


B.A. & M.A. PSYCHOLOGY



“शिक्षा मानव को बन्धनों से मुक्त करती है और आज के युग में तो यह लोकतंत्र की भावना का आधार भी है। जन्म तथा अन्य कारणों से उत्पन्न जाति एवं वर्गगत विषमताओं को दूर करते हुए मनुष्य को इन सबसे ऊपर उठाती है।”

“Education is a liberating force, and in our age it is also a democratising force, cutting across the barriers of caste and class, smoothening out inequalities imposed by birth and other circumstances.”

Indira Gandhi

PROGRAMME DESIGN COMMITTEE

PROGRAMME COORDINATOR

Professor Vimala Veeraraghavan
Emeritus Professor, Psychology
SOSS, IGNOU

Electronic version of the prospectus is available at
and can be downloaded from
<http://www.ignou.ac.in>

Print Production

Sh. Arvind Kumar SO(P)
Sh. S. Burman, AR(P)
Sh. B. Natarajan, DR(P)

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Further information on the Indira Gandhi National Open University courses may be obtained from the University's office at Maidan Garhi, New Delhi – 110068

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STUDENT HANDBOOK AND PROGRAMME GUIDE
(ALONG WITH ADMISSION APPLICATION FORM)

B.A. and M.A. Degree in Psychology



School of Social Sciences
Indira Gandhi National Open University

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1. ABOUT THE UNIVERSITY

1.1 Introduction

The Indira Gandhi National Open University (IGNOU) is a University with a difference; it aims at providing educational opportunities to all those who desire higher education without being handicapped by the limitations of place and time. With a view to develop a versatile education system, with the emphasis on innovation, cost effectiveness, flexibility, universality, and societal involvement, IGNOU was established in September 1985 by an Act of Parliament and ranks as one of the premier educational institutions in the world. IGNOU has contributed significantly to the development of higher education in India. It has been a world leader in open distance education and that is why the “Centre of Excellence Award” in Distance education was conferred on it in 1993 by the Commonwealth of Learning (COL). It also received the “Award of Excellence for distance education materials” in 1999 from COL.

1.2. Prominent Features

IGNOU has certain unique features such as:

- International jurisdiction
- Flexible admission rules
- Individualised Study: Flexibility in terms of place, pace and duration of study
- Use of latest information and communication technologies
- Nation-wide student support services network
- Cost-effective programmes
- Modular approach to programmes
- Resource sharing, collaboration and networking with conventional universities, open universities and other institutions/organisations
- Socially and academically relevant programmes based on students’ need analysis
- Convergence of open and conventional education systems

1.3. Academic Programmes

The University offers both short-term and long-term programmes leading to certificates, diploma and degrees which are conventional as well as innovative. Most of these programmes have been developed after an initial survey of the demand for such programmes. They are launched with a view to fulfill the learners’ needs for:

- * Certification

- * Improvement of Skills
- * Acquisition of professional qualification
- * Continuing Education and professional development at work place
- * Self Enrichment
- * Empowerment

2. SCHOOL OF SOCIAL SCIENCES

School of Social Sciences (SOSS) is among the larger Schools of Studies at the Indira Gandhi National Open University. It has a faculty strength of 41 teachers and 32 administrative personnel. The School of Social Sciences offers academic programmes in six disciplines — Economics, History and Tourism Studies, Library and Information Science, Political Science, Public Administration, and Sociology. The learning programmes in these disciplines relate to core subject areas and across disciplines presenting larger canvases for academic pursuits. The School also links the course development to the ever-expanding socio-economic and political contexts in which social science processes occur. Keeping in view the fact that Indira Gandhi National Open University is today the foremost centre of open and distance learning and is adequately equipped with modern educational technologies, the foregrounding of ICT in devising our learning programmes is quite evident. This unique convergence has been used by the SOSS to incorporate the following features in its programmes and courses:

- Basic general programmes in various disciplines at Undergraduate and Postgraduate level have been buttressed with foundation and application oriented courses;
- Short-term and long-term courses focused on vocational and in professional needs;
- Programmes and courses geared at meeting the requirements of groups located at the fringe of our society;
- Programmes in the areas of societal concern having a social science perspective.

The School has expanded its academic activities and has launched research programme that applies newer methodologies to elicit a more creative response both from within a discipline as well as from interdisciplinary intersections.

The School of Social Science also undertakes training programmes in the areas of Disaster Management, Human Rights, Tourism and other contemporary social issues.

The major areas of attention, in addition to the core areas of different disciplines, have been:

- Tourism Studies,
- Disaster Management,
- Consumer Studies,
- Human Rights,
- Women's Empowerment and Development,
- Labour and Development,
- Participatory Forest Management,
- Participatory Project Planning,
- Environmental Education,
- Involuntary Resettlement, and
- Hospitality and Hotel Administration

So far the School of Social Sciences has launched 146 courses in English and 105 courses in Hindi and there has been a total of 1,51,000 enrollments approximately. The process of exploring new areas of study from a social science perspective is an ongoing activity at the School.

3. B.A. PSYCHOLOGY PROGRAMME (BAPC)

IGNOU is committed to providing quality education at low costs, to those who have for some reason or the other missed or not have had the opportunity for further studies. Keeping the heterogeneous nature and varied needs of its clientele, the university offers a range of programmes catering to human resource development as well as self enrichment. The aim of B.A. Psychology is to provide comprehensive knowledge to the learners regarding the many aspects of human behaviour.

3.1. Eligibility

In accordance with the University's general policy of 'openness', 'flexibility' vis-à-vis eligibility criteria, all those who have completed the 10+2 schooling are eligible for admission to B.A. Course in Psychology. There will be no admission test.

3.2. Programme Fees:

Rs. 5,250 for the entire programme.

First year Rs. 1,750

Second year Rs. 1,750

Third year Rs. 1,750

(Rs 500 will be charged for practicals separately)

3.3. Duration

The programme can be completed in a minimum period of 3 years and a maximum period of 6 years.

3.4. Medium of Instruction

The B.A. Psychology Course is available in English Medium.

3.5. Credit System

IGNOU follows the credit system. For obtaining the degree of B.A. Psychology, a student has to successfully complete course work of 96 credits. These credits are spread over 3 years. Each year, the student has to opt for 32 credits. One credit is equivalent to 30 hours of study by the student. A learner will have to devote approximately 240 hours of study to complete an 8 credit course.

3.6. Programme Structure

Structure of BA Psychology Course for 3 years:

Year 1	Credits
Foundation Courses	16 credits
General Psychology BPC 001	4 credits
Developmental psychology BPC 002	4 credits
Research Methods BPC 003	4 credits
Statistics Psychology BPC 004	4 credits
Total credits for the 1st year	32 credits
Year 2	
Foundation Course	8 credits
Theories of Personality BPC 005	4 credits
Social Psychology BPC 006	4 credits
Practicals in Psychological Testing BPCL 007	4 credits
One course from Group 1	4 credits
Practicals in Experimental Psychology BPCL 008	4 credits
One course from group 2	4 credits
Total credits for the 2nd year	32 credits
Year 3	
Compulsory Practical Applications	
Practicals in Clinical Psychology BPCE 022	4 credits
Internship in Psychology BPCE 023	4 credits
Application oriented course	16 credits
Any other discipline course	8 credits
Total credit for the 3rd year	32 credits

Thus subject discipline is for:	48 credits
Foundation courses:	24 credits
Application oriented course	16 credits
Any other discipline course	8 credits
Total for three years	96 credits

3.7. B.A. Major and General

If a student wishes to do B.A. Psychology major, he or she must choose courses worth 48 credits in Psychology. If however the student chooses a mix of courses from various disciplines he or she will get a B.A. general degree.

The student is required to complete 24 credits of foundation course, 16 credits of application oriented course and 8 credits of any other discipline course.

The 24 credits of foundation courses can be distributed in first and second years as given in the programme structure above.

Thus a student can take foundation courses for 16 credits in the first year. In the second year, he or she can take foundation course of 8 credits making 24 credits of foundation course. In

the first year, the student in addition to the foundation courses can study 4 courses in Psychology of 4 credits each.

In the second year the student can take 3 courses in psychology one course from group 1&2 each, and complete practical and experimental psychology.

In the third year the student can take two courses from group 3, of 4 credits each, application oriented courses of 16 credits and elective course from any other discipline of 8 credits.

The programme structure gives clearly how the student can distribute the 32 credits each year amongst foundation courses, subject courses, application oriented courses and other discipline courses.

3.8. Re-evaluation of Answer Script (s)

The students, who are not satisfied with the marks/grade awarded to them in Term-end Examination may apply for re-evaluation before 31st March for result of December term-end examination and 30th September for result of June term-end examination or within one month from the date of declaration of results i.e. the date on which the results are made available on the University's website on payment of Rs. 500/- per course by means of demand draft drawn in favour of IGNOU and payable at New Delhi in the prescribed application form. The better of the two scores of original marks/grades and marks/grads after/re-evaluation will be considered and updated in students' record.

Re-evaluation is permissible in term-end examination only and not in Practicals/Lab courses, Project, Workshop, Assignment and Seminar etc.

A sample prescribed application form with rules and regulations in detail for this purpose is given in the student handbook & prospectus and also made available at University's website www.ignou.ac.in

3.9. Photocopy of the Evaluated Answer Script

The students may obtain the photocopy of the evaluated answer scripts for the term-end examination on request. They may apply in the prescribed application form 1st March to 15th April for June Term-end Examination and form 1st September to 15th October for December Term-end Examination along with the requisite fee of Rs. 100/- per course by means of demand draft drawn in favour of 'IGNOU' and payable at 'New Delhi'.

A sample prescribed application form with rules and regulations in detail for this purpose is given in the students hand book & prospectus and also made available at University's website www.ignou.ac.in

3.10. Issue of Official Transcript

The students may obtain 'Official Transcript' for submission to the Overseas or Indian Institutes/Universities on request. They may apply in the prescribed form by paying the requisite fee as under by means of demand draft in favour of 'IGNOU' and payable at 'New Delhi':-

1. Rs. 200 per transcript, if it is to be sent to the student/institutes out side India by the University.
2. Rs. 400 per transcript, if required to be sent to the Institutes out side India by the University.

A sample prescribed application form with rules and regulations in detail for this purpose is given in the students hand book & prospectus and also made available at University's website www.ignou.ac.in

For further studies, the present programme caters to varied clientele, such as fresh graduate students as well as those who want to enter the employment arena and those already employed but do not possess the Masters' Degree in Psychology.

The aim of this programme is to give the learners a sound base in psychology and human behaviour through an in-depth investigation into a broad range of psychological techniques and skills as applied to diverse settings .

3.11. Details of the Syllabus

Detailed Syllabus of the B.A. Psychology Course (BAPC)

BPC 001: General Psychology 4 credits

Block 1: Introduction to Psychology, objectives, goals

- Unit 1. Introduction, definition and concept of psychology
- Unit 2. The branches and fields of psychology
- Unit 3. Systems and theories of psychology
- Unit 4. Application of psychology to different disciplines

Block 2. Biological basis of behaviour

- Unit 1. Theoretical perspectives of development. (cognitive, evolutionary, learning, Endocrinology, psychodynamic, social cognitive and sociocultural)
- Unit 2. Biological development (development of the brain and nervous system)
- Unit 3. Cognitive development: (attention, language, executive functions, environment influences, intelligence, heredity and environment influences)
- Unit 4. Perceptual development: Critical periods, sensorimotor activities, sensory acuity, sensory deprivation.

Block 3. Sensation, Perception, Learning and Memory

- Unit 1. Definition and concept of sensation and perception
- Unit 2. Psychophysics: Threshold, signal detection theory.

- Unit 3. Introduction to non parametric correlation
- Unit 4. Rank correlation (Rho and Kendall Rank Correlation)

Block 4. Significance of difference (chi-square and t-value)

- Unit 1. Significance of the difference of frequency : Chi-square
- Unit 2. Concept and calculation of chi-square
- Unit 3. Significance of differences between means (t-value)
- Unit 4. Normal distribution: definition, characteristics and properties

BPC 005. Theories of personality 4 credits

Block 1. Introduction to personality, types and traits

- Unit 1. Definition, origins and characteristic features of personality.
- Unit 2. Factors influencing personality.
- Unit 3. Theories of personality (Types and traits)
- Unit 4. Assessment of personality: description and tests of personality

Block 2. Psychodynamic and Humanistic theories of personality

- Unit 1. Introduction to Psychodynamic theories of personality
- Unit 2. Psychodynamic theories of personality (Freud, Erikson)
- Unit 3. Social Psychological theories of personality (Alfred Adler, Eric Fromm, Karen Horney, Harry Stack Sullivan)
- Unit 4. Humanistic theories of personality (Maslow, Rogers)

Block 3. Trait and Type theories of personality

- Unit 1. Trait and type theories of personality, differences between trait and type
- Unit 2. Allport's trait theory of personality
- Unit 3. Type A and B personality theory, trait theories of personality (Carl Jung and the Myers – Briggs test.)
- Unit 4. Eysenck Personality theory and the Big 5 theories of personality

Block 4. Learning and cognitive theories of personality

- Unit 1. Classical conditioning by Pavlov
- Unit 2. Operant conditioning by Skinner
- Unit 3. Dollard and Miller theory of personality
- Unit 4. Bandura's social cognitive theory of personality

BPC 006. Social Psychology 4 credits

Block 1. Introduction to Social Psychology

- Unit 1. Definition and concept of social psychology and research method in social psychology.

- Unit 2. Historical perspective of social psychology, social psychology and other related disciplines

- Unit 3. Social and person perception – definition, description, structural and functional factors

- Unit 4. Cognitive basis and dynamics of social perception and person perception

Block 2. Attitudes and Behaviour

- Unit 1. Definition, concept, description, characteristic of attitude

- Unit 2. Components of attitude

- Unit 3. Predicting behaviour from attitude and attitude as determinants of behaviour

- Unit 4. Effecting attitudinal change and cognitive dissonance theory, compliance of self perception theory and self affirmation.

Block 3. Group Dynamics

- Unit 1. Introduction to groups: definition, characteristics, and types of groups

- Unit 2. Group process: social facilitation, social loafing, group interaction, group polarization, group mind

- Unit 3. Group behaviour: Influence of norms, status and roles; introduction to crowd behavioural theory, crowd psychology (classical and convergence theories)

- Unit 4. Crowd Psychology: collective consciousness and collective hysteria.

Block 4. Culture and norms

- Unit 1. Definition of norms, social norms, need and characteristic features of norms

- Unit 2. Norm formation, factors influencing norms, enforcement norms, formation and social conformity.

- Unit 3. Autokinetic experiment in norm formation

- Unit 4. Norms and conformity experiment (Asch's line and length experiments)

BPC 007. Practicals in Psychological Testing 4 credits

The purpose of this course is to help students develop a conceptual model of assessment that will guide them through the assessment process for initial client referral to final report writing. This course provides a broad overview of the psychological assessment of individual and offers students opportunities to develop the skills needed to become reflective decision makers throughout the assessment process.

Objectives:

1. The main objective of this course is to help students to:
 - Articulate the process of test construction and validation.
 - Evaluate tests using basic measurement constructs

conclusion based on the test results.

- The above record which is being written by the student in detail, must be checked by the supervisor in the laboratory so as to ensure that the result obtained are correct and accurate.
- The student must also indicate the statistical analysis used in the presentation of results and analysis of the data.
- All the test conducted by the student should be completed and recorded in the practical notebook and submit to the councillor for checking.

BPCL 008. Practicals in Experimental Psychology

4 credits

The experiments to be conducted by students include the following:

- Psychophysics experiments to understand the threshold of touch, weight and other sensations.
- Experiments in memory
- Experiments in learning and conditioning
- Reaction time experiments
- Recall and recognition of faces experiments
- Signal detection experiments

Note: After completion of the experiments, the student should write up the practicals as given above in course 7.

