

**Post Graduate Certificate in Oral Implantology
and
Post Graduate Certificate in Endodontics**

**Student Handbook
and
Prospectus
2011**



ignou
THE PEOPLE'S
UNIVERSITY

School of Health Sciences

Indira Gandhi National Open University



In collaboration with

Dental Council of India

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and
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for
Post Graduate Certificate in Oral Implantology
and
Post Graduate Certificate in Endodontics

RECOGNITION

IGNOU is a CENTRAL UNIVERSITY established by an Act of Indian Parliament in 1985 (Act No. 50 of 1985). IGNOU Degrees/Diplomas/Certificates are recognized by all the members of the Association of Indian Universities (AIU) and are at par with Degrees/Diplomas/Certificates of all Indian Universities/Deemed Universities/Institutions vide UGC Circular No. F.1-52/2000(CCP-II) dated 5th May, 2004, AIU Circular No. EV/II(449)/94/176915-177115 dated January 14, 1994 & AICFTE Circular No. AICTE/Academic/MOU-DEC/2005 dated May 13, 2005.

An electronic version of the Prospectus and Application Form is also available on the IGNOU website i.e. www.ignou.ac.in

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

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PROGRAMMES ON OFFER

- Post Graduate Certificate in Oral Implantology
- Post Graduate Certificate in Endodontics

<i>Student Handbook & Prospectus</i> would be available at all Regional Centres. Student Handbook and Prospectus is also available on university's website www.ignou.ac.in . The candidates downloading the Form from website are required to send a Demand Draft of Rs. 550/- (Rupees five hundred fifty only) drawn in favour of IGNOU payable at New Delhi.	
Last date for submission of the Entrance Test form to The Registrar Student Evaluation Division (SED), Indira Gandhi National Open University, Maidan Garhi, New Delhi-110068, by registered/speed post.	31st December, 2010
Date of Entrance Examination	6th February, 2011
IMPORTANT NOTES: <ol style="list-style-type: none">1. The Entrance Test application form has been provided in the Student Handbook & Prospectus 2011. Please see the instructions for filling up the Form.2. Hall tickets will be provided to the candidates ten (10) days before the entrance test. In case of non-receipt of hall ticket three (03) days before the entrance test, candidates can download hall ticket from IGNOU website (www.ignou.ac.in) and report to the examination centre for appearing in the entrance test.3. Mere allowing candidate to take entrance test would not amount to acceptance of their eligibility for admission to the programme. The final admission shall be subject to their merit in the entrance test and also production of proof of their eligibility alongwith original certificates and programme fee.4. The selected candidates in the merit list will be sent an offer letter by the respective Regional Centres for admission. The students are required to deposit their programme fees at the respective regional centres before the due date.	

1. THE UNIVERSITY

1.1 Introduction

The Indira Gandhi National Open University was established by an Act of Indian Parliament on September 20, 1985 to achieve the following objectives:

- Democratizing higher education by taking it to the doorsteps of the learners;
- Providing access to high quality education to all those who seek it irrespective of age, region or formal qualifications;
- Offering need-based academic programmes by giving professional and vocational orientation to the courses;
- Promoting and developing distance education in India; and
- As an apex body for the purpose setting and maintaining standards in distance education in the country.

1.2 Characteristic Features

Indira Gandhi National Open University has certain unique features such as:

- International jurisdiction.
- Flexible admission rules.
- Individualized study—flexibility in terms of place, pace and duration of study.
- Use of latest information and communication technologies.
- Nationwide student support services network.
- Cost-effective programmes.
- Modular programmes.
- Resource sharing, collaboration and networking with conventional Universities, Open Universities and other Institutions/Organizations.
- Socially and academically relevant programmes based on students needs analysis.
- Convergence of open and conventional education systems

1.3 Important Achievements

- Emergence of IGNOU as the largest Open University in the World.
- Recognition as Centre of Excellence in Distance Education by the Commonwealth of Learning (1993).
- Taking IGNOU programmes to African and West Asian countries including Maldives, Mauritius, Nepal and Seychelles in all to 35 countries.
- Award of Excellence for Distance Education Materials by Commonwealth of Learning (1999).
- Launch of a series of 24-hour TV Educational Channel “Gyan Darshan I, II, III and Kisan Channel”. IGNOU is the nodal agency for these channels and regular transmissions are done from the studio at EMPC, IGNOU.
- Launch of ‘Edusat Video Conferencing Channel (2 way video, 2 way audio).
- Establishment of FM Radio Stations under Gyan Vani educational initiative of MHRD in 2002.

1.4 The Schools of Studies

With a view to develop interdisciplinary studies, the University operates through Schools of Studies. Each School is headed by a Director who arranges to plan, supervise, develop and organize its academic programmes and courses in coordination with the School staff and the different academic, administrative and service wings of the University. The emphasis is on providing a wide choice of courses at different levels. The Schools of Studies currently in operation are as follows:

- School of Health Sciences
- School of Agriculture
- School of Computer & Information Sciences
- School of Continuing Education
- School of Education
- School of Engineering & Technology
- School of Humanities
- School of Law
- School of Management Studies
- School of Sciences
- School of Social Sciences
- School of Performing and Visual Arts
- School of Journalism and New Media Studies
- School of Gender and Development Studies
- School of Tourism Hospitality Service Sectoral Management
- School of Interdisciplinary and Trans-disciplinary Studies
- School of Social Work
- School of Vocational Education and Training
- School of Extension and Development Studies
- School of Foreign Languages
- School of Translation Studies and Training

1.5 Academic Programmes

The University offers both short-term and long-term programmes leading to Certificates, Diplomas, Undergraduate Degrees, Postgraduate Degrees and Doctoral 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. These are launched with a view to fulfil the learner's needs for:

- Certification,
- Improvement of skills,
- Acquisition of professional qualifications,
- Continuing education and professional development at work place,
- Self-enrichment, and
- Diversification and updation of knowledge and
- Empowerment

1.6 Course Preparation

Learning material is specially prepared by teams of experts drawn from different Universities and specialized Institutions in the area as well as by in-house faculty. This material is scrutinized by the content experts, supervised by the instructors/unit designers and edited by the language experts at IGNOU before they are finally sent for printing. Similarly, audio and video programmes are produced in consultation with the course writers, in-house faculty and producers. The material is previewed and reviewed by the faculty as well as outside media experts and edited/modified, wherever necessary, before they are finally despatched to the Programme Study Centres and Telecast through Gyan Darshan.

1.7 Credit System

The University follows the 'Credit System' for most of its programmes. Each credit in our system is equivalent to 30 hours of student study comprising all learning activities (i.e. reading and comprehending the print material, listening to audio, watching video, attending counselling sessions, teleconference and writing assignment responses). Thus, a four credit course involves 120 hours of study. This helps the learner to know the academic effort one has to put in, to successfully complete a course. Completion of an academic programme requires successful completion of both the assignments or internal assessment and the term-end examination of each course in a programme.

1.8 Support Services

In order to provide individualized support to its learners, the University has established a network of about 1,500 Programme Study Centres and Work Centres throughout the country. These are coordinated by 33 Regional Centres, 25 Recognised Regional Centres and 7 Sub-Regional Centres as on date. At the Programme Study Centres, you will get an opportunity to interact with the Academic Counsellors and other learners, refer to books in the library, watch/listen to video/audio cassettes, interact with the Coordinator on administrative and academic matters and finally at headquarters through tele/video conferencing. The list of Regional Centres is given in Appendix III. Support services are also provided through Work Centres, Programme Study Centres, Skill Development Centres and Special Study Centres.

1.9 Programme Delivery

The methodology of instruction in this University is different from that of the conventional Universities. The open university system is more learner oriented and the learner is an active participant in the pedagogical (teaching and learning) process. Most of the instructions are imparted through distance education methodology and face-to-face mode as per the requirement.

