

## 7.15 Post Graduate Certificate in Medical Management of CBRNE Disasters (PGCMDM)

### School of Health Sciences (SOHS)

The term CBRNE stands for 'Chemical Biological, Radiological, Nuclear and Explosive'. Disasters related to such agents can occur accidentally. However, when used intentionally they become agents of mass destruction. CBRNE disasters are ill-understood, diagnosis is difficult and very little management tools exist to manage these disasters, including medical management. Medical management of CBRNE disasters require specific knowledge and skill set that is not covered in the undergraduate curriculum. India is particularly vulnerable to CBRNE attacks. Thus, society and governments need to create special provisions to deal with them. In light of the above facts, IGNOU in collaboration with Institute of Nuclear Medicine and Allied Sciences (INMAS), Defence Research and Development Organisation (DRDO) and active support from Integrated Defence Staff (IDS) and Defence Research and Development Establishment (DRDE) have developed a 6 months PG Certificate programme in Medical Management of CBRNE disasters through open and distance learning for MBBS doctors. This programme is considered as a Continuing Medical Education programme by Medical Council of India

#### PROGRAMME OBJECTIVES

After completing the programme, the learner should be able to:

- comprehend the parameters, enormity and complexity of CBRNE threat from a medical perspective
- describe the impact of chemical, radiological, biological, explosive and nuclear agents on human health
- assess the health effects of a CBRNE scenario using external and internal assessment tools
- discuss regarding the medical counter measures, detection equipments and SOPs of medical management of CBRNE impacts.
- deliver first aid and initiate immediate life saving responses to a CBRNE disaster
- develop competencies on protection, mitigation and medical management of CBRNE casualties
- get sensitized about the current R&D initiatives and future directions.

#### Target Group

- Medical personnel & students engaged in or interested in disaster medical management Doctors in armed forces, police forces, health services, railways, airports/ports, & NDRF or State disaster forces who have to or can be called on to respond in face of CBRNE disasters.
- Doctors working in or for organizations considered vulnerable to CBRN attacks or accidents such as industrial complexes, Shrines, melas, areas prone to terror attacks, border towns etc.
- Faculty in all large and medium-large hospitals (public & corporatesector)
- Medical Management staff of all referral hospitals
- Retired doctors who want to contribute to the Nation's strength & medical security in CBRN.

**Eligibility:** MBBS (recognised by MCI). Only Indian Citizens would be considered

**Medium of Instruction:** English

**Duration:** Minimum 6 Months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fess Structure:** Rs. 5,500/- for full programme. Applicants are required to pay only the Registration Fee of Rs. 400/- along with the application. The Programme Fee is to be paid after receiving offer of admission.

**Program Structure:** The programme consists of three courses – two theory (MME 011 and MME 012) and one practical (MMEL 013)

#### Programme Details:

CourseCode	CourseTitle	NatureofCourse	Credits
MME11	CBRNE Threats and Agents	Theory	4
MME12	Health Effects and Medical Management of CBRNE Agents	Theory	6
MMEL 13	Practical Aspects of CBRNE	Practical	6
	<b>Total</b>		<b>16</b>

#### Programme Implementation

Activities like theory and practical counselling, assignment submission and practical examination etc will be conducted in Learner Support Centres as per the details given in the programme guide. Some of the counselling sessions will be taken through web conferencing and some of them face to face in the Learner Support Centres.

### Selection Criteria

Selection will be made on the basis of Regional Centre/LSC. In each Learner Support Centre (LSC), a maximum of 30 students will be admitted. Applicants will be required to fill three choices of LSCs. The allotment of the LSC will be done to eligible applicants as per merit according to their choice and availability of the seats in the centres following IGNOU's reservation policy. If eligible applicants cannot be accommodated in their opted LSCs but seats remain vacant in the LSCs not opted by them, they could be offered admission in the vacant seats.

The scores for merit will be calculated by considering two criteria:

- Total percentage of marks secured in all MBBS examinations.
  - Total years of experience (Period from the date of completion of internship up to the date of beginning of session), in case of a tie.
- In case of a tie after applying the above two criteria, age of the candidate will be considered and the older candidate will be selected.

### Admission Procedure

Application for the Programme is to be submitted online at <https://ignouflip.samarth.edu.in>. At the time of submitting the application, only the registration fee of Rs. 400/- is to be paid. Applicants selected for admission shall be intimated online and shall be required to pay the Programme fee within the specified date, failing which the offer of admission may be withdrawn and the seat may be given to the candidate next in the merit list. The Learner Support Centre allotted by the University shall be final.

### List of the proposed centres

S.No	Region Centre	Learner Support Centre Codes	Regional Centre Code	Name of Programme Learner Support Centre
1.	Dehradun	31040P	31	All India Institute of Medical Sciences (AIIMS), Virbhadra Road, Rishikesh, Uttarakhand-249203
2.	Jodhpur	88052P	88	All India Institute of Medical Sciences (AIIMS), Basni Industrial Area, Phase -2, Jodhpur – 342005, Rajasthan
3.	Hyderabad	0146P	01	Nizam's Institute of Medical Sciences Punjgutta, Hyderabad - 500082, Telangana
4.	Bhopal	15261	15	All India Institute of Medical Sciences (AIIMS) Saket Nagar Bhopal, Madhya Pradesh, Pin - 462 02

**Programme Coordinator: Prof. Ruchika Kuba, rkuba@ignou.ac.in, Ph. 011-29572813**

## 8 CERTIFICATE PROGRAMMES

### 8.1 Certificate in Library and Information Science (CLIS)

#### School of Social Sciences (SOSS)

This programme is meant to sensitive library and information professionals at grass root level. It gives an opportunity to those who are already working in libraries without having any professional qualifications. The Certificate in Library and Information Science (CLIS) programme comprises of four courses. Out of the four courses, three courses have both practical and theoretical aspects whereas one course deals only with theoretical aspects of the subject.

**Eligibility:** 10+2 Passed

**Medium of Instruction:** English. Students can write assignments and TEE in Hindi language also.

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January and July cycle of admission

**Fee:** Rs. 3000/- for full programme.

#### Programme Details:

Course Code	Title of the Course	Credits
BLI 11	Libraries: An Introduction	4
BLII 12	Document Processing and Organisation	4
BLII 12	Information Sources and Library Services	4
BLII 12	ICT in Libraries	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Dr. Zuchamo Yanthan, [Zuchamo@gmail.com](mailto:Zuchamo@gmail.com), Ph. 011-29572723,

Dr. Archana Shukla, [archana@ignou.ac.in](mailto:archana@ignou.ac.in), Ph. :011-29572743,

Dr. S.R. Zonunthara, [rcaizwal@ignou.ac.in](mailto:rcaizwal@ignou.ac.in), Ph. :0389-2311693

### 8.2 Certificate in Disaster Management (CDM)

#### School of Social Sciences (SOSS)

The Certificate in Disaster Management Programme aims at providing knowledge to the learners in the areas of disaster preparedness, prevention, mitigation, relief, reconstruction and rehabilitation. The programme would be of use to NGO functionaries and volunteers; military, paramilitary, police, homeguards, civil defence personnel; professionals such as Geologists, Scientists, Meteorologists, Engineers, Foresters, Fire-service personnel, Administrators, Government And Public Sector Undertakings officials, Rural Development Functionaries; Urban Government Officials; Primary Health Centres Functionaries; etc.

**Eligibility:** 10+2 or its equivalent

**Medium of Instruction:** English & Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs. 2,600/- for full programme

#### Programme Details:

Course Code	Title of the Course	Credits
CDM 1	Foundation Course in Disaster Management	8
CDM 2	Disaster Management: Methods & Techniques	8
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Prof. Durgesh Nandini, [dnandini@gmail.com](mailto:dnandini@gmail.com), Ph. 011-29572736

### 8.3 Certificate in Environmental Studies (CES) School of Social Sciences (SOSS)

The Programme is of use to general public, at every age and at all levels of formal and non-formal education. Professionals, ecologists, hydrologists, foresters, landscape architects, administrators and planners, engineers, industrialists, agriculturists, etc. will find this programme useful. The NGOs with their dissemination capabilities shall also find it useful.

**Eligibility:** 10+2 or its equivalent

**Medium of Instruction:** English & Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.2,400/- for full programme

#### Programme Details:

Course Code	Title of the Course	Credits
AHE 1	Human Environment (without AHE Project)	6
TS 5	Ecology, Environment and Tourism	8
PES 1	Project Work - Environmental Studies	4
<b>Total Credits</b>		<b>18</b>

**Programme Coordinator:** Sh. Ajay Mahurkar, [ajaymahurkar@hotmail.com](mailto:ajaymahurkar@hotmail.com), Ph.01129572726

### 8.4 Certificate Programme on Life and Thought of Dr. B.R. Ambedkar (CLTA)

#### School of Social Sciences (SOSS)

#### Programme Details

The certificate Programme is designed keeping in view of the Life and Thought of Dr.B.R. Ambedkar ranging from social, political, economic, issues to law and Constitution come through with more clarity. The objectives of the programme is to acquaint ad sensitize the learners and make them responsive citizens to realize constitutional means as fundamental and inherent for the welfare and building of Indian Society.

#### Course Objectives

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

**Eligibility:** 10+2 or its equivalent

**Medium of Instruction:** English and Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.1000/- for full programme

#### Programme Details:

Course Code	Title of the Course	Credits
BAB 101	B.R. Ambedkar: Thinker, His Time	4
BAB 102	B.R. Ambedkar: Society and Culture	4
BAB 103	Economic Thought of B.R. Ambedkar	4
BAB 104	State, Democracy and Nation Building	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Dr. Rabindra Kumar, [rabindra@ignou.ac.in](mailto:rabindra@ignou.ac.in), Ph. 011-29572742

## 8.5 Certificate in Peace Studies and Conflict Management (CPSCM)

### School of Social Sciences (SOSS)

Certificate Programme in Peace Studies and Conflict Management (CPSCM) is designed to provide general introduction to peace and conflict phenomena. To equip the learners with the Knowledge and skills to understand and analyse peace processes and conflict management at the local, national and international level.

The objectives of this course are to:

- ▣ Appreciating the common goals of Higher Education, Research and Training to empower people to participate in the process of establishing world peace, accelerating national development and improving the quality of life of people.
- ▣ Realising the knowledge and understanding of Gandhi an Philosophy and action in general and truth, non-violence, sarvodaya, satyagraha and sustainable development in particular.

**Eligibility:** 10+2 in any discipline, (Those who don't possess 10+2 qualification can also be admitted after clearing IGNOU's preparatory programme.

**Medium of Instruction:** English & Hindi

**Duration:** Minimum 6 months and Maximum 2 Year; offered in both January & July cycle of admissions.

**Fee Structure:** Rs. 3500/- for full Programme

#### Course Details:

Course Code	Title of the Course	Credits
BGP1	Introduction to Peace and Conflict Management	4
BGP2	Indian Perspectives on Peace and Conflict	4
BGP3	Conflicts and Peace: Global Perspective	4
BGPP1	Project Work	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinators:** **Prof. Darvesh Gopal:** dgopal@ignou.ac.in; Ph: 011-29572727  
**Prof. Anurag Joshi:** anuragjoshi@ignou.ac.in; Ph: 011-29572713

## 8.6 Certificate in Food and Nutrition (CFN)

### School of Continuing Education (SOCE)

The Certificate in Foods and Nutrition is basically a Post-Literacy level awareness programme meant for people with basic reading and writing skills. The Programme aims to acquaint the learner with the role of food in ensuring healthy living for the individual, family and community. It includes features like food selection and preparation, nutrition from infancy to old age, economics of food, kitchen gardening, food adulteration, consumer rights, safety and education, etc. The programme lays primary emphasis on Nutrition with relevance to present day scenario, cost effectiveness, environment friendly approaches that reaches to almost the entire nation, hence making the learners responsible and aware citizens of tomorrow.

**Eligibility:** No formal qualification, Minimum age of 18 years as on the last date for receipt of Admission

form. **Medium of Instruction:** English, Hindi, Assamese, Gujarati, Kannada, Malayalam, Marathi,

Punjabi, Tamil and Oriya. **Duration:** Minimum 6 months and Maximum 2 years; offered in both January &

July cycle of admissions

**Fee Structure:** Rs. 1,900/- for full programme

Course Code	Title of the Course	Credits
CFN 1	You and Your Food	6
CFN 2	Your Food and its Utilisation	6
CFN 3	Economics of Food	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** **Prof. Deeksha Kapur,** deekshakapur@ignou.ac.in, Ph.011-29536347, 29572960

## 8.7 Certificate in Nutrition and Child Care (CNCC)

### School of Continuing Education (SOCE)

This programme provides in-depth theoretical as well as practical knowledge related to both nutrition and child development. It provides a basic understanding of food, nutrition and health; principles of meal planning; nutrition related disorders; principles of food budgeting, food selection, food storage and food preservation.

It enables learners to understand the development of children from birth to six years of age, promote their development by organizing appropriate play activities and learning experiences, and be aware of principles of setting up ECCE centres.

This programme will be of interest to functionaries working with children in the birth to 6 age group where their work involves meeting nutritional needs of children as well as their learning and play needs. Such functionaries could be working in diverse settings, such as creches, preschools, anganwadis and balwadis. The target group could also include parents and others interested in knowing about the development of young children.

**Eligibility:** 10+2 or its equivalent

**Medium of Instruction:** English & Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions

**Fee Structure:** Rs. 2,400/- for full programme

#### Programme Details:

Course Code	Title of the Course	Credits
CNCC 1	Nutrition for the Community	8
CNCC 2	Organising Child Care Services	8
<b>Total Credits</b>		<b>16</b>

**Programme Coordinators:** Prof. Deeksha Kapur, [deekshakapur@ignou.ac.in](mailto:deekshakapur@ignou.ac.in), Ph.011- 29572960 Prof. Rekha Sharma Sen, [rekhasharmasen@ignou.ac.in](mailto:rekhasharmasen@ignou.ac.in), Ph. 011-29572958

## 8.8 Certificate in Rural Development (CRD)

### School of Continuing Education (SOCE)

This Programme in Rural Development provides a comprehensive knowledge of socio-economic factors affecting the transformation of rural society. The contents are designed to impart the integrated understanding about the crucial dimensions of rural development. It is primarily meant for those learners who, because of the limitations of time and resources are unable to take up Post Graduate Diploma in Rural Development but are still interested to have a comprehensive orientation in rural development within a short period of time. The learners who have completed CRD and further interested in programmes of rural development i.e., MARD and PGDRD are entitled for credit transfer.

**Eligibility:** Bachelor's Degree

**Medium of Instruction:** English & Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions

**Fee Structure:** Rs. 1,800/- for full programme

#### Programme Details:

Course Code	Title of the Course	Credits
MRD 101	Rural Development: Indian Context	6
MRD 102	Rural Development Programmes	6
MRD 103	Rural Development Planning and Management	6
<b>Total Credits</b>		<b>18</b>

**Programme Coordinator:** Dr. Balkar Singh, [balkarsingh@ignou.ac.in](mailto:balkarsingh@ignou.ac.in), Ph. 011-29573066

## 8.9 Certificate in Guidance (CIG) School of Education (SOE)

The Certificate in Guidance Programme is a joint project of Indira Gandhi National Open University (IGNOU) and National Council of Educational Research and Training (NCERT).

This Programme would enable the participants to:

- ▣ develop an understanding of child development and individual differences in the context of the educational processes,
- ▣ develop an understanding of the concepts and processes involved in guiding elementary school children for learning and socio-emotional development,
- ▣ identify children with special needs and problems, and
- ▣ Suggest intervention strategies for parents, teachers, social workers, volunteers and other adults to facilitate all- round development of children.

The Programme is essentially for a target group comprising of teachers, parents, social workers, personnel from voluntary agencies or any individual who is interested in understanding and guiding children. The Programme consists of four courses of four Credits each.

**Eligibility:** Teachers of recognized Institutions OR Pass in Matriculation/SSC

**Medium of Instruction:** English, Hindi and Odia

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycles of admission.

**Fee Structure:** Rs.2,000/- for full programme

### Programme Details:

Course Code	Title of the Course	Credits
NES 101	Understanding the Elementary School Child	4
NES 102	Facilitating Growth and Development	4
NES 103	Guiding Children's Learning	4
NES 104	Guiding Socio-emotional Development of Children	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** [Dr. Anjali Suhane, anjulisuhane@ignou.ac.in](mailto:anjulisuhane@ignou.ac.in), Ph.011-29573059,9425018245

## 8.10 Certificate in Information Technology (CIT) School of Computer & Information Sciences (SOCIS)

This is a programme which not only imparts fundamentals of Computer Systems and Information Technology but also introduces advanced technologies such as Multimedia and Internet. This programme is also having adedicated practical course. Students get hands-on experience in the areas of Word Processing, Spread Sheets, Presentation Tools, Data bases and WebSite Development. One of the highlights of this programme is that students also learn a little bit of Programming using 'C' language.

**Eligibility:** 10<sup>th</sup> Pass **OR** SSC **OR** DLC from Microsoft or equivalent

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.6,000/- for full programme

### Programme Details:

Course Code	Title of the Course	Credits
CIT 1	Fundamentals of Computer Systems	4
CIT 2	Introduction to Information Technology	4
CIT 3	Web based Technologies & Multimedia Applications	4
CITL 1	Laboratory Course	6
<b>Total Credits</b>		<b>18</b>

**Programme Coordinator:** [Sh. M.P. Mishra, cit@ignou.ac.in](mailto:cit@ignou.ac.in), Ph. 011-29572903

## 8.11 Certificate in Mobile Application Development (CMAD)

### School of Computer and Information Sciences (SOCIS)

The programme aims at providing knowledge to the learners about the architectures of Android and iOS, Design and implement databases for user requirements, Develop mobile apps using Android, Do programming using Python. Any person who is interested in mobile apps and knows Java Programming can join the programme. No printed course material shall be provided. Course material shall be uploaded and will be available for downloading.

**Eligibility :** (1) 10+2 **OR** (2) 10<sup>th</sup> Standard with 2 or 3 years Diploma / Equivalent

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January and July cycles of admissions

**Fee Structure:** Rs.5000/- for full programme

#### Programme Details:

Course Code	Title of the Course	Credits
BCS-091	Introduction to Mobile Architecture	4
BCS-092	Introduction to Databases	3
BCS-093	Introduction to Android	2
BCS-094	Programming using Python	2
BCSL-091	Laboratory Course (Includes practicals of BCS-092, BCS-093, and BCS-094)	5
<b>Total Credits</b>		<b>18</b>

**Programme Coordinator :** Prof.P.V.Suresh, [pvsuresh@ignou.ac.in](mailto:pvsuresh@ignou.ac.in) , Ph.: 011-29572908

## 8.12 Certificate in Teaching of English as a Second Language (CTE)

### School of Humanities (SOH)

This Programme is based on the communicative approach to language teaching and is designed to enhance the teachers' understanding of the learners, the learning process, and the nature and structure of the English Language. It will also help teachers to innovate strategies for teaching the skills of listening, speaking, reading and writing.

**Eligibility:** Graduation or 3 years of B.EL.ED or 2 years PTT, ETT or 10+2 with 2 years teaching experience

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.2,400/- for full programme

#### Programme Details:

Course Code	Title of the Course	Credits
<b>I) Compulsory Courses</b>		
CTE 101	The Language and the Learner	4
CTE 102	The Structure of English	4
CTE 103	Teaching Strategies	4
<b>II) Optional Courses (Select any one)</b>		
CTE 104	Teaching English-Elementary School	4
CTE 105	Teaching English-Secondary School	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Prof. Nandini Sahu (CTE-101, CTE-102, CTE-103), [nandinisahu@ignou.ac.in](mailto:nandinisahu@ignou.ac.in), Ph. 011-29572785 and Dr. Malathy A. (CTE-104, CTE-105), [malathy@ignou.ac.in](mailto:malathy@ignou.ac.in), Ph. 011-29572779



## 8.13 Certificate in Functional English (Basic Level) (CFE) School of Humanities (SOH)

The Programme will improve the learners' proficiency in the English language. The objective of the Programme is to give the learners practice in the skills of listening, speaking, reading, writing, communicative grammar and study skills so that they can function in English in the social and academic spheres. It will also acquaint the learners with some professional skills which will prepare them for a job. This course enables learners to engage in conversations and write with confidence in all spheres of their daily life.

**Eligibility:** 10+2 or its equivalent

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs. 4,000/- for full programme

### Programme Details:

Course Code	Title of the Course	Credits
BEG 4	English in Daily Life	4
BEG 5	English in Education	4
BEG 6	Joining the Work Force	4
<b>Total Credits</b>		<b>12</b>

**Programme Coordinator:** Prof. Parmod Kumar, [parmodkumar@gmail.com](mailto:parmodkumar@gmail.com), Ph. 011-29572778

## 8.14 Certificate in Urdu Language (CUL) School of Humanities (SOH)

This Program is basically meant for Hindi and Urdu speakers who do not know how to read, write and correctly speak the Urdu language. It introduces script writing, pronunciation skills, communication and comprehension of Urdu prose and poetry. The student develops competence in the areas and also the ability to extract socio-cultural information from the texts. Each course has 8 credits.

**Eligibility:** 10+2 with no maximum age limit.

**Medium of Instruction:** Bilingual Hindi/Urdu

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.1,200/- for full programme

### Programme Details:

Course Code	Title of the Course	Credits
OUL 001	Script & Pronunciation	8
OUL 002	Communicative & Comprehensive Skills	8
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Dr.Liaqat Ali, [liaqatali@ignou.ac.in](mailto:liaqatali@ignou.ac.in) Ph. 011-29572766

## 8.15 Certificate in Human Rights (CHR) School of Law (SOL)

Certificate in Human Rights Programme is an innovative learning package of 16 credits spread over 2 courses. It has been designed specifically to sensitize and educate professionals and workers who, as a part of their routine duty, interact with masses daily. Besides general students, specific target groups include law enforcement personnel (police, army, paramilitary forces) and functionaries of the lower judiciary and administrative officers, primary school teachers and NGO functionaries. In preparing the course material, special care has been taken to address the concerns raised by the UN High Commissioner for Human Rights at the time of launching of the UN Decade for Human Rights Education.

**Eligibility:** 10+2 **OR** its equivalent

**Medium of Instruction:** English & Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.2,600/- for full programme

### Programme Details:

Course Code	Title of the Course	Credits
CHR 11	Human Rights: Evolution, Concepts and Concerns	8
CHR 12	Human Rights in India	8
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Dr. Anand Gupta, [anandgupta@ignou.ac.in](mailto:anandgupta@ignou.ac.in), Ph. 011-29572983

## 8.16 Certificate in Consumer Protection (CCP)(Revised) School of Law (SOL)

This 16 Credit Programme on Consumer Protection is open to candidates with 10+2 qualifications or its equivalent. The Programme aims at creating an overall awareness and training on Consumer Affairs with special emphasis on Consumer Protection. After completing this Programme the learners may become consumer activists, work in industries, NGOs and government departments on consumer affairs. They can file and plead their own cases in Consumer Redressal forums created under consumer Protection Act, 1986.

**Eligibility:** 10+2 **OR** its equivalent

**Medium of Instruction:** English & Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs. 1,800/- for full programme

### Programme Details:

Course Code	Title of the Course	Credits
CPI 101	Consumer and Consumer Protection Legislations	4
CPI 102	Redressal of Consumer Grievances: Role of Various Stake Holders	4
CPI 103	Consumer Protection Issues	4
CPIP 104	Project Work in Consumer Protection	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Prof. K. Elumalai, [nicmkel@ignou.ac.in](mailto:nicmkel@ignou.ac.in), Ph. 011-29532525/29572985

## 8.17 Certificate in Co-operation, Co-operative Law & Business Laws (CCLBL) School of Law (SOL)

The main objective of the programme on Certificate in Co-operation, Co-operative Law & Business Laws (CCLBL) is to have complete understanding and knowledge about the promotion and functioning of the small economic and business enterprise within cooperative framework, acquire through knowledge about the cooperative legal framework within which the institutions have to function and to have an overview about various business laws governing the functioning of economic and business enterprises.

**Eligibility:** i) 10+2 for in-service personnel (with minimum three years service)

i) Any degree for fresher

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.8,400/- for full programme

**Programme Details:**

Course Code	Title of the Course	Credits
BLE 11	Cooperation: Genesis, Principles, Values, Policy, Growth and Development	4
BLE 12	Co-operative Law	4
BLE 13	Business Law as applicable to Cooperatives – I	4
BLE 14	Business Law as applicable to Cooperatives – II	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Prof. K. Elumalai, [nicmkel@ignou.ac.in](mailto:nicmkel@ignou.ac.in), Ph. 011-29532525/29572985

## 8.18 Certificate in Anti Human Trafficking (CAHT)

### School of Law (SOL)

**Objectives:**

- ☐ To bring about awareness and provide comprehensive understanding to the learners in Anti Human Trafficking.
- ☐ To develop functional understanding and coordination amongst learners about various stake holders/agencies associated with the process of Human Trafficking directly or indirectly.
- ☐ Awareness building in the area of law, policies, rehabilitation and prevention aspects of Human Trafficking amongst the learners.
- ☐ To develop practical skills for learners to engage with the process of understanding, Rehabilitation, prevention and reintegration of Human Trafficking.
- ☐ Prepare well informed professionals, those working in the government agencies, civil society organisations and corporate sectors about the courses and extent of Human Trafficking and the ways for prevention, rehabilitation and reintegration.

**Eligibility:** Any Graduate, 10+2 with five years of experience in the related field/10th standard (after doing bridge course from IGNOU, they will be admitted).

**Medium of Instruction:** English and Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.1,400/- for full programme

**Programme Details:**

Course Code	Title of the Course	Credits
BLE 31	Understanding Human Trafficking	4
BLE 32	Law Policies and Institutional Response to Human Trafficking	4
BLE 33	Rehabilitation and Prevention	4
BLEP 34	Project Work	4
<b>Total Credits</b>		<b>16</b>

**Job Opportunity:** - Police Personnel can work in Anti Human Trafficking units.

-Learners can work in International and National NGO's/Legal firms related to Human Trafficking, Legal aid, Juvenile Justice, Women, Children and disability etc.

**Programme Coordinator:** Dr. Mansi Sharma, [mansisharma@ignou.ac.in](mailto:mansisharma@ignou.ac.in), Ph. 011-29572992

## 8.19 Certificate in International Humanitarian Law (CIHL) School of Law (SOL)

This programme is developed with the support of International Committee of Red Cross (ICRC), New Delhi.

### Objectives:

The objective of the programme is to develop:

- ☐ Knowledge and skills in the area of International Humanitarian Law.
- ☐ To provide specialists understanding on contemporary issues International Humanitarian Law in South Asian Regions.
- ☐ To enhance the competencies of professional already working in the area of IHL.

**Eligibility:** 10+2 or its equivalent

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.2,700/- for full programme

### Programme Details:

Course Code	Title of the Course	Credits
BLE 35	Understanding International Humanitarian Law	4
BLE 36	Application of IHL	4
BLE 37	IHL Issues of Concern in South Asia	4
BLEP 38	Project Work	4
<b>TotalCredits</b>		<b>16</b>

**Programme Coordinator:** Dr. Anand Gupta, anandgupta@ignou.ac.in, Ph. 011-29572983

## 8.20 Certificate Programme in NGO Management (CNM) School of Management Studies (SOMS)

Non Governmental Organizations (NGOs) play an important role in various developmental issues across the states in India. VAN (Voluntary Action Network India), an apex body of Indian voluntary organizations estimates that there are

1.2 million NGOs working in India. As per the data available with the planning commission, there are more than 12,000 NGOs in the country. In view of the increasingly important role of the voluntary sector in the developmental process, all levels of policy making have stressed the importance of building its capacity to face the developmental challenge.

The emphasis of the management education process hitherto, had been limited to the private sector and or large public undertakings. The capacity building efforts for the voluntary sector have remained limited to organizing workshops and training programmes and formal course work in universities. However, given the size of the sector, and if we add to this the many socially spirited individuals involved in social activism, the capacity building needs of the sector can only be catered to by undertaking distance education programmes.

### Objectives:

The objectives of the programme are as follows:

- ☐ To provide the basic managerial concepts to NGO workers;
- ☐ To give a firsthand experience to the NGO workers or for that matter to the end users of the programme;
- ☐ To help and enhance the skills of end users at various levels of management.

**Eligibility:** 10+2 or Matriculate with at least 3 years of work experience in NGO sector.

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs. 1,800/- for full programme

### Programme Details:

Course Code	Title of the Course	Credits
BMS 1	Introduction to NGO Management	4
BMS 2	Management Functions	4
BMS 3	Health Care Management	4

<b>Total Credits</b>	<b>12</b>
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Contact programme of 7 days is a compulsory, non-credit component and is to be done in any of the registered NOG's. The completion certificate regarding the contact programme is to be submitted by the student to the concerned regional centre. The Learner Support Centres for this programme are same as the Learner Support Centres for other Management Programmes.

**Programme Coordinator: Dr. Neeti Agrawal, neeti@ignou.ac.in, Ph. 011-29573020**

## 8.21 Certificate in Business Skills (CBS) School of Management Studies (SOMS)

This programme has been developed jointly by IGNOU, Rajiv Gandhi Foundation (RGF) and Commonwealth of Learning (COL) Canada, with an aim to enable NGOs and other agencies to develop business skills among the street children, unemployed youth, rural and urban disadvantaged sections and women, so that these groups can avail gainful self employment opportunities.

In order to be eligible for the award of the Certificate in Business Skills, one has to complete the following 4 courses equivalent to 18 credits:

**Eligibility:** 10+2 or its equivalent.

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs. 3,200/- for full programme

### Programme Details:

CourseCode	Title of theCourse	Credits
ECO1	Business Organisation	4
PCO1	Preparatory Course in Commerce	4
BCOA1	Business Communication & Entrepreneurship	4
CITL1	Laboratory Course	6
<b>Total Credits</b>		<b>18</b>

**Programme Coordinators: Dr. Subodh Kesharwani, skesharwani@ignou.ac.in, Ph. 011-29573018**

## 8.22 Certificate in Communication & IT Skills (CCITSK) School of Vocational Education and Training (SOVET)

The Certificate in Communication and IT Skills is a 16 Credits programme. The course has been designed keeping in mind the BPO industry and other forms of industry. The Communication Skills course covers area of listening, reading, writing, grammar pronunciations, vocabulary and speaking. The IT Skills course covers area like MS Word, MS PowerPoint, MS Access, MS Excel.

**Eligibility:** 10+2 pass with English as one of the subject

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.5,700/- for full programme

### Programme Details:

Course Code	Title of the Course	Credits
BPOI 6 BPOI 6 (P)	English Communication/Communication Skills	8
BPOI 7 BPOI 7 (P)	IT Skills	8
<b>Total Credits</b>		<b>16</b>

A student who has completed this Certificate Programme will be exempted from doing these Courses offered in the 2nd Semester of Diploma in Business Process Outsourcing - Finance & Accounting (DBPOFA) Programme

provided they fulfill the other eligibility criteria.

**Programme Coordinator: Dr. Asha Yadav, ashayadav@ignou.ac.in, Ph. 011-29571649**

## 8.23 Advanced Certificate in Information Security (ACISE) School of Vocational Education and Training (SOVET)

This Advanced Certificate in Information Security (ACISE) (with an exit option of Certificate in Information Security (CISE) after successful completion of first three courses of 12 credits) programme has been designed to prepare the youth to experiment and learn the skills and techniques needed for providing protection and security to our information available in the virtual environment and to make learners both responsible and smart netizens. This is an Advanced Certificate level programme with an exit option of Certificate in Information Security (CISE) after successful completion of first three courses of 12 credits and total 18 credits of worth. Student can complete this programme in minimum period of six months or the maximum period of two years.

This programme emphasized and specifically stressed on User's Security Awareness and Needs as follows:

1. Securing one's own desktop
2. Securing one's own data
3. Securing one's connectivity
4. Secure browsing. (E-mail, Internet Application)
5. Secure Internet transaction
6. W3C Compliance
7. Employee perspective of ISO27000
8. Securing Webservers/services
9. Cyber Forensics
10. Securing in the mobile world
11. Govt. rules in IT

Security

**Eligibility:** 10<sup>th</sup> or its equivalent

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.5,400/- for full programme

### Programme Details:

Course Code	Title of the Course	Credits
OSEI 41 OSEI 41 (P)	Information Security	4
OSEI 42 OSEI 42 (P)	Securing Internet Access	4
OSE 43	Information Technology Security	4
OSEI 44 OSEI 44 (P)	Server Security	6
<b>Total Credits</b>		<b>18</b>

**Programme Coordinator: Ms. Urshla Kant, urshlakant@ignou.ac.in, Ph.011-29571648**

## 8.24 Certificate in Fashion Design (CFDE) School of Vocational Education and Training (SOVET)

The programme aims at preparing students for employability in the fashion industry. It will develop basic knowledge and skills in pattern making and sewing techniques. The programme will cater the needs of those who aspire to make their careers as assistant designers in the apparel sector/export sector/ entrepreneur and would like to update their existing knowledge and skills specifically in pattern making and sewing.

### Objectives:

- ☐ Develop basic knowledge and understanding of the fundamentals of fashion design.
- ☐ Develop understanding of the fashion industry in India and across the globe.
- ☐ Impart skills in digital technology in CAD.
- ☐ Develop knowledge and understanding of pattern making skills and sewing techniques.
- ☐ Develop entrepreneurship and communication skills.

**Eligibility:** 10+2 (Senior Secondary)

**Medium of Instruction:** English

**Duration:** Minimum 6 Months and Maximum 2 years; admission in both January & July cycle.

**Fee Structure:** Rs. 5,000/- for full Programme.

**Programme Structure:**

Course Code	Title of the Course	Credits
BFDI-71 BFDI-71 (P)	Fundamentals of Fashion Design	4
BFDI-72 BFDI-72 (P)	Basics of Patten Making and Sewing	4
BFDI-73 BFDI-73 (P)	Introduction to Fashion Industry	4
BFD-74	Communication and Entrepreneurship	4
<b>Total Credits</b>		<b>16</b>

**Delivery of the Programme:** This programme its being offered from School of Voctional Education and Training (SOVET) IGNOU, Maidan Garhi, New Delhi. All the counseling and Practical sessions will be conducted through online and vartical mode only.

**Programme Coordinator:** Prof. A.K. Gaba, [akgaba@ignou.ac.in](mailto:akgaba@ignou.ac.in), Ph. 011-29571644

Ms. Urshla Kant, [urshlakant@jgnou.ac.in](mailto:urshlakant@jgnou.ac.in), Ph.011-29571648

## 8.25 Certificate in Tourism Studies (CTS)

### School of Tourism and Hospitality Services Management (SOTHSM)

The Programme is aimed at familiarising you with varied aspects of Tourism, creating awareness about Tourism, imparting basic training in organising Tourism services and opening career opportunities. It consists of two courses of eight credits each.

**Eligibility:** 10+2 pass or its equivalent

**Medium of Instruction:** English & Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.2,400/- for full programme

**Programme Details:**

Course Code	Title of the Course	Credits
TS 1	Foundation Course in Tourism	8
TS 2	Tourism Development: Products, Operations and Case Studies	8
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Dr. Paramita Suklabaidya, [paramitaz@ignou.ac.in](mailto:paramitaz@ignou.ac.in), Ph. 011-29571755

## 8.26 Certificate Programme in Laboratory Techniques (CPLT)

### School of Sciences (SOS)

This programme is designed to provide the know-how and skills needed to work as a laboratory technician in a School/ College Science laboratory. It will train learners to extend effective and efficient services to the Science teachers and students in these laboratories. It is a highly skill-oriented programme and involves intensive practical work. The objectives of the programme are to help learners to know about basic facilities and equipment in School/College Science laboratories, and train them in the skills of organizing and managing these laboratories, maintaining simple instruments and taking care of laboratory safety aspects.

**Eligibility:**10+2 with Science subjects or equivalent **OR** pass in Higher Secondary with Science subjects or equivalent and one year of experience of working in a School/College/University science laboratory **OR** 10<sup>th</sup> pass or equivalent with Science subjects and two years experience ofworking in a School/College/University science

laboratory

**Medium of Instruction:** English and Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.4,200/- for full programme

**Programme Details:**

Course Code	Course Title	Nature of Course	Credits
CLT 101	Good Laboratory Practices	Theory	04
CLTL 101	Good Laboratory Practices: Basic Exercises	Laboratory	02
CLT 102	Laboratory Techniques in Biology	Theory	02
CLTL 102	Basic Experiments in Biology	Laboratory	02
CLT 103	Laboratory Techniques in Chemistry	Theory	02
CLTL 103	Basic Experiments in Chemistry	Laboratory	02
CLT 104	Laboratory Techniques in Physics	Theory	02
CLTL 104	Basic Experiments in Physics	Laboratory	02
<b>Total Credits</b>			<b>18</b>

**Important:** CPLT does not have an assignment component and the assessment of theory courses is by Term-End Exam only.

**Note:** IGNOU will try to make every effort to conduct Laboratory Courses of the programme at the Learner Support Centre chosen by you. But in case of any difficulty, you may be advised to attend the Laboratory Courses at some other Learner Support Centre. You should be prepared for such a situation.

**Programme Coordinator:** Prof. Lalita S. Kumar, [lalitaskumar@ignou.ac.in](mailto:lalitaskumar@ignou.ac.in), Ph. 011-29572808

## 8.27 Certificate Programme in Teaching of Primary School Mathematics (CTPM) School of Sciences (SOS)

This awareness level practical-oriented programme provides some strategies for teaching mathematics to children in a way that will make them feel positive about it. The Programme is aimed at pre-primary and primary school teachers, as well as parents of young children. Its basic objectives are to help primary school teachers to critically look at their mathematics teaching strategies and alter them to suit their students' background; to refresh these teachers about children's learning processes in the context of mathematics learning; and to make the discourse of mathematics teaching available to a wider section of society. The objectives are expected to be met by exposing the learners of this programme to the need for giving a meaning and context while learning or teaching mathematical concepts, processes and skills.

A special component of this programme is a 2-credit project. This is a chance for the learner to actively engage with young children to see how they acquire mathematics.

**Eligibility:** Adult with 10<sup>th</sup> pass

**Medium of Instruction:** English & Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered only in July cycle of admission.