GROUP 1. TO SELECT ONE COURSE FROM THIS GROUP OF COURSES

BPCE 011. School Psychology **4 credits**

Block 1. Introduction to School Psychology

- Unit 1. Introduction to School Psychology
- Unit 2. Definition, concept, description, goals, objectives of school psychology
- Unit 3. School Psychology: past, present and future
- Unit 4. School Psychological Services

Block 2. Developmental factors in children

- Unit 1. Concept of Life Span Development
- Unit 2. Cognitive disability of children (mental retardation, learning disability)
- Unit 3. Exceptional child in school
- Unit 4. Assessment of children in schools for various behaviour problems

Block 3. Problem behaviour in school children

- Unit 1. Classification of disorders in children in schools (For example, ADHD, scholastic backwardness, learning disability, violence and cruelty, absenteeism, truancy and delinquency)

- Unit 2. The etiology of problem behaviour in children
- Unit 3. Counseling for problem behaviour
- Unit 4. Referrals and coaching

Block 4. Therapeutic interventions with children

- Unit 1. Play therapy
- Unit 2. Narrative therapy
- Unit 3. Solution focussed therapy
- Unit 4. Art therapy

BPCE 012. Health Psychology **4 credits**

Block 1. Health Psychology

- Unit 1. Introduction to health Psychology, the context and the foundations of health psychology, health psychology and related fields.
- Unit 2. Psychology of health and illness.
- Unit 3. Interaction between mind and body (psychological factors of physical stage)
- Unit 4. Research methods in health psychology
- Unit 5. Nervous, immune, and endocrine system: Their functions and psychological aspects

Block 2. Psychological aspects of medical problems

- Unit 1. Cardiac problem and psychological aspects
- Unit 2. Diabetes and psychological correlates,
- Unit 3. STD/AIDS and related psychological consequences, psychological issues in cancer.
- Unit 4. Senile dementia and psychological aspects and the role of care givers.

Block 3. Stress and Health Psychology

- Unit 1. Stress and health psychology
- Unit 2. Pain and stress management
- Unit 3. Psychological aspects related to chronic health disorders
- Unit 4. Patient – care giver relationship

Block 4. Psychological interventions in medical problem

- Unit 1. Health enhancing behaviour psychological strategy
- Unit 2. Cognitive behaviour therapy in psychosomatic disease
- Unit 3. Group therapy and psychological interaction in addiction and related risk behaviour
- Unit 4. Psychological rehabilitation for degenerative disorders

BPCE 013. Motivation and Emotion **4 credits**

Block 1. Introduction

- Unit 1. Concept and basic issues

- Unit 2. Indigenous system of psychology
- Unit 3. Yoga and meditation in Indian psychology
- Unit 4. Eastern psychology and positive psychology

Block 4. Concept of self in Eastern Psychology

- Unit 1. Psychology of self in eastern and western concept
- Unit 2. Para psychology and eastern psychology
- Unit 3. Cultural factors and cultural diversity in the concept of self psychology
- Unit 4. Psychopathology as seen from eastern psychology

BPCE 017. Introduction to Counselling Psychology
4 credits

Block 1. Introduction to counselling

- Unit 1. Counseling: the art and science of helping
- Unit 2. Professional issues, ethics, education and training in counseling
- Unit 3. Counseling process: counseling interview and counseling relationship
- Unit 4. Counseling in the Indian context

Block 2. Theories of counseling

- Unit 1. Counseling theories and practice.
- Unit 2. Person centered theory of counseling
- Unit 3. Psychodynamic theory of counseling
- Unit 4. Behaviour and cognitive theory of counseling

Block 3. Application of counseling in different settings

- Unit 1. Counseling children and adolescents
- Unit 2. Counseling in family areas
- Unit 3. Counseling in schools
- Unit 4. Counseling for HIV/AIDS

Block 4. Psychological Counseling other than psycho analysis

- Unit 1. Family counseling
- Unit 2. Cognitive behavioural approach to counseling
- Unit 3. Couples counseling
- Unit 4. Counseling in educational setting

Group 2. To select one course from this group of courses

BPCE 018. Neuropsychology 4 credits

Block 1. Introduction to Neuropsychology

- Unit 1. Introduction, definition and description of Neuropsychology
- Unit 2. Neuropsychology and other disciplines
- Unit 3. Historical perspective of neuropsychology
- Unit 4. The domains of neuropsychology (Experimental and clinical neuropsychology)

Block 2. Brain Behaviour interrelationship

- Unit 1. Neuropsychology methods

- Unit 2. Neuropsychology assessment and screening
- Unit 3. Neuropsychology test batteries
- Unit 4. Behavioural neuropsychology, brain fitness and activities that promote brain fitness

Block 3. Basics of the central nervous system

- Unit 1. Brain Size and devaluation, genes, brain and behaviour
- Unit 2. The brain
- Unit 3. The cerebrum and the cerebral hemispheres and their functions
- Unit 4. Cerebral lobes and the limbic system

Block 4. Neurobiology and Behaviour

- Unit 1. Brain behaviour relationship, consciousness and mind brain relationship
- Unit 2. consciousness and neuro chemical process and higher cerebral functions
- Unit 3. Neurobiological and neuropsychological aspects in the development of memory, emotion and consciousness
- Unit 4. Nervous system disease

BPCE 019. Environmental Psychology 4 credits

Block 1. Introduction to Environmental Psychology

- Unit 1. Introduction to environmental psychology: concepts and description and relationship of environmental psychology to other disciplines.
- Unit 2. The nature and scope of environmental psychology
- Unit 3. Emotional Relationships to place: Attachment and Identity (Environmental memory)
- Unit 4. Relationship to nature

Block 2. Environmental psychology: Cognition and perception

- Unit 1. Environmental Attitudes, Assessments and Preferences
- Unit 2. Environmental Perception and Cognition
- Unit 3. Privacy and human rights in regard to environment
- Unit 4. Personal space

Block 3. Environmental Psychology: Territoriality and Proximity

- Unit 1. Territoriality and Community Design
- Unit 2. Crowding
- Unit 3. Urban Public Space
- Unit 4. Designing more habitable environments

Block 4. Environmental psychology applied to different setting

- Unit 1. Residential Environmental Psychology
- Unit 2. Educational Environmental Psychology
- Unit 3. Workplace Environmental Psychology

and interview).

- Assessment of intelligence (WAIS, WICS, Bhatia's Batteries, Standard progressive mattresses, colour progressive mattresses)
- Educational assessment (Wood Cock – Johnson test of educational assessment)
- Personality assessment (sentence completion test, pencil – paper test, personality trait test for example Eysenck Personality Inventory)
- Neuro Psychological assessment (Bender – gestalt test)
- Assessment of people with disabilities (learning disability speech and language disability etc.
- Principles of Psychological testing (principle related to administration of test, scoring of the test and interpretation of the test), principles relating to releasing of the report.
- Principles related to the administration of Psychological test as for example being qualified and trained.

Procedure to be followed by students:

The student will be required to go to the psychological laboratory arranged by the Regional Centre of IGNOU to conduct the practicals.

The students will be given a lecture and a demonstration on the psychological test concerned by the course in charge at the centre.

Following the lecture, there will be a demonstration of how the test is to be administered, scored and interpreted.

The students then will be given the test concerned as for example Bhatia's Battery of Intelligence test, and asked to administrator on his friend or a partner who is studying with him. The test will be administered in the laboratory and the results obtained are scored and interpreted under the supervision of the counselor the course in charge.

The counselor would check for the correctness in scoring and interpretation of the data.

If there is any defect or error the counselor r will point out the same to the student and get him to do it again.

After the practical in the laboratory are over the student is expected to write down in practical note book whatever had been done during the practical

Administration of the Test:

The student should write here the procedure followed by him or her in conduct of the practicals, for instance the report must indicate how the student made the Client comfortable, established rapport and the instruction given to the client as in the manual.

The details concerning the Client such as age, sex,

educational qualification, occupation, and physical or mental state etc will have to be indicated.

The test scores should be clearly written for each sub-test and also the student should indicate how he or she had scored the test responses given by the client.

Intercepting the data must be carefully done in line with the requirements of the test and what needs to be included.

Following this, the students should write summary and conclusion based on the test results.

The above record which is being written by student in detail, must be checked by the supervisor in the laboratory so as to ensure the result obtained are correct and accurate. The student must also indicate the statistical analysis used in the presentation of results and analysis of the data.

All the test conducted by the student should be completed and recorded in the practical notebook and submitted to the counselor for checking.

The writing of the practical in the practical note book should contain the following:

- a. The title of the practical
- b. The concept of the practical, for example if it is a practical on intelligence the concept of intelligence is written in the practical notebook.
- c. Introduction to the topic: In this the student will write how the intelligence test is devised, its origin, and its reliability and validity as given in the manual

BPCE 023. Fieldwork Internship in Psychology

4 credits

This is for a period of 2 months in the area chosen as specialization by the students. If it is a school setting, the student will work as a full fledged school psychologist as counselor as well as teach psychology to students of class XI and XII.

If it is a hospital setting, the students can select a hospital to do his training. This hospital can both be private or public and there must be out patient facilities and ward facilities which can be made use of effectively by the students on training.

In order to obtain the degree, the student must get a certificate from the hospital, or school that he has worked in the setting for full two months and that his work was satisfactory.

The student can also do his/her internship in any NGOs or industrial setting. In the industrial organization the students do their internship in the HR Department.

In all the settings, in one year a student should complete 5 cases and submit the report. There will be a Viva voice in the practicals.

4. M.A. PSYCHOLOGY PROGRAMME (M.A. Psy)

4.1. Introduction

The M.A.(Psychology) degree programme is being offered by the School of Social Sciences of IGNOU. In the recent past Psychology degree has been in great demand with many schools, hospitals both private and public as well as the voluntary welfare agencies and correctional institutions demanding for psychologists to deal with varied problems of human behaviour.

Almost every school needs a psychologist with M.A. degree to work full time with problem children and also teach psychology for classes XI and XII in the 10+2 schooling. In addition many rehabilitation centres are being established all over India both in the mental health and physical disability areas, and these need immediately qualified psychologists with M.A. Degree in Psychology to man those centres.

4.3. Programme Fees: Rs. 10,500 for the entire programme.

Fee structure and Schedule of payment:

1st year	Rs. 5,000/-	Along with the admission form during	Admission and re-registration forms
2nd year	Rs. 5,500/-	1st February —31st March along with	along with the draft are to be
		prescribed re-registration form and draft	submitted at Regional Centres and
		With a late fee up to 20th June as per	NOT at the headquarters.
		the following scheme, 1st April to	
		30th April, Rs. 200/-	
		1st May to 31st May Rs. 500/-	Student Registration Division
		1st June to 20th June Rs. 1,000/-	IGNOU, Maidan Garhi
			New Delhi - 68

Rs 1,000 will be charged for practicals separately.

The university can revise the programme fee and the revised fee shall be payable by the student as per the schedule of payment notified by the university.

The programme fee should be paid only by means of a demand draft drawn in favour of IGNOU and payable at the city where the student's regional center is situated. Please write your name (in capitals), enrolment number and programme code and period for which the fee is paid at the back of your demand draft to ensure proper credit to your fee account.

Timely payment of programme fees is the responsibility of the student. Students are expected to remit fee as early as possible without waiting for the last date. Late payments will not be entertained. In case the student fails to remit the fee as per the above schedule he or she will have to wait for the next cycle of admission.

Keeping the above in view and the commitment of IGNOU to providing quality education at low costs to those who have for some reason or the other missed opportunities for further studies, the present programme caters to varied clientele, such as fresh graduate students as well as those who want to enter the employment arena and those already employed but do not possess the Masters' Degree in Psychology.

The aim of this programme is to give the learners a sound base in psychology and human behaviour through an in-depth investigation into a broad range of psychological techniques and skills as applied to diverse settings.

4.2. Eligibility

In accordance with the university's general policy of 'openness', 'flexibility' vis-à-vis eligibility criteria, all those who have completed graduation (BA) are eligible for admission to M.A. programme in Psychology. There will be no admission test.

4.4. Duration

The programme can be completed in a minimum period of 2 years and a maximum period of 5 years.

4.5. Medium of Instruction

The M.A. Psychology Course is available in English Medium.

4.6. Credit System

IGNOU follows the credit system. For obtaining the degree of M.A. Psychology a student has to successfully complete course work of 64 credits. These credits are spread over 2 years. Each year the student has to opt for 32 credits. One credit is equivalent to 30 hours of study by the student. A learner will have to devote approximately 240 hours of study to complete an 8 credit course.

4.7. Programme Structure and details of the syllabus of MA (Psychology) Programme

Structure of MA Psychology Course for 2 years IGNOU

Structure of MA (Psychology) Course (MAPC)

Duration: 2 years

Year: 1

Course number	Course Name	Credits
MPC 001	Cognitive Psychology, Learning and Memory	4 credits
MPC 002	Life Span Psychology	4 credits
MPC 003	Personality: Theories and Assessment	4 credits
MPC 004	Advanced Social Psychology	4 credits
MPC 005	Research Methods in Psychology	4 credits
MPC 006	Statistics in Psychology	4 credits
MPCL 007	Practicals: Experimental Psychology and Psychological Testing	8 credits
Total Credits		32

Year 2

Group A: Clinical Psychology

MPCE 011	Psychopathology	4 credits
MPCE 012	Psychodiagnostics	4 credits
MPCE 013	Psychotherapeutic methods	4 credits
MPCE 014	Practicals: Clinical	6 credits
MPCE 015	Field Work	8 credits
MPCE 016	Project	6 credits
Total Credits		32

Group B. Counseling Psychology

MPCE 021	Counseling Psychology	4 credits
MPCE 022	Assessment in Counselling and Guidance	4 credits
MPCE 023	Interventions in counseling	4 credits
MPCE 024	Practicals: Counselling	6 credits
MPCE 025	Field Work	8 credits
MPCE 026	Project	6 credits
Total Credits		32

Group C. Industrial and Organizational Psychology

MPCE 031	Organisational Behaviour (OBY)	4 credits
MPCE 032	Human Resource Development (HRD)	4 credits
MPCE 033	Organisational Development (OD)	4 credits
MPCE 034	Practicals: Industrial and Organisational Psychology	6 credits
MPCE 035	Field Work	8 credits
MPCE 036	Project	6 credits
Total Credits		32

Block 2. Process of Social Influence

- Unit 1. The concept of social influence
- Unit 2. Pro social behaviour and factors contributing to prosocial behaviour
- Unit 3. Inter personal attraction
- Unit 4. Aggregation and violence

Block 3. Attitude, Stero-types, Prejudice and discrimination

- Unit 1. Introduction to attitude and stereotypes
- Unit 2. Formation of attitude and attitude change
- Unit 3. Prejudice and discrimination
- Unit 4. Social conflicts and resolution

Block 4. Group Dynamics

- Unit 1. Introduction to group, formation, types of group
- Unit 2. Group dynamics
- Unit 3. Social identity, crowding and crowd behaviour
- Unit 4. Cooperation, competition and conflicts

MPC 005. Research Methods

Block 1. Introduction to Research Methods in psychology

- Unit 1. Basic process/concept in research
- Unit 2. Reliability and validity (external and internal)
- Unit 3. Variables and constructs
- Unit 4. Hypothesis formulation and sampling

Block 2. Types of Research

- Unit 1. Survey Research
- Unit 2. Ex-post facto Research
- Unit 3. Experimental Research (field experiment)
- Unit 4. Case Study

Block 3. Research Design

- Unit 1. Experimental design: Single factor
- Unit 2. Experimental design: factorial design
- Unit 3. Quasi experimental design
- Unit 4. Other designs (Coorelational design and comparative design)

Block 4. Qualitative Research in Psychology

- Unit 1. Introduction including ethnography
- Unit 2. Grounded theory
- Unit 3. Discourse analysis (content narrative)
- Unit 4. Reporting and evaluating quality research

MPC 006. Statistics in Psychology

Block 1. Introduction to Statistics

- Unit 1. Parametric and nonparametric statistics
- Unit 2. Descriptive and inferential statistics
- Unit 3. Type I and Type II errors
- Unit 4. Setting up the level of significance

Block 2. Coorelation and Regression

- Unit1. Product moment coefficient of coorelation
- Unit 2. Other types of correlation (phi-coefficient)

- Unit 3. Partial and multiple correlation
- Unit 4. Bivariate and multiple regression

Block 3. Normal Distribution

- Unit 1. Characteristics of normal distribution
- Unit 2. Significance of mean differences, standard error of the mean
- Unit 3. ANOVA (One Way)
- Unit 4. Two way ANOVA

Block 4. Nonparametric Statistics

- Unit 1. Rationale
- Unit 2. Mann Whitney 'U' test for two sample test
- Unit 3. Kruskal Wallis Analysis of Variance
- Unit 4. Chi square and Kendall rank correlation

MPC 007. Practicals in Experimental Psychology and Psychological Testing

1. Span of Attention
2. Memory experiments
3. Threshold experiments
4. Reaction time experiments
5. Intelligence testing
6. Personality testing
7. Test for Social Behaviour
8. Sociometry
9. Firo-B

Note: Five practicals from the above 9 practicals must be completed and submitted by the students at the time of practical examination.

