

PROGRAMME GUIDE

CERTIFICATE IN AYUSH NURSING (AYURVEDA) (CAY)



**SCHOOL OF HEALTH SCIENCES
INDIRA GANDHI NATIONAL OPEN UNIVERSITY
MAIDAN GARHI, NEW DELHI –110 068**

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PRODUCTION

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Further information about the School of Health Sciences and the Indira Gandhi National Open University courses may be obtained from the University's office at Maidan Garhi, New Delhi-110 068.

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**SCHOOL OF HEALTH SCIENCES
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PART-A

**UNIVERSITY
SCHOOL OF HEALTH SCIENCES**

1. THE UNIVERSITY

1.1 Introduction

The Indira Gandhi National Open University was established by an Act of Parliament in 1985. Since its establishment, IGNOU has contributed significantly to the development of higher education in the country through the Open and Distance Learning (ODL) mode. The University, at present, offers 338 programmes of study through over 3,500 courses to over 30 lakh students through 21 schools. The University has established a network of 61 Regional Centres (RCs), and 3000 learner support centres all over the country and 60 overseas centres to provide easy access and effective support services to the learners. As a world leader in distance education, it was conferred the Centre of Excellence Award in Distance Education in 1993 and the Award of Excellence for Distance Education Materials in 1999 by the Commonwealth of Learning (COL), Canada. In January, 2010 it was listed 12th in the webometric ranking of Indian universities, based on the calibre of its presence on the internet.

The mandate of the University is to:

- provide access to higher education to all segments of society;
- offer high quality, innovative and need-based programmes at different levels, to all those who require them;
- reach out to the disadvantaged by offering programmes in all parts of the country at affordable costs; and
- promote, coordinate and regulate the standards of education offered through open and distance learning in the country.



IGNOU has certain unique features such as:

- international jurisdiction;
- flexible admission rules;
- individualized study: flexibility in terms of place, pace and duration of study;
- use of latest information and communication technologies;
- nationwide student support services network;
- cost-effective programmes;
- modular approach to programmes;
- resource sharing, collaboration and networking with conventional Universities, Open Universities and other Institutions/Organizations;
- socially and academically relevant programmes based on students need analysis; and
- convergence of open and conventional education systems.

Figure 1: Unique Features of IGNOU

1.2 Organizational Structure

Organizational structure of IGNOU is given below. School of Health Sciences has developed Certificate in AYUSH Nursing (Ayurveda), in collaboration with Department of AYUSH, Government of India.

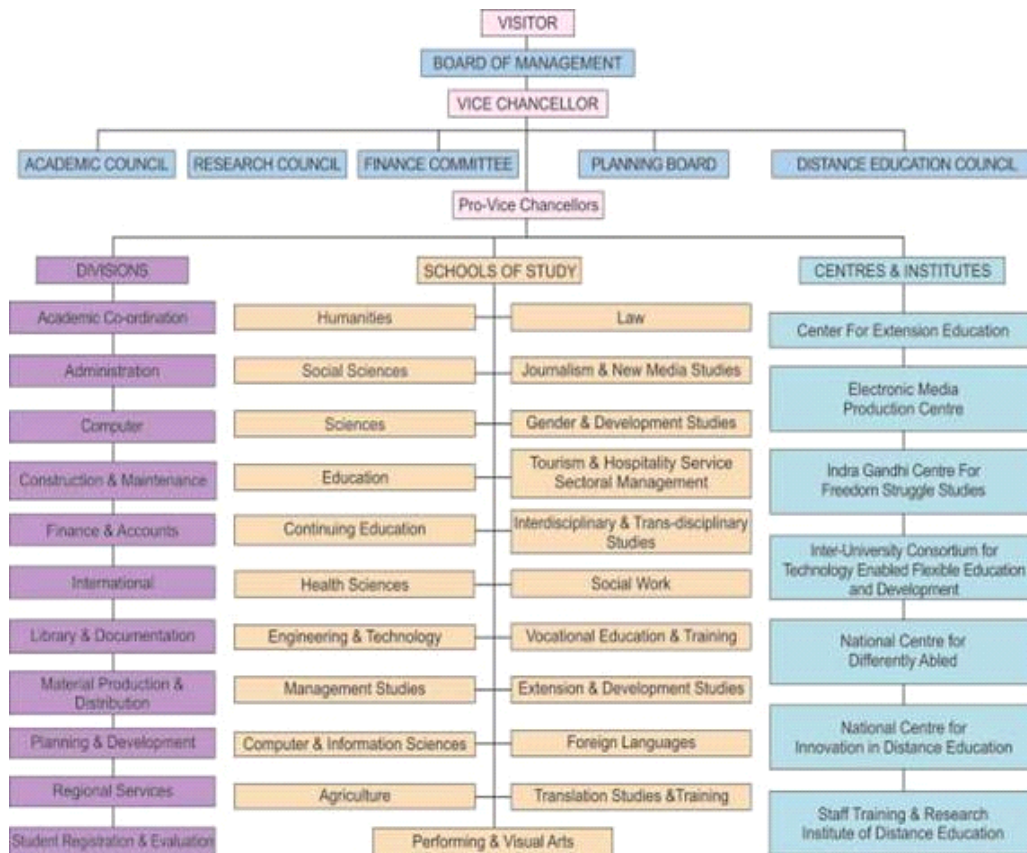


Figure 2: Organizational Structure

1.3 Instructional Package

IGNOU's method of instruction differs from that of other conventional universities. Indira Gandhi National Open University has adopted a multimedia approach. The different components are: self-instructional material, counselling sessions, both face-to-face and via teleconferencing, practical sessions, audio-video, interactive radio counselling. For courses in nursing arrangements have been made to enable students to undertake practical sessions at selected hospitals attached to programme study Centres.

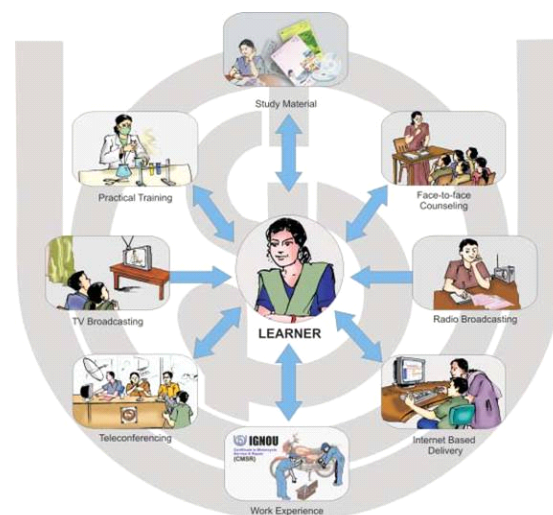


Figure 3: The learner-centric instructional system of IGNOU

1.4 Course Preparation

Learning material is prepared by teams of experts from different Universities and specialized institutions throughout the country as well as in-house faculty.

1.5 Credit System

The University follows the 'Credit System' for its programmes. Each credit in the system is equivalent to 30 hours of student study comprising all learning activities (i.e. reading and comprehending the print material, listening to audio, watching video, attending counseling sessions, teleconference and writing assignment responses). Thus, 8-credit course involves 240 hours of study.