**Fee Structure:** Rs. 1,800/- for full programme

**Programme Details:**

Course Code	Title of the Course	Credits
AMT 1	Teaching of Primary School Mathematics (6 credits theory + 2 credits project)	8
LMT 1	Learning Mathematics	8
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Prof. Sujatha Varma, [ctpm@ignou.ac.in](mailto:ctpm@ignou.ac.in), Ph. 011-29572830



## 8.28 Certificate in HIV and Family Education (CAFE)

### School of Social Work (SOSW)

The Certificate in HIV and Family Education provides comprehensive knowledge about what, why and how of HIV/ AIDS, family life education, facts of life and substance abuse. The contents are designed to impart an integrated understanding to the learners about the issues involved in HIV/AIDS and behaviour modification. The target groups include School teachers, NGO functionaries, para-medicals, parents of adolescents and those interested in acquiring knowledge on the subject. The Certificate Programme has the following courses of 4 credits each. A learner has to choose 2 compulsory courses and any optionals from the 4 electives. One has to acquire 16 credits for a certificate.

**Eligibility:** 10+2 or its equivalent

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs, 1000/- for full programme

#### Programme details:

Course Code	Title of the Course	Credits
<b>Compulsory Courses</b>		
BFE-101	Basics ofHIV/AIDS	4
BFE-102	Basics of Family Education	4
<b>Elective Courses (Choose anytwo)</b>		
BFEE 101	Elective on HIV/AIDS	4
BFEE 102	Elective on Family Education	4
BFEE 103	Alcohol, Drugs & HIV	4
BFEE 104	Communcation & Counselling in HIV	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Dr. Rose Nembiakkim, [cafedafeinfo@ignou.ac.in](mailto:cafedafeinfo@ignou.ac.in), Ph. 011-29571695

## 8.29 Certificate in Social Work and Criminal Justice System (CSWCJS)

### School of Social Work (SOSW)

The Certificate Programme in Social Work in Criminal Justice System aims to train a cadre of graduate professionals interested in working in the correctional settings such as jails, family courts, beggars' home, special schools for boys and girls, observation home/rescue home etc. The programme would be also relevant for the various NGO professionals who are working in the correctional settings. The programme is offered for a period of six months both in English and Hindi. A learner has to acquire 16 credits, 8 credits will cover the theory and 8 credits will be practicum.

**Eligibility:** Graduate in any discipline

**Medium of Instruction:** English & Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.1,400/- for full programme

#### Programme Details:

Course Code	Title of the Course	Credits
MSW 31	Social Work Intervention in Correctional Settings (Compulsory)	4
MSW 32	Social Work and Criminal Justice (Compulsory)	4
MSWL 33	Social Work Practicum in Correctional Settings (Compulsory)	8
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Dr. Sayantani Guin, [cswcjsinfo@ignou.ac.in](mailto:cswcjsinfo@ignou.ac.in), Ph. 011-29571697

### 8.30 Certificate in Tribal Studies (CTRBS) School of Social Work (SOSW)

The Certificate Programme in Tribal Studies (CTRBS) is an extension of the University's efforts towards addressing the wider issues of tribal development. The programme aims to support individuals working in the social and welfare service sector targeted for the tribals to acquire professional education and will enable them to be trained, educated which in turn will help them better understand the issues and remove the bias if any for meddaring the course of their work.

**Eligibility:** 10+2 or its equivalent

**Medium of Instruction:** English

**Duration:** Minimum 6 Months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs. 1000/- for full programme

**Programme Details:**

Course Code	Title of the Course	Credits
BSW-41	Understanding Tribals	4
BSW-42	Tribal Society	4
BSW-43	Tribals of South and Central India	4
BSW-44	Tribals in North and Northeast Region of India	4
<b>Total Credits</b>		<b>16</b>

**Programme coordinator:** Dr. Rose Nembiakkim, **E-Mail ID:** rosenembiakkim@ignou.ac.in, **Phone:** 011-29571695

### 8.31 Certificate in Sericulture (CIS) School of Agriculture (SOA)

This programme has been developed with the support of Central Silk Board, Ministry of Textiles, Govt. of India. India occupies second position among the silk producing countries in the world besides being the largest silk consumer. The limited coverage is being made by the Central Silk Board under the educational and training components for the farmers, entrepreneurs and technicians through its institutional network. CSB and IGNOU aim to impart scientific & entrepreneurial principles to the farmers and technicians involved in mulberry cultivation and silkworm production through ODL.

**Objectives:**

The main objectives of the programme are to:

- ☐ prepare the rural youth/farmers for accepting sericulture as profit making enterprise;
- ☐ impart knowledge and technical skills in various aspects of Sericulture; and
- ☐ create awareness about the opportunities and employment in Sericulture.

**Eligibility:** 10<sup>th</sup> pass out **OR** non-10<sup>th</sup> pass-out having two years experience in the field of sericulture. The experience certificate should be from the extension officials of the Dept of Sericulture/Agriculture/Extension/Recognized NGOs/ Industry.

**Medium of Instruction:** English and Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.4,200/- for full programme

**Programme Details:**

Course Code	Title of the Course	Credits
BLP 1	Introduction to Sericulture	2
BLPI 2	Host Plant Cultivation	6
BLPI 3	Silkworm Rearing	6

BLP 4	Crop Protection	2
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator: Dr. P. Vijayakumar, pvkumar@ignou.ac.in, Ph. 011-29573092**

### 8.32 Certificate in Organic Farming (COF) School of Agriculture (SOA)

This programme has been developed with the support of APEDA, GoI.

Chemical fertilizers and pesticides rob the soil health, life, and vitality and thus produce crops that lack balanced nutrition. These crops further contain residues of the poisonous chemicals that disrupt the health of human. Now emphasis is being laid on organic agriculture which primarily depends on the On-farm resources and maintains the farm biodiversity for sustaining the production in long run without use of chemicals.

The present programme aims to educate the farmers about various aspects of organic production and certification.

#### Objectives:

- ☐ to impart knowledge and proficiency in Organic production practices, Certification process and Marketing of organically raised agricultural products, and
- ☐ to promote self employment and income generation.

**Eligibility:** 12<sup>th</sup> pass

**Medium of Instruction:** English & Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.4,800/- for full programme

Course Code	Title of the Course	Credits
BAP 1	Introduction to Organic Farming	2
BAPI 1	Organic Production System	6
BAPI 2	Inspection and Certification of Organic Produce	4
BAPI 3	Economics and Marketing of Organic Produce	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator: Dr. S.K Yadav, skyadav30@gmail.com, Ph. 011-29573088**

### 8.33 Certificate in Water Harvesting & Management (CWHM) School of Agriculture (SOA)

Over the years with consistent rise in population, urbanisation and industrialisation, increasing demand for agriculture produce, has led to over-exploitation of limited surface as well as groundwater resource. This has resulted in sharp decline in groundwater table. The situation can be effectively reversed through rainwater harvesting which essentially means collection and storage of the rainwater from rooftop or from surface catchments for future use. Despite various initiatives including legislative measures, very little rainfall is conserved and harvested. This certificate programme intends to generate mass awareness and disseminate skills through trained human resources, about rainwater harvesting techniques and management for the optimal use of harvested water by all concerned.

#### Objectives:

The main objectives of the programme are to:

- Sensitize and educate learners on augmentation & utilization of water resources;
- Impart necessary skills and expertise to understand water harvesting techniques; and
- Enable learners to act as trainers and organizers at household and community levels for water management in terms of its usage and also for water conservation.

**Eligibility:** 10<sup>th</sup> pass

**Medium of Instruction:** English & Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.2,400/- for full programme

**Programme Details:**

Course Code	Title of the Course	Credits
ONR 001	Introduction to Water Harvesting	2
ONR 002	Basics of Hydrology	4
ONR 003	Water Harvesting, Conservation and Utilization	6
ONRL 001	Practical Training at Water Harvesting Agency	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinators:** Dr. Mukesk Kumar, [cwhm@ignou.ac.in](mailto:cwhm@ignou.ac.in), Ph. 011-29572971

Dr. Sanjeev Pandey, [rcdelhi2@ignou.ac.in](mailto:rcdelhi2@ignou.ac.in), Ph. 23392274/76/77

### 8.34 Certificate in Poultry Farming (CPF)

#### School of Agriculture (SOA)

Poultry Farming has been one of the most important subsidiary occupation of the farming community in India. It is a remunerative business both in rural and urban areas due to the requirement of small space, low capital investment and quick return throughout the year. It has a significant role in the eradication of malnutrition and poverty as well as eliminating un-and under-employment among the rural masses. However, due to lack of modern and updated method of poultry farming, the farmers are practicing their own way which is unproductive and not commercially viable. The present programme aims to impart knowledge and skill to make Poultry Farming a viable business. The target group includes: Rural youth, Women, Farmers and Entrepreneurs.

**Objectives:**

The main objectives of the programme are to:

- ☐ develop and strengthen Human Resource by infusing/imparting knowledge and skill in Poultry Farming through Open and Distance Learning (ODL) Mode;
- ☐ create awareness about the opportunities of employment and livelihood in Poultry Sector; and
- ☐ impart basic knowledge and technical proficiency in Poultry Breeding, Housing, Management and Nutrition.

**Eligibility:** 8<sup>th</sup> Pass

**Medium of Instruction:** English, Hindi, Mizo and Telugu

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.3,600/- for full programme

**Programme Details:**

Course Code	Title of the Course	Credits
OLP 1	Introduction to Poultry Farming	2
OLPI 1	Poultry Housing and Management	6
OLPI 2	Poultry Feeds and Feeding	4
OLPL 1	Poultry Health Care and Bio-security Measures	2
OLPL 2	Poultry Farm Training	2
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Dr. P. Vijayakumar, [pvkumar@ignou.ac.in](mailto:pvkumar@ignou.ac.in), Ph. 011-29573092

### 8.35 Certificate in Beekeeping (CIB)

#### School of Agriculture (SOA)

There is always an increasing demand for the honey across the world. Most of the honey is being collected from the wild resources (forest) and a limited population is engaged to rear the bees. Due to less technical knowledge and poor infrastructure, the honey production is less. A great potential exists in this area, when this unorganized sector can be established into an organized one for the betterment of the society.

At village level, successful honey production provides nutritional and economic security and also empowerment to the farmers, farm women, and rural youth. Beekeeping also helps conserve the natural resources. There is a need

to impart improved technical knowhow to the traditional beekeepers in order to facilitate the adoption of improved technologies available in this area.

The certification may be required to the beekeeper to seek any financial help from any bank, non-governmental or governmental agencies, etc.

#### Objectives:

The main objectives of the programme are to:

- ▣ impart education about modern beekeeping.
- ▣ build human resource in the beekeeping sector.
- ▣ diversification of apiculture to increase income of the farmers; and
- ▣ develop entrepreneurial skills in beekeepers.

**Eligibility:** 8<sup>th</sup> Pass or Professional Beekeepers

**Medium of Instruction:** English & Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.1,400/- for full programme

#### Programme Details:

Course Code	Title of the Course	Credits
OAPI 11	Introduction to Beekeeping	4
OAPI 12	Management of Honey Bee Colonies	8
OAPI 13	Hive Products and Economics of Beekeeping	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Dr. S.K. Yadav, skyadav30@gmail.com. Ph. 011-29573088

## 8.36 Certificate in Arabic Language (CAL)

### School of Foreign Languages (SOFL)

This programme aims at acquainting the beginner with essential rudiments of Arabic Language, and gradually and systematically inculcates in them an ability to speak, write and read the language with ascertain degree of accuracy and confidence. The programme is bilingual in medium and has self learning materials which are quite simple, innovative and learner friendly. The programme is worth 16 credits, each credit amounting to 30 hours of total study time.

**Eligibility:** 10+2 or 18 years of age

**Medium of Instruction:** English/Arabic

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.1,800/- for full programme

#### Programme Details:

Course Code	Title of the Course	Credits
BAL 1	Basics of Arabic	8
BAL 2	Communication Skills	8
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Dr. Mohd. Saleem, saleem@ignou.ac.in, Ph. 011-29571637

## 8.37 Certificate in French Language (CFL)

### School of Foreign Languages (SOFL)

The Certificate in French Language Programme aims to introduce the French language to beginners and gradually build up skills in reading, writing, listening and speaking, simultaneously developing intercultural competence. The programme is developed around the text book **Connexions, Methodedefrancais** and based on the CEFR (Common European Framework of Reference for Language) used for international standardization of pedagogy of European languages around the world.

The book is being supplemented with additional self study materials developed by IGNOU in the form of user

manuals with study guide, exercises on grammar plus CDs for developing spoken language skills and pronunciation.

The significant feature of the programme is that materials have been prepared both in English-French and Hindi-French to be accessible to a large number of learners. This makes them have choice of opting for either of the two media, as per their linguistic background.

▣ The programme is of 12 Credits, each credit amounting to 30 hrs. of total study time.

**Eligibility:** 10+2 and 18 years of age (minimum)

**Medium of Instruction.** English & Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs. 6,600/- for full programme

Course Code	Title of the Course	Credits
BFLI 1	Talking About Oneself	3
BFLI 2	Interaction	3
BFLI 3	Space	3
BFLI 4	Time	3
<b>Total Credits</b>		<b>12</b>

The Regional Centres offering this programme are: Delhi, Lucknow, Aligarh, Rajkot, Nagpur, Guwahati, Karnal and Shimla

**Programme Coordinator:** Dr. Deepanwita Srivastava; [deepan@ignou.ac.in](mailto:deepan@ignou.ac.in); Ph. 011-29571636

### 8.38 Certificate in Russian Language (CRUL)

#### School of Foreign Language (SOFL)

The Certificate in Russian Language is six- month programme of 16 credits. The programme aims at providing beginners with basics of Russian Language. The objective of the programme is to introduce learners to the basics of Russian grammar and phonetics so that they can read, write, listen and speak Russian in an accurate manner. The programme bilingual (Russian/English) in medium and has Self Learning material integrated with Audio Visual components, which will further enhance their learning capacity. The Programme will enable learners to speak and write Russian with confidence in their daily communications.

**Eligibility:** Minimum age 18 years. No formal qualification is required Class 10 level of English proficiency is desirable.

**Medium of Instruction:** Russian and English

**Duration:** Minimum six months and Maximum 2 years offered in both January and July cycle of admission.

**Fee Structure:** Rs. 2,500/- for full programme

#### Programme Details:

Course Code	Title of the Course	Credits
ORU 001	Communication Skills-I	8
ORUL 002	Communication Skills-II	8
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Dr. Shivaji Bhaskar, [shivajibhaskar@ignou.ac.in](mailto:shivajibhaskar@ignou.ac.in), Ph. 011-29571640

### 8.39 Certificate in Japanese Language (CJL)

#### School of Foreign Language (SOFL)

The programme aims at providing beginners with basics of Japanese Language. The objective of the programme is to introduce learners to the basics of Japanese grammar and phonetics so that they can read, write, listen and speak Japanese in an accurate manner. The programme is bilingual (Japanese /English) in medium and has self-learning material integrated with Audio Visual components.

**Eligibility:** 10+2 or equivalent with knowledge of English, Minimum 18 years of age.

**Medium of Instruction:** Japanese and English

**Duration:** Minimum 1 years and Maximum 3 years; offered in January & July cycle of admissions.

**Fee Structure:** Rs. 5,500/- for full programme

Course Code	Title of the Course	Credits
BJLI-1	Basic Japanese - 01	4
BJLI-2	Basic Japanese - 02	4
BJLI-3	Basic Japanese - 03	4
BJLI-4	Basic Japanese - 04	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator: Mr. Shivaji Bhaskar, shivajibhaskar@ignou.ac.in Ph.: 011-29571640**

## 8.40 Certificate in Korean Language & Culture (CKLC)

### School of Foreign Language (SOFL)

The programme aims at providing beginners with basics of Korean Language. The objective of the programme is to introduce learners to the basics of Korean grammar and phonetics so that they can read, write, listen and speak Korean in an accurate manner. The programme is bilingual (Korean /English) in medium and has Self Learning material integrated with Audio – Visual components.

**Eligibility:** 10+2 or equivalent with knowledge of English, Minimum 18 years of age.

**Medium of Instruction:** Korean and English

**Duration:** Minimum six months and Maximum 2 years; offered in January and July cycle of admissions.

**Fee ReStructure:** Rs. 2,500/- for full programme

Programme Offered through the following Regional Centre: RC Delhi-3, RC Noida, RC Varanasi, RC Kolkata and RC Hyderabad only.

Course Code	Title of the Course	Credits
BKL-1	Basics of Korean – I	8
BKL-2	Basics of Korean – II	8
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator: Mr. Shivaji Bhaskar, shivajibhaskar@ignou.ac.in Ph. 011-29571640**

## 8.41 Certificate in Spanish Language & Culture (CSLC)

### School of Foreign Language (SOFL)

The programme aims at those prospective learners who are interested in learning Spanish language in a non-native context and who desire to receive culture information on the Spanish-speaking countries.

The general objective of this programme is that the learners acquire language skills (pronunciation, grammar, vocabulary and basic communicative competence, both in oral and written communications) as well as socio-cultural competence in the target language that will enable them to communicate effectively with the Spanish-speaking world in the activities related to daily life.

The curriculum of this programme is based on the Common European Framework of Reference for Languages (CEFR) by the Council of Europe for all European Languages and it is expected that those completing this programme will achieve the A1 level of communicative competence.

The objectives of the courses are as follows:

- ▣ BSL-1: In this course students will develop their linguistic and socio-cultural competencies, at the beginner level, in the target language that will allow them to communicate with Spanish speakers in the activities related to daily life.
- ▣ BSL-2: In this course students will develop communication skills at the break through level, which will allow them to establish a successful communication related to daily life tasks.

**Eligibility:** 10+2 with the knowledge of English

**Medium of Instruction:** Spanish and English

**Duration:** Minimum 6 months; Maximum 2 Years, offered in both January & July cycle of admissions.

**Fee Structure:** Rs. 4,500/- for full programme

### Course Details:

Course Code	Title of the Course	Credits
BSL-1	Basics of Spanish Language and Culture-I	8
BSL-2	Basics of Spanish Language and Culture-II	8
	<b>Total Credits</b>	<b>16</b>

**Programme Coordinator:** Vikash Kumar Singh, [sofl@ignou.ac.in](mailto:sofl@ignou.ac.in), [vikashsingh@ignou.ac.in](mailto:vikashsingh@ignou.ac.in),  
 Ph.: 011- 29571635

## 8.42 Certificate in German Language (CGL) School of Foreign Language (SOFL)

The programme is offered in academic collaboration with the Goethe Institute, Max Mueller Bhawan, New Delhi, a cultural institute of the Federal Republic of Germany. This programme aims at introducing the basics of the German Language and gradually develops the learners' abilities to encourage a better cultural understanding of Germany. It is a bilingual (German, English) blended integrated radio & video programme with a substantial component of face- to-face counseling at designated centers.

This programme comprises 14 credits, each credit amounting to 30 hours of total study time, comprising of the following three courses:

**Eligibility:** 10+2 or its equivalent.

**Medium of Instruction:** German and English

**Fee Structure:** Rs. 2500/- for full programme

**Duration:** Minimum 6 months and Maximum 2 years; admission offered in both January and July sessions

### Programme Details

Course Code	Title of the Course	Credits
BGL-1	German Language Course-I	4
BGL-2	German Language Course-II	4
BGL-3	German Language Course-III	6
	<b>Total Credits</b>	<b>14</b>

**Programme Coordinator:** Vikash Kumar Singh, [sofl@ignou.ac.in](mailto:sofl@ignou.ac.in), [vikashsingh@ignou.ac.in](mailto:vikashsingh@ignou.ac.in)/  
 Ph.:011-29571635

## 8.43 Certificate in Persian Language (CPEL) School of Foreign Languages (SOFL)

The Programme aims at those learners who are interested in learning Persian Language in a non-native context and who desire to have knowledge of Persian culture.

The prime objective of this programme is that the learners acquire language skills (grammar, pronunciation, vocabulary, antonyms & synonyms, basic communicative competence, both in oral and written communication. The programme will enhance the learners to communicate effectively with the Persian/Iranian speaking world in the activities and exercises related to daily life.

The objectives of this course are to:

- ☐ In this course the students/learners will develop their linguistic competencies at the beginner level
- ☐ In this course the learners/students will develop situation based communication skills at the break through level

**Eligibility:** 10+2 or 18 years of age

**Medium of Instruction:** English & Persian

**Duration:** Minimum 06 months and Maximum 2 Year, offered in both January & July cycle of admissions.



**Fee Structure:** Rs. 1,800/- for full Programme

**At present programme to be offered through the following Regional Centres (RCs):** Delhi-1, Kolkata, Patna, Hyderabad, Lucknow, Srinagar and Noida

Course Code	Title of the Course	Credits
BPEL11	Basics of Persian	8
BPEL12	Communication Skills	8
	<b>Total Credits</b>	<b>16</b>

**Programme Coordinator: Dr. Mohammad Saleem** E-mail: [saleem@ignou.ac.in](mailto:saleem@ignou.ac.in) ; Ph-011-29571640/29571637/29571631 ; **Dr. Sarwarul Haque;** E-mail: [sarwarulhaque@ignou.ac.in](mailto:sarwarulhaque@ignou.ac.in)

## 8.44 Certificate in First Aid (CFAID)

### School of Health Sciences (SOHS)

Certificate in First Aid is a 6 months programme of 16 credit programme with 1 theory and 1 practical course open to all those who have completed class 10th examination. This programme aims at developing knowledge and skills about first aid to enable the learners to provide first aid in various emergency situations. Students will carry out theory and practical contact sessions at their own work place with web support using WEAS, Gyan vani, including online counseling and other media including Audio video.

#### Objectives:

- ☐ Develop knowledge and skills about firstaid.
- ☐ Enable the learners to recognize the symptoms/conditions which require firstaid.
- ☐ Develop the ability of dealing with emergency situations.
- ☐ Enable the learners to provide first aid in various situations and settings.

**Academic Session:** January and July of every year.

**Target Group:** The programme is open to the General Public/General Population/Professionals/ Non-professionals with the keenness to pursue the course, employed in any sector/or unemployed/housewives/self-employed/entrepreneur etc.

**Eligibility:** The programme is open for all those who have completed class 10th examination.

**Medium of Instruction:** English & Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs. 3,500/- for full programme

#### Programme Details:

Course Code	Title of the Course	Credits
BNS 40	Basics of First Aid (Theory)	6
BNSL 40	Skills in First Aid (Practical)	10
	<b>Total Credits</b>	<b>16</b>

**Programme Coordinator: Prof. Pity Koul,** [certificatefirstaid@ignou.ac.in](mailto:certificatefirstaid@ignou.ac.in), Ph. 011-29572807  
**Ms.R.S. Bhardwaj,** Ph.011-29572815

## 8.45 Certificate Programme in Yoga (CPY)

### School of Health Sciences (SOHS)

Yoga is essentially a practice based on an extremely subtle science, which focusses on bringing harmony between mind, body and spirit. It is a very powerful means to achieve physical, mental and emotional well being. Yoga paves the way to discover the self, the external world and the nature. It is an art and science for healthy living. Yoga has benefits including education, health and stress management.

After studying this particular programme, the learner shall understand the basic principles and practice of yoga. The candidate will become aware about the history and the contribution of various Yogis in the field of Yoga and attain both physical and mental health through Yoga. There will be 12 days practical training in two episodes (6 days each) in

this programme. Students need to visit the training centre for practical training.

**Eligibility:** Class XII pass from any recognized board (any stream)

**Medium of Instruction:** English

**Duration:** Minimum 06 months and Maximum 2 Year, offered in both January & July cycle of admissions.

**Fee Structure:** Rs. 5000/- for full Programme

Programme offered through the following Regional Centres: Delhi, Dehradun, Bengaluru, Bhubaneswar, Jaipur, Jodhpur, Chennai, Mumbai and Pune.

**Programme Structure:**

Course Code	Course Title	Credits
BYG 1	Introduction to Yoga and Yogic texts	4
BYG 2	Yoga and Health	4
BYGL 1	Shat Kriyas, Yogic Kriyas, Asanas, Pranayama, Mantra Japa	8
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Dr. Biplab Jamatia, [cpy@ignou.ac.in](mailto:cpy@ignou.ac.in)

## 8.46 Certificate in Health Care Waste Management (CHCWM) School of Health Sciences (SOHS)

The concern for bio-medical waste management has been felt globally with indiscriminate disposal of health care waste and the rise in deadly infections such as AIDS, Hepatitis-B. The need to educate different health care professionals/ workers about health care waste management is thus very important. To cater to the needs of these health care professionals, the School of Health Sciences, IGNOU and WHO, SEARO have developed a Certificate Programme in Health Care Waste Management in the South-East Asia Region Countries.

The programme aims to:

- Sensitize the learners about health care waste and its impact on our health and environment.
- Acquaint the learner about the existing legislation, knowledge and practices regarding health care waste management in South-East Asia Region countries.
- Equip the learner with skills to manage health care waste effectively and safely.

**Eligibility:** 10+2 or its equivalent

**Target Group:** Doctors, Nurses, Paramedics, Health Managers and other professional workers working in health care institutions.

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.3,000/- for full programme.

**Programme Details:**

There are two compulsory courses (BHM101 and BHM102) and eight optional (elective/project/practical) courses. A student is required to take the two compulsory courses and any two of the optional courses. The programme has a blended approach. The programme package consists of self instructional material in the form of block/ booklets, audio video material and web support. The students opting for the workshop course will be required to undergo a compulsory 2-3 days workshop (as planned by the Learner Support Centre).

**Programme Structure:**

CourseCode	Title of the Course	Credits
<b>Compulsory Courses</b>		
BHM-101	Fundamentals: Environment and Health, Health Care Waste Management Regulations	6
BHM-102	Health Care Waste Management: Concepts, Technologies and Training	6

<b>Optional Courses (Choose any two)</b>		
BHME-101	Inter-relationship between Health and Environment	2
BHME-102	Worker Safety and Patient Safety	2
BHME-103	Current Status of Health Care Waste Management and Legislation in the Regional Countries	2
BHME-104	Managerial and Systems Approach	2
BHME-105	Special Considerations of Waste Management	2
BHME-106	Administrative and Legal Aspects of Waste Management	2
BHMP-101	Project	2
BHML-101	Workshop	2
<b>Total Credits</b>		<b>16</b>

#### Selection Criteria

Selection will be made on the basis of Regional Centre/LSC. The allotment of the LSC will be done to eligible applicants as per merit according to their choice and availability of the seats in the centres following IGNOU's reservation policy. The LSC allotted by the University will be final. In case applications of eligible candidates are more than the number of seats, the marks of 10+2 or equivalent will be considered for preparing the merit. In case of a tie between two candidates, the one of senior age will be given preference.

**Programme Coordinator: Dr. Ruchika Kuba, [chcwm@ignou.ac.in](mailto:chcwm@ignou.ac.in), Ph. 011-29572813**

### 8.47 Certificate in Newborn and Infant Nursing (CNIN) School of Health Sciences (SOHS)

Certificate in newborn and infant nursing is a continuing nursing education programme of six months for in-service nurses (RNRN). It comprises of 16 credits (6 credits in theory and 10 credits in practical) having 2 courses (1 theory and 1 practical course). Students will carry out theory and practical contact sessions at their own work place with web support using WEAS, Gyan vani, including online counseling and other media including Audio video.

#### Objectives:

The programme aims to:

- ☐ Enhance and update the knowledge, skills and practices of nursing personnel in care of newborn and infants
- ☐ Enable Nursing personnel to provide effective nursing care to normal, at risk and sick newborn and infants.

**Eligibility:** Nursing Professionals (RNRN) with Diploma in General Nursing and Midwifery (GNM) / B.Sc. (N) or above

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.6,600/- for full programme

**Note:** As per Indian Nursing Council (INC) letter No.F.No.22-203/CNE/2018-INC dated 27/11/2020 the DNA programme can be considered under continued Nursing Education programme with 55 CNE credit hour/11 Credit as approved by INC.

#### Programme Details:

Course Code	Title of the Course	Credits
<b>Theory</b>		
BNS 115	Nursing Care of New Born and Infant	6
<b>Practical</b>		
BNSL 115	Nursing Practices and Procedures in Care of Newborn and Infant	10
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator: Prof. Pity Koul, Ms. Rohini Sharma, [cnin@ignou.ac.in](mailto:cnin@ignou.ac.in), Ph. 011-29572815**

## 8.48 Certificate in Maternal and Child Health Nursing (CMCHN) School of Health Sciences (SOHS)

Certificate Programme in Maternal and Child Health Nursing is continuing nursing education programme of six months for in-service nurses (ANM/RNRM). It has 16 credits (6 credits in theory and 10 credits in practical) and has 1 theory course and 1 practical course. Students will carry out theory and practical contact sessions at their own work place with web support using WEAS, Gyan vani, including online counseling and other media including Audio video.

### Objectives:

- ☐ Update the knowledge and skills of health care providers in reproductive and child health
- ☐ Enable the health care providers to render effective health care to mother & child

**Eligibility:** Nursing Professionals (RNRM) with Diploma in General Nursing and Midwifery (GNM) and above **OR** Auxiliary Nurse Midwife (ANM) /Female Health Worker (FHW)/Health Supervisor (HS)/ Lady Health Visitor (LHV)/Public Health Nurse (PHN).

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.6,600/- for full programme

**Note:** As per Indian Nursing Council (INC) letter No.F.No.22-203/CNE/2018-INC dated 27/11/2020 the DNA programme can be considered under continued Nursing Education programme with 55 CNE credit hour/11 Credit as approved by INC.

### Programme Details:

Course Code	Title of the Course	Credits
BNS 117	Maternal and Child Health Care	6
BNSL 117	Practices and Procedures in Maternal and Child Health Care	10
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Prof. Pity Koul, Dr. Reeta Devi, cmchn@ignou.ac.in, Ph. 011-29572817

## 8.49 Certificate in Home Based Health Care (CHBHC) School of Health Sciences (SOHS)

Certificate Programme in Home Based Health Care is a 6 months programme of 14 credits (Theory 4 credits, Practical 10 credits) for 10<sup>th</sup> Pass students. This programme has been developed to prepare a work force in the country with the skills required to look after elderly and people suffering from chronic progressive illnesses. This programme will help the family members and patients to cope with the stress of care to their long term ailing relatives which will add to the quality of life of patients as well as of relatives.

### Objectives:

The broad objectives of this programme are to:

- ☐ provide care to people at home setting after discharge from tertiary care.
- ☐ Prepare a workforce in the country with the skills required to look after elderly and people suffering from chronic progressive illnesses.

**Eligibility:** 10<sup>th</sup> pass (Matriculation)

**Medium of Instruction:** English/Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.2,400/- for full programme

### Programme Details:

Course Code	Title of the Course	Credits
CNS-HC 1	Home Based Care (Theory)	4
CNS-HCP 1	Skills Related to Home Based Care (Practical)	10
<b>Total Credits</b>		<b>14</b>

**Programme Coordinator:** Mrs. Reeta Devi, reetadevi@ignou.ac.in, Ph. 011-29572817

## 8.50 Certificate in General Duty Assistance (CGDA) School of Health Sciences (SOHS)

The General Duty Assistant (GDA) program is a short duration skill based training program, with an objective to develop a pool of trained workforce which can be employed by hospitals and healthcare facilities to provide support to nurses, doctors as well as other healthcare team members in ensuring quality care to the patients. This program focuses on the acquisition of skills necessary to provide support by undertaking non-clinical tasks or the activities that have been directed by the healthcare team members.

Every healthcare setting big or small, needs GDAs to undertake and manage non-clinical activities within a healthcare setting (e.g. patient sample transportation, documentation, infection control and cleanliness). The GDAs can progress to take up similar profiles such as Home Health Aide, Nursing aides and assistants, or can also have vertical progression by taking up more responsibilities such as GDA supervisor, Floor supervisor etc. after adequate experience.

### Outcome Objective:

The program aims at making a student competent to perform the following skills:

- Demonstrate skills in patient positions and use of assistive devices, Preparation of Patient care unit, skills in transporting a patient, handling of samples, drugs and linen and use and after care of equipments
- Demonstrate skills General Hygiene and Grooming, bathing procedures and guidelines, mouth, eye, ear, skin, hair, nail and foot care, feeding the patient, taking care of elimination needs and Procedures
- Practice infection control measures, promote safety and demonstrate right methods of bio medical waste management

**Eligibility:** 10+2 Pass

**Medium of instructions:** English

**Duration:** Minimum 6 months and Maximum 2 years; admission in both January & July cycle.

**Fee Structure:** Rs.6,000/- for full Programme.

**No. of Seats:** 20-30 in each Learner Support Centre.

### Programme Structure:

Course Code	Course Title	Nature of Course	Credits
BHT-1	Foundation of General Duty Assistance	Theory	4
BHT-2	Basic Needs of Patient Care	Theory	2
BHTL-3	Fundamental Skills for General Duty Assistance	Practical	12
<b>Total Credits</b>			<b>18</b>

**Programme Coordinator:** Mrs Laxmi, **E-mail:** cgda@ignou.ac.in

## 8.51 Certificate in Geriatric Care Assistance (CGCA) School of Health Sciences (SOHS)

A Geriatric Care Assistant (GCA) can be defined as a trained and certified health-care worker who usually works in a hospital, home or Old Age home environment and provide care to the elderly or old age patients. Internationally they may be called by similar names such as Elderly Care Attendants, Geriatric Nursing Aides or Patient Care Assistants. The programme aims to develop a pool of trained workforce which can be employed to provide support to old age patients and assist other healthcare providers majorly in home/ old age home (including assisted living facilities) settings, rehabilitation facilities or other wise in hospitals as well.

With the increase in geriatric population as well as social limitations such as nuclear families, there is greater evidence of requirement of Geriatric Care Assistants. The CGCA program is thus a platform for gaining knowledge, to understand the activities and variety of care interventions that are required by an elderly patient. There will be around 6 weeks hands on skill training in the hospital / medical college.

### Outcome Objective:

The program aims at making a student competent to perform the following skills:

- Demonstrate skills in basic geriatrics care such as assessment, patient positions, movements, preparation of

facilities/environment of the patient, feeding, hygiene, grooming, dressing, bathing and elimination needs of the geriatrics patients, oral care, hair care, eye and ear care, skin, nail and foot care of geriatrics patients.

- Demonstrate skills in management of positions & pressure points, disabilities and well being of geriatric patient, including counseling skills and management of mental health issues in geriatrics patients as well as Basic Life Support (BLS) measures & first aid in the event of emergencies.

**Eligibility:** 10+2 Pass with Science.

**Medium of instructions:** English

**Duration:** Minimum 6 months and Maximum of 2 years; admission in both January & July cycle.

**Fee Structure:** Rs.6,500/- for full programme

**No. of Seats:** 20-30 in each Learner Support Centre.

**Programme Structure:**

Course Code	Course Title	Nature of Course	Credits
BHT-6	Foundation for Geriatric Care Assistance	Theory	4
BHT-7	Special Needs of Geriatric Patients	Theory	4
BHTL-8	Skills for Geriatric Care Assistance	Practical	12
<b>Total Credits</b>			<b>20</b>

**Programme Coordinator:** Dr. Biplab Jamatia, E-mail: [cgca@ignou.ac.in](mailto:cgca@ignou.ac.in)

## 8.52 Certificate in Phlebotomy Assistance (CPHA)

### School of Health Sciences (SOHS)

The Phlebotomy Assistant program is a short duration skill based training program, with an objective to develop a pool of trained workforce which can be employed by diagnostic/ healthcare service providers to assist medical laboratory technologist/pathologist. This program focuses on the acquisition of skills necessary to draw quality blood samples from patients, storage & transport to laboratory for medical testing.

With the fastest growing market of diagnostics and laboratory chains, the demand for Phlebotomists is incremental. Phlebotomy assistant can also be the entry point for candidates who may be interested in undertaking Medical Laboratory Sciences as their profession, however, to get streamlined in the medical laboratory field, the phlebotomy assistants will be expected to undergo desired higher-level qualification. There will be around 11 weeks hands on practical training in this programme which will be imparted in the medical college / hospital.

**Outcome Objective:**

The program aims at making a student competent to perform the following skills:

- Demonstrate the ability to collect, storage, transport, receive, accept or reject and store blood, etc.;
- Practice infection control measures including collection, segregation, storage, transportation and disposal of the Biomedical Waste in the lab/unit, techniques to maintain the personal hygiene & use of the Personal Protective Equipment (PPE) at workplace
- Demonstrate Basic Life Support (BLS) measures & first aid in the event of emergencies,

**Eligibility:** 10+2 Pass with Science.

**Medium of instructions:** English

**Duration:** Minimum 6 Months and Maximum of 2 years; Admission in both January & July cycle.

**Fee Structure:** Rs.7,500/- for full Programme

**No. of Seats:** 20-30 in each Learner Support Centre.

**Programme Structure:**

Course Code	Course Title	Nature of Course	Credits
BHT-11	Basic Phlebotomy Assistance	Theory	4

BHT-12	Handling of Blood Samples	Theory	4
BHTL-13	Skills for Phlebotomy Assistance	Practical	12
	<b>Total Credits</b>		<b>20</b>

**Programme Coordinator: Dr. Biplab Jamatia, E-mail: [cpha@ignou.ac.in](mailto:cpha@ignou.ac.in)**

## 8.53 Certificate in Home Health Assistance (CHHA) School of Health Sciences (SOHS)

A Home Health Assistant (HHA) can be defined as a trained and certified health-care worker who provides assistance to a patient in the home with personal care (as hygiene and exercise) and one who monitors the patient's condition. The Home Health Assistance (HHA) is a short duration skill based training program, with an objective to develop a pool of trained workforce who can be employed to provide patient support and assist other health care providers in home settings.

With the increase in non-communicable diseases, critically ill patients and accidental cases there is greater evidence of requirement of home based assistance. Many home health assistants also work in assisted living facilities, which provide independent living in a homelike group environment, with professional care available as needed.

### Outcome Objective:

The program aims at making a student competent to perform the following skills:

- ▣ Demonstrate Skills of general hygiene and grooming, bathing procedures and guidelines, mouth, eye, ear, skin, hair, nail and footcare.
- ▣ Demonstrate Skills of feeding the patient, taking care of elimination needs and procedures.
- ▣ Demonstrate skills to enable geriatric/paralytic/immobile patient to cope with changes to their health and environment including preventing risk off alls
- ▣ Demonstrate Basic Life Support, Cardio Pulmonary Resuscitation and other actions in the event of medical and facility emergencies.
- ▣ Practice infection control measures, promote safety, list usage of protective devices and right methods of bio medical waste management at home level.