The University follows a multimedia approach for instruction, which comprises:

- a) **Self Instructional Written Material:** The printed study material (written in self instructional style) for both theory and practical components of the programmes is supplied to the learners for every course (on an average 1 block per credit). A block which comes in the form of a booklet usually comprises 3 to 5 units.
- b) **Audio-Visual Material Aids:** The learning package contains audio and video cassettes which have been produced by the University for better clarification and enhancement of understanding of the course material given to the learner. A video programme is normally of 25-30 minutes duration. The video cassettes are screened at the study centres during specific sessions which are duly notified for the benefit of the learners.

The video programmes are telecast on National Network of Doordarshan and Gyan Darshan. All Gyan Vani stations are broadcasting curriculum based audio programmes. Some of the selected stations of All India Radio are also broadcasting the audio programmes. Learners can confirm the dates for the programmes from their study centres. The information is also provided through the National Newspapers, IGNOU Newsletters sent to the learners periodically and university website.

- c) **Counselling Sessions:** Normally counselling sessions are held as per schedule drawn by the Study Centres. These are mostly held outside the regular working hours of the host institutions where the study centres are located.
- d) **Teleconferences:** Live sessions are conducted via satellite through interactive Gyan Darshan Channel as well as simulcasted on Edusat channel from the University studios at Electronic Media

Processing Centre (EMPC), the schedule of which is made available at the study centres. The learner will have to go to the nearest centre at the scheduled time for taking benefit of this facility.

- e) **Practicals/Project Work:** Some Programmes have practical/project components also. Practical are held at designated institutions for which schedule is provided by the Study Centres. Attendance at practicals is compulsory. For project work, study centres will provide the necessary guidance but the learner will have to manage his/her own resources.
- f) **Gyan Darshan Educational Channel:** A collaboration between MHRD, Prasar Bharti, IGNOU and other organizations has resulted in launching DD Gyan Darshan, the Educational Channel of India. In a significant gesture, EMPC has been identified as the coordinating and transmitting agency. Regular transmission of educational programmes from the EMPC studios started on January 10, 2000. The Channel is providing educational programme on a variety of subjects for 24 hours a day to enhance the learning process. Steps are being taken to relay the Gyan Darshan Channel through different Cable Operators in the Country for wider outreach. GD signals can be conveniently received without any special equipment anywhere. Gyan Darshan has now gone completely digital and expanded into a bouquet of channels, namely, GD-1, GD-2 and GD-3 'Eklavya'. Educational programmes are contributed by major educational institutions such as IGNOU, UGC/CEC, NCERT/CIET, Directorate of Adult Education, IITs and other educational/developmental organizations in the country. Gyan Darshan transmissions uplinked from the earth station of EMPC-IGNOU, New Delhi can be accessed all over the country throughout the year and round the clock without any break through DTH service.

Please ask your cable operator to provide this channel. The telecast schedule of Gyan Darshan is published in IGNOU Newsletter and also available on IGNOU website:<http://www.ignou.ac.in>

- g) **Gyan Vani:** IGNOU has been offered FM Channel Radios in 40 cities and towns for education and development. EMPC is the nodal agency for implementing the project. EMPC is also studying an experimental proposal for global Gyan Vani. As many as 17 FM Radio Stations at Allahabad, Bangalore, Coimbatore, Vishakhapatnam, Mumbai, Lucknow, Bhopal, Kolkata, Chennai and Delhi are already on air. The broadcasts in English, Hindi and the regional languages/dialects are conducted by local resource persons. The detailed schedule can be accessed at IGNOU EMPC-Gyan Darshan Website <http://www.ignou.ac.in/gyandarshan%scindex.html>
- h) **Interactive Radio-counselling:** Interactive Radio-counselling is a recent concept in distance learning in India. Live counselling is provided on radio by invited experts. Students can ask questions right from their homes on telephone. These sessions are conducted for an hour on Sundays from 189 radio stations in the country. A toll free telephone number 1600 112345 has been provided for this purpose from selected cities.

IGNOU Website

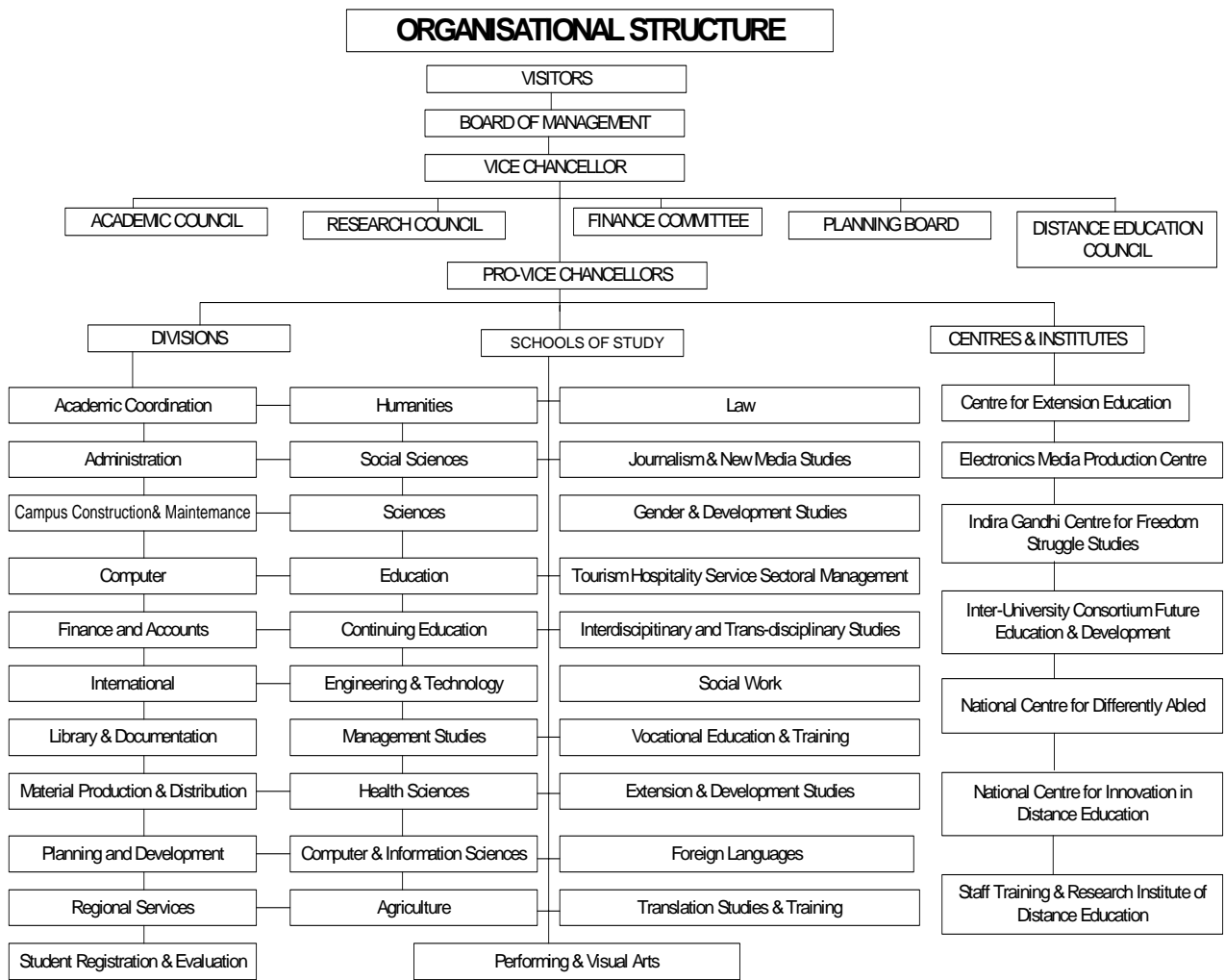
At Website: <http://ignou.ac.in>, the following useful information is available:

- Details of programmes on offer.
- Downloadable prospectus/application forms of various programmes.
- Address checking.
- Material despatch details.
- Assignment of current years.
- Term-end examination date-sheet.
- Catalogue of audio/video programme.