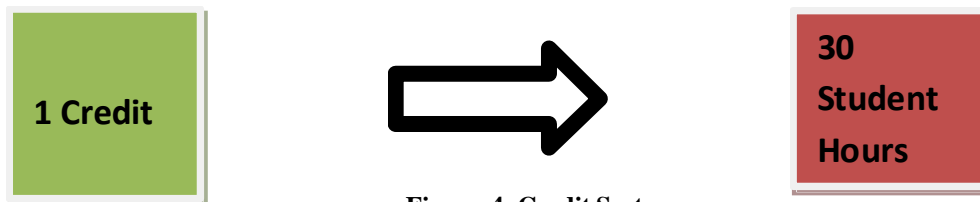


Figure 4: Credit System

1.6 Student Support

In order to provide support to its learners, the University has a large number of Regional Centres spread throughout the country and Programme Study Centres (PSC) are established in each region. These PSCs are coordinated by Regional Centres. At Regional Centres and PSCs various support services are provided to the students as given below in Figure 5.

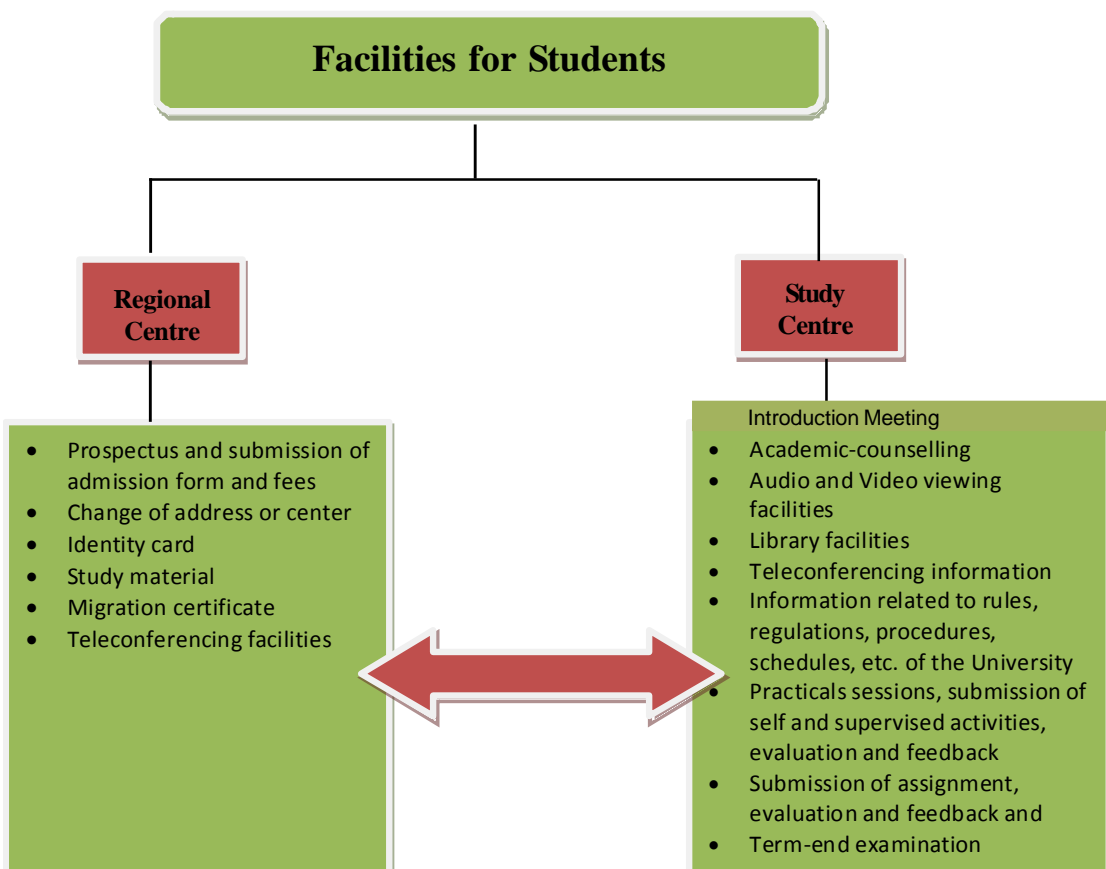


Figure 5: Facilities for Students

1.7 Evaluation System

The system of evaluation in IGNOU is also different from that of conventional universities. IGNOU has a three tier system of evaluation.

1. Self-assessment exercises within each unit in the print blocks.
2. Continuous evaluation through assignments and self and supervised activities; these are to be submitted before term-end examination.
3. The term-end examinations are conducted in June and December every year.

1.8 Implementation Plan

The programme will be implemented through a network of Programme Study Centres (PSCs) located in Ayurveda Colleges/hospitals. Teachers working in Ayurveda colleges will be the Academic Counsellors and will conduct academic counselling (face to face) sessions at PSC and will help in supervised activities at hospital. Self activities are carried out by the learners at their work place. The administrative control is through Regional Centres in the region; Regional Services Division and School of Health Sciences at IGNOU HQ, New Delhi.

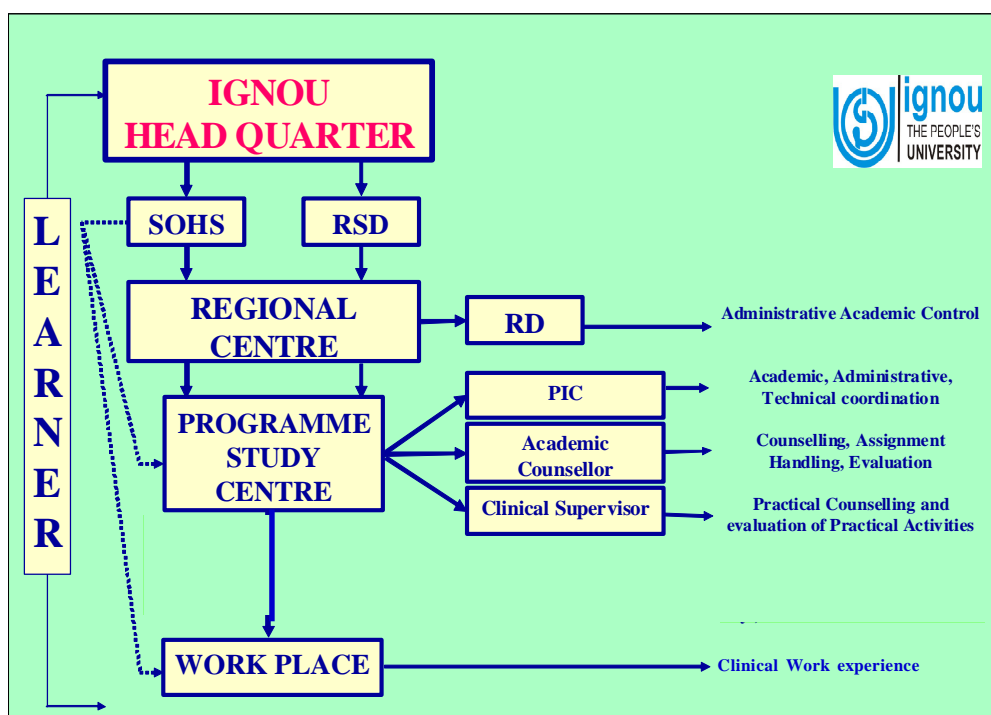


Figure 6: Implementation Plan

1.9 Common Terminologies used in Distance Education

As a distance learner it is important for you to familiarize yourself with the following terminologies which would be commonly used while you are pursuing this programme.