**Eligibility:** 10+2 Pass.

**Medium of instructions:** English

**Duration:** Mimimum 6 months and Maximum of 2 years; admission in both January & July cycle.

**Fee Structure:** Rs.6,000/-for full Programme

**No. of Seats:** 20-30 in each Learner Support Centre.

### Programme Structure:

Course Code	Course Title	Nature of Course	Credits
BHT-16	Basic Home Health Assistance	Theory	4
BHT-17	Applied Home Health Assistance	Theory	2
BHTL-18	Skills for Home Health Assistance	Practical	12
	<b>Total Credits</b>		<b>18</b>

**Programme Coordinator: Dr. Reeta Devi; E-mail: [chha@ignou.ac.in](mailto:chha@ignou.ac.in); Ph.No.011-29572817**

## 8.54 Certificate in Community Health (CCH) School of Health Sciences (SOHS)

Certificate Programme in Community Health (CCH) is a Six Months programme of 18 credits (8 credits in theory and 10 credits in practical) It has 2 theory and 1 practical course.

The Programme has been designed, developed and implemented in collaboration and funding from Ministry of Health and Family Welfare (MoHFW) Government of India.

The programme aims at improving the knowledge, skills and competencies of in-service registered nurses (RNRM) and Ayurveda Practitioners to enable them to serve as competent human resource essential for strengthening the primary health care services at peripheral level.

**It may be noted that the candidates for this Programme are selected by MoHFW and Programme is open ONLY to sponsored candidates from National Health Mission (NHM) MOHFW Govt. of India through State Health Mission/State Government.**

The prospective learners may contact respective State Health authorities (State Health Mission) for procedure of selection and sponsorship for admission.

### Objectives

The main objectives of the programme are to:

- ☐ Enhance knowledge and skill of learners in providing community health care services.
- ☐ Develop competencies in dealing with issues of public health.
- ☐ Provide comprehensive primary care based on protocols appropriate to subcentre level.
- ☐ Perform preventive and promotive actions for improving community health.
- ☐ Perform common laboratory investigations.
- ☐ Provide treatment based on protocols as appropriate to subcentre level.

**Eligibility:** GNM/B.Sc. Nursing/PB B.Sc. Nursing/ Ayurveda Practitioners/ BAMS

**Medium of Instruction:** English

**Duration:** Minimum 6 Months and Maximum 2 years; admission in both January and July cycle.

**Fee Structure:** Rs. 15,000/- Cycle (subject to change)

### Programme Details

Course Code	Course Title	Nature of Course	Credits
BNS 41	Foundations of CommunityHealth	Theory	4
BNS 42	Primary Health Care in Common Conditions	Theory	4
BNSL 43	Public Health and Primary Health Care Skills	Practical	10
<b>Total Credits</b>			<b>18</b>

**Programme Coordinators:** Prof. Pity Koul; Ph-011-29572807, Dr. Reeta Devi ; Ph.29582817 Email-  
bridgecoursen@ignou.ac.in

## 8.55 Certificate in Adolescent Health and Counseling (CAHC) School of Health Sciences (SOHS)

Certificate programme for Adolescent Health and counselling is a 6 months programme of 14 credits. (Theory 12 credits, practicals 2 credits). The programme is for teachers who are teaching in primary, middle, secondary and higher secondary school or any graduate. This programme has been developed to prepare teachers and parents to help adolescents to develop healthy life style.

**Eligibility:** Teacher who are teaching in primary, middle, secondary & higher secondary school or any graduates.

**Medium of Instruction:** English.

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January and July cycle of admission

**Fee:** Rs. 2000/- for full programme.

**Programme Details:** The programme consists of 14 credits ( 12 credits in theory and 2 credits in practical) and has Two Theory and one Practical course as given below:



Course Code	Course Title	Number of Credits	Total Hours	Counselling Session Hours through WEAS *	Practical Contact Hours through WEAS	Self Activity Hours
CNS-AH-001	Theory Course– 1 Fundamentals of Adolescence	6	360	18	-----	-----
CNS-AH 002	Theory Course – 2 Issues & Challenges during Adolescence	6		18		
CNS-AHL 001	Practical Title of the course: Practical Manual on Adolescent Health	2	60	-----	8 (1days)	52

\*Web enabled academic support.

Note: It is mandatory for Student to provide E-Mail ID made up in G-Mail account to avail the academic support

**Programme Coordinator:** Dr. Laxmi, Assistant Professor, SOHS, Programme email id: cahc@ignou.ac.in

## 8.56 Certificate in Visual Arts – Painting (CVAP) School of Performing & Visual Arts (SOPVA)

The certificate programme in Painting aims to imparting basic knowledge and skill of drawing, medium and composition with the development of creative and aesthetics sensibilities. The course tends to inculcate creativity, precision and use of tool & materials.

### Objectives:

- ☐ To develop the self observation, visualization and self motivation to create an art work.
- ☐ Introduce them to concept of Indian Art Practices and Aesthetics.
- ☐ To understand and use of Material and Technique.

**Eligibility:** 10<sup>th</sup> pass

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs. 4,000/- for full programme

### Programme Details:

Course Code	Title of the Course	Credits
OVA 1	Indian Cultural Heritage (Theory)	2
OVA 2	Understanding Indian Art Forms (Theory)	2
OVA 3	An Introduction to Indian Arts (Theory)	2
OVAL 4	Direct Study from Simple Objects (Practical)	4
OVAL 5	Study from Still Life (Practical)	3
OVAL 6	Composition in Painting (Practical)	3
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Mr. Lakshaman Prasad, [lakshaman.mau@ignou.ac.in](mailto:lakshaman.mau@ignou.ac.in), Ph. 011-29571653

## 8.57 Certificate in Visual Arts – Applied Art (CVAA)

### School of Performing & Visual Arts (SOPVA)

The certificate programme in Applied Art aims to develop basic applied and design skills with creative and aesthetic understanding.

#### Objectives:

- ☐ To develop the visualization and Designing sensibility to create an artwork.
- ☐ To understand and use of Material and Technique for graphic design.
- ☐ Introduce them to concept of Indian Art Practices and Aesthetics.
- ☐ To impart knowledge of Graphic designing and advertising.

**Eligibility:** 10<sup>th</sup> pass

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.4,000/- for full programme

#### Programme Details:

Course Code	Title of the Course	Credits
OVA 1	Indian Cultural Heritage (Theory)	2
OVA 2	Understanding Indian Art Forms (Theory)	2
OVA 3	An Introduction to Indian Arts (Theory)	2
OVAL 4	Direct Study from Simple Objects (Practical)	4
OVAL 7	Geometrical Design (Practical)	3

**Programme Coordinator:** Mohd. Tahir Siddiqui, [tahir.sid@ignou.ac.in](mailto:tahir.sid@ignou.ac.in), Ph. 011-29571658

## 8.58 Certificate in Performing Arts – Theatre Arts (CPATHA)

### School of Performing & Visual Arts (SOPVA)

Certificate course in Theatre Arts aims to provide basic introduction to the art of theatre to the learners. This course offers both theoretical and practical inputs to the students.

#### Objectives:

- ☐ To introduce the art of the theatre to the learners.
- ☐ To provide basic training in theatre.
- ☐ To provide knowledge of theatre appreciation to the enthusiasts.

**Eligibility:** 10<sup>th</sup> pass

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs. 4,000/- for full programme

#### Programme Details:

Course Code	Title of the Course	Credits
OVA 1	Indian Cultural Heritage (Theory)	2
OVA 2	Understanding Indian Art Forms (Theory)	2
OTH 1	An Introduction to Theatre & Drama (Theory)	2
OTHL 2	Voice & Speech (Practical)	3
OTHL 3	Physical Aspects of Acting (Practical)	3
OTHL 4	Method Acting-Stanislawsky (Practical)	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Dr. Govindraju Bhardwaza, [dr.g\\_bhardwaza@ignou.ac.in](mailto:dr.g_bhardwaza@ignou.ac.in), Ph. 011-29571654

## 8.59 Certificate in Performing Arts Hindustani Music (CPAHM) School of Performing & Visual Arts (SOPVA)

Certificate in Hindustani Music is to enable the learner to receive the basic knowledge of theory and practical aspects of Hindustani music. It aims to provide music education to the discerning students who don't have access to study music through conventional system. It is an introductory programme to disseminate the basic knowledge of this art form with ample practice inputs.

### Objective:

This programme is aimed to creating awareness and appreciation of Hindustani music. This will also help the learner to gain knowledge of practical as well theoretical aspect of the art form.

**Eligibility:** 10<sup>th</sup> pass

**Medium of Instruction:** English, (Program Delivery – Through Web Enabled Academic Support).

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.4,000/- for full programme

### Programme Details:

Course Code	Title of the Course	Credits
OVA 1	Indian Cultural Heritage (Theory)	2
OVA 2	Understanding Indian Art Forms (Theory)	2
OMU 1	An Introduction to Hindustani Music (Theory)	2
OMUL 2	(Practical-1)	3
OMUL 3	(Practical-2)	3
OMUL 4	(Practical-3)	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Dr. Mallika Banerjee, mallikabanerjee@ignou.ac.in, Ph. 011-29571656

## 8.60 Certificate in Performing Arts Karnatak Music (CPAKM) School of Performing & Visual Arts (SOPVA)

Certificate of Performing Arts-Karnatak Music aims to provide Karnatak classical music education to the discerning students who do not have access to study it through conventional system. This course has been designed for serious Karnatak Music students to get knowledge of the subject theoretically as well as practically. It is an introductory programme to disseminate the basic knowledge of this art form with ample practical inputs.

### Objective:

- ☐ To provide basic voice training.
- ☐ To teach learners the basic skills of singing Karnatak Music.
- ☐ To create understanding of historical evolution of Karnatak Music.
- ☐ To provide knowledge about the technical terms of Karnatak Music.

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.4,000/- for full programme

**Eligibility:** 10<sup>th</sup> pass

### Programme Details:

Course Code	Title of the Course	Credits
OVA 1	Indian Cultural Heritage (Theory)	2
OVA 2	Understanding Indian Art Forms (Theory)	2
OMU 5	An Introduction to Karnatak Music (Theory)	2
OMUL 6	Paper-1 (Practical)	3
OMUL 7	Paper-2 (Practical)	3

OMUL 8	Paper-3 (Practical)	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator: Dr. Mallika Banerjee, mallikabanerjee@ignou.ac.in, Ph. 011-29571656**

## 8.61 Certificate in Performing Arts Bharatanatyam (CPABN) School of Performing & Visual Arts (SOPVA)

Indian classical dances bring out the quintessential cultural ethos of diverse regions of India. This programme offers training in the basics of Bharatanatyam, a popular classical dance form and provides a holistic and integrated approach to Indian performing arts through theory courses with 70% - 30% emphasis for practical and theory. This is an innovative program from IGNOU that follows a blended learning approach and uses technology enabled learning support platforms for programme dissemination and evaluation.

### Objectives:

- ▣ To impart and create a holistic knowledge base of Indian cultural forms of expression like Dance, Music, Painting and Theatre.
- ▣ To improve culture sensitivity and develop cultural know how.
- ▣ To impart strong and solid basic practical training in dance that is fundamental for advanced learning.

**Eligibility:** 10<sup>th</sup> pass

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.4,000/- for full programme

### Programme Details:

Course Code	Title of the Course	Credits
OVA 1	Indian Cultural Heritage (Theory)	2
OVA 2	Understanding Indian Art Forms (Theory)	2
ODN 1	Introduction to Indian Dance Forms (Theory)	2
ODNL 11	Bharatanatyam 1 (Practical)	4
ODNL 12	Bharatanatyam 2 (Practical)	4
ODNL 13	Music and Talas (Practical)	2
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator: Dr. P. Radhika, radhika@ignou.ac.in, Ph. 011-29571651**

## 8.62 Certificate in Energy Technology and Management (CETM) School of Engineering & Technology (SOET)

CETM aims at equipping all its students about various energy resources, energy conversion processes, energy use, energy conservation, energy planning and management.

### Objectives:

The broad objectives of the Programme are:

- ▣ To give an over view of various energy resources, their availability and energy use pattern
- ▣ To give an exposure about environmental effects of energy use
- ▣ To give an overview of renewable energy technologies
- ▣ To conduct an energy audit and implement energy conservation measures
- ▣ To see the importance of Energy, Economy and Environment interaction
- ▣ To know how to make energyplan
- ▣ To know about energy efficient devices for energy conservation.

**Eligibility:** 10<sup>th</sup> Pass

**Medium of Instruction:** English

**Duration:** Minimum 6 Months and Maximum 2 years; offered in January & July cycle of admissions..

**Fee Structure:** Rs. 3,000/- for full programme.

**Programme Details:**

Course Code	Title of the Course	Credits
OEY 1	Energy Resources and Conversion Processes	4
OEY 2	Renewable Energy Technologies and their Uses	6
OEY 3	Energy Management: Audit and Conservation	6
OEYP 4	Energy Projects	4
<b>Total Credits</b>		<b>20</b>

**Programme Coordinator:** Prof. Ajit Kumar, [ajit@ignou.ac.in](mailto:ajit@ignou.ac.in), Ph.011-29572925, 9811333400 (M)

## 8.63 Certificate of Competency in Power Distribution (Electrical Technicians) (CCPD) School of Engineering & Technology (SOET)

**Certificate of Competency in Power Distribution (for Electrical Technicians) (CCPD)**, programme has been developed by the School of Engineering & Technology, IGNOU in collaboration with the Ministry of Power under IGNOU- MoP Project towards implementing the competency based skill development training for the electrical technicians/equivalent level work force of the country.

**The main objectives of this programme are:**

- To offer need based and tailor made academic programme for the specific need of technicians/equivalent level workforce engaged in electricity sector
- To train, assess and certify the skills and competencies of electrical technicians, and to make them eligible for acquiring further knowledge and skill development training / educational qualification,
- To provide better industrial education linkage by matching learner's educational needs while collaborating with professional bodies to meet the real work need,
- To provide educational programme aiming at increased job potential and economic activities.

**Who can be benefited by this programme (Target group):**

- Electrical Technicians /Equivalent tradesman or manpower working in electricity/power sector
- Electrical Technicians having or pursuing trade certificate in Electrician /Lineman /Wireman /Electric Fitter or related trade;
- Electrical Technician having license for Foreman/ Lineman/Wireman or license in relevant area of expertise;
- Candidates having electrician apprenticeship;
- Candidates having 10th /12th / ITI / Degree/Diploma, keen to pursue the course and aspiring to pursue career in the electricity sector / working in relevant field

**Eligibility:** Electrical Technicians /Equivalent tradesman or manpower working in electricity/power sector, adults 8th pass onwards,

**OR** Candidates having 10th /12th /Degree/ Diploma/ ITI are eligible

**Medium of Instruction:** English/Hindi

**Fee Structure:** Rs. 3,600/- for full programme

**Duration:** Minimum 6 months and maximum 2 years; offered in both January & July session.

**Admission Procedure:**

**Individual Registration:** Presently, IGNOU offers online procedure of admission. To apply in IGNOU, interested candidate can log on [www.ignou.ac.in](http://www.ignou.ac.in) - Online Registration, click link: <https://ignouadmission.samarth.edu.in/>

**Bulk registration:** Learners are also sponsored in bulk by Power Organisations. For online admission in bulk, organisation may also contact Programme Learner Support Centre (PSC) or Regional Centre of IGNOU. Form D should also be submitted.

### Programme Delivery

The Programme is being offered at selected Learner Support Centres of concerned Regional Centre (RC). For details, please check IGNOU website [www.ignou.ac.in](http://www.ignou.ac.in) / online admission link: <https://ignouadmission.samarth.edu.in/>.

On admission, each student will be attached to an identified Programme Learner Support Centres (PSC) or Learner Support Centres (LSC) as per available seats. Theory /Demonstration/Practical counselling will be held at concerned Learner Support Centres as per schedule informed by Programme incharge of concerned Learner Support Centre.

Online academic support: Online academic counselling for theory courses of this programme is also available through online course "Electricity and Safety Measures" available at SWAYAM portal. Student should join this course for important video lectures by clicking link: [https://onlinecourses.swayam2.ac.in/nou20\\_cs08/preview](https://onlinecourses.swayam2.ac.in/nou20_cs08/preview).

PSC Code/ Name	Programme Learner Support Centre (PSC) / Address	IGNOU Regional Centre (RC) Code/Name
(1694 P) <b>REMI, Mumbai</b>	<b>Programme in Charge (CCPD) Reliance Energy Management Institute (REMI)</b> Reliance Infrastructure Limited Versova Technical Training Centre 220 KV Receiving Station, Swami Samarth Nagar Lokhandwala Complex, Near Shivaji Maharaj Jogger's Park, <b>Andheri (West), Mumbai 400053</b> , Phone: 022-30096500, 30096513, 30096514 narendra.jadhav@relianceada.com, <a href="mailto:shikant.sharma@relianceada.com">shikant.sharma@relianceada.com</a> , <a href="mailto:comsudhir.radke@relianceada.com">comsudhir.radke@relianceada.com</a>	(49) RC, Mumbai
(29042 P) BSES Yamuna Power Ltd. Delhi	<b>Programme in charge (CCPD) The Knowledge Centre BSES Yamuna Power Limited</b> Plot no.365, Patparganj Industrial Area Near Anand Vihar, Delhi-110032 nepal. nimesh@relianceada.com, Ph. 011-32019851	(29) RC, Delhi-2
(29043 P) BSES Rajdhani Power Ltd. Delhi	<b>Programme In charge (CCPD) BSES Rajdhani Power Limited BSES Technical Training Centre</b> East <b>Panjabi Bagh</b> , Serape Store Complex Rahtak Road, Delhi Narendra.shankar@relianceada.com, Ph.011- 25084540, 9312667642	(29) RC, Delhi-2
(28105 P) <b>NPTI, Durgapur</b>	<b>Programme Incharge (CCPD) National Power Training Institute (NPTI) Eastern Region, Durgapur</b> City Centre, Durgapur, (West Bengal)- 713216 Phone' 0343-2546887, 254 5888; Fax: 0343 254 6237 E-mail: nptidurgapur@npti.in.skbose@npti.in.jssrao@yahoo.com.	(28) RC, Kolkata
(1695) <b>NPTI, Nagpur</b>	<b>Programme Incharge (CCPD) National Power Training Institute (NPTI) Western Region, Nagpur</b> South Amabazari Raod, Gopal Nagar Nagpur, (Maharashtra) - 440022 Phone: 0712- 222564,2231478, Fax:1712-2220413 E-mail: nptinagpur@npti.in, agvinchurkar@npti.in.jssrao@yahoo.com.	(36) RC, Nagpur

### Programme Details:

Course Code	Title of the Course	Credits
OEE 1	Electricity and Safety Measures	4
OEE 2	Power Distribution System – Basics	4

OEEL 1	Practical in Power Distribution	8
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator: Dr. Rakhi Sharma, rakhisharma@ignou.ac.in, Ph.011-29572921, 29572924**

## 8.64 Certificate in Solid Wastes Treatment Techniques (CSWATT)

### School of Engineering & Technology (SOET)

Solid waste treatment and disposal is a major problem, where urbanization, industrialization and economic growth have resulted in increased solid waste. Greater attention needs to be focused towards devising appropriate and effective mechanisms for waste treatment and disposal. Proper management measures of wastes are integral to human health as well as on environmental well being. Tackling the problem of waste from the source of production to the treatment and disposal levels need updated knowledge and effective practices. This program and curriculum is envisaged to provide knowledge in waste treatment and disposal technology.

#### Programme Objectives:

- Programme aims to develop skilled human resources in the field of Solid Wastes Management and Technology at the Local, Regional and National levels.
- It seeks to build competencies and professional skills to avail enhanced employment opportunities in organizations.

It aims to upgrade the knowledge and skills of those working in an organization without a formal training.

**Eligibility:** 10+2 or Equivalent

**Medium of Instruction:** English

**Duration:** Minimum 6 Months and Maximum 2 Years; offered in both January & July cycle of admissions

**Fee Structure:** 5,000/- for full programme fee

#### Programme Details

Course Code	Title of the Course	Credits
BWA001	Solid Wastes & Regulatory Framework	4
BWA002	Solid Wastes Collection and Transportation	2
BWA003	Solid Wastes Processing and Treatment Techniques	4
BWA004	Disposal of Wastes	4
BWAP001	Project	2
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator: Dr. Anuj Kumar Purwar Contact: akpurwar@ignou.ac.in, 011-29572917, 29573061**

## 8.65 Certificate in Condition Monitoring (CCOMO)

### School of Engineering & Technology (SOET)

#### Programme description:

As time passes by, there is either gradual decay or deterioration or wear tear of any structure/machine/equipment or human body. In order to prevent any major failure of any such machinery, periodical or continuous monitoring of the condition of any such structure/machine/human body is very important. This will help to prevent monetary loss as well as loss of human lives. Nowadays every industry whether it be mechanical/aerospace/civil/biomedical have department dedicated for monitoring of their machinery or various components

**Eligibility:** B. Tech Mech/Aero/Civil and BSc Physics and Maths

**Medium of Instruction:** English

**Duration:** Minimum 6 Months and Maximum 2 Years; offered in both January & July cycle of admissions

**Fee Structure:** 9,300/- for full programme fee

#### Programme Details

Course Code	Title of the Course	Credits
MET001	Metrology, Instrumentation and Tribology	4
MET 002	Mechatronics	2

MET 003	Condition Monitoring and Maintenance	4
MST 005	Statistical Techniques	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Dr. Shashank Srivastava, [ssrivastav@ignou.ac.in](mailto:ssrivastav@ignou.ac.in), 011-29572920, 9729004304

## 8.66 Certificate Programme in Value Education (CPVE)

### School of Extension and Development Studies (SOEDS)

CPVE is a six months certificate programme designed to inculcate the importance of value education in teaching-learning process among teachers, teacher educators, graduates, NGOs and professionals from the corporate and other sectors.

#### Objectives:

- ☐ To orient the target group of teachers (mostly *elementary*) for integrating values in their transactional process of teaching and learning.
- ☐ To generate awareness and interest for inculcating positive values among teachers, professionals, students, parents and the community.
- ☐ To develop awareness and societal responsibility among NGO's, Government servants and civil society organizations.

**Eligibility:** 10+2 or its equivalent.

**Medium of Instruction:** English

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.1,800/- for full programme

#### Programme Details:

Course Code	Title of the Course	Credits
BEDS 1	Overview and Perspectives of Values	4
BEDS 2	Socio-Psychological Basis	4
BEDS 3	Pedagogy of Values	4
BEDS 4	Application, Support Skills and Activities	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinator:** Dr. Grace Don Nemching, [gdnemching@ignou.ac.in](mailto:gdnemching@ignou.ac.in), Ph. 011-29571670

## 8.67 Certificate in Solid Waste Management (CSWM)

### School of Inter-Disciplinary and Trans-Disciplinary Studies (SOITS)

Issues related to waste management are many and so interlinked that a holistic, scientific and well-planned environmental management strategy is the need of the hour. Waste management today involves not only the collection and transportation of waste; But also treatment, disposal and recycling. Thus developing a well-informed and trained workforce is of fundamental importance to deal with these issues. Furthermore, as an emerging economy, India is at its peak of development and consumerism. In view of this, waste generation is expected to increase manifold. There is a strong need of experts in this field, who can manage the waste generated from development projects of industries, mining, housing, urban areas etc. Therefore, given the current scenario and future needs, Indira Gandhi National Open University offers certificate programs in waste management. This program provides an overview of the state of solid waste management covering key elements of the waste management system such as environmental, social, financial and institutional aspects. Learners will be able to understand the challenges of waste management and learn about appropriate and sustainable solutions including appropriate waste management policy issues.

#### Programme Objectives:

- To sensitize the learners about the problem of waste generation and its impact on environment and human health.
- To familiarize the learners to existing legislation, knowledge and practices regarding Waste Management in the country.
- To prepare the learners with the ability to manage the solid waste effectively.

**Eligibility:** 10+2.



**Medium of Instruction:** Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.3,600/- for the full programme.

**Programme Details:**

Course Code	Title of the Course	Credits
BEV 001	Introduction to Solid Waste Management	6
BEV 002	Municipal, Agricultural, Industrial and Hazardous Waste Management	6
BEV 003	Plastic, E-waste, Biomedical and Construction and Demolition Waste management	6
<b>Total Credits</b>		<b>18</b>

**Programme Coordinator:** Dr. Deeksha Dave, [deekshadave@ignou.ac.in](mailto:deekshadave@ignou.ac.in), 011-29571121, 29573380

## 8.68 Certificate in Community Radio (CCR)

### School of Journalism & New Media Studies (SOJNMS)

This is a certificate-level programme aimed at providing awareness and skills to those who are interested in community level broadcasting to serve in various community radio stations being setup all over the country by educational institutions and NGOs. It is a comprehensive programme offering information on all aspects of community radio, from set up technology to understanding of community and participatory styles of broadcasting.

**Eligibility:** 10+2 pass or its equivalent.

**Medium of Instruction:** English/Hindi

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs. 6,600/- for full programme

**Programme Detail:**

Course Code	Title of the Course	Credits
BJM1	Introduction to Community Radio	4
BJM 2	Operating a Community Radio	4
BJMP 1	Practical/Internship (10 days)	8
<b>Total Credits</b>		<b>16</b>

#### Practical Component

- Practical Training / Internship will be imparted through virtual mode and evaluated by the School,
- OR**
- After taking due approval from the School (SOJNMS, IGNOU), students can arrange their own Practical training of 10 days duration at any All India Radio/ Gyan Vani Community/Radio station. In that case they will be evaluated on their performance by the Station Director / Head of the Station / Station Manager. They will have to produce a certificate in the prescribed format to the School.

**Programme Coordinator:** Dr. O.P. Dewal, [opdewal@ignou.ac.in](mailto:opdewal@ignou.ac.in), Ph. 011-29571604

## 8.69 Certificate in Gender, Agriculture and Sustainable Development (CGAS)

### School of Gender and Development Studies (SOGDS)

Women play a significant role in Indian agriculture from the sowing of seeds, harvesting crops and post-harvest value-addition. Due to gender inequalities in society, women lack ownership, access and control over resources and lack decision making. Gender inequality is inbuilt in our society due to patriarchy, so in all spheres of our lives, including agriculture. Subordination of women has become a way of life. With the changing pattern of agricultural activities and the mechanization of agriculture, women's role in agriculture increased, especially among small and marginal farmers. Even though industrialization has changed agricultural activities, still women have more labour intensive farm activities such as weeding and harvesting.

Change in land ownership and gender-sensitive labour laws facilitated women to be involved in decision-making and reduced drudgery. But Indian agriculture has not yet addressed many issues confronted by women in agriculture. Feminization of agriculture, gender biases in agriculture and rural development are the global issues of concern. Women often lose control over resources such as land and are generally excluded from access to improved agricultural methods. Women and men are affected differently by economic change and development, and thus an

active public policy is needed to intervene to close gender gaps. In this context, agriculture needs to look towards sustainability in its planning and policy process and the women's contribution to sustainable agricultural development. Changing the policy makers' mindset, government functionaries, extension workers, researchers, and students is a need of an hour. This ODL programme on 'Gender, Agriculture and Sustainable Development' will address above mentioned issues to create awareness among all stakeholders.

#### Programme Objectives

- To create awareness about gender roles and typology of issues in sustainable agriculture.
- To provide the knowledge on sustainable development in relation with gender and agriculture.
- To build capacities in gender research in agriculture.

**Eligibility:** Graduation in any discipline.

**Medium of Instruction:** English.

**Duration:** Minimum 6 months and Maximum 2 years; offered in both January & July cycle of admissions.

**Fee Structure:** Rs.3800/- for full programme

#### Programme Detail:

Course Code	Title of the Course	Credits
MGS041	Introduction to Gender, Agriculture and Sustainable development	6
MGS042	Gender dynamics in Agriculture	6
MGS043	Gender and Sustainable Development	4
<b>Total Credits</b>		<b>16</b>

**Programme Coordinators:** Dr. G. Uma; [guma@ignou.ac.in](mailto:guma@ignou.ac.in); Ph: 8800324342; 011-29571616

Dr. Mita Sinhamahapatra; [mitasmp@yahoo.co.in](mailto:mitasmp@yahoo.co.in); Ph: 9968960618; 011-29572973

## 8.70 संस्कृत संभाषण में प्रमाण पत्र कार्यक्रम "सरल संस्कृत बोध" (Communicative Sanskrit) (SSB)

### मानविकी विद्यापीठ (एसओएच)

संस्कृत भाषा विश्व की सबसे प्राचीन भाषा है। यह भाषा के रूप में अत्यन्त वैज्ञानिक होने के साथ-साथ सर्व प्रामाणिक भी है। प्राचीन भारत का समग्र ज्ञान इसी भाषा में निबद्ध है। वेद से लेकर आधुनिक संस्कृत साहित्य की परंपरा में आज भी संस्कृत अपने उसी रूप में संगठित और सुव्यवस्थित है। प्राचीन ज्ञान, विज्ञान, तकनीकी, प्रौद्योगिकी से आरंभ करते हुए हमारे ऋषि एवं आचार्यों ने मानव मात्र के साथ प्राणी मात्र के हित चिंतन में ज्ञान की खोज करके इसी भाषा में निबद्ध किया है। कंप्यूटर के वर्तमान परिवेश में भी संस्कृत को संगणक के लिए सर्वाधिक प्रामाणिक और उपयोगी भाषा माना जा रहा है। जीवन दर्शन का पक्ष मूल रूप से संस्कृत भाषा में ही सुरक्षित है। अनुशासन व मूल्य इसी भाषा की धरोहर हैं। भाषा और संस्कृति का अटूट संबंध है। इस कार्यक्रम में अध्ययन करने वाले विद्यार्थियों को संस्कृत भाषा के शब्दों, वाक्यों का ज्ञान कराकर भाषाई दृष्टि से दक्ष बनाया जाना इस कार्यक्रम का एकमात्र लक्ष्य है। इस कार्यक्रम में अध्ययनरत विद्यार्थी संस्कृत भाषा में बातचीत करने में कुशल बनें और अपने भावों का आदान-प्रदान संस्कृत के माध्यम से करें, यही इसका चरम उद्देश्य है।

**प्रायोगिक परीक्षा** - चतुर्थ प्रश्न-पत्र SSB-004 प्रायोगिक परीक्षण हेतु चार (04) क्रेडिट की परीक्षा के लिए Online माध्यम से मौखिक परीक्षा का आयोजन किया जाएगा।

**पात्रता :** 12 वीं कक्षा उत्तीर्ण या समकक्ष।

**शिक्षा का माध्यम:** संस्कृत - हिंदी - अंग्रेजी (संयुक्त भाषायी माध्यम) multilingual .

**अवधि :** न्यूनतम 06 माह अधिकतम २ वर्ष, जुलाई तथा जनवरी दोनों प्रवेश सत्रों में उपलब्ध है।

**शुल्क संरचना:** ₹ 1500/- सम्पूर्ण पाठ्यक्रम के लिए

**पाठ्यक्रम का विवरण** - 16 क्रेडिट

पाठ्यक्रम कोड	पाठ्यक्रम का शीर्षक	क्रेडिट
SSB-001	प्रथम बोध	4
SSB-002	द्वितीय बोध	4

SSB-003	सम्भाषणम्	4
SSB-004	भाषा प्रायोगिक परीक्षण	4
<b>कुल क्रेडिट</b>		<b>16</b>

कार्यक्रम समन्वयक - डॉ देवेश कुमार मिश्र, एसोसिएट प्रोफेसर संस्कृत, मानविकी विद्यापीठ, इग्नू, नई दिल्ली Email-  
[dkmiser@ignou.ac.in](mailto:dkmiser@ignou.ac.in) 01129572788

## 9 AWARENESS AND APPRECIATION PROGRAMMES

### 9.1 Awareness Programme on Dairy Farming (APDF) School of Agriculture (SOA)

This programme has been developed in collaboration with the Ministry of Rural Development (MoRD), Government of India.

**Objectives:** The main objectives of the programme are:

- Imparting knowledge and technical proficiency in Dairy Farm Management Practices, Animal Healthcare, Fodder Production and Clean Milk Production;
- Development of the necessary human resource for dairy farming system on scientific lines; and
- Encouraging entrepreneurship among the youth for self-employment through Dairy Farming.

**Eligibility:** No formal education, Able to Read and Write Hindi/Telugu

**Medium of Instruction:** Hindi and Telugu

**Duration:** Minimum two months and Maximum six months; offered in both January & July cycle of admissions.

**Fee Structure:** Rs. 1100/- for full programme

**Programme Details:**

There are no specific courses in this non-credit awareness programme. The study material is divided into small modules (14 modules). The study materials code is NEX-001.

Module	Title of the Module	Credits
Module-1	Introduction	0
Module-2	Animal Breeding	0
Module-3	Reproduction	0
Module-4	Calving and Calf Rearing	0
Module-5	Animal Nutrition/Feed and Fodder Management	0
Module-6	Milk Production	0
Module-7	Milk Testing, Milk Handling and Storage	0
Module-8	Animal Housing and Shelter	0
Module-9	Health Management	0
Module-10	Animal Disease Prevention and Control	0
Module-11	Disposal of Dung and Dairy Farm Waste Materials	0
Module-12	Dairy Farm Equipment	0
Module-13	Dairy Farm Economics and Accounting	0
Module-14	Role of different Agencies in Dairy Development	0
	<b>Total Credits</b>	<b>0</b>

**Programme Coordinator:** Dr. P. Vijayakumar, [pvkumar@ignou.ac.in](mailto:pvkumar@ignou.ac.in), Ph. 011-29573092

### 9.2 Appreciation Course on Environment (ACE) School of Sciences (SOS)

Environment is everybody's business. It has been observed that many individuals, who have the benefit of education and are actively engaged in their professions, often have strong desire to educate themselves on environmental matters. They also want to play a significant role in environmental management of their neighbourhood. Sometimes, due to misinformation or availability of excessive information on a subject, these individuals despite their enlightened background, are not in a position to appreciate significant environmental issues. They are also sometimes misled by adverse propaganda. Owing to these reasons, the Appreciation Course on Environment has been developed by the University in collaboration with the Ministry of Environment, Forests and Climate Change, Govt. of India, as a **non-credit awareness course**.

The objectives of this course are to:

- ▣ disseminate information on national and international environmental issues;
- ▣ create environmental consciousness among professionals, academicians and other members of society who can play an active part in opinion making with in the society so that corrective environmental action could be encouraged; and
- ▣ facilitate development of environmental leadership among individuals who may organize/participate in environment upgradation programmes.

**Eligibility:** Graduation from a recognized University or equivalent qualification

**Medium of Instruction:** English & Hindi

**Duration:** Minimum 3 months and Maximum 1 Year; offered in both January & July cycle of admissions.

**Fee Structure:** Rs. 1200/- for full Programme

**Course Details:**

Block No.	Title of the Block	
1.	Environmental Concerns	
2.	Environment Management	
3.	Improving the Environment	
	<b>Total Credits</b>	

This course can be completed in two modes:

**Mode 1 Awareness Mode**—This mode gives one the flexibility to study the print materials as per one's convenience and pace. There is no formal assessment for this mode.

**Mode 2 Certification Mode** – For this mode, besides pursuing the study of print materials, one has to successfully complete a Project Work for earning the Certificate of Participation.

**Programme Coordinator: Dr. Meenal Mishra and Dr. Benidhar deshmukh, ace@ignou.ac.in, Ph. 011-29572850**

### 9.3 Appreciation Course on Population and Sustainable Development (ACPSD) School of Inter-disciplinary and Trans-disciplinary Studies (SOITS)

The Appreciation Course on Population and Sustainable Development explores the linkages between 'population' and 'sustainable development' in India, focusing on the intersection of population issues with are as such as health, education, opportunities for livelihoods, environmental safety and sustainable development.

**Course Objectives**

- ▣ To introduce the contemporary issues in the field of population studies concerning the inter relationships between population and social and economic development.
- ▣ To explore and gain insights into the appropriate strategic planning for population stabilization.
- ▣ To understand other related thematic areas including environment, gender, reproductive health and other health issues, ageing and population displacement within broader perspectives of population and development.
- ▣ To provide an understanding of theory based knowledge as well as field experiences on the several dimensions pertaining to population and sustainable development.

**Eligibility:** Bachelor's Degree or equivalent from any recognized University

**Duration:** Minimum 3 months and Maximum 1 year; offered in both January & July cycle of admissions.

**Medium of Instruction: English**

**Fee Structure:** Rs. 1000/- for full programme.

**Programme Details:**

<b>Block No.</b>	<b>Title of the Block</b>	
Block 1	Population, Sustainable Development and Human Development	
Block 2	Key issues on Population and Sustainable Development in India	
Block 3	Population and Sustainable Development: Programmes and Policies	
<b>Total Credits</b>		

**Programme Coordinator: Dr. Deeksha Dave, [deekshadave@ignou.ac.in](mailto:deekshadave@ignou.ac.in), Ph.011-29571121**

## 10 UNIVERSITY RULES

The University reserves the right to change the rules from time to time. However, latest rules will be applicable to all the students irrespective of the year of the registration.

### 10.1 Educational Qualifications Awarded By Private Institutions

Any educational qualification awarded by the Private Universities established under the provisions of the "*Chhattisgarh Nijikshetra Vishwavidyalaya (Sthapana Aur Vinnyaman), Adhiniyam, 2002*" are non-existent and cannot be considered for admission to any Academic Programme in IGNOU.

### 10.2 Validity of Degree for Admission

Master's Degree awarded without a first degree of three year duration is not recognised for purposes of admission to IGNOU's Academic Programmes. However, this condition is not applicable for the five-year Integrated Master's degree acquired from a recognized University/Institution.

Bachelor's Degree means, **Bachelor's Degree of not less than three year duration.**

### 10.3 Acceptance of 'Two year Bachelor's degree'

Students who had enrolled themselves in the first degree course prior to June 4, 1986 and students who had successfully completed their first degree course, prior to June 4, 1986, irrespective of their duration shall be treated at par with the students who have completed Three years degree and they are not required to undergo a further one year bridge course. Degrees obtained prior to June 4, 1986 and the degree awarded to the students enrolled upto June 1986, but completed subsequently shall be treated valid for all purposes including admission to a Masters degree programme and other higher studies.