In addition all the practicals iv en above should be conducted, and report should be written in practical note books, checked by the laboratory or course in charge at the regional centers. .

GROUP A: CLINICAL PSYCHOLOGY (OPTIONAL 1)

MPCE 011. Psychopathology

Block 1. Foundations of Psychopathology

- Unit 1. A brief history of psychopathology
- Unit 2. Classification of psychopathology DSM IV TR
- Unit 3. Developmental pathogenesis
- Unit 4. Childhood mental disorder

Block 2. Generalised Anxiety Disorder and other Mild Mental Disorders

- Unit 1. Anxiety disorders, panic and phobias
- Unit 2. Generalised anxiety disorder and obsessive compulsive disorder
- Unit 3. Post-Traumatic Stress Disorder (PTSD)
- Unit 4. Somatoform disorder and dissociative disorder

Block 3. Mood Disorders

spread over two months after the term end examination (TEE). The practicum experience typically involves approximately 48 hours per week (48x4x2) of supervised experience in a clinical setting, and affords the student the opportunity to integrate theoretical knowledge, research, and clinical skills.

Some of the places the students could do their internship and field work are given below:

1. Children's centre/NGO, serving children and adolescents.
2. Agencies catering to population with severe emotional disturbances requiring psychiatric treatment.
3. Community mental health centers serving children, adolescents, adults, and geriatric populations, primarily from low economic category should be taken up.

Client problems may include moderate to severe family and individual dysfunctions.

Services provided include individual assessment, individual, family, and group therapy.

Some agencies focus on specific populations, such as patients with life-threatening illnesses or sexual problems like HIV/AIDS/STD.

4. Another Institution where students can work is the State hospital with clients from every age group, including forensic populations. Diagnosis include any of the major mental illnesses, and treatment includes intermediate and long-term inpatient treatment. Trainees may be involved in providing individual and group psychotherapy, behavioural treatment, assessment, and working with an interdisciplinary treatment team.
5. The next place where the trainees can work are the counseling centers where clients range in age from late adolescence through 60's, suffering from problems such as: adjustment disorders, mood disorders, psychotic disorders, alcohol/drug problems, career decision making and learning disabilities. Trainees may participate in individual psychotherapy, group psychotherapy, outreach consultation, vocational testing and counseling, psychological assessment, and learning disability assessment.
6. Another institutions for training is the correctional institution, wherein the inmates with problems ranging from adjustment issues to severe persistent mental disorders, to facing crises could be attended to by the students during the training. For example, students may do assessment, consultation, and group and individual psychological interventions.
7. Children's Home, Home for women, special homes for

the handicapped, home for beggars, mental hospitals, nursing homes dealing with mentally ill persons, where assessment consultation and group and individual therapies are carried on.

Note: Minimum number of cases to be handled in a year during field work is five cases. Supervising and monitoring by trained professionals is a mandatory requirement.

MPCE 016. Project:

Any topic of interest to students while doing his training could be taken up. The Project can be from primary or secondary source data. In consultation with the guide the student should select a topic and work on it.

The project at the final submission should contain the following chapters:

1. Introduction to the topic
2. Review of literature on the topic concerned.
3. Methodology used in the study
4. Results chapter
5. Discussion of results with other existing studies in the area
6. Conclusions and recommendations
7. References in American Psychological Association Style

GROUP B COUNSELLING PSYCHOLOGY (OPTIONAL 2)

MPCE 021. Counselling Psychology

Block 1. Introduction

Unit 1. Introduction to Counselling and Characteristics of a counsellor

Unit 2. Process of counselling

Unit 3. Theoretical approaches to counselling

Unit 4. Ethics in counselling

Block 2. Counselling : Models and Approaches

Unit 1. Psychoanalysis, Psychodynamic, Psychotherapy

Unit 2. Behavioural therapy and Cognitive Behaviour Therapy Approaches to Counselling

Unit 3. Drama and Art Therapy in Counselling

Unit 4. Other therapies (persons centered counselling, solution focused counselling)

Block 3. Types of Counselling

Unit 1. HIV/AIDS Counselling

Unit 2. Educational and vocational Counselling

Unit 3. Child Protection and Child Rights Counselling

Unit 4. Addiction/Anxiety Counselling

Block 4. Counselling for Mental Disorders

Unit 1. Depression

Unit 2. Personality disorder

Unit 3. Gender identity disorder

other deprived population.

5. **Correctional institutions**

The choice of agency is left to the student.

The training goals is to help students acquire skills in counselling.

The Students thus will learn under acquire and professional counsellors in the concerned setting. There will one to one supervision and the students will be closely supervise by the supervisor who will give them the feedback about there performance. At the end of there fieldwork internship, they will have to submit five cases in detail about the history, nature of the problem and strategies that will be used in counselling.

Course 13. Project As given in Group A

Any topic of interest to students while doing their training in the concerned agency could be taken up. The Project can be from primary or secondary source data. In consultation with the guide at the regional centre, the student should select a topic and work on it.

The project at the final submission should contain the following chapters:

1. Introduction to the topic
2. Review of literature on the topic concerned.
3. Methodology used in the study
4. Results chapter
5. Discussion of results with other existing studies in the area
6. Conclusions and recommendations
7. References in the American Psychological Association

GROUP C. INDUSTRIAL AND ORGANISATIONAL PSYCHOLOGY (OPTIONAL 3)

MPCE 031. Organisational Behaviour

Block 1. Organisational Psychology

- Unit 1. Introduction of Organisational Psychology
- Unit 2. Organisational Behaviour, definition and importance
- Unit 3. Fundamental concepts Organisation Behaviour
- Unit 4. Different models of OB. (autocratic, custodial, supportive, collegial, etc.)

Block 2. Personality and Attitudes in OB

- Unit 1. Job satisfaction
- Unit 2. Work motivation
- Unit 3. Content theory, process theory and scheduled of reinforcement
- Unit 4. Organisational commitment

Block 3. Leadership and Team Building

Unit 1. Definition of leadership and importance of team building

Unit 2. Change Management

Unit 3. Team Management

Unit 4. Resolving Conflicts

Block 4. Learning process and motivation in Organisational behaviour

Unit 1. Principles and Process of learning

Unit 2. Behavioural management

Unit 3. Motivation in Organization

Unit 4. The process of motivation for higher moral and productivity

MPCE 032 Organisational Behaviour

Block 1. Human Resource Planning

Unit 1. Assessment of Human Resource in Organization and Human resource Planning

Unit 2. Human Resource Management

Unit 3. People dimension in HR. management and short term human resource planning

Unit 4. Shot-term programmes in HR. and evaluation

Block 2. Steps in HUM

Unit 1. Introduction to HUM, Planning and management

Unit 2. Training and Development

Unit 3. Workforce diversity and multicultural factors

Unit 4. Globalisation and changing economy and their effects on HUM

Block 3. Human Resource Laws

Unit 1. Intellectual Property rights

Unit 2. Labour laws (Indian and International)

Unit 3. Laws related to workplace violence and harassment

Unit 4. Laws related to Human Rights Violation

Block 4. Importance of HR. Planning

Unit 1. Goals and objectives of Human Resource Planning, corporate social responsibility

Unit 2. Business strategy and operational strategies (technology and innovation in HRS)

Unit 3. Retention of qualified and technical personnel (competency mapping and performance appraisal)

Unit 4. Planning investment in development (including corporate counselling)

MPCE 033. Organisational development (OD)

Block 1. Introduction

Unit 1. Definition and introduction to Organisational development.

Unit 2. Foundations of Organisational Development:

Unit 3. Conceptual frame work of OD

Unit 4. First order and second order Change

Block 2. Assumptions, beliefs and values in OD

- Unit 1. Participation and Empowerment
- Unit 2. Teams and teamwork
- Unit 3. Parallel learning structures
- Unit 4. a normative re-educative strategy of change

Block 3. Analysing and Managing the OD Process

- Unit 1. Components of OD Process,
- Unit 2. Diagnosing the system, sub units and processes
- Unit 3. Models for managing change (including six-box organisational model)
- Unit 4. The programme evaluation process in OD (Including third wave consulting)

Block 4. OD Interventions

- Unit 1. Definition, factors to be considered, Nature and classification of OD interventions.
- Unit 2. Selection and organising of intervention activities
- Unit 3. Typology of interventions based on target groups.
- Unit 4. Human process interventions: individual, group and inter-group, coaching, counseling, training, behavioural modeling, metering, motivating etc.

MPCE 034. Practicum

The students will be required to do the given below tests in the psychology laboratory.

These include the following:

- MIT (Myers Briggs Typology Test)
- Aptitude test
- Interest test
- Intelligence test
- Achievement orientation test
- Value system test
- Personality tests
- Projective tests including TAT and the Rorschach test
- Sentence completion tests
- How to conduct interviews — training in simulated conditions
- How to conduct the selection interviews
- How to analyse the biographical data of candidates
- How to devise a test as required by the company or the corporate.

Each of these tests will be conducted by the student in the laboratory selected by the regional, center and to complete all the tests in 6 working days time at a stretch.

They will write the details of the lab work done in the practicals notebook covering title, concept of the practicals, history of the test, description of the test, reliability and validity of the test, the subjects profile, administration of the test, scoring and interpretation of the test.

The practical written will be checked by the supervisor at

the regional center or at the laboratory by the Psychology Course Inchoate.

They will evaluate the written work and in addition there may be a viva voce of 30percent marks.

MPCE 035. Field Work Internship

Just as in group A and B, the students are placed for 2 months in a setting to work, the students opting for industrial psychology would also be required to work in the HR. department of any corporate / company, and do their internship under the HR. manager.

Supervision and evaluation would be exactly on the same format as used in clinical and counselling psychology groups (* Groups A and B)

Five cases will be worked out by the students and submitted.

MPCE 036. Project

The student with the help of the guide or teacher in the regional center will select a topic for research. The research may be based on primary or secondary source data they may also select a topic as desired by the HR. Manager and the whom they are doing the training. The statistical technique used for analysis of the data should be appropriated interpreted.

The project report must contain the following chapter:

Title of the Topic

1. Introduction to the topic
2. Review of literature on the topic
3. Methodology used in the study
4. Results of the data analysis
5. Discussion of the result in terms of the earlier studies
6. Summary and conclusion
7. References in American Psychological Association Format
8. Appendices (if needed)

5. Instructional System

The programme will adopt multi media approach. Courses will be offered in both print and CD format. It will also have a few Audio and Video components. Also assignments and counseling sessions and teleconferencing modes will be adopted.

5.1. Print Materials

These comprise mainly self instructional material. Other study materials required for a particular course such as original texts of thinkers or essays from secondary sources will be made available at the study centers libraries.

The units in the course have been carefully designed and written by specialists engaged in study, research and profession of psychology. The names of the authors are listed in the course material. It may however be added that the Units are by no means comprehensive in discussing different themes. It is therefore advised that the student read as much of the books and research articles as possible, suggested at the end of the print material. The University will make some of these books and articles available at the Study Center libraries.

5.2. Audio-Video Programmes

The audio-video programmes are supplementary, meant for clarification and enhancement of understanding. These are used during counseling sessions at the Study Centers. Video programmes are also telecast on the national network of Doordarshan/Gyan Darshan. In addition, live counselling is provided on radio. These sessions are conducted for an hour on Sundays from 189 All Indian Radio stations spread throughout the country. The student can ask questions right from their homes on telephone.

5.3. Counselling Sessions

Generally, counseling sessions are held at the Study Centres during weekends (Saturdays and Sundays) and holidays. The Study Centre coordinators will provide the counselling schedule.

5.4. Teleconferencing

The teleconferencing sessions are organised by the School of Social Sciences with the help of the Electronic Media Production Centre staff. It shall be two-way video and audio through EDUSAT. The subject experts counsel students on various aspects of the courses in these sessions. The students will be informed about the schedules of these sessions in advance through the IGNOU website. The learners will have to go to the nearest reception centre at the scheduled time for taking the benefit of this facility.

5.5. Study Centres

Each student admitted to this programme will be attached to a Study Centre. At present, there are 278 Study Centres located in different places of the country activated for this programme. Students may opt for enrolment in the nearest Study Centre. Every Study Center is managed by a coordinator. The students are advised to be in regular contact with their respective study centers and interact with the coordinator as frequently as possible. The facilities provided at the Study Centres, normally include the following:

1. Counselling sessions in different courses relating to B.A. (Psychology).
2. Library facility with basic reading materials related to various aspects of the discipline
3. Audio-video programmes specially designed for BA (Psychology)
4. Teleconferencing and radio counseling (at the Regional Centres)

5.6. Evaluation

Evaluation consists of two parts: (i) continuous evaluation through assignments and (ii) term-end examination. In the final result, all the assignments of a course carry 30 percent weightage while 70 percent weightage is given for term-end examination.

The University follows grading system for continuous evaluation as well as term-end examination. It is done on a five-point scale using letter grades, A, B, C, D, E. The University has decided to provide numerical marking also in the grade card and award of division for Bachelor's Degree programme.

The following is the scheme of awarding divisions:

I division	60% and above
II division	50% to 59%
Pass	35% to 49.9%
Unsuccessful	Below 35%

The notional correlates of the letter grades and percentage marks are as under: The student is required to score at least 35% marks (Grade D) in both continuous evaluation (assignments) as well as term-end examination of each course.

Letter Grade	Qualitative value	Point grade	Equivalent % of numerical marks
A	Excellent	5	70% and above
B	Very Good	4	Above 55% to below 70%
C	Good	3	Above 45% and below 55%
D	Satisfactory	2	Above 35% and below 45%
E	Unsatisfactory	1	Less than 35%

In the overall computation also the student must get at least 35% marks (Grade D) in each course to claim the B.A. degree. Students who do not qualify in the term-end examination are also allowed to take up the term-end examination in the next year.

It means that the student can take the term-end examination of the first year courses in the second year of his study. But he can appear in examination for not more than 48 credits in one examination. Similarly the first and second year courses can be carried over to the third year.

5.7. Assignments

Assignments constitute the continuous evaluation system. The submission of assignments is compulsory. Assignments of a course carry 30% weightage while 70% weightage is given to the term end examination.

All assignments are Tutor-Marked Assignments (TMAs) . The student will have to submit One TMA for each course. These assignments are designed to test the student's comprehension of the print material he has received and to prepare him or her for the term-end examination. They are designed in such a way that it helps student to concentrate mainly on the print course material and supplement with personal experience, conceptual grasp and keen observation.

The student will not be allowed to appear for the term-end examination for a course if he or she does not submit the specified number of assignments in time for that course.

The evaluators or the counselors after correcting the assignments shall send them back to the student with their comments and marks. These comments guide the students in his study and helps in improving his performance.

The University coordinator of the study center has the right not to entertain or reject the assignments submitted after the due date. The student is therefore advised to submit the assignments before the due date.

If the student does not get a passing grade in the assignment he has to re submit the assignment. Assignments are not subject to reevaluation except for factual errors, if any, on the part of the evaluator.

5.8. Term-end Examination

This examination is the major component of the evaluation system and it carries 70 percent weightage in the final result.

Eligibility for examination

To be eligible to appear in the term end examination in any course, the student is required to fulfill the following four conditions:

1. He should have paid the course fee.
2. He should have opted and pursued the prescribed courses.
3. He should have submitted the assignments for the respective courses.
4. He should submit the examination form in time.

5.9. Duration of the Programme

The minimum duration of the programme is three years and maximum is six years.

5.10. Registration

Registration to this programme will take place twice in a year i.e. in January and July.

Application form for admission is attached on page No: 81

6. 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 registration.

6.1 Educational Qualifications Awarded By Private Institutions

Any educational qualification awarded by the Private Universities established under the provisions of the "Chhattisgarh Niji Kshetra Vishwavidyalaya (Sathapane Aur Viniyaman), Adhiniyam, 2002" are non-existent and cannot be made the basis of admission to higher studies with IGNOU.

