANNING**

- 1 Programme Planning-An Overview
- 2 Needs Assessment
- 3 Participatory Programme Planning
- 4 Participatory Methods

## **2 APPRAISAL MONITORING AND EVALUATION**

- 1 Project Appraisal
- 2 Monitoring
- 3 Evaluation

## **3 PROJECT MANAGEMENT TECHNIQUES**

- 1 SWOT Analysis and Bar Charts
- 2 Networks

## **4 DEVELOPMENT MANAGEMENT**

- 1 Development Management: An Overview
- 2 Theories and Approaches of Management
- 3 Functions of Management

## **5 CASE STUDIES ON DEVELOPMENT PLANNING AND MANAGEMENT**

- 1 Watershed Management Programmes
- 2 Agriculture Programmes - A Case Study of Radio Farm School Programme
- 3 Rural Employment Programmes - A Case Study of District Perspective Plan on MGNREGA
- 4 SHGs and Micro Finance

## **MDV-108 DEVELOPMENT COMMUNICATION AND EXTENSION**

### **1 EXTENSION EDUCATION**

- 1 Extension Education -An Overview
- 2 Extension Education – A Global Perspective
- 3 Extension in the Context of WTO
- 4 Private and Corporate Extension Services

### **2 EXTENSION TEACHING METHODS AND AUDIO-VISUAL AIDS**

- 1 Teaching-Learning Process
- 2 Extension Teaching Methods
- 3 Audio-Visual Aids

### **3 COMMUNICATION IN EXTENSION AND DEVELOPMENT**

- 1 Communication : An Overview
- 2 Communication Channels and Need Assessment
- 3 Theories and Models of Communication

### **4 ICT FOR DEVELOPMENT**

- 1 ICTS for Development – An Overview
- 2 E- Governance in Urban Development
- 3 E- Governance in Rural Development

### **5 DIFFUSION OF INNOVATIONS FOR DEVELOPMENT**

- 1 Diffusion of Innovation : An Overview
- 2 Innovation Processes for Development
- 3 Communication in Innovation Decision Process

## **6 INNOVATION, INNOVATIVENESS AND ADOPTER CATEGORIES**

- 1 Attributes of Innovation
- 2 Innovativeness and Adopter Categories
- 3 Opinion Leaders and Diffusion Networks
- 4 Consequences of Innovations

## **MDV-110 TRAINING AND DEVELOPMENT**

### **1 FUNDAMENTALS OF TRAINING**

- 1 Training : An Overview
- 2 Approaches and Strategies of Training
- 3 Planning and Organization of Training

### **2 TRAINING NEEDS ASSESSMENT**

- 1 Training Need Assessment – An Overview
- 2 Training Needs Assessment Methods
- 3 Translating Training Needs into Training Action

### **3 TRAINER AND TRAINING MANAGEMENT**

- 1 Trainer and Training Institutions
- 2 Training Project Formulation
- 3 Training Management

### **4 PROCESS OF TRAINING**

- 1 Training Methods and Tools -1
- 2 Training Methods and Tools -2
- 3 Training Evaluation
- 4 Impact Assessment of Training

### **5 EMERGING DEVELOPMENTS IN TRAINING**

- 1 Designing Coherent Training Strategy
- 2 Knowledge Management
- 3 e-Training
- 4 Action Research and TQM

### **6 TRAINING AND HRD**

- 1 Concept of Human Resource Development
- 2 Manpower Planning
- 3 Performance Appraisal

## **MDV-111 LOCAL SELF GOVERNANCE AND DEVELOPMENT**

### **1 DEMOCRATIC DECENTRALIZATION**

- 1 Decentralization – An Overview
- 2 Local Self Government and Panchayati Raj Institutions
- 3 Local Self Government and Urban Local Bodies
- 4 PESA and its Implementation

- 2 LOCAL GOVERNANCE AND LOCAL ORGANIZATIONS**
  - 1 Formal and Informal Organizations and Local Self Governance
  - 2 Public Private Partnership and Local Self Governance
  - 3 Parallel Bodies and Local Self Governance
- 3 DECENTRALIZED PLANNING AND DEVELOPMENT**
  - 1 Decentralized Planning: Overview
  - 2 Decentralized Planning Process
  - 3 Models in Decentralization Planning
  - 4 Fiscal Decentralization –A Global Overview
  - 5 Fiscal Decentralization in India: An Overview
- 4 PEOPLE PARTICIPATION**
  - 1 People’s Participation in Governance and Development
  - 2 Participatory Tools and Methods
- 5. EMPOWERMENT OF LOCAL BODIES**
  - 1 Empowerment of Marginalized.
  - 2 Capacity Building
  - 3 Leadership
  - 4 Resource Utilization

## **MDV-115 HEALTH AND DEVELOPMENT**

- 1 POPULATION AND HEALTH CARE**
  - 1 Health and Development
  - 2 Demographic Indicators: Transition and Challenges
  - 3 Prevention and Management of Diseases
  - 4 Health and Population Policy
- 2 ISSUES AND CHALLENGES IN HEALTH CARE**
  - 1 Reproductive and Maternal Health Care
  - 2 Child Health Care
  - 3 Adolescent Health Care and Life Cycle Approach
  - 4 Care of Elderly
- 3 HEALTH CARE SYSTEM AND STRATEGIES**
  - 1 Primary Health Care Delivery System
  - 2 Civil Society and Health Care
  - 3 Behavioural Change Communication in Health Care
  - 4 Inter-Sectoral Co-ordination in Health Care
- 4 TRAINING AND RESEARCH IN HEALTH DEVELOPMENT**
  - 1 Health Manpower Development
  - 2 Data Sources for Health Care
  - 3 Health System Research
  - 4 Management Information System in Health

## **5. SOCIO-ECONOMIC DIMENSIONS OF HEALTHCARE**

- 1 Social Status of Women and Health
- 2 Education and Health
- 3 Poverty and Health
- 4 Healthcare of Marginalized

## **MEDS-041 INTRODUCTION TO URBAN DEVELOPMENT**

### **1 URBAN DEVELOPMENT : CONCEPT AND DYNAMICS**

- 1 Urbanization : An Overview
- 2 Theories of Urban Development
- 3 Evolution of Urban Development: Global Overview
- 4 Urban Development Experience in India

### **2 URBAN PLANNING**

- 1 Urban Planning : An Overview
- 2 Techniques for Urban Planning
- 3 Urban Land Use Planning
- 4 Planning for City – Regions

### **3 URBAN GOVERNANCE**

- 1 Governance : An Overview
- 2 Statutory and Institutional Framework
- 3 Urban E-Governance

### **4 URBAN MANAGEMENT**

- 1 Development Management : An Overview
- 2 Urban Management and Management of Urban Services
- 3 Financial Management
- 4 Urban Assets Management

### **5 PARTICIPATORY URBAN DEVELOPMENT**

- 1 Participatory Development-An Overview
- 2 Citizen Participation in Urban Development
- 3 Participatory Tools and Methods
- 4 Public Private Partnership for Urban Development

## **MEDS-042 ISSUES AND CHALLENGES IN URBAN PLANNING AND DEVELOPMENT**

### **1 URBAN CHALLENGES**

- 1 Urban Housing
- 2 Urban Industrialization
- 3 Urban Land Market
- 4 Urban Paradoxes

### **2 URBAN INFRASTRUCTURE - I**

- 1 Water and Sanitation

- 2 Waste Management
- 3 Transport, Communication and Traffic Management
- 4 Energy Management

### **3 URBAN INFRASTRUCTURE - II**

- 1 Urban Health Care
- 2 Urban Education
- 3 Urban Law and Order
- 4 Urban Safety and Security

### **4 URBAN POVERTY AND INEQUALITY**

- 1 Informal settlements and Urban Poor
- 2 Urban Informal Sector
- 3 Urban Unemployment
- 4 Gender Dimensions of Urban Poverty

### **5 SUSTAINABLE URBAN ECOLOGY AND ENVIRONMENT**

- 1 Industrial Pollution
- 2 Heritage
- 3 Water Bodies, Water Ways and Wetlands
- 4 Open Spaces

## **MRD-101 RURAL DEVELOPMENT: INDIAN CONTEXT**

### **1 RURAL SOCIETY AND ECONOMY**

- 1 Introducton to Rural Society
- 2 Rural Demography
- 3 Rural Social Structure
- 4 Rural Economic Structure
- 5 Rural Poverty

### **2 RURAL DEVELOPMENT – CONCEPT, STRATEGIES AND EXPERIENCES**

- 1 Development: An Overview
- 2 Rural Development – Concept and Strategies
- 3 Rural Development Experiences – An Asian Perspective
- 4 Rural Development in India

### **3 RURAL DEVELOPMENT – AGRARIAN ISSUES**

- 1 Agrarian Movement
- 2 Land Reforms
- 3 Green Revolution
- 4 Agricultural Extension Service

### **4 RURAL DEVELOPMENT ADMINISTARTION**

- 1 Administrative Structure
- 2 Panchayati Raj
- 3 Coopertives in Rural Development
- 4 Rural Credit and Banking



## 5 DYNAMICS OF CHANGE IN RURAL INDIA

- 1 Social Change: Mobility and Mobilisation
- 2 Empowerment
- 3 Information Education and Communication
- 4 Information Technology and Rural Development

## MDVP-117 PROJECT WORK

Project Handbook

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### 3.0 INSTRUCTIONAL SYSTEM

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The instructional system of IGNOU is more learner-oriented and learner-centred. In this system, the learner is an active participant in the teaching-learning process. Most of the instruction is imparted through distance modes of communication rather than face-to-face modes of communication. The University follows a multiple-media approach for instruction. So, the instructional system of MADVS also follows multiple-media approach i.e. self-instructional print material, audio-video programmes, assignments, face-to-face counseling sessions / contact sessions, optional project work, teleconferencing and interactive radio counselling, among others.

#### 3.1 Self-instructional Print Material

The print material is written in self-instructional style. It is in the form of blocks (booklets) specially prepared for theory courses and project work of the programme. Each course has a specific code number assigned to it. They are supplied to each learner. The learner has to complete the required assignments related to each course. The contents under each course are divided into blocks and each block is further divided into units. The printed material for project work is available in the form one booklet with all guidelines.

#### 3.2 Audio-video Programmes

The learning package also contains audio-video programmes which are produced by the University for clarification, supplementing and enhancement of understanding of the course material given to the student. These programmes are normally of 25-30 minutes duration. These are used at the Study Centres during counseling sessions which are duly scheduled and notified by the Programme In-charge/Co-ordinator of Study Centre for the benefit of the students. The video programmes are also telecast on *Gyan Darshan*. Similarly, the audio programmes are also broadcast by *Gyan Vani* radio channels. Learners can contact Study Centres for further information.