Programme

By a programme, we mean the curriculum or combination of courses in a particular field of study (For example, Post Basic B.Sc. Nursing programme, Diploma in Nursing Administration programme). Certificate in AYUSH Nursing (Ayurveda) programme has three courses of theory and one course of practical.

Course

The programme is divided into courses. A distance education course will consist of a number of blocks of printed material, supported by audio and video components, counselling/contact sessions, assignments, library work, teleconference sessions, interactive radio counselling etc.

Certificate in AYUSH Nursing (Ayurveda) has three theory courses i.e. Maulika Siddhanta, Aushadha and Rog Vigayana and Chikitsa, material is provided in the form of printed booklets called Blocks.

Block

A course is divided into 'Blocks'. For example a course of 4 credits may have 4 blocks. Each block will have 60/80 printed pages. The printed course material is sent to the learners. e.g. in this Certificate in AYUSH Nursing (Ayurveda), one of the blocks is on Principles (Basics) of Ayurveda, it has three units.

Unit

The term 'unit', is used to explain a division of a block. A unit is a portion of a block covering one or more lesson plans. Each unit is divided into sections and subsections. Each unit is, thus, an individual lesson and all the units of a block are logically linked with each other.

It contains structure, objectives, introduction, content, check your progress, summary of the unit, glossary, answers to check your progress and references.

The linkage of Programme, Courses, Blocks, Units, Section and Sub-section is given in diagram below:

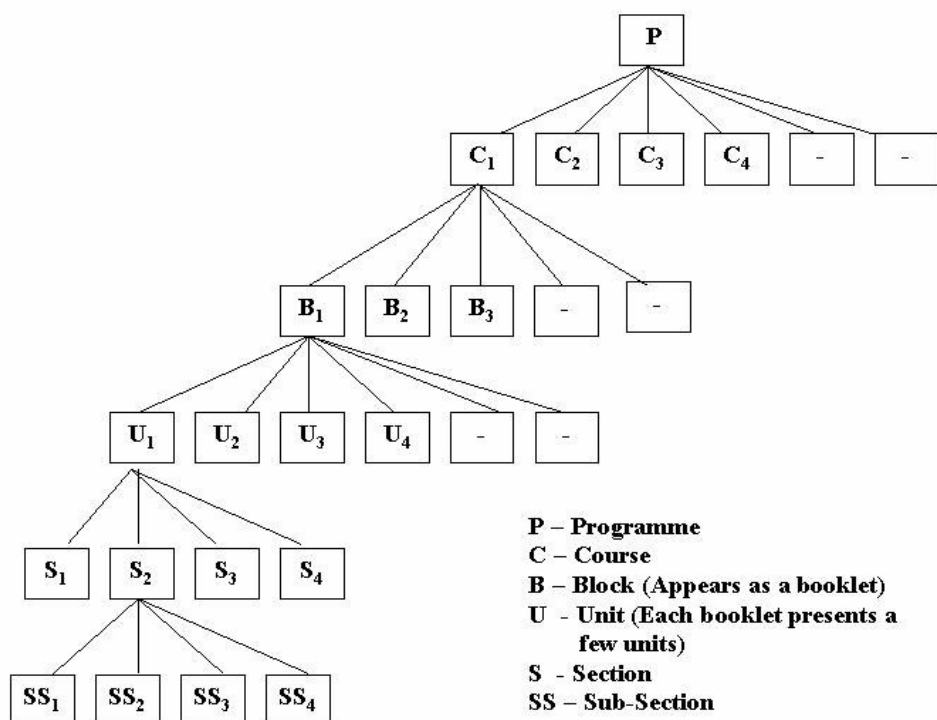


Figure 7: Linkage of Programme, Course, Blocks, Units

Programme Study Centres

Programme Study Centres (PSCs) are established all over the country and they are functioning under the control of Regional Centres of IGNOU. PSCs provide the facilities for the student for the face to face contact sessions, submission of assignments, library facilities, solve the academic and administrative problems of the student by the Programme In-charge.

Academic Counsellor

Academic counsellors are the teachers in colleges and hospitals of ayurveda. They provide support to the students through counselling. In addition, they evaluate the learners' assignments and provide feedback to the learner through tutor comments. Academic counsellors also conduct supervised practical sessions in hospital, evaluate the supervised and self activities and give feedback to the learners.

Academic Counselling

All types of teacher-learner interaction that are aimed at facilitating learning is academic counselling. Such counselling may be at (i) the pre-enrolment or pre-entry stage, (ii) the stage of induction into a programme, (iii) the stage of submitting the first assignment, (iv) the stage of initiation practical sessions, (v) the pre-exam stage and (vi) the post-programme stage.

Academic counselling is provided in face-to-face situation, for which the learner comes to the programme study centre and interacts with the academic counsellor and the peer group. Provide feedback through tutor comments on assignment-responses, through correspondence or over telephone and interact whenever possible.

Assignment

Tutor-Marked Assignments (TMAs) are given to learner along with the print material. Learner completes the assignment and submits it before term-end examination at PSC for evaluation. Assignments are used for two purposes: to provide guidance through tutor-comments, and to assess learner achievement through grading/marking. The continuous assessment carries 30 per cent of the weightage of final scores.

1.10 Important Instructions

Term-End Examination and Payment of Examination Fee

The University conducts Term-End Examination twice a year in the months of June and December. Learners will be permitted to appear in term-end examination subject to the conditions that 1) registration for the courses, in which they wish to appear is valid, 2) minimum time to pursue the courses is over (6 months), and 3) they have also submitted the required number of assignments, and practical self and supervised activities by the due date. Students have to submit examination form as per guidelines given at IGNOU website at www.ignou.ac.in

Examination Centre

A learner is required to fill the exam centre code in the examination form. For this purpose you are advised to go through the list of study centres available on the website and prospectus. In case any learner wishes to take examination at a particular centre, the code of the chosen centre be filled up as examination centre code.

Issue of Examination Hall Ticket

University issues Examination Hall Ticket to the learner at least two weeks before the commencement of Term-End Examination the same could also be downloaded from the University's website <http://www.ignou.ac.in>. In case anyone fails to receive the Examination Hall Ticket within one week before the commencement of the examination they can download the hall ticket from the website and approach the exam centre for appearing in the exam along with the student I-Card.