6.2 Incomplete and Late Applications

Incomplete application forms/Re-registration forms, received after due date or 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 the relevant columns carefully and enclose the copies of all the required certificates duly attested by a Gazetted Officer. The form is to be submitted to the Regional Director concerned only on or before the due date. The application form sent to other offices of the University will not be considered and the applicant will have no claim whatsoever on account of this.

6.3 Validity of Admission

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 have to apply afresh and go through the admission process again.

6.4 'Walk in Admission' for all Advertised Programmes

The University has introduced Walk-in-admission facility, with effect from July 2008 for all Programmes except for the management & B.Ed. Programmes. The admission for these programmes will remain open round the year. Therefore, the candidates may submit the application forms as per the following schedule to concerned Regional Centre.

For January Session : From 1st June upto 31st October (without late fee)

1st November to 30th November (with late fee of Rs. 200/-)

For July Session : From 1st December
upto 30th April (without late fee)
1st May to 31st May
(with late fee of Rs. 200/-)

6.5 Online Admission

Applicants can submit their admission application forms 'online' round the year. However, as indicated at Para 6.4 above, such online applications shall be processed for January/July session depending upon the date of submission by the student. Payment of programme fee can be made through credit card, debit card, cash challan, demand drafts and any such other method in designated banks as specified in the online application form.

All other schedules viz. the submission of Examination Form, assignments and dates for examinations will remain as notified by the University from time to time.

6.6 Simultaneous Registration

Students who are already enrolled in a programme of one year or longer duration can also simultaneously register themselves for any certificate programme of 6 months duration. However, if there is any clash of dates of counselling or examination schedule between the two programmes taken, University will not be in a position to make adjustment.

6.7 Re-registration

Learners are advised to submit the Re-Registration forms only at the respective Regional Centre and nowhere else. If any student sends the Registration/Re-Registration forms to wrong places and thereby misses the scheduled date and consequently a semester/year, he/she will have no claim on the University for regularisation.

Schedule for Re-Registration

6.8 Re-admission

The students who are not able to clear their programme within the maximum duration can take re-admission for additional period in continuation of the earlier period as under:

For July Session	For January Session	Late fee
1. 1st February to 31st March	1st August to 1st October	NIL
2. 1st April to 30th April	3rd October to 31st October	200.00
3. 1st May to 31st May	1st November to 30th November	500.00
4. 1st June to 20th June	1st December to 20th December	1000.00

For re-admission the student has to make pro-rata fee for each incomplete course.

The details of pro-rata fee and the Re-admission Form is available at the Regional Centres and also in the Website for the courses which they have not been able to complete. For further details, please see the website.

Programmes	Duration	Re-admission Period
Certificates Programmes	6 Months	6 months
Diploma Programmes	1 Year	1 year
Bachelor's Degree Programmes	3 Years	2 years
Master's Degree Programmes	2 Years	2 years

The students who fail to pay the prescribed full programme fee during the maximum duration of the Programmes shall have to pay full fee for the missed years in addition to pro-rata course fee for re-admission.

6.9 Reservation

The University provides reservation of seats for Scheduled Castes, Scheduled Tribes, non-creamy layer of OBCs, War Widows, Kashmiri Migrants and Physically Handicapped learners, as per the Government of India rules, for admission to its various programmes.

6.10 Scholarships and Reimbursement of Fee

The learners belonging to reserved Categories, viz. Scheduled Castes, Scheduled Tribes and Physically Handicapped have to pay the full fee at the time of admission to the University along with other general category candidates.

SC/ST learners have to collect and subsequently submit their scholarship forms to the respective State's Directorate of Social Welfare or Office of the Social Welfare Officer, through the concerned Regional Director of IGNOU for reimbursement of programme fee.

Similarly, Physically Handicapped learners admitted to IGNOU Programmes are eligible for Government of India scholarships. They are advised to collect scholarship forms from the respective State Government Directorate of Social Welfare or Office of the Social Welfare Officer and submit the filled-in forms to them through the concerned Regional Director of IGNOU.

Scholarship scheme of National Centre for Promotion of Employment of Disabled People (NCPEDP) for Post Graduate level programmes is applicable to the students of this University also. Such students are advised to apply to awarding authority.

6.11 Refund of Fee

Fee once paid will not be refunded under any circumstances. It is also not adjustable against any other programme of this University. However, in cases where

Fee Concession

This fee concession is not applicable for the PG Certificates, PG Diploma and Ph.D. Programmes.

The students taking admission for the agriculture Diploma and Certificate programmes except for PG Certificate, PG Diploma and Ph.D Programme shall be eligible for the fee concession as per the following criteria:

- a) all the candidates from rural areas shall be entitled for 50% fee concession subject to production of domicile certificate;
- b) the urban students below the poverty line may be given a 50 percent fee concession subject to production of an income certificate.

University denies admission, the programme fee will be refunded after deduction of registration fee through A/c Payee Cheque Only.

6.12 Study Material and Assignments

The University sends study materials and assignments wherever prescribed to the students by registered post and if a student does not receive the same for any reason whatsoever, the University shall not be held responsible for that. In case a student wants to have assignments, he can obtain a copy of the same from the Study Centre or Regional Centre or may download it from the IGNOU website: www.ignou.ac.in. In case of non-receipt of study material students are required to write to concern Regional Centre, IGNOU.

6.13 Change of Elective/Course

Change in Elective/Course is permitted within 30 days from the receipt of first set of course material on payment of Rs.200 for a 4 credit course or part thereof, Rs.400 for a 8 credit course for under- graduate courses. For Master's Degree Programme it is Rs.400 for 2/4 credits and Rs.800 for 6/8 credits course. Payment should be made by way of a Demand Draft drawn in favour of "IGNOU" payable at the place of concerned Regional Centre. All such requests for change of Elective/Course should be addressed to the concerned Regional Centre only as per schedule.

6.14 Change of Medium

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.200 plus Rs.200 per 2/4 credit

course and Rs.400 per 6/8 credit course for undergraduate courses. For Master's Degree Programme it is Rs.200 plus Rs.400 per 2/4 credit course and Rs.800 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.

6.15 Change of Programme

Change of programme from B.A. to B.Com./BTS or B.Com to B.A./BTS or B.Sc. to B.A./B.Com is permitted only in the first year of study within 30 days from the receipt of first set of course material on payment of Rs.400 plus Rs.200 per 2/4 credits course and Rs.400/- per 6/8 credit course by way of Demand Draft drawn in favour of IGNOU payable at the place of concerned Regional Centre.

For change of Programme from B.A./B.Com to BTS, the student will be required to pay the difference of fee in addition to Rs.400/- stated above.

No change is permitted from B.A./B.Com to B.Sc. Change of programme in Master's Degree (MEG/MHD/MPS/MAH/MPA/MSO/MEC/MARD/M.Com) is permitted only in the first year of study.

A student has to pay the full fee for the new Programme and he/she has to forfeit the fee paid for the earlier programme opted by him/her.

The request for change of programme should be addressed to concerned Regional Centre. Students are not required to return the old course material.

6.16 Counselling and Examination Centre

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

Regular counselling sessions will be conducted at the learner support centres provided the number of learners for a particular course is equal to or more than 10.

If the number is less than 10 then in place of regular counselling, intensive counselling sessions will be held which essentially means that 40% of the number of prescribed counselling sessions are to be conducted within a week's time.

6.17 Change/Correction of Address and Study Centres

There is a printed card for change/correction of address and change of Study Centre which is dispatched along with the

study material. In case there is any correction/change in the address, the learners are advised to make use of proforma provided in the Programme Guide and send it to the Regional Director concerned who will forward the request after verifying the student's signature to SR&E Division, Maidan Garhi, New Delhi - 110068. Requests received directly at SR&E, New Delhi will not be entertained. The form of change of address can also be downloaded from IGNOU Website www.ignou.ac.in. Learners are advised not to write letters to any other officer in the University in this regard. Normally, it takes 4-6 weeks to effect the change. Therefore, the learners are advised to make their own arrangements to redirect the mail to the changed address during this period. In case a change of Study Centre is desired, the learners are advised to fill the proforma and address it to the Regional Centre concerned. Since counseling facilities are not available for all Programmes at all the centres, learners are advised to make sure that counseling facilities are available, for the subject he/she has chosen, at the new centre opted for. Request for change of Study Centre is normally accepted subject to availability of seat for the programme at the new centre asked for. 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.

6.18 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 Study 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, SR&E Division and the learner. 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/Study 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.

6.19 Foreign Students

Foreign students residing in India are eligible to seek admission in IGNOU programmes who have valid student visa for the minimum duration of the programme. Such students are required to remit the fee at par with foreign students (fee structure of foreign students could be downloaded from the website www.ignou.ac.in). Admission of foreign students 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 for foreign students.

6.20 Term-end Examination

The learner is instructed to refer to the Tables given on Page no. 6 before submitting Examination Form for appearing in the June as well as December Term-end examination. A learner should not apply for appearing at the Term-end examinations of any course without getting re-registered/re-admission for the same. The result would be withheld in such cases.

6.21 Early Declaration of Result

In order to facilitate the students, who have got offer of admission for higher study and/ or selected for employment etc. and are required to produce statement of marks/ grade cards by a specified date, which is before the prescribed dates of declaration of the University's results, the University arranges early processing of their answer scripts and declaration of their results. The students are required to apply in prescribed application form with fee of Rs. 700 per course by means of demand draft drawn in favour of IGNOU and payable at New Delhi along with attested photocopy of offer of admission /employment. They can submit their request for early declaration before the commencement of the term-end examination i.e. before 1st June and 1st December respectively. The University, in such case, will make arrangement for early processing of answer scripts and declare the result as a special case possibly within a month time from the date of conduct of examination.

Application for early declaration, for the reason such as to apply for recruitment/higher study/post and promotional purpose etc. will not be entertained.

Early declaration of result is permissible in term-end examination only and not in practicals/Lab courses, Project, Workshop, Assignment and Seminar.

A sample prescribed application form with rules and regulations in detail for this purpose is given in the student hand book and prospectus and also made available at University's website www.ignou.ac.in

6.22 Improvement in Division/Class

The students of Bachelor's / Master's degree programme, who have completed the programme and wish to improve their Division/ Class may do so by appearing in term-end examination. The eligibility is as under:-

- (a) The students of Bachelor's/ Master's degree programme, who fall short of 2% marks to secure 2nd and 1st division.
- (b) The students of Master's degree programme only, who fall short of 2% marks to secure overall 55%marks.

Students may appeal in the prescribed application form from 1st to 30th April for June term-end examination and from 1st to 31st October for December term-end examination along with fee @ Rs. 500/- per course means of demand draft drawn in favour of IGNOU and payable at New Delhi.

The improvement is permissible in term-end examination only and not in Practical/Lab courses, Project, Workshop, Assignment and Seminar etc.

A sample prescribed application form with rules and regulations in detail for this purpose is given in the student hand book and prospectus and also made available at University's website www.ignou.ac.in.

6.23 Official Transcripts

The University provides the facility of official transcripts on request made by the learners on plain paper addressed to Registrar (SRE), IGNOU, Maidan Garhi, New Delhi-110 068. A fee of Rs.100/- per transcript payable through DD in favour of IGNOU is charged for this purpose. The students are required to pay Rs.300/- in case of request for sending transcript outside India.

6.24 Disputes on Admission & other University matters

The place of jurisdiction of filing of suit, if necessary, will be only New Delhi/Delhi.

6.23 Recognition

IGNOU Degrees/Diplomas/Certificates are recognized by all member Universities of Association of India 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 5th May, 2004, AIU Circular No. EV/11(449/94/176915-177115 dated January 14, 1994 & AICTE Circular No. AICTE/Academic/MOU-DEC/2005 dated May 13, 2005. (See Annexure-I, II & III)

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:

Alternatively complaints may be faxed on 29536588 or 29532312.

E-mail: ignouregistrar@hotmail.com

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

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

- | | | |
|----|-----------------------|-------------------|
| 1. | Director, SOCIS | (Tele: 2953 3426) |
| 2. | Registrar/OSD, SRD | (Tele: 2953 2741) |
| 3. | Registrar, SED | (Tele: 2953 5828) |
| 4. | Director, RSD | (Tele: 2953 2118) |
| 5. | Director, SSC | (Tele: 2953 5714) |
| 6. | CPRO | (Tele: 2953 2321) |
| 7. | Security Officer | (Tele: 2953 3237) |
| 8. | Deputy Registrar, SRD | (Tele: 2953 6215) |

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, the authority would expel him from the University.

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 recently established the Campus Placement Cell (CPC). The mission and endeavor of CPC is to enhance and facilitate the process of prospecting 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. They are further advised to visit our home page www.ignou.ac.in for regular updates on placement related activities.



UNIVERSITY GRANTS COMMISSION

Bahadur Shah Zafar Marg
New Delhi - 110002

Annexure-I

No.F.1-52/2000(CPP-II)

5th May, 2004

The Registrar,
Indira Gandhi National Open University
Maidan Garhi
New Delhi-110068

Sub: Recognition of Degrees awarded by Open Universities

Sir/Madam,

There are a number of open Universities in the country offering various degrees/diploma through the mode of non-formal education. The Open Universities have been established in the country by an Act of Parliament or State Legislature in accordance with the provisions contained in Section 2(f) of University Grants Commission Act, 1956. These universities are, therefore, empowered to award degrees in terms of Section 22(1) of the UGC Act, 1956.

A circular was earlier issued vide UGC letter N.F.1-8/92(CPP) dated February,1992 mentioning that the Certificate, 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.

Attention is further invited to UGC circular No.F1-25/93(CPP-II) dated 28th July, 1993 (copy enclosed) for recognition of degrees and diplomas as well as transfer of credit for courses successfully completed by students between the two types of Universities so that the mobility of students from Open University stream to traditional Universities is ensured without any difficulty.

The UGC has specified the nomenclature of degrees under Section 22(3) of the UGC Act, 1956 to ensure mandatory requirements viz. minimum essential academic inputs required for awarding such degrees. A copy of Gazette Notification regarding specification of degrees issued vide No.1-52/97(CPP-II) dated 31st January 2004 is enclosed. The details are also given in UGC website: www.ugc.ac.in

May, I therefore request you to treat the Degrees/Diploma/Certificates awarded by the Open Universities in conformity with the UGC notification on Specification of Degrees as equivalent to the corresponding awards of the traditional Universities in the country .

Yours faithfully,

Sd/-

(Dr. [Mrs.] Pankaj Mittal)

Joint Secretary

Encl : As above

Copy to :-

1. The Secretary, Government of India, Ministry of Human Resource Development, Department of Secondary Education and Higher Education, Shastri Bhavan, New Delhi-110001
2. The Secretary, All India Council for Technical Education, I.G. Sports Complex, Indraprastha Estate, New Delhi-2.
3. The Secretary, Association of Indian Universities (AIU), 16 Comrade Inderjit Gupta Marg (Kotla Marg), New Delhi-110002.
4. The Secretary, National Council for Teacher Education, I.G. Stadium, I.P. Estate, New Delhi-110002
5. The Secretary, Distance Education Council, IGNOU Campus, Maidan Garhi, New Delhi-110068
6. The Vice-chancellor Indira Gandhi National Open University, Maidan Garhi, New Delhi-110068
7. The Vice-chancellor Dr. B.R. Ambedkar Open University, Road No.46, Jubilee Hills, Hyderabad-500033 (Andhra Pradesh)
8. The Vice-chancellor Nalanda Open University, West Gandhi Maidan, Patna-800001 (Bihar)
9. The Vice-chancellor Dr. Babasaheb Ambedkar Open University, Shahibaug, Ahmedabad-380003 (Gujarat)
10. The Vice-chancellor Karnataka State Open University, Manasagangotri, Mysore-570006 (Karnataka)
11. The Vice-chancellor Yashwant Rao Chavan Maharashtra Open University, Nashik-422222 (Maharashtra)
12. The Vice-chancellor, Kota Open University (Vardhaman Mahaveer Open University), Kota-324010 (Rajasthan).
13. The Vice-chancellor, Netaji Subhash Open University, Kolkata-700020 (West Bengal)
14. The Vice-Chancellor, Madhya Pradesh Bhoj (Open) University, Bhopal-462016 (M.P.)