#### 3.3 Assignments

Assignments are an integral and compulsory component of the instructional system. There is one tutor-marked assignment for each theory course. Students will have to work on these assignments. Each student should submit the assignment responses to the Coordinator of the Study Centre in accordance with the given assignments' submission schedule. **Assignments are to be downloaded from IGNOU website ([www.ignou.ac.in](http://www.ignou.ac.in)) at student's zone.**

#### 3.4 Counseling Sessions

Upto six counseling sessions per theory course and one counselling session for project are held at the Study Centres as per the schedule drawn and notified by the Coordinator/Programme In-charge of the concerned Centre. They are mostly held on weekends (i.e. Saturdays and Sundays) as per the convenience of the host institution where the Study Centre is located. However, if the number of students for the programme at a programme study centre falls below

10 (ten), then the counseling and support services may be handled by a Distance Learning Facilitator or the programme coordinator or the faculty of the School concerned or through an appropriate alternative arrangement. University issue guidelines on counselling sessions from time to time which are to be adhered by the study centres.

### 3.5 Teleconferencing

Teleconferencing sessions are conducted via satellite through interactive *Gyan Darshan* Channel from the University studios as per the schedule made available to the Regional and Study Centres. Teleconferencing is an effective means of interaction between the learners, experts and others concerned with the programme. It provides an interesting opportunity to the students to interact with the faculty members at the headquarters, and other experts/eminent scholars in the field. The learners will have to go to the nearest reception centre at the scheduled time for taking the benefit of this facility.

### 3.6 Interactive Radio Counseling/Internet Audio Counseling

Interactive Radio Counseling is a recent concept in distance learning in India. Live counseling is provided on radio by invited experts for an hour from different *Gyanvani* radio stations in the country. Students can ask questions right from their homes through telephone by availing the facility of toll free telephone number 1600112345 provided for this purpose from selected cities.

Gyan Dhara is an internet audio counseling service offered by IGNOU. Students can listen to the live discussions by the teachers and experts in the field on the topic of the day and interact with them through telephone (Toll Free No. 1800112347; 011-29533103), Email [gandhara@ignou.ac.in](mailto:gandhara@ignou.ac.in) and chat mode. By installing Puffin browser, students can access Gyandhara through mobile devices.

### 3.7 Project Work

The project work MDVP-117 is an elective course with 12 credits and equivalent to 2 courses in the second year. The hand book on Project Work provides self-orientation and self-training to the students for doing the project work. **All the project proposals along with filled in proforma, signature of supervisor and CV of the supervisor are to be submitted to the School directly at the following address:**

#### Programme Coordinator (MADVS)

School of Extension and Development Studies (SOEDS)

Block 15-F, IGNOU

Maidan Garhi, New Delhi-110068.

The completed project report is to be submitted to the Project Section, Student Evaluation Division, IGNOU, Maidangarhi, New Delhi-110068.

Please see the 'MDVP-117 - Project Handbook' for guidelines to prepare and submit the project proposal as well as project report.

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## 4.0 DELIVERY SYSTEM

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The MADVS programme is delivered as a continuous programme of two years duration starting from the beginning of the relevant academic session. Different divisions of the IGNOU system are involved in delivering the programme – supplying/despatching the materials, providing student support services / facilities, conduct of examinations and certification to you. In case you face any problem/difficulty at any stage, you can contact the following persons.

## Whom to Contact for What?

For identity card, fee receipt, change of address, bonafide certificates, migration certificate, scholarship forms (if any), non-receipt of study material contact the concerned Regional Centre.

For assignments, you can download from IGNOU website: [www.ignou.ac.in](http://www.ignou.ac.in) at students zone.

For non-reflection of assignment grades/marks in your grade card, contact the Regional Director of the concerned Regional Centre and Asstt. Registrar (Assignments), Student Evaluation Division (SED), IGNOU, Maidan Garhi, New Delhi-110068. (E-mail: [assignments@ignou.ac.in](mailto:assignments@ignou.ac.in)).

For queries relating to examinations, date-sheets, result, early declaration of results, transcripts, rechecking, grade card, provisional certificate you can contact Dy. Registrar (Examination-III), SED, Block-12, Room No. 1, IGNOU, Maidan Garhi, New Delhi-110068 (Phone: 29536103, 29535924-32/Extn. 2201, 2211, 1316).

For Original Degree/Diploma/Verification of Degree/Diploma, Convocation, contact the DR (Exam-I) SED, IGNOU, Block-9, Maidan Garhi, New Delhi-110068. (Phone: 29532294, 29535924/Extn.1313).

For student grievances (SED) contact the Asstt. Registrar (Student Grievances), SED, Block-3, Room No.13, IGNOU, Maidan Garhi, New Delhi-110068 (E-mail: [sregrievances@ignou.ac.in](mailto:sregrievances@ignou.ac.in); Phone: 29532234, 29535924/ Extn. 1313).

For the schedules of counselling, feedback on assignment responses contact the Coordinator/ Programme In-charge of the concerned Study Centre.

For project work related information and for information on academic matters contact the Programme Coordinators, MADVS, School of Extension and Development Studies, Block 15-F, IGNOU, Maidan Garhi, New Delhi-110068. (E-mail: [soeds@ignou.ac.in](mailto:soeds@ignou.ac.in); Phone: 29571665; 29571662; 29571664).

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## 5.0 OPERATIONAL SCHEDULE

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### I. Operational Schedule for the Students enrolled for the July Session

#### 1<sup>st</sup> Year

**August - September:** Dispatch of the 1<sup>st</sup> year self learning materials and programme guide to the students.

**February- March** – Re-registration for 2<sup>nd</sup> Year and payment of Fee

**31<sup>st</sup> March:** Submission of Term-end Examination Form and Assignments.

**June:** Term-end Examinations – **Completion of the 1<sup>st</sup> year courses.**

#### 2<sup>nd</sup> Year

**July- August:** Dispatch of the 2<sup>nd</sup> year self learning materials to the students.

**October - November:** Submission of Project Proposal to School

**31<sup>st</sup> March:** Submission of Term-end Examination Form and Assignments.

**30<sup>th</sup> May :** Submission of Project Report

**June:** Term-end Examinations – **Completion of the 2<sup>nd</sup> year courses and Programme.**

## II. Operational Schedule for the Students enrolled for the January Session

### 1<sup>st</sup> Year

**February – March:** Dispatch of the 1<sup>st</sup> year self learning materials and programme guide to the students.

**August – October** – Re-registration for 2<sup>nd</sup> Year and payment of Fee

**30<sup>th</sup> September:** Submission of Term-end Examination Form and Assignments.

**December:** Term-end Examinations – **Completion of the 1<sup>st</sup> year courses.**

### 2<sup>nd</sup> Year

**January – February:** Dispatch of the 2<sup>nd</sup> year self learning materials to the students.

**March – April:** Submission of Project Proposal to School

**30<sup>th</sup> September:** Submission of Term-end Examination Form and Assignments.

**30<sup>th</sup> November:** Submission of Project Report

**December:** Term-end Examinations – **Completion of the 2<sup>nd</sup> year courses and Programme.**

If you carefully follow and adhere to the relevant operational schedule given above, you will be able to complete the programme in two years. Due to any unavoidable personal or other problem/difficulty, if you are unable to complete it within the relevant schedule please do not feel tense and worry about it. If you could not complete assignments or examinations of any course and project work in the particular session, then you can complete them in the next session. Thus, there is flexibility that enables you to cope up with any such difficulty in completing it in the subsequent session(s), but within the maximum period of five years. However, we advise you to complete the programme within the minimum duration of two years.

### Re-Registration

Learners are advised to submit the Re-Registration forms for 2<sup>nd</sup> year along with fee online only at [www.ignou.ac.in](http://www.ignou.ac.in) as per the following schedule.

| For July Session           | For January Session           | Late fee (Rs.) |
|----------------------------|-------------------------------|----------------|
| 1st February to 31st March | 1st August to 1st October     | Nil            |
| 1st April to 30th April    | 3rd October to 31st October   | 200            |
| 1st May to 31st May        | 1st November to 30th November | 500            |
| 1st June to 20th June      | 1st December to 20th December | 1000           |

**Note :** Check [www.ignou.ac.in](http://www.ignou.ac.in) for changes if any related to dates and fee.

### Re-admission

The students who are not able to clear MADVS programme within the maximum duration of 5 years can take re-admission for additional period of 2 years.

For re-admission the student has to remit pro-rata fee for each incomplete course(s). The Table of pro-rata fee and the Re-admission Form is available at the Regional Centres and also in the website ([www.ignou.ac.in](http://www.ignou.ac.in)> Student Zone > Downloads > Re-admission >).

Students who do not register for all years 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) as per rate applicable for the session for which they seek re-admission, in addition to the pro-rata course fee for re-admission as per rate given in Table for each of the course(s) they failed to successfully complete within the maximum period prescribed.

### **Change of Elective/Course**

Change in Elective/Course is permitted within 30 days from the receipt of first set of course material on payment of Rs.1200/- for 6/8 credits course. Payment should be made by way of a Demand Draft drawn in favour of “IGNOU” payable at the place of concerned Regional Centre. All such requests for change of Elective/Course should be addressed to the concerned Regional Centre only as per schedule.

## **6.0 EVALUATION**

**Theory Courses:** For theory courses, evaluation comprises three aspects:

- a) Self-evaluation check your progress exercises (non-credit) within each unit of study material.
- b) Continuous evaluation in the form of one compulsory assignment for each course with a weightage of 30%.
- c) Term-End Examination for each course with a weightage of 70%.

In order to successfully complete a theory course, the student must obtain at least ‘40%’ in the assignment and ‘40%’ in the Term-End Examination (TEE) separately in each course.

**Project Work (Elective):** The evaluation report of Project Work will carry 100% weightage. In order to successfully complete the project work, the student must obtain at least ‘40%’.

The grading system depending on the percentage of marks secured by the candidates in TEE and evaluation report for Project Work will be as follows.

| <b>Letter Grade</b> | <b>Qualitative Level</b> | <b>Grade Points</b> | <b>Average Grade Point Range</b> | <b>Percentage Equivalent</b> |
|---------------------|--------------------------|---------------------|----------------------------------|------------------------------|
| A                   | Excellent                | 5                   | 4.50 & above                     | 80% and above                |
| B                   | Very Good                | 4                   | 3.50 to 4.49                     | 60% to 79.9%                 |
| C                   | Good                     | 3                   | 2.50 to 3.49                     | 50% to 59.9%                 |
| D                   | Satisfactory             | 2                   | 1.50 to 2.49                     | 40% to 49.9%                 |
| E                   | Unsatisfactory           | 1                   | 1.49 & below                     | Below 40%                    |

## **7.0 ASSIGNMENTS**

The purpose of our asking you to work on the assignments is to provide you an opportunity of articulating your assimilated knowledge and understanding into written form and also to test your capacity of transferring the theoretical learning from the courses to practical situations. Thus, the assignments practically enhance your understanding as well as skills of articulation and expression in writing. There is one assignment for each theory course. The answers to assignment questions are to be based on your own judgement and experiences as a student. You should not reproduce the text materials or copy the information from other sources. However, you may use the course material and any other sources of information you have for ready reference. But,

the answer should be in your own words and should reflect your own ideas. Please note that your assignment responses carry 30% weightage towards the final evaluation of each theory course. If you do not complete the assignments according to time schedule of assignments of the relevant academic session, then you have to attempt the assignment questions of the next session and submit the assignment responses according to the schedule of that session. You have to send the assignment-responses to the Study Centre you are attached to as per schedule. The instructions given in the assignments should be kept in mind while you prepare and submit the assignment responses.