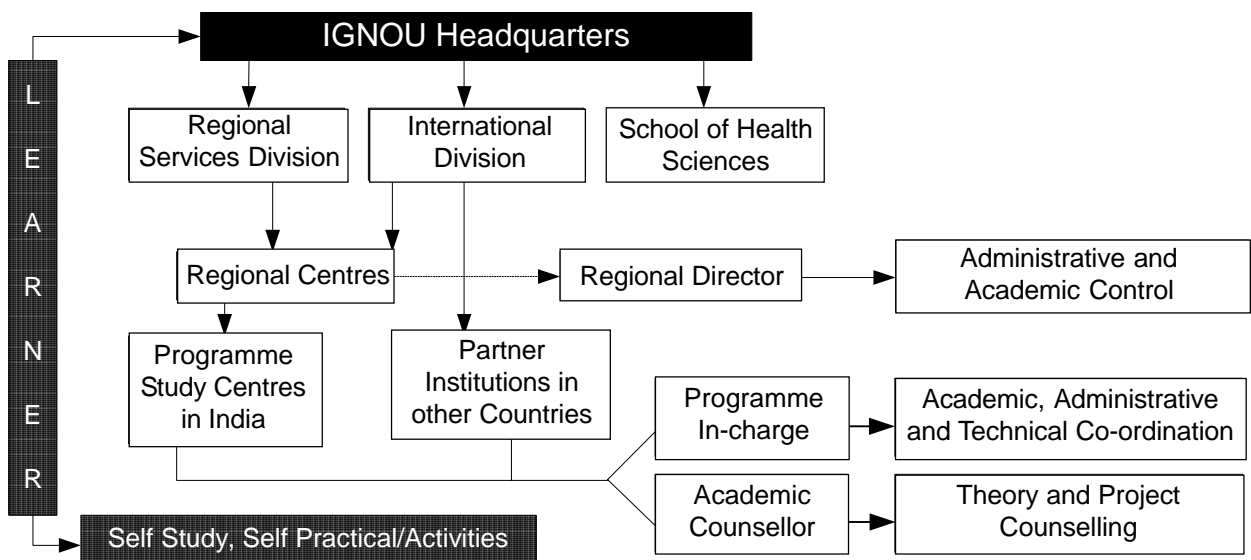
- Hall ticket details.
- Result and Grade Card of your term-end examinations.
- Previous years question papers.
- An update on the latest happenings at the University.
- Programme schedules of Gyan Darshan, Gyan Vani and EDUSAT.
- List of study centres and regional centres.



Web page of IGNOU Website



Organizational Structure of IGNOU



Infrastructure for Implementation

2. SCHOOL OF HEALTH SCIENCES

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

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

To achieve this, the School is collaborating and exchanging ideas with various national and international organizations like World Health Organization (WHO), United Nations Children's Fund (UNICEF), Ministry of Health and Family Welfare (MoHFW), Dental Council of India (DCI), Voluntary Organizations like 'ACTS Ministries', Association of Rural Surgeons of India (ARSI), Narayana Hrudayalaya, Trained Nurses Association of India (TNAI) and Nursing Institutes in Seychelles.

Ongoing Programmes

- Ph.D Programme in Nursing
- Post Basic Bachelor of Sciences in Nursing (B.Sc.(N) (PB)
- B.Sc (Hons.) in Optometry & Ophthalmic Techniques
- Post Graduate Diploma in Maternal & Child Health (PGDMCH)
- Post Graduate Diploma in Hospital and Health Management (PGDHHM)
- Post Graduate Diploma in Geriatric Medicine (PGDGM)
- Post Graduate Diploma in Clinical Cardiology (PGDCC)
- PG Diploma in Acupuncture (PGDACP)
- Diploma in Nursing Administration (DNA)
- Post Graduate Certificate in Oral Implantology (PGCOI)
- Post Graduate Certificate in Endodontics (PGCE)
- Certificate in Health Care Waste Management for South-East Asian Countries (CHCWM)
- Certificate in Competency Enhancement for Auxiliary Nurse Midwife/Female Health Worker (ANM/FHW)
- Certificate in Maternal and Child Health Care (CMCHC)
- Certificate in Newborn and Infant Care (CNIC)
- Certificate in Diabetes Care for Community Worker (CDCW)
- Certificate in Home based Care Providers (CHBCP)

3. DENTAL COUNCIL OF INDIA

The Dental Council of India is constituted by an Act of Parliament 'The Dentists Act 1948' (XVI of 1948) with a view to regulate the dental education, dental profession and dental ethics thereto-which came into existence in March, 1949.

The Council is composed of 6 constituencies representing Central Government, State Government, Universities, Dental Colleges, Medical Council of India and the Private Practitioners of Dentistry. The Director-General of Health Services is Ex-Officio Member – both of the Executive Committee and General Body. The Council elects from themselves the Presidents, Vice President and the members of the Executive Committee. The elected President and the Vice-President are the Ex-Officio Chairman and Vice Chairman of the Executive Committee. The Executive Committee carries out the functions of

the council under the Act, including these which deals with all procedural, financial and day to day activities and affairs of the Council.

Objectives

In consonance of the provisions of the Act, Dental Council of India is entrusted with the following objectives.

- Maintenance of uniform standards of Dental Education — both at Undergraduate and Postgraduate levels. (a) It envisages inspections/visitations of Dental Colleges for permission to start Dental Colleges, increase of seats, starting of new P. G. courses (as per provisions of section 10A of the Act).
- To prescribe the standard curricula for the training of dentists, dental hygienists, dental mechanics and the conditions for such training.
- To prescribe the standards of examinations and other requirements to be satisfied to secure for qualifications recognition under the Act.

4. POST GRADUATE CERTIFICATE IN DENTAL PROGRAMMES

IGNOU in collaboration with Dental Council of India has developed two Post Graduate Certificate programmes for BDS graduates. There are:

- a) Post Graduate Certificate in Oral Implantology.
- b) Post Graduate Certificate in Endodontics.

a) Post Graduate Certificate in Oral Implantology

PG Certificate in oral implantology has been developed by the School of Health Sciences in collaboration with Dental Council of India for BDS Doctors.

Programme Objectives

- 1) To enhance the knowledge and skills in the field of oral implantology.
- 2) To be able to assess, diagnose and manage the cases requiring dental implants.

Programme Design

The programme is of one-year duration. It is divided into 4 courses. 2 theory and 2 practical.

S. No.	Course Code	Course	Topics
1.	MDT 004	Course 1	Fundamentals of Oral Implantology
2.	MDT 005	Course 2	Advanced Surgical Implantology
3.	MDTL 004	Course 3	Practicals of Oral Implantology I
4.	MDTL 005	Course 4	Practicals of Oral Implantology II

COURSE 1: FUNDAMENTALS OF ORAL IMPLANTOLOGY

BLOCK I	APPLIED BASIC SCIENCES
BLOCK II	INTRODUCTION TO IMPLANT DESIGN, SYSTEMS AND EQUIPMENT
BLOCK III	DIAGNOSIS
BLOCK IV	PRE SURGICAL PROSTHODONTICS AND TREATMENT PLANNING
BLOCK V	BASIC IMPLANT SURGERY
BLOCK VI	IMPLANT PROSTHODONTICS
BLOCK VII	OCCLUSAL CONSIDERATIONS AND LOADING PROTOCOLS
BLOCK VIII	MAINTENANCE OF IMPLANTS AND FAILURES IN IMPLANT DENTISTRY

COURSE 2: ADVANCED SURGICAL IMPLANTOLOGY

BLOCK I	BONE AUGMENTATION
BLOCK II	ADVANCED SURGICAL PROCEDURES
BLOCK III	IMMEDIATE IMPLANTS AND FLAPLESS SURGERY
BLOCK IV	IMPLANTS IN THE AESTHETIC ZONE
BLOCK V	ALTERNATIVE IMPLANT DESIGNS AND USES
BLOCK VI	LATEST ADVANCES IN IMPLANT DENTISTRY

Course 3 and Course 4 will consist of Practical skills related to implantology. The steps of these skills will be provided in the practical manual.

b) Post Graduate Certificate in Endodontics

P.G. Certificate in endodontics has been developed by the School of Health Sciences in collaboration with Dental Council of India for BDS Doctors.

Programme Objectives

- 1) To enhance the knowledge and skills in the field of conservative dentistry.
- 2) To be able to assess, diagnose and manage the cases which require specialized interventions in the field of conservative dentistry.