Change of Address and Study Centre, Correction of Address

There is a printed card for correction/change in the address and change of Study Centre, which is despatched along with the study material. In case there is any correction / change in the address, the learners are advised to send it to Regional Director concerned who will forward the request after verifying the student's signature to Student Registration (SR) Division, IGNOU, Maidan Garhi, New Delhi -110 068. Normally, it takes 4-6 weeks for the change. Therefore, the learners are advised to make their own arrangements to redirect the mail to the changed address during this period.

Change of Address and Study Centre are not permitted until admissions are finalized. Similarly, change of Study Centre is not permissible in programmes where practical components are involved.

Change of Region

When a learner wants transfer from one region to another, they have to write to that effect to the Regional Centre from where a transfer is needed, letter will be marked to the Regional Centre where learner would like to be transferred to. Further, learner has to obtain a certificate from the Programme In-charge of the PSC from where he/she is seeking transfer regarding the number of assignments submitted and has completed the practicals. 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 Student Evaluation Divisions and the learner. For change of Region in practical oriented Programmes like Certificate in AYUSH Nursing (Ayurveda), 'No Objection Certificate' is to be obtained from the concerned Regional Centre/Programme Study Centre where the learner wishes his/her transfer.

Issue of Study Material and Assignment

Regional Centres will be despatching the study material and assignment to the learners. You can download the assignment from the IGNOU website www.ignou.ac.in (**click student's zone, click Assignments and then click under certificate programmes CAY**).

Submission of Assignments

Dates are notified on the front page of each assignment. Attach a assignment remittance-cum-acknowledgement card with the assignment. Assignments are to be submitted in the concerned PSC. Learners are advised to ensure collection of evaluated assignments along with assessment sheet (Evaluator Comment Sheet) from the study centre.

Result Declaration and Grade

Result is declared after the evaluation of answer script of TEE, final practical examination completed, self, supervised activities and assignment are completed. Grade card is generated and completed. Grade card and result can be viewed by the learner on the IGNOU web site. Printed marks sheet is sent to the student. Provisional certificate is issued to the student after successful completion of the programme.

1.11 Important Contact Addresses

Following are the important contact addresses for your reference:

1.	Identity Card, Fee Receipt, Bonafide Certificate, Migration, Certificate, Scholarship Forms/Change of Programme/Medium/Course	Concerned Regional Centre. The Demand Draft should be drawn in favour of 'IGNOU' payable at city of the Regional Centre.
2.	Non-receipt of study material and assignments	Concerned Regional Centre
3.	Schedule/Information regarding Exam-form, Date-sheet, Hall ticket.	Assistant Registrar (Exam.II), SE Division, Block-12, Room No. 2, IGNOU, Maidan Garhi, New Delhi-110068 sgoswami@ignou.ac.in . Ph. 29536743 29535924-32 / 29572202, 29572209
4.	Result, Re-evaluation, Grade Card, Provisional Certificate, Early Declaration of Result, Transcript.	Deputy Registrar (Exam-III) SE Division, Block-12, Room No.-1, IGNOU, Maidan Garhi, New Delhi-110068 kramesh@ignou.ac.in Ph. 29536103, 29535924-32 / 29572201, 29572211, 29571316

5.	Non-reflection of Assignment Grades/ Marks	Asst. Registrar (Assignment), SED, Block-3, Room No-12, IGNOU, Maidan Garhi, New Delhi-110068 E-mail assignments@ignou.ac.in Ph.29535924,29571312, 29571319,29571325
6.	Original Degree/Diploma/verification of degree/diploma	Deputy Registrar (Exam.I), SE Division, Block-9, IGNOU, Maidan Garhi, New Delhi – 110068 convocation@ignou.ac.in Ph. 29535438, 29535924-32 / 29572224, 29572213
7.	Student Grievance (SED)	Assistant Registrar (Student Grievance) SED, Block-3, Room No.13, IGNOU Maidan Garhi, New Delhi-110 068 sregrievance@ignou.ac.in Ph 29532294, 29535924-32 / 29571313
8.	Purchase of Audio/Video Tapes Garhi, New Delhi - 110068	Marketing Unit, EMPC, IGNOU, Maidan
9.	Academic Content	Director of the School Concerned, IGNOU, Maidan Garhi, New Delhi – 110068. Telephone Nos. 29533078, 29532801, 29572815, 29572805
10.	Student Support Services and Student Grievances, Pre-admission. Inquiry of various courses in IGNOU	Regional Director, Student Service Centre, IGNOU, Maidan Garhi, New Delhi-110068 E- mail: ssc@ignou.ac.in Telephone Nos.: 29535714, 29533869, 2953380 Fax: 29533129
11.	IGNOU EPABX Number	29571000 (30 lines), 29535924-29, 29533065, 29536135

2. SCHOOL OF HEALTH SCIENCES

2.1 School of Health Sciences

The School of Health Sciences was set up in 1991 with the objective of augmenting educational avenues and for providing in-service training for medical, nursing, paramedical and allied personnel through the distance education mode.

The School is a pioneer in developing competency based programme in various disciplines of Health Sciences. Innovative approaches in medical, nursing, dental, programmes include hands-on training which is provided through diversified approaches of a network of nursing, medical and dental colleges and districts level hospitals. Programmes are being developed so as to revolutionize career opportunities available to nursing, medical and dental professionals.

PART B

**CERTIFICATE IN AYUSH NURSING
(AYURVEDA)
(CAY)**

3. CERTIFICATE IN AYUSH NURSING (AYURVEDA) [CAY]

3.1 Rationale

As per Government of India (GOI) Report on Human Resource for Health Sector, there is no ANM trained in Ayurveda Nursing so far, therefore Department of AYUSH (Ayurveda, Yoga, Unani, Siddha and Homeopathy), Government of India has planned to develop course for ANMs so that they can be certified to provide quality care to the patients getting treatment under Ayurvedic System of Medicine. Keeping in view the above and the vision and mission of Department of AYUSH, GOI, School of Health Sciences (SOHS), Indira Gandhi National Open University (IGNOU) took up this challenge in developing the Certificate in AYUSH Nursing (Ayurveda) programme for ANMs. Certificate programmes in unani and homeopathy will be developed subsequently.

ANMs can provide basic health care in Ayurvedic System of Medicine, after completing the Certificate in AYUSH Nursing (Ayurveda) programme. As under NRHM Ayurvedic services are integrated in most of the hospitals, Community Health Centres, Primary Health Centres and Sub Centres all over the country, the ANMs will be equipped to provide quality care to the patients.

3.2 Objectives

After completing the programme the learner will be able to:

- discuss current issues and trends in ayurveda;
- develop skills in giving nursing care to the patients under the treatment of Ayurveda system of medicine;
- develop understanding and depth in performing skills, keeping in mind the principles of various ayurveda medicine; and
- apply the knowledge of ayurveda in various settings i.e. hospital and community.

3.3 Eligibility

In-Service Auxiliary Nurse Midwives (ANMs)

3.4 Target Group

Auxiliary Nurse Midwives

3.5 Duration

Minimum 6 months and Maximum 2 years

3.6 Medium of Instruction

English

3.7 Programme Fee

Rupees 1500/- (subject to any change).