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## 8.0 TERM-END EXAMINATION (TEE)

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The TEE is another component of the evaluation system with 70% weightage for each theory course. The University conducts term-end examination (TEE) twice a year i.e. in June and in December of every year. **Please see the details of operational schedule given under section 5 to appear for TEE under each cycle.** In case you fail to get a pass score (less than 40%) in the TEE, you will be eligible to re-appear in the next TEE for that course, till the final span of the programme i. e. prior to completion by you of the maximum duration of five years from the date of your admission / registration to the programme.

Examination date-sheets (schedule which indicate the date and time of examination for each course) are notified through the IGNOU website.

It is a pre-requisite to submit the online examination form with a fee of Rs.120/- ( revised from time to time) per course. Only one form is to be submitted for all the courses you are appearing in TEE. **You can choose examination centre anywhere in India from the list of centres notified in the IGNOU website. The code of your chosen centre is to be filled up as Examination Centre Code.** However, if Examination Centre chosen by you is not activated, you will be allotted to any other Examination Centre under the same Region. Change of Examination Centre, once allotted, is not permissible under any circumstances.

The dates for submission of examination forms are given below.

| For June TEE                                     | For December TEE  | Late fee  | Address | Remark                                 |
|--|---|-----------|---------|--|
| 1 <sup>st</sup> March to 31 <sup>st</sup> March  | 1 <sup>st</sup> September to 30 <sup>th</sup> September | NIL       | Online  | Examination fee @ Rs.120/- per course. |
| 1 <sup>st</sup> April to 20 <sup>th</sup> April  | 1 <sup>st</sup> October to 20 <sup>th</sup> October     | Rs.300/-  |         |  |
| 21 <sup>st</sup> April to 30 <sup>th</sup> April | 21 <sup>st</sup> October to 31 <sup>st</sup> October    | Rs.500/-  |         |  |
| 1 <sup>st</sup> May to 15 <sup>th</sup> May      | 1 <sup>st</sup> November to 15 <sup>th</sup> November   | Rs.1000/- |         |  |

**Issue of Examination Intimation Slip:** University uploads Hall Ticket / Examination Intimation Slip of the term-end examination at the University's website: [www.ignou.ac.in](http://www.ignou.ac.in). Students can download the same for the examination purpose from the website.

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## 9.0 GENERAL INSTRUCTIONS

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Please file 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 you course material, any information and letters promptly, without any delay or the risk of their being lost.

Please try to attend as many counseling sessions as possible so as to get the best out of the programme.

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.

Answer 'Check Your Progress' questions. Please remember, 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.

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## 10.0 ONLINE FACILITIES

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IGNOU website is [www.ignou.ac.in](http://www.ignou.ac.in). A few important links under the site are enlisted here.

- i. **Schools:** Where you will get the information about the programmes offered by different schools.
- ii. **For students:** Results; catalogue for print media and audio video; download facilities for assignment, question papers ; queries about admission, registration, material despatch detail, address checking, convocation; TEE date sheet; examination form; campus placement and prospectus and application form. Here you will get the electronic version of the prospectus and application form, information about the admission data, hall ticket and result.
- iii. **Division:** Under this section, there are links of Material Production and Distribution Division, Regional Service Division, Student Registration Division and Student Evaluation Division.
- iv. **Student Registration Division :** This link will give you information about admission / and re-admission.
- v. **Student Evaluation Division:** This link give information about TEE, results, assignment etc.
- vi. **Electronic Media Production Centre:** You will get the information about the Gyan Darshan Schedule, Gyan Vani schedule, Interactive Radio Counselling, Teleconferencing schedule and feedback form.

Student may use photocopies of the following forms given as annexures. These forms are also available in the IGNOU website ( [www.ignou.ac.in](http://www.ignou.ac.in)). Please check the website for modifications if any in the form, fee, addresses etc.

**Indira Gandhi National Open University**  
**Regional Services Division**  
**List of Regional Centres**

| S. N. | REGIONAL CENTRE, CODE AND NO OF LEARNER SUPPORT CENTRES | ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL   | JURISDICTION  |
|-------|---|---|---|
| 1.    | AGARTALA<br>RC CODE : 26                                | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>M.B.B. COLLEGE COMPOUND<br>P.O. AGARTALA COLLEGE TILLA<br>AGARTALA - 799 004<br>TRIPURA<br>0381-2519391<br>0381-2516714<br>0381-2516266<br>rcagartala@ignou.ac.in                                   | STATE OF TRIPURA (DISTRICT:<br>DHALAI, NORTH TRIPURA, SOUTH<br>TRIPURA, WEST TRIPURA, GOMATI,<br>KHOWAI, SEPAHIJALA, UNOKOTI)   |
| 2.    | AHMEDABAD<br>RC CODE : 09                               | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>OPP. NIRMA UNIVERSITY<br>SARKHEJ-GANDHINAGAR HIGHWAY<br>CHHARODI<br>AHMEDABAD - 382 481<br>GUJARAT<br>02717-242975-242976<br>02717-241579<br>02717-256458<br>02717-241580<br>rcahmedbad@ignou.ac.in | STATE OF GUJARAT (DISTRICT:<br>AHMEDABAD, ANAND,<br>BANASKANTHA, BHARUCH, DAHOD,<br>GANDHINAGAR, MEHSANA, PATAN,<br>SABARKANTHA, SURAT, VADODARA,<br>VALSAD, DANG, KHEDA, NARMADA,<br>NAVSARI, PANCHMAHAL, TAPI,<br>ARAVALLI)<br>DAMAN & DADRA NAGAR HAVELI<br>(U.T.) |
| 3.    | AIZWAL<br>RC CODE : 19                                  | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>HOUSE NO. YC-10<br>ROPHIRA BUILDING<br>CHALTLANG DAWRKAWN<br>AIZAWL - 796 012<br>MIZORAM<br>0389-2391692/2395260<br>0389-2391789<br>rcaizwal@ignou.ac.in  | STATE OF MIZORAM (DISTRICT:<br>AIZAWL, LUNGLEI, KOLASIB,<br>MAMIT, SERCHHIP, SAIHA,<br>CHAMPHAI, LAWNGTLAI)   |
| 4.    | ALIGARH<br>RC CODE : 47                                 | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>3/310<br>MARRIS ROAD<br>ALIGARH - 202 001<br>UTTAR PRADESH<br>0571-2700120/2701365<br>0571-2402147<br>rcaligarah@ignou.ac.in  | STATE OF UTTAR PRADESH<br>(DISTRICT: ALIGARH, BUDAUN,<br>ETAH, ETAWAH, FIROZABAD,<br>KASHIRAM NAGAR/KASGANJ,<br>MAHAMAYA NAGAR/HATHRAS,<br>MAINPURI)  |
| 5.    | BANGALORE<br>RC Code: 13                                | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>NSSS KALYANA KENDRA<br>293, 39TH CROSS, 8TH BLOCK<br>JAYANAGAR  | STATE OF KARNATAKA (DISTRICT:<br>BANGALORE, BANGALORE RURAL,<br>CHIKBALLAPUR, CHITRADURGA,<br>DAVANAGERE, KOLAR,<br>RAMANAGARA, SHIMOGA,  |



|     |                             |   |  |
|-----|-----------------------------|---|--|
|     |                             | BANGALORE - 560 070<br>KARNATAKA<br>080-26654747/26657376<br>080-26639711<br>080-26644848<br>rcbangalore@ignou.ac.in  | TUMKUR, RAMANAGARA,<br>CHAMARAJANAGAR &<br>CHIKMAGALUR<br>DAKSHINA KANNADA, HASSAN,<br>KODAGU, MANDYA, MYSORE,<br>UDUPI)   |
| 6.  | BHAGALPUR<br>RC CODE: 82    | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>3RD FLOOR, SUMAN PLAZA<br>CENTRAL JAIL ROAD, TILKAMANJHI<br>BHAGALPUR<br>BHAGALPUR<br>BIHAR 812001<br>0641-2610055/2610066<br>0641-2610077<br>rcbhagalpur@ignou.ac.in | STATE OF BIHAR (DISTRICT:<br>BHAGALPUR, BANKA, MUNGER)   |
| 7.  | BHOPAL<br>RC CODE : 15      | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>12, ARERA HILLS<br>BHOPAL<br>BHOPAL - 462 011<br>MADHYA PRADESH<br>0755-2578455/2578452<br>0755-2762524<br>0755-2578454<br>rcbhopal@ignou.ac.in                       | STATE OF MADHYA PRADESH<br>(DISTRICT: ALIRAJPUR, BHIND,<br>DATIA, HARDA, KHANDWA,<br>MANDSAUR, NEEMUCH, RAJGARH,<br>SHAJAPUR, BAWANI, BHOPAL,<br>DEWAS, GUNA, HOSHANGABAD,<br>JHABUA, KHARGONE, MORENA,<br>RATLAM, SHEOPUR,<br>VIDISHA, ASHOK NAGAR, BETUL,<br>BURHANPUR, DHAR, GWALIOR,<br>INDORE, RAISEN, SEHORE,<br>SHIVPURI, UJJAIN, AGAR-MALWA) |
| 8.  | BHUBANESHWAR<br>RC CODE: 21 | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>C - 1, INSTITUTIONAL AREA<br>BHUBANESHWAR - 751 013<br>ODISHA<br>0674-2301348 / 2301250<br>0674-2301352<br>0674-2371457<br>0674-2300349<br>rcbhubaneswar@ignou.ac.in  | STATE OF ODISHA (DISTRICT:<br>ANGUL, BHADRAK, BARAGARH,<br>BALASORE, CUTTACK, DEOGARH,<br>DHENKANAL, GANJAM, GAJAPATI,<br>JHARSUGUDA, JAIPUR,<br>JAGATSINGHPUR, KHORDHA,<br>KEONJHAR, KANDHAMAL,<br>KENDRAPARA, MAYURBHANJ,<br>NAYAGARH, PURI, SAMBALPUR,<br>SUNDERGARH)   |
| 9.  | BIJAPUR<br>RC Code : 85     | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>ANANDA MAHAL<br>OLD ZP OFFICE<br>(EX OFFICE OF MP)<br>BIJAPUR - 586103<br>KARNATAKA<br>08352-260006<br>9482311006<br>rcbijapur@ignou.ac.in                            | STATE OF KARNATAKA COVERING<br>(DISTRICTS BAGALKOT, BIJAPUR,<br>BIDAR, GULBARGA, KOPPAL,<br>RAICHUR, YADGIR, HAVERI, GADAG,<br>BELLARY, BELGAUM, DHARWAD)<br>STATE OF MAHARASHTRA (DIS-<br>TRICTS SOLAPUR, LATUR)  |
| 10. | CHANDIGARH<br>RC Code : 06  | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>SCO 208<br>SECTOR 14<br>PANCHKULA - 134 109<br>HARYANA<br>0172-2590277, 2590278<br>0172-2590208<br>0172-2590279<br>rcchandigarh@ignou.ac.in                           | STATE OF PUNJAB (DISTRICT:<br>PATIALA, MOHALI, RUPNAGAR,<br>FATEHGARH SAHEB), STATE OF<br>HARYANA (DISTRICT: AMBALA,<br>PANCHKULA), CHANDIGARH (U.T.)  |