Programme Design

The programme is of one-year duration. It is divided into 5 courses. 3 theory and 2 practical.

S. No.	Course Code	Course	Topics
1.	MDT001	Course 1	Fundamentals of Endodontics
2.	MDT002	Course 2	Clinical Endodontics I
3.	MDT003	Course 3	Clinical Endodontics II
4.	MDTL 001	Course 4	Practicals of Fundamentals of Endodontics
5.	MDTL002	Course 5	Practicals of Clinical Endodontics

COURSE I : FUNDAMENTALS OF ENDODONTICS

Block I	Bio-medical Sciences
Block 1	Endodontic Diagnosis
Block 2	Materials in Endodontics
Block 4	Instruments in Endodontics

COURSE II : CLINICAL ENDODONTICS I

Block 1	Basic Clinical Applications
Block 2	Access Cavity Preparation
Block 3	Root Canal Instrumentation
Block 4	Obturation of Root Canal

COURSE III : CLINICAL ENDODONTICS II

Block 1	Post Endodontic Treatment
Block 2	Problem Solving in Endodontics
Block 3	Multi-disciplinary Approach in Endodontics
Block 4	Traumatic Injuries
Block 5	Endodontic Surgery
Block 6	Advances in Endodontics

Course 4 and Course 5 will consist of practical skills related to endodontics. The steps of these skills will be provided in the practical manual.

4.1 Academic Session

The Programme will commence from July of every year.

4.2 Admissions

The admissions will be made once a year. The candidates will be admitted after an advertisement all over the country in reputed newspapers. The applications should be made on prescribed form so as to reach IGNOU before the due date. The application form can also be downloaded from the IGNOU website www.ignou.ac.in.

Admissions will be done through a combined entrance examination for the two dental programmes. The candidates will be selected regional centre wise on the basis of Merit and reservation policy of IGNOU

4.3 Eligibility

The candidates should be registrared BDS doctors after completion of intership. The degree should be recognised by Dental Council of India.

4.4 Age of Admission

There is no maximum age limit.

4.5 Duration of the Programme

The minimum duration of the programme is one year. However, the students are given a maximum period of three years to complete the programme from the date of registration, after which the students have to apply for re-admission paying the pro rata fee for each incomplete course. Re-admission is valid only for a period of one year.

4.6 Medium of Instruction

English

4.7 Selection Procedure

The selection will be done on the basis of a combined entrance test for the two programmes. The candidates are advised to mention the name of the programme they wish to opt for in the form. In case they fail to do so this, their application will not be considered.

In case a candidate wishes to apply for both the programmes, he/she will be required to fill two separate application forms, one form for each of the two programmes. He will, however, receive only one hall ticket. In case he/she qualifies for both the programmes, his/her name will appear in the merit list of both the programmes. He/she can however take admission in only one of the programmes. In case he/she deposits his fee in both the programmes, his admission to both the programmes will be cancelled.

A combined entrance test will be conducted at specific centres, to be decided by IGNOU on the basis of applications received. However, in case the number of applicants is less the University may decide to hold an interview on regional basis of short listed candidates instead of the entrance test.

The candidates will be required to give a list of 3 programme study centre (as per the list in the appendix IV/V) in order of their preference for the programme for which they are applying (PGCE/PGCOI). The students can take admission in only one of the three centres mentioned by them in the application form, after applying the merit and reservation policy of IGNOU. In case the seats in the three centres applied by the student are filled by those above him in the merit/reserved seats, he will have to forego the admission to the programme. The student cannot change his choice of the programme study centres, after submission of his application form. Regional centrewise merit list will be prepared. The student will be called for admission by the respective Regional centre on the basis of his position in the merit list as per the admission guidelines of IGNOU including the reservation policy. Admission once taken in a programme study centre in either of the two programmes i.e. PGCE/PGCOI cannot be cancelled and/or transferred to another PSC.

The candidates who are offered admission are required to deposit the programme fee and show their original certificates to the Regional Director to confirm their admission. Details regarding the above can also be obtained time to time from the IGNOU website ignou.ac.in in schools, school of health sciences, 'whats new'. or phone 29572813 or 29572804.

A sample of the questions in the entrance exam is provided in appendix VII. There will be 90 questions in the combined entrance examination. The questions will be drawn from 9 dental specialities and 8 medical subjects which are taught in BDS UG programme. The entrance examination will be of 2 hours duration and consist of 90 multiple choice questions.

A cut off at 50% of the total marks of combined entrance exam is kept for selecting the general candidates in the merit list and 45% for SC, ST and OBC (Non creamy layer) candidates.

4.8 Programme Fees

Candidates seeking admission to the dental programmes are advised not to pay the fees along with the filled-in application form. They will get a separate communication about their admission and for payment of course fee. The fee for Post Graduate Certificate in Endodontics and Post Graduate Certificate in Oral Implantology is mentioned on the IGNOU website.

Programme Study Centres (PSC)

For the practical hands on training the students will be attached to recognised PSCs all over the country. A maximum of 6 students will be attached to a programme study centre with a student counsellor ratio of 2:1. However to accommodate the OBC candidates as per the directives of MHRD, the number of candidates per centre may be increased to 7/8. The students are expected to undergo compulsory contact sessions 5 times in an year. Each contact sessions will be of 6 days duration each. The skills learnt in these programme study centres have to be practiced at the work centres. The work centres are the clinics/hospitals where a student is attached. Kindly make sure that you have a work centre where you can practice your skills.

Majority of consumables including implants for practice in the programme study centres will be provided in the programme study centres. However, the students are expected to get their own kit (set of instruments and some consumables) as a mandatory requirement for taking admission to the programme. If they fail to do so the first day of the contact session, they may be debarred from taking the practicals. The list of the instruments and consumables in the kit will be provided in the offer letter.

4.9 Programme Delivery

The theoretical component would be provided by IGNOU. The practical and clinical training will be provided in the dental colleges. These are fully equipped clinics or centres, which provide outdoor patient facilities. There will be internal assessment both in theory and practical. A term end examination will also be held at the end of one year.

5. 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.

5.1 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. The form is to be submitted to the Registrar SED, IGNOU, Maidan Garhi New Delhi 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.

5.2 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.

5.3 Re-admission

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

Programmes	Duration	Re-admission Period
Certificate 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

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 completed. For further details, please see the website.

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.

5.4 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 various programmes of the University. Wherever the reserved seats remain vacant, the same will be filled by the general category students who are waitlisted.

5.5 Scholarships and Reimbursement of Fee

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

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.

Similarly, 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.

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.

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

5.7 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 non-receipt of study material students are required to write to concerned Regional Centre IGNOU.

5.8 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 Division, Maidan Garhi, New Delhi-110 068. **Requests received directly at SRD, New Delhi will not be entertained. The form for 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 counselling facilities are not available for all Programmes at all the centres. Learners are advised to make sure that counselling 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.

5.9 Disputes on Admission and Other University Matters

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

5.10 Recognition

IGNOU Degrees/Diplomas/Certificates are recognized by all member Universities of Association of Indian Universities (AIU) and are at par with Degrees/Diplomas/Certificates of all Indian Universities/Institutions, as per UGC Circular letter No. F.1-52/2000(CPP-II) dated 5th May, 2004, AIU Circular No. EV/11(449/94/176915-177115 dated January 14, 1994 and AICTE Circular No. AICTE/Academic/MOU-DEC/2005 dated May 13, 2005 (See Appendix I and II).

5.11 Term-end Examination

The learners can appear in the **June as well as December** Term-end examination, after a minimum one year of completion of programme.

The University conducts Term-end Examination twice a year in the month of June and December every year. Students will be permitted to appear in Term-end Examination subject to the condition that registration for the courses in which they wish to appear is valid. Maximum time to pursue the programme is not elapsed and they have also submitted the required number of assignment(s), if any, in those courses by the due date.