(Fee should be paid via Demand Draft drawn in favour of 'IGNOU' payable at your state Regional Centre. Write your name and programme title at the back of the demand draft).

4. PROGRAMME STRUCTURE AND SYLLABI OF COURSES

Certificate in AYUSH Nursing (Ayurveda) is a 14 credit programme. It has 3 theory courses (240 hours) and 1 practical course (180 hours). It involves a total of 420 study hours i.e. $30 \times 14 = 420$, (30 student hours = 1 credit) for a learner. Learner can complete the programme in a minimum period of 6 months or take a maximum of 2 years to complete the programme. It has three theory courses of 8 credits and one practical course of 6 credits.

4.1 Programme Structure

Theory	8 Credits	240 Hours
Practical	6 Credits	180 Hours
Total	14 Credits	420 Hours

Counselling Face to Face 50% i.e. 120 hrs
Contact Sessions 50% i.e. 90 hrs (supervised activities) at hospital attached to PSC and
 50% i.e. 90 hrs self activities at their workplace

Theory Courses

S.No.	Title	Course Code	Credits	No. of Blocks	No. of Assignments	Counselling Sessions	Self Study Hours
1	Course 1 Maulika Siddhanta	CNSAY 001	2	Block 1: Principles (Basics) of Ayurveda Block 2: Promotive Aspects of Health	2	30	30
2	Course 2 Aushadha and Rog Vigyana	CNSAY 002	2	Block 1: Ayurvedic Drugs Block 2: Ayurvedic Diagnostics		30	30
3	Course 3 Chikitsa	CNSAY 003	4	Block 1: Ayurvedic General Medicine Block 2: Ayurvedic Surgery, Eye, ENT, Dental Block 3: Maternal and Child Health		60	60
	Total		8		2	120	120

Counselling sessions will be held in programme study centres. 75 percent attendance is compulsory.

Practical Course

S.No.	Title	Course Code	Credits	No. of Blocks	Practical Contact Sessions Hours	Self Activities Hours
1	Skills in Ayurveda Nursing	CNSAYP 004	6	Block 1: Practical Manual	90	90

Practical contact sessions will be conducted in ayurveda hospitals. 90 percent attendance is compulsory.

4.2 Syllabi of Courses

Theory

- Course 1** : **Maulika Siddhanta**
- Block 1** : **Principles (Basics) of Ayurveda**
- Unit 1 : Ayurveda and its Fundamental
- Unit 2 : Sharira Rachna
- Unit 3 : Sharira Kriya
- Block 2** : **Promotive Aspects of Health**
- Unit 1 : Svasthavritta
- Unit 2 : Ayurvedic Dietetics
- Course 2** : **Aushadha and Rog Vigyana**
- Block 1** : **Ayurvedic Drugs**
- Unit 1 : Dravyaguna
- Unit 2 : Rasa Shastra and Agada Tantra
- Unit 3 : Bhaishajya Kalpana
- Block 2** : **Ayurvedic Diagnostics**
- Unit 1 : Rogi Pariksha
- Unit 2 : Roga Pariksha
- Course 3** : **Chikitsa**
- Block 1** : **Ayurvedic General Medicine**
- Unit 1 : Kaya Chikitsa
- Unit 2 : Panchakarma
- Unit 3 : Rasayana, Vajikarana and Geriatrics
- Block 2** : **Ayurvedic Surgery, Eye, ENT and Dental**
- Unit 1 : Shalya Tantra
- Unit 2 : Shalakya Tantra
- Block 3** : **Maternal and Child Health**
- Unit 1 : Stree Roga
- Unit 2 : Prasuti Tantra
- Unit 3 : Kaumara Bhritya Tantra

Practicals

Course: Skills in Ayurveda Nursing

Block : Practical Manual

1. Dosh Dushyadi Parkisha
2. Identification of Medicinal Plants in Primary Health Care
3. Shalya Tantra
4. Shalakyata Tantra
5. Prasuti Vigyana and Stree Roga
6. Kaumarbhritya Tantra
7. Ayurvedic General Medicine
8. Panchakarama

5. PROGRAMME PACKAGE

5.1 Self Instructional Material

Printed study material for both theory and practical courses for the Certificate in AYUSH Nursing (Ayurveda) programme is sent to all the learners in the form of Blocks, each Block consists of 3-4 units. Blocks are written in self instructional style. Theory blocks are designed to facilitate self study, to make the reading interesting, so that learner can read at own pace with understanding and carry out in built exercises. Practical block is designed to facilitate self activities and supervised activities. Guidelines to conduct practicals are also given.

5.1.1 Theory

Theory has 8 credits which is divided into 3 courses. Each block has 3-4 units. These units are arranged in a sequence to maintain continuity of learning. On the first page of Block 1 of each course the description of the course, followed by introduction to the content is included for your reference.

Each unit has a structure, objectives, introduction, main content divided into sections, and sub-sections. Questions are given in the form of check your progress after some sections or sub-sections of a unit which will help you to assess your understanding. At the end of the unit, a summary of unit, glossary and answers to check your progress are also given for your reference.

5.1.2 Practical

Practical has 6 credits in the course describing the skills. On the first page of the practical manual the description and introduction is given.

Each skill has a structure, objectives and introduction, content, steps and guidelines to follow to carry out the skill. At the end of the Block, a list of self activities and supervised activities is given.

5.2 Counselling Sessions

The PIC at programme study centre will plan, inform and organize face to face counselling sessions. During the counselling sessions learner will have the opportunity to meet the academic counsellor and the peer group. The counsellor will clarify the learner's doubts, solve problems, arrange audio visual sessions, and take sessions. Therefore, it is important for the learner to study the material before attending the counselling sessions.

There will be 120 hours of compulsory counselling sessions, each session being of two hours duration. That means, if 4 sessions are organized on a day there will be 8 hours of counselling. In this way learner needs 15 days to complete the counselling sessions (15 days x 8 hrs = 120 hrs).

5.2.1 Attendance

75 percent attendance is compulsory in counselling sessions to be eligible to appear in Term- End Examination.

5.3 Assignment

Theory courses has 2 assignments. They are tutor marked compulsory assignments. Assignment is sent to the learner along with the study material or can be downloaded from the IGNOU website i.e. www.ignou.ac.in. Go through the assignment and in case there is need for any clarification, learner may consult the academic counsellor during counselling sessions. Submit assignment at programme study centre before or on due date. Academic counsellor will evaluate the assignment; will write teaching comments and award marks.

5.3.1 Guidelines for submitting the assignment

Preparing the front page - **On the top of the first sheet write as below:**

Enrolment Number

Name

Address

.....

.....

Pin Code

E-Mail

Course Title

Assignment No

Date of Submission/Posting

- Use A4 size paper for response.
- Leave 1-1 ½ inch margin on the left side of the paper.
- Leave at least 4 lines in between each answer.
- Write each assignment separately. This will help the counsellor to write comments.
- Make sure you have answered all questions. Your assignment is complete.
- Answer on the basis of the block sent to you. Information given in a unit is enough to answer the questions.
- Write assignment in your own writing.