|     |                           |   |   |
|-----|---------------------------|---|---|
| 11. | CHENNAI<br>RC Code : 25   | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>PERIYAR THIDAL<br>84/1 EVK SAMPATH SALAI<br>VEPERY<br>CHENNAI-600007<br><a href="mailto:rcchennai@ignou.ac.in">rcchennai@ignou.ac.in</a><br>044-26618438  | STATE OF TAMILNADU (DISTRICT:<br>CHENNAI, THIRUVALLUR,<br>KANCHIPURAM, VELLORE,<br>THIRUVANNAMALAI, KRISHNAGIRI,<br>DHARMAPURI, SALEM, NAMAKKAL,<br>VILLUPURAM, CUDDALORE,<br>PERAMBALUR, NAGAPATTINAM),<br>PUDUCHERRY (U.T.)   |
| 12. | COCHIN<br>RC CODE : 14    | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>KALOOR COCHIN – 682017, KERALA<br>Ph. Off-0484-2340203/2348189/2330891<br>Fax: 0484-2340204<br>E-MAIL : <a href="mailto:rccochin@ignou.ac.in">rccochin@ignou.ac.in</a>  | STATE OF KERALA (DISTRICT:<br>ALAPPUZHA, ERNAKULAM, IDUKKI,<br>KOTTAYAM, PALAKKAD, THRISSUR,<br>LAKSHADWEEP (U.T.)  |
| 13. | DARBHANGA<br>RC CODE : 46 | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>LALIT NARAYAN MITHILA<br>UNIV. CAMPUS, KAMESHWAR<br>NAGAR, NEAR CENTRAL BANK<br>DARBHANGA - 846 004<br>BIHAR<br>06272-251862<br>06272-251833<br>06272-253719<br><a href="mailto:rcdarbhanga@ignou.ac.in">rcdarbhanga@ignou.ac.in</a>            | STATE OF BIHAR (DISTRICT:<br>BEGUSARAI, DARBHANGA, EAST<br>CHAMPARAN, GOPALGANJ,<br>SHEOHAR, SITAMARHI,<br>SAMASTIPUR, MADHUBANI,<br>MUZAFFARPUR & WEST<br>CHAMPARAN)   |
| 14. | DEHRADUN<br>RC CODE : 31  | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>NANOOR KHERA, TAPOVAN<br>RAIPUR ROAD<br>DEHRADUN - 248 008<br>UTTARAKHAND<br>0135-2789200<br>0135-2789205<br>0135-2789190<br>0135-2789180<br><a href="mailto:rcdehradun@ignou.ac.in">rcdehradun@ignou.ac.in</a>                                 | STATE OF UTTARAKHAND (DISTRICT:<br>DEHRADUN, PAURI, CHAMOLI, TEHRI,<br>UTTARAKASHI, RUDRAPRAYAG,<br>HARIDWAR, NAINITAL, ALMORA,<br>PITHORAGARH, US NAGAR,<br>CHAMPAWAT, BAGESHWAR)  |
| 15. | DELHI 1<br>RC CODE : 07   | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>PLOT NO J-2/1 BLOCK - B 1<br>MOHAN COOPERATIVE INDUSTRIAL<br>ESTATE, MATHURA ROAD<br>NEW DELHI - 110 044<br>DELHI<br>011-26990082/26990082-83<br>011-26058354<br>011-26990084<br><a href="mailto:rcdelhi1@ignou.ac.in">rcdelhi1@ignou.ac.in</a> | STATE OF DELHI (COVERING AREAS<br>OF MEHRAULI, CHANAKYAPURI,<br>LODHI COLONY, SOUTH EXTENSION,<br>R.K. PURAM, VASANT KUNJ, SAKET,<br>GREEN PARK, LAJPAT NAGAR, G.K.,<br>MALVIYA NAGAR, BHOGAL, ASHRAM,<br>HAUZ KHAS, MUNIRIKA, OKHLA,<br>SANGAM VIHAR, FRIENDS COLONY,<br>BADARPUR), STATE OF HARYANA<br>(DISTRICT: FARIDABAD, PALWAL)                    |
| 16. | DELHI 2<br>RC CODE – 29   | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>GANDHI SMRITI & DARSHAN<br>SAMITI, RAJGHAT<br>NEW DELHI - 110 002<br>DELHI<br>011-23392374/23392376 23392377/23392<br>737<br>011-26493257<br>011-23392375<br><a href="mailto:rcdelhi2@ignou.ac.in">rcdelhi2@ignou.ac.in</a>                     | STATE OF DELHI (COVERING AREAS<br>OF KARALA, PRAHLADPUR,<br>BANAGAR, LIBASPUR, RAMA VIHAR,<br>RANI BAGH, SULTAN PURI, BUD<br>VIHAR, MANGOLPURI, PITAMPURA,<br>JAHANGIR PURI, JHARODA MAJA,<br>BURAI, DR. MUKHERJEE NAGAR,<br>MODEL TOWN, SHAKURPUR,<br>COLONY, GTB NAGAR,<br>ASHOK VIHAR, SHASTRI NAGAR,<br>CIVIL LINES, YAMUNA VIHAR, NAND<br>NAGRI BHR) |

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| 17. | DELHI 3<br>RC CODE : 38   | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>F-634-636 PALAM EXTENSION<br>SHAHEED RAMPHAL CHOWK<br>(NEAR SECTOR 7) DWARKA<br>NEW DELHI - 110 077<br>DELHI<br>011-25088964<br>011-25088939<br>011-25088944<br>011-25088983<br>rcdelhi3@ignou.ac.in | STATE OF DELHI (COVERING AREAS<br>OF MUNDKA, NANGLOI JAT,<br>PEERAGARHI, PUNJABI BAGH,<br>BAKARWALA, MEERABAGH, MOTI<br>NAGAR, TILAK NAGAR, TILANGPUR<br>KOTLA, VIKASPURI, SUBHASH<br>NAGAR, UTTAM NAGAR,<br>JANAKPURI, NAJAFGARH,<br>MAHAVIR ENCLAVE, SAGARPUR,<br>DWARKA, PALAM,<br>PALAM FARMS, KAPASERA,<br>DHAULA KUAN, NARAINA,<br>MAHIPALPUR, MANSAROVAR<br>GARDEN), STATE OF HARYANA<br>(DISTRICTS: GURUGRAM, MEWAT) |
| 18. | DEOGHAR<br>RC CODE : 87   | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>MANDAKINI SADAN<br>BASUWADIH, ROHINI ROAD<br>DEOGHAR, JASIDIH<br>JHARKHAND 814142<br>06432-34448, 9234455958-957-975<br>rcdeoghar@ignou.ac.in  | STATE OF JHARKHAND COVERING<br>(DISTRICTS DEOGHAR, GODDA,<br>SAHIBGANJ, PAKUR, DUMKA,<br>JAMTARA & GIRIDIH)  |
| 19. | GANGTOK<br>RC CODE : 24   | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>5TH MILE TADONG<br>NH-10-A BELOW CENTRAL REFERRAL<br>HOSPITAL, EAST SIKKIM<br>GANKTOK - 737 102 SIKKIM<br>0359-231102/270923, 0359-231103<br>rcgangtok@ignou.ac.in                                   | STATE OF SIKKIM (DISTRICT: EAST<br>SIKKIM, WEST SIKKIM, NORTH<br>SIKKIM, SOUTH SIKKIM)   |
| 20. | GUWAHATI<br>RC CODE : 04  | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>HOUSE NO 71, GMCH ROAD<br>CHRISTIAN BASTI, GUWAHATI<br>GUWAHATI,<br>ASSAM 781005<br>0361-2343771 / 2343785<br>0361-2343786<br>0361-2343784<br>rcguwahati@ignou.ac.in                                 | STATE OF ASSAM (DISTRICT: KARBI<br>ANGLONG (EAST), KARBIANGLONG<br>(WEST), MORIGAON, DARRANG,<br>KAMRUP, KAMRUP METROPOLITAN,<br>NALBARI, BARPETA, BONGAIGAON,<br>DHUBRI, SOUTH SALMARA-<br>MANKACHAR, GOALPARA,<br>KOKRAJHAR, BAKSA, UDALGURI,<br>CHIRANG, DIMA HASAO, CACHAR,<br>HAILAKANDI, KARIMGANJ)  |
| 21. | HYDERABAD<br>RC CODE : 01 | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>PLOT NO 207, KAVURI HILLS<br>PHASE II, NEAR MADHAPUR PS,<br>JUBILEE HILLS (P.O.)<br>HYDERABAD - 500 033<br>TELANGANA<br>040-23117550-53<br>040-27152527, 040-23117554<br>rchyderabad@ignou.ac.in     | STATE OF TELANGANA (DISTRICT:<br>ADILABAD, HYDERABAD, KARIM<br>NAGAR, KHAMMAM, MEDAK,<br>MAHABOOB NAGAR, NALGONDA,<br>NIZAMABAD, RANGAREDDY,<br>WARANGAL)  |
| 22. | IMPHAL<br>RC CODE : 17    | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>ASHA JINA COMPLEX<br>NORTH A.O.C.<br>IMPHAL - 795 001<br>MANIPUR<br>0385-2421190 / 2421191<br>0385-2421192<br>rcimphal@ignou.ac.in   | STATE OF MANIPUR (DISTRICT:<br>BISHNUPUR, CHURACHANDPUR,<br>CHANDEL, IMPHAL EAST, IMPHAL<br>WEST, SENAPATI, TAMENGLONG,<br>THOUBAL, UKHRUL, KAKCHING,<br>TENGNUPAL, KAMJONG,<br>KANGPOKPI, JIRIBAM, NONEY,<br>PHERZAWL)  |