Examination Fee

Examination fee of Rs.50/- per course is required to be paid through Bank Draft in favour of IGNOU payable at Delhi. The examination forms are available at all the Study Centres and Regional Centres. Students can also submit on-line examination form as per guidelines through IGNOU website at www.ignou.ac.in

Examination Centre

Normally the study centre is the examination centre. However, a student is required to fill the exam centre code in the examination form. For the purpose you are advised to go through the list of study centres available in the Student Handbook and Prospectus/Programme Guide. In case any student wish to take examination at a particular centre, the code of the chosen centre be filled up as examination

centre code. However, examination centre chosen by a student if is not activated, the university will allot another examination centre under the same Region.

Date of Submission of Examination Forms

JUNE, TEE	DECEMBER, TEE	LATE FEE	WHERE TO SUBMIT THE FORM
1st March to 31st March	1st Sept to 30th Sept	Nil	IGNOU, Maidan Garhi, New Delhi-110068 or at the concerned Regional Centre
1st April to 20th April	1st Oct to 20th Oct	Rs.300/-	
21st April to 15th May	21st Oct to 15th Nov	Rs.500/-	For outside Delhi students (Concerned Regional Centre) For Delhi students (IGNOU, Maidan Garhi, New Delhi-110068 or concerned Regional Centre)
16th May to 28th May	16th Nov to 26th Nov	Rs.1000/-	

To avoid discrepancies in filling up examination form/hardship in appearing in the term-end examination students are advised to :

- remain in touch with your Study Centre/Regional Centre/Student Evaluation Division for change in schedule of submission of examination form fee if any;
- fill up the examination form for next term-end examination without waiting for the result of the previous term-end examination and also filling up the courses, for which result is awaited;
- fill up all the particulars carefully and properly in the examination form to avoid rejection/delay in processing of the form;
- retain proof of mailing/submission of examination form till you receive examination hall ticket;

Issue of Examination Hall Ticket

University issues Examination Hall Ticket to the student's atleast two week before the commencement of Term-end Examination the same could also be downloaded from the University's website www.ignou.ac.in. In case any student fails to receive the Examination Hall Ticket within one week before the commencement of the examination the students can download the hall ticket from the website and approach the exam centre for appearing in the exam.

PRE-ADMISSION ENQUIRY

If you have any queries on academic aspects of the programme please contact:

Prof. A.K. Agarwal

Programme Coordinator
School of Health Sciences
Indira Gandhi National Open Univeristy
Maidan Garhi, New Delhi-110 068
Tel: 011-29572804,
Fax: 011-29534935

Dr. Ruchika Kuba

Programme Coordinator
School of Health Sciences
Indira Gandhi National Open Univeristy
Maidan Garhi, New Delhi-110 068
Tel: 29572813,
Fax: 011-29534935

If you have any query regarding admission procedures please write to Regional Director of your region.

WHOM TO CONTACT FOR WHAT

1.	Identity Card, Fee Receipt, Bonafide Certificate, Migration Certificate, Scholarship Forms	Concerned Regional Centre
2.	Non-receipt of study material and assignments	Concerned Regional Centre
3.	Schedule/Information regarding Exam Form, Entrance Test, Date-sheet, IGNOU Hall Ticket	Assistant Registrar (Exam-II), SED, Block-12, Room No. 2, Maidan Garhi, New Delhi-110068 E-mail: sgoswami@ignou.ac.in or Ph.: 29536743, 29535924-32 Extn.: 2202, 2209
4.	Result, Re-evaluation, Grade Card, Provisional Certificate, Early Declaration of Result, Transcript	Deputy Registrar (Exam-III), SED, IGNOU Block-12, Room No. 1, IGNOU, Maidan Garhi, New Delhi-110068 kramesh@ignou.ac.in or Ph: 29536103, 29535924-32/ Extn: 2211, 1316
5.	Non-reflection of Assignment Grades/Marks	Dy. Registrar (Assignment), SED Block-3, Room No. 12, IGNOU, Maidan Garhi, New Delhi-110068 assignment@ignou.ac.in Ph.: 29535924/ Extn.: 1312, 1319, 1325
6.	Change of Elective/Medium/Opting of left over electives/Deletion of excess credits	Concerned Regional Centre
7.	Original Degree/Diploma/Verification of Degree/Diploma	Deputy Registrar (Exam-I), SED, Block 9, IGNOU, Maidan Garhi, New Delhi-68 convocation@ignou.ac.in Ph.: 29535438, 29535924-32/ Extn.: 2224, 2226
8.	Student Grievances (online) Block-3, Room No. 13, IGNOU	Asstt. Registrar (Student Grievance) SED, Maidan Garhi, New Delhi-110068 sedgrievance@ignou.ac.in Ph.: 29532294, 29535924
9.	Purchase of Audio/Video Tapes	Marketing Unit, EMPC, IGNOU, Maidan Garhi, New Delhi-110068
10.	Academic Content	Director of the School concerned
11.	Approval of a Project Synopsis School	Project Coordinator in the Concerned
12.	Submission of Project Reports Except BCA & MCA	Despatch Section, SED, BLOCK-12, IGNOU, Maidan Garhi, New Delhi-68 Telephone Nos.: 29535924-32 Extn.: 2216
13.	Submission of BCA & MCA, Project Reports	Concerned Regional Centre
14.	Student Support Services and Student Grievances, pre-admission Inquiry of various courses in IGNOU	Regional Director, Student Service Centre, IGNOU, Maidan Garhi, New Delhi-110068 ssc@ignou.ac.in Telephone Nos.: 29535714, 29533869, 2953380 Fax: 29533129

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

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110 002**

No.F.1-52/2000(CPP-II)
5th May, 2004

The Registrar
Indira Gandhi National Open University
Maidan Garhi
New Delhi-110 068

Sub.: RECOGNITION OF DEGREES AWARDED BY OPEN UNIVERSITIES

Sir/Madam,

There are a number of Open Universities in the country offering various degrees/diplomas 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 Certificates, Diplomas and Degrees awarded by Indira Gandhi National Open University are to be treated equivalent to the corresponding awards of the Universities in the country.

Attention is further invited to UGC circular No.F.1-25/93(CPP) 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/Diplomas/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-100 011
- 2) The Secretary, All India Council for Technical Education, I.G. Sports Complex, Indraprastha Estate, New Delhi-110 002
- 3) The Secretary, Association of Indian Universities (AIU), 16 Comrade Inderjit Gupta Marg (Kotla Marg), New Delhi-110 002
- 4) The Secretary, National Council for Teacher Education, I.G. Stadium, I.P. Estate, New Delhi-110 002
- 5) The Secretary, Distance Education Council, IGNOU Campus, Maidan Garhi, New Delhi-110 068
- 6) The Vice-Chancellor, Indira Gandhi National Open University, Maidan Garhi, New Delhi-110 068
- 7) The Vice-Chancellor, Dr. B.R. Ambedkar Open University, Road No. 46, Jubilee Hills, Hyderabad-500 033
- 8) The Vice-Chancellor, Nalanda Open University, West Gandhi Maidan, Patna-800 001 (Bihar)
- 9) The Vice-Chancellor, Dr. Babasahab Ambedkar Open University, Shahibaug, Ahmedabad-380 003 (Gujarat)
- 10) The Vice-Chancellor, Karnataka State Open University, Manasagangotri, Mysore-570 006 (Karnataka)
- 11) The Vice-Chancellor, Yashwant Rao Chavan Maharashtra Open University, Nashik-422 222 (Maharashtra)
- 12) The Vice-Chancellor, Kota Open University (Vardhaman Mahaveer Open University), Kota- 324 010 (Rajasthan)
- 13) The Vice-Chancellor, Netaji Subash Open University, Kolkata-700 020 (West Bengal)
- 14) The Vice-Chancellor, Madhya Pradesh Bhoj (Open) University, Bhopal-462 010 (M.P.)

Sd/-

(V.K. Jaiswal)
Under Secretary

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110 002**

D.O.No.F.1-25/93(CPP-II)

28 July, 1993

R.P. GANGURDE

Additional Secretary

Tel.: 3319659

Dear Vice Chancellor,

As you are aware, 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.