IGNOU accepts First degree of Two year duration obtained from a recognized university **completed up to the year 1998-99** for purposes of higher studies; **provided such students have undergone a further one year bridge course and passed the same to be in conformity with UGC Regulations.**

#### Degrees acquired from an 'Off Campus' Centre

Degrees acquired from an '**Off Campus' Centre of Private Universities** outside the territorial jurisdiction of the State concerned are **not** recognized for purposes of admission to IGNOU's academic programmes unless it has specific approval of the University Grants Commission.

Similarly, Degrees acquired through an 'Off Campus' Centre/ 'Off-shore' Campus of Central/State/Deemed to be Universities/Institutions of National Importance offered through Open and Distance learning (ODL) mode will be accepted for purposes of higher studies in IGNOU; provided these have been obtained as per territorial jurisdiction of these Central/State/Deemed to be Universities/Institutions of National Importance prescribed by the University Grants Commission from time to time.

### 10.4 Incomplete and Late Applications

Incomplete Online Application Form(s)/Re-registration Form(s), received having wrong options of courses or electives or false information, will be summarily rejected without any intimation to the learners. The learners are, therefore, advised to fill up the relevant columns carefully and provide clear/visible scanned copies of all the required self attested certificates. If necessary, the University may seek applications from the learners in 'Offline Mode' in some specific programmes or due to some unforeseen circumstances. In all such situations, the application form sent through 'Offline Mode' to offices of the University, other than the one specified, will not be considered and the applicant will have no claim, whatsoever, on account of this.

### 10.5 Validity of Admission (Merit Based/Entrance Based)

Learners offered admission have to join on or before the due dates specified by the University. In case they want to seek admission for the next session, they will have to apply afresh and go through the admission process again.

### 10.6 Simultaneous Registration

Students who are already enrolled in a programme can also simultaneously register themselves for any **Certificate programme of Six months duration.** However, if there is any clash of dates of counselling or examination schedule between the two programmes taken by the student, University will not be in a position to make adjustment.

However simultaneously pursuing **two academic Programmes**, except as stated above, either from the same University, or one from the **Open University (under ODL mode)** and the other from **Conventional University (regular or face-to-face mode)** is not permitted, as of now.

## 10.7 Re-Registration

“Re-registration” means registration in the next semester/year of a programme, wherever applicable. Learners are advised to submit the Re-Registration (RR) forms ‘Online’ on the web portal [www.ignou.ac.in](http://www.ignou.ac.in), as per schedule being notified by the University from time to time, irrespective of the fact that whether the learners appeared in the examination or not or whether they are passed or not in the course(s) registered in the current academic session. If the Re-Registration in any of the programme is not available online or for any other reason as specified by the University, Learners should submit their RR forms at the respective Regional Centre ONLY and nowhere else. If any student submits the ‘Offline’ Re-Registration Form at any other Regional Centre than the allocated Regional Centre, and consequently misses the scheduled date and a semester/ year, he/she will have no claim on the University for regularization.

International students of the University pursuing their programme from India are also advised to submit re-registrations form online. Offline forms, if any, may be submitted to the International Division of the University.

## 10.8 Additional time for Learners with Disability

- a) Learners with disability of 40% or more are given additional 2 (two) years beyond the maximum duration prescribed for all academic programmes.
- b) Learners with disability seeking benefit of the aforesaid facility should submit the ‘Disability Certificate’ issued by the competent authority at the Regional Centre concerned, which, in turn will verify it, make entry in the data base and transmit the data to SRD for updating in the Master records.

## 10.9 Reservation

The University provides reservation of seats for Scheduled Castes and Scheduled Tribes, non-creamy layer of OBC, Economically Weaker Sections, (as notified by MHRD vide OM 12-4/019-U1 dated January 2019), War Widows, Kashmiri Migrants and Physically Handicapped learners, as per the Government of India rules, for admission to its programmes in which there are limited number of seats and admission is through a merit list. However, submission of forged certificate under any category shall make the student liable not only for cancellation of admission but also legal action as per Government of India rules.

## 10.10 Scholarships

The learners enrolled in IGNOU are eligible for Government of India Scholarships. They are advised visit the National Scholarship Portal of the Government of India (<https://scholarships.gov.in/>) and submit their application online. For further details students may contact their Regional Centre.

Students belonging to the Scheduled Caste category may apply for financial assistance under the Centrally Sponsored Scheme of Post Matric Scholarship. Details of the Scheme are available at <http://socialjustice.nic.in/writereaddata/UploadFile/revise%20PMS%20scheme%20for%20SC-2018.pdf>

Students belonging to the Scheduled Tribe category may apply for financial assistance under the Centrally Sponsored Scheme of Post Matric Scholarship. Details of the Scheme are available at <https://tribal.nic.in/writereaddata/Schemes/EDUPostMatricScholarshipPMSforSTstudents230513.pdf>

## 10.11 Scheme of Fee Support to SC/ST Students

The University provides exemption of programme fee to students from SC/ST category as per its policy. The policy is reviewed for every admission cycle. Students are advised to visit the University website or contact the Regional Centre to know about the latest provisions.

The SC and ST students who are employed or who are availing any kind of fellowship or fee exemption from other agencies are not eligible for fee exemption. The exemption of fee is confined to the extend Programme Fee mentioned in this Admission Prospectus. The scheme will not exempt late fee (if any), term-end-exam fee, convocation fee and Registration fee etc.

## 10.12 Registration fee, Cancellation of Admission and Refund of Fee

A non-refundable Registration Fee of Rs. 200/- (unless specified otherwise) shall be charged along with the programme fee of first semester/year at the time of admission.

If a student applies for cancellation of admission and refund of fee, the refund request will be considered as



per the University policy as under:

- a. Before the last date for submission of admission form-the fee paid will be refunded after deduction of Rs.200/-
- b. Within 15 days from the last date for submission of admission form-the fee paid will be refunded after deduction of Rs.500/-
- c. Within 30 days from the last date for submission of admission form-the fee paid will be refunded after deduction of Rs.1,000/-.
- d. After 30 days from the closure of the last date-No refund will be allowed.
- e. The last dates for submission of admission form will be considered separately i.e. last date without late fee and last date with late fee. However, latefee, if any, will not be refunded.
- f. In cases of (a) to (c) above, the candidate will make a written request to the Regional Director concerned for such a refund. The RC will process the cases as soon as possible after ascertaining the credit of the same in IGNOU Accounts.

**g. For CBCS Based Bachelor's Degree Programme:**

The registration of the students will be done year-wise though the courses of the programmes will be offered semester-wise. The students will pay the fee for the first and second semesters at the time of admission itself. No fee will be refunded if a student decides to withdraw mid-session.

### 10.13 Waiver of IGNOU Programme fee for Jail Inmates

Inmates lodged in Prisons in the country are exempted from payment of programme fee, including registration fee. The under-trial/short term prisoners are also eligible for the same benefit of exemption as is extended to other prisoners with the condition that when they go out of jail, they will be treated as normal students and shall pay subsequent fees wherever applicable (examination fee, re-registration fee, pro-rata fee for readmission, registration fee for convocation etc.).

### 10.14 Study Material and Assignments

The University has a provision to provide soft copy of the self-learning material in place of printed material. A learner opting for the soft copy will be given a discount of 15% in the Programme Fee. The Option to this effect has to be indicated by the learners while filling in the Online Admission Form. Such learners will not be given printed self-learning material.

The University sends study material to the students by Registered post/ Speed Post and if a student does not receive the same for any reason; whatsoever, the University shall not be held responsible for that.

Assignments for the current session are made available on the website. Students are advised to download the same.

For non-receipt of study material, learners are required to write to the Registrar, Material Production and Distribution Division, IGNOU, Maidan Garhi, New Delhi – 110 068

### 10.15 Change of Elective/Course

For CBCS Based Bachelor's Degree Programme, change of course is **NOT permitted** in CBCS-Based BAG/ BCOMG and BSCG Programmes at present. The facility may be made available in near future. However, change of course, whenever permitted, shall be permitted only in the first year. **For Master's Degree Programme, the fee for change of course is Rs.600/- for 2/4 credits and 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.

### 10.16 Change of Medium

For CBCS Based Bachelor's Degree Programme, Change of medium will be allowed as per current practice on payment of applicable fee.

For other Programmes Change of Medium is permitted within 30 days from the receipt of first set of course material **in the first year ONLY, on payment of Rs.350/- plus Rs.350/- per 2/4 credit course and Rs.700/- per 6/8 credit course for undergraduate courses. For Master's Degree Programme it is Rs.350/- plus Rs.600/- per 2/4 credit course and Rs.1200/- per 6/8 credit 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 Medium should be addressed to the **concerned Regional Centre only**, as per schedule.

### 10.17 Change of Programme

Change of Programme is **NOT permitted** in CBCS-Based BAG, BCOMG and BSCG Programmes.

For other Programmes Change of programme in Master's Degree (MEG/MHD/MPS/MAH/MPA/MSO/MEC/MARD/M.Com./ MAPY/MAPC) is permitted only in the first year of study within 30 days from the last date of applying for admissions. A student has to pay the full fee for the new Programme and he/she has to for go the fee paid for the earlier programme.

The request for change of programme should be addressed to the Regional Director of concerned Regional Centre.

### 10.18 Credit Transfer

Credit transfer means allowing a student of another university to get admitted to IGNOU for completing any equivalent degree/diploma programme on the basis of credits obtained by him/her from that University. A student thus admitted need not write IGNOU examinations for such courses which are found equivalent to and for which appropriate credits would be deemed to have been acquired for, and for purposes of fulfilling the IGNOU requirements for award of a degree/diploma.

Students who want to avail of credit transfer shall get registered with IGNOU for the programmes they want to study. All the applications for this purpose should be addressed to The Registrar, Student Registration Division, IGNOU, Maidan Garhi, New Delhi-110068.

There will be **NO credit transfer available** for the CBCS based programmes w.e.f. July 2019 session.

### 10.19 Counselling and Examination Centre

All Learner Support Centres, Programme Learner Support Centres, special Learner Support Centres are not Examination centres. Practical Examination need not necessarily be held at the centre where the learner has undergone counselling or practicals.

### 10.20 Correction of Address and Learner Support Centre Change

Students can initiate the request for change of address, Learner Support Centre and regional centre online from their user account. The user account is to be created at <https://ignou.samarth.edu.in> by clicking 'New Registration'.

### 10.21 Change of Region

When a learner wants transfer from one region to another, he/she has to write to that effect to the Regional Centre from where he/she is seeking a transfer marking copies to the Regional Centre where he/she would like to be transferred to. Further, he/she has to obtain a certificate from the Coordinator of the Learner Support Centre from where he/she is seeking transfer regarding the number of assignments submitted. The Regional Director from where the learner is seeking the transfer will transfer all records including details of fee payment to the new Regional Centre under intimation to the Registrar, Student Registration Division (SRD) and the learner as well. For change of Region in practical oriented Programmes like computer programmes, B.Sc. etc., 'No Objection Certificate' is to be obtained from the concerned Regional Centre/Learner Support Centre where the learner wishes his/her transfer.

In case any learner is keen for transfer from Army/Navy/ Air Force Regional Centre to any other Regional Centre of the University during the cycle/session, he/she would have to pay the fee-share money to the Regional Centre. In case the learner seeks transfer at the beginning of the session/cycle, the required programme course fee for the session/cycle shall be deposited at the Regional Centre. However, the transfer shall be subject to availability of seats wherever applicable.

The learner can seek transfer to any other overseas Learner Support Centre only after six months of Registration or submission of first year/semester assignments for the programme of one year or longer duration.

### 10.22 Eligibility for Term End Examinations

The learners are instructed to **refer to Page No. 12, para 1.10** Evaluation System sub-head '**Term-end Examination and Payment of Examination Fee**' before submitting Examination Form for appearing in the June as well as December Term-end examination. A learner having exhausted the maximum duration of a programme should not apply for appearing at the Term-end examination of any course without getting re-registered/sought readmission for the same. Otherwise, the result would be withheld in such cases.

The students seeking admission to CBCS based Bachelor Degree Programme in July 2019 admission session will be allowed to appear for the term end examinations for all the courses of first and second semesters together in June 2020 TEE only. Subsequently, as per the existing practices they will be allowed to appear in both December and June term end exam to complete their courses. Students can appear for the TEE for only those courses for which the student has opted and has submitted the assignment within the stipulated period.

### 10.23 Foreign Students

Foreign students residing in India having valid student visa for the minimum duration of the programme are eligible to seek admission in IGNOU's selected programmes on payment of international fee

applicable for them. For programme fee and other charges the student can visit "INTERNATIONAL STUDENTS" icon on IGNOU's website or contact the Director, International Division, IGNOU, Maidan Garhi, New Delhi 110 068. Admission of foreign student residing in India will be processed by the International Division of the University after ensuring their antecedents from the Ministry of External Affairs/ Ministry of Human Resource Development. Programmes with limited number of seats are not offered to foreign students.

In case of any query / information, FSRI and overseas students are advised to refer international prospectus available on the website of the university.

## 10.24 Guidelines for Admission in respect of International Students residing in India

- a) Download the Admission form for the respective Programme from IGNOU's website [www.ignou.ac.in](http://www.ignou.ac.in)
- b) Fill up all the columns of the Admission forms and attach the relevant documents (as mentioned in the Prospectus) along with fee and cost of registration fee.
- c) Submit the hard copy of the form along with documents and fees at the following address Director, International Division, IGNOU, Block No. 15. Section K, Maidan Garhi. New Delhi.
- d) The learner must fill all the Columns of the Admission Form, failing which the admission form will not be processed for admission. The complete applications should reach at the above address not later than the last date of submission of forms.
- e) The learner may apply only for those courses for which International fees have been prescribed.
- f) The learner will have to produce the valid STUDY VISA for the minimum duration of the programme. Presently, the students from Nepal and Bhutan are not required to submit the Study Visa.
- g) The learner will have to remit the International Fees of Programme.
- h) The fee has to be remitted through Bank Draft favouring "IGNOU" payable at "New Delhi".
- i) The learner should possess the minimum qualification specified for the Programme. However, for equivalence of the qualification of the candidate reference may be made to Booklet "Equivalence of Foreign Degrees" published by Association of Indian University. In case the Degree/Certificate possessed by the candidate is in a language other than English or Hindi, a translated copy duly verified by the concerned Embassy should be submitted.
- j) The fees once paid will neither be refunded nor transferred. However, in cases where University denies admission, the programme fee will be refunded through A/c Payee Cheque only.
- k) The student needs to submit NO OBJECTION CERTIFICATE from the concerned embassy. In the letter it should be clearly written that the Embassy has no objection regarding study of the concerned student in IGNOU as well as extension of visa from time to time. PIO / OCI Card holders are not required to submit the NOC from concerned Embassy.
- l) PIO/OCI card holders and also Refugees (UNCHR) Card Holders will pay the fee applicable to International Students.
- m) For further details you may visit: <http://www.ignou.ac.in/ignou/aboutignou/division/id/introduction>

## 10.25 Change of Category

Please note that any request for change of category code shall not be entertained by the University after finalization of admissions. Similarly, for the entrance test based and merit based programmes, request for change of category will not be entertained once the Forms are finally submitted by the prospective learners.

## 10.26 Correction/Change of Name/Surname of Learner

Spelling mistakes, if any, committed at the time of data entry stage will be rectified at the Regional Centre and corrected data transmitted to Student Registration Division for updating in the database. However, Learners are expected to write their correct name (as indicated in the High School Certificate) in the Admission Form. In case any change in the name (other than the one mentioned in his/her High School Certificate), then it is mandatory for the prospective learners to furnish legal evidence of having

changed his/her name/ surname while submitting the admission form.

For Change of Name/Surname, after confirmation of admission, the learners are required to submit the following documents at the Regional Centre, for onward transmission to Registrar, SRD:

- a) Original copy of Notification in a daily newspaper notifying the change of name;
- b) Affidavit, in original, on non-judicial Stamp Paper of the appropriate value sworn in before 1st Class Magistrate specifying the change in the name;
- c) Marriage Card/Marriage Certificate in case of women candidates for change in surname;
- d) Gazette Notification, in original, reflecting the change of name/surname;
- e) Demand Draft of Rs.500/- drawn in favour of IGNOU payable at New Delhi.

**Request for correction and/or change of Name / Surname will be entertained only before award of the Degree/Diploma/Certificate. For change/correction of name after completion of programme, but before award of degree please see the guidelines available at: [http://www.ignou.ac.in/userfiles/Notification%20\(4\)\(3\).pdf](http://www.ignou.ac.in/userfiles/Notification%20(4)(3).pdf)**

### 10.27 Disputes on Admission & other University Matters

The University takes appropriate administrative and disciplinary measures for smooth functioning of its day-to-day operations in accordance with the prevailing rules and guidelines. In case of disputes on Admission and other University Matters, the place of jurisdiction of filing of law suit, if necessary, will be New Delhi/Delhi ONLY.

### 10.28 Recognition of IGNOU Programmes

The degrees awarded by IGNOU are recognized by UGC. The details are available at <http://ignou.ac.in/ignou/aboutignou/division/srd/Recognition>

IGNOU Degrees/Diplomas/Certificates are recognized by all member universities of the Association of Indian Universities (AIU) and are at par with Degrees/Diplomas/ Certificates of all Indian Universities/ Institutions, as per UGC Circular letter No.F.1-52/2000(CPP-II) dated 5<sup>th</sup> May, 2004.

### 10.29 Reservation for Economically Weaker Sections (EWS) for admission in Central Educational Institutions

Ministry of Human Resource Development, Department of Higher Education, Govt. of India, vide their Office Memorandum F.No. 12-4/2019-UI, dated 17<sup>th</sup> January, 2019, on the subject cited above, has conveyed that in accordance with the provisions of the Constitution (One Hundred and Third Amendment) Act 2019, and in reference of Ministry of Social Justice and Empowerment vide OM No. 20013/01/2018-BC-II dated 17th January, 2019, enabling provision of reservation for the Economically Weaker Sections (EWSs) who are not covered under the existing scheme of reservations for the Scheduled Castes, the Scheduled Tribes and the Socially and Educationally backward Classes, it has been decided to provide reservation in admission to educational Institutions subject to a maximum of ten per cent of the total seats in each category. The provision of reservations to the Economically Weaker Sections shall be in accordance with the directions contained in the OM No. 20013/01/2018-8C-11 dated 17th January, 2019 of the Ministry of Social Justice & Empowerment subject to the condition mentioned in the Office Memorandum of MHRD.

Accordingly, the reservations shall be provided to EWSs for admission in the University from the academic year 2019-20 onwards beginning academic session July 2019. The reservation shall be applicable only in Programmes having seat restriction.

### 10.30 Digital Study Material

The University has digitized the study material for different programmes. The digitized material is available on eGyankosh, the digital repository of the University.

The University encourages the use of digital study material. It has been decided that as an incentive **15% concession shall be given to the students who opt for digital study material in place of printed study material.**

### 10.31 KVS Employees

As per the agreement with Kendriya Vidyalaya Sangathan (KVS), One hundred students are entitled to get 50% fee concession in the programmes offered by the University during a year. All the KVS employees seeking admission may send their applications along with the requisite full programme fee

directly to the Concerned Regional Centres without routing through IGNOU HQs. However the employees may follow the rules and procedures laid down by the KVS HQs, New Delhi, as regards to obtaining permission etc. The reimbursement in fees of 50% will be made only to such candidates duly recommended by the KVS HQs to SRD, IGNOU HQs. The reimbursement will be made by the concerned Regional Centre of IGNOU, on getting the communication only from Student Registration Division (SRD), IGNOU HQs.

## 11 PREVENTION OF MALPRACTICE/NOTICE FOR GENERAL PUBLIC

Students seeking admission to various academic programmes of Indira Gandhi National Open University are advised to directly contact IGNOU headquarters at New Delhi or Regional Centres of IGNOU only. Students interacting with intermediaries shall do so at their own risk and cost.

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

1. Director, Research Unit (Tele: 29534336)
2. Director, SSC (Tele: 29535714)
3. Director, RSD (Tele: 2953 2118, 29572412)
4. Registrar, SED (Tele: 2953 5828, 29572204)
5. Registrar, SRD (Tele: 2953 2741, 9571302)
6. Registrar, MPDD (Tele: 29534521, 29572002)
7. Deputy Registrar, F&A (Tele: 29534934)
8. Registrar (SRD) (Tele: 29571302)

Alternatively, complaints may be faxed on 29532312.

**Email:** registraroffice@ignou.ac.in

**Website:** <http://www.ignou.ac.in>

**Note:** Except the above mentioned complaints, no other queries will be entertained at the above phone numbers.

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

IGNOU admissions are made strictly on the basis of merit. Only those learners who satisfy the eligibility criteria fixed by the university will be admitted. Learners will not be admitted if they are not eligible as per the eligibility criteria. Therefore, the candidates should not be misled by the false promises of admission made by any private individuals or institution.

## 12 PLACEMENT SERVICES

In order to further extend learner support services to its geographically distributed student population who are pursuing various IT and Non-IT related Degree, Diploma and Masters Programme, the university has established the Campus Placement Cell (CPC). The mission and endeavor of CPC is to enhance and facilitate the process of prospective suitable employment opportunities that are commensurate with the personal profiles of our learners. All students interested in seeking the assistance of CPC for procuring suitable job opportunities are requested to send their current resume/biodata to [campusplacement@ignou.ac.in](mailto:campusplacement@ignou.ac.in). They are further advised to visit our home page [www.ignou.ac.in](http://www.ignou.ac.in) for regular updates on placement related activities.

## 13 EQUAL OPPORTUNITY CELL

In order to implement the provisions of the UGC (Promotion of Equity in Higher Education Institutions) Regulations, 2012, IGNOU has setup an Equal Opportunity Cell with the objectives of safeguarding the interests of all the students without any prejudice to their caste, creed, religion, language, ethnicity, gender and disability so that equality is promoted among all the sections of students.

## 14 GRIEVANCE REDRESSAL: WHOM TO CONTACT FOR WHAT

IGNOU has a robust mechanism in place for redressal of student grievances. A Special Online Portal – IGNOU Grievance Redress and Management (iGRAM) has been developed for this purpose. Students can submit their grievances on iGRAM online and track the response. iGRAM can be accessed at <http://igram.ignou.ac.in/>.

A dedicated **Student Service Centre** has been set up at the HQ to respond to the queries and grievances of the students. The Student Service Centre can be contacted at the contact details provided below.

Contact Details of Student Service Centre		
1	General Enquiry (Student Support Services and Student Grievances, pre-admission Inquiry of various Programmes in IGNOU, etc)	Phone: 011-29572514, 29572513, 29572516
2.	Director, SSC, IGNOU, Maidan Garhi, New Delhi – 110068	Phone: 011-29572505 Email: <a href="mailto:directorssc@ignou.ac.in">directorssc@ignou.ac.in</a> , <a href="mailto:ssc@ignou.ac.in">ssc@ignou.ac.in</a>

For specific queries related to Admission, Study Material, Assignment, Examination, Counselling e.t.c. the students may contact the following:

Sl. No.	Issues	Authority to be contacted
1	Identity Card, Fee Receipt, Bonafide Certificate, Migration, Certificate, Scholarship Forms, change of name, correction of name/address	Concerned Regional Centre
2	Non-receipt of study material and assignments	Registrar (MPDD), IGNOU, Maidan Garhi, New Delhi-110068
3	Change of Elective/Medium/opting of left over electives/ Deletion of excess credits	Concerned Regional Centre
4	Credit Transfer	Student Registration Division, Block No. 1 & 3, IGNOU, Maidan Garhi, New Delhi-110068
5	Purchase of Audio/Video CDs	Marketing Unit, EMPC, IGNOU, Maidan Garhi, New Delhi-110068
6	Academic Content	Director of the School concerned
7	Approval of a Project Synopsis	Project Co-ordinator in the Concerned School
8.	International Students residing in India should contact	Director, International Division, IGNOU, Block-15, Section K, Maidan Garhi, New Delhi. Tel. Nos. : 29533987; 29571681 E-mail : <a href="mailto:internationaldivision@ignou.ac.in">internationaldivision@ignou.ac.in</a>

Sl. No.	Issues related	Contact No.	Controlling Officer & Telephone No.	E-mail ID
9	Issue of Deree/ Diploma Certificate/ Despatch of returned Degrees/ Verification of Degrees/Convocation	011-29572213 011-29535438	Asstt. Registrar 011-29572224	<a href="mailto:convocation@ignou.ac.in">convocation@ignou.ac.in</a>
10	Issue of Hall Ticket/ Correction in the hall ticket for handicapped student s/ Non-receipt of hall tickets for term-end- examination & Entrance Test/Entrance, Test Results/Queries related to dispatch of attendance, list of examinees etc./ writer	011-29572209 011-29572202	Asstt. Registrar 011-29535064	<a href="mailto:sgoswami@ignou.ac.in">sgoswami@ignou.ac.in</a> <a href="mailto:jitenderkr@ignou.ac.in">jitenderkr@ignou.ac.in</a>
11	Declaration of results of Masters & Bachelors degree level programme/Issueof grade card and provisional certificate of Masters and Bachelors degree level prog./ Practical marks of all programmes	011-29572212	Section Officer 011-29536103	<a href="mailto:mdresult@ignou.ac.in">mdresult@ignou.ac.in</a> <a href="mailto:ult@ignou.ac.in">ult@ignou.ac.in</a> <a href="mailto:practicalsed@ignou.ac.in">practicalsed@ignou.ac.in</a>
12	Declaration of results of Masters, Bachelor and Diploma programme/Issue of gradecard and provisional certificate of Masters, Bachelor and Diploma level programme	011-29572211	Section Officer 011-29536743	<a href="mailto:bdresult@ignou.ac.in">bdresult@ignou.ac.in</a> <a href="mailto:indpresult@ignou.ac.in">indpresult@ignou.ac.in</a>
13	Declaration of results of DPE and Certificate programme/ Issue of grade card and provisional certificate of DPE & Certificate level programme	011-29572208	Section Officer 011-29536405	<a href="mailto:cpresult@ignou.ac.in">cpresult@ignou.ac.in</a>
14	Verification of genuineness ofprovisional certificate and grade card/ Issue of Transcript	011-29572210	Section Officer 011-29536405	<a href="mailto:gcverification@ignou.ac.in">gcverification@ignou.ac.in</a>
15	Queries related to UFM cases	011-29572208 011-29576405	Section Officer	<a href="mailto:ufmgroup@ignou.ac.in">ufmgroup@ignou.ac.in</a>
16	Status of Project Report of all Programmes/ Dissertation and Viva marks	011-29571324 011-29571321	Asstt.Registr ar 011-29532294	<a href="mailto:projects@ignou.ac.in">projects@ignou.ac.in</a>
17	Queries related to Assignment Marks	011-29571325 011-29571319	Asstt.Registr ar 011-29571313	<a href="mailto:assignment@ignou.ac.in">assignment@ignou.ac.in</a>
18	Students general enquiries and grievances/ Issue of duplicate mark sheet	011-29572218 011-29571313	Asstt. Registrar	<a href="mailto:sedgrievance@ignou.ac.in">sedgrievance@ignou.ac.in</a>
29	Discrepancy in grade card, non updationof grade/marks in the grade card etc.	011-29572206 011-29572215 011-29572219	Dy. Director/ Asstt.Director	<a href="mailto:garora@ignou.ac.in">garora@ignou.ac.in</a>



## 15 ADDRESSES & CODES OF REGIONAL CENTRES

SI. NO.	REGIONAL CENTRE, NAME AND CODE NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	JURISDICTION
1.	AGARTALA RC CODE :26	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE M.B.B. COLLEGE COMPOUND P.O. AGARTALA COLLEGE AGARTALA – 799004,TRIPURA PH.OFF : 0381-2519391/2516714 FAX :0381-2516266 E-MAIL : <a href="mailto:rcagartala@ignou.ac.in">rcagartala@ignou.ac.in</a>	STATE OF TRIPURA (DISTRICT: DHALAI, NORTH TRIPURA,SOUTH TRIPURA, WEST TRIPURA, GOMATI, KHOWAL, SEPAHIJALA, UNOKOTI)
2.	AHMEDABAD RC CODE : 09	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE OPP. NIRMA UNIVERSITY SARKHEJ GANDHINAGAR HIGHWAY CHHARODI AHMEDABAD - 382481, GUJARAT PH.OFF : 02717-242975, 241579, 242976 FAX :02717-241580 E-MAIL : <a href="mailto:rcahmedabad@ignou.ac.in">rcahmedabad@ignou.ac.in</a>	STATE OF GUJARAT (DISTRICT: AHMEDABAD, ANAND, BANASHKA NTHA, BHARUCH, DAHOD, GANDHI NAGAR, MESHANA, PATAN, SABARKANTHA, SURAT, VADODARA, VALSAD, DANG, KHEDA, NARMADA, NAVSARI, PANCHMAHAL, TAPI ARAVALLI), DAMAN & DADRA NAGAR HAVELI (U.T)
3.	AIZWAL RC CODE : 19	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE HOUSE NO. YC-10, ROPIRA BUILDING, CHALTLANG DAWRKAWN, AIZAWL - 796012, MIZORAM PH.OFF : 0389-2391692/2390669 E-MAIL : <a href="mailto:rcaizwal@ignou.ac.in">rcaizwal@ignou.ac.in</a>	STATE OF MIZORAM (DISTRICT : AIZWAL, LUNGLEI, KOLASIB, MAMIT, SERCHHIP, SAIHA, CHAMPHAI, LAWNGTLAI,SAITUAL,HNAHTHIAL)
4.	ALIGARH RC CODE : 47	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SRI TIKI RAM KANYA MAHAVIDYALAYA,RAMGHAT ROAD, ALIGARH-202001, UTTAR PRADESH PH.OFF : 0571-2700120,2701365 FAX :0571-2402147 E-MAIL : <a href="mailto:rcaligarh@ignou.ac.in">rcaligarh@ignou.ac.in</a>	STATE OF UTTAR PRADESH (DISTRICT: ALIGARH, BUDAUN, ETAH, ETAWAH,FIROZABAD, KASGANJ (KASHIRAM NAGAR), HATHRAS (MAHAMAYA NAGAR), MAINPURI
5.	BANGALORE RC Code: 13	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE BMTC Old Divisional Office (South)No.70-46-30/11 Ward No.117, Behind BMTC Bus Stand, Shanthinagar, BA NGALORE-560027,KARNATAKA PH.OFF :080-29607272/29601235, Mob.No.9449337272 FAX :080-26644848 E-MAIL : <a href="mailto:rcbangalore@ignou.ac.in">rcbangalore@ignou.ac.in</a>	STATE OF KARNATAKA ( DISTRICT: BANGALORE, BANGALORE RURAL, CHIKBALLAPUR, CHITRADURGA, DAVANAGERE, KOLAR, SHIMOGA, TUMKUR, RAMANAGARA, CHAMARAJANAGAR, CHIKMAGALUR DAKSHINA KANNADA, HASSAN, KODAGU, MANDYA, MYSORE, UDUPI)
6.	BHAGA LPUR RC CODE: 82	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 3 <sup>RD</sup> FLOOR, SUMAN PLAZA, CENTRAL JAIL RD., TILKAMANJHI, BHAGALPUR-812001 BIHAR PH.OFF :0641-2610055/2610066 E-MAIL : <a href="mailto:rcbhagalpur@ignou.ac.in">rcbhagalpur@ignou.ac.in</a>	STATE OF BIHAR ( DISTRICT: BHAGALPUR, BANKA & MUNGER)
7.	BHOPAL RC CODE: 15	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 12, ARERA HILLS, BHOPA L-462 011 MADHYA PRADESH PH.OFF : 0755-2578455/ 2578452/ 2762524 FAX :0755-2578454 E-MAIL : <a href="mailto:rcbhopal@ignou.ac.in">rcbhopal@ignou.ac.in</a>	STATE OF MADHYA PRADESH (DISTRICT: ALIRAJPUR, BHIND, DATIA, HARDA, KHANDWA, MANDSAUR, NEEMUCH, RAJGARH, SHAJAPUR, BAWANI, BHOPAL, DEWAS, GUNA, HOSHANGABAD, JHABUA, KHARGONE, MORENA, RATLAM, SHEOPUR, VIDISHA, ASHOK NAGAR, BETUAL, BURHANPUR, DHAR, GWALIOR, INDORE, RAISEN, REWA, SEHORE, SHIVPURI, UJJAIN)

Sl. NO.	REGIONAL CENTRE, NAME AND CODE NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	JURISDICTION
8.	BHUBANESHWAR RC CODE: 21	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE C - 1, INSTITUTIONAL AREA BHUBANESHWAR-751 013 ORISSA PH.OFF : 0674-2301348/2301250/2301352 FAX :0674-2300349 E-MAIL : <a href="mailto:rcbhubaneswar@ignou.ac.in">rcbhubaneswar@ignou.ac.in</a>	STATE OF ORISSA ( DISTRICT: ANGUL, BHA DRAK, BARAGARH, BALASORE, CUTTACK, DEOGARH, DHENKANAL, GANJAM, GAJAPATI, JHARSUGUDA, JAJPUR, JAGATSINGHPUR, KHORDHA, KEONJHAR, KANDHAMAL, KENDRAPARA, MAYURBHANJ,NAYAGARH, PURI, SAMBALPUR, SUNDERGARH) SRC-KANDHMAL (BALANGIR, SONEPUR, BOUDH)
9.	BIJAPUR RC CODE: 85	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 1st Floor, Plaza II, Tourism Department Building (Opposite to Dr.B.R.A mbedkar Stadium) Indi Road VIJAYAPURA-586101 KARNATAKA PH.OFF : 08352-252006 FAX : 08352-256005 E-MAIL : <a href="mailto:rcbijapur@ignou.ac.in">rcbijapur@ignou.ac.in</a>	STATE OF KARNATAKA COVERING (DISTRICTS BAGA LKOTE, BIJAPUR, BIDAR, GULBARGA, KOPPAL RAICHUR, YADGIR, HAVERI, GADAG, BELLA RY, BELGAUM AND DHARWAD) STATE OF MAHARASHTRA (DISTRICTS SOLAPUR,LATUR)
10.	CHANDIGARH RC CODE: 06	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE PLOT NO. 345, INDUSTRIAL AREA, PHASE – II, PANCHKULA, HARYANA - 134113 E-MAIL : <a href="mailto:rcchandigarh@ignou.ac.in">rcchandigarh@ignou.ac.in</a>	STATE OF PUNJAB (DISTRICT: PATIALA, MOHALI, RUP NAGAR, FATEHGARH SAHEB), STATE OF HARYANA (DISTRICT: AMBALA, PANCHKULA), CHANDIGARH (U.T.)
11.	CHENNAI RC CODE: 25	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE PERIYAR THIDAL, # 84/1,EVK SAMPATH SALAI VEPERY, CHENNAI-600007, TAMILNADU PH.OFF : 044-26618040,26618489 FAX :044-24312799 E-MAIL : <a href="mailto:rcchennai@ignou.ac.in">rcchennai@ignou.ac.in</a>	STATE OF TAMIL NADU ( DISTRICT: CHENNAI, CHENGALPATTU,THIRUVALLUR, KANCHIPURAM, VELLORE, RANIPET,TIRUPATTUR,THIRUVANNAMALA I, KRISHNAGIRI, DHARMAPURI, SALEM, NAMAKKAL, KALLAKURICHI, VILLUPURAM, CUDDALORE,MAYILADUTHURAI, PERAMBALUR, NAGAPATTINAM, PUDUCHERRY (U.T.)
12.	COCHIN RC CODE: 14	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE KALOOR COCHIN - 682 017, KERALA PH.OFF : 0484-2340203 FAX :NA E-MAIL : <a href="mailto:rccohin@ignou.ac.in">rccohin@ignou.ac.in</a>	STATE OF KERALA (DISTRICT: ALAPPUZHA, ERNAKULAM, IDUKKI, KOTTAYAM, PALAKKAD, THIRUSSUR, LAKSHADWEEP(U.T.)
13.	DARBHANGA RC CODE: 46	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE LALIT NARAYAN MITHLA UNIVERSITY CAMPUS, KAMESHWAR NAGAR, NEAR CENTRAL BANK, DARBHANGA -846004, BIHAR PH.OFF : 06272-251833,251862 RC website :www.rcdarbhanga.ignou.ac.in E-MAIL : <a href="mailto:rcdarbhanga@ignou.ac.in">rcdarbhanga@ignou.ac.in</a>	STATE OF BIHAR ( DISTRICT: BEGUSARAI, DARBHANGA, EAST CHAMPARAN, GOPALGANJ, SHEOHAR, SITAMARHI, SAMISTIPUR, MADUBANI, MUZAFFARPUR & WEST CHAMPARAN)
14.	DEHRADUN RC CODE:31	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NANOOR KHERA, TAPOVAN, RAIPUR ROAD DEHRADUN - 248 008 UTTRAKHAND PH.OFF : 0135-2789200/2789205 FAX : NA E-MAIL : <a href="mailto:rcdehradun@ignou.ac.in">rcdehradun@ignou.ac.in</a>	STATE OF UTTARAKHAND ( DISTRICT: DEHRADUN, PAURI, CHAMOLI, TEHRI, UTTARAKASHI, RUDRAPRAYAG, HARIDWAR, NAINITAL, ALMORA, PITHORAGARH, US NAGAR, CHAMPAWAT, BAGESHWAR)