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| 23. | ITANAGAR<br>RC CODE : 03 | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>'HORNHILL COMPLEX'<br>'C' SECTOR (NEAR CENTRAL SCH.)<br>NAHARLAGUN, PAPUM PARE<br>ITANAGAR - 791 110<br>ARUNACHAL PRADESH<br>0360-2351705/2247536<br>0360-2247538<br>0360-2350990<br>rcitanagar@ignou.ac.in | STATE OF ARUNACHAL PRADESH<br>(DISTRICT: ANJAW, CHANGLANG,<br>EAST KAMENG, EAST SIANG,<br>KURUNG KUMEY, KARADADI,<br>LONGDING, LOHIT, LOWER DIBANG<br>VALLEY, LOWER SUBANSIRI, PAPUM<br>PARE, TAWANG, TIRAP, UPPER<br>DIBANG, UPPER SUBANSIRI, UPPER<br>SIANG, WEST KAMENG,<br>WEST SIANG) |
| 24. | JABALPUR<br>RC CODE: 41  | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>2ND FLOOR, RAJSHEKHAR BHAVAN<br>RANI DURGAVATI VISHVAVIDYALAYA<br>CAMPUS, PACHPEDHI<br>JABALPUR - 482 001<br>MADHYA PRADESH<br>0761-2600411 /2609896<br>0761-2609919<br>rcjabalpur@ignou.ac.in              | STATE OF MADHYA PRADESH<br>(DISTRICT: ANNUPUR, BALAGHAT,<br>CHHINDWARA, DINDORI,<br>JABALPUR, KATNI, MANDLA,<br>NARSHINGAPUR, SEONI, SHAHDOL,<br>SIDDHI, SINGRAULI, UMARIA,<br>DAMOH, PANNA, SAGAR,<br>CHHATTARPUR, REWA, SATNA,<br>TIKAMGARH)   |
| 25. | JAIPUR<br>RC CODE: 23    | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>70/79, SECTOR - 7<br>PATEL MARG, MANSAROVAR<br>JAIPUR - 302 020 RAJASTHAN<br>0141-2785730 /2785427<br>0141-2396427, 0141-2785763<br>0141-2784043<br>rcjaipur@ignou.ac.in                                    | STATE OF RAJASTHAN (DISTRICT:<br>AJMER, ALWAR, BARAN,<br>BHARATPUR, BHILWARA, BUNDI,<br>CHITTORGARH, CHURU, DAUSA,<br>DHOLPUR, HANUMUNGARH,<br>JAIPUR, JHALAWAR, JHUNJHUNU,<br>KARALI, KOTA,<br>SAWAIMADHEPUR, SIKAR,<br>SRIGANGANAGAR & TONK)   |
| 26. | JAMMU<br>RC CODE: 12     | REGIONAL DIRECTOR,<br>IGNOU REGIONAL CENTRE,<br>GOVT. SPMR COLLEGE OF<br>COMMERCE<br>AUROBINDO BLOCK, 1ST FLOOR<br>CANAL ROAD<br>JAMMU - 180 001<br>JAMMU & KASHMIR<br>0191-2579572 /2546529<br>0191-2502921, 0191-2585154<br>rcjammu@ignou.ac.in           | STATE OF JAMMU & KASHMIR<br>(JAMMU REGION - DISTRICT: DODA,<br>JAMMU, KATHUA, KISHTWAR,<br>POONCH, RAJOURI, RAMBAN, REASI,<br>SAMBA, UDHAMPUR)   |
| 27. | JODHPUR<br>RC CODE: 88   | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE,<br>PLOT NO. 439<br>PAL LINK ROAD<br>OPP. KAMALA NAGAR HOSPITAL<br>JODHPUR<br>RAJASTHAN 342008<br>0291-2755424, 0291-2751524<br>0291-2756579<br>rcjodhpur@ignou.ac.in<br>studentsrcjodhpur@ignou.ac.in           | STATE OF RAJASTHAN COVERING<br>(DISTRICTS: JODHPUR, BARMER,<br>JAISALMER, RAJASMAND, UDAIPUR,<br>BIKANER, JALORE, SIROHI, NAGOUR,<br>DUNGARPUR, PALI, PRATAPGARH,<br>BANSWARA)   |
| 28. | JORHAT<br>RC CODE: 37    | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>JANAMBHUMI BUILDING<br>TULSHI NARAYAN SARMAH PATH<br>NEAR NEHRU PARK<br>JORHAT - 785001 ASSAM<br>0376-2301116, 0376-2301115/2301114<br>rcjorhat@ignou.ac.in   | STATE OF ASSAM (DISTRICT:<br>NAGAON, GOLAGHAT, JORHAT,<br>SIVASAGAR, DIBRUGARH, TINSUKIA,<br>LAKHIMPUR, DHEMAJI, SONITPUR,<br>BISWANATH, CHARAIDEO, HOJAI &<br>MAJULI)   |

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| 29. | KARNAL<br>RC CODE: 10  | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>06 SUBHASH COLONY<br>NEAR HOME GUARD OFFICE<br>KARNAL - 132 001<br>HARYANA<br>0184-2271514 / 2260075<br>0184-2254621, 0184-2255738<br>rckarnal@ignou.ac.in  | STATE OF HARYANA (DISTRICT:<br>BHIWANI, FATEHABAD, HISAR,<br>JHAJJAR, JIND, KAITHAL, KARNAL,<br>KURUKSHETRA, MAHENDRAGARH,<br>PANIPAT, REWARI, ROHTAK, SIRSA,<br>SONIPAT, YAMUNANAGAR)  |
| 30. | KHANNA<br>RC CODE: 22  | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>I.T.I. BUILDING<br>BULEPUR<br>(DISTRICT LUDHIANA)<br>KHANNA - 141 401 PUNJAB<br>01628-229993 / 237361<br>01628-238632, 01628-238284<br>rckhanna@ignou.ac.in   | STATE OF PUNJAB (DISTRICT:<br>GURDASPUR, AMRITSAR, TARN<br>TARAN, KAPURTHALA,<br>JALANDHAR, HOSHIARPUR, SBS<br>NAGAR/NAWANSHAHR, BARNALA,<br>SANGRUR, BATHINDA, MANSA,<br>MUKTSAR, LUDHIANA, FEROZEPUR,<br>FARIDKOT, MOGA)  |
| 31. | KOHIMA<br>RC CODE: 20  | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>NEAR MOUNT HERMON SCHOOL<br>DON BOSCO HR.SEC SCHOOL ROAD<br>KENUOZOU<br>KOHIMA - 797 001 NAGALAND<br>0370-2260366 / 2260167<br>0370-2241968, 0370-2260216<br>rckohima@ignou.ac.in                           | STATE OF NAGALAND (DISTRICT:<br>KOHIMA, DIMAPUR, WOKHA,<br>MOKOKCHUNG, ZUNHEBOTO,<br>TUENSANG, LONGLENG, KIPHIRE, MON,<br>PEREN, PHEK)  |
| 32. | KOLKATA<br>RC CODE: 28 | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>BIKASH BHAWAN, 4TH FLOOR<br>NORTH BLOCK<br>SALT LAKE, BIDHAN NAGAR<br>KOLKATA - 700 091 WEST BENGAL<br>033-23349850<br>033-23592719 / 23589323 (RCL)<br>033-24739393, 033-23347576<br>rckolkata@ignou.ac.in | STATE OF WEST BENGAL (DISTRICT:<br>KOLKATA, NORTH 24 PARAGANAS,<br>SOUTH 24 PARAGANAS, PURBA<br>MEDINIPUR, PASCHIM MEDINIPUR,<br>BANKURA, HOWRAH, HOOGHLY,<br>PURULIA, BURDWAN, NADIA)  |
| 33. | KORAPUT<br>RC CODE: 44 | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>DISTRICT AGRICULTURE OFFICE RD<br>BEHIND WOMEN'S COLLEGE<br>AT/PO/DISTT.-KORAPUT<br>764 020 ODISHA<br>06852-251535<br>06852-251535, 06852-252503<br>rckoraput@ignou.ac.in                                   | STATE OF ODISHA (DISTRICT:<br>KORAPUT, MALKANGIRI,<br>RAYAGADA, NABARANGPUR,<br>KALAHANDI, NUAPADA, BOLANGIR,<br>SONEPUR, BOUDH)  |
| 34. | LUCKNOW<br>RC CODE: 27 | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>5-C/INS-1, SECTOR - 5<br>VRINDAVAN YOJNA, TELIBAGH<br>LUCKNOW<br>226 029<br>UTTAR PRADESH<br>0522-2442832<br>rclucknow@ignou.ac.in  | STATE OF UTTAR PRADESH (DISTRICT:<br>AMETHI, AURAIYA, BAHRAICH,<br>BALRAMPUR, BANDA, BARABANKI,<br>BAREILLY, BASTI, CHITRAKUT,<br>FAIZABAD, FARUKHABAD<br>(FATEHGARH), FATEHPUR, GONDA,<br>HAMIRPUR, HARDOI, JALAUN (ORAI),<br>JHANSI, KANNAUJ, KANPUR RURAL,<br>KANPUR URBAN,<br>KAUSHAMBI, LAKHIMPUR (KHERI),<br>LALITPUR, LUCKNOW, MAHOBA,<br>PILIBHIT, RAEBAREILY,<br>SHAHJANANPUR, SHRAVASTI,<br>SIDHARTHANAGAR, SITAPUR, UNNAO) |

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| 35. | MADURAI<br>RC CODE: 43 | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>SIKKANDAR CHAVADI<br>ALANGANALLUR ROAD<br>MADURAI 625 018<br>TAMIL NADU<br>0452-2380775 / 2380733<br>0452-2380588<br>rcmadurai@ignou.ac.in   | STATE OF TAMIL NADU (DISTRICT:<br>COIMBATORE, DINDIGUL, ERODE,<br>KARUR, MADURAI, NILGIRIS,<br>PUDUKKOTTAI,<br>RAMANATHAPURAM, SIVAGANGA,<br>THANJAVUR, THENI, THIRUVARUR,<br>TIRUCHIRAPPALLI, TIRUPUR,<br>VIRUDHUNAGAR, ARIYALUR)  |
| 36. | MUMBAI<br>RC CODE: 49  | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>2nd AND 3rd FLOOR<br>KAPPEESH BUILDING, M. G. ROAD<br>OPP TO MULUND RLY. STATION<br>MULUND (WEST), MUMBAI- 400 080<br>MAHARASHTRA<br>022-25925540 / 25923159<br>022-25925411<br>rcmumbai@ignou.ac.in | STATE OF MAHARASHTRA (DIS-<br>TRICT: MUMBAI, THANE, RAIGAD,<br>RATNAGIRI, PALGHAR, MUMBAI<br>SUBURBAN)  |
| 37. | NA GPUR<br>RC CODE: 36 | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>"GYAN VATIKA"<br>14, HINDUSTAN COLONY<br>AMARAVATI ROAD<br>NAGPUR - 440 033<br>MAHARASHTRA<br>0712-2536999, 2537999<br>0712-2022000<br>0712-2538999<br>rcnagpur@ignou.ac.in                          | STATE OF MAHARASHTRA (DIS-<br>TRICT: AKOLA, AMRAVATI,<br>BHANDARA, BULDHANA,<br>CHANDRAPUR, GADCHIROLI,<br>GONDIA, HINGOLI, NAGPUR,<br>NANDED, PARBHANI, WARDHA,<br>WASHIM, YAVATMAL)   |
| 38. | NOIDA<br>RC CODE: 39   | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>C-53 SECTOR 62<br>INSTITUTIONAL AREA<br>NOIDA - 201 305<br>UTTAR PRADESH<br>0120-2405012 / 2405014<br>0120-2405013<br>rcnoida@ignou.ac.in  | STATE OF UTTAR PRADESH<br>(DISTRICT: GAUTAM BUDH NAGAR,<br>GHAZIABAD, MEERUT, BAGHPAT,<br>BULANDSHAHR, HAPUR,<br>SAHARANPUR, MUZAFFARNAGAR,<br>BIJNOR, SHAMLI, AMROHA,<br>MORADABAD, SAMBHAL RAMPUR,<br>AGRA, MATHURA)<br>STATE OF DELHI (MAYUR VIHAR PH-<br>I & II, MAYUR VIHAR EXTN.,<br>VASUNDHARA ENCLAVE, EAST<br>DELHI) |
| 39. | PANAJI<br>RC CODE: 08  | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>H. NO. 1570<br>NEAR P&T STAFF QUARTERS<br>ALTO PORVORIM P.O.<br>403 521 GOA<br>0832-2414553, 0832-2414550<br>rcpanaji@ignou.ac.in  | STATE OF GOA (DISTRICT: NORTH<br>GOA, SOUTH GOA), STATE OF<br>KARNATAKA (DISTRICT: UTTARA<br>KANNAD), STATE OF<br>MAHARASHTRA (DISTRICT:<br>SINGHDHURG)   |
| 40. | PATNA<br>RC CODE: 05   | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>2ND FLOOR, BISCOMAUN TOWER<br>WEST GANDHI MAIDAN,<br>PATNA - 800 001<br>BIHAR<br>0612-2219539 / 2219541<br>0612-2687042<br>0612-2219538<br>rcpatna@ignou.ac.in                                       | STATE OF BIHAR (DISTRICT: ARWAL,<br>BHOJPUR, BUXAR, JEHANABAD,<br>LAKHISARAI, NALANDA, PATNA,<br>SHEIKHPURA, VAISHALI, SIWAN,<br>SARAN, ROHTAS, KAIMUR,<br>NAWADA, GAYA, AURANGABAD,<br>JAMUI)  |