- Write answer in your own words; do not copy from the text. Be precise.
- Do not copy from another student otherwise it will be returned or awarded less marks.
- Put your signature at the end.
- Attach acknowledgement form given in appendix along with the assignment.
- Submit your assignment according to the submission date schedule indicated in the assignment.
- If you do not get back evaluated assignment within a month after submission, collect the assignment personally from programme study centre.
- In case you are not able to score minimum qualifying marks or not able to submit then you have to wait for the assignment send to next batch.
- In case you have requested for change in programme study centre, submit your assignment to your original programme study centre until officially your centre is changed.
- **Keep a photocopy of assignment with you for a record.**

5.4 Practical Sessions

Practical course will help the learner to learn new skills or build upon already learned skills. These will help the ANM to take care of the patients, therefore, learner have to carry out all the skills in self and supervised activities.

5.4.1 Self Activities and Supervised Activities

Learner will carry out self activities at their work place and carry out the skills as per the guidelines in the practical manual. In case it is difficult or opportunities are not available then learner can carry out these activities when they come for supervised activities with the help of the academic counsellor. Supervised activities are carried out under the supervision of the academic counsellor. Guidelines for supervised activities are given for each skill in the practical manual. Counsellor will assign placement, make posting plan, guide, help, supervise, monitor and evaluate the practical work. Detailed schedule of practical will be given to the learner by programme in-charge at programme study centre. Learner will prepare a separate practical file for self activities and supervised activities and will submit to the academic counsellor for evaluation.

There will be 90 hours practical contact sessions and 90 hours of self activity sessions. A practical session is for 4 hours. For example in 2 practical sessions, **8 hours will be covered. In this way, you need 12 days to complete the practical contact sessions and 12 days for self activities (12 days x 8 hrs = 96 hrs).**

5.4.2 Attendance

90 percent attendance is compulsory in practical sessions to be eligible to appear in Term -End Examination.

5.5 Teleconference

Live sessions are conducted via satellite from IGNOU studio at Electronic Media Production Centre (EMPC). The schedule of teleconference is given to learners at the programme study centre by the programme in-charge or available at regional centre. The learner has to go to the nearby regional centre or study centre at the scheduled date and time to attend the session. Learners can interact with other students, experts and ask questions and clarify doubts.

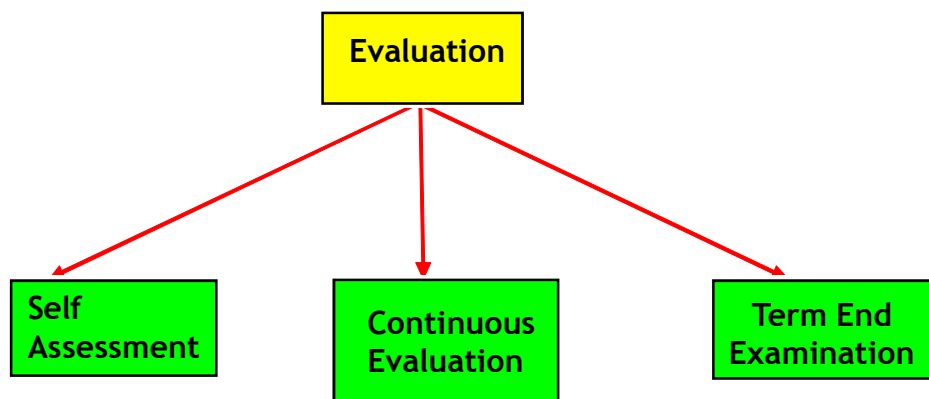
5.6 Interactive Radio Counselling

Live counselling is provided through radio by the experts. Learners can ask questions from home or work place on telephone. These sessions are conducted for an hour from 4.00-5.00 pm.

6. EVALUATION

IGNOU has three tier evaluation system:

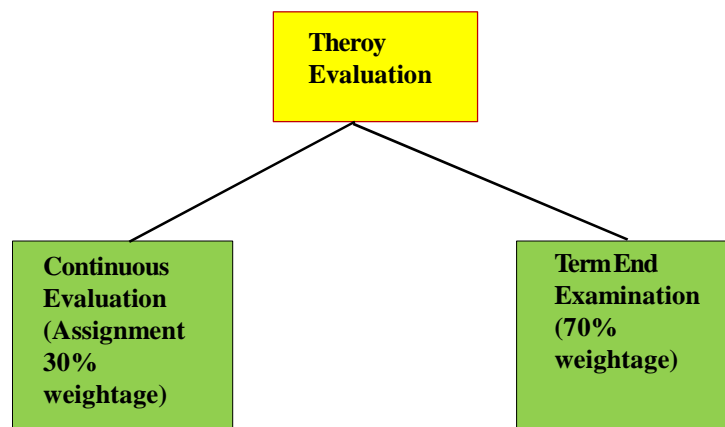
1. Self assessment exercises within each unit of study.
2. Continuous evaluation through assignments.
3. Term End Examination.



6.1 Theory

For theory course, evaluation consists of two aspects:

1. Continuous evaluation through assignments.
2. Term End Examination (TEE).



To successfully complete the theory courses a learner needs to score 50% separately in each assignment and 50% separately in term end examination.

Term End Examination is conducted twice in a year i.e. June and December. Fill the Examination Form along with the examination fee per course via Demand Draft in favour of IGNOU payable at New Delhi, as per university norms.

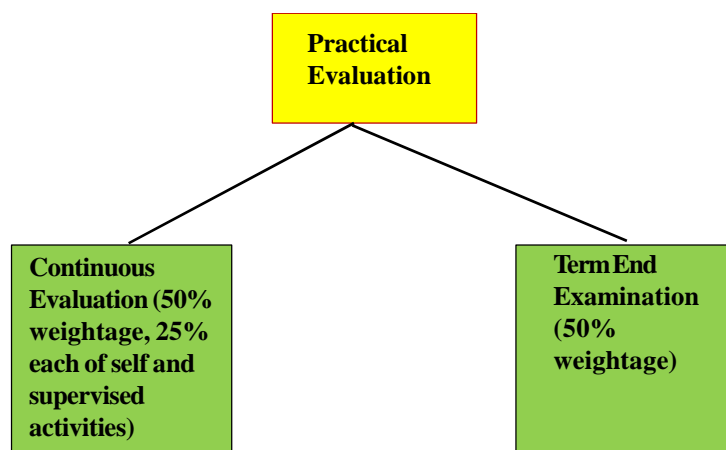
6.1.1 Scheme of Examination

Course Code and Name	Continuous Evaluation TMA Marks	TEE Duration Hours	Term End Examination (TEE) Marks
CNSAY 001 – Maulika Siddhanta	30	3	70
CNSAY 002 - Aushadha and Rog Vigyana		3	70
CNSAY 003 - Chikitsa	30	3	70

6.2 Practical

For practical course, evaluation consists of two aspects:

1. Continuous evaluation through self and supervised activities.
2. Final Practical Examination.



To successfully complete the practical course a learner needs to score 50% separately in self and supervised activities and 50% separately in practical examination.

Final Practical Examination will be conducted by the PSC in the hospital where learner had practical sessions.