Sl. NO.	REGIONAL CENTRE, NAME AND CODE NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	JURISDICTION
15.	DELHI 1 RC CODE: 07	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE PLOT NO J-2-1 BLOCK- B 1, MOHAN COOPERATIVE INDUSTRIAL ESTATE, MATHURAROAD, NEW DELHI - 110 044 PH.OFF : 011-26990085, 26990089 FAX :011-26990084 E-MAIL : <a href="mailto:rcdelhi1@ignou.ac.in">rcdelhi1@ignou.ac.in</a>	STATE OF DELHI (COVERING AREAS OF MEHRAULI, CHANAKYAPURI, LODHI COLONY, SOUTHEXTENSION, R.K. PURAM, VASANT KUNJ, SAKET, GREEN PARK, LAJPAT NAGAR, G.K., MALVIYA NAGAR, BHOGAL, ASHRAM, HAUZ KHAS, MUNIRIKA, OKHLA, SANGAM VIHAR, FRIENDS COLONY, BADA RPUR) STATE OF HARYANA (DISTRICT: FARIDABAD, PALWAL)
16.	DELHI 2 RC CODE: 29	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE GANDHI SMRITI & DARSHAN SAMITI, RAJGHAT, NEW DELHI - 110 002 PH.OFF : 011-23392374/ 23392376, 23392737 FAX :011-23392375 E-MAIL : <a href="mailto:rcdelhi2@ignou.ac.in">rcdelhi2@ignou.ac.in</a>	STATE OF DELHI (COVERING AREAS OF KARALA, PRAHLADPUR, BANAGAR, LIBASPUR, RAMA VIHAR, RANI BAGH, SULTAN PURI, BUD VIHAR, MANGOLPURI, PITAMPURA, JAHANGIR PURI, JHARODA MAJA, BURARI, DR. MUKHERJEE NAGAR, MODEL TOWN, SHAKURPUR COLONY, GTB NAGAR,ASHOK VIHAR, SHASTRI NAGAR, CIVIL LINES, YAMUNA VIHAR, NAND NAGRI BHR)
17.	DELHI 3 RC CODE: 38	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE DELHI LIBRARY ASSOCIATION BUILDING, RANGANATHAN BHAWAN NEAR, 'C' BLOCK, COMMUNITY CENTRE, NARAINA VIHAR, NEW DELHI - 110 028 PH.OFF : 011-25774255/25774256 E-MAIL : <a href="mailto:rcdelhi3@ignou.ac.in">rcdelhi3@ignou.ac.in</a>	STATE OF DELHI (COVERING AREAS OF MUNDKA, NANGLOI JAT, PEERAGARHI, PUNJABI BA GH, BAKA RWALA, MEERA BAGH, MOTI NAGAR, TILAK NAGAR, TILANGPUR, KOTLA, VIKASPURI, SUBHASH NAGAR, UTTAM NAGAR, JANAKPURI, NAZAFGARH, MAHAVIR ENC., SAGARPUR, DWARKA,PALAM, PALAM FARMS, KAPASERA, DHAULA KUAN, NARAINA, MAHIPALPUR, MANSAROVAR GARDEN) STATE OF HARYANA (DISTRICT: GURGAON, MEWAT)
18.	DEOGHAR RC CODE: 87	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE MANDAKINI SADAN BASUWA DIH, ROHINI ROAD, DEOGHAR, JASIDIH, JHARKHAND- 814142 PH.OFF : 06432-34448 E-MAIL : <a href="mailto:rcdeoghar@ignou.ac.in">rcdeoghar@ignou.ac.in</a>	STATE OF JHARKHAND COVERING (DISTRICTS DEOGHAR, GODDA, SAHIBGANJ, PAKUR, DUMKA, JAMTARA, & GIRIDIH)
19.	GANGTOK RC CODE: 24	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 5 <sup>TH</sup> MILE TADONG, NH-10, BELOW CENTRAL REFERAL HOSPITAL, GANGTOK - 737102 SIKKIM PH.OFF :03592-231102 FAX : 03592-231103 E-MAIL : <a href="mailto:rcgangtok@ignou.ac.in">rcgangtok@ignou.ac.in</a>	STATE OF SIKKIM (DISTRICT:GANGTOK,PAKYONG,GYAL SHING,SORENG,MANGAN,NAMCHI)
20.	GUWAHATI RC CODE:04	REGIONAL DIRECTOR IGNOU REGIONALCENTRE HOUSE NO 71, GMCH ROAD, CHRISTIAN BASTI GUWAHATI-781005, ASSAM PH.OFF : 0361-2343771/ 2343785 FAX :0361-2343784 E-MAIL : <a href="mailto:rcguwahati@ignou.ac.in">rcguwahati@ignou.ac.in</a>	STATE OF ASSAM ( DISTRICT: KARBIANGLONG, MARIGAON, DARRANG, KAMRUP, NALBARI, BARPETA, BONGAIGAON, GOALPARA, KOKRAJHAR, DHUBRI, NORTH CACHAR HILLS, CACHAR, HAILAKANDI,KARIMGANJ, KAMRUP METROPOLITAN, BAKSA, UDALGURI, CHIRANG,BAJALI)

Sl. NO.	REGIONAL CENTRE, NAME AND CODE NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	JURISDICTION
21.	HYDERABAD RC CODE: 01	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE First Floor, M-5 Block, Manoranjan Complex, Telangana State Housing Board Complex, (Adjacent to Gandhi Bhavan Metro Station, M J Road Nampally, HYDERABAD - 500001, Telangana PH.OFF : 040-23117550, Mob.No.9492451812 FAX :NA E-MAIL : <a href="mailto:rchyderabad@ignou.ac.in">rchyderabad@ignou.ac.in</a>	STATE OF TELENGANA ( DISTRICT: ADILABAD, BHADRADRI- KOTHAGUDEM, HYDERABAD, JAGTIAL, JANGAON, JYAYASHANKAR BHOOPALPALLY, JOGULAMBA- GADWAL, KARIM NAGAR, KAMAREDDY, KOMARAM BHEEM ASIFABAD, KHAMMAM, MEDAK, MAHABUB NAGAR, MAHABUBABAD, MANCHERIAL, MEDCHAL, MEDAK, NALGONDA, NAGARKURNOOL, NIZAMABAD, NIRMAL, PEDDAPALLE , RAJANNA SIRCILLA, RANGA REDDY, SANGAREDDY, SIDDIPET, SU RYAPET, VIKARABAD, WANAPARTHY, WARANGAL (RURAL), WARANGAL (URBAN), YADADRI-BHUVANAGIRI, MULUGU, NARAYANPET
22.	IMPHAL RC CODE: 17	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE ASHA JINA COMPLEX, NORTH AOC IMPHAL-795001 MANIPUR PH.OFF : 0385-2421190/2421191 FAX :0385-2421192 E-MAIL : <a href="mailto:rcimphal@ignou.ac.in">rcimphal@ignou.ac.in</a> , <a href="mailto:ignouimp@gmail.com">ignouimp@gmail.com</a>	STATE OF MANIPUR (DISTRICT: BISHNUPUR, CHURACHANDPUR, CHANDEL, IMPHAL EAST, IMPHAL WEST, SENAPATI, TAMENGLONG, THOUBAL, UKHRUL)
23.	ITANAGAR RC CODE: 03	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE HORNBILL COMPLEX, 'C' SECTOR (NEAR CENTRAL SCH.) NAHARLAGUN ITANAGAR -791110, ARUNACHAL PRADESH PH.OFF : 0360-2247536, 0360-2351705 FAX :0360-2350990 E-MAIL : <a href="mailto:rcitanagar@ignou.ac.in">rcitanagar@ignou.ac.in</a>	STATE OF ARUNACHAL PRADESH (DISTRICT: ANJAW, CHANGLANG, EAST KAMENG, EAST SIANG, KURUNG KUMEY, LOHIT, LOWER DIBA NG VALLEY, LOWER SUBANSIRI, PAPUM PARE, TAWANG, TIRAP, UPPER DIBANG, UPPER SUBANSIRI, UPPER SIANG, WEST KAMENG, WEST SIANG)
24.	JABALPUR RC CODE: 41	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 2ND FLOOR, RAJSHEKHAR BHA VAN, RANI DURGAVATI VISHVAVIDYALAYA CAMPUS, PACHPEDHI, JABALPUR - 482001 PH.OFF : 0761-2600411/2609896 / 2600219 FAX :0761-2609919 E-MAIL : <a href="mailto:rcjabalpur@ignou.ac.in">rcjabalpur@ignou.ac.in</a>	STATE OF MADHYA PRADESH (DISTRICT: ANNUPUR BALAGHAT, CHHINDWARA, DINDORI, JABALPUR, KATNI, MANDLA, NARSINGAPUR, SEONI, SHAHDOL, SIDDHI, SINGRAULI, UMARIA, DAMOH, PANNA, SAGAR, CHHATARPUR, REWA, SATNA, TIKAMGARH)
25.	JAIPUR RC CODE: 23	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 70/ 79, SECTOR-7, PATEL MARG, MANSAROVAR, JAIPUR - 302 020 RAJASTHAN PH.OFF : 0141-2785730 FAX :0141-2784043 E-MAIL : <a href="mailto:rcjaipur@ignou.ac.in">rcjaipur@ignou.ac.in</a>	STATE OF RAJASTHAN ( DISTRICT: AJMER, ALWAR, BARAN, BHARATPUR, BHILWARA, BUNDI, CHITTORGARH, CHURU, DAUSA, DHOLPUR, HANUMUNGARH, JAIPUR, JHALAWAR, JHUNJHUNU, KARALI, KOTA, SAWAI MADHOPUR, SIKAR, SRI GANGANAGAR & TONK)
26.	JAMMU RC CODE: 12	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SPMR COLLEGE OF COMMERCE, PREMISES AUROBINDO BLOCK, 1ST FLOOR, CANAL ROAD, JAMMU - 180 001, JAMMU & KASHMIR PH.OFF : 0191-2579572/2546529 FAX :0191-2585154 E-MAIL : <a href="mailto:rcjammu@ignou.ac.in">rcjammu@ignou.ac.in</a>	STATE OF JAMMU & KASHMIR (JAMMU REGION –DISTRICT: DODA, JAMMU, KATHUA, KISHOTWAR, POONCH, RAJOURI, RAMBAN, REASI, SAMBA, UDHAMPUR)

27.	JODHPUR RC CODE:88	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE, PLOT NO. 439, OPP. PAL LINK ROAD, KAMLA NAGAR HOSPITAL, JODHPUR-342008 RAJASTHAN PH.OFF : 0291-2012987 E-MAIL : <a href="mailto:rcjodhpur@ignou.ac.in">rcjodhpur@ignou.ac.in</a>	STATE OF RAJASTHAN COVERING DISTRICTS JODHPUR, BARMER, JAISALMER, RAJASMAND, UDAIPUR, BIKANER, JALORE, SIROHI, NAGOUR, DUNGARPUR, PALI, PRATAPGARH, BANSWARA
28.	JORHAT RC CODE: 37	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE JANAMBHUMI, BUILDING, 1ST FLOOR, TULSI NARAYAN, SARMAH PATH, NEAR NEHRU PARK, JORHAT-785001 ASSAM PH.OFF : 0376-2951116, 2951114 E-MAIL : <a href="mailto:rcjorhat@ignou.ac.in">rcjorhat@ignou.ac.in</a>	STATE OF ASSAM ( DISTRICT: NAGAON, GOLAGHAT, JORHAT, SHIVASAGAR, DIBRUGA RH, TINSUKIA, LAKHIMPUR, DHEMAJI, SONITPUR, BISWANATH, CHARAIDEO, HOJAI & MAJULI
29.	KARNAL RC CODE: 10	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 06 SUBHASH COLONY, NEAR HOME GUARD OFFICE, KARNAL-132 001 HARYANA PH.OFF :0184-2271514 E-MAIL : <a href="mailto:rkarnal@ignou.ac.in">rkarnal@ignou.ac.in</a>	STATE OF HARYANA (DISTRICT: BHIWANI, FATEHABAD, HISAR, JHAJJAR, JIND, KAITHAL, KARNAL, KURUKSHETRA, MAHENDRAGARH, PANIPAT, REWARI, ROHTAK, SIRSA, SONIPAT, YAMUNANAGAR)
30.	KHANNA RC CODE: 22	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE I.T.I. BUILDING BULEPUR, (DISTRICT LUDHIANA) KHANNA – 141401 PUNJAB PH.OFF : 01628-229993/237361 E-MAIL : <a href="mailto:rkhanna@ignou.ac.in">rkhanna@ignou.ac.in</a>	STATE OF PUNJAB (DISTRICT: GURDASPUR, AMRITSAR, TARN TARAN, KAPURTHALA, MALERKOTLA, PATHANKOT, S RI MUKTSAR SAHIB, JALANDHAR, HOSHIARPUR, SBS NAGAR/NAWANSHAHR, BARNALA, SANGRUR, BATHINDA, MANSA, MUKTSAR, LUDHIANA, FAZILKA, FEROPUR, FARIDKOT, MOGA)
31.	KOHIMA RC CODE: 20	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NEAR MOUNT HERMON SCHOOL, DON BOSCO, HR. SEC SCHOOL ROAD, KENDOUZOU, KOHIMA – 797001 NAGALAND PH.OFF : 0370- 2260366/2260167 FAX :0370-2260216 E-MAIL : <a href="mailto:rkkohima@ignou.ac.in">rkkohima@ignou.ac.in</a>	STATE OF NAGALAND ( DISTRICT: KOHIMA, DIMAPUR, WOKHA, MOKOKCHUNG, ZUNHEBOTO, TUENSANG, LONGLENG, KIPHIRE, MON, PEREN, PHEK)
32.	KOLKATA RC CODE: 28	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE BIKA SH BHA WAN, 4TH FLOOR, NORTH BLOCK, SALT LAKE, BIDHAN NAGAR, KOLKATA - 700 091 WEST BENGAL PH.OFF : 033-23349850, 23592719, 033-23589323( RCL) FAX :033-23347576 E-MAIL : <a href="mailto:rkolkata@ignou.ac.in">rkolkata@ignou.ac.in</a>	STATE OF WEST BENGAL (DISTRICT: KOLKATA, NORTH 24 PARAGANAS, SOUTH 24 PARAGANAS, PURBA, MEDINIPUR, PASCHIM MEDINIPUR, BANKURA, HOWRAH, HOOGHLY, PURULIA, BURDWAN, NADIA)
33.	KORAPUT RC CODE: 44	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE DISTRICT AGRICULTURE OFFICE ROAD, BEHIND WOMEN'S COLLEGE AT/PO/DISTT.- KORAPUT-764020, ORISSA PH.OFF : 06852-251535 FAX : 06852-252503 E-MAIL : <a href="mailto:rkraput@ignou.ac.in">rkraput@ignou.ac.in</a>	STATE OF ORISSA (DISTRICT: KORAPUT, MALKANGIRI, RAYAGADA, NABA RANGPUR, KALAHANDI, NUAPADA)

SI. NO.	REGIONAL CENTRE, NAME AND CODE NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	JURISDICTION
34.	LUCKNOW RC CODE: 27	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 5-C/INS-1, SECTOR-5, VRINDAVAN YOJNA, TELIBAGH LUCKNOW-226029 PH. OFF : 0522-2442832 E-MAIL : <a href="mailto:rclucknow@ignou.ac.in">rclucknow@ignou.ac.in</a>	STATE OF UTTAR PRADESH (DISTRICT: AURAIYA, BAHRACH, BALRAMPUR, BANDA, BARABANKI, BAREILLY, BASTI, CHITRAKUT, FAIZA BAD, FARUKHABAD (FATEHGARH), FATEHPUR, GONDA, HAMIRPUR, HARDOI, JALAUN (ORAI), JHANSI, KANNAUJ, KANPUR RURAL, KANPUR URBAN, KAUSHAMBI, LAKHIMPUR(KHERI), LALITPUR, LUCKNOW, MAHOBA, PILIBHIT, RAEBAREILLY, SHAHJANANPUR, SHRAVASTI, SIDHARTHANAGAR, SITAPUR, UNNAO)
35.	MADURAI RC CODE: 43	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SIKKANDAR CHAVADI, ALANGANALLUR ROAD, MADURAI-625018 TAMIL NADU PH.OFF : 0452-2380733 : 0452-2380775 FAX : 0452-2380588 E-MAIL : <a href="mailto:rcmadurai@ignou.ac.in">rcmadurai@ignou.ac.in</a>	STATE OF TAMIL NADU ( DISTRICT: COIMBATORE, DINDIGUL, ERODE, KARUR, MADURAI, NILGIRIS, PUDUKKOTTAI, RAMA- NATHPURAM, SIVAGANGAI, THANJAVUR, THENI, THIRUVARUR, TUTICORIN, TIRUNELVELI AND TENKASI TIRUCHIRAPPALLI, TIRUPUR, VIRUDHUNAGAR AND ARIYALUR)
36.	MUMBAI RC CODE: 49	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE PLOT NO.43, SECTOR 09, OPP.DAV PUBLIC SCHOOL, NEW PANVEL EAST, TALUKA- PANVEL, DISTT-RAIGAD, MUMBAI-410206, MAHARASHTRA PH.OFF : 022-27489764 FAX : 022-25925411 E-MAIL : <a href="mailto:rcmumbai@ignou.ac.in">rcmumbai@ignou.ac.in</a>	STATE OF MAHARASHTRA (DISTRICT: MUMBA I, THANE, RAIGARH, RATNAGIRI PALGHAR, MUMBAI SUBURBAN)
37.	NAGPUR RC CODE: 36	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE GYAN VATIKA 14, HINDUSTAN COLONY AMARAVATI ROAD NAGPUR 440033 MAHARASHTRA PH. OFF : 0712-2536999, 2537999, 0712-202200 FAX : 0712-2538999 E-MAIL : <a href="mailto:rcnagpur@ignou.ac.in">rcnagpur@ignou.ac.in</a>	STATE OF MAHARASHTRA (DISTRICT: AMRAVATI, BULDHA NA, AKOLA, WASHIM, HINGOLI, PARBHANI, NANDED, YAVATMAL, WARDHA, CHANDRAPUR, NAGPUR, BHA NDARA, GONDIA, GADCHIROLI)
38.	NOIDA RC CODE: 39	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE C- 53, SECTOR 62 INSTITUTIONAL AREA NOIDA 201305 UTTAR PRADESH PH.OFF : 0120-2405012/2405014 FAX : 0120-2405013 E-MAIL : <a href="mailto:rcnoida@ignou.ac.in">rcnoida@ignou.ac.in</a>	STATE OF UTTAR PRADESH(DISTRICT: GAUTAM BUDH NAGAR, GHAZIABAD, MEERUT, BA GHPAT, BULA NDSHAHR, HAPUR) STATE OF DELHI (MAYUR VIHAR PH – I & II, MAYUR VIHAR EXTN., VASUNDHARA ENCLAVE)
39.	PANAJI RC CODE: 08	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE H. NO. 1576, NEAR P&T STAFF QUARTERS, ALTO PORVORIM P.O. POVORIM-403521 GOA PH.OFF : 0832-2414553 E-MAIL : <a href="mailto:rcpanaji@ignou.ac.in">rcpanaji@ignou.ac.in</a>	STATE OF GOA (DISTRICT: NORTH GOA, SOUTH GOA), STATE OF KARNATAKA (DISTRICT: UTTARAKANNAD) STATE OF MAHARASHTRA (DISTRICT: SINGDHDURG)

40.	PATNA RC CODE: 05	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE INSTITUTIONAL AREA, MITHAPUR PATNA-800 001, BIHAR PH.OFF : 0612-2219539/2219541 FAX :0612-2219538 E-MAIL : <a href="mailto:rcpatna@ignou.ac.in">rcpatna@ignou.ac.in</a>	STATE OF BIHAR ( DISTRICT: ARWAL, AURANGABAD, BHOJPUR, BUXAR, GAYA, JAMUI, JEHANABAD, KAIMUR, LAKSHISARAI, NALANDA, NAWADA, PATNA, ROHTAS, SHEIKHPURA, VAISHALI, SIWAN, SARAN)
41.	PORT BLAIR RC CODE: 02	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE KANNADA SANGHA BUILDING, OPPOSITE CENTRAL WORKSHOP APWD, 18, TAGORE ROAD, MOHANPURA, PORT BLAIR, SOUTH-744104 ANDAMAN & NICOBAR, ISLANDS PH.OFF :03192-242888 FAX : 03192-230111 E-MAIL : <a href="mailto:rcportblair@ignou.ac.in">rcportblair@ignou.ac.in</a>	ANDAMAN & NICOBAR ISLANDS (U.T.) (DISTRICT: NORTH & MIDDLE ANDAMAN, SOUTH ANDAMAN, NICOBAR)
42.	PUNE RC CODE: 16	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 1ST FLOOR, MSFC BUILDING 270, SENAPATI BAPAT ROAD PUNE - 411 016MAHARASHTRA PH.OFF : 020-25671867/25651321 FAX :020-25671864 E-MAIL : <a href="mailto:rcpune@ignou.ac.in">rcpune@ignou.ac.in</a>	STATE OF MAHARASHTRA (DISTRICT: NANDURBA R, DHULE, JALGAON, AURANGABAD, NASIK, JALNA, AHMADNAGAR, BID, PUNE, OSMANABAD, , SANGLI, SATARA, KOLHAPUR)
43.	RAGHUNATHGANJ RC CODE: 50	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE KARMATIRTHA COMPLEX,1 <sup>ST</sup> FLOOR,B- 9,UMARPUR, (NEAR UMARPUR CROSSING HAAT BAZAR), P.O-GHORSHALA, P.S- RAGHUNATHGANJ, DIST- MURSHIDABAD WEST BENGAL L-742 235 PH.OFF : 03483-271555/271666 E-MAIL : <a href="mailto:rcraghunathgani@ignou.ac.in">rcraghunathgani@ignou.ac.in</a>	STATE OF WEST BENGAL (DISTRICT: MURSHIDABAD, BIRBHUM, MALDA)
44.	RAIPUR RC CODE: 35	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE IGNOU COMPLEX, KACHNA RAIPUR - 492014 CHHATTISGARH PH.OFF : 0771-2283285, 2971322 FAX :0771-2971323 E-MAIL : <a href="mailto:rcraipur@ignou.ac.in">rcraipur@ignou.ac.in</a>	STATE OF CHHATTISGARH (DISTRICT: BILA SPUR, DHAMTARI, DURG, JANJGIR-CHAMPA, JASHPUR, KANKER, KAWARDHA, KORBA, KORIYA,MAHASAMUND, RAJGARH, RAIPUR, RAJNANDGAON, SURAJPUR, SARGUJA, BALOD, BALODBAZAR, BALRAMPUR, BEMETARA, GARIABA NDH, MUNGELI, BASTA R, NARAYANPUR, DANTEWADA, BIJAPUR, SUKMA, KUNDAGOAN)
45.	RAJKOT RC CODE: 42	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SAURASHTRA UNIVERSITY CAMPUS RAJKOT-360005,GUJARAT PH.OFF : 0281-2572988 FAX : 0281-2571603 E-MAIL : <a href="mailto:rcrajkot@ignou.ac.in">rcrajkot@ignou.ac.in</a>	STATE OF GUJARAT (DISTRICT: RAJKOT, KACHCHH, JAMNAGAR, PORBANDAR, JUNAGADH, AMRELI, BHAVNAGAR, SURENDRANAGAR, DEV-BHOOMI DWARKA, GIR-SOMNATH, BOTAD, MORBI), & DIU(U.T.)

46.	RANCHI RC CODE: 32	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 2 <sup>nd</sup> FLOOR, KRISHNA MALL, ASHOK NAGAR RANCHI - 834022, JHARKHAND PH.OFF : 0651-2244688, 2244699, 2244677 FAX :NA E-MAIL : <a href="mailto:rcranchi@ignou.ac.in">rcranchi@ignou.ac.in</a>	STATE OF JHARKHAND (DISTRICT: RANCHI, LOHARDAGA, GUMLA, SIMDEGA, PALAMU, LATEHAR, GARHWA, WEST SINGHBHUM, SARAIKELA KHARSAWAN, EAST SINGHBHUM, HAZARIBAGH, CHATRA, KODERMA, KHUNTI, RAMGARH,BOKARO, DHANBAD)
47.	SAHARSA RC CODE: 86	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE KOSHI CHOWK SHARSHA-852201, BIHAR PH.OFF : 06478-219015/295252 FAX : 06478-219018 E-MAIL : <a href="mailto:rctaharsa@ignou.ac.in">rctaharsa@ignou.ac.in</a>	STATE OF BIHAR COVERING (DISTRICTS: KHAGARIYA, SAHARSA, SUPAUL, MADHEPURA, KATIHAR, ARARIYA, KISHANGANJ & PURNEA)
48.	SHILLONG RC CODE: 18	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE UMSHING, MAWKYNROH, NEHU CAMPUS, SHILLONG - 793 022 MEGHALAYA PH.OFF : 0364-2521117/2521271/0364-2520503 FAX :0364-2521271 E-MAIL : <a href="mailto:rctshillong@ignou.ac.in">rctshillong@ignou.ac.in</a>	STATE OF MEGHALAYA (DISTRICT: EAST GARO HILLS, EAST JAINTIA HILLS , EAST KHASI HILLS, NORTH GARO HILLS, RI-BHOI, SOUTH GARO HILLS, SOUTH WEST GARO HILLS, SOUTH WEST KHASI HILLS, WEST GARO HILLS, WEST JAINTIA HILLS, WEST KHASI HILLS)
49.	SHIMLA RC CODE: 11	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE CHAUHAN NIWAS BUILDING, KHALINI SHIMLA-171 002, HIMACHAL PRADESH PH.OFF : 0177-2624612/2624613 FAX :0177-2624611 E-MAIL : <a href="mailto:rctshimla@ignou.ac.in">rctshimla@ignou.ac.in</a>	STATE OF HIMACHAL PRADESH (DISTRICT: BILASPUR, CHAMBA, HAMIRPUR, KANGRA, KINNAUR, KULLU, LAHUL & SPITI, MANDI, SHIMLA, SIRMAUR, SOLAN, UNA)
50.	SILIGURI RC CODE: 45	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 17/ 12 J. C. BOSE ROAD, SUBHAS PALLY, SILIGURI - 734001 WEST BENGAL PH.OFF :0353-2526818 FAX : NA E-MAIL : <a href="mailto:rctsiliguri@ignou.ac.in">rctsiliguri@ignou.ac.in</a>	STATE OF WEST BENGAL (DISTRICT: COOCHBEHAR, JALPAIGURI, DARJEELING, UTTAR DINAJPUR, DAKSHIN DINAJPUR, ALIPURDUAR)
51.	SRINAGAR RC CODE:30	REGIONAL DIRECTOR STATE IGNOU REGIONAL CENTRE KURSOO RAJ BAGH, SRINAGAR - 190008 JAMMU & KASHMIR(UT) PH.OFF : 0194-2953017 FAX :0194-2311259 E-MAIL : <a href="mailto:rctsrinagar@ignou.ac.in">rctsrinagar@ignou.ac.in</a>	STATE OF JAMMU & KASHMIR (SRINAGAR REGION-DISTRICT: ANANTNAG, BANDIPORE, BARAMULLA , BUDGAM, GANDERBAL, KARGIL, KULGAM, KUPWARA, LEH, PULWAMA SHOPIAN, SRINAGAR)
52.	TRIVANDRUM RC CODE: 40	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE RAJADHANI COMPLEX OPP PRS HOSPITAL, KILLI PPALAM KARAMANA PO, TRIVANDRUM -695002 KERALA PH.OFF : 0471-2344113/2344120 FAX :0471-2344121 E-MAIL : <a href="mailto:rcttrivandrum@ignou.ac.in">rcttrivandrum@ignou.ac.in</a>	STATE OF KERALA (DISTRICT: KOLLAM, PATHANAMTHITTA, THIRUVANANTHAPURAM) STATE OF TAMILNADU (DISTRICT: KANYAKUMARI)



53.	VARANASI RC CODE: 48	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE GANDHI BHAWAN B.H.U. CAMPUS VARANASI- 221005 ,UTTAR PRADESH PH.OFF : 0542 2368622/2369629/2368448 FAX : NA E-MAIL : <a href="mailto:rcvaranasi@ignou.ac.in">rcvaranasi@ignou.ac.in</a>	STATE OF UTTAR PRADESH (DISTRICT: AMBEDKAR NAGAR, AZAMGARH, BALLIA, CHANDAULI, DEORIA, GHAZIPUR, GORAKHPUR, JAUNPUR, KUSHINAGAR, MAHARAJGANJ, MAU, MIRZAPUR, SANT KABIR NAGAR, SANT RAVIDAS NAGAR, SONEBHADRA, VARANASI, ALLAHABAD, PRATAPGARH, SULTANPUR)
54.	VATAKARA RC CODE: 83	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NO.14/329 B-E,(ADJ.TO 110 KV.KSEB SUBSTATION), ARAKKILAD ROAD,PUTHUR, KOZHICODE VATAKARA-673104,KERALA PH.OFF : 0496-2516055/2515413/2525281 E-MAIL : <a href="mailto:rcvatakara@ignou.ac.in">rcvatakara@ignou.ac.in</a>	STATE OF KERALA (DISTRICT: KANNUR, KASARAGOD WAYANAND, KOZHICODE, MALAPPURAM, MAHE, (UNION TERRITORY OF PUDUCHERRY)
55.	VIJAYAWADA RC CODE: 33	REGIONAL DIRECTOR IGNOU REGIONALCENTRES. S.K.P.V.V HINDU HIGH SCHOOL PREMISES, KOTHAPET, VIJAYWADA 520 001, ANDHRA PRADESH PH.OFF : 0866-2565253/2565959 FAX :0866-2565353 E-MAIL : <a href="mailto:rcvijayawada@ignou.ac.in">rcvijayawada@ignou.ac.in</a>	STATE OF ANDHRA PRADESH (DISTRICTS: KRISHNA, GUNTUR, PRAKASHAM, NELLORE, CHITTOOR,KADAPA, KURNOOL, ANANTAPUR)
56.	VISAKHAPATNAM RC CODE: 84	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 2 <sup>nd</sup> FLOOR,VUDA COMPLEX USHODAYA JUNCTION SECTOR-12, MVP COLONY VISAKHAPATNAM- 530017 ANDHRA PRADESH PH.OFF :0891-2511200 FAX : NA E-MAIL : <a href="mailto:rcvisakhapatnam@ignou.ac.in">rcvisakhapatnam@ignou.ac.in</a>	STATE OF ANDHRA PRADESH COVERING (DISTRICTS EAST GODAVARI, WEST GODAVARI, VISAKHAPATNAM, VIZIANAGARAM & SRIKAKULAM, YANAM OF PUDUCHERRY)

## IGNOU-Army, Assam Rifle, Navy Recognized Regional Centres

Sl. No.	RC Code	RC	Address	Operational Area
1	IAEP – KOLKATA	51	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG. CENTRE COL. EDUCATION, FORT WILLIAM HQ EASTERN COMMAND C/O 99 APO - 908542 KOLKATA- 700021 WET BENGAL 033-22317556 <a href="mailto:rcarmy51@ignou.ac.in">rcarmy51@ignou.ac.in</a>	EASTERN COMMAND AREA  IAEP – 5
2	IAEP – CHANDIMANDIR	52	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG. CENTRE COL. EDUCATION (G.S. EDU. BRANCH) HQ WESTERN COMMAND CHANDIMANDIR-134107 HARYANA 0172-2929232, (CIVIL) 2883(MILITARY) 0172-2589423, MOB. NO. 8284083573 <a href="mailto:rcarmy52@ignou.ac.in">rcarmy52@ignou.ac.in</a>	
3	IAEP – LUCKNOW	53	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG. CENTRE IAEP HQ CENTRAL COMMAND- GS (EDN) LUCKNOW – 226002, UTTAR PRADESH 0522-2482968 (CIVIL); 2670 (MIL) <a href="mailto:rcarmy53@ignou.ac.in">rcarmy53@ignou.ac.in</a>	CENTRAL COMMAND AREA
4	IAEP – PUNE	54	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG. CENTRE COL. EDUCATION HQ SOUTHERN COMMAND GS (EDN) BRANCH, PIN-908541 C/O 56 APO 020-26331033 (CIVIL) 2437 (ARMY) <a href="mailto:rcarmy54@ignou.ac.in">rcarmy54@ignou.ac.in</a>	SOUTHERN COMMAND AREA
5	IAEP–UDHAMPUR	54	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG. CENTRE COL. EDUCATION UTTAR KAMAN MUKHYALAYA 908545 C/O 56 APO, HQ NORTHERN COMMAND UDHAMPUR, JAMMU & KASHMIR 01992-242486 <a href="mailto:rcarmy55@ignou.ac.in">rcarmy55@ignou.ac.in</a>	NORTHERN COMMAND AREA
6	IAEP – JAIPUR	56	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG. CENTRE EDUCATION BRANCH HQ SOUTHERN WESTERN COMMAND C/O 56 APO 908546 JAIPUR, RAJASTHAN 0141-6640(MILITARY) <a href="mailto:rcarmy56@ignou.ac.in">rcarmy56@ignou.ac.in</a>	SOUTH WESTERN COMMAND
7	IAEP – SHILLONG	81	REGIONAL DIRECTOR IGNOU ASSAM-RIFLES RECOG. R.C. DIRECTORATE GENERAL ASSAM RIFLES (DGAR), LAITUMKHAH SHILLONG – 793 011 MEGHALAYA 0364-2705181 0364-2705184 <a href="mailto:iarrc81@ignou.ac.in">iarrc81@ignou.ac.in</a>	COMMAND AREA

Sl. No.	RC Code	RC	Address	Operational Area
8	INEP – NEW DELHI	71	REGIONAL DIRECTOR IGNOU NAVY RECOG. REG. CENTRE DIRECTORATE OF NAVAL EDUCATION INTERATED HQS. MINISTRY OF DEF WEST BLOCK 5, RK PURAM, SECTOR-1, NEW DELHI – 110 066 DELHI 011-26178462 011-26185299 <a href="mailto:rcnavy71@ignou.ac.in">rcnavy71@ignou.ac.in</a>	NAVAL HQS.
9	INEP – MUMBAI	72	REGINAL DIRECTOR IGNOU NAVY RECOG. REG. CENTRE HQ WESTERN NAVAL COMMAND SHAHID BHAGAT SINGH MARG MUMBAI – 400 023 MAHARASHTRA 022-22752245 022-22665458 <a href="mailto:rcnavy72@ignou.ac.in">rcnavy72@ignou.ac.in</a>	HQ WESTERN NAVAL COMMAND
10	INEP – VISAKHAPATNAM	73	REGIONAL DIRECTOR IGNOU NAVY RECOG. REG. CENTRE INEP REGIONAL CENTRE-73 NCS COMPLEX NAUSENABAUGH POST: GANDHIGRAM VISAKHAPATNAM -530005 ANDHRA PRADEH 0891-2812669 0891-2515834 <a href="mailto:rcnavy73@ignou.ac.in">rcnavy73@ignou.ac.in</a>	HQ EASTREN NAVAL COMMAND
11	INEP – KOCHI	74	REGIONAL DIRECTOR IGNOU NAVY RECOG. REG. CENTRE NAVAL BASE HQ SOUTHERN NAVAL COMMAND KOCHI – 682 004 KERALA 0484-266210,2662515 0484-266194 <a href="mailto:rcnavy74@ignou.ac.in">rcnavy74@ignou.ac.in</a>	HQ SOUTHERN NAVAL COMMAND

## 16 LIST OF CODES

### 16.1 STATE CODE

#### Code Description

01	Andhra Pradesh
02	Andaman & Nicobar Islands (UT)
03	Arunachal Pradesh
04	Assam
05	Bihar
06	Chandigarh (UT)
07	Delhi
08	Goa
09	Gujarat
10	Haryana
11	Himachal Pradesh
12	Jammu & Kashmir
13	Karnataka
14	Kerala
15	Madhya Pradesh
16	Maharashtra
17	Manipur
18	Meghalaya
19	Mizoram
20	Nagaland
21	Odisha
22	Punjab
23	Rajasthan
24	Sikkim
25	TamilNadu
26	Tripura
27	Uttar Pradesh
28	West Bengal
29	Dadra & Nagar Haveli, Daman & Diu (UT)
30	Lakshadweep (UT)
31	Pondicherry (UT)
32	C/o 99APO
33	Learners Abroad
34	Chattisgarh
35	Jharkhand
36	Uttarakhand
37	Telangana

### 16.2 EDUCATIONAL QUALIFICATION CODE

#### Code Description

000	Below Matriculation, SSC/No Formal Education
001	Matriculation/SSC
002	10+2 or Equivalent
003	Diploma in Engineering
004	Graduation in Engineering
005	Graduation or Equivalent
006	Post Graduation or Equivalent
007	Doctoral or Equivalent
008	BPP from IGNOU
009	Bachelor of Library Information Science
010	Master of Library & Information Science

### 16.3 LIST OF BOARD CODES

**(FOR 10 + 2) with pass in minimum five core subjects\***

Sl. No.	Code of Board	Board (Abbr)	Year from which 10+2 in effect	Name of the Board
1	0101	ABIE	ALWAYS	Board of Intermediate Education, Andhra Pradesh
2	0401	AHSL	1986	A recognised three/two year Diploma/Certificate after 10th Class
3	0501	BIEC	ALWAYS	Assam Higher Secondary Education Council
4	2401	BOSSE	2021	Board of Open Schooling and Skill Education (BOSSE), Sikkim
5	0701	CBSE	1979	Bihar Intermediate Education Council
6	0704	DBSE	2021	Delhi Board of School Education, I.P. Extension, Patparganj
7	0702	ICSE	1979	Board of High School & Intermediate Edu., U.P.
8	0703	NOS/NIOS	1991	Board of Pre-University Education, Karnataka
9	0801	GBSE	1978	Board of Secondary & Higher Secondary Exam., Tamil Nadu
10	0901	GSEB	1978	Board of Secondary Education, Manipur
11	1001	HBSE	1987	Board of Secondary Education, MP
12	1101	HPBE	1988	Central Board of Secondary Education, New Delhi
13	1201	JKSS	1980	Council for the Indian School (Certificate Exam), New Delhi
14	1202	JKSW	1980	Council of Higher Secondary Education, Orissa
15	1301	KBPE	1971	Goa, Daman & Diu Board of Sec. & Higher Sec. Ed.
16	1401	KU	1966	Gujarat Secondary Education Board
17	1501	BSMP	1988-89	Haryana Board of School Education
18	1601	MSBE	1978	Himachal Pradesh Board of School Education
19	1701	MBSE	1980	J&K State Board of School Education (Summer)
20	1901	MZSE	1980	J&K State Board of School Education (Winter)
21	2001	NBSE	1980	Jharkhand Academic Council, Ranchi
22	2101	CHSE	1980	Maharashtra State Board of Secondary Education & Higher Secondary Board
23	2201	PSEB	1988	Mizoram Board of Secondary Education
24	2301	RBSE	1986	Nagaland Board of Secondary Education
25	2501	TNSB	1978	National Institute of Open Schooling, Delhi (Passed with five subjects)
26	2601	TBSE	-	Not listed in this list.
27	2701	BHSI	ALWAYS	Punjab School Education Board
28	2802	WBSE	1978	Rajasthan Board of Secondary Education
29	3601	JAC	2006	Tripura Board of Secondary Education
30	8888	DDDD	-	University of Kerala
31	9999	XXXX	-	West Bengal Council of Higher Secondary Education

**(FOR 10+2 Vocational Stream)**

Sl. No.	Code of Board	Board (Abbr)	Year from which 10+2 in effect	Name of the Board
1.	1901	MZSE	2001	Mizoram Board of Secondary Education

\* Candidates passed with four core subjects, in addition to Socially Useful Productive Work & Community Service (SUPW), need to pursue one Sr. Secondary level course from NIOS/SOSs in order to fulfil the condition of passing in **minimum five core subjects**.