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| 41. | PORT BLAIR<br>RC CODE: 02        | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>KANNADA SANGHA BUILDING<br>NEAR SYNDICATE BANK<br>18, TAGORE ROAD, MOHANPURA<br>PORT BLAIR - 744 101<br>ANDAMAN & NICOBAR ISLANDS<br>03192-242888 / 230111, 03192-230111<br>rreportblair@ignou.ac.in | ANDAMAN & NICOBAR ISLANDS<br>[U.T.] (DISTRICT: NORTH & MIDDLE<br>ANDAMAN, SOUTH ANDAMAN,<br>NICOBAR)  |
| 42. | PUNE<br>RC CODE: 16              | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>MSFC BUILDING, 1ST FLOOR<br>270, SENAPATI BAPAT ROAD<br>PUNE - 411 016<br>MAHARASHTRA<br>020-25671867 / 25651321<br>020-25880091, 020-25671864<br>rcpune@ignou.ac.in                                 | STATE OF MAHARASHTRA (DIS-<br>TRICT: NANDURBAR, DHULE,<br>JALGAON, AURANGABAD, NASIK,<br>JALNA, AHMADNAGAR, BEED,<br>PUNE, OSMANABAD, SANGLI,<br>SATARA, KOLHAPUR)  |
| 43. | RAGHUNATH<br>GANJ<br>RC CODE: 50 | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>BAGAN BARI<br>NEAR DENABANK, FULTALA<br>MURSHIDABAD<br>RAGHUNATHGANJ<br>WEST BENGAL-742 225<br>03483-271555 / 271666<br>03483-271666, 03483-271666<br>rcraghunathganj@ignou.ac.in                    | STATE OF WEST BENGAL (DISTRICT:<br>MURSHIDABAD, BIRBHUM, MALDA)   |
| 44. | RAIPUR<br>RC CODE: 35            | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>IGNOU COMPLEX<br>HOUSING BOARD COLONY,<br>KACHNA<br>POST: SADDU<br>RAIPUR - 492 014<br>CHHATTISGARH<br>0771-2428285 / 5056508<br>0771-2445839<br>0771-2583578, 0771-2445839<br>rcraipur@ignou.ac.in  | STATE OF CHHATTISGARH (DISTRICT:<br>BILASPUR, DHAMTARI, DURG,<br>JANJGIR-CHAMPA, JASHPUR,<br>KANKER, KAWARDHA, KORBA,<br>KORIYA, MAHASAMUND, RAIGARH,<br>RAIPUR, RAJNANDGAON, SURAJPUR,<br>SARGUJA, BALOD, BALODBAZAR,<br>BALRAMPUR, BEMETARA,<br>GARIABANDH, MUNGELI,<br>DANTEWADA,<br>BASTAR, KONDAGAON,<br>NARAYANPUR, BIJAPUR, SUKMA) |
| 45. | RAJKOT<br>RC CODE: 42            | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>SAURASHTRA UNIVERSITY CAMPUS<br>RAJKOT<br>360 005<br>GUJARAT<br>0281-2572988<br>0281-2561449, 0281-2571603<br>rcrajkot@ignou.ac.in   | STATE OF GUJARAT (DISTRICT:<br>RAJKOT, KACHCHH, JAMNAGAR,<br>PORBANDAR, JUNAGADH, AMRELI,<br>BHAVNAGAR, SURENDRANAGAR,<br>DEV-BHOOMI DWARKA, GIR-<br>SOMNATH, BOTAD, MORBI), DIU<br>(U.T.)  |
| 46. | RANCHI<br>RC CODE: 32            | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>457/A, ASHOK NAGAR<br>RANCHI - 834 022<br>JHARKHAND<br>0651-2244688 / 2244699<br>0651-2244677<br>0651-2244400<br>rcranchi@ignou.ac.in  | STATE OF JHARKHAND (DISTRICT:<br>RANCHI, LOHARDAGA, GUMLA,<br>SIMDEGA, LATEHAR, WEST<br>SINGHBHUM, SARAİKELA,<br>KHARASAWAN, EAST SINGBHUM,<br>HAZARIBAGH, CHATRA, KODERMA,<br>KHUNTI, RAMGARH, BOKARO,<br>DHANBAD, PALAMU, GARHWA)   |

|     |                           |  |  |
|-----|---------------------------|--|--|
| 47. | SAHARSA<br>RC CODE: 86    | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>NAYA BAZAR<br>SAHARSA<br>852201<br>BIHAR<br>06478-219014, 219015<br>06478-219018<br>rcsaharsa@ignou.ac.in  | STATE OF BIHAR COVERING (DISTRICTS: KHAGARIA, SAHARSA, SUPAUL, MADHEPURA, KATIHAR, ARARIA, KISHANGANJ & PURNIA)  |
| 48. | SHILLONG<br>RC CODE: 18   | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>UMSHING<br>MAWKYNROH<br>NEHU CAMPUS<br>SHILLONG - 793 022<br>MEGHALAYA<br>0364-2550088/2550102/2550015<br>0364-2551010<br>rcshillong@ignou.ac.in   | STATE OF MEGHALAYA (DISTRICT: EAST GARO HILLS, EAST JAINTIA HILLS, EAST KHASI HILLS, NORTH GARO HILLS, RIBHOI, SOUTH GARO HILLS, SOUTH WEST GARO HILLS, SOUTH WEST KHASI HILLS, WEST GARO HILLS, WEST JAINTIA HILLS, WEST KHASI HILLS) |
| 49. | SHIMLA<br>RC CODE: 11     | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>CHAUHAN NIWAS BUILDING,<br>KHALINI<br>SHIMLA 171 002<br>HIMACHAL PRADESH<br>0177-2624612/2624613<br>18001808055 (TOLL FREE)<br>0177-2620125, 0177-2624611<br>rcshimla@ignou.ac.in                | STATE OF HIMACHAL PRADESH (DISTRICT: BILASPUR, CHAMBA, HAMIRPUR, KANGRA, KINNAUR, KULLU, LAHUL & SPITI, MANDI, SHIMLA, SIRMAUR, SOLAN, UNA)  |
| 50. | SILIGURI<br>RC CODE: 45   | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>17/12 J. C. BOSE ROAD<br>SUBHAS PALLY<br>SILIGURI<br>SILIGURI - 734 001<br>WEST BENGAL<br>0353-2526818/2526819<br>0353-2526829, 0353-2526829<br>rcsiliguri@ignou.ac.in<br>RCSILIGURI45@GMAIL.COM | STATE OF WEST BENGAL (DISTRICT: COOCHBEHAR, JALPAIGURI, DARJEELING, UTTAR DINAJPUR, DAKSHIN DINAJPUR, ALIPURDUAR)  |
| 51. | SRINAGAR<br>RC CODE: 30   | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>NEAR LAWRENCE VIDHYA BHAWAN<br>KURSU RAJ BAGH<br>SRINAGAR - 190 008<br>JAMMU & KASHMIR<br>0194-2311251, 0194-2311258<br>0194-2421506, 0194-2311259<br>rcsrinagar@ignou.ac.in                     | STATE OF JAMMU & KASHMIR (SRINAGAR REGION - DISTRICT: ANANTNAG, BANDIPORE, BARAMULLA, BUDGAM, GANDERBAL, KARGIL, KULGAM, KUPWARA, LEH, PULWAMA, SHOPIAN, SRINAGAR)   |
| 52. | TRIVANDRUM<br>RC CODE: 40 | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>RAJADHANI COMPLEX<br>OPPPRS HOSPITAL<br>KILLIPALAM, KARAMANA P.O.<br>THIRUVANANTHAPURAM - 695 002<br>KERALA<br>0471-2344113/2344120<br>0471-2344115, 0471-2344121<br>rcrivandrum@ignou.ac.in     | STATE OF KERALA (DISTRICTS: PATHANAMTHITTA, KOLLAM, THIRUVANANTHAPURAM), STATE OF TAMILNADU (DISTRICTS: KANYAKUMARI, TIRUNELVELI, THOOTHUKUDI)   |



|     |                              |   |  |
|-----|------------------------------|---|--|
| 53. | VARANASI<br>RC CODE: 48      | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>GANDHI BHAWAN<br>B.H.U. CAMPUS<br>VARANASI<br>221005<br>UTTAR PRADESH<br>0542-2368022/2368622<br>0522-2364893<br>0542-2369629<br>rcvaranasi@ignou.ac.in   | STATE OF UTTAR PRADESH (DIS-<br>TRICT: AMBEDKAR NAGAR,<br>AZAMGARH, BALLIA, CHANDAULI,<br>DEORIA, GHAZIPUR, GORAKHPUR,<br>JAUNPUR, KUSHINAGAR,<br>MAHARAJGANJ, MAU, MIRZAPUR,<br>SANT KABIR NAGAR, SANT<br>RAVIDAS NAGAR, SONEBHADRA,<br>VARANASI, ALLAHABAD,<br>PRATAPGARH,<br>SULTANPUR) |
| 54. | VATAKARA<br>RC CODE: 83      | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>MADHAVI BUILDING, 2ND FLOOR<br>NUT STREET (PO), VATAKARA<br>KOZHIKODE<br>673104<br>KERALA<br>0496-2525281, 0496-2516055<br>0496-2515413<br>rcvatakara@ignou.ac.in   | STATE OF KERALA (DISTRICT:<br>KANNUR, KASARAGOD,<br>WAYANAD, KOZHIKODE,<br>MALAPPURAM), [MAHE-<br>PUDUCHERRY(UT)]  |
| 55. | VIJAYAWADA<br>RC CODE: 33    | REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>SKPVV HINDU HIGH SCHOOL<br>PREMISES, KOTHAPET<br>VIJAYAWADA<br>520001<br>ANDHRA PRADESH<br>0866-2565253 / 2565959<br>0866-2565253<br>0866-2565353   | STATE OF ANDHRA PRADESH (DIS-<br>TRICT: KRISHNA, GUNTUR,<br>PRAKASHAM, NELLORE, CHITTOOR,<br>KADAPA, KURNOOL, ANANTAPUR)   |
| 56. | VISAKHAPATNAM<br>RC CODE: 84 | rcvijayawada@ignou.ac.in<br>REGIONAL DIRECTOR<br>IGNOU REGIONAL CENTRE<br>2ND FLOOR VUDA COMPLEX<br>SECTOR-12, MVP COLONY<br>USHODAYA JUNCTION<br>VISAKHAPATNAM - 530017<br>ANDHRA PRADESH<br>0891-2511200<br>0891-2511300<br>revisakhapatnam@ignou.ac.in | STATE OF ANDHRA PRADESH<br>COVERING (DISTRICTS: EAST<br>GODAVARI, WEST GODAVARI,<br>VISAKHAPATNAM,<br>VIZIANAGARAM & SRIKAKULAM),<br>[YANAM-PUDUCHERRY(UT)]  |