Sd/-

(V.K. Jaiswal)

INDIRA GANDHI NATIONAL OPEN UNIVERSITY

CODES AND ADDRESSES OF REGIONAL CENTERS AND RECOGNISED REGIONAL CENTRES

S.NO.	NAME OF RCS	CODE	ADDRESS	OPERATIONAL AREA
1.	AGARTALA	26	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE M.B.B. COLLEGE COMPOUND P.O. AGARTALA COLLEGE AGARTALA-799004 TRIPURA 0381-2516715 / 25162660381-2516714 rd_agartala@rediffmail.com rcagartala@ignou.ac.in	STATE OF TRIPURA
2.	AHMEDABAD	09	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE OPP. NIRMA INSTT OF TECHNOLOGY SARKHEJ-GANDHINAGAR HIGHWAY CHHARODI AHMEDABAD - 382481 GUJARAT 02717-242975 02717-241579 02717-241580 rcignouahd@yahoo.com; rcahmedbad@ignou.ac.in	STATE OF GUJARAT, UNION TERRITORY OF DAMAN, DIU, DADRA & NAGAR HAVELI
3.	AIZWAL	19	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE LAL BULAIA BUILDING M.G. ROADKHATLA (NEAR CENTRAL YMA OFF.) AIZWAL-796001 MIZORAM 0389-2311693, 0389-2311692, 0389-2311789 rd_aizwal@rediffmail.com; rcaizawl@ignou.ac.in	STATE OF MIZORAM
4.	ALIGARH	47	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 3/310 MARRIS ROAD ALIGARH-202001, UTTAR PRADESH 0571-2700120, 2701365 ignousrcaligarh@yahoo.com rcaligarh@ignou.ac.in	DISTRICT OF UTTAR PRADESH ETAH, KASGANJ, FIROZABAD, RAMPUR, ALIGARH, HATHRAS, BADAUN, AGRA BULANSAHAR, MORADABAD, MANPURI, ETAWAH, MATHURA & J P NAGAR
5.	BANGALORE	13	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NSSS KALYANA KENDRA 293, 39TH CROSS, 8TH BLOCK JAYANAGAR BANGALORE - 560 070 KARNATAKA 080-26654747 / 26657376080-26639711 080-26644848 ignourcblr@gmail.com rcbangalore@ignou.ac.in	STATE OF KARNATAKA EXCEPT THE DISTRICTS DHARWAD, BELGAM & UTTARA KARNATAKA
6.	BHOPAL	15	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SANCHI COMPLEX, 3RD FLOOR OPP. BOARD OF SECONDARY EDN. SHIVAJI NAGAR BHOPAL - 462 016, MADHYA PRADESH 0755-2578455, 0755-2578454 0755-2578452 0755-2578454 ignoubhopal@rediffmail.com ignou_bhopal@yahoo.com rcbhopal@ignou.ac.in	STATE OF MADHYA PRADESH EXCEPT FOR DISTRICTS MENTIONED UNDER REGIONAL CENTRE JABALPUR
7.	BHUBANESHWAR	21	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE C - 1, INSTITUTIONAL AREA BHUBANESHWAR - 751 013 ORISSA 0674-2301348/2301250/2301352 0674-2300349 rcbhubaneswar@ignou.ac.in	STATE OF ORISSA (EXCEPT THE DISTRICTS MENTIONED UNDER RC KORAPUT & GAJAPATI)

S.NO.	NAME OF RCS	CODE	ADDRESS	OPERATIONAL AREA
8.	CHANDIGARH	06	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SCO-208, Sector-14, Panchkula-134109 Haryana-0172-2590208 ignouch@gmail.com, rcchandigarh@ignou.ac.in	CHANDIGARH U.T., DISTRICT RUPNAGAR,PATIALA,MOHALI AND FATEHGARH SAHIB OF PUNJAB AND DISTRICT UNA OF HIMACHAL PRADESH OPERATED BY RC KHANNA
9.	CHENNAI	25	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE C.I.T. CAMPUS TARAMANI CHENNAI - 600 113 TAMILNADU 044-22541919 / 22542727044-22542121 044-22542828 rgnldirector@yahoo.in rcchennai@ignou.ac.in	STATE OF TAMIL NADU THE FOLLOWING DISTRICTS AND UNION TERRITORY OF PONDICHERRY, CHENNAI,KANCHIPURAM, VELLORE, CHENGAIIPAT,CUDDALORE, VILLUPPURAM,SALEM,NAMAKKAL, PERAMBALU & TIRUVALLORE
10.	COCHIN	14	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE KALOOR COCHIN - 682 017 KERALA 0484-2340203,2348189,230484-2533021 0484-2533021,23308910484-2340204 igrc14@vsnl.net rccochin@ignou.ac.in	STATE OF KERALA EXCLUDING DISTRICTS MENTIONED UNDER RC TRIVANDRUM
11.	DARBHANGA	46	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE LALIT NARAYAN MITHLA UNIV.CMPS KAMESHWARANAGAR,NEAR CENTRAL BANK DARBHANGA-846004 BIHAR 06272-253719 06272-251833 srcdarbhanga@yahoo.com antrpathi29@rediffmail.com rcdarbhanga@ignou.ac.in	STATE OF BIHAR COVERING DISTRICTS OF PASCHIM CHAMPARAN,GOPALGANJ, SIWAN,SARAN,PURBI CHAMPARAN, SHEOHAR, MUZAFFARPUR, VAISHALI, SITAMARHI,MADHUBANI, DARBHANGA, SAMASTIPUR, BEGUSARAI, SUPAUL, SAHARSA,KHAGARIA
12.	DEHRADUN	31	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NANOOR KHERA, TAPOVAN RAIPUR ROAD DEHRADUN - 248 001 UTTARANCHAL 0135-2789180 0135-2789205 0135-2789190 dimrianilk2002@yahoo.co.in rcdehradun@ignou.ac.in	STATE OF UTTARANCHAL, DISTRICTS OF SARANPUR, MUZAFFARNAGAR, BIJNOR, DEHRADUN, HARDWAR, UTTARKASHI, SRINAGAR, RUDRAPRAYAG, KOTDWAR, GOPESHWAR, BOAGESHWAR, PITHORGRAH, CHAMPAWAT, ALMORA, NANITAL, UDHAMSINGNAGAR & PURI
13.	DELHI 1	07	REGIONAL DIRECTOR(I/C) IGNOU REGIONAL CENTRE PLOT NO. J-2/1, BLOCK-B1 MOHAN COOPERATIVE INDUSTRIAL ESTATE, MATHURA ROAD, NEW DELHI 110 044 011-26990082, 26990083 Fax : 26990084 EMAIL: rcdelhi1@ignou.ac.in Website: www.ignourcdelhi1.ac.in	SOUTH DELHI, WEST DELHI, DISTRICT FARIDABAD OF HARYANA
14.	DELHI 2	29	REGIONAL DIRECTOR-2 IGNOU REGIONAL CENTRE-2 GANDHI SMRITI & DARSHAN SAMITI RAJGHAT, NEW DELHI - 110 002 011-23392375 / 23392376 / 23392377 011-23392374011-23392373 ignourd2@gmail.com rcdelhi2@ignou.ac.in	NORTH-EAST DELHI, EAST DELHI, NORTH DELHI & CENTRAL DELHI
15.	DELHI 3	38	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE F-634-636, Palam Extn, Ramphal Chowk, Near Sector-7, Dwarka, New Delhi-45 011-25088939, 25088944, 25088983 rcdelhi3@ignou.ac.in;	WEST DELHI AND DISTRICT OF GURGAUN OF HARYANA, OPERATED FROM RC DELHI -1

S.NO.	NAME OF RCS	CODE	ADDRESS	OPERATIONAL AREA
16.	GANGTOK	24	REGIONAL DIRECTOR (I/C) IGNOU REGIONAL CENTRE 31A, National Highway, 5th Mile, Below Manipal Hospital, Tadong Gangtok-737102 (Sikkim) 03592-270923, 270364, 212501 rd_gangtok@rediffmail.com rcgangtok@ignou.ac.in	STATE OF SIKKIM
17.	GUWAHATI	04	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE HOUSE NO 71,GMC ROAD CHRISTIAN BASTI GUWAHATI-781003, ASSAM 0361-2662879 grcignou@sancharnet.in rcguwahati@ignou.ac.in	STATE OF ASSAM
18.	HYDERABAD	01	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE PLOT NO 207,KAVURI HILLS PHASE II NEAR MADHAPUR POLICE STATION JUBILEE HILLS (P.O) HYDERABAD - 500 033 ANDHRA PRADESH 040-40266470,40266471,402266478 040-40266479 hyd2_ignourch@sancharnet.in rchyderabad@ignou.ac.in	STATE OF ANDHRA PRADESH EXCEPT DISTRICTS COVERED UNDER RC VIJAYAWADA
19.	IMPHAL	17	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE ASHA JINA COMPLEX NORTH, AOC IMPHAL – 795001 MANIPUR 0385- 2421190 ,24211910385-2421192 385-2421192 ignouimphal@rediffmail.com rcimphal@ignou.ac.inignouimp@man.nic.in	STATE OF MANIPUR
20.	ITANAGAR	03	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 'HORNHILL COMPLEX''C' SECTOR (NEAR CENTRAL SCH.) NAHARLAGUN ITANAGAR -791110 ARUNACHAL PRADESH 0360-2247536 / 22475380360-2247537 rd_itanagar@rediffmail.com ignou_itanagar@yahoo.com rd_itanagar@rediffmail.com	STATE OF ARUNACHAL PRADESH
21.	JABALPUR	41	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 2ND FLOOR, RAJSHEKHAR BHAVAN, RANI DURGAVATI VISHVAVIDYALAYA CAMPUS, PACHPEDHI, JABALPUR - 482001 MADHYA PRADESH 0761-2609269,65335690761-2600411 0761-2609919 ignoujabalpur@hotmail.com rcjabalpur@ignou.ac.in website:www.ignoujabalpur.in	STATE OF MP COVERING DISTRICTS OF JABALPUR, NARSIMHAPUR, CHHINDWARA, SEONI, BALAGHAT, MANDLA, DINDORI, SHAHDOL, UMARIA, KATNI, SIDHI, SINGRAULI & ANUPPUR
22.	JAIPUR	23	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 70/79,SECTOR-7 PATEL MARG, MANSAROVAR JAIPUR - 302 020 RAJASTHAN 0141-2785750 0141-2274292 0141-2784043 ignou-raj@.nic.in rcjaipur@ignou.ac.in	STATE OF RAJASTHAN

S.NO.	NAME OF RCS	CODE	ADDRESS	OPERATIONAL AREA
23.	JAMMU	12	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SPMR COLLEGE OF COMMERCE CANAL ROAD, JAMMU - 180 001 , JAMMU & KASHMIR 0191-25465290191-25795720191-2546995 jammurc12@rediffmail.com rcjammu@ignou.ac.in	STATE OF JAMMU & KASHMIR (JAMMU REGION)
24.	JORHAT (Camp Office)	37	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE HOUSE NO 71,GMC ROAD CHRISTIAN BASTI GUWAHATI-781003, ASSAM 0361-2662879	STATE OF ASSAM
25.	KARNAL	10	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE OLD GOVT. COLLEGE CAMPUS RAILWAY STATION ROAD, KARNAL - 132 001, HARYANA 0184-2271514 0184-22600750184-2255738 ignourck10@bsnl.in rckarnal@ignou.ac.in	STATE OF HARYANA (EXCEPT THE DISTRICTS OF PANCHKULA AND AMBALA)
26.	KHANNA	22	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE I.T.I. BUILDING BULEPUR (DISTRICT LUDHIANA) KHANNA – 141401 PUNJAB 01628- 229994/229993/237361/238284 ignoukhanna@yahoo.co.in rckhanna@ignou.ac.in	STATE OF PUNJAB (EXCEPT DISTRICTS RUPNAGAR,PATIALA,MOHALI AND FATEHGARH SAHIB)
27.	KOHIMA	20	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE Near Mount Hermon School Don Bosco Hr. Sec. School Road, kendouzoU, Kohima-797001 0370-2260366, 2260147, 2260216 rd_kohima@rediffmail.com rckohima@ignou.ac.in	STATE OF NAGALAND
28.	KOLKATA	28	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE BIKASH BHAWAN, 4TH FLOOR NORTH BLOCK, SALT LAKE, BIDHAN NAGAR KOLKATA - 700 091 WEST BENGAL 033-23349850 / 23592719/ 23589323 (RCL) 033-23347576 ignourd28@yahoo.com, rd28cal@rediffmail.com rckolkata@ignou.ac.in	STATE OF WEST BENGAL (EXCEPT THE DISTRICTS MENTIONED AGAINST RC SILIGURI)
29.	KORAPUT	44	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE DISTRICT AGRICULTURE OFFICE RD BEHIND PANCHAYAT BHAVAN KORAPUT – 764020 ORISSA 06852-252982 06852-251535 ignou_koraput@rediffmail.com rckoraput@ignou.ac.in	KORAPUT, NABARANGPUR, RAYAGADA, MALKANAGIRI, BALANGIR, SONEPUR, KALAHANDI, NUAPADA, BOUDH, PHULBANI (PART OF ORISSA) GAJAPATI, SRIKAKULAM (PART OF AP), DANTEWADA, BASTAR (PART OF CG)

S.NO.	NAME OF RCS	CODE	ADDRESS	OPERATIONAL AREA
30.	LUCKNOW	27	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE B-1/33, SECTOR - ALIGANJ LUCKNOW - 226 024 UTTAR PRADESH 0522-2745114,09417966540522-2762410 (RCL/ 2364453 0522-2364889 ignoulko@sancharnet.in rclucknow@ignou.ac.in	STATE OF UTTAR PRADESH (EXCEPT THE DISTRICTS UNDER RC VARANASI,RC ALIGARH AND RC NOIDA)
31.	MADURAI	43	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE CSI INSTITUTIONAL CAMPUS TPK ROAD (NH -7) PAUMAALAI MADURAI - 625004 TAMIL NADU 0452-2380733,2380387, 0452-2370588 ignoumadurai@yahoo.co.in, rcmadurai@ignou.ac.in	FOLLOWING DISTRICTS OF TAMIL NADU COIMBATORE, NILGIRIS, ERODE, KARUR, THANJAVUR, MADURAI, DINDIGUL, TENI, VIRUDUNAGAR, RAMANATHAPURAM, SIVAGANGA, PUDUKKUTTAI, THIRUPPUR TIRUNELVELI, TUTICORIN & TRICHI
32.	MUMBAI	34	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE OM LEVA VIKAS NIKETAN, NANEPADA ROAD, MULUND (E) MUMBAI - 400081 MAHARASHTRA 022-25633159 ignourcmumbai@gmail.com rcmumbai@ignou.ac.in	FOUR DISTRICTS OF MAHARASHTRA : MUMBAI,THANE,RAIGARH AND RATNAGIRI.
33.	NAGPUR	36	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE Gyan Vatika, 14, Hindustan Colony, AMARAVATI ROAD, NAGPUR 440033 MAHARASHTRA 0712-2022000, 09657866936 (MOB) rcnagpur@ignou.ac.in	STATE OF MAHARASHTRA COVERING DISTRICTS AMRAVATI, BULDHANA, AKOLA WASHIM, HINGOLI, PARBHANI, NANDED, YAVATMAL ,WARDHA, CHANDRAPUR, NAGPUR, BHANDARA, GONDIA, GADCHIROLI (14 DISTRICTS)
34.	NOIDA (Camp Office)	39	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE rcnoida@ignou.ac.in GANDHI SMRITI & DARSHAN SAMITI RAJGHAT, NEW DELHI - 110 002 011-23392375 / 23392376 / 23392377 011-23392374011-23392373 ignourd2@gmail.com rcdelhi2@ignou.ac.in	NOIDA, GREATER NOIDA, GHAZIABAD, G.B.NAGAR, MEERUT & BAGPAT OF UTTAR PRADESH OPERATED FROM RC DELHI 2 NORTH-EAST DELHI, EAST DELHI, NORTH DELHI & CENTRAL DELHI
35.	PANAJI	08	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE BEHIND CHODANKAR HOSPITAL, NEAR P&T STAFF QUARTERS OF MAPUSA- PANAJI ROAD, POVORIM -403521 GOA 0-9444024242 MOB0832-2462315 msparthasarathy@yahoo.com	STATE OF GOA & THREE ADJOINING DISTRICTS OF KARNATAKA i.e DHARWARD, BELGAUM, UTTARA KANNAD & SINDHUDURG (DISTRICTS OF MAHARASHTRA)
36.	PATNA	05	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 2ND FLOOR, BISCOMAUN TOWER WEST GANDHI MAIDAN, PATNA - 800 001 BIHAR 0612-2221538/ 22215410612-2221539 rcpatna@gmail.com, rc05patna@gmail.com ignourcpatna@gmail.com	STATE OF BIHAR EXCEPT FOR THE DISTRICTS UNDER JURISDICTION OF RC-DARBHANGA