## 16.4 LIST OF UNRECOGNIZED SCHOOL BOARDS\*

**Examinations conducted by the following Boards are not accepted for higher studies in IGNOU.**

Sl. No.	Name of Board	Remarks
1.	Akhil Bhartiya Open School, Rohtak	
2.	Akhil Bhartiya Rashtriya Vidyapeeth, Karnataka	
3.	Akhil Bhartiya Shiksha Sansthan, New Delhi	
4.	All India Board for Education Training, Delhi(Operated by Dr. Ambedkar Chintan Samajik Sodh Sansthan, Ward No. 23 Eidgah Mohalla, P.O. Dehri-on-Sone, District Rohtas, Bihar) OR All India Board of Secondary Education, Delhi. Bhawan No. 700, Gali No. 17 Gopalpur, Vill. Timarpur, P.O. Azadpur, Delhi-110009	
5.	All India Board of Secondary Education, Gazipur	
6.	All India Council for Open Education, New Delhi	
7.	All India Council of Open Schooling (AICOS), Vill. & P.O. Barunhat, P.S. Hasnabad, Distt. 24 PGS(N), W.B.	
8.	All India Council of Secondary Education, New Delhi	
9.	All India Open Schooling, Delhi	
10.	Bharatiya Council of Open Schooling	
11.	Bhartiya Madhyamik Shiksha Parishad, Bharat, Thakurdwara, Moradabad, U.P.	
12.	Bhartiya Shiksha Parishad, Uttar Pradesh, Lucknow-227105**	
13.	Bhartiya Shiksha Sansthan, Uttar Pradesh	
14.	Boad of Technical and Secondary Education, Delhi	<a href="http://www.technicalboard.org">www.technicalboard.org</a> <a href="http://www.technicalboard.org">http://www.technicalboard.org</a>
15.	Board of Adult Education & Training, Delhi Office: 1 Aliganj, Kasturba Nagar, Kotla Mubarakpur, New Delhi-110003. Campus: R.X. 295, Brahampuri, Nangal Raya Rly, Crossing, Pankha Road, New Delhi.	
16.	Board of Education for Senior Secondary & Technology, New Delhi	
17.	Board of Higher Secondary Education, Delhi	
18.	Board of Higher Secondary Open Education	
19.	Board of Higher Secondary Open Education, Delhi	
20.	Board of Open Distance Learning, West Bengal	
21.	Board of Open Learning School, Delhi	
22.	Board of School and Technical Education, Chhattisgarh	
23.	Board of School Education, Hubli (Karnataka)*	
24.	Board of Schooling, Paramedical and Technical Education, India	
25.	Board of Secondary & Higher Secondary Education, Delhi	
26.	Board of Secondary and Higher Secondary Open Education, West Bengal	
27.	Board of Secondary Education, Delhi	
28.	Board of Secondary Education, Kant, <b>Shahjahanpur, U.P.</b>	
29.	Board of Secondary Education, Madhya Bharat, Gwalior.	
30.	Board of Secondary Education, Maharashtra, Malkapur	

Sl. No.	Name of Board	Remarks
31.	Board of Secondary Sanskrit Education, Uttar Pradesh, Lucknow	
32.	Board of Secondary, Higher Secondary & Vocational Education, Mangal Bazar Road, Laxmi Nagar, Delhi.	
33.	Board of Senior Secondary Education (BSSE), Delhi	<a href="http://www.bsedelhi.com">www.bsedelhi.com</a>
34.	Board of Youth Education in India	
35.	Central Board of Education, Ajmer	
36.	Central Board of High School & Intermediate Examination, Delhi	
37.	Central Board of Higher Education, Delhi	
38.	Central Board of Higher Education, East Patel Nagar, New Delhi.	
39.	Central Board of Higher Education, Uttam Nagar, New Delhi.	
40.	Central Board of Open School Education, New Delhi	
41.	Central Board of Secondary & Higher Secondary Education, Delhi	
42.	Central Board of Senior Secondary Education	
43.	Central Institute of Open Schooling (CIOSUP), 176 Purana Quila (Nehar), (PO) GPO, Lucknow, U.P.	
44.	Council for the Indian Certificate Examination, New Delhi	Not ICSE
45.	Council of Higher and Senior Secondary Education, Delhi	
46.	Council of Higher Secondary Education, Delhi	
47.	Council of National Secondary Education, Delhi	
48.	Council of National Secondary Education, Tripura	
49.	Council of Secondary & Senior Secondary Education, Delhi	
50.	Council of Secondary and Higher Secondary Education, Delhi	
51.	Council of Secondary Education Board, Mohali	
52.	Council of Secondary Education, Delhi	
53.	Council of Secondary Education, First Floor, Tarachand Complex, Ramesh Market, East of Kailash, Near Sapna Cinema, Delhi-110065	
54.	Council of Secondary Education, Mohali, Punjab	
55.	Delhi Academic Council for Higher Education	
56.	Delhi Board of Higher Education	
57.	Delhi Board of Secondary & Higher Secondary Education	
58.	Delhi Board of Secondary and Higher Secondary Open Education, Delhi	
59.	Delhi Board of Secondary and Senior Secondary Education	
60.	Delhi Board of Secondary Education, Delhi	
61.	Delhi Board of Senior Secondary Education	
62.	Dr. Bhimrao Ambedkar Intermediate Education, West Bengal	
63.	Dr. Bhimrao Intermediate Education, Delhi	
64.	Dr. Ramgopalacharya Sanskrit Mahavidyalaya, Nayabas, Etah, Uttar Pradesh	
65.	Grameen Mukta Vidyalayi Shiksha Sansthan (GMVSS), Delhi	
66.	Gurukul Vishvavidyalaya, Vrindaban (Mathura) Gurukul Complex, Village Ranchi Bangar, P.O. Mathura District Mathura, Uttar Pradesh	
67.	Haryana Council of Open Schooling	
68.	Higher Secondary Education Board of Delhi	
69.	Indian Board of Higher School Certificate Examinations, Rajasthan	
70.	Indian Board of School Education, Howrah	
71.	Indian Council of Open School Certificate Examination, Maharashtra	<a href="http://www.icosce.com">www.icosce.com</a>
72.	Indian Council of Secondary Education, India (Uttar Pradesh) OR Bhartiya Madhyamik Shiksha Parishad, Bharat (Uttar Pradesh)	

Sl. No.	Name of Board	Remarks
73.	Indian Council of Secondary Education, India Fatehullaganj, NH-74, Thakurdwara, Muradabad, UP	Do not mistake with ICSE, New Delhi
74.	Indian Council of Secondary Education, India Village:Haldua Shahu, P.O. Shivrajpur Patti, Jaspur-244712, Uttarakhand.	Do not mistake with ICSE, New Delhi
75.	Indian Council of Senior Secondary Education, New Delhi	
76.	Indian Institute of Schooling Education, Lucknow, Uttar Pradesh	
77.	Indira Gandhi Higher Secondary & Open Education, Badarpur Border, New Delhi	
78.	Indira Gandhi Higher Secondary and Open Education, Badarpur Border, New Delhi	
79.	Indira Gandhi National Open School, Madhya Pradesh	
80.	Intermediate Council for Open Education, Jalandhar, Punjab	
81.	Intermediate Council of Schooling Education, Delhi	
82.	Intermediate Council of Secondary Education, Sewak Park, Uttam Nagar, New Delhi-110059	
83.	Jamia Urdu Hind, Begusari, Bihar	
84.	Jharkhand Academic Open Board, <b>Bokaro</b>	
85.	Jharkhand State Open School, Ranchi	
86.	Karnataka State Council of Intermediate and Higher Education, Mysore	
87.	Madhyamik Shiksha Parishad of U.P. and Delhi	Do not mistake with Madhyamik Shiksha Parishad, Allahabad (Board of High School and Intermediate Education, UP)
88.	Madhyamik Shiksha Parishad, Delhi	
89.	Madhyamik Shiksha Parishad, Gwalior, M.P.	
90.	Madhyanchal Mukta Vidhyalay Shiksha Sansthan	
91.	Mahakoshal Board of Secondary Education, Jabalpur, Madhya Pradesh	
92.	Maharashtra Board of Higher Secondary Education, <b>Maharashtra</b>	Do not mistake with <b>Maharashtra State Board of Secondary &amp; Higher Sec. Education (MBSE), Pune.</b>
93.	Mahashakti Sanskrit Vidyapeeth, Karn Part, Delhi-110041	
94.	Mahatma Gandhi Board of Open Distance Learning (MGBODL), Chennai	
95.	Mahatma Gandhi Secondary and Higher Secondary Education Board, Delhi	
96.	Mahatma Gandhi Secondary and Sr. Secondary Education, <b>Delhi</b>	
97.	National Board of Higher Secondary Education, Delhi	
98.	National Board of Open School, India, Delhi NCR	
99.	National Board of Secondary Education, India	
100.	National Institute of Research & Development Council, New Delhi	
101.	National Open School, New Delhi (other than the NIOS)	
102.	Nav Bharat Shiksha Parishad (NSP), India	
103.	North East National Board of School Education (NENBSE), Guwahati	
104.	Punjabi Madhyamik Shiksha Mandal, Fateh-Ullah Ganj, Moradabad, U.P.	
105.	Rajkiya Institute of Open Schooling (RIOSUP), 176 Purana Quila (Nehar), (PO) GPO, Lucknow, U.P.	
106.	Rashtriya Mukta Jana Shiksha Parishad, Chakdaha	
107.	Ravindra Vishwa Vidyapeeth, New Delhi	
108.	Rural Development Board of Secondary and Higher Secondary, Delhi	
109.	Rural Institute of Open Schooling, Laxmi Nagar, Delhi	
110.	Secondary Education of Bhiwani (Haryana)	
111.	State Board of Secondary Education, Delhi	
112.	State Board of Secondary Education, Delhi, C.R. Park, Block K1/30, New Delhi	



Sl. No.	Name of Board	Remarks
113	State Council of Secondary Education, Delhi	
114	Swami Satyanand Vidyapith, Thakurdwara, Moradabad, U.P.	
115	Swami Vivekanand Board of Secondary Education, Delhi	
116	The Central Board of Higher Education, New Delhi.	
117	The Central Board of Higher Secondary Education, New Delhi	
118	The Council of Basic & Technical Education, India	
119	The Council of Basic and Technical Education, INDIA	
120	The Council of Basic and Technical Education, Ludhiana	
121	Tripura Open Board of Secondary Education, <b>Agartala</b>	
122	Ucchtar Madhyamik Shiksha Mandal, Delhi	
123	Urdu Education Board, New Delhi	
124	Uttar Pradesh State Open School, Jaunpur/Lucknow, U.P.	
125	West India Council of Education, Maharashtra	

\* Also refer to [www.ignou.ac.in](http://www.ignou.ac.in) for latest updated list.

\*\*The matter is subjudice before the District Judge, Lucknow.

## 16.5 LIST OF VOLUNTARY HINDI INSTITUTIONS

The examinations conducted by Voluntary Hindi Institutions and/or Govt. Institutions for propagation and development of Hindi language are not accepted for academic pursuit in IGNOU, as these are not equated with the regular examinations of Secondary Boards/Universities. These examinations are accepted for purposes of employment only in Government Services.

पत्रा. 9-1/98 डी-1 (भाषाएं)

(हिंदी) परीक्षाओं की मान्यता का विवरण दिनांक 5 मई, 1988

सं.	संस्था का नाम	मान्यता प्राप्त परीक्षा का नाम	बराबर की परीक्षा में हिंदी का निर्धारित स्तर	प्रेस विज्ञप्ति संख्या
1.	(हिंदी) साहित्य सम्मेलन, इलाहाबाद	1. प्रथमा 2. मध्यमा (विशारद) 3. उत्तमा (हिंदीसाहित्य)	एस.एस. सी. बी.ए. बी.ए. (हिंदीआनर्स)	स्थाई मान्यता एफ.-7.50/69 एच. 1 18 फरवरी, 1970
2.	राष्ट्र भाषा प्रचार समिति, वर्धा	1. परिचय 2. कोविद 3. रत्न	स.एल.सी. इंटर बी.ए.	- - -
3.	दक्षिण भारत हिंदी प्रचार सभा, मद्रास	1. प्रवेशिका 2. विशारद 3. प्रवीण	एस.एल.सी. इंटर बी.ए.	- - -
4.	हिंदी विद्यापीठ, देवधर, बिहार	1. प्रवेशिका 2. हित्यभूषण 3. साहित्यालंकार	एस.एल.सी. इंटर बी.ए.	- - -
5.	महाराष्ट्र राष्ट्र भाषा सभा, पूना	1. प्रबोध 2. प्रवीण 3. पंडित	एस.एल.सी. इंटर बी.ए.	- - -
6.	हिंदी प्रचार सभा, हैदराबाद	1. विशारद 2. भूषण 3. विद्वान	एस.एल.सी. इंटर बी.ए.	- - -
7.	गुजरात विद्यापीठ, अहमदाबाद	1. तीसरी 2. विनीत 3. सेवक	एस.एल.सी. इंटर बी.ए.	7-50/69 एच-1 18 फरवरी, 1970 स्थायी मान्यता
8.	बम्बई हिंदी विद्यापीठ, बम्बई	1. उत्तमा 2. भाषारत्न 3. साहित्य-सुधाकर	एस.एल.सी. इंटर बी.ए.	वि.सं.एफ. 2/70 हिंदी 30-3/1 स्थायी मान्यता -
9.	असम राष्ट्र भाषा प्रचार समिति, गुवाहाटी	1. प्रबोध 2. विशारद 3. प्रवीण	एस.एल.सी. इंटर बी.ए.	वि.सी. 7-1/73 हि. ता. 7 जुलाई, 1973 से स्थायी मान्यता -
10.	मणिपुर हिंदी परिषद्, इम्फाल	1. प्रबोध 2. विशारद 3. रत्न	एस.एल.सी. इंटर बी.ए.	- - -
11.	हिन्दुस्तानी प्रचार सभा, बम्बई	1. तीसरी 2. काबिल 3. विद्वान	एस.एल.सी. इंटर बी.ए.	वि.सी. 9-2/6 डी-1 हि. 13 अगस्त, 1976
12.	मैसूर हिंदी प्रचार परिषद्, बंगलोर	1. प्रदेश 2. उत्तमा 3. रत्न	एस.एल.सी. इंटर बी.ए.	वि.सी. 9-2/6 डी-1 हि. स्थायी मान्यता 17 नंबर, 76 सेप.सं. 8-6/84 डी-1 ता. 10-12

सं.	संस्था का नाम	मान्यता प्राप्त परीक्षा का नाम	बराबर की परीक्षा में हिंदी का निर्धारित तस्तर	प्रेस विज्ञप्ति संख्या
13.	केरल हिंदी प्रचार सभा, त्रिवेन्द्रम	1. प्रदेश 2. भूषण 3. साहित्याचार्य	एस.एल.सी. इंटर बी.ए.	स्थायी मान्यता - प्रेस 9-6/84 डी. (भाषा) ता. 12 दिसंबर, 1986
14.	कर्नाटक हिंदी प्रचार समिति, बंगलोर	1. राजभाषा 2. राजभाषाप्रकाश 3. राजभाषा विद्वान	एस.एल.सी. इंटर बी.ए.	स्थायी मान्यता - प.सं. 9-6/84 डी. (भाषा) ता. 12 दिसंबर, 1986
15.	कर्नाटक महिला हिंदी सेवा समिति, बंगलोर	1. हिंदीउत्तमा 2. हिंदीभाषाभूषा 3. भाषाप्रवीण	एस.एल.सी. इंटर बी.ए.	स्थायी मान्यता - प.सं. 9-6/डी. (भाषा) ता. 12 दिसंबर, 1986
16.	उड़ीसा राष्ट्रभाषा परिषद्, पुरी	1. विनोद 2. प्रवीण 3. शास्त्री	एस.एल.सी. इंटर बी.ए.	स्थायी मान्यता - प.सं. 9-4/79 डी. (भाषा) ता. 26 जुलाई, 1979
17.	सौराष्ट्र हिंदी प्रचार समिति, राजकोट	1. तीसरी	एस.एल.सी.	स्थायी मान्यता प.सं. एफ. 9-6/84 डी. (भाषा) ता. 12 दिसंबर, 1986
18.	प्रथम महिला विद्यापीठ, इलाहाबाद	1. विद्याविनोदिनी 2. विदुषीसाधारा 3. सरस्वती	मैट्रिक इंटर बी.ए.	स्थायी मान्यता प.सं. 9-6/84 डी. (भाषा) ता. 12 दिसंबर, 1986
19.	मिजोरम हिंदी प्रचार सभा, आइजोल	1. प्रबोध 2. विशारद 3. प्रवीण	मैट्रिक इंटरमीडिएट बी.ए.	स्थायी मान्यता प.सं. 9-4/84 डी.पू. (भा.) स्थायी मान्यता ता. 12 अप्रैल, 1988
20.	मुंबई हिंदी सभा, दादर, मुंबई	1. हिंदी विबोध	मैट्रिक (हिंदी)	फा.सं. 3-20/2000 डी. .प्प (एल) 30.8.2000 द्वारा स्थायी मान्यता
21.	बेलगांव विभागीय हिंदी सेवा शिक्षण समिति, हुबली (कर्नाटक)	राजभाषा प्रबोध	मैट्रिक (हिंदी)	फा.सं. 1-4/2003 हि.शि.स. दिनांक 25-5-2004 केद्वारा राजभाषाप्रबोधको जून, 2005 तक अस्थायी मान्यता
22.	हिंदी शिक्षा समिति, ओडिसा, कटक	प्रवेशिका हिंदी अभिज्ञ स्नातक	मैट्रिक (हिंदी) इंटर (हिंदी) बी.ए. (हिंदी)	फा.सं. 1-4-2003 हि.शि.स. दिनांक 25-5-2004 के द्वारा प्रवेशिका तथा हिंदी अभिज्ञका जून, 2002 से स्थायी मान्यता तथा स्नातक को जून, 2005 तक अस्थायी मान्यता
23.	हिंदी प्रचार-प्रसार संस्थान, जयपुर	1. हिंदीकोविद 2. हिंदी प्रवीण 3. हिंदी साहित्यरत्न	मैट्रिक (हिंदी) इंटर (हिंदी) बी.ए. (हिंदी)	फा.सं. 1-4/2003 हि.शि.स. दिनांक 25-5-2004 के द्वारा हिंदी को विदित था हिंदी प्रवीण को दिनांक 31-3-2000 से स्थायी मान्यता। हिंदी साहित्यरत्न को जून, 2005 तक अस्थायी मान्यता।

इनमें जिन संस्थाओं की परीक्षाओं की मान्यता दिनांक 24-11-2003 से पूर्व समाप्त हो गयी थी उन्हें दिनांक 25-11-2003 तक विद्यमान समझा जाय।

## प्रेस नोट

राष्ट्रभाषा हिन्दी के प्रचार-प्रसार और विकास की दिशा में स्वैच्छिक हिन्दी संस्थाओं का महत्वपूर्ण योगदान रहा है। स्वतंत्रता प्राप्ति के बाद इन संस्थाओं में हिन्दी तर क्षेत्रों में हिन्दी को लोकप्रिय बनाने के लिए काफी प्रयत्न किये हैं। इसी परिप्रेक्ष्य में कुछ स्वैच्छिक हिन्दी संस्थाओं द्वारा संचालित हिन्दी परीक्षाओं को भारत सरकार में मान्यता प्रदान की है। ताकि लोगों को हिन्दी का ज्ञान हो सके और इसके माध्यम से रोजगार प्राप्त कर सके। भारत सरकार ने हिन्दी शिक्षा समिति की सिफारिश और संघ लोक सेवा आयोग की सहमति से इन संस्थाओं द्वारा आयोजित कुछ परीक्षाओं को 1960 से मान्यता देना शुरू किया ताकि इन परीक्षाओं को पास करने पर उम्मीदवार उन सरकारी नौकरियों के लिए पात्र बन सकें, जिनके लिए हिन्दी की योग्यता भी जारी की गई है। इस विषय पर कई प्रेस विज्ञप्तियाँ भी जारी की गई हैं। समय-समय पर अस्थायी मान्यता की अवधि भी बढ़ाई जाती रही है। बाद में कुछ संस्थाओं की परीक्षाओं को स्थायी मान्यता दी गई है। यद्यपि अभी कुछ संस्थाओं को अस्थायी मान्यता दी गई है।

हिन्दी शिक्षा समिति भारत सरकार में एक स्थायी संस्था है। यह समिति हिन्दी के प्रचार, प्रसार और विकास के संबंध में भारत सरकार को समय-समय पर सलाह देती है और सिफारिशें करती है। इस समिति की सिफारिशों के आधार पर स्वैच्छिक हिन्दी संस्थाओं की परीक्षाओं को मान्यता प्रदान की जाती है।

किसी भी स्वैच्छिक संस्था को चाहे वह स्वयं हिन्दी की परीक्षा आयोजित करती हो, या किसी भी मान्यताप्राप्त अन्य स्वैच्छिक हिन्दी संस्था के माध्यम से परीक्षा संचालित करती हो, मान्यताप्राप्त करने के लिए अखिल भारतीय हिन्दी संस्था संघ, 24, कोटला मार्ग, नई दिल्ली की मान्यता के लिए प्रस्ताव भेजना होता है। इस प्रस्ताव के आधार पर संस्था संघ परीक्षा की मान्यता संबंधी मानदण्डों और नियमों के अनुसार उस संस्था का निरीक्षण करता है और मान्यता के लिए मंत्रालय को अपनी सिफारिश भेजता है। इसके बाद मंत्रालय का अधीनस्थ कार्यालय केन्द्रीय हिन्दी निदेशालय की एक निरीक्षण समिति स्वतंत्र रूप से उस संस्था का निरीक्षण बनती है और अपनी रिपोर्ट हिन्दी शिक्षा समिति के विचार के लिए मंत्रालय की प्रस्तुत करती है।

कुल समाचार पत्रों में परीक्षा शीर्षक के अधीन यह समाचार छपा होता है कि हिन्दी साहित्य सम्मेलन प्रयाग (इलाहाबाद) की प्रथमा और मध्यमा परीक्षा को क्रमशः एस.एस.सी. और बी.ए. के समकक्ष मान्यता दी गई है। इस प्रकार के समाचार का स्पष्टीकरण इस मंत्रालय से समय-समय पर दिया जाता रहा है। कुछ वर्ष पहले उपशिक्षा मंत्री, श्री पी.के. थुंगन ने भी लोकसभा में स्थिति स्पष्ट की थी और बताया था कि हिन्दी साहित्य सम्मेलन की वास्तविक स्थिति भिन्न है क्योंकि यह एक स्वैच्छिक संगठन है न कि विश्वविद्यालय अथवा विश्वविद्यालय समझी जाने वाली संस्था। यह शिक्षा राज्य परीक्षा परिषद तथा विश्वविद्यालय के समान नहीं माना जाता है। इसलिए इस संस्था द्वारा आयोजित इन परीक्षाओं को केन्द्र सरकार द्वारा हाईस्कूल, इंटरमीडिएट और बी.ए. के बराबर मान्यता नहीं दी गई है। इस संस्था को केवल हिन्दी विषय की परीक्षा को संचालित करने की मान्यता दी गई है, भले ही, यह हिन्दी के साथ-साथ अन्य विषयों को भी तैयार करता हो।

पुनः यह स्पष्ट किया जाता है कि किसी पद के लिए निर्धारित किए गए हिन्दी स्तर के निर्धारण के प्रयोजन से हिन्दी साहित्य सम्मेलन की प्रथमा और मध्यमा परीक्षाओं को क्रमशः एस.एस.एल.सी. तथा बी.ए. के बराबर से मान्यता दी गई है।

पुनः यह स्पष्ट किया जाता है कि किसी पद के लिए निर्धारित किए गए हिन्दी स्तर के निर्धारण के प्रयोजन से हिन्दी साहित्य सम्मेलन की प्रथमा और मध्यमा परीक्षाओं को क्रमशः एस.ए. इसी प्रकार अन्य स्वैच्छिक हिन्दी संस्थाओं द्वारा संचालित हिन्दी परीक्षाओं की मान्यता के बारे में भी कहा जा सकता है किये परीक्षाएँ न तो किसी राज्य परीक्षा परिषद् और नही विश्वविद्यालय के समकक्ष मानी गई है। जहाँ तक सरकारी नौकरियों के लिए इन परीक्षाओं की मान्यता का प्रश्न है, इस सम्बन्ध में यह निश्चय किया गया है किये दि. सरकारी अथवा गैर सरकारी कार्यालय, अर्धसरकारी संस्थाया शैक्षिक संस्था में किसी पद के लिए हिन्दी की कोई विशेष योग्यता निर्धारित की गई है तो इन परीक्षाओं से प्राप्त की गई योग्यताधारी व्यक्ति इन पदों के पात्र हो सकते हैं। परन्तु हिन्दी की अलग से यदि कोई योग्यता निर्धारित नहीं की गई है तो स्वैच्छिक हिन्दी संस्था से प्रमाण पत्र या डिग्री प्राप्त करने वाले व्यक्ति विश्वविद्यालय या राज्य परीक्षा परिषदों के प्रमाण पत्र या डिग्री की समकक्षता का दावा नहीं कर सकते हैं। स.एल.सी. तथा बी.ए. के बराबर से मान्यता दी गई है।

अतः उपर्युक्त विवरण के आधार पर, संक्षेप में पुनः स्पष्ट किया जाता है कि स्वैच्छिक हिन्दी संस्थाओं की मान्यता केवल संलग्न सूची में दर्शायी गई समकक्ष परीक्षा के लिए निर्धारित हिन्दी स्तर तक ही सीमित है और इसे पूर्ण प्रमाण-पत्र या डिग्री परीक्षा के बरोबर नहीं माना जायगा। आम जानकारी के लिए संस्थावार मान्यताओं का विवरण संलग्न है।

शिक्षा विभाग,  
मानव संसाधन विकास मंत्रालय,  
शास्त्री भवन, नईदिल्ली-110001  
पत्रसं. एफ. 9-1/88-डी-1 (भाषा)5 मई 1988

## 17 IGNOU POLICY REGARDING SEXUAL HARASSMENT AT THE WORKPLACE

In compliance with the guidelines of the Supreme Court, IGNOU has adopted a policy that aims to prevent/ prohibit/ punish sexual harassment of women at the workplace. Academic/non-academic staff and students of this University come under its purview.

Information on this policy, rules and procedures can be accessed on the IGNOU website ([www.ignou.ac.in](http://www.ignou.ac.in)). Incidents of sexual harassment may be reported to the Regional Director of the Regional Centre you are attached to or to any of the persons below:

<b>Apex Committee Against Sexual Harassment (ACASH)</b>		
<b>1. Regional Services Division Committee against Sexual Harassment (RSDCASH)</b>		
Dr. Ranjita Panda, Dy. Director, SRD	011-29571111	<a href="mailto:ranjitapanda@ignou.ac.in">ranjitapanda@ignou.ac.in</a>
<b>Category: Academic Staff</b> Dr. Moumita Das, Dy. Director, NCIDE Dr. T.Akoijam, Asst. Professor, SOTHSM	011-29572967 011-29571756	<a href="mailto:moumitadas@ignou.ac.in">moumitadas@ignou.ac.in</a> , <a href="mailto:akoijam@ignou.ac.in">akoijam@ignou.ac.in</a>
<b>Category: Non-Academic Staff</b> Ms. Seema Goswami, Dy. Registrar, SED Sh. Parag Gupta, SO, Admn.(Gov.) (Member continuing from outgoing RSDCCASH)	9810761031 01129571420/ 29532441/ 9871029118	<a href="mailto:sgoswami@ignou.ac.in">sgoswami@ignou.ac.in</a> , <a href="mailto:parag@ignou.ac.in">parag@ignou.ac.in</a>
<b>Category: External co-opted women member</b> Ms. Harshita Raghuvanshi, Advocate, High Court/Supreme Court of Delhi		
<b>II. IGNOU Committee against Sexual Harassment (ICASH)</b> Prof. Vandana Singh, SOE, Chairperson	011-29572932/ 9891047804	<a href="mailto:vandana@ignou.ac.in">vandana@ignou.ac.in</a>
<b>Category: Academic Staff Members</b> Dr. Sujata Santosh, Asst. Director, NCIDE Dr. S.K. Pulist, Dy. Director, SRD	011-29573070/ 9811744708 01129571311	<a href="mailto:sujata.santosh@ignou.ac.in">sujata.santosh@ignou.ac.in</a> , <a href="mailto:skpulist@ignou.ac.in">skpulist@ignou.ac.in</a>
<b>Category: Non-teaching</b> Ms. Radha Padmanabhan, AR, P&DD Ms. Reema arbhanda, PS, COE	011-29571720/ 9810882413 011-29532322, 29533305, 29531001	<a href="mailto:radhapadmanabhan@ignou.ac.in">radhapadmanabhan@ignou.ac.in</a> ,  (Fax) <a href="mailto:coe@ignou.ac.in">coe@ignou.ac.in</a>
<b>Continuing members recommended by (ICASH)</b> Ms. Mamta Khanna, Dy. Director, CD Sh. Gianender K. Sharma, PS, SED	011-29571917/ 9810420780 011-29572204, 29535828 01129572204	<a href="mailto:mkhanna@ignou.ac.in">mkhanna@ignou.ac.in</a>
<b>Category: Student Member</b> Ms. Rinki Sharma, Ph.D Scholar, Economics		
<b>Category: External co-opted women member</b> Prof. Nilika Mehrotra, JNII, New Delhi . Member Ms. Kalpana Vishwanathan - Member SAFETIPIN, New Delhi		
<b>Apex Committee Against Sexual Harassment (ACASH)</b> Prof. Nayantara Padhi, SOMS, Chairperson	011- 29573025/41622670	<a href="mailto:nayantara@ignou.ac.in">nayantara@ignou.ac.in</a>
<b>Category: Teaching Staff</b> Dr. Bijaya Larmi Mishra, Dy. Director, Research Unit	011- 29571990/29537326/ 9958497711	<a href="mailto:researchunit@ignou.ac.in">researchunit@ignou.ac.in</a>
<b>Category: Non-teaching Staff</b> Ms. Anita Sajwan, AD, ERP	011-29571705/ 01129571705	<a href="mailto:anitasajwan@ignou.ac.in">anitasajwan@ignou.ac.in</a>
<b>Category: External co-opted women members</b> Dr. Rama Pani, Editor, University News, Head of the Research Division, AIU Dr. Neerja Singh, Associate Professor, Satyawati College, Delhi University		
<b>RCCASH for Regional Centres</b>		
Members of RSD CASH will recommend the panel of names for RCCASH for each Regional Centre, and nominated by the Vice Chancellor.		

**PLEASE NOTE:**

- 1. The next pages comprise the admission application form.**
- 2. Before you start filling in the form make sure that you have read the Sections and the instructions for filling up the form very carefully. Please note that change of category codes shall not be entertained after the submission of application form.**
- 3. Remember that making wrong entries in the application form will lead to rejection.**
- 4. An electronic version of the Prospectus is also available on the internet at: <http://www.ignou.ac.in>**

# 18 APPLICATION FORM : INSTRUCTIONS AND CODES

Please fill up the form and mail or submit in person the same along with copies of attested certificates to your concerned Regional Centre with in stipulated dates mentioned in the Advertisement notification in the newspaper and website of IGNOU.

## GST IN THE APPLICATION FORM

Some instructions for filling-up of application form are given below:

- For Name of the Programme Applied for refer page no. 19-244 of this prospectus
- For Programme Code, refer to pages 19-244 of this Prospectus.
- Please fill the relevant code for medium of instruction in the boxes provided. For example, if you are choosing Hindi medium then write B2 as shown below  

B	2
---	---
- Code of Regional Centres is given at Pages 256-266. You have to write the code of that Regional Centre in which your Learner Support Centre falls. List of Learner Support Centres is attached in separate booklet.
- For Learner Support Centre Code refer to Supplementary Booklet to Common Prospectus.
- For State Code, refer page no.267
- (a) and (b) if you are already registered or have done a programme with IGNOU, please write the relevant code in the boxes, if A1 then write the Enrol No. & Programme Code. This field is mandatory for those who are applying for lateral entry to M.Com.,MAGD Programmes.
- If your name is VIRENDER KUMAR HASIZA, then write as following in the boxes provided for  

V	I	R	E	N	D	E	R	K	U	M	A	R	H	A	S	I	Z	A						
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	--	--	--	--	--	--

Please Note: Name of the candidates should be as mentioned in the High School/+2 Certificate. In case the name is written other than the one mentioned in the High School/ +2 Certificate, then legal evidence be submitted along with the Admission Form.
- Please write your Father's/Husband's/Guardian name. If the name is KEDAR NATH HASIZA, then write it as follows  

	/o	K	E	D	A	R	N	A	T	H	H	A	S	I	Z	A
--	----	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---
- Fill in your address for correspondence where you would like to receive your study material and all other correspondence. Do not give post box no. as address. Leave a box blank between each unit of address like house No. street name, P.O. etc. The address given by a student must be in India otherwise the Registration will be invalid. For foreign students, pl. refer page no. 249. See section 10.23
- Write down your Mobile No., E-mail Address and Aadhar Card No. **(All fields are mandatory)**.
- Please follow the rule of Date/Month/Year e.g. 5th June 1976 should be written as  

0	5	0	6	1	9	7	6
---	---	---	---	---	---	---	---
- For 13-22, write the relevant code in the appropriate box. For example, if you are male, put (A1) in the box, for female it is B2 and C3 for others who do not want to disclose their Gender (like Transgenders etc.). Please fill up category code carefully. No request for change of category code shall be entertained afterwards. **All fields are mandatory.**
- Furnish the details of scholarship, if any received by you.
- For (a) and (b), write the relevant code in the box. If A1, then fill the column 24(b) also. Supporting documents are to be closed.
- Notethat
  - Qualification code is in three digits e.g.000,001,002,003,004,005,006,007,008,009 and 010. You have to write only highest qualification code which could be found on page 267.

- (b) Write your main subjects in short form.
  - (c) Fill in the year of passing.
  - (d) Write division-01,02 or 03. If you have simply passed the examination without containing any of three Divisions, write 04.
  - (e) Write down aggregate percentage obtained by you at the highest level of your qualification and round off to the nearest integer (i.e. 61.3 should be of 61 and 65.7 should be of 66) while filling in the form.
  - (f) Fill the Board Code from the list given on page No 268.
26. For fee details, refer to pages 19-244 of this Prospectus and make a draft in favour of IGNOU payable at the city where your Regional Centre is situated, and fill there levant columns. For PGDHHM, PGDGM, PGDMCH, DNA, MSCMACS, only Registration Fee (Rs. 400/-) is to be paid. (In case you are submitting the form during the time slot with late fee, please submit the late fee of Rs. 500/- with amount of DD.
27. For MSCDFSM, add Rs 1900/- extra for opting CFN or Rs 2400/- for opting CNCC. See Details on page no. 204 & 205 (Section 8.6 and 8.7), if you have filled CFN, Write A1 & For CNCC write B2 in the column. For MTTM, you have to write your category as A1 or B2. See details (Section 2.5) page 20 for explanation.
28. Write the relevant course code in the appropriate box. For BAG/BCOMG/BSCG reference codes are given in the Prospectus. For MA (Edu), please refer Annexure 1(a). For MLIS please refer Annexure 1(b). For MAPY please refer Annexure 1(c). If you are applying for PGDCA and have not studied Maths at 10+2 level, please fill the relevant code in the box against BCS12 and add Rs.1400/- extra in the Demand Draft towards the Programme Fee. If you have studied Maths at 10+2 or graduation level, you must attach copy of marks sheet along with other testimonials, refer page no. 16 Section 2.1. For PGDBP/CAFÉ/DAQ/ PGCMDM please refer Annexure 1(d). For PGDDM/PGDEMA/PGDUPPL/PGDRD/ please refer Annexure 1(e). For CHCWM, please refer Annexure 1(f).

## CHECKLIST

Before sending the filled-in application form to concerned Regional Centre, please check whether you have enclosed 'Self Attested':

- (a) i) Photograph
  - ii) Certificates in support of your educational qualification(s) i.e. semester-wise/year wise mark-sheets and Provisional/Degree Certificat(s), Besides, if you are applying for MCA and have studied Mathematics at 10+2/graduation level, attach marks sheet as proof.
  - iii) Experience certificate wherever required.
  - iv) Category certificate (for SC/ST/PH/OBC (non-creamy layer), Minority candidates), EWS candidates).
  - v) Age certificate wherever required. For International Students, any valid document having Date of Birth.
  - vi) Student Card duly filled in along with photograph.
  - vii) Acknowledgement Card duly affixed with the postage stamp for Rs 6/-.
  - viii) Copy of Passport (for International Students)
  - ix) Copy of Visa (for International Students)
  - x) No Objection Certificate from the concerned Embassy in India (for International Students)
  - xi) Proof of residence of the candidate in India (for International Students)
  - xii) Translated copy of educational certificates wherever the same are other than in English/Hindi, duly attested by concerned Embassy. (for International Students)
  - (xiii) Migration/Transfer Certificates from the last University/Board attended wherever required (For International Students).
- (b) Attached a Pay Order/Demand Draft for the Programme Fee/Fee for the first year/Semester and have written your name, programme code and application No. on the reverse of the Demand Draft, issued by the bank.
- (c) Attached documentary proof (photocopy of BPL ration card), in case of below poverty line students.







29. Elective/Optional Courses:

Please mention Optional/Elective Courses of your Choice as per provisions (if applicable). Please read the Programme details carefully before choosing optional/elective courses.