It has been brought to the notice of the Commission that the students who have done their M.A. from open universities are debarred by universities from registration for Ph.D. studies. This is most unfair in view of the importance attached to the Open University and distance learning in National Policy on Education, 1986. The Programme of Action-02 also aims at promoting the mobility of student among open universities and among traditional universities. This can be made possible only when there is a workable understanding between open universities and traditional universities for recognition of each other's degrees on reciprocal basis. A Memorandum of Understanding has already been signed between University of Pondicherry and Indira Gandhi National Open University which provides for recognition of each other's degrees and diplomas as well as transfer of credits for courses successfully completed by students between the two universities. The other universities may also make similar arrangement so that the mobility of students from Open University stream to traditional universities is ensured without any difficulty.

I hope that your university will make necessary efforts in this direction and let the Commission know the progress.

With regards,

Yours sincerely,

Sd/-

(R.P. GANGURDE)

To:

All the VCs as per list attached and copy to AIU

**ASSOCIATION OF INDIAN UNIVERSITIES
AIU HOUSE, 16 KOTLA MARG , NEW DELHI-110 002**

Phones: 3312305, 3313390
3310059, 3312429

Gram: ASINGU
Telex: 31 66180 AIU IN
Fax: 011-3315105
No. EV/II(449)/94/176915-177115
January 14, 1994

The Registrar(s)
Member Universities

Subject: Recognition of Degrees/Diplomas of Open Universities

Dear Sir,

The Standing Committee at its 237th meeting held at Utkal University and the 68th Annual Session of the AIU and in December, 1993 at the University of Delhi have decided in principle that the Degrees of the Open Universities be recognized in terms of the following resolutions:

“Resolved that the examinations of one University should be recognized by another on reciprocal basis, provided that the entrance qualification, duration of course and the general standard of attainment are similar to those prescribed by the recognized university.”

“Further resolved that in case of Degrees awarded by Open Universities, the conditions regarding entrance qualifications and duration of the course be relaxed provided that the general standard of attainment are similar to those prescribed by the recognized university.”

The decision is brought to the notice of the Universities for favour of appropriate action in the matter. The additional information, if required in this behalf, may kindly be obtained from the Registrar of the Universities direct.

Thanking you,

Yours faithfully,

Sd/-

(K.C. KALRA)
Joint Secretary

INDIRA GANDHI NATIONAL OPEN UNIVERSITY

REGIONAL SERVICES DIVISION

NAMES & ADDRESSES OF IGNOU REGIONAL CENTRES

S. No.	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
1	AGARTALA RC CODE : 26	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE M.B.B. COLLEGE COMPOUND P.O. AGARTALA COLLEGE AGARTALA - 799004 TRIPURA PH.OFF : 0381-2519391 / 2516266 FAX : 0381-2516266 EMAIL : rcagartala@ignou.ac.in	DR K S CHAKRABORTY, RD MS.NAMRATA HAGJER, ARD (SEL. GRADE)	STATE OF TRIPURA (DISTRICT: DHALAI, NORTH TRIPURA, SOUTH TRIPURA, WEST TRIPURA)
2	AHMEDABAD RC CODE: 09	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE OPP. NIRMA INSTT OF TECHNOLOGY SARKHEJ-GANDHINAGAR HIGHWAY, CHHARODI AHMEDABAD - 382481 GUJARAT PH.OFF : 02717-242975 -79 FAX : 02717-241580 EMAIL : rcahmedbad@ignou.ac.in	MS. AVANI TRIVEDI, RD (I/C) SH. VED A KUMAR, AR	STATE OF GUJARAT (DISTRICT: AHMEDABAD, ANAND, BANASKANTHA, BHARUCH, DAHOD, GANDHINAGAR, MEHSANA, PATAN, SABARKANTHA, SURAT, VADODARA, VALSAD, DANG, KHEDA, NARMADA, NAVSARI, PANCHMAHAL, TAPI) DAMAN (U.T.)
3	AIZWAL RC CODE: 19	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE LAL BULAIA BUILDING M.G. ROAD KHATLA (NEAR CENTRAL YMCA OFF) AIZAWL - 796001 MIZORAM PH.OFF : 0389-2311693 / 2311692 FAX : 0389-2311789 EMAIL : rcaizawl@ignou.ac.in	DR. S.R. ZONUNTHARA, RD	STATE OF MIZORAM (DISTRICT: AIZWAL, LUNGLEI, KOLASIB, MAMIT, SERCHHIP, SAIHA, CHAMPHAI, LAWNGTLAI)
4	ALIGARH RC CODE: 47	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 3/310 MARRIS ROAD ALIGARH-202001 UTTAR PRADESH PH.OFF : 0571-2700120 / 2701365 FAX : 0571-2402147 EMAIL : rcaligarah@ignou.ac.in	SH BHANU PRATAB, RD (I/C) SH. A.K. PANDEY, AR	STATE OF UTTAR PRADESH (DISTRICT: ALIGARH, AGRA, BUDAUN, BULANDSHAHR, ETAH, ETAWAH, FIROZABAD, J.P. NAGAR, KASHIRAM NAGAR/ KASGANJ, MAHAMAYA NAGAR/ HATHRAS, MAINPURI, MATHURA, MORADABAD AND RAMPUR)
5	BANGALORE RC CODE: 13	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NSSS KALYANA KENDRA 293, 39TH CROSS, 8TH BLOCK JAYANAGAR BANGALORE - 560 070 KARNATAKA PH.OFF : 080-26654747 / 26657376 FAX : 080-26644848 EMAIL : rcbangalore@ignou.ac.in	DR. B.S.SUDHINDRA, RD DR. B.M. AGARWAL, DD MR. G.H. IMRAPUR, ARD (SEL. GRADE) MS. P.M. SOWJANYA, ARD SH. J. THIRUMURUGAN, AR	STATE OF KARNATAKA (DIS- TRICT: BANGALORE, BANGA- LORE RURAL, CHIKBALLAPUR, CHITRADURGA, DAVANAGERE, KOLAR, RAMANAGARA, SHIMOGA, TUMKUR, BAGALKOT, BIJAPUR, GADAG, HAVERI, BELLARY, BIDAR, GULBARGA, KOPPAL, RAICHUR, YADGIR, CHAMARAJANAGAR, CHIKMAGALUR, DAKSHINA KANNADA, HASSAN, KODAGU, MANDYA, MYSORE, UDUPI)