## IGNOU Recognized Regional Centres

### IGNOU – Army Recognized Regional Centres

| Sl. No. | Recognized RC Name Area | Code | Address  | Operational                 |
|---------|-------------------------|------|--|-----------------------------|
| 01      | IAEP - KOLKATA          | 51   | REGIONAL DIRECTOR<br>IGNOU ARMY RECOG REG CENTRE<br>COL. EDUCATION, FORT WILLIAM<br>HQ EASTERN COMMAND<br>C/O 99 APO<br>KOLKATA - 908 542<br>WEST BENGAL<br>033-2222668 (CIVIL)<br>2670(MILITARY)<br>033-2222668<br>rcarmy51@ignou.ac.in | EASTERN<br>COMMAND<br>AREA  |
| 02      | IAEP -<br>CHANDIMANDIR  | 52   | REGIONAL DIRECTOR<br>IGNOU ARMY RECOG REG CENTRE<br>COL. EDUCATION (G.S. EDU. BRANCH)<br>HQ WESTERN COMMAND<br>CHANDIMANDIR - 134107<br>HARYANA<br>0172-2589355, (CIVIL) 2670 (MILITARY)<br>0712-2589355<br>iaeprc52@rediffmail.com      | WESTERN<br>COMMAND<br>AREA  |
| 03      | IAEP - LUCKNOW          | 53   | REGIONAL DIRECTOR<br>IGNOU ARMY RECOG REG CENTRE<br>IAEP HQ, CENTRAL COMMAND-<br>GS (EDN)<br>LUCKNOW - 226002 UTTAR PRADESH<br>0522-2482968 (CIVIL); 2670 (MIL)<br>iaepcc53@yahoo.co.in  | CENTRAL<br>COMMAND<br>AREA  |
| 04      | IAEP - PUNE             | 54   | REGIONAL DIRECTOR<br>IGNOU ARMY RECOG REG CENTRE<br>COL. EDUCATION<br>H Q SOUTHERN COMMAND<br>HRDC-1 BEG & CENTRE<br>C/O 56 APO - 908 791<br>020-20265568 CIVIL); 3019 (MILITAR<br>020-26102670<br>armypunerc54@yahoo.com                | SOUTHERN<br>COMMAND<br>AREA |
| 05      | IAEP - UDHAMPUR         | 55   | REGIONAL DIRECTOR<br>IGNOU ARMY RECOG REG CENTRE<br>COL. EDUCATION<br>UTTAR KAMAN MUKHYALAYA 908545<br>C/O 56 APO, HQ NORTHERN COMMAND<br>UDHAMPUR<br>JAMMU & KASHMIR<br>01992-242486, 01992-242486<br>iaeparmy55@rediffmail.com         | NORTHERN<br>COMMAND<br>AREA |

|   |                      |    |  |                                    |
|---|----------------------|----|--|------------------------------------|
| 06  | IAEP - JAIPUR        | 56 | REGIONAL DIRECTOR<br>IGNOU ARMY RECOG REG CENTRE<br>EDUCATION BRANCH<br>HQ SOUTHERN WESTERN COMMAND<br>C/O 56 APO 908546<br>JAIPUR, RAJASTHAN<br>0141-6640 (MILITARY)<br>swciaep@gmail.com   | SOUTH<br>WESTERN<br>COMMAND        |
| <b>IGNOU – Navy Recognized Regional Centres</b>         |                      |    |  |                                    |
| 01  | INEP - KOCHI         | 74 | REGIONAL DIRECTOR<br>IGNOU NAVY RECOG REG CENTRE<br>NAVAL BASE<br>HQ SOUTHERN NAVAL COMMAND<br>KOCHI - 682 004 KERALA<br>0484-266210,2662515,0484-2666194<br>inepkochi_10@rediffmail.com   | HQ<br>SOUTHERN<br>NAVAL<br>COMMAND |
| 02  | INEP - MUMBAI        | 72 | REGIONAL DIRECTOR<br>IGNOU NAVY RECOG REG CENTRE<br>HQ. WESTERN NAVAL COMMAND<br>SHAHID BHAGAT SINGH MARG<br>MUMBAI - 400 023<br>MAHARASHTRA<br>022-22752245,022-22665458<br>inepm@rediffmail.com  | HQ<br>WESTERN<br>COMMAND           |
| 03  | INEP - NEW DELHI     | 71 | REGIONAL DIRECTOR<br>IGNOU NAVY RECOG REG CENTRE<br>DIRECTORATE OF NAVAL EDUCATION<br>INTEGRATED HQS. MINISTRY OF DEF<br>WEST BLOCK.5, IIND FLR, WING-II<br>RK PURAM, NEW DELHI - 110 066 DELHI<br>011-26194686,011-26105067<br>inepdelhi@rediffmail.com | NAVAL<br>HQS                       |
| 04  | INEP - VISAKHAPATNAM | 73 | CAPTAIN A G SELVAM<br>REGIONAL DIRECTOR<br>IGNOU NAVY RECOG REG CENTRE<br>HQ EASTERN NAVAL COMMAND<br>VISAKHAPATNAM - 530 014<br>ANDHRA PRADESH<br>0891-2812669,0891-2515834<br>rc73@ignou.ac.in   | HQ<br>EASTERN<br>NAVAL<br>COMMAND  |
| <b>IGNOU – Assam Rifles Recognized Regional Centres</b> |                      |    |  |                                    |
| 01  | IAREP - SHILLONG     | 81 | REGIONAL DIRECTOR<br>IGNOU ASSAM-RIFLES RECOG R.C.<br>DIRECTORATE GENERAL ASSAM<br>RIFLES (DGAR), LAITUMUKHRAH<br>SHILLONG - 793 011 MEGHALAYA<br>0364-2705181,0364-2705184<br>iarrc_81@yahoo.com  | COMMAND<br>AREA                    |

## Form for Non-receipt of Materials

**The Regional Director**  
**Concerned Regional Centre**  
.....

**Subject: Non-receipt of Study Material**

Enrolment No. ....

Programme ..... Medium of Study.....

I have not received the Study Materials in respect of the following:

| <u>Sl.No.</u> | <u>Course Code</u> | <u>Blocks</u> |
|---------------|--------------------|---------------|
|---------------|--------------------|---------------|

---

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

|                        |                |
|------------------------|----------------|
| Name and Address ..... | Signature..... |
| .....                  | Date .....     |
| .....                  |                |
| .....                  |                |

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### 1. For Official Use

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Date of dispatch of study material to student .....

*Fill this form online from IGNOU Website*





# 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.

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. Leave box blank 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 @ Rs. 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 |
|-------------------|---------|--------------|
| Courses           | × ₹ 120 |              |
| Practical Courses | × ₹ 120 |              |
| Late Fee          |         |              |
| <b>TOTAL</b>      |         |              |

|              |     |
|--------------|-----|
| 1. Draft No. |     |
| Amount       |     |
| 2. Draft No. |     |
| Amount       |     |
| Date         | / / |

**SIGNATURE OF THE STUDENT**  
(within the Box only) ✍

**ISSUING BANK**

Issuing Branch \_\_\_\_\_

Payable at (Regional Centre under  
which your exam centre falls)

|  |  |
|--|--|
|  |  |
|--|--|

| Dates for Submission of Exam Form |          |                     |          |   |
|-----------------------------------|----------|---------------------|----------|---|
| 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 |
| 1 April to 30 April               | ₹ 500/-  | 1 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](http://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](http://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



**STUDENT REGISTRATION DIVISION**  
**Application for Change of Address/Correction of Name**

Date : .....

|   |                          |
|---|--------------------------|
| <i>Please tick the appropriate box:</i> |                          |
| Change\Correction of Address            | <input type="checkbox"/> |
| Correction of Name                      | <input type="checkbox"/> |

To  
 Registrar, SRD  
 IGNOU  
 Maidan Garhi  
 New Delhi-110 068..

**THROUGH CONCERNED REGIONAL DIRECTOR**

Enrolment No. .... Programme .....

Name (in caps) .....

**I. DETAILS FOR CHANGE/CORRECTION OF MAILING ADDRESS**

| New Address       | Old Address       |
|-------------------|-------------------|
| .....             | .....             |
| .....             | .....             |
| City.....Pin..... | City.....Pin..... |
| State .....       | State .....       |

**2. CORRECTION OF NAME**

*(For correction in the spelling of name please attach an attested photocopy of 10th class Certificate)*

Name as recorded.....(in Capital Letters)

Correct Name .....(in Capital Letters)

.....

Signature of Student

Phone/Mobile Number.....

**FOR OFFICE USE**

**CONTROL NUMBER ..... LOT NO. .... DATE .....**







**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).

Prescribed dates for submission of form:- 1<sup>st</sup> March to 15<sup>th</sup> April for June Term-end Exam.

1<sup>st</sup> September to 15<sup>th</sup> October for December Term- end Exam.