S.NO.	NAME OF RCS	CODE	ADDRESS	OPERATIONAL AREA
37.	PORT BLAIR	02	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE JNRM CAMPUS, PORT BLAIR-744104 ANDAMAN & NICOBAR ISLANDS 03192-242888,230111 rc_portblair@rediffmail.com rcportblair@ignou.ac.in	ANDAMAN & NICOBAR ISLANDS
38.	PUNE	16	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 1ST FLOOR, MSFC BUILDING 270, SENAPATI BAPAT ROAD, PUNE - 411 016 MAHARASHTRA 020-256671867 020-25671864 ignourcpune42@vsnl.net rcpune@ignou.ac.in	STATE OF MAHARASHTRA NANDURBAR DHULE, JALGAON, AURANGABAD, NASIK, JALNA, AHMADNAGAR ,BID, PUNE, OSMANABAD, SOLAPUR, SANGLI, SATARA & KOLHAPUR (14 DISTRICTS)
39.	RAIPUR	35	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE REST HOUSE & E.M. OFFICE HALL SECTOR – 1, SHANKAR NAGAR RAIPUR – 492007 CHATTISGARH 0771-2428285 / 5056508 0771-2445839 0771-2445839 rrcignou@cg.nic.in, rcraipur@ignou.ac.in	STATE OF CHHATTISGARH EXCEPT DISTRICTS OF DANTEWADA & BASTAR
40.	RAJKOT	42	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SAURASHTRA UNIVERSITY CAMPUS RAJKOT – 360005 GUJARAT 0281-2572988 subrcrajkot@yahoo.co.in rcrajkot@ignou.ac.in website:www.ignourajkot.org	STATE OF GUJRAT COVERING THE DISTRICTS OF RAJKOT,KACHCHH, JAMNAGAR, PORBANDER, JUNAGADH, AMRELI, BHAVNAGAR, SURENDRANAGAR & DIN
41.	RANCHI	32	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 457/A, ASHOK NAGAR, RANCHI – 834022 JHARKHAND 0651-2244688,2244699 0651-22446770651-2244400 ignouranchi@yahoo.com rdranchi@ignou.ac.in	STATE OF JHARKHAND
42.	SHILLONG	18	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SUNNY LODGE NONGTHYMMAI NON SHILLIANG SHILLONG - 793 003 MEGHALAYA 0364-2521117 0364-2521271 0364-2521271 ignou18@sancharnet.in rd_shillong@rediffmail.com	STATE OF MEGHALAYA
43.	SHIMLA	11	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE CHAUHAN NIWAS BUILDING,KHALINI SHIMLA - 171 002 HIMACHAL PRADESH 0177-2624613,2624611,2625843/ 2624612 0177-2624611 sml_ignoures@sancharnet.in dbnegi@gmail.com rcshimla@ignou.ac.in	STATE OF HIMACHAL PRADESH (EXCEPT DISTIRT UNA)

S.NO.	NAME OF RCS	CODE	ADDRESS	OPERATIONAL AREA
44.	SILIGURI	45	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NETAJI MORE SUBHAS PALLY SILIGURI – 734001 WEST BENGAL 0353-2526818 0353-2526819 ignourcsiliguri@yahoo.com rcsiliguri@ignou.ac.in	STATE OF WEST BENGAL COVERING DISTRICTS OF JALPAIGURI, DARJILING, KOCHBIHAR, UTTAR DINAJPUR, DAKSHIN, DINAJPUR, MALDAH (PART OF WB)
45.	SRINAGAR	30	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE MANTOO HOUSE, RAJ BAGH NEAR MASJID AL-FAROOQ, SRI NAGAR - 190 008 JAMMU & KASHMIR 0194-2311251 0194-2311258 0194-2311259 ignousgr@hotmail.com rcsrinagar@ignou.ac.in	STATE OF JAMMU & KASHMIR (SRINAGAR & LADAKH REGION)
46.	TRIVANDRUM	40	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE MEPRAM MANSION, CHEKKALAMUKKU SREEKARIYAM, TRIVANDRUM -695017 KERALA 0944750581 (MOB) ignourctrivandrum@gmail.com rctrivandrum@ignou.ac.in	KANYAKUMARI, DISTRICT OF TAMIL NADU & THIRUVANANTHAPURAM, KOLLAM & PATHANAMTHITTA (DISTRICTS OF KERALA)
47.	VARANASI	48	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE GANDHI BHAWAN, B.H.U. CAMPUS VARANASI-221005 UTTAR PRADESH 0542-2368022,23686220522-2364893 0542-2317383 ignousrc.vns@gmail.com rcvaranasi@ignou.ac.in	DISTRICTS OF AMBEDKAR NAGAR, SANTKABIRNAGAR, MAHARAJGANJ, JAUNPUR, BALLIA, AZAMGARH, GORAKHPUR, DEORIA, KUSHINAGAR, SANT RAVIDAS NAGAR, MIRZAPUR, VARANASI, GHAZIPUR, MAUNATHBHANJAN, CHANDAUL, SONBHADRA
48.	VIJAYAWADA	33	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 1ST FLOOR, SKPVV, HINDU HIGH SCHOOL KOTHAPETHA, VIJAYWADA 520 001 ANDHRA PRADESH 0866-256595 0866-2565253 0866-2565353 ignourcvijaywada@gmail.com rcvijaywada@ignou.ac.in	STATE OF ANDHRA PRADESH COVERING THE DISTRICTS OF VIZAINAGARAM, VISAKHAPATNAM, EAST GODAVARI, WEST GODAVARIKHAMMAM, KRISHNA, GUNTUR, PRAKASHAM, NELLOR, SRIKAKULAM & CHITTOOR
49.	RAGHUNATHGANJ	50	DR RAJA RAO REGIONAL DIRECTOR IGNOU REGIONAL CENTRE AMIYABALA BHAWAN VILL SANYASIDANGA PO BARALA PS RAGHUNTHGANJ DIST MURSHIDABAD, WEST BENGAL 09434731514, 05222364889 SRAJARAO@IGNOU.AC.IN	DISTRICT MURSHIDABAD, MALDA AND BIRBHUM

ARMY RECOGNIZED REGIONAL CENTRE

S.NO.	NAME OF RCS	CODE	ADDRESS	OPERATIONAL AREA
1	KOLKATA	51	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG. CENTRE COL. EDUCATION FORT WILLIAM HQ EASTERN COMMAND, KOLKATA - 700021 WEST BENGAL 033-22222668 rc51army_ec@yahoo.co.in	EASTERN COMMAND AREA
2	CHANDIMANDIR	52	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG. CENTRE COL. EDUCATION HQ WESTERN COMMAND CHANDIMANDIR-134107 HARYANA 0172-2589423 (CIVIL)0712-2589423 iaeprc52@rediffmail.com	WESTERN COMMAND AREA
3	LUCKNOW	53	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG. CENTRE BRIG-(EDN)IAEP, HQ CENTRAL COMMAND LUCKNOW - 226002 UTTAR PRADESH 0522-2482968/2292670 iaeprc53@yahoo.co.in	CENTRAL COMMAND AREA
4	PUNE	54	COL ARUN SARIN REGIONAL DIRECTOR IGNOU ARMY RECOG. REG. CENTRE COL. EDUCATION HQ, SOUTHERN COMMAND C/O 56 APO 020-26102668020-26102670	SOUTHERN COMMAND AREA
5	UDHAMPUR	55	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG. CENTRE COL. EDUCATION, UTTAR KAMAN MUKHYALAYA C/O 56APO, HQ NORTHERN COMMAND, UDHAMPUR, JAMMU & KASHMIR 01992-242486	NORTHERN COMMAND AREA
6	JAIPUR	56	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG. CENTRE EDUCATION BRANCH, JAIPUR, RAJASTHAN 0141-2386 ETN 2668	SOUTH WESTERN COMMAND

NAVY RECOGNIZED REGIONAL CENTRES

S.NO.	NAME OF RCS	CODE	ADDRESS	OPERATIONAL AREA
1	NEW DELHI	71	REGIONAL DIRECTOR (I/C) IGNOU NAVY RECOG. REG. CENTRE DIRECTORATE OF NAVAL EDUCATION INTEGRATED HQS.MINISTRY OF DEF WEST BLOCK.5,IIND FLR,WING-II, RK PURAM, NEW DELHI - 110066 DELHI 011-26194686 ,26185299011-26105067 inepdelhi@rediffmail.com	NAVAL HQS
2	MUMBAI	72	REGIONAL DIRECTOR IGNOU NAVY RECOG. REG. CENTRE HQ. WESTERN NAVAL COMMAND SHAHID BHAGAT SINGH MARG MUMBAI - 400023 MAHARASHTRA 022-22688245022-22665458 inepm@rediffmail.com	HQ WESTERN NAVAL COMMAND
3	VISAKHAPATNAM	73	REGIONAL DIRECTOR IGNOU NAVY RECOG. REG. CENTRE HQ EASTERN NAVAL COMMAND VISAKHAPATNAM - 530014 ANDHRA PRADESH 0891-28122840891-2515834 inepu@hotmail.com	HQ EASTERN NAVAL COMMAND
4	KOCHI	74	REGIONAL DIRECTOR IGNOU NAVY RECOG. REG. CENTRE NAVAL BASE HQ, SOUTHERN NAVAL COMMAND, KOCHI - 682004 KERALA 0484-2662515,266221026610070484-2666194 inepk@rediffmail.com	HQ SOUTHERN NAVAL COMMAND

ASSAM-RIFLES RECOGNIZED REGIONAL CENTRES

S.NO.	NAME OF RCS	CODE	ADDRESS	OPERATIONAL AREA
1	SHILLONG	81	REGIONAL DIRECTOR IGNOU ASSAM RIFLES RECOG. R.C. DIRECTORATE GENERAL ASSAM RIFLES (DGAR) LAITUMUKHRAH, SHILLONG - 11 MEGHALAYA 0364-705530/ 7055640364-705564 hqdgar@hotmail.com	COMMAND AREA

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 concerned the student shall be given liberty to explain and if his/her explanation is not found satisfactory, the authority would expel him/her from the University.

LIST OF FORMS FOR STUDENTS

ENQUIRIES ABOUT B.A. & M.A. PSYCHOLOGY DEGREE PROGRAMMES

Pre-admission Enquiry

If you have any queries on academic aspects of the programme please contact the coordinator of the programme as indicated below on the address of the university.

For further information, contact:
Professor Vimala Veeraraghavan
Emeritus Professor, Psychology, SOSS,
PPC Block, Block 11, Room No.5
IGNOU
Maidan Garhi , New Delhi – 110068
Telephone: 011-29572102; 29535065
Email: vveera2000@gmail.com

Annexure - VI

(Challan Form)

INDIRA GANDHI NATIONAL OPEN UNIVERSITY

(For credit to the account of Indira Gandhi National Open University, New Delhi)

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Programme Code

(To be filled in by the Candidate)

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Region Code

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

Bank & Branch Code

(To be filled by the Bank)

--	--	--

Computerised No.

Programme Name

Year :

Session: (January/July)

Semester :

Enrollment No. (if already allotted)

Programme Fee

Rs. _____

Late Fee

Rs. _____

Any other Fee

Rs. _____

Service Charges

Rs. _____

Total

Rs. _____

Amount in words (_____)

Name and Address of the Student

(City)

(State)

(Pin Code)

Signature of Guardian/Student

Seal of the Bank

Instructions to the Depositor

1. Two copies will be returned to the depositor out of which copy marked as "University's Copy" should be submitted to the Regional Centre along with Admission Application Form.

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 by 15th July (without late fee) and 15th August (with late fee of Rs. 200) for July session 2010. For January 2011 session, by 31st October (without late fee) and by 30th November (with late fee Rs. 200).

GUIDELINES FOR FILLING THE APPLICATION FORM

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

1. For Programme Code, B.A. (Psychology) BAPC. M.A. (Psychology) MAPC.
2. Leave it blank. University will allot the Enrolment No.
3. Code of Regional Centres and Recognised Regional Centres are given at Pages 114 to 121. You have to write the code of that Regional Centre which your Study Centre falls. List of Study Centres is attached with it.
4. For Study Centre Code refer to Supplement to Common Prospectus.
5. For State Code, refer page no. 122.
6. (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.
7. Please follow the rule of Date/Month/Year e.g. 5th June 1976 should be written as

B	2	0	6	0	6	7	6
---	---	---	---	---	---	---	---

8. Write the relevant code in the appropriate Box. For example, if you are male, put (A1) in box
9. 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						
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	--	--	--	--	--	--

10. Please write your Father's/Husband's/Mother's name. If the name is KEDAR NATH HASIZA, then write it as follows :

K	E	D	A	R	N	A	T	H	H	A	S	I	Z	A								
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	--	--	--	--	--	--	--	--

12. (a)

For B.A. (Psychology)

Year 1 (Compulsory papers only)

Foundation Courses 16 credits

BPC 001	4 credits
BPC 002	4 credits
BPC 003	4 credits
BPC 004	4 credits

Year 2 (Compulsory Papers)

Foundation Courses 8 credits

BPC 005	4 credits
BPC 006	4 credits
BPCL 007	4 credits
BPCL 008	4 credits

Electives: You have to choose one course from Group 1 of 4 credits and one course from Group 2 of 4 credits.

Group 1: BPCE 011, BPCE 012, BPCE 013, BPCE 014, BPCE 015, BPCE 016, BPCE 017

Group 2: BPCE 018, BPCE 019, BPCE 020, BPCE 021

For M.A. (Psychology)

Year 1 (Compulsory Courses)

MPC 001	4 credits
MPC 002	4 credits
MPC 003	4 credits
MPC 004	4 credits
MPC 005	4 credits
MPC 006	4 credits
MPC 007	8 credits

Year 2

Electives: From amongst three groups, 1 group should be chosen

Group A: MPCE 011, MPCE 012, MPCE 013, MPCE 014, MPCE 015, MPCE 016

Group B: MPCE 021, MPCE 022, MPCE 023, MPCE 024, MPCE 025, MPCE 026

Group C: MPCE 031, MPCE 032, MPCE 033, MPCE 034, MPCE 035, MPCE 036

25. For fee details, refer to pages 4 to 18 of this Prospectus and make a draft in favour of IGNOU payable at the city where your Regional Centre is situated, and fill the relevant columns. For BScN (PostBasic) PGDHHM, PGDGM, PGDMCH, DNA, CCENAM, M.Sc. (MACs), M.A. (Edu), only Registration Fee (Rs.100) is to be paid. The candidates of PGDCC will also pay registration fee of Rs. 500. The Programme Fee will be collected from the candidates on their selection.
26. The Programme fee can also be remitted in cash in the branches of Indian Bank, IDBI Bank. The list of branches which are authorised for fee collection are given in Annex-V. For this, Rs.5 (Rupees Five only) is chargeable from the students per single transaction in cash while depositing the fees with the Indian Bank or IDBI Bank.
27. 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. 104. See section 6.19.
28. 29&30. Write down your landline Telephone No., Mobile No. E-mail Address if any.