**MA (EDU) applicants:**

Any ONE from   
 A1/A2/A3/A4/A5  
 (Details given at Annexure 1 (a))

**MLIS applicants:**

Any TWO courses   
 from Annexure 1 (b)

**MAPY applicants:**

Any SIX courses     
 from Annexure 1 (c)

**PGDBP/CAFÉ/DAQ applications:**

Any TWO courses   
 from Annexure 1 (d)

**PGDDM/PGDEMA/PGDUPDL/PGDRD applicants:**

Annexure 1 (e)

**DTS applicants:**

Any TWO courses from one   
 Group TS4 and PTS4 **OR**   
 TS5 and PTS5 **OR** TS6 and PTS6

**DCE applicants:**

Any THREE    
 courses DCE2/   
 DCE3/DCE4/DCE5

**CHCWM applicants:**

Any two courses    
 from Appendix 1(f)

**30. Declaration and Undertaking:**

I hereby declare that I have read and understood the conditions of eligibility for the programme for which I seek admission. To the best of my knowledge and belief, I fulfill the minimum eligibility criteria and I have provided necessary information and relevant self-attested documents with this application. I further undertake that I have not concealed or distorted any information and in the event of any information or self-attested documents is found to be incorrect, false or misleading, my candidature shall be liable for cancellation by the University at any time and I shall have no claim of any nature including refund of any fee paid by me and all the benefits availed by me shall be summarily withdrawn. I do undertake that I have carefully studied the rules of the University as printed in the Prospectus and I accept them in totality and shall not raise any dispute over the same. I do understand that the University can amend or change any rules without advance intimation and I will be abiding by them.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of the Applicant

**(FOR OFFICE USE ONLY)**

ADMITTE

NOT-

Reason for NOT-Admitting

\_\_\_\_\_  
 \_\_\_\_\_

Signature with Date  
 of Admission In-charge,  
 Regional Centre

### Annexure I(a):

#### MAEDU Programme Elective Courses (Details given under Programme)

(Choose any ONE stream)

A1	A2	A3	A4	A5
MES101 (6)	MES111 (4)	MES31 (6)	MES41 (6)	MAE1 (6)
MES102 (6)	MES112 (4)	MES32 (6)	MES42 (6)	MAE2 (6)
MES103 (6)	MES113 (4)	MES33 (6)	MES43 (6)	MAE3 (6)
MES104 (6)	MES114 (6)	MES34 (6)	MES44 (6)	MAE4 (6)
	MES115 (6)			

**Note:** If the candidate has already acquired a Diploma or PG Diploma in any of the above areas of specialization, the candidate is required to choose one area of specialization from the remaining areas of specialization.

### Annexure I(b)

#### MLIS Programme Elective Courses (Details given under Programme) (Choose any TWO courses)

MLIE101	MLIE102	MLIE103	MLIE104	MLIE105	MLIE106
---------	---------	---------	---------	---------	---------

### Annexure I(c)

#### MAPY Programme Elective Courses (Details given under Programme)

(Choose any SIX courses)

MPYE1	MPYE2	MPYE3	MPYE4	MPYE5	MPYE6
MPYE7	MGP5				

### Annexure I(d)

#### PGDBP Programme Elective Courses (Details given under Programme)

(Choose any TWO courses)

MBP5 (4)	MBP6 (4)	MBP7 (4)
----------	----------	----------

#### CAFE Programme Elective Courses (Details given under Programme)

(Choose any TWO courses)

BFEE101 (4)	BFEE102 (4)	BFEE103 (4)	BFEE104 (4)
-------------	-------------	-------------	-------------

#### DAQ Programme Elective Courses (Details given under Programme) (Choose TWO course/ONE STREAM)

##### STREAM I

BAQ2 (8)	BAQL1 (6)
THEORY	LAB

##### STREAM II

BAQ3 (8)	BAQL2
THEORY	LAB

**PGCMDM Programme (Choice of Learners Support Centre)**Choice(1)  Choice(2)  Choice(3)  Choice(4) **Annexure I(e)****PGDDM Programme** Elective Courses (Details given under Programme)

(Choose any ONE courses)

MED4 (4)	MPAP1 (4)
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**PGDEMA Programme** Elective Courses (Details given under Programme)

(Choose any ONE courses)

MES45 (4)	MES46 (4)	MES47 (4)	MES48 (4)
-----------	-----------	-----------	-----------

**PGDRD Programme** Elective Courses (Details given under Programme)

(Choose any ONE courses)

MRDE101 (6)	RDD6 (6)	RDD7 (6)
-------------	----------	----------

**PGDUPDL Programme** Elective Courses (Details given under Programme)

(Choose any ONE courses)

MEDSP45 (8)	MEDSE46 (8)
-------------	-------------

**Annexure I(f)****CHCWM Programme** Elective Courses (Details given under Programme) at Page No. 131 Optional Courses

(Choose any Two courses)

BHME101	BHME102	BHME103	BHME104	BHME105	BHME106	BHMP101	BHML101
---------	---------	---------	---------	---------	---------	---------	---------

**Annexure-I**

Government of .....

(Name & Address of the authority issuing the certificate)

**INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS**

Certificate No. \_\_\_\_\_

Date: \_\_\_\_\_

**VALID FOR THE YEAR** \_\_\_\_\_

This is to certify that Shri/Smt./Kumari \_\_\_\_\_ son/daughter/wife of \_\_\_\_\_ permanent resident of \_\_\_\_\_ Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_ District \_\_\_\_\_ in the State/Union Territory \_\_\_\_\_ Pin Code \_\_\_\_\_ whose photograph is attested below belongs to *Economically Weaker Sections*, since the gross annual income\* of his/her "family" is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year \_\_\_\_\_. His/her family does not own or possess any of the following assets\*\*\* :

- I. 5 acres of agricultural land and above;
  - II. Residential flat of 1000 sq. ft. and above;
  - III. Residential plot of 100 sq. yards and above in notified municipalities;
  - IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.
2. Shri/Smt./Kumari \_\_\_\_\_ belongs to the \_\_\_\_\_ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

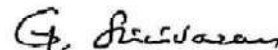
Signature with seal of Office \_\_\_\_\_  
Name \_\_\_\_\_  
Designation \_\_\_\_\_

Recent Passport size  
attested photograph of  
the applicant

\*Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

\*\*Note 2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

\*\*\*Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.



## Undertaking from Prospective Students with Disability

I, .....enrolled in .....

(name of Programme) ..... admission cycle, certify that

I read and understand information published on hyperlink of Ministry of Social Justice and Empowerment, Govt. of

India ([www.disabilityaffairs.gov.in/content/page/rules--and-regulations.php#ipd2013](http://www.disabilityaffairs.gov.in/content/page/rules--and-regulations.php#ipd2013)) regarding physical requirement

of various posts identified for persons with disabilities (PWD) enrolling in this programme is my informed decision.

Signature

Name in Capital Letter

Date :

Place :

## 19 LIBRARY SERVICES

The IGNOU library is the most resourceful information centre in the country in the field of distance education. The collection of printed and electronic resources is quite strong, with 1.5 lakh printed books at IGNOU Headquarters and 2.5 lakh printed books at libraries of RCs and LSCs.

- The University Library provides remote access to 8–10 online databases through the UGC e-Shodh Sindhu Consortium. Users can access over 7900+ e-journals and more than 1700 e-books (<http://www.ignou.ac.in/ignou/aboutignou/division/idd/SubscribedEResources>) as well as millions of open-access resources in digital form.
- The holdings of the library collection and access to e-resources can be browsed and downloaded from their desktops through WebOPAC (<https://libraryopac.ignou.ac.in/>) and Integrated Search Engines.
- Library is a member of the Developing Library Network (DELNET) (<https://www.delnet.in/>) that provides various resource sharing services like browsing of Union Catalogues, Inter-Library Loan and Document Delivery from more than 7000 member libraries.
- IGNOU is also a member of ‘The Daisy Forum of India’ (DFI), which provides Sugamya Pustakalaya (<https://library.daisyindia.org/NALP/welcomeLink.action>) facilitating access to more than 67,000 books to the blind, people with low vision, or people with any other print disability.
- IGNOU library uploads Ph.D/M.Phil theses on UGC INFLIBNET’s “Shodhganga” Repository for digital preservation and ensuring continuous access to scholarly content.
- IGNOU library uses Urkund/Ouriginal software provided by UGC INFLIBNET to check the texts of Research papers/Theses/Dissertations for originality and protect it against potential plagiarism ([ouriginal.com/login/](http://ouriginal.com/login/)).
- Research Scholars can take library membership by paying refundable security deposit of `5000 for availing lending services.



**FORM OF CASTE CERTIFICATE TO BE SENT BY THE CANDIDATE BELONGING TO SC/ST  
CATEGORIES ALONGWITH APPLICATION FORM  
FORM OF CASTE/TRIBE CERTIFICATE**

This is to certify that Shri/Shrimathi\*/Kumari\*.....Son/daughter\* of  
..... of village/town\*.....in District/  
Division\*.....of the State/Union Territory\*.....belongs to  
the.....

Caste/Tribe\* which is recognized as a Scheduled Caste/Scheduled Tribe\* Under:

The Constitution (Scheduled Castes) Order, 1950.

\*The Constitution (Scheduled Tribes) Order, 1950.

\*The Constitution (Scheduled Castes) (Union Territories) Order, 1951.

\*The Constitution (Scheduled Tribes) (Union Territories) Order, 1951.

(As amended by the Scheduled Castes and Schedules Tribes Lists (Modification Order)1956, the Bombay Reorganization Act, 1960, the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act, 1970, the North- Eastern Areas (Reorganization) Act, 1971 and the Scheduled Castes and Schedules Tribes Orders(Amendment) Act,1976.)

\*The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956;

\*The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959, as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment)Act, 1976;

\*The constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962;

\*The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order,1962;

\*The Constitution (Pondicherry) Scheduled Castes Order, 1964;

\*The Constitution (Uttar Pradesh, Scheduled Tribes Order, 1967;

\*The Constitution (Goa, Daman and Diu) Scheduled Castes Order,1968;

\*The Constitution (Goa, Daman and Diu) Scheduled Tribes Order,1968;

\*The Constitution (Nagaland) Scheduled Tribes Order,1970; \*The Constitution (Sikkim) Scheduled Castes Order, 1978; \*The Constitution (Sikkim) Scheduled Tribes Order, 1978; \*The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989. \*The Constitution (Scheduled Castes) Order (Amendment) Act, 1990. \*The Constitution (Scheduled Tribes) Order Amendment Act, 1991. \*The Constitution (Scheduled Tribes) Order Second Amendment Act,1991.

2. \*\*This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes Certificate issued to Shri/Shrimathi\*.....father/mother\*of Shri/Shrimathi/Kumari\*.....of village/town\*.....in District/Division\*.....of th e State/ Un ion Territory\*.....who belong to the Caste/Tribe\* which is recognized as a Scheduled Caste/Scheduled Trib e\* in th e State/ Un ion Territory\*..... issu ed by th e  
.....dated.....

3. Shri/Shrimathi\*/Kumari\* ..... and /or\* his/her\* family ordinarily reside(s) in village/  
town\*.....Of .....District/Division\* of the State/Union Territory\* of  
.....

District Magistrate

Deputy Commissioner, etc.

Dated:

SEAL \_\_\_\_\_

\* Strike out whichever is not applicable

Note: - The term "Ordinarily resides" used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.

\* Please delete the words which are not applicable.

\*\* Applicable in the case of SCs, STs persons who have migrated from one State/UT (Employment News/92).

**FORM OF CASTE CERTIFICATE TO BE SENT BY THE CANDIDATE BELONGING TO OBC  
(NON CREAMY LAYER) CATEGORIES ALONGWITH  
APPLICATION FORM**

This is to certify that ....., son/daughter of.....,of village.....District/Division.....in the State.....belongsto the.....community which is recognized as a Backward Class in under following resolutions of Government of India, Ministry of Welfare\*(i) Resolution No.12011/68/93-BCC (C), dated the 10th September, 1993, published in the Gazette of India,

Extraordinary, Part-I, Section I, No. 186, dated the 13th September, 1993,

\* (ii) Resolution No.12011/9/94-BCC, dated the 19th October, 1994, published in the Gazette of India, Extraordinary, Part-I, Section I, No.163, dated the 20<sup>th</sup> October, 1994.

\* (iii) Resolution No.12011/7/95-BCC, dated the 24th May, 1995, published in the Gazette of India, Extraordinary, Part-I, Section I, No.88, dated the 25th May, 1995.

\* (iv) Resolution No.12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India, Extraordinary, Part-I, Section I, No.210, dated the 11th December, 1996.

\* (v) Resolution No. 12011/96/94-BCC dated 9/03/96.

\* (vi) Resolution No. 12011/13/97-BCC dated 03/12/97.

\* (vii) Resolution No. 12011/99/94-BCC dated 11/12/97.

\* (viii) Resolution No. 12011/68/98-BCC dated 27/12/99.

\* (ix) Resolution No. 12011/88/98-BCC dated 06/12/99 published in the Gazette of India Extraordinary Part I Section I No. 270 dated 06/12/99.

\* (x) Resolution No. 12011/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary Part I Section I No. 71 dated 04/04/2000.

\* (xi) Resolution No. 12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 21/09/2000.

\*(xii) Resolution No. 12015/9/2000-BCC dated 06/09/2001.

\*(xiii) Resolution No. 12011/1/2001-BCC dated 19/06/2003.

\*(xiv) Resolution No. 12011/4/2002-BCC dated 13/01/2004.

\*(xv) Resolution No. 12011/9/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 16/01/2006.

\* Shri.....and/or his/her family ordinarily reside(s) in the.....District/ Division of the.....State. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel and Training, O.M. No.36012/22/93-Estt. (SCT), dated 8-9-1993 which is modified vide OM No. 36033/3/3004 Estt. (Res) dated 09/03/2004.

District Magistrate

Deputy Commissioner, etc.

Dated:

SEAL \_\_\_\_\_

\*Strike out whichever is not applicable

**N.B.—**

- (a) The above certificate should not be more than 3 years old from the date of issuance till the time of submission of application form
- (b) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People's Act, 1950.
- (c) The authorities competent to issue caste certificates are indicated below:
  - (i) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/ Deputy Collector/First Class Stipendiary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/ Extra Assistant Commissioner (not below the rank of First Class Stipendiary Magistrate).
  - (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate. (iii) Revenue Officer not below the rank of Tehsildar; and (iv) Sub-Divisional Officer of the area where the candidate and/or his family resides

**NOTE: IF THE CERTIFICATE FURNISHED BY OBC CANDIDATES (NON-CREAMY LAYER) FOUND TO BE FAKE AT LATER STAGE, ADMISSION WILL BE CANCELLED WITH NO REFUND OF FEE AND DISCIPLINARY PROCEEDINGS WILL BE INITIATED BY THE UNIVERSITY.**

**EXPERIENCE CERTIFICATE****(DBPOFA Programme)****(Certificate in Business Process Outsourcing Finance and Accounting-CBPOFA)**

The Exit Option after completing the 1st Semester (BPOI-001 to BPOI-005) courses is only available to Working Professionals.

In light of above, the Experience Certificate placed below will have to be filled up by the Organization where the enrolled student is working for obtaining.

**"Certificate in Business Process Outsourcing-Finance and Accounting"(CBPOFA) from IGNOU and to be returned back to the School dully filled up along with the Photocopy of Application Form**

**"EXPERIENCE CERTIFICATE"**

This is to certified that Mr. /Ms./Mrs. \_\_\_\_\_

Is employed with this school/Institution/Organisation/Office/Hospital as \_\_\_\_\_

since \_\_\_\_\_

Place: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

(In Block letters) \_\_\_\_\_

Designation: \_\_\_\_\_

Name of School/Institution/ \_\_\_\_\_

Organisation/Office/Hospital \_\_\_\_\_

(Seal/Stamp) \_\_\_\_\_

**(Self employed professional may certify on their own behalf, but they should attach copies of their Registration Certificates)**

?

?

?

## EXPERIENCE CERTIFICATE

(PGJMC/ CIG/CTE/ PGDHE / PGDHHM/ DNA)

This is to certified that Mr./Ms./Mrs. \_\_\_\_\_

is employed with this school/Institution/Organisation/Office/Hospital as \_\_\_\_\_

since \_\_\_\_\_

Place: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

(in Block letters)

Designation :

Name of School/Institution/ \_\_\_\_\_

Organisation/Office/Hospital \_\_\_\_\_

(Seal/Stamp) \_\_\_\_\_

(Self employed professional may certify on their own behalf, but they should attach copies of their Registration Certificates)



### FORM – B

( For those seeking admission to PGDMCH/PGDGM Programme)

- Date of Completion of Internship.
- Number of completed years as on December 31,2021  
 Since the date of completing of Internship   yrs   months
- Details of M.B.B.S.Marks:

Examination	Number of Attempts	Maximum Marks	Marks Obtained	Percentage	Enclosure No.	For Official Use
1 <sup>st</sup> M.B.B.S.						
2 <sup>nd</sup> M.B.B.S.						
3 <sup>rd</sup> M.B.B.S.						
4 <sup>th</sup> M.B.B.S. (if any)						
<b>Grand Total</b>						

- If MBBS marks in grade system, mention the above all grade for total MBBS .....
- Mention if sponsored by the State/ Central Government .....

### FORM – C

(For those seeking admission to PGDHHM)

- Educational Qualifications

Degree(s)/Diploma(s)held	Date of Completion	University
i) .....		
ii) .....		
iii) .....		
iv) .....		

- Date of Completion of Internship (where applicable).....
- Medical Council/States/Other Council Registration Number (indicate if not applicable)  
 .....
- Work Experience in chronological order starting from present (indicate if self employed)

Name of Hospital	Bed Strength	Designation	Nature of work	No. of years
.....				
.....				
.....				

## FORM – D

### (For those seeking admission to CCPD Programme)

Registration category (tick  in appropriate box only)

Sponsored  
(Bulk registration through PSC)

NonSponsored  
(Individual registration)

If sponsored, please specify	(for IGNOU use)
<b>PSC Code:</b>  <b>Name and Seal of office</b>	

#### Qualification and Work Experience in chronological order

S.No.	Educational (8 <sup>th</sup> onwards)	Professional	S.No.	Work experience in chronological order starting from present
i			i	
i			i	
ii			ii	
iv			iv	
v			v	

#### Summary of Qualification and Experience

Educational Qualification	(Tick <input type="checkbox"/> in appropriate box only)	Official use only A	Total Experience	(Tick <input type="checkbox"/> in appropriate box only)	Official use B
8 <sup>th</sup> class			Less than 1 year		
10 <sup>th</sup> class			1 to 2 years		
12 <sup>th</sup> class			2 to 3 years		
Diploma			3 to 5 years		
Degree			5 years to 7 years		
Any other relevant Professional Qualification			7 years to 10 years		
			10 years to 15years		
			More than 15 years		

## INSTRUCTIONS

- 1 . This card should be produced on demand at the Learner Support Centre and Examination Centre or any other Establishment of IGNOU to use its facilities. No Student shall be allowed to appear in any examination/ practical without it.
- 2 . The facilities would be available only relating to the course or courses for which the student is actually registered.
- 3 . Duplicate Identity Card will be issued by the Regional Director at the city where Regional Centre is located.
- 4 . Loss of Identity Card is to be reported immediately to the nearest Police Station.
- 5 . Identity Card is to be submitted to the issuing authority after completion of the said programme.



## STUDENT CARD

(FOR USE OF IGNOU FACILITIES ONLY)

## Indira Gandhi National Open University

### ACKNOWLEDGEMENT CARD

*Dear Student,*

*Thank you for joining IGNOU Programme. We acknowledge the receipt of your application form. Please mention Enrolment Number and course applied for in all your future correspondence with the University.*

#### To be filled in by the Student

Course Applied for : .....

DD / Challan No. : .....

DD /Challan Date : .....

Amount : .....

DD Drawn on : .....

#### For Office Use Only

Your Enrolment Number is



<b>Enrolment No.</b> _____	
<b>Name of the Programme</b> _____	
<b>Name</b> _____	
<b>Father's/Husband's/Mother's Name</b> _____	
_____	
<b>Address (in Capital Letters)</b> _____	
_____	
_____	
<b>Pin Code</b> _____	<b>ATTESTED BY</b>
<b>Full Signature of the Student</b>	<b>REGIONAL DIRECTOR</b> _____
_____	<b>INDIRA GANDHI NATIONAL OPEN UNIVERSITY</b>

**PASTE**

LATEST PHOTOGRAPH TO  
BE PASTED WHICH WILL  
BE  
ATTESTED BY  
UNIVERSITY OFFICERS

<div data-bbox="1227 1005 1343 1142" style="border: 1px solid black; padding: 5px; display: inline-block;">Affix Postage stamp for Rs 6/-</div>	
_____ _____ _____	
<div data-bbox="237 1415 529 1564" style="border: 1px solid black; width: 100%; height: 100%;"></div>	<div data-bbox="644 1478 984 1541" style="border: 1px solid black; display: inline-block; text-align: center;">             </div>

## 20 SUMMARY LIST OF PROGRAMMES

### Academic Programmes of the University - IGNOU Common Prospectus, JANUARY 2022

Sl. No.	Program	Code	School	Eligibility	Medium	Min. Duration	Max. Duration	Fee Structure	Session
	<b>BACHELOR'S DEGREE PROGRAMMES</b>								
1	Bachelor of Arts	BAG	SOSS	10+2 or its equivalent	English & Hindi	3 years	6 years	For B.A. Rs. 10,500/- for full programme to be paid year wise @ Rs. 3,500/- per year. Fee to be paid in 1st year, including Registration Fee of Rs.200/- is Rs.3,700/-	January & July
2	Bachelor of Commerce	BCOMG	SOMS	10+2 or its equivalent	English & Hindi	3 years	6 years	Rs.10,500/- for full programme to be paid year wise @Rs.3,500/- per year. Fee to be paid in 1st year, including Registration Fee of Rs.200/- is Rs.3,700/-.	January & July
3	Bachelor of Science	BSCG	SOS	10+2 with science subjects or its equivalent qualification	English & Hindi	3 years	6 years	Rs. 15,300/- for full programme to be paid year wise @ Rs.5,100/- per year. Fee to be paid in first year, including Registration Fee of Rs.200/- is Rs.5,300/-	January & July
4	Bachelor of Computer Applications	BCA	SOCIS	10+2 or its equivalent	English	3 years	6 years	Rs. 42,000/- for full programme to be paid Semester wise @Rs. 7,000/- per semester	January & July
5	Bachelor of Library and Information Sciences	BLIS	SOSS	i) Bachelor's Degree with 50% marks and 45% for General and for the SC/ST/OBC/PH category respectively. OR ii) Bachelor's Degree with Diploma (one year) in Library Science OR iii) Bachelor's Degree with 2 years of working experience in Library and Information Centre	English. Students can write assignments and TEE in Hindi language also.	1 year	2 years	Rs. 7,900/- for full programme	January & July
6	Bachelor of Arts (Tourism Studies)	BTS	SOTHSM	10+2 or its equivalent	English & Hindi	3 years	6 years	Rs. 11,700/- for full programme to be paid year wise @Rs. 3,900/- per year	January & July
7	Bachelor of Social Work	BSWG	SOSW	10+2 or its equivalent	English & Hindi	3 years	6 years	Rs. 17,500/- for full programme to be paid semester wise @ Rs.5,900/- per year.	January & July

8	Bachelor of Business Administration	BBARL	SOMS	(i) Category A–Direct Entry (a) 10+2 /equivalent. (b) University provides reservation of seats as per Government of India rules. (ii) Category B – Sponsored Admission The sponsor is allowed to nominate employees, who have passed 10+2/equivalent, from their Retail Organization. The sponsor will submit a letter on the company's letter head issued by the competent authority along with an individual application form of the candidate nominated with the Programme fee through a Demand Draft drawn in favour of IGNOU payable at New Delhi.	English	3 years	6 years	Rs. 27,000/- for full programme to be paid year wise @ Rs.9,000/- per year.	July
9	Bachelor of Arts (Vocational Studies) Tourism Management	BAVTM	SOTHSM	10+2 or its equivalent	English and Hindi	3 years	6 years	Rs. 12,600/- for full programme to be paid Rs.4200/- per year	January & July
	<b>BACHELOR'S (HONOURS) DEGREE PROGRAMMES</b>								
10	Bachelor of Arts (Honours) Economics	BAECH	SOSS	10+2 or its equivalent	English and Hindi	3 years	6 years	Rs. 11,700/- for full programme to be paid year wise @ Rs. 3,900/- per year. Fee to be paid in 1st year, including Registration Fee ofRs.200/-is Rs.4100/	January & July
11	Bachelor of Arts (Honours) History	BAHIH	SOSS	10+2 or its equivalent	English and Hindi	3 years	6 years	Rs. 11,700/- for full programme to be paid year wise @ Rs. 3,900/- per year. Fee to be paid in 1st year, including Registration Fee ofRs.200/-is Rs.4100/	January & July
12	Bachelor of Arts (Honours) Political Science	BAPSH	SOSS	10+2 or its equivalent	English and Hindi	3 years	6 years	Rs. 11,700/- for full programme to be paid year wise @ Rs. 3,900/- per year. Fee to be paid in 1st year, including Registration Fee ofRs.200/-is Rs.4100/	January & July
13	Bachelor of Arts (Honours) Psychology	BAPCH	SOSS	10+2 or its equivalent	English and Hindi	3 years	6 years	Rs. 10,500/- for full programme to be paid year wise @ Rs. 3,500/- per year. Fee to be paid in 1st year, including Registration Fee ofRs.200/-is Rs.3,700/	January & July
14	Bachelor of Arts (Honours) Public Administration	BAPAH	SOSS	10+2 or its equivalent	English and Hindi	3 years	6 years	Rs. 11,700/- for full programme to be paid year wise @ Rs. 3,900/- per year. Fee to be paid in 1st year, including Registration Fee ofRs.200/-is Rs.4100/	January & July

15	Bachelor of Arts (Honours) Sociology	BASOH	SOSS	10+2 or its equivalent	English and Hindi	3 years	6 years	Rs. 11,700/- for full programme to be paid year wise @ Rs. 3,900/- per year. Fee to be paid in 1st year, including Registration Fee of Rs.200/- is Rs.4100/	January & July
16	Bachelor of Science (Honours) (Anthropology)	BSCANH	SOSS	10+2 or its equivalent	English and Hindi	3 years	6 years	Rs. 18,000/- for full programme to be paid year wise @ Rs. 6,000/- per year.	January & July
17	Bachelor of Arts English (Honours)	BAEGH	SOH	10+2 or its equivalent	English	3 years	6 years	Rs. 11,700/- for full programme to be paid year wise @ Rs. 3,900/- per year. Fee to be paid in 1st year, including Registration Fee of Rs.200/- is Rs.4100/	January & July
18	Bachelor of Arts Hindi (Honours)	BAHDH	SOH	10+2 or its equivalent	Hindi	3 years	6 years	Rs. 11,700/- for full programme to be paid year wise @ Rs. 3,900/- per year. Fee to be paid in 1st year, including Registration Fee of Rs.200/- is Rs.4100/	January & July
19	Bachelor of Arts Sanskrit (Honours)	BASKH	SOH	10+2 or its equivalent	Hindi	3 years	6 years	Rs. 11,700/- for full programme to be paid year wise @ Rs. 3,900/- per year. Fee to be paid in 1st year, including Registration Fee of Rs.200/- is Rs.4100/	January & July
20	Bachelor of Arts Urdu (Honours)	BAUDH	SOH	10+2 or its equivalent	Urdu	3 years	6 years	Rs. 11,400/- for full programme to be paid year wise @ Rs. 3,800/- per year. Fee to be paid in 1st year, including Registration Fee of Rs.200/- is Rs.4000/	January & July
21	Bachelor of Science (Honours) (Biochemistry)	BSCBCH	SOS	10 + 2 pass (or equivalent from other recognized Boards) with science subjects, namely, Biology, Chemistry and Physics	English and Hindi	3 years	6 years	Rs. 43,500/- for full programme to be paid year wise @ Rs. 14,500/- per year. Fee to be paid in 1st year, including Registration Fee of Rs.200/- is Rs.14,700/	January & July
22	Bachelor of Performing Arts – Hindustani Music (Honours)	BAPFHM H	SOPVA	10 + 2 th or its equivalent	Hindi	3 years	6 years	Rs. 27,600/- for full programme to be paid year wise @Rs. 9,200/- per year.	July
<b>MASTER'S DEGREE PROGRAMMES</b>									
23	Master of Commerce	MCOM	SOMS	Bachelor's Degree or a higher degree from a recognized University.	English & Hindi	2 years	4 years	Rs. 16,200/- for full programme to be paid year wise @Rs. 8,100/- per year.	January & July
24	Master of Arts (English)	MEG	SOH	Bachelor's Degree or a higher degree from a recognized University.	English	2 years	4 years	Rs. 13,600/- for full programme to be paid year wise @Rs. 6,800/- per year	January & July
25	Master of Arts (Hindi)	MHD	SOH	Bachelor's Degree or a higher degree from a recognized University.	Hindi	2 years	4 years	Rs. 13,600/- for full programme to be paid year wise @Rs. 6,800/- per year	January & July

26	Master of Arts (Political Science)	MPS	SOSS	Bachelor's Degree or a higher degree from a recognized University	English & Hindi	2 years	4 years	Rs. 13,600/- for full programme to be paid year wise @Rs. 6,800/- per year	January & July
27	Master of Arts (History)	MAH	SOSS	Bachelor's Degree or a higher degree from a recognized University	English & Hindi	2 years	4 years	Rs. 13,600/- for full programme to be paid year wise @Rs. 6,800/- per year	January & July
28	Master of Arts (Sociology)	MSO	SOSS	Bachelor's Degree or a higher degree from a recognized University	English & Hindi	2 years	4 years	Rs. 13,600/- for full programme to be paid year wise @Rs. 6,800/- per year	January & July
29	Master of Arts (Psychology)	MAPC	SOSS	Bachelor's Degree in any subject from a recognized University	English	2 years	4 years	Rs. 13,600/- for full programme to be paid year wise @Rs. 9,300/- per year	January & July
30	Master of Arts (Economics)	MEC	SOSS	Bachelor's Degree or a higher degree from a recognized University	English & Hindi	2 years	4 years	Rs. 16,800/- for full programme to be paid year wise @Rs. 8,400/- per year	January & July
31	Master of Arts (Public Administration)	MPA	SOSS	Bachelor's Degree or a higher degree from a recognised University.	English & Hindi	2 years	4 years	Rs. 13,600/- for full programme to be paid year wise @Rs. 6,800/- per year	January & July
32	Master of Library and Information Sciences	MLIS	SOSS	Bachelor's Degree in Library and/or Information Science or Associateship from NISCAIR or DRTC	English. Students can write assignments and TEE in Hindi language also	1 year	2 years	Rs. 10,800/- for full programme	January & July
33	Master of Arts (Anthropology)	MAAN	SOSS	Bachelor's Degree or a higher degree from a recognized University	English	2 years	4 years	Rs. 17,200/- for full programme to be paid year wise @Rs. 8,600/- per year	January & July
34	Master of Arts (Gandhi and Peace Studies)	MGPS	SOSS	Bachelor's Degree or a higher degree from a recognized University	English and Hindi.	2 years	4 years	Rs. 10,800/- for full programme to be paid year wise @Rs. 5,400/- per year.	January & July

35	Master of Computer Applications	MCA_NE W	SOCIS	Passed BCA/B.Sc (Computer Science/IT)/ Bachelor Degree in Computer Science and Engineering or Equivalent Degree with at least 50% marks in the Bachelor's Degree (45% marks in case of candidates belonging to reserved category) <b>OR</b> Any Bachelor's degree of minimum 3 (three) year duration from a recognized University with at least 50% marks (45% marks in case of candidates belonging to reserved category AND Mathematics as one of the subjects at 10+2 level or graduation level. In addition, these students are required to register and successfully complete two bridge courses, namely, MCS-201 (Programming in C and Python) & MCS-208 (Data Structures and Algorithm) of IGNOU along with Master of Computer Applications Programme	English	2 years	4 years	Rs. 48,000/- for full programme to be paid semester wise @Rs. 12000/- per semester. (MCS-201 & MCS-208 @Rs.2000/- as additional fee).	January & July
36	Master of Arts (Rural Development)	MARD	SOCE	Bachelor's Degree or a higher degree from a recognized University	English & Hindi	2 years	4 years	Rs. 11,800/- for full programme to be paid year wise @Rs. 5,900/- per year	January & July
37	Master of Science (Food Nutrition)	MSCDFS M	SOCE	B.Sc. (Home Science) specialization in Food and Nutrition, Dietetics and Clinical Nutrition or PG Diploma in Dietetics and Public Health Nutrition or Graduate (B.Sc.) or equivalent (MBBS, BHHS etc) from the following background – Home Science/ Food Science and Technology, Life Science, Microbiology, Pharmaceutical, Catering along with the DNHE or CNCC or CFN offered by IGNOU (Simultaneous admission for CFN/CNCC is also permitted).	English	2 years	4 years	Rs. 32,400/- for full programme to be paid year wise @Rs. 16,200/- per year.	July
38	Master of Science (Counselling and Family Therapy)	MSCCFT	SOCE	Bachelor's degree in any subject from a recognized university.	English	2 years	4 years	Rs. 33,600/- for full programme to be paid year wise @Rs. 16,800/- per year.	July
39	Master of Social Work	MSW	SOSW	Bachelor's Degree or a higher degree from a recognized University	English & Hindi	2 years	4 years	Rs. 36000/- for full programme to be paid year wise @Rs. 18000/- per year	January & July
40	Master of Social Work (Counselling)	MSWC	SOSW	Bachelor's degree in any discipline from a recognized university	English and Hindi	2 years	4 years	Rs. 36,000/- for full programme to be paid year wise @Rs. 18,000/- per year	January & July

41	Master of Arts (Education)	MAEDU	SOE	Bachelor's Degree in any discipline	English	2 years	4 years	Rs. 18,200/- for full programme (Rs. 9,200/- for 1st year & Rs. 9,000/- for 2nd year respectively).	January & July
42	Master of Arts (Distance Education)	MADE	SOE	Graduates in any discipline may take admission into this 2 years programme OR those who have earlier completed PGDDE from IGNOU, may take lateral entry directly into the second year of MA (Distance Education).	English	2 years	4 years	Rs. 11,000/- for full programme to be paid year wise @Rs. 5,500/- per year	January & July
43	Master of Arts (Adult Education)	MAAE	SOE	Bachelor's Degree from any recognized University	English	2 years	4 years	Rs. 14,400/- for full programme to be paid year wise @ Rs. 7,200/- per year. Students admitted for first year shall re-register themselves for the second year by duly filling in the prescribed Re-Registration form of that year and submitting it to the Regional Centre concerned along with requisite fee. Programme Study Centres	July
44	Master of Tourism and Travel Management	MTTM	SOTHSS M	Category 1: BTS, BA(Tourism); B.Sc. Hospitality and Hotel Administration (BHM); Bachelor's in Hotel Management (approved by AICTE) and those students who have done their graduation in any field along with a Diploma in Tourism, which is recognized in the University system or by AICTE. Category 2: A Bachelor's Degree in any field. (However, all students of Category 2 will have to pass four additional Tourism foundation courses during their period of study.)	English	2 years	4 years	Category-I : Rs. 13,600/- for full programme fee, to be paid year-wise @Rs. 6,800/- per year. Category-II : Rs. 16600/- for full programme, to be paid @Rs. 9800/- for 1st year and Rs. 6800/- for 2nd year.	January & July
45	Master of Arts (Philosophy)	MAPY	SOITS	Bachelor's Degree or equivalent.	English	2 years	4 years	Rs. 13,600/- for full programme to be paid year wise @Rs. 6,800/- per year	January & July
46	Master of Arts (Development Studies)	MADVS	SOEDS	Bachelor's Degree in any discipline from a recognized University	English	2 years	4 years	Full programme fees 11,400/- 1st year : Rs. 5,700/- and 2nd year Rs. 5,700/-	January & July
47	Master of Arts (Corporate Social Responsibility)	MACSR	SOEDS	Graduation in any discipline	English	2 years	4 years	Full programme fees 14,400/- 1st year : Rs. 7,200/- and 2nd year Rs. 7,200/-	January & July
48	Master of Arts (Urban Studies)	MAUS	SOEDS	Graduation in any discipline	English	2 years	4 years	Full programme fees 14,400/- 1st year : Rs. 7,200/- and 2nd year Rs. 7,200/-	January & July

49	Master of Arts (Women and Gender Studies)	MAWGS	SOGDS	Bachelor's Degree from any recognized University	English	2 years	4 years	Rs. 14,400/- for full programme. Fee must be paid yearwise-Rs. 7,200/- for 1st year (for Semester 1 & 2) at the time of taking admission to the Programme and Rs. 7,200/- for 2nd year (for semesters 3 & 4) at the time of taking admission to 2nd year through Re-registration.	July
50	Master of Arts (Gender and Development Studies)	MAGD	SOGDS	Bachelor's Degree or a higher degree from a recognized University.	English & Hindi	2 years	4 years	Rs. 10,800/- for full programme to be paid year wise @Rs. 5,400/- per year.	January & July
51	Master of Arts (Translation Studies)	MATS	SOTST	Graduate in any discipline with adequate knowledge of Hindi and English	Hindi	2 years	4 years	Rs. 10,800/- for full programme to be paid year wise @Rs. 5,400/- per year.	January & July
52	Master of Science (Mathematics with Application in Computer Science)	MSCMAC S	SOS	Graduate with a Major, or Honours in Mathematics with at least 50% marks in aggregate. If the seats at a centre remain vacant then: Graduate with a BA/B.Sc. degree with Mathematics as one of the three main subjects with equal weightage, having atleast 50% in aggregate and 55% in aggregate in the Mathematics courses will be considered for admission.	English	2 years	4 years	Rs. 26,400/- for full programme to be paid semester wise @Rs. 6,600/- per semester	January
53	Master of Arts (Journalism and Mass Communication)	MAJMC	SOJNMS	The learners should have Bachelors Degree in any discipline. They should have access to computers, Internet and basic knowledge of word processing (for creating word documents and communicating through the Internet for sending and receiving mails, browsing sites etc.).	English	2 years	4 years	Rs. 25,000/- for both years; payable in two installments of Rs. 12,500/- per year	January & July
54	Master of Arts (Sanskrit)	MSK	SOH	Bachelor's Degree in any discipline or equivalent	Hindi	2 years	4 years	Rs. 13,600/- for full programme to be paid year wise @Rs. 6,800/- per year.	January & July
55	Master of Arts Urdu	MAUD	SOH	Bachelor's Degree or a higher degree from a recognized University. There would be no entrance test.	Urdu	2 years	4 years	Rs. 12,600/- for full programme to be paid year wise @Rs. 6,300/- per year.	January & July
56	Master Of Arts Jyotish	MAJY	SOH	Bachelor's Degree or a higher degree from a recognized University.	Hindi, Sanskrit	2 years	4 years	Rs. 12,600/- for full programme to be paid year wise @Rs. 6,300/- per year.	January & July
57	M.Sc. (Environmental Science)	MSCENV	SOITS	Graduation in Science from a recognized University	English	2 years	4 years	Rs. 15,000/- for full programme to be paid year wise @Rs. 7,500/- per year.	January & July
58	Master of Arts (Folklore and Culture Studies)	MAFCS	SOITS	Graduation in any discipline.	English	2 years	4 years	Rs. 10,800/- for full programme	January & July