6.2.1 Scheme of Examination

Course Code and Name	Self Activity Marks	Supervised Activity Marks	Practical Examination Marks
CNSAYP004 - Skills in Ayurveda Nursing	25	25	50

PART-C

APPENDICES

Recognition of IGNOU Degree/Diploma

**University Grants Commission
Bahadur Shah Zafar Marg
New Delhi-110 002**

No.F.1-8/92 (CPP)

February, 1992

The Vice-Chancellors/Directors
of all the Indian Universities/
Deemed Universities/Institutions
of National importance

.....

Sub: Recognition of Degrees/Diplomas awarded by Indira Gandhi National Open University, New Delhi.

I am directed to say that Indira Gandhi National Open University, New Delhi has been established by Subsection (2) of Section (1) of the IGNOU Act, 1985 (50 of 1985) vide Notification No. F. 13-12/85 Desk(U) dated 19.09.1985 issued by the Govt. of India, Ministry of Human Resource Development, (Department of Education), New Delhi and is competent to award its own degrees/diplomas. The Certificates, Diplomas and Degrees awarded by Indira Gandhi National Open University are to be treated equivalent to the corresponding awards of the Universities in the country.

Yours faithfully,

Sd/-

(GURCHARAN SINGH)

Under Secretary

It may be noted that the PGDGM is a valid University PG Diploma and hence can be mentioned in one's bio-data. However, it is yet to be recognized by the Medical Council of India.

<p>INSTRUCTIONS</p> <ol style="list-style-type: none"> 1. Please read the instruction in the Student Handbook and Prospectus before filling up the form. 2. Use BLACK BALL POINT PEN in boxes using English Capital Letters or English, numerals 3. Do not make any stray marks on the sheet. 4. Do not staple, pin, wrinkle scribble, tear or wet this sheet 5. Write in CAPITAL LETTERS only within the box, without touching the lines as shown in the sample below: <div style="border: 1px solid black; padding: 2px; display: flex; justify-content: space-between; font-family: monospace; font-size: 0.8em;"> 0123456789ABCDEFGHIJKLMNOPQRSTUVWXYZ </div>	
---	--

Programme Code <input style="width:100%;" type="text"/>	Study Centre Code <input style="width:100%;" type="text"/>
---	--

Enrolment No. <input style="width:100%;" type="text"/>	Exam Centre Code (Where you wish to appear in Exam) <input style="width:100%;" type="text"/>
--	---

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

Address for Correspondence (Do not give Post Box No. address. Leave a blank box between each unit of address like House No., Street Name, P.O., etc.)

City <input style="width:100%;" type="text"/>	District <input style="width:100%;" type="text"/>
State <input style="width:100%;" type="text"/>	Pin Code <input style="width:100%;" type="text"/>

COURSE OPTION:

Course codes for which appearing for the First time OR failed in the earlier TEEs		Course Code (Exam already taken in last TEE but result awaited on the date of submission of the exam form) (For result please visit IGNOU site www.ignou.ac.in) NO EXAM FEE TO BE PAID	
Fee @ Rs. 60/- PER COURSE			
S.No.	Course Code	S.No.	Course Code
1.	<input style="width:100%;" type="text"/>	9.	<input style="width:100%;" type="text"/>
2.	<input style="width:100%;" type="text"/>	10.	<input style="width:100%;" type="text"/>
3.	<input style="width:100%;" type="text"/>	11.	<input style="width:100%;" type="text"/>
4.	<input style="width:100%;" type="text"/>	12.	<input style="width:100%;" type="text"/>
5.	<input style="width:100%;" type="text"/>	13.	<input style="width:100%;" type="text"/>
6.	<input style="width:100%;" type="text"/>	14.	<input style="width:100%;" type="text"/>
7.	<input style="width:100%;" type="text"/>	15.	<input style="width:100%;" type="text"/>
8.	<input style="width:100%;" type="text"/>	16.	<input style="width:100%;" type="text"/>

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

Total No. of Courses	X 60	Total Amt.	<input style="width:100%;" type="text"/>	Draft No.	<input style="width:100%;" type="text"/>
Practical Courses	X 60		<input style="width:100%;" type="text"/>	Amount	<input style="width:100%;" type="text"/>
Late Fee			<input style="width:100%;" type="text"/>	Date	<input style="width:100%;" type="text"/>
TOTAL			<input style="width:100%;" type="text"/>	Issuing Branch	
				Payable at	N E W D E L H I

ISSUING BANK

SIGNATURE OF THE STUDENT
(within the Box only)

Control No.
(For Official use Only)

DECLARATION

I hereby affirm that I have submitted/will submit all the required number of assignments as applicable for the above course(s) within the deadlines prescribed by the University to the appropriate authority for evaluation. I also affirm that my registration for the above course(s) is valid and not time barred. If any of my above statements are found to be untrue, I will have no claim for taking examination. I undertake that I shall abide by the rules and regulations of the University.

Date: _____

(Signature of the Student)

Dates for Submission of Exam Forms

FOR JUNE TEE	LATE FEE	FOR DEC TEE	LATE FEE
1 Feb to 31 March	NIL	1 Aug to 30 Sept.	NIL
1 April to 20 April	Rs. 300/-	1 Oct to 20 Oct.	Rs. 300/-
21 April to 15 May*	Rs. 500/-	21 Oct to 15 Nov*	Rs. 500/-
16 May to 28 May*	Rs. 1000/-	16 Nov to 28 Nov*	Rs. 1000/-

*During these dates submit the examination form with late fees to the concerned Regional Centre (Outside Delhi). For Delhi, submit to the Registrar (SED).

Please submit the examination form up to 20th April/20th Oct at the address mentioned below and no where else by Regd. Post/Speed Post

THE REGISTRAR (SED)
INDIRA GANDHI NATIONAL OPEN UNIVERSITY,
BLOCK-12, MAIDAN GARHI,
NEW DELHI-110068

INSTRUCTIONS FOR FILLING UP THE EXAM FORM

1. Please send the examination form by Registered Post/Speed post and retain the proof of its mailing till you receive the Hall Ticket.
2. Students should submit the examination form only once for each Term-End Examination.
3. Examination fee @ Rs. 50/- per course in the form of demand draft drawn in favour of IGNOU and payable at New Delhi is required to be sent along with the Examination Form.
4. It is advisable that students fill-up the examination form without waiting for the result of the previous examination. No Examination fee is required to be paid for the courses for which the student appeared in the preceding TEE and the result has not been declared on the date of submission of the Examination Form.
5. Term-End Examination result is also available on the university website i.e., www.ignou.ac.in. Please see the result status before filling examination form.
6. If you fail to receive Examination Intimation Slip one week before commencement of examination, you may visit our website www.ignou.ac.in and download Hall Ticket and report to Examination Centre with your Identity Card.
7. Normally the Study Centre is the Examination Centre. In case you wish to take examination at a particular centre, the code of your chosen centre be filled up as Examination Centre Code. However, if Examination Centre chosen by you is not activated, you will be allotted another Examination Centre under the same Region.
8. Change of Examination Centre, once allotted, is not permissible under any circumstances.
9. Please write correct course code(s) as indicated in your Programme Guide, failing which the course(s) will not be included in Hall Ticket for taking examination. (For example CNSAY 001.)
10. In case wrong/invalid course code is mentioned in examination form, the course will not be included in the Hall Ticket and the examination fee paid will not be refunded.