1. Name .....
2. Programme:  Enrolment No:
3. Address: .....  
.....  
..... Pin Code
4. 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): .....
5. **Fee details:**  
(The fee for this purpose is Rs. 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): ..... × Rs. 100/- = Total Amount: .....  
Demand Draft No.: ..... Date: .....  
Issuing Bank: .....
6. 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. Photocopy(ies) of the answer script(s) shall be provided to the students from December-2008 term-end examination (TEE), onwards.
2. The fee for photocopy of the answer script shall be Rs. 100/- (Rupees One Hundred Only) per course. Fee shall be paid in the form of a Demand Draft drawn in favour of IGNOU and payable at New Delhi.
3. Application form without self attested photocopy of the Identity Card of the student will not be entertained.
4. Student's application form for photocopy(ies) of the answer script(s) shall reach the Concerned Authority (as mentioned below in the last para) alongwith the prescribed fee within 45 days from the date of declaration of results. The date of receipt of application for June term-end examination shall be by 15<sup>th</sup> October and for December term-end examination by 15<sup>th</sup> April or within 45 days from the date of declaration of result on the University's website, whichever your later.
5. 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.
6. 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.
7. The application form duly filled-in may be sent to the following address except CPE & DPE programmes:-

| <b>Sl. No.</b> | <b>Address of Evaluation Centre</b>   | <b>Jurisdiction of Evaluation Centre</b>  |
|----------------|---|---|
| 1.             | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>Kaloor, Cochin-682 017<br>Kerala  | Kochi, Trivandrum, Vatakara, Chennai, Madurai, Hyderabad, Vijayawada, Visakhapatnam, Bangalore, Bijapur, Panaji, Port Blair.  |
| 2.             | Deputy Registrar<br>Regional Evaluation Centre<br>Block-5, IGNOU, Maidan Garhi<br>New Delhi-110068  | Delhi-1, Delhi-2, Delhi-3, all Schools, Divisions, Centres, Units & Institutes at Headquarters, International Division and answer scripts received from other Evaluation Centre/ Sources if and when any. |
| 3.             | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>Sunny Lodge, Nongthymmi,<br>Nongshilliang Shillong-793014<br>Meghalaya                | Shillong, Guwahati, Jorhat, Itanagar, Imphal, Agartala, Gangtok, Kohima, Aizwal.  |
| 4.             | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>C/1, Institutional Area,<br>Bhubaneshwar-751013<br>Orissa                             | Bhubaneshwar, Koraput, Kolkata, Siliguri, Raghunathganj, Patna, Bhagalpur, Darbhanga, Saharasa, Deoghar.  |
| 5.             | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>Opp. Nirma University Sarkhej-<br>Gandhi Nagar Highway<br>Chharodi, Ahmedabad-382 481 | Ahmedabad, Rajkot, Mumbai, Nagpur, Pune, Jodhpur, Jaipur  |
| 6.             | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>12, Arera Hills, Bhopal-462 011<br>Madhya Pradesh                                     | Bhopal, Jabalpur, Raipur, Ranchi  |
| 7.             | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>B-1/33, Sector-H, Aliganj,<br>Lucknow-226 024   | Lucknow, Varanasi, Aligarh, Noida, Karnal, Chandhigarh, Khanna, Dehradun, Jammu, Srinagar, Shimla.  |

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

**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. Contact No. (Mobile No.) : ..... Landline No. ....

5. Reason for early declaration of result: .....

.....

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

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

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

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

Exam. Centre Code:

Address of Exam. Centre: \_\_\_\_\_

8. **Fee detail:**

(The fee for early declaration of result is Rs. 1000/- per course for Indian Students & Rs. 1200/- for SAARC Countries Students and \$50 for Non-SAARC Countries Students, which is to be paid through demand draft drawn in favour of 'IGNOU' payable at the City of Evaluation Centre)

No. of Course(s): ..... × Rs. 1000/- or ..... = 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. | Address of Evaluation Centre  | Jurisdiction of Evaluation Centre  |
|---------|---|--|
| 1.      | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>Kaloor, Cochin-682 017<br>Kerala  | Kochi, Trivandrum, Vatakara, Chennai, Madurai,<br>Hyderabad, Vijayawada, Visakhapatnam, Bangalore,<br>Bijapur, Panaji, Port Blair.   |
| 2.      | Deputy Registrar<br>Regional Evaluation Centre<br>Block-5, IGNOU, Maidan Garhi<br>New Delhi-110068  | Delhi-1, Delhi-2, Delhi-3, all Schools, Divisions, Centres,<br>Units & Institutes at Headquarters, International Division<br>and answer scripts received from other Evaluation Centre/<br>Sources if and when any. |
| 3.      | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>Sunny Lodge, Nongthymmi,<br>Nongshilliang Shillong-793014<br>Meghalaya                | Shillong, Guwahati, Jorhat, Itanagar, Imphal, Agartala,<br>Gangtok, Kohima, Aizwal.  |
| 4.      | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>C/1, Institutional Area,<br>Bhubaneswar-751013<br>Orissa                              | Bhubaneswar, Koraput, Kolkata, Siliguri,<br>Raghunathganj, Patna, Bhagalpur, Darbhanga, Saharasa,<br>Deogarh.  |
| 5.      | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>Opp. Nirma University Sarkhej-<br>Gandhi Nagar Highway<br>Chharodi, Ahmedabad-382 481 | Ahmedabad, Rajkot, Mumbai, Nagpur, Pune, Jodhpur,<br>Jaipur  |
| 6.      | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>12, Arera Hills, Bhopal-462 011<br>Madhya Pradesh                                     | Bhopal, Jabalpur, Raipur, Ranchi   |
| 7.      | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>B-1/33, Sector-H, Aliganj,<br>Lucknow-226 024   | Lucknow, Varanasi, Aligarh, Noida, Karnal, Chandhigarh,<br>Khanna, Dehradun, Jammu, Srinagar, Shimla.  |



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

**APPLICATION FORM FOR OBTAINING DUPLICATE GRADE CARD/  
MARKSHEET**

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

|  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|
  4. Complete Address .....  
.....  
.....  
..... Pin 

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  |  |  |  |
|--|--|--|--|--|--|
  5. Contact No.(Mobile No.) ..... Landline No. ....
  6. Month and Year of the Exam. ....
  7. Centre from where appeared at last examination .....
  8. Bank Draft/IPO No. .... Dated .....  
for Rs. 200/- or .....in favour of "IGNOU" payable at New Delhi.
- Date.....  
Signature

**Note :** Fee for duplicate grade card is Rs. 200/- for Indian Students & Rs. 400/- for SAARC Countries Students and \$10 for Non-SAARC Countries Students. The duplicate grade card/mark sheet will be sent by Registered post by the University.

**The filled in form alongwith the requisite fee is to be sent to:-**

**The Registrar  
(Student Evaluation Division)  
Indira Gandhi National Open University  
Block 12, Maidan Garhi  
New Delhi-110 068**

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



**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. Address .....
- .....Pin .....
4. Particulars of last examination .....

| Examination Passed<br>(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<br>Amount Rs. _____ D.D. No. _____ Date _____<br>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”.

**STUDENT REGISTRATION DIVISION**  
**Indira Gandhi National Open University**  
**Maidan Garhi, New Delhi-110 068**  
**RE-ADMISSION FORM**

1. Name & Address of the student

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2. Programme Code :
3. Enrolment 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 (Rs.) |
|-----------|-------------|---------------------|---------|------------------|
|           |             |                     |         |                  |
|           |             |                     |         |                  |
|           |             |                     |         |                  |
|           |             |                     |         |                  |
| Total Rs. |             |                     |         |                  |

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

| Year(s)/ semester(s) | Course Code(s) of the missed year(s)/semester(s) | Re-registration fee Rs. |
|----------------------|--|-------------------------|
|                      |  |                         |

8. Total Fee (col.no.6+7) Rs. \_\_\_\_\_ enclosed vide Demand Draft No. \_\_\_\_\_  
 Date \_\_\_\_\_ of \_\_\_\_\_ (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.

**Note:** Please retain a copy of this form for any further references

## 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 registrar 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 *pro-rata 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, ADIT etc.)
  - 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 will be supplied on re-admission. If the earlier study material is replaced, the student will be required to buy changed course material.
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 Integrated Programme* 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.

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P.S

1. As per policy decision taken by the Academic Council at its 49<sup>th</sup> meeting held on 17.5.2007, BCA students registered in the pre-revised syllabus in Jan. 1996, Jan. 1997 & Jan. 1998 batches are allowed to complete all the requirements for the award of BCA Degree by Dec. 2010 Term-end examination.
2. Similarly, students of MCA pre-revised syllabus and B.Sc. (Nursing) old syllabus are also allowed to complete all the requirements for the award of the respective Degree by Dec. 2010 Term-end examination. However, MLIS old syllabus students would be allowed to complete all the requirements for the award of Degree by Dec. 2009 TEE.

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY****Student Evaluation Division  
Maidan Garhi, New Delhi-110 068****APPLICATION FORM FOR THE ISSUE OF A PROVISIONAL CERTIFICATE**Enrolment No. 

|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

Programme Title .....

Regional Centre .....

Name .....

Father's Name .....

Month and year of last  
examination in which you  
have completed the Programme .....

Mailing Address .....

(Please enclose a copy of your complete grade card)

Filled-in Application Form should be sent to:

**The Registrar (SED),  
IGNOU,  
Maidan Garhi,  
New Delhi-110068**

Date .....

.....

Signature



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

**APPLICATION FORM FOR RE-EVALUATION OF ANSWER SCRIPTS**

(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. Contact No: (Mobile No.)..... Landline No:.....

5. Month and Year of the Examination: .....

6. Examination Centre Code:

7. Address of the Examination Centre: .....

.....

| 8. Courses, in which<br>Re-evaluation is sought: | <u>COURSE CODE</u> | <u>MARKS/GRADE OBTAINED</u> |
|--|--------------------|-----------------------------|
| .....  | .....              | .....                       |
| .....  | .....              | .....                       |
| .....  | .....              | .....                       |
| .....  | .....              | .....                       |
| .....  | .....              | .....                       |

9. Fee details:-  
 (The fee for Re-evaluation of answer script is Rs. 750/- per course for Indian Students & Rs. 1200/- for SAARC Countries Students and \$75 for Non-SAARC Countries Students, which is to be paid through demand draft drawn in favour of 'IGNOU' payable at the City of Evaluation Centre)

No. of Course(s): ..... × Rs. 750/- or ..... = 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 result.
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](http://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\* programmers.
8. Application form must reach within the prescribed dates at the following address:-

| Sl. No. | Address of Evaluation Centre  | Jurisdiction of Evaluation Centre  |
|---------|---|--|
| 1.      | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>Kaloor, Cochin-682 017<br>Kerala  | Kochi, Trivandrum, Vatakara, Chennai, Madurai,<br>Hyderabad, Vijayawada, Visakhapatnam, Bangalore,<br>Bijapur, Panaji, Port Blair.   |
| 2.      | Deputy Registrar<br>Regional Evaluation Centre<br>Block-5, IGNOU, Maidan Garhi<br>New Delhi-110068  | Delhi-1, Delhi-2, Dlehi-3, all Schools, Divisions, Centres,<br>Units & Institutes at Headquarters, International Division<br>and answer scripts received from other Evaluation Centre/<br>Sources if and when any. |
| 3.      | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>Sunny Lodge, Nongthymmi,<br>Nongshilliang Shillong-793014<br>Meghalaya                | Shillong, Guwahati, Jorhat, Itanagar, Imphal, Agartala,<br>Gangtok, Kohima, Aizwal.  |
| 4.      | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>C/1, Institutional Area,<br>Bhubaneshwar-751013<br>Orissa                             | Bhubaneshwar, Koraput, Kolkata, Siliguri,<br>Raghunathganj, Patna, Bhagalpur, Darbhanga, Saharasa,<br>Deoghar.   |
| 5.      | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>Opp. Nirma University Sarkhej-<br>Gandhi Nagar Highway<br>Chharodi, Ahmedabad-382 481 | Ahmedabad, Rajkot, Mumbai, Nagpur, Pune, Jodhpur,<br>Jaipur  |
| 6.      | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>12, Arera Hills, Bhopal-462 011<br>Madhya Pradesh                                     | Bhopal, Jabalpur, Raipur, Ranchi   |
| 7.      | Deputy Registrar<br>Regional Evaluation Centre<br>IGNOU Regional Centre Building<br>B-1/33, Sector-H, Aliganj,<br>Lucknow-226 024   | Lucknow, Varanasi, Aligarh, Noida, Karnal, Chandhigarh,<br>Khanna, Dehradun, Jammu, Srinagar, Shimla.  |