S. No.	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
6	BHAGALPUR RC CODE: 82	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE		STATE OF BIHAR (DISTRICT: KISHANGANJ, ARARIA, KATHIHAR, PURNEA, BHAGALPUR BANKA, MUNGER, KHAGARIA, MADHEPURA) <i>Note: Currently under Darbanga and Patna RCs</i>
7	BHOPAL RC CODE: 15	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SANCHI COMPLEX, 3RD FLOOR OPP. BOARD OF SECONDARY EDN. SHIVAJI NAGAR BHOPAL - 462 016 MADHYA PRADESH PH.OFF : 0755-2578455 / 2578452 FAX : 0755-2578454 EMAIL : rcbhopal@ignou.ac.in ignoubhopal@rediffmail.com	DR. K.S. TIWARI, RD	STATE OF MADHYA PRADESH (DISTRICT: ALIRAJPUR, BALAGHAT, BHIND, CHHATARPUR, DATIA, HARDA, KHANDWA, MANDSAUR, NEEMUCH, RAJGARH, SAGAR, SHAJAPUR, BAWANI, BHOPAL, DEWAS, GUNA, HOSHANGABAD, JHABUA, KHARGONE, MORENA, PANNA, RATLAM, SATNA, SHEOPUR, TIKAMGARH, VIDISHA, ASHOKNAGAR, BETUL, BURHANPUR, DAMOH, DHAR, GWALIOR, INDORE, RAISEN, REWA, SEHORE, SHIVPURI, UJJAIN)
8	BHUBANESHWAR RC CODE: 21	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE C - 1, INSTITUTIONAL AREA BHUBANESHWAR - 751 013 ORISSA PH.OFF : 0674-2301348 / 2301250/ FAX : 0674-2300349 EMAIL : rcbhubaneswar@ignou.ac.in	DR S K TRIPATHY, RD DR. S. MOHANTI, ARD MR. S.K. PANIGRAHI, ARD SH. R.K. RATH, AR (on deputation)	STATE OF ORISSA (DISTRICT: ANGUL, BHADRAK, BARAGARH, BALASORE, CUTTACK, DEOGARH, DHENKANAL, GANJAM, GAJAPATI, JHARSUGUDA, JAJPUR, JAGATSinghpur, KHORDHA, KEONJHAR, KANDHAMAL, KENDRAPARA, MAYURBHANJ, NAYAGARH, PURI, SAMBALPUR, SUNDERGARH)
9	CHANDIGARH RC CODE: 06	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SCO 208 SECTOR 14 PANCHKULA 134 109 HAYRANA PH.OFF : 07172-2590208 FAX : 0172-2590279 EMAIL : rcchandigarh@ignou.ac.in	DR ASHA SHARMA, RD DR. D.N. VERMA, AR	STATE OF PUNJAB (DISTRICT: PATIALA, MOHALI, RUP NAGAR, FATEHGARH SAHEB), STATE OF HARYANA (DISTRICT: AMBALA, PANCHKULA), CHANDIGARH (U.T.)
10	CHENNAI RC CODE: 25	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE C.I.T. CAMPUS TARAMANI CHENNAI - 600 113 TAMILNADU PH.OFF : 044-22541919 / 22542727 FAX : 044-22542828 EMAIL : rcchennai@ignou.ac.in	DR S MOHANAN, RD DR. J.S. DOROTHY, ARD SH. Z.F. RAHMAN, AR SH. S. SENTHILRAJ, AR	STATE OF TAMILNADU (DISTRICT: CHENNAI, THIRUVALLUR, KANCHIPURAM, VELLORE, THIRUVANNAMALAI, KRISHNAGIRI, DHARMAPURI, SALEM, NAMAKKAL, VILLUPURAM, CUDDALORE, PERAMBALUR, NAGAPATTINAM, THIRUVARUR), PONDICHERRY (U.T.)
11	COCHIN RC CODE: 14	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE KALOOR COCHIN - 682 017 KERALA PH.OFF: 0484-2340203 / 2348189 / 2330891 FAX : 0484-2340204 EMAIL : rccochin@ignou.ac.in	DR.K.S.D NAIR, RD MS. SINDHU P. NAIR, ARD MR. T. KRISHNAN, ARD SH. N.V. SHREEDHARAN, DR	STATE OF KERALA (DISTRICT: ALAPPUZHA, ERNAKULAM, IDUKKI, KANNUR, KASARAGOD, KOTTAYAM, KOZHIKODE, MALAPPURAM, PALAKKAD, THRISSUR, WAYANAD), LAKSHADWEEP (U.T.)

S. No.	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
12	DARBHANGA RC CODE: 46	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE LALIT NARAYAN MITHLA UNIV.CMPS KAMESHWARANAGAR, NEAR CENTRAL BANK DARBHANGA-846004 BIHAR PH.OFF : 06272-251833 FAX : 06272-253719 EMAIL : rcdarbhanga@ignou.ac.in	DR S S SINGH, RD	STATE OF BIHAR (DISTRICT: ARARIA, BEGUSARAI, DARBHANGA, EAST CHAMPARAN, GOPALGANJ, KATI HAR, KHAGARIA, SAHARSA, SUPAUL, MADHEPURA, PURNEA, KISHANGANJ, SARAN, SIWAN, SHEOHAR, SITAMARHI, SAMASTIPUR, MADHUBANI, MUZAFFARPUR & WEST CHAMPARAN)
13	DEHRADUN RC CODE: 31	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NANOOR KHERA, TAPOVAN RAIPUR ROAD DEHRADUN - 248 001 UTTARANCHAL PH.OFF : 0135-2789200 / 2789180 FAX : 0135-2789190 EMAIL : rcdehradun@ignou.ac.in	DR ANIL KUMAR DIMRI, RD DR. RANJAN KUMAR, DD SH. I.M. DHIWAN, AR	STATE OF UTTARANCHAL (DISTRICT: DEHRADUN, PAURI, CHAMOLI, TEHRI, UTTARAKASHI, RUDRAPRAYAG, HARIDWAR, NAINITAL, ALMORA, PITHORAGARH, US NAGAR, CHAMPAWAT, BAGESHWAR), STATE OF UTTAR PRADESH (DISTRICT: SAHARANPUR, MUZAFFARNAGAR, BIJNORE)
14	DELHI 1 RC CODE: 07	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE PLOT NO J-2/1 BLOCK- B 1 MOHAN COOPERATIVE INDUSTRIAL ESTATE MATHURA ROAD NEW DELHI - 110 044 DELHI PH.OFF : 011-26990082 / 26990083 FAX : 011-26990084 EMAIL : rcdelhi1@ignou.ac.in	DR.RAM CHANDRA, RD DR. V.P. RUPAM, ARD (SEL. GRADE) DR. PURNENDU TRIPATHI, ARD DR. ABHIMANYU KUMAR, ARD SH. RAM KISHAN, AR	STATE OF DELHI (COVERING AREAS OF MEHRAULI, CHANAKYAPURI, LODHI COLONY, SOUTH EXTN, R K PURAM, VASANTKUNJ, SAKET, GREEN PARK, LAJPAT NAGAR, G K, MALVIYA NAGAR, BHO GAL, ASHRAM, HAUZ KHAS, MUNIRIKA, OKHLA, SANGAMVIHAR, FRIENDS CLY., BADARPUR), STATE OF HARYANA (DISTRICT: FARIDABAD)
15	DELHI 2 RC CODE: 29	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE GANDHI SMRITI & DARSHAN SAMITI RAJGHAT NEW DELHI - 110 002 PH.OFF : 011-23392374 / 23392376 -77 FAX : 011-23392375 EMAIL : rcdelhi2@ignou.ac.in	DR SANJEEV PANDEY, RD DR. D.B. DAMLE, DD MS. KUMUD VERMA, ARD DR. SIRAN MUKHERJI, ARD MR. MANORANJAN TRIPATHI, DR MR. RAJBIR SINGH RANA, AR	STATE OF DELHI (COVERING AREAS OF KARALA, PRAHLADPUR, BANAGAR, LIBASPUR, RAMA VIHAR, RANI BAGH, SULTAN PURI, BUD VIHAR, MANGOL PURI, PITAMPURA, JAHANGIR PURI, JHARODA MAJA,BURAI, DR MUKHERJEE NAGAR, MODEL TOWN, SHAKURPUR COLONY, GTB NAGAR, ASHOK VIHAR, SHASTRI NAGAR, CIVIL LINES, YAMUNA VIHAR, NAND NAGRI, BHR)
16	DELHI 3 RC CODE: 38	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE F-634-636 PALAM EXTNSION RAM PHAL CHOWK (NEAR SECTOR 7), DWARKA NEW DELHI 110 045 PH.OFF : 011-25088939 / 25088944 FAX : EMAIL : rcdelhi3@ignou.ac.in	DR A M SAKLANI, RD (I/C)	STATE OF DELHI (COVERING AREAS OF MUNDKA, NANGLOI JAT, PEERAGARHI, PUNJABI BAGH, BAKARWALA, MEERA BAGH, MOTINAGAR, TILAK NAGAR, TILANGPUR, KOTLA, VIKASPURI, SUBHASH NAGAR, UTTAM NAGAR, JANAKPURI, NAZAFGARH, MAHAVIR ENC., SAGARPUR, DWARKA, PALAM, PALAM FARMS, KAPASERA, DHAULA KUAN, NARAINA), STATE OF HARYANA (DISTRICT: GURGAON)