CHECKLIST

Before sending the filled in form to concerned Regional Centre, please check whether you have :

- (a) Affixed your Photograph.
- (b) Enclosed the following attested certificates,
 - i) Certificates in support of your educational qualification(s). If you are applying for BCA/MCA and have studied Mathematics at 10+2 level, attach marks sheet as proof.
 - ii) Experience certificate wherever required.
 - iii) Category certificate for SC/ST/PH/OBC (non-creamy layer) Minority candidates.
 - iv) Age certificate wherever required.
 - v) Student Card duly filled in along with photograph.
 - vi) Acknowledgement Card duly affixed with the postage stamp for Rs 6.
- (c) Attach a Pay Order/Demand Draft in favour of IGNOU payable at the city where the Regional Centre is located for the Programme Fee/Fee for the first year/Semester and write your name, programme code and application No. on the reverse of the Demand Draft, Challan Form issued by bank (in case of fee deposited through cash challan at Indian Bank/IDBI Bank only).
- d) In case of below poverty line students, documentary proof (photocopy of BPL ration card) is to be attached separately

Category Certificate (I)

(i) SC/ST Candidates

This is to certify that Mr./Ms./Mrs. _____ son/daughter/wife
of Shri _____ of Village _____ Town
_____ Distt. _____ State/U.T. _____ belongs to
_____ Caste which is recognised as Scheduled Caste/Scheduled Tribe under the Constitution
(Scheduled Caste Part C States) Order 1951 read with the SC/ST list (Modification Order,1956)
Mr./Ms./Mrs. _____ and his/her family reside in
Village/Town _____ District _____ State U.T. _____

(Signature of Tehsildar/Commissioner/District Magistrate)

Signature : _____

Seal/Samp

Place : _____

Date : _____



Category Certificate (II)

(ii) OBC candidates (only non-creamy layer)

This is to certify that Mr./Ms./Mrs. _____ son/daughter/wife
of Shri _____ of Village _____ Town
_____ Distt. _____ State/U.T. _____ belongs to
_____ Caste who are eligible for availing the benefits as per central list of 5 to
13 Cs/OBC as per Resolution No. 12011/68/93-DCC(C) of Ministry of Social Justice & improvement as modified from time to
time by that Ministry based on the advice of the National Commission for Backward Classes. (NCBC).
Mr./Ms./Mrs _____ and his/her family reside in
Village/Town _____ District _____ State U.T. _____

(Signature of Tehsildar/Commissioner/District Magistrate)

Signature : _____

Seal/Stamp

Place : _____

Date : _____



Annexure I

AFFIDAVIT BY THE STUDENT

I, _____ (full name of the student with admission/registration/enrolment number) s/o d/o Mr./Mrs./Ms. _____ having been admitted to _____ (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understand the provisions contained in the said Regulations.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that
 - a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of deponent

Name :

Address :

Telephone/Mobile No.:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (place) this the _____ (day) of _____ (month), _____ (year).

Signature of deponent

Solemnly affirmed and signed in my presence on this the _____ (day) of _____ (month), _____ (year) after reading the contents of this affidavit.

OATH COMMISSIONER

ANNEXURE II

AFFIDAVIT BY PARENT/GUARDIAN

I, Mr./Mrs./Ms. _____ (full name of parent/guardian/father/mother/guardian of, _____ (full name of student with admission/registration/enrolment number), having been admitted to _____ (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understand the provisions contained in the said Regulations.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that
 - a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting, or being part of a conspiracy to promote, ragging and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of deponent

Name :

Address :

Telephone/Mobile No. :

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (place) this the _____ (day) of _____ (month), _____ (year).

Signature of deponent

Solemnly affirmed and signed in my presence on this the _____ (day) of _____ (month), _____ (year) after reading the contents of this affidavit.

OATH COMMISSIONER

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). 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:

Apex Committee Against Sexual Harassment (ACASH)

Prof. Parvin Sinclair Chairperson & PVC	psinclair@ignou.ac.in
Ms. Neena Jain EMPC	neenajain@ignou.ac.in

Regional Services Division Committee against Sexual Harassment (RSDCASH)

Dr. Neeta Kapai Chairperson & Dy. Director, Campus Placement Cell	nkapai@ignou.ac.in
Dr. C. K. Ghosh Director, SSC	ckghosh@ignou.ac.in
Ms. Kailash Saluja AR, SOL	kailashsaluja@ignou.ac.in
Ms. Surekha AR, Library	sur.mittimani@gmail.com

IGNOU Committee against Sexual Harassment (ICASH)

Prof. Rita Rani Paliwal Chairperson & Prof. of Hindi, SOH	rrpaliwal@hotmail.com
Dr. Silima Nanda Director, ID	snanda@ignou.ac.in
Dr. Himadri Roy Reader, SOGDS	himadriroy@ignou.ac.in
Dr. Malti Mathur Reader, SOH	malatiroy@ignou.ac.in
Ms. Vidya Sonal DR. Admin Div.	vsonal@ignou.ac.in
Mr. K. K. Kutty DR. SED	kkkutty@ignou.ac.in
Ms. Bharti Kharbanda SO, SOCIS	bhartikharbanda@ignou.ac.in
Ms. Sadhna Malhotra AR, IGNOU	sadhnamalhotra@ignou.ac.in
Ms. Kanika Singh RTA, SOCE	kanikasingh@ignou.ac.in

7 SOME USEFUL FORMS

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

1. Assignment Remittance-Cum-Acknowledgment Form; Change/Correction of Address/Study Centre
2. Application for credit transfer
3. Form for re-evaluation of answer scripts
4. Migration certificate form
5. Form for issue of duplicate degree/diploma/certificate
6. Requisition for fresh set of assignments
7. Term-end examination form
8. Form for improvement in division/class
9. Form for provisional certificate
10. Form for duplicate grade card/marksheet
11. Intimation of non-receipt of study material/assignments
12. Course registration form for BPC & MPC (IInd year)
13. Change of Medium/Courses
14. Student satisfactory survey form

Enrolment No.:	<input type="text"/>	Programme :	<input type="text"/>
Name :	<input type="text"/>	Medium :	<input type="text"/>
Course Code :	<input type="text"/>	For Office Use Only	
S.No.	Assignment No.	Sr. No. :	<input type="text"/>
		Date of Receipt :	<input type="text"/>
		Name of Evaluator :	<input type="text"/>
		Date of despatch to the Evaluator :	<input type="text"/>
		Date of receipt from Evaluator :	<input type="text"/>
Sig. of dealing Accountant			
Date :			

INDIRA GANDHI NATIONAL OPEN UNIVERSITY ASSIGNMENTS REMITTANCE-CUM-ACKNOWLEDGEMENT FORM			
Enrolment No. :	<input type="text"/>	Programme :	<input type="text"/>
Name :	<input type="text"/>	Medium :	<input type="text"/>
Course Code :	<input type="text"/>	S. No. Assignment No.	
			<input type="text"/>
			<input type="text"/>
			<input type="text"/>
			<input type="text"/>
Signature of the Student		Sr. No. :	<input type="text"/>
Date :		Signature of the receiver	<input type="text"/>
		Date :	<input type="text"/>
		Seal	<input type="text"/>

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

CHANGE/CORRECTION OF ADDRESS AND STUDY CENTRE

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

Programme of Study	<input type="text"/>	Date Change effective from	<input type="text"/>
Enrolment Number	<input type="text"/>	Programme Code	<input type="text"/>
Name	<input type="text"/>	Existing Study Centre Code	
New or Corrected Address including Pin	<input type="text"/>		
New Study Centre Code	<input type="text"/>		
Choice for Medium of Study	<input type="text"/>		
Date of Change	<input type="text"/>		
For change/correction of address and or change of study centre the form should be mailed to the Director of your concerned Regional Centre.			
Town	<input type="text"/>	Pin	<input type="text"/>
State	<input type="text"/>	New Study Centre Code	
State Code	<input type="text"/>	<input type="text"/>	
Signature :	<input type="text"/>	Date :	<input type="text"/>
(See Code List 2 of Guide to Applicant)			

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

INSTRUCTIONS FOR SUBMISSION FOR APPLICATION FOR CREDIT TRANSFER

1. Read the instructions given in your Programme Guide carefully.
2. For B.A. (Psy) M.A. (Psy) Credit Transfer is allowed only for foundation courses and language age courses.
3. Enclose the attested copies of the following alongwith the form :
 - Marks lists issued by the accredited Institute/University.
 - Syllabus of accredited Institute/University.
 - Prospecuts issued by the accredited Institute/University.
4. Pay the credit transfer fee at the rate of Rs. 100/- per course or part thereof through a crossed Demand Draft in favour of 'India Gandhi National Open University' payable at New Delhi.
5. Submit the filled in Credit Transfer Form to the following address:

Registrar (SR Division)
Indira Gandhi National Open University
Maidan Garhi
New Delhi-110068



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Student Evaluation Division

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

1. Name:.....

2. Programme: Enrolment No.

3. Address:
.....

PIN:

4. Month and Year of the Exam:.....

5. Examination Centre Code :

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

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

8. Fee Details:

(The fee for Re-evaluation of answer script is Rs. 500/- per course, which is to be paid through demand draft drawn in favour of 'IGNOU' & payable at the City of Evaluation Centre)

No. of Course(s)X Rs. 500/- = Total Amount :.....

Demand Draft No. Date

Issuing Bank

Date:

Signature of the student

RULES & REGULATIONS FOR RE-EVALUATION OF ANSWER SCRIPTS

1. The request for re-evaluation by the student must be made before 31st March for December TEE and 30th September for June TEE or within one month of declaration of results, whichever is later.
2. The date of declaration of result will be calculated from the date on which the result are placed on the IGNOU website.
3. After re-evaluation, the better of the two scores of original marks/grade and marks/grade after re-evaluation will be considered.
4. The revised marks/grade after re-evaluation shall be communicated to the student on receipt of re-evaluation result and result of re-evaluation will also be made available on the IGNOU website at www.ignou.ac.in. The minimum time required for re-evaluation shall be 30 days from the date of receipt of application.
5. Re-evaluation is permissible in TEE only and not in the Project Dissertation Practicals/Lab courses, Workshops, Assignments & Seminar etc.
6. On the top of the envelope containing the prescribed application form. 'Please mention **APPLICATION FORM FOR RE-EVALUATION OF ANSWER SCRIPTS**'
7. Application form must reach within the prescribed dates at the following address:-

Sl.No.	Address of Evaluation Centre	Jurisdiction of Evaluation Centre
1.	Dy. Registrar Evaluation Centre Block-5, IGNOU Maidan Garhi New Delhi-110068	All Examination Centres within Delhi, Faridabad, Gurgaon, Noida and Ghaziabad
2.	Dy. Registrar Evaluation Centre and Periyar Thidal No.50, EVK Sampath Road Vepery, Chennai -600 007	All Examination Centres in Andhra Pradesh, Kerala, Karnataka, Tamil Nadu (area under Madurai RC), Maharashtra (area under Pune RC), Andaman & Nicobar Islands
3.	Dy. Registrar Evaluation Centre IGNOU Regional Centre 2nd Floor, Biscomaun Tower, W. Gandhi Maidan, Patna-800001	All Examination Centres in Orissa, West Bengal, Jharkhand, Chhattisgarh , Uttar Pradesh area under the jurisdiction of Lucknow RC), Bihar (area under Darbhanga RC)
4.	Dy. Registrar Evaluation Centre IGNOU Regional Centre B-1/33, Sector-H, Aliganj Lucknow-226 024	All Examination Centres in Himachal Pradesh, Uttaranchal, J&K, Uttar Pradesh (areas under Varanasi & Aligarh RCs) Chandigarh, Haryana, Punjab, Bihar (areas under Patna RC) Assam
5.	Dy. Registrar Evaluation Centre IGNOU Regional Centre 1st Floor, MSFC Building 270, Senapati Bapat Road Pune-410 016	All Examination Centres in Gujarat, Madhya Pradesh, Mumbai, Maharashtra (areas under Mumbai and Nagpur RCs) Rajasthan, Tamil Nadu (area under Chennai RC), Goa
6.	Dy. Registrar Evaluation Centre IGNOU Regional Centre H/No.71,GMC Road, Christian Basti, Guwahati -78 605	All Examination Centres in Tripura, Nagaland, Mizoram, Sikkim, Manipur, Arunachal Pradesh, Meghalaya



INDIRA GANDHI NATIONAL OPEN UNIVERSITY

(To be submitted at the concerned Regional Director)

APPLICATION FORM FOR ISSUE OF MIGRATION CERTIFICATE

1. Name
2. Father's Name
3. Address Pin
4. Particulars of last examination

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

5. Name of the Regional centre and study Centre at which the Candidate is studying

6. Name of the University of which the candidate wants to migrate

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

1. I hereby declare that the information provided is correct to the best of my knowledge and I have paid all the fee due to the University.
2. I have not taken any migration certificate from the University before this.
3. I further certify that I have not enrolled with any other University/Institution after passing out from IGNOU up to this date.
4. In the event of any of the above information being found incorrect, the Certificate shall be liable for cancellation by the University.

Signature of the Applicant

(To be filled in by the Admissions Division)

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

Date..... Dealing Assistant..... Section Officer.....

INSTRUCTIONS

1. A fee of Rs. 300/- should be remitted by way of a Demand Draft drawn in favour of IGNOU and payable at New Delhi.
2. At the time of submission of the application for issue Migration Certificate the applicant should attach xerox copy of consolidated Statement of Marks of Provisional Certificate issued by this University (duly attested) for verification.
3. Duplicate Migration Certificate can be issue on payment of Rs. 300/- only in case the same has been lost, destroyed or mutilated on submission of an Affidavit drawn up on a non-judicial stamp paper of the value of Rs. 10/- to be sworn before a Magistrate on the following format.

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



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
MAIDAN GARHI, NEW DELHI - 110068
FORM OF APPLICATION FOR ISSUE OF A DUPLICATE COPY OF
UNIVERSITY DIPLOMA/DEGREE/CERTIFICATE
Note: For Instructions, please see reverse.

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

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

The prescribed fee of Rs. 500.00 is submitted herewith.

The required particulars are given below:

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

Father's Name (in Block Letters): _____

Programme: Enrolment Number:

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

Result: _____ Grade/Division _____

Name of the Study Centre : _____

Name of the Regional Centre : _____

& other particulars : _____

Full Permanent Address of student : _____

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

Yours faithfully,

Signature of the Student

Postal Address

Date: _____

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

Signature of Regional Director
With Stamp

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

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

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

I _____ Son/Daughter of Shri _____
resident of _____

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

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

Deponent

Signature _____

Address _____

Verification

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

Deponent

SWORN BEFORE ME

Signature _____

Designation _____

Office Seal _____



**Indira Gandhi National Open University
New Delhi**

REQUISITION FOR FRESH SET OF ASSIGNMENTS

Programme of Study

Enrolment Number

Study Centre Code

Write in BLOCK CAPITAL LETTERS only.

Name Shri/Smt./Km.....

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

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

Reasons for request for fresh set of assignments

(Please Tick (✓) whichever is applicable)

1. Assignments nor received at all earlier.
2. Assignments were received after the due dates prescribed for their submission.
3. Assignments submitted but could not secure minimum qualifying score.
4. Assignments responses submitted after due dates were rejected by the Study Centre.
5. Assignments responses submitted after due dates were rejected by the Study Centre.
6. Failed to secure over-all qualifying grade in course(s) mentioned above and wish to improve over-all qualifying grade only by attempting one assignments.

Name and Address

 Pin

Signature
 Date

For Official Use Only :

Date of Despatch of Assignments to the student

INSTRUCTIONS FOR DOING ASSIGNMENTS

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

Please mail this form to :

The Assistant Registrar (Depatch) (MPDD)
Indira Gandhi National Open University
Maidan Garhi
New Delhi-110 068

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 BSWE-001/BSWL-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.



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

APPLICATION FORM FOR IMPROVEMENT IN DIVISION/CLASS

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

Prescribed dates for submission of form:- 1st to 30th April for June Term-end Exam.
1st to 31st October for December Term-end Exam.

1. Name : _____

2. Programme: Enrolment No:

3.

Address:
.....
..... Pin

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

Total marks/Overall point grade obtained	Percentage obtained
.....

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

Course(s), in which improvement is sought:	COURSE CODE	COURSE CODE
	1.	4.
	2.	5.
	3.	

6. Fee details:-

(The fee for Improvement in Division is Rs. 500/- per course, which is to be paid through demand draft drawn in favour of 'IGNOU' & payable at 'New Delhi')

No. of Course(s) X Rs. 500/- = Total Amount

Demand Draft No. Date

Issuing Bank

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

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

Exam. Centre Code: City/Town:

UNDERTAKING

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

Date:

Signature.....

Place:

Name:.....

RULES & REGULATION FOR IMPROVEMENT IN DIVISION/ CLASS

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

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



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
SED
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)
IGNOU
Maidan Garhi,
New Delhi-110 068

Date.....