59	Master of Arts (Environmental and Occupational Health)	MAEOH	SOITS	Graduation in any discipline.	English	2 years	4 years	Rs. 13,200/- for full programme	January & July
60	Master of Arts (Sustainability Science)	MASS	SOITS	Graduation in any discipline.	English	2 years	4 years	Rs. 14,000/- for full programme	January & July
61	Master of Arts (Drawing and Painting)	MADP	SOPVA	Bachelor in Arts- Drawing and Painting OR Bachelor in Fine/Visual Arts in Painting/ Applied Art/ Sculpture/ Art Education/ History of Art/ Printmaking/ Visual Communication etc. OR Bachelor in Design/ Fashion/Technology/ Textile etc.OR Graduate Diploma programme in Drawing/ Painting/Design/ Fashion/Technology/ Textile etc.ORFive-year diploma in Visual/Fine Arts	English & Hindi	2 years	4 years	Rs. 16,500/- for full programme	July
62	Master of Science (Information Security)	MSCIS	SOVET	Bachelor Degree any discipline or its equivalent from a recognized University/ Institute.	English	2 years	4 years	Rs. 10800/- Per Semester (Rs. 21600 Per Year)	July
63	Master of Arts (Entrepreneurship)	MAER	SOVET	Bachelor degree in any discipline or its equivalent from a recognized University/Institution.	English	2 years	4 years	Rs.15000/- for full Programme, to be paid @Rs.7500/- per year.	July
64	Master of Science (Renewable Energy and Environment)	MSCRWE	SOET	B.Sc./BE/ BTech	English	2 years	4 years	Rs. 24,400/- for full programme	January & July
	<b>POST GRADUATE DIPLOMA PROGRAMMES</b>								
65	Post Graduate Diploma in Rural Development	PGDRD	SOCE	Bachelor's Degree.	English & Hindi	1 year	3 years	Rs. 2,400/- for full programme	January & July
66	Post Graduate Diploma in Counselling and Family Therapy	PGDFT	SOCE	Bachelor's degree in any subject from a recognized University	English	1 year	3 years	Rs. 16,800/- for full programme	July
67	Post Graduate Diploma in Translation	PGDT	SOTST	Bachelor's Degree	Hindi	1 year	3 years	Rs. 4,000/- for full programme	January & July
68	Post Graduate Diploma in International Business Operations	PGDIBO	SOMS	Bachelor's Degree in any discipline or equivalent	English & Hindi	1 year	3 years	Rs. 8,200/- for full programme	January & July
69	Post Graduate Diploma in Applied Statistics	PGDAST	SOS	Graduation in any discipline.	English	1 year	3 years	Rs.7,600/- for full programme.	January & July
70	Post Graduate Diploma in Environment and Sustainable Development	PGDESD	SOS	Graduate from a recognized University/Institution	English	1 year	3 years	Rs. 7,000/- for full programme	January & July

71	Post Graduate Diploma in Analytical Chemistry	PGDAC	SOS	Science Graduate with Chemistry or B. Pharma./B.Tech. degree holders.	English	1 year	3 years	Rs. 9,600/- for full programme	January & July
72	Post Graduate Diploma in Disaster Management	PGDDM	SOSS	Graduate in any discipline	English & Hindi	1 year	3 years	Rs. 6,300/- for full programme	January & July
73	Post Graduate Diploma in Mental Health	PGDMH	SOSS	I. Post graduates in Psychology/Social Work/Nursing OR II. Medical graduates(Allopathy/Homoeopathy/Ayurvedic/Unani/Siddha/ Yoga and Naturopathy/Bachelor's Degree in Dental Surgery (BDS)	English	1 year	3 years	Rs.9,000/- full Programme	July
74	Post Graduate Diploma in Library Automation and Networking	PGDLAN	SOSS	Bachelor's Degree in Library and Information Science	English	1 year	3 years	Rs. 18,000/- for full programme	January & July
75	Post Graduate Diploma in Gandhi and Peace Studies	PGDGPS	SOSS	Graduate in any discipline.	English and Hindi	1 year	3 years	Rs.4,200/- for full programme	January & July
76	Post Graduate Diploma in Higher Education	PGDHE	SOE	Teachers in an institution of higher education or Post Graduate Degree holders in any subject including a Professional Degree	English	1 year	3 years	Rs. 3,000/- for full programme	January & July
77	Post Graduate Diploma in Educational Technology	PGDET	SOE	Graduation from a recognized University.	English	1 year	3 years	Rs. 6,600/- for full programme	January & July
78	Post Graduate Diploma in School Leadership and Management	PGDSLML	SOE	i) Prospective and In-service Head Teachers/Principal with Graduate Degree from a recognized University OR ii) Graduate /Post Graduate Teachers	English & Hindi	1 year	3 years	Rs. 6,000/- for full programme	January & July
79	Post Graduate Diploma in Educational Management and Administration	PGDEMA	SOE	Graduate in any discipline	English	1 year	3 years	Rs. 7,000/- for full programme	January & July
80	Post Graduate Diploma in Pre Primary Education	PGDPPE D	SOE	Graduate in any discipline	English	1 year	3 years	Rs. 9,600/- for full programme	January & July
81	Post Graduate Diploma in Adult Education	PGDAE	SOE	Bachelor's Degree from any recognised University	English	1 year	3 years	Rs.7,200/- for full programme	July
82	Post Graduate Diploma in Urban Planning and Development	PGDUPDL	SOEDS	Graduation in any discipline	English & Hindi	1 year	3 years	Rs.6,000/- for full programme	January & July
83	Post Graduate Diploma in Development Studies	PGDDVS	SOEDS	Graduation in any discipline	English	1 year	3 years	Rs. 5,400/- for full programme	January & July

84	Post Graduate Diploma in Corporate Social Responsibility	PGDCSR	SOEDS	Graduation in any discipline	English	1 year	1 years	Rs. 7000/- for full programme	January & July
85	Post Graduate Diploma in Journalism and Mass Communication	PGJMC	SOJNMS	Bachelor's Degree in any subject The learners should possess working knowledge of computers-MS Office and other simple software and should have internet access	English	1 year	3 years	Rs. 12,500/- for full programme and is payable in one installment.	January & July
86	Post Graduate Diploma in Audio Programme Production	PGDAPP	SOJNMS	Graduate in any discipline	English & Hindi	1 year	3 years	Rs. 12,000/- for full programme	January & July
87	Post Graduate Diploma in Digital Media	PGDIDM	SOJNMS	Bachelor's degree in any discipline	English	1 year	3 years	Rs. 5000/- for full programme	January & July
88	Post Graduate Diploma in Development Communication	PGDDC	SOJNMS	Bachelor's Degree in any discipline	English	1 year	3 years	Rs. 5000/- for full programme and is payable in one installment.	January & July

89	Post Graduate Diploma in Food Safety and Quality Management	PGDFSQ M	SOA	<p>i) Graduation in Science with Chemistry/ Bio-Chemistry or Microbiology as one of the subjects.</p> <p>ii) Degree in allied Sciences like Agriculture/ Food Science/ Food Technology/ Post Harvest Technology/ Engineering/ Home Science/ Life Science/ Microbiology/ Biochemistry/ Biotechnology/ Horticulture/ Dairy Technology/ Veterinary/ Fisheries/ Hotel Management and Catering/ Hospitality Management, or equivalent etc.</p> <p>iii) Science graduate in disciplines like Geography, Statistics with Physics &amp; Maths, Art Subjects and Medical Lab technology and with minimum three years experience in food processing and / or quality control. These students should have minimum 1 year experience in quality control activities.</p> <p>iv) Arts/Commerce graduate with diploma in food science/ hotel management disciplines viz fruits and vegetables, dairy technology, meat technology, cereals, pulses and oilseeds etc. with minimum 5 years experience in Food Processing/ Food Quality Control/ Hotel Management (food preparation/ food catering) and out of which 2 years experience should be in quality control activities.</p> <p>v) BA/B.Com graduates with minimum 7 years experience in Food Processing/ Food Quality Control/ Hotel Management (food preparation/ food catering) or holding senior position in Govt./ Semi Govt. Units involved in Food Quality Control.</p>	English	1 year	3 years	Rs.14,400/- for full programme	January & July
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90	Post Graduate Diploma in Information Security	PGDIS	SOVET	i) B.Sc. (Computer Science)/ BCA/ B.Tech (Computer Sc.)/ B.Tech (IT) or its equivalent. OR ii) Bachelor Degree in any discipline or its equivalent from a recognized university / Institute with CIT/CIC/ACISE/ CISE from IGNOU or a Certificate in Computer Science/ Computer Application from a Govt. recognized institute with a minimum duration of 6 months or studied Computer Course as a part of the curriculum in Bachelor/PG Degree. OR iii) Bachelor Degree in any discipline or its equivalent from the recognized university/ institute with 1 year working experience in Computer Application/ IT	English	1 year	3 years	Rs.21,600/- for full programme to be paid semester wise @Rs. 10,800/- per semester	January & July
91	Post Graduate Diploma in Pharmaceutical Sales Management	PGDPSM	SOVET	Graduate degree in any discipline with Science in 10+2 OR Graduate degree in any discipline without Science in 10+2 but with 2 years of working experience as a medical representative in a pharma industry.	English	1 year	3 years	Rs. 8,400/- for full programme	January & July
92	Post Graduate Diploma in Intellectual Property Rights	PGDIPR	SOL	Graduate in any discipline	English	1 year	3 years	Rs. 10,200/- for full programme	January & July
93	Post Graduate Diploma in Criminal Justice	PGDCJ	SOL	Any Graduate, Graduate in Criminology, Social Work & Functionaries of Criminal Justice Administration	English	1 year	3 years	Rs. 10,800/- for full programme	January & July
94	Post Graduate Diploma in Environmental and Occupational Health	PGDEOH	SOITS	Graduation in any discipline	English	1 year	3 years	Rs. 6,600/- for full Programme	January & July
95	Post Graduate Diploma in Folklore and Culture Studies	PGDFCS	SOITS	Graduate in any discipline	English	1 year	3 years	Rs. 2,700/- for full programme	January & July
96	Post Graduate Diploma in Sustainability Science	PGDSS	SOITS	Any Bachelor's Degree from a recognised University	English	1 year	3 years	Rs.7,000/- for full programme	January & July
97	Post Graduate Diploma in Migration and Diaspora	PGDMIDI	SOITS	Any Bachelor's Degree from a recognised University	English	1 year	3 years	Rs.6,100/- for full programme	January & July
98	Post Graduate Diploma in Women's & Gender Studies	PGDWGS	SOGDS	Graduation in any discipline	English	1 year	3 years	Rs. 7,200/- for full programme fee, to be paid on annual basis (first and second semester registration together)	July
99	Post Graduate Diploma in Book Publishing	PGDBP	SOH	Bachelor Degree + knowledge of English & knowledge of word	English	1 year	3 years	Rs.9,000/- for full programme	January & July

100	Post Graduate Diploma in Social Work Counselling	PGDCOUN	SOSW	Graduation in any discipline from a recognized university	English and Hindi	1 year	3 years	Rs. 15,000/- for full programme fee.	January & July
101	Post Graduate Diploma in Hospital and Health Management	PGDHHM	SOHS	a) Medical/Dental graduates from a Medical/Dental Institutes of India or other countries recognized by Medical Council of India (MCI) or Dental Council. b) Graduates in Indian System of Medicine (ISM) and Homeopathy, Nursing & Pharmacy recognized by the respective Council with three years of hospital experience. c) Candidates holding MBA degree or PG Diploma in Financial, Material or Personnel Management with five years hospital experience	English	1 year	3 years	Rs.25,200/- for full programme.	January
102	Post Graduate Diploma in Geriatric Medicine	PGDGM	SOHS	MBBS	English	1 year	3 years	Rs.26,400/- for full programme	January
103	Post Graduate Diploma in Maternal and Child Health	PGDMCH	SOHS	MBBS. For PGDMCH, the experience does not necessarily mean work experience in Government service. It will be counted as period between the date of completion of internship and June 30 of the year in which s/he is applying for admission, irrespective of place of work. PGDMCH is being offered through Programme Study Centre (Medical Colleges) and Skill Development Centres (District Hospitals) which would be allocated by the Regional Centre after finalisation of the admission.	English	1 year	3 years	Rs.30,000/- for full programme	January
104	Post Graduate Diploma in HIV Medicine	PGDHIVM	SOHS	MBBS Degree recognized by Medical Council of India (MCI)	English	1 year	3 years	Rs. 60,000/- for full programme	January

105	Post Graduate Diploma in Computer Applications	PGDCA_NEW	SOCIS	Any Bachelor's degree of minimum 3 (three) year duration from a recognized University AND Mathematics as one of the subject at 10+2 level or Graduation level. OR Any Bachelor's degree of minimum 3 (three) year duration from a recognized University AND doesn't have Mathematics as one of the subject at 10+2 level or graduation level. These students are required to successfully complete BCS-012 (Graduate level Mathematics course) as Bridge Course.	English	1 year	3 years	Rs. 21,600/- for full Programme to be paid semester wise @Rs.10800/- per semester. Non-Maths students have to pay Rs.1400/- additional in the first semester.	January & July
106	Post Graduate Diploma in Animal Welfare	PGDAW	SOEDS	Graduation in any discipline	English	1 year	3 years	Rs. 5,400/- for full programme	January & July
	<b>DIPLOMA PROGRAMMES</b>								
107	Diploma in Early Childhood Care and Education	DECE	SOCE	10+2 or its equivalent	English, Hindi & Tamil	1 year	3 years	Rs. 3,000/- for full programme	January & July
108	Diploma in Nutrition & Health Education	DNHE	SOCE	10+2 or its equivalent	English & Hindi	1 year	3 years	Rs. 3,000/- for full programme	January & July
109	Diploma in Panchayat Level Administration and Development	DPLAD	SOCE	10+2 or its equivalent	English	1 year	3 years	Rs. 3,600/- for full programme	January & July
110	Diploma in Event Management	DEVMT	SOCE	10+2 or its equivalent	English	1 year	3 years	Rs. 8,000/- for full programme	January & July
111	Diploma in Tourism Studies	DTS	SOTHSS M	10+2 or its equivalent	English & Hindi	1 year	3 years	Rs.4,500/- for full programme	January & July
112	Diploma in Creative Writing in English	DCE	SOH	10+2 or any one without 10 +2 but age should be 20 years or above	English	1 year	3 years	Rs.3,800/- for full programme	January & July
113	Diploma in Urdu Language	DUL	SOH	10+2 with Urdu as one of the subjects or Certificate in Urdu Language from IGNOU inLanguage of Urdu a as subject, with no maximum age limit.	Urdu	1 year	3 years	Rs. 1,800/- for full programme	January & July
114	Diploma in Dairy Technology	DDT	SOA	10+2 or its equivalent	English, Hindi and Telugu	1 year	3 years	Rs. 15,200/- for full programme	January & July
115	Diploma in Meat Technology	DMT	SOA	10+2 or its equivalent	English & Hindi	1 year	3 years	Rs. 14,400/- for full programme	January & July
116	Diploma in Watershed Management	DWM	SOA	10+2 or its equivalent	English & Hindi	1 year	3 years	Rs. 12,000/- for full Programme	January & July
117	Diploma in Value Added Products from Fruits & Vegetables	DVAPFV	SOA	10+2 or its equivalent	English & Hindi	1 year	3 years	Rs. 14,400/- for full programme	January & July
118	Diploma in Horticulture	DHORT	SOA	10+2 Pass	English	1 year	3 years	Rs.3,800/- for full programme	January & July

119	Diploma in Women's Empowerment and Development	DWED	SOGDS	10+2 or its equivalent OR Non 10+2 with three years working experience as development workers at any level	English & Hindi	1 year	3 years	Rs.3,600/- for full programme	January & July
120	Diploma in HIV and Family Education	DAFE	SOSW	10+2 or its equivalent	English & Hindi	1 year	3 years	Rs.1,500/- for full programme	January & July
121	Diploma in Business Process Outsourcing — Finance and Accounting	DBPOFA	SOVET	10+2 or its equivalent with English as compulsory subject & 50% aggregate. OR Bachelors degree and above (with English as compulsory subject at 10+2 level)	English	1 year	3 years	Rs.10,000/- for full programme. But when you break it in installments it is as follows 1st Semester Rs. 5,000/- + 2nd Semester Rs. 5,000/- .	January & July
122	Diploma in Modern Office Practice	DMOP	SOVET	10+2 Pass or its equivalent	English	1 year	3 years	Rs. 6,000/- for full programme	January & July
123	Diploma in Paralegal Practice	DIPP	SOL	10+2 or its equivalent	English & Hindi	1 year	3 years	Rs.8,400/- for full programme	January & July
124	Diploma in Aquaculture	DAQ	SOS	10+2 Pass	English	1 year	3 years	Rs.7,800/- for full programme	January & July
125	Diploma in Retailing	DIR	SOMS	(i) Category A—Direct Entry (a) 10+2 / equivalent based on merit of physically fit candidates. The student shall submit a demand draft in favour of IGNOU payable at New Delhi along with the duly filled in application form. The Regional Center shall conduct the interview on the spot to assess the physical fitness and merit of the student. (b) University provides reservation of seats as per Government of India rules. (ii) Category B – Sponsored Admission The sponsor is allowed to nominate employees, who have passed 10+2/equivalent, from their Retail Organization. The sponsor will submit a letter on the company's letter head issued by the competent authority along with an individual application form of the candidate nominated with the Programme fee through a Demand Draft drawn in favour of IGNOU payable at New Delhi.	English	1 year	3 years	Rs 9,000/- for full programme	July



126	Diploma in Teaching German as a Foreign Language	DTG	SOFL	DTG is meant for all persons who have a B.A. degree and German knowledge of B1 (according to the Common European Framework of References for Languages) and/or equivalent language proficiency and who want to teach German as a Foreign Language at Indian secondary schools.	German	1 year	3 years	Rs.7,000/- for full programme	January
127	Diploma in Nursing Administration	DNA	SOHS	General Nursing and Midwifery (GNM) with two years of experience in the profession. (for male nurses or nurses who have not done midwifery in the GNM programme should have a certificate in any of the nursing course of 6-9 months duration prescribed by the Indian Nursing Council in lieu of midwifery) OR B.Sc. (Nursing) with no experience	English	1 year	3 years	Rs.10,800/- for full programme	January
128	Diploma in Critical Care Nursing	DCCN	SOHS	Registered Nurse (RN) and (RNRN) at all levels (GNM/BSCN/ or above)	English	1 year	3 years	Rs.6,000/- for full programme	January
129	Diploma in Theatre Arts	DTH	SOPVA	10+2	English	1 year	3 years	Rs. 7,700/- for full programme	January & July
130	Diploma in Value Education	DPVE	SOEDS	10+2	English	1 year	3 years	Rs. 4,000/- for full programme	January & July
131	DIPLOMA IN SMART CITY DEVELOPMENT AND MANAGEMENT	DSCDM	SOET	10+2 in Science with Mathematics	English	1 year	3 years	Rs. 10,000/- for full programme	July
	<b>POST GRADUATE CERTIFICATE PROGRAMMES</b>								
132	Post Graduate Certificate in Cyber Law	PGCCL	SOL	Graduate in any discipline or 4th and 5th year students of 5 year integrated LLB course who passed three years.	English	6 months	2 years	Rs. 8,400/- for full programme	January & July
133	PG Certificate in Patent Practice	PGCPP	SOL	Degree in Science/ Technology/Medicine, Law and Fourth & Fifth year students of integrated LL.B. Course who passed three years. Learners with experience in dealing with patents and technology transfer will be preferred.	English	6 months	2 years	Rs.9,600/- for full programme	January & July
134	Post Graduate Certificate in Climate Change	PGCCC	SOITS	Graduation in any discipline from a recognized university	English	6 months	2 years	Rs. 3800/- for full programme	January & July
135	Post Graduate Certificate in Geoinformatics	PGCGI	SOS	Graduate in any discipline from a recognised university	English	6 months	2 years	Rs.6000/- for full programme	January & July

136	Advanced Certificate in Power Distribution Management	ACPDM	SOET	Engineering graduate/Engineering Diploma Holders OR Science/Commerce/ Arts Graduates or equivalent with 2 years experience in power utilities or the electricity sector	English	6 months	2 years	Rs.5,500/- for full programme	January & July
137	Post Graduate Certificate in Agriculture Policy	PGCAP	SOA	Graduation in any discipline	English	6 months	2 years	Rs.3,600/- for full programme	January & July
138	Post Graduate Certificate in Gandhi and Peace Studies	PGCGPS	SOSS	Graduate in any discipline	English and Hindi	6 months	2 years	Rs.2,400/- for full programme	January & July
139	Post Graduate Certificate in Adult Education	PGCAE	SOE	Bachelor's Degree from any recognized University/ Institute	English	6 months	2 years	Rs.3,600/- for full programme	January & July
140	Post Graduate Certificate in Information and Assistive Technologies for the Instructors of Visually Impaired	PGCIATIV I	SOE	i) Bachelor degree in Computer Science from a recognized university (BCA/BSc-Computer Science) OR ii) Bachelor degree in any discipline from a recognized university with diploma/certificate in Computer Science OR iii) Bachelor degree in any discipline from a recognized university subject to the condition that PGCIATIVI will only be awarded after successfully completing the CIT programme from IGNOU.	English	6 months	2 years	Rs 6,000/- for full programme	January & July
141	Post Graduate Certificate in Bangla-Hindi Translation	PGCBHT	SOTST	Graduation	Hindi	6 months	2 years	Rs.1,800/- for full programme	January & July
142	Post Graduate Certificate in Malayalam-Hindi Translation	PGCMHT	SOTST	Graduation	Hindi	6 months	2 years	Rs.1,800/- for full programme	January & July
143	Post Graduate Certificate in Anuvaad evam Rupantaran mein Snatakottar Pramanpatra	PGCAR	SOTST	Graduation	Hindi	6 months	2 years	Rs.3000/- for full programme	January & July
144	Post Graduate Certificate in Medical Management of CBRNE Disasters	PGCMD M	SOHS	MBBS (recognised by MCI). Only Indian Citizens would be considered	English	6 months	2 years	Rs. 5,500/- for full programme.	January & July
145	Post Graduate Certificate in Inventory Planning and Warehousing for Engineers	PGCIPWS	SOET	Graduate in Engineering	English	6 months	2 years	Rs. 6,000/- for full programme	January & July

146	Post Graduate Certificate in Industrial Safety	PGCINDS	SOET	Graduate in Engineering/Graduate in Science with Physics and Chemistry	English	6 months	2 years	Rs. 6,000/- for full programme	January & July
	<b>CERTIFICATE PROGRAMMES</b>								
147	Certificate in Library and Information Science	CLIS	SOSS	10+2 Passed	English. Students can write assignments and TEE in Hindi language also. Duration :	6 months	2 years	Rs. 3000/- for full programme	January & July
148	Certificate in Disaster Management	CDM	SOSS	10+2 or its equivalent	English & Hindi	6 months	2 years	Rs. 2,600/- for full programme	January & July
149	Certificate in Environmental Studies	CES	SOSS	10+2 or its equivalent	English & Hindi	6 months	2 years	Rs.2,400/- for full programme	January & July
150	Certificate Programme on Life and Thought of Dr. B.R. Ambedkar	CLTA	SOSS	10+2 or its equivalent	English and Hindi	6 months	2 years	Rs.1000/- for full programme	January & July
151	Certificate in Peace Studies and Conflict Management	CPSCM	SOSS	10+2 in any discipline, (Those who don't possess 10+2 qualification can also be admitted after clearing IGNOU's preparatory programme.	English & Hindi	6 months	2 years	Rs. 3500/- for full Programme	January & July
152	Certificate in Food and Nutrition	CFN	SOCE	No formal qualification, Minimum age of 18 years as on the last date for receipt of Admission form.	English, Hindi, Assamese, Gujarati, Kannada, Malayalam, Marathi, Punjabi, Tamil and Oriya	6 months	2 years	Rs. 1,900/- for full programme	January & July
153	Certificate in Nutrition and Child Care	CNCC	SOCE	10+2 or its equivalent	English & Hindi	6 months	2 years	Rs. 2,400/- for full programme	January & July
154	Certificate in Rural Development	CRD	SOCE	Bachelor's Degree	English & Hindi	6 months	2 years	Rs. 1,800/- for full programme	January & July
155	Certificate in Guidance	CIG	SOE	Teachers of recognized Institutions OR Pass in Matriculation/SSC	English, Hindi and Odia	6 months	2 years	Rs.2,000/- for full programme	January & July
156	Certificate in Information Technology	CIT	SOCIS	10th Pass OR SSC OR DLC from Microsoft or equivalent	English	6 months	2 years	Rs.6,000/- for full programme	January & July
157	Certificate in Teaching of English as a Second Language	CTE	SOH	Graduation or 3 years of B.EL.ED or 2 years PTT, ETT or 10+2 with 2 years teaching experience	English	6 months	2 years	Rs.2,400/- for full programme	January & July
158	Certificate in Functional English	CFE	SOH	10+2 or its equivalent	English	6 months	2 years	Rs. 4,000/- for full programme	January & July
159	Certificate in Urdu Language	CUL	SOH	10+2 with no maximum age limit	Bilingual Hindi/Urdu	6 months	2 years	Rs.1,200/- for full programme	January & July
160	Certificate in Sanskrit Sambhshan	SSB	SOH	10+2 OR its equivalent	English & Hindi (multilingual)	6 months	2 years	Rs.1,500/- for full programme	January & July

161	Certificate in Human Rights	CHR	SOL	10+2 OR its equivalent	English & Hindi	6 months	2 years	Rs.2,600/- for full programme	January & July
162	Certificate in Consumer Protection	CCP	SOL	10+2 OR its equivalent	English & Hindi	6 months	2 years	Rs. 1,800/- for full programme	January & July
163	Certificate in Co-operation, Co-operative Law & Business Laws	CCLBL	SOL	i) 10+2 for in-service personnel (with minimum three years service) i ii) Any degree for fresher	English	6 months	2 years	Rs.8,400/- for full programme	January & July
164	Certificate in Anti Human Trafficking	CAHT	SOL	Any Graduate,10+2 with five years of experience in the related field/10th standard (after doing bridge course from IGNOU, they will be admitted).	English and Hindi	6 months	2 years	Rs.1,400/- for full programme	January & July
165	Certificate in International Humanitarian Law	CIHL	SOL	10+2 or its equivalent	English	6 months	2 years	Rs.2,700/- for full programme	January & July
166	Certificate Programme in NGO Management	CNM	SOMS	10+2 or Matriculate with at least 3 years of work experience in NGO sector	English	6 months	2 years	Rs. 1,800/- for full programme	January & July
167	Certificate in Business Skills	CBS	SOMS	10+2 or its equivalent	English	6 months	2 years	Rs. 3,200/- for full programme	January & July
168	Certificate in Communication & IT Skills	CCITSK	SOVET	10+2 pass with English as one of the subject	English	6 months	2 years	Rs.5,700/- for full programme	January & July
169	Advanced Certificate in Information Security	ACISE	SOVET	10th or its equivalent	English	6 months	2 years	Rs.5,400/- for full programme	January & July
170	Certificate in Fashion Design	CFDE	SOVET	10+2 (Senior Secondary)	English	6 months	2 years	Rs. 5000/- for full Programme	January & July
171	Certificate in Tourism Studies	CTS	SOTHSM	10+2 pass or its equivalent	English & Hindi	6 months	2 years	Rs.2,400/- for full programme	January & July
172	Certificate Programme in Laboratory Techniques	CPLT	SOS	10+2 with Science subjects or equivalent OR pass in Higher Secondary with Science subjects or equivalent and one year of experience of working in a School/College/University science laboratory OR 10th pass or equivalent with Science subjects and two years experience of working in a School/College/University science laboratory	English and Hindi	6 months	2 years	Rs.4,200/- for full programme	January & July
173	Certificate Programme in Teaching of Primary School Mathematics	CTPM	SOS	Adult with 10th pass	English & Hindi	6 months	2 years	Rs. 1,800/- for full programme	July
174	Certificate in HIV and Family Education	CAFE	SOSW	10+2 or its equivalent	English & Hindi	6 months	2 years	Rs, 1000/- for full programme	January & July
175	Certificate in Social Work and Criminal Justice System	CSWCJS	SOSW	Graduate in any discipline	English & Hindi	6 months	2 years	Rs.1,400/- for full programme	January & July
176	Certificate in Tribal Studies	CTRBS	SOSW	10+2 or its equivalent	English	6 months	2 years	Rs. 1000/- for full programme	January & July

177	Certificate in Sericulture	CIS	SOA	10th pass out OR non-10th pass-out having two years experience in the field of sericulture. The experience certificate should be from the extension officials of the Dept of Sericulture/Agriculture/Extension/Recognized NGOs/ Industry.	English and Hindi	6 months	2 years	Rs.4,200/- for full programme	January & July
178	Certificate in Organic Farming	COF	SOA	12th pass	English & Hindi	6 months	2 years	Rs.4,800/- for full programme	January & July
179	Certificate in Water Harvesting & Management	CWHM	SOA	10th pass	English & Hindi	6 months	2 years	Rs.2,400/- for full programme	January & July
180	Certificate in Poultry Farming	CPF	SOA	8th Pass	English, Hindi, Mizo and Telugu	6 months	2 years	Rs.3,600/- for full programme	January & July
181	Certificate in Beekeeping	CIB	SOA	8th Pass or Professional Beekeepers	English & Hind	6 months	2 years	Rs.1,400/- for full programme	January & July
182	Certificate in Arabic Language	CAL	SOFL	10+2 or 18 years of age	English/Arabic	6 months	2 years	Rs.1,800/- for full programme	January & July
183	Certificate in French Language	CFL	SOFL	10+2 and 18 years of age (minimum)	English & Hindi	6 months	2 years	Rs. 6,600/- for full programme	January & July
184	Certificate in Russian Language	CRUL	SOFL	Minimum age 18 years. No formal qualification is required Class 10 level of English proficiency is desirable.	Russian and English	6 months	2 years	Rs. 2,500/- for full programme	January & July
185	Certificate in Japanese Language	CJL	SOFL	10+2 or equivalent with knowledge of English, Minimum 18 years of age.	Japanese and English	6 months	2 years	Rs. 5,500/- for full programme	January & July
186	Certificate in Korean Language & Culture	CKLC	SOFL	10+2 or equivalent with knowledge of English, Minimum 18 years of age.	Korean and English	6 months	2 years	Rs. 2,500/- for full programme	January & July
187	Certificate in Spanish Language & Culture	CSLC	SOFL	10+2 pass, with the knowledge of English	Spanish and English	6 months	2 years	Rs. 4,500/- for full programme	January & July
188	Certificate in German Language	CGL	SOFL	Adults who have successfully completed 10+2 or its equivalent	German and English	6 months	2 years	Rs. 2500/- for full programme	January & July
189	Certificate in Persian Language	CPEL	SOFL	10+2 or 18 years of age	English & Persian	6 months	2 years	1,800/- for full Programme	January & July
190	Certificate in First Aid	CFAID	SOHS	The programme is open for all those who have completed class 10th examination	English	6 months	2 years	Rs. 3,500/- for full programme	January & July
191	Certificate Programme in Yoga	CPY	SOHS	Class XII pass from any recognized board (any stream)	English	6 months	2 years	Rs. 5000/- for full Programme	January & July
192	Certificate in Health Care Waste Management	CHCWM	SOHS	10+2 or its equivalent	English	6 months	2 years	Rs.3,000/- for full programme	January & July
193	Certificate in Newborn and Infant Nursing	CNIN	SOHS	Nursing Professionals (RNRN) with Diploma in General Nursing and Midwifery (GNM) / B.Sc. (N) or above	English	6 months	2 years	Rs.6,600/- for full programme	January & July

194	Certificate in Maternal and Child Health Nursing	CMCHN	SOHS	Nursing Professionals (RNRM) with Diploma in General Nursing and Midwifery (GNM) and above OR Auxiliary Nurse Midwife (ANM) /Female Health Worker (FHW)/Health Supervisor(HS)/ Lady Health Visitor (LHV)/Public Health Nurse (PHN).	English	6 months	2 years	Rs.6,600/- for full programme	January & July
195	Certificate in Home Based Health Care	CHBHC	SOHS	10th pass (Matriculation)	English/Hindi	6 months	2 years	Rs.2,400/- for full programme	January & July
196	Certificate in General Duty Assistance	CGDA	SOHS	10+2 Pass	English	6 months	2 years	Rs.6,000/- for full Programme.	January & July
197	Certificate in Geriatric Care Assistance	CGCA	SOHS	10+2 Pass with Science.	English	6 months	2 years	Rs.6,500/- for full programme	January & July
198	Certificate in Phlebotomy Assistance	CPHA	SOHS	10+2 Pass with Science	English	6 months	2 years	Rs.7,500/- for full Programme	January & July
199	Certificate in Home Health Assistance	CHHA	SOHS	10+2 Pass .	English	6 months	2 years	Rs.6,000/-for full Programme	January & July
200	Certificate in Community Health	CCH	SOHS	GNM/B.Sc. Nursing/PB B.Sc. Nursing/ Ayurveda Practitioners/ BAMS	English	6 months	2 years	Rs. 15,000/- Cycle (subject to change)	January & July
201	Certificate in Visual Arts – Painting	CVAP	SOPVA	10th pass	English	6 months	2 years	Rs. 4,000/- for full programme	January & July
202	Certificate in Visual Arts – Applied Art	CVAA	SOPVA	10th pass	English	6 months	2 years	Rs.4,000/- for full programme	January & July
203	Certificate in Performing Arts – Theatre Arts	CPATHA	SOPVA	10th pass	English	6 months	2 years	Rs. 4,000/- for full programme	January & July
204	Certificate in Performing Arts Hindustani Music	CPAHM	SOPVA	10th pass	English, (Program Delivery – Through Web Enabled Academic Support).	6 months	2 years	Rs.4,000/- for full programme	January & July
205	Certificate in Performing Arts Karnatak Music	CPAKM	SOPVA	10th pass	English	6 months	2 years	Rs.4,000/- for full programme	January & July
206	Certificate in Performing Arts Bharatanatyam	CPABN	SOPVA	10th pass	English	6 months	2 years	Rs.4,000/- for full programme	January & July
207	Certificate in Energy Technology and Management	CETM	SOET	10th Pass	English	6 months	2 years	Rs. 3,000/- for full programme.	January & July
208	Certificate of Competency in Power Distribution	CCPD	SOET	Electrical Technicians /Equivalent tradesman or manpower working in electricity/power sector OR General candidates or private electrical technicians 8th passed minimum	English/Hindi	6 months	2 years	Rs. 3,600/- for full programme	January & July

209	Certificate in Solid Wastes Treatment Techniques	CSWATT	SOET	10+2 or Equivalent	English	6 months	2 years	Rs. 5000/- for full programme	January & July
210	Certificate in Condition Monitoring	CCOMO	SOET	B. Tech Mech/Aero/Civil and BSc Physics and Maths	English	7 months	3 years	Rs. 93,00/- for full programme	January & July
211	Certificate Programme in Value Education	CPVE	SOEDS	10+2 or its equivalent.	English	6 months	2 years	Rs.1,800/- for full programme	January & July
212	Certificate in Community Radio	CCR	SOJNMS	10+2 pass or its equivalent	English/Hindi	6 months	2 years	Rs. 6,600/- for full programme	January & July
213	Certificate in Mobile Application Development	CMAD	SOCIS	10+2 or Equivalent, 10th pass with 2/3 year Diploma are also eligible	English	6 months	2 years	Rs. 5,000/- for full programme	January & July
214	Certificate in Solid Waste Management	CSWM	SOITS	10+2 or its Equivalent	Hindi	6 months	2 years	Rs. 3,600/- for full programme	January & July
215	Certificate in Adolescent Health and Counseling	CAHC	SOHS	Teacher who are teaching in primary, middle, secondary & higher secondary school or any graduates.	English.	6 months	2 years	Rs. 2,000/- for full programme	January & July
216	Certificate in Gender, Agriculture and Sustainable Development	CGAS	SOGDS	Graduation in any discipline	English.	6 months	2 years	Rs. 3,800/- for full programme	January & July
	<b>AWARENESS AND APPRECIATION PROGRAMMES</b>								
217	Awareness Programme on Dairy Farming	APDF	SOA	No formal education, Able to Read and Write Hindi/Telugu	Hindi and Telugu	2 months	6 months	Rs. 1100/- for full programme	January & July
218	Appreciation Course on Environment	ACE	SOS	Graduation from a recognized University or equivalent qualification	English & Hindi	3 months	1 year	Rs. 1200/- for full Programme	January & July
219	Appreciation Course on Population and Sustainable Development	ACPSD	SOITS	Bachelor's Degree or equivalent from any recognized University	English	3 months	1 year	Rs. 1000/- for full programme.	January & July

## **IMPORTANT LINKS/INFORMATION AT A GLANCE**

Please use the link on the Samarth portal for fresh admission to the ODL programmes, the link <https://ignouadmission.samarth.edu.in/> for online programmes link <https://iop.ignouonline.ac.in/> and the link <https://onlinerr.ignou.ac.in/> for re-registration in each cycle (July & January)

- Please use the link <https://ignou.samarth.edu.in/> to download your Student I card.
- Please use the link <http://egyankosh.ac.in/> to download the digital copies of the self-learning materials
- Please use the link <http://www.ignou.ac.in/ignou/aboutignou/division/mpdd/material> to know the status of dispatch of the self-learning materials.
- After confirmation of admission, please visit the website of your respective Regional Centre for Induction Meetings, academic counseling schedules and other academic support.
- Please use the link <https://webservices.ignou.ac.in/assignments> to download the assignments for your programme.
- Submission of Assignments and Project are compulsory component for completion of a degree.
- Please use the link <https://exam.ignou.ac.in/> on IGNOU website to fill the examination form for TEE June & December.
- Please use the Link <https://webservices.ignou.ac.in/Pre-Question> for downloading the question papers of previous examinations.