(For Change of Address, send it duly filled-in to the concerned Regional Director, who will forward it to the Director (SR Division), Maidan Garhi, New Delhi after verification)

Application for Change of Address

Date

To,
The Registrar, SRD
IGNOU
New Delhi-110 068

THROUGH THE REGIONAL DIRECTOR CONCERNED

Enrolment No. _____

Programme _____

Name (in caps) _____

DETAIL FOR CHANGE/CORRECTION OF MAILING ADDRESS

New Address

Old Address

City _____ PIN _____

City _____ PIN _____

State _____

State _____

Signature of the Student



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

APPLICATION FORM FOR ISSUE OF PROVISIONAL CERTIFICATE

Enrolment No.

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

Programme Title

Regional Centre

Name

Father's Name

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

Mailing Address:
.....
.....
.....

(Please enclose a copy of your complete grade card).

Filled-in Application Form should be sent to:

**Registrar (SED)
Indira Gandhi National Open University
Maidan Garhi, New Delhi-110 068**

Date

.....
Signature

Sample of Assignment Remittance-cum-Acknowledgement Card

Available at your Study Centre

<p>EnrolmentNo. <table border="1" style="display: inline-table; border-collapse: collapse; width: 100px; height: 20px;"><tr><td style="width: 10px; height: 15px;"></td><td style="width: 10px; height: 15px;"></td><td style="width: 10px; height: 15px;"></td><td style="width: 10px; height: 15px;"></td><td style="width: 10px; height: 15px;"></td><td style="width: 10px; height: 15px;"></td><td style="width: 10px; height: 15px;"></td><td style="width: 10px; height: 15px;"></td><td style="width: 10px; height: 15px;"></td><td style="width: 10px; height: 15px;"></td></tr></table> Programme Title: <table border="1" style="display: inline-table; border-collapse: collapse; width: 100px; height: 20px;"><tr><td style="width: 100%; height: 15px;"></td></tr></table></p> <p>Name</p> <p>Course CodeMedium</p>												<p style="text-align: center;">Indira Gandhi National Open University Assignments Remittance-cum-Acknowledgement Card</p> <hr/> <table style="width: 100%;"> <tr> <td style="width: 60%;">Enrolment No.</td> <td>Programme Title :</td> </tr> <tr> <td>Name :</td> <td>Medium :</td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td colspan="2" style="text-align: center;">Course Code :</td> </tr> <tr> <td style="width: 30%;">Sr.No.</td> <td style="width: 70%;">AssignmentNo.</td> </tr> <tr> <td style="height: 20px;"></td> <td></td> </tr> <tr> <td style="height: 20px;"></td> <td></td> </tr> </table> <p style="text-align: center; margin-top: 10px;">FOR OFFICE USE ONLY</p> <p>Sr. No. :</p> <p>SIGNATURE OF THE RECEIVER</p> <p>Date :</p> <p style="text-align: right; margin-top: 20px;">SEAL</p>	Enrolment No.	Programme Title :	Name :	Medium :	Course Code :		Sr.No.	AssignmentNo.				
Enrolment No.	Programme Title :																							
Name :	Medium :																							
Course Code :																								
Sr.No.	AssignmentNo.																							

Sr.No.	AssignmentNo.	For Office Use Only
		Sr. No. : _____
		Date of Receipt _____
		Name of Receipt : _____
		Date of despatch to the Evaluator: _____
Signature of the Student		Date of receipt from the Evaluator : _____
Date :		



Affix
Postage
stamp for
Rs. 6/-

To

From
The Programme Incharge
IGNOU Study Centre

**SCHOOL OF HEALTH SCIENCES
INDIRA GANDHI NATIONAL OPEN UNIVERSITY
NEW DELHI-110068**

FEEDBACK SHEET ON CERTIFICATE IN AYUSH NURSING (AYURVEDA)

Name of the StudentAge.....Sex

Present Address

Permanent Address

Occupation

Educational Background

Enrolment No.....Study Centre

Year of your Registration at IGNOU

Date of filling this form

Please specify Scheduled Caste/Scheduled Tribe/Other Backward Caste

- | | | | | | |
|----|--|---------------------------------|---------------------------------|--------------------------|----------|
| 1. | Did you read, the Course Introduction in Block 1 and the Block Introduction of each block? | Yes
<input type="checkbox"/> | No.
<input type="checkbox"/> | | |
| 2. | * Please tick mark the relevant box. | | | | |
| | • Give sample wherever possible. | | | | |
| | | Yes | To some extent | No. | Page(s) |
| | | | | | Unit No. |
| | a) Are the Units understandable in terms of their content? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| | b) Are there any unexplained concepts? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| | c) Are there any ideas not illustrated? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| 3. | a) Are the units difficult in terms of language? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| | b) Are there any uncommon words? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| 4. | Do you find the course (Reply for each course Separately) | | | | |
| | a) Interesting? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| | b) Informative? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| | c) Difficult? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

5. a) Did you attempt the 'Check Your Progress' exercises?
- b) Are the model answers for check your progress of any help to you?

6. Which of the following facilities are available with you at your home?

a) [Tick mark the relevant box(es)]

Radio TV Audio Cassette Recorder/Player Recorder Video Cassette

Telephone Computer Computer with Internet

7. Is the counselling service available in your Programme Study Centre? If yes, answer the following:

a) Have you attended the counselling session? If yes, which course (Code)? How many and when?

.....

b) Did you find the sessions useful? Tick one of the following:

Useful	Not Useful	Partially Useful
--------	------------	------------------

c) Did the session clarify your doubts and problems? Tick the following?

Fully	Not at all	Partly
-------	------------	--------

d) Have you faced any problems in attending the sessions? If yes, describe what these problems are.

.....

8. How much time did you spent on studying and comprehending each block of this course?

Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Block	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hours	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Activity	Assignment	1 TMA	2 TMA
a) How much time did you spend on completing each of the TMA of the course?	Hours		
b) Are the assignments difficult in content? (please specify the number of the question)			

10. Did you receive a feedback on you assignments before TEE.

a) Did you seek and get help from your counsel or in completing your assignments?

.....

b) If yes, what kind of help did you seek?

.....

.....

.....

11. Have you attended all the Practical sessions?

.....

12. Did you complete 70 per cent of self activities before the clinical contact service?

.....

13. Did you face any difficulty during clinical contact service if so what kind?

.....

.....

.....

14. Did you face any problem in terms of :

a) Time

b) Supervision

c) Field experience

d) Co-operation from the institutions

Note : Please send the duly filled Feedback sheet to:

**The Programme Co-ordinator
Certificate in AYUSH Nursing (Ayurveda)
School of Health Sciences
Indira Gandhi National Open University
Maidan Garhi
New Delhi-110 068**