.....
Signature



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

APPLICATION FORM FOR OBTAINING DUPLICATE GRADE CARD/MARKSHEET

Name

Enrolment No.

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

Address

.....
.....
.....
.....

Pin

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

Programme

Month and Year of the Exam.

Centre from where appeared at
last examination

Bank Draft / IPO No. Dated
for Rs. 150/- in favour of IGNOU, New Delhi

.....

Signature

Dated

Note : Fee for duplicate grade card Rs.150. The duplicate grade card/mark sheet will be sent by Registered post.

The filled in form with the requisite fee is to be sent to :

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

The Registrar
Materials Production and Distribution Division
Indira Gandhi National Open University
New Delhi-110 068

SUB : NON-RECEIPT OF STUDY MATERIAL & ASSIGNMENTS

Enrolement No.

Programme

Medium of Study

I have not received the study Materials/Assignment is respect of the following.:

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

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

Name and Address :

Signature :

.....

Date :

.....

.....

For Official Use

Date of despatch of study material/assignments to students



INDIRA GANDHI NATIONAL OPEN UNIVERSITY

COURSE REGISTRATION FORM FOR B.A. (Psy) II Year

Send this filled-in form along with fee to:
The Regional Director of your Regional Centre
*as per schedule

Enrolment No.

Regional Centre Code

Study Centre Code

1. Name of the Student (in Capital letters) : _____

2. Complete Address : _____

Details of fee paid : Draft is to be made in the name of IGNOU payable at the city of the Regional Centre. **DD should be valid for six months.**

(a) Name of the Bank _____ Place _____

(b) Bank Draft No. _____ Dated _____

(c) Amount Rs. 1,750 + the late fee as applicable) _____

(If you have paid the fee by way of Challan at the designated Bank Branch, attach the Challan, in original)

I hereby register for the following courses for **II year B.A. (Psy)**

S.No.	Course Title	Course Code	Total Credits
1.	Foundation Course		8
2.	Theories of Personality	BPC 005	4
3.	Social Psychology	BPC 006	4
4.	Practicals in Psychology Testing	BPCL 007	4
5.	One course from Group 1		4
6.	Practicals in Experimental Psychology	BPCL 008	4
7.	One course from Group 2		4
8.	Total Credits for 2nd year		Total: 32 Credits

Note : 1) For all the Elective Courses of 2nd year, a student is eligible for appearing in his/her first attempt in Term-end examinations after one year. 2) Please keep a photo copy of this form for your record.

Yours faithfully,

Date : _____

Signature of student _____

E-mail ID _____ Mobile/Ph. No. _____

***Schedule for submission of Re-registration form at the Regional Centre only :**

S.No.	July Session	January Session	Late Fee
1.	1st February to 31st March	1st August to 1st October	Nil
2.	1st April to 30th April	3rd October to 31st October	Rs. 200/-
3.	1st May to 31st May	1st November to 30th November	Rs. 500/-
4.	1st June to 20th June	1st December to 20th December	Rs. 1000/-

PS : You are required to fill-up compulsorily the statistical information in the enclosed Annexure-I of the RR Form.



INDIRA GANDHI NATIONAL OPEN UNIVERSITY

COURSE REGISTRATION FORM FOR B.A. (Psy) III Year

Send this filled-in form along with fee to:
The Regional Director of your Regional Centre

*as per schedule

Enrolment No.

Regional Centre Code

Study Centre Code

1. Name of the Student (in Capital letters) : _____

2. Complete Address : _____

Details of fee paid : Draft is to be made in the name of IGNOU payable at the city of the Regional Centre. **DD should be valid for six months.**

(a) Name of the Bank _____ Place _____

(b) Bank Draft No. _____ Dated _____

(c) Amount Rs. 1,750 + the late fee as applicable) _____

(If you have paid the fee by way of Challan at the designated Bank Branch, attach the Challan, in original)

I hereby register for the following courses for **II year B.A. (Psy)**

S.No.	Course Title	Course Code	Total Credits
1.	Practicals in Clinical Psychology	BPCE 022	4 credits
2.	Internship in Psychology	BPCE 023	4 credits
3.	Application oriented course		16 credits
4.	Any other discipline course		8 credits
5.	Total credit for the 3rd year		32 credits

Note : 1 For all the Elective Courses of 2nd year, a student is eligible for appearing in his/her first attempt in Term-end examinations after one year. 2) Please keep a photo copy of this form for your record.

Yours faithfully,

Date : _____

Signature of student _____

E-mail ID _____ Mobile/Ph. No. _____

***Schedule for submission of Re-registration form at the Regional Centre only :**

S.No.	July Session	January Session	Late Fee
1.	1st February to 31st March	1st August to 1st October	Nil
2.	1st April to 30th April	3rd October to 31st October	Rs. 200/-
3.	1st May to 31st May	1st November to 30th November	Rs. 500/-
4.	1st June to 20th June	1st December to 20th December	Rs. 1000/-

PS : You are required to fill-up compulsorily the statistical information in the enclosed Annexure-I of the RR Form.



INDIRA GANDHI NATIONAL OPEN UNIVERSITY

COURSE REGISTRATION FORM FOR M.A. (Psy) II Year

Send this filled-in form along with fee to:
The Regional Director of your Regional Centre
*as per schedule

Enrolment No.

Regional Centre Code

Study Centre Code

1. Name of the Student (in Capital letters) : _____

2. Complete Address : _____

Details of fee paid : Draft is to be made in the name of IGNOU payable at the city of the Regional Centre. **DD should be valid for six months.**

(a) Name of the Bank _____ Place _____

(b) Bank Draft No. _____ Dated _____

(c) Amount Rs. 5,500 + the late fee as applicable) _____

(If you have paid the fee by way of Challan at the designated Bank Branch, attach the Challan, in original)

I hereby register for the following courses for **II year M.A. (Psy)**

S.No.	Course Title	Course Code	Total Credits
1.	Group A: Clinical Psychology		
	MPCE 011	Psychopathology	4 credits
	MPCE 012	Psychodiagnostics	4 credits
	MPCE 013	Psychotherapeutic methods	4 credits
	MPCE 014	Practicals: Clinical	6 credits
	MPCE 015	Field Work	8 credits
	MPCE 016	Project	6 credits
	Total Credits		32

Group B. Counseling Psychology

MPCE 021	Counseling Psychology	4 credits
MPCE 022	Assessment in Counselling and Guidance	4 credits
MPCE 023	Interventions in counseling	4 credits
MPCE 024	Practicals: Counselling	6 credits
MPCE 025	Field Work	8 credits
MPCE 026	Project	6 credits
Total Credits		32

Group C. Industrial and Organizational Psychology

MPCE 031	Organisational Behaviour (OBY)	4 credits
MPCE 032	Human Resource Development (HRD)	4 credits
MPCE 033	Organisational Development (OD)	4 credits
MPCE 034	Practicals: Industrial and Organisational Psychology	6 credits
MPCE 035	Field Work	8 credits
Total Credits		32

Note : 1 For all the Elective Courses of 2nd year, a student is eligible for appearing in his/her first attempt in Term-end examinations after one year. 2) Please keep a photo copy of this form for your record.

Yours faithfully,

Date : _____

Signature of student _____

E-mail ID _____ Mobile/Ph. No. _____

***Schedule for submission of Re-registration form at the Regional Centre only :**

S.No.	July Session	January Session	Late Fee
1.	1st February to 31st March	1st August to 1st October	Nil
2.	1st April to 30th April	3rd October to 31st October	Rs. 200/-
3.	1st May to 31st May	1st November to 30th November	Rs. 500/-
4.	1st June to 20th June	1st December to 20th December	Rs. 1000/-

PS : You are required to fill-up compulsorily the statistical information in the enclosed Annexure-I of the RR Form.

To,
Regional Director

Change of Programme: Rs.400/- + Rs.200/- for 2-4 credit and Rs.400/- for 8 credit per course
Change of Medium : Rs.200/- + Rs.200/- for 2-4 credit and Rs.400/- for 8 credit per course
Change of Courses: Rs.200/- for 2 or 4 credit per course Rs.400/- for more than 4 credit per course.
This is permitted within 30 days from receipt of first set of course material.

SUB: 1. **CHANGE OF PROGRAMME OF STUDY**
 2. **CHANGE OF MEDIUM OF STUDY**
 3. **CHANGE OF COURSES OF STUDY**

Enrolment No.

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

Courses Offered	From	To
Foundation Courses		
Elective Courses		
Application Oriented Courses		

Fee Details : Demand draft is to be made in the name of IGNOU payable at Delhi

Demand Draft No Dated

Amount Rs. Drawn on

Signature

Name

Address

.....

.....

Indira Gandhi National Open University

Student Satisfaction Survey



**Kind Attention: All Past and Present Students of IGNOU !
Now you rank our performance...**

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

Vice-Chancellor, IGNOU



Enrolment No. Name.....

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

Programme of Study.....

Year of Enrolment Year of Completion.....

Regional Centre..... State Study Centre

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

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

After filling cut out this questionnaire and mail it to:

STRIDE, Block - 14, IGNOU, Maidan Garhi, New Delhi - 110 068

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 2-5 and the instructions for filling up the form very carefully.
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>
5. Applicants can submit their admission application form 'online' also round the year. For this, please visit IGNOU Website at : <http://www.ignou.ac.in>.



ignou
THE PEOPLE'S
UNIVERSITY

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
APPLICATION FORM FOR WALK-IN-ADMISSIONS

To be Submitted at the Concerned Regional Centre only

(JANUARY / JULY SESSION)

[Strike out the Session whichever is not applicable]

Application Number

Control Number

<p>1. Programme Code <input type="text"/></p>	<p>2. Enrolment No. (For office use only) <input type="text"/></p>	<p>PHOTOGRAPH</p> <p>Affix your latest passport size photograph (4 cm x 5 cm) duly attested</p>	
<p>3. Regional Centre Code <input type="text"/></p>	<p>4. Study Centre Code <input type="text"/></p>		<p>5. State Code <input type="text"/></p>
<p>6. Medium Code (Write their level code in the box) A1 English <input type="text"/> B2 Hindi <input type="text"/> C3 Others <input type="text"/> If other please specify <input type="text"/></p>	<p>7a. Are you already registered with IGNOU (Write the relevant code in the box) A1 Yes <input type="text"/> B2 No <input type="text"/></p> <p>7b. If yes write the Enrol. No. & Program Code in the boxes below: Enrolment No. <input type="text"/> Programme Code <input type="text"/></p>		
<p>8. Date of Birth Date <input type="text"/> Month <input type="text"/> Year <input type="text"/></p>	<p>9. Nationality A1 Indian <input type="text"/> B2 Others <input type="text"/></p>		
<p>10. Sex (Write the relevant code in the box) A1 Male <input type="text"/> B2 Female <input type="text"/></p>	<p>11. Category (Write the relevant code in the box) A1 - GEN C3 - ST B2 - SC D4 - OBC (In case of OBC student, Please also indicate code either) D4 - A or D4 - B (i) Creamy Layer - D4-A (ii) Non-Creamy Layer D4-B</p>	<p>12. Territory Code (Write the relevant code in the box) A1 Urban <input type="text"/> B2 Rural <input type="text"/> C3 Tribal <input type="text"/></p>	
<p>13. Marital Status (Write the relevant code in the box) A1 Married <input type="text"/> B2 Unmarried <input type="text"/></p>	<p>14. Religion A1 Hindu B2 Muslim C3 Christian D4 Sikh E5 Jain F6 Budhist G5 Parsi H8 Jews I9 Others <input type="text"/></p>		
<p>15. Whether Minority (Write the relevant code in the box) A1 Yes <input type="text"/> B2 No <input type="text"/></p>	<p>16. Social Status (Write the relevant code in the box) A1 Ex-serviceman B2 War widow C3 Not applicable <input type="text"/></p>	<p>17. Whether Kashmiri Migrant (Write the relevant code in the box) A1 Yes <input type="text"/> B2 No <input type="text"/></p>	
<p>18. Name of the Candidate (Leave one box empty between First Name, Middle Name and Surname) <input type="text"/></p>			
<p>19. Father's/Husband's Name/Mother's Name (Strick out whichever is not applicable) <input type="text"/></p>			
<p>20. Course Codes: B.A. (Psychology) BAPC, M.A. (Psychology) MAPC</p> <p>(a) B.A. Psychology (Write the relevant code in the box) <input type="text"/></p> <p>(b) M.A. Psychology (Write the relevant code in the box) <input type="text"/></p>			
<p>21(a) Whether a person with disability (Write the relevant code in the box) A1 Yes <input type="text"/> B2 No <input type="text"/></p>	<p>21(b) If a person with disability (nature of disability) (Write the relevant code in the box) A1 Speech and Hearing Impairment B2 Locomotor Impairment C3 Visual Impairment D4 Low Vision E5 Any other, Please specify <input type="text"/></p>	<p>22. Employment Status (Write the relevant code in the box) A1 Unemployed B2 IGNOU Employee C3 Employed D4 KVS Employee <input type="text"/></p>	
<p>23. Details of Scholarship being received if any:</p> <p>(a) Annual Scholarship Amount <input type="text"/></p>	<p>(b) Deptt. Offering Scholarship (Write the relevant code in the box) A1 Govt. Deptt. <input type="text"/> B2 Other <input type="text"/></p>	<p>(c) Family Income (yearly) <input type="text"/></p>	
		<p>(d) Below Poverty Line <input type="text"/> A1 Yes B2 No</p>	
		<p>(e) In case of Jail inmates <input type="text"/> A1 Yes B2 No</p>	

Signature of Candidate

24. Relevant Qualifications: (Which makes you eligible for the programme)					
(a) Qualification <input type="text"/> Code	(b) Main Subjects	(c) Year of passing <input type="text"/> (Last 2 Digits only)	(d) Division <input type="text"/> (01, 02, 03 or 04) for pass	(e) % of marks <input type="text"/> (Do not use Decimals)	(f) Board Code <input type="text"/> (Wherever required)
25. Details of Fees (Write the relevant code in box) B2 Cash Challan of Bank B3 Bank Draft		26. Amount (Add Rs. 200/- in case of Late fee) DD/Challan No. DD/Challan Date			
Bank Name :					
27. Address for Correspondence (Do not give Post Box No. Leave a blank between each unit of address like House No., Street Name, P.O., etc. do not repeat Student Name/Father Name)					
<input type="text"/>					
<input type="text"/>					
<input type="text"/>					
City			District		
<input type="text"/>			<input type="text"/>		
State				Pin Code	
<input type="text"/>				<input type="text"/>	
28. Landline Telephone Number (if any) with STD Code STD Code Telephone No.			29. Mobile Number (if any)		
<input type="text"/>			<input type="text"/>		
30. E-mail address/ID (if any)					
<input type="text"/>					

DECLARATION BY APPLICANT

I hereby declare that I have read and understood the conditions of eligibility for the programme for which I seek admission. I fulfil the minimum eligibility criteria and I have provided necessary information in this regard. In the event of any information being found incorrect or misleading, my candidature shall be liable to cancellation by the University at any time and I shall not be entitled to refund of any fee paid by me to the University. Further, I have carefully studied the rules of the University as printed in the Prospectus and I accept them and shall not raise any dispute in future over the same rules.

Date

Signature of Candidate

CHECKLIST

Tick the relevant boxes

Affix photograph and enclose the following attested copies:

- (i) Demand Draft/Challan Form for Programme fee/fee for 1st Year/1st Semester.
- (ii) Certificates in support of your educational qualification(s).
- (iii) Experience Certificate wherever required.
- (iv) Category Certificate for SC/ST/PH/Kashmiri Migrant/War Widow candidates wherever required.
- (v) Age Certificate wherever required.
- (vi) Student Card duly filled in along with photograph.
- (vii) Acknowledgement Card duly stamped.



Her Excellency Smt. Pratibha Devisingh Patil, President of India, inaugurating the Silver Jubilee Year 2009-10 along with other initiatives. From left are: Dr. Narendra Jadhav, Member, Planning Commission, Shri Kapil Sibal, Union Minister for Human Resource Development, Smt. Pratibha Devisingh Patil, President of India, Smt. D. Purandeswari, Union Minister of State for HRD and Professor V.N. Rajasekharan Pillai, Vice Chancellor, IGNOU.