S. No.	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
17	GANGTOK RC CODE: 24	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 31 A NATIONAL HIGHWAY, 5TH MILE BELOW MANIPAL HOSPITAL TADONG GANTOK - 737102 SIKKIM PH.OFF : 0359-2270923 FAX : 0359-2212501 EMAIL : rcgangtok@ignou.ac.in	DR ILA DAS, RD	STATE OF SIKKIM (DISTRICT: EAST SIKKIM, WEST SIKKIM, NORTH SIKKIM, SOUTH SIKKIM)
18	GUWAHATI RC CODE: 04	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE HOUSE NO 71, GMC ROAD CHRISTIAN BASTI GUWAHATI, ASSAM PH.OFF : 0361-2343785 / 2343786 / 2343783 FAX : 0361-2343784 EMAIL : rcguwahati@ignou.ac.in	DR. (MRS) VARDHINI BHATTACHARJEE, RD DR. SANJIB KUMAR KATAKY, DD	STATE OF ASSAM (DISTRICT: TINSUKIA, DIBRUGARH, SIBSAGAR, DHEMAJI, JORHAT, LAKHIMPUR, GOLAGHAT, SONITPUR, KARBI, ANGLONG, NAGAON, MARIGAON, DARRANG, KAMRUP, NALBARI, BARPETA, BONGAIGAON, GOALPARA, KOKRAJHAR, DHUBRI, NORTH CACHAR HILLS, CACHAR, HAILAKANDI, KARIMGANJ, KAMRUP METROPOLITAN, BAKSA, UDALGURI, CHIRANG)
19	HYDERABAD RC CODE: 01	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE PLOT NO 207 KAVURI HILLS PHASE II, NEAR MADHAPUR PS, JUBILEE HILLS (P.O.) HYDERABAD - 500 033 ANDHRA PRADESH PH.OFF: 040-40266470 / 40266471 FAX : 040-40266759 EMAIL : rchyderabad@ignou.ac.in	DR B RAJAGOPAL, RD DR. D.R. SHARMA, DD SH. K.K. MOHAN, AR SH. GUJALA ASHOK, AR	STATE OF ANDHRA PRADESH (DISTRICT: ADILABAD, ANANTAPUR, HYDERABAD, KADAPA, KARIMNAGAR, KURNOOL, MEDAK, MAHABOONNAGAR, NALGONDA, NIZAMABAD, RANGA REDDY, WARANGAL)
20	IMPHAL RC CODE: 17	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE ASHA JINA COMPLEX, NORTH AOC IMPHAL - 795001 MANIPUR PH.OFF : 0385-2421190 / 2421191 / FAX : 0385-2421192 EMAIL : rcimphal@ignou.ac.in	DR. DANIEL JOSEPH KUBA, RD (I/C)	STATE OF MANIPUR (DISTRICT: BISHNUPUR, CHURACHANDPUR, CHANDEL, IMPHAL EAST, IMPHAL WEST, SENAPATI, TAMENGLONG, THOUBAL, UKHRUL)
21	ITANAGAR RC CODE: 03	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 'HORNHILL COMPLEX' 'C' SECTOR (NEAR CENTRAL SCH.) NAHARLAGUN ITANAGAR -791110 ARUNACHAL PRADESH PH.OFF : 0360-2247536 / 2247538 FAX : 0360-2247537 EMAIL : rcitanagar@ignou.ac.in	DR S J NEETHIRAJAN, RD SH. MANOJ TIRKEY, ARD (On Study Leave)	STATE OF ARUNACHAL PRADESH (DISTRICT: ANJAW, CHANGLANG, EAST KAMENG, EAST SIANG, KURUNG KUMEY, LOHIT, LOWER DIBANG VALLEY, LOWER SUBANSIRI, PAPUM PARE, TAWANG, TIRAP, UPPER DIBANG, UPPER SUBANSIRI, UPPER SIANG, WEST KAMENG, WEST SIANG)
22	JABALPUR RC CODE: 41	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 2ND FLOOR, RAJSHEKHAR BHAVAN RANI DURGAVATI VISHVAVIDYALAYA CAMPUS, PACHPEDHI JABALPUR - 482001 MADHYA PRADESH PH.OFF : 0761-2600411 / 2600441 FAX : 0761-2609919 EMAIL : rcjabalpur@ignou.ac.in	DR. S. FIAYAZ AHMED, RD (I/C) (Not yet joined the duty) DR. U.C. PANDEY, DD (on EOL) SH. R.K. SONI, AR	STATE OF MADHYAPRADESH (DISTRICT: ANNUPUR, BALAGHAT, CHHINDWARA, DINDORI, JABALPUR, KATNI, MANDLA, NARSHINGPUR, SEONI, SHAHDOL, SIDDHI, SIHORA, SINGRAULI, AND UMARIA)

S. No.	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
29	KOLKATA RC CODE: 28	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE BIKASH BHAWAN, 4TH FLOOR NORTH BLOCK, SALT LAKE, BIDHAN NAGAR,] KOLKATA - 700 091 WEST BENGAL PH.OFF : 033-23349850 FAX : 033-23347576 EMAIL : rckolkata@ignou.ac.in	DR SUJIT KUMAR GHOSH, RD MR. SANTANU KUKHERJEE, ARD MR. KAMAL KANT SAHAY, AR	STATE OF WEST BENGAL (DISTRICT: KOLKATA, NORTH 24 PARAGANAS, SOUTH 24 PARAGANAS, PURBA MEDINIPUR, PASCHIM MEDINIPUR, BANKURA, HOWRAH, HOOGHLY, PURULIA, BURDWAN, NADIA)
30	KORAPUT RC CODE: 44	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE DISTRICT AGRICULTURE OFFICE RD BEHIND PANCHAYAT BHAVAN KORAPUT - 764020 ORISSA PH.OFF : 06852-252982 / 251535 FAX : 06852-252503 EMAIL : rckoraput@ignou.ac.in	DR ABHILASH NAYAK, RD SH. K.C. DALAI, ARD (SEL. GRADE) SH. DHARMA RAO GONIPATI, ARD SH. SANZAYA PATEL, AR	STATE OF ORISSA (DISTRICT: KORAPUT, MALKANGIRI, RAYAGADA, NABARANGPUR, KALAHANDI, NUAPADA, BOLANGIR, SONEPUR, BOUDH), STATE OF CHATTISGARH (DISTRICT: BASTAR, NARAYNPUR, DANTEWADA, BIJAPUR)
31	LUCKNOW RC CODE: 27	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE B-1/33, SECTOR - H ALIGANJ LUCKNOW - 226 024 UTTAR PRADESH PH.OFF : 0522-2746120 / 2745114 FAX : 0522-2746145 EMAIL : rclucknow@ignou.ac.in	DRAMIT CHATURVEDI, RD DR. ASHWINI KUMAR, DD DR. ANIL KUMAR MISRA, DD SH. MOHD. RAIS SIDDIQ, AR	STATE OF UTTAR PRADESH (DISTRICT: ALLAHABAD, AURAIYA, BAHAIRCH, BALRAMPUR, BANDA, BARABANKI, BAREILLY, BASTI, CHITRAKUT, FAIZABAD, FARUKHABAD, FATEHPUR, GONDA, HAMIRPUR, HARDOI, JALAUN, JHANSI, KANNAUJ, KANPUR RURAL, KANPUR URBAN, KAUSHAMBI, LAKHIMPUR, LALITPUR, LUCKNOW, MAHOBA, PILIBHIT, PRATAPGARH, RAEBAREILLY, SHAHJANANPUR, SHRAVASTI, SIDHARTHANAGAR, SITAPUR, SULTANPUR, UNNAO)
32	MADURAI RC CODE: 43	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SIKKANDAR CHAVADI ALANGANALLUR ROAD MADURAI - 6625 018, TAMIL NADU PH.OFF : 0452-2380387 / 2380733 FAX : 0452-2370588 EMAIL : rcmadurai@ignou.ac.in	DR M SHANMUGHAM, RD DR. S. KISHORE, DD SH. P. NAMBOOTHIRIPAD, ARD SH. S. BALASUBRAMANIAN, AR	STATE OF TAMIL NADU (DISTRICT: COIMBATORE, DINDIGUL, ERODE, KARUR, MADURAI, NILGIRIS, PUDUKKOTTAI, RAMANATHAPURAM, SIVAGANGA, THANJAVUR, THENI, THIRUVAROOR, TIRUCHIRAPPALLI, TIRUNELVELI, TIRUPUR, TUTICORIN, VIRUDHUNAGAR)
33	MUMBAI RC CODE: 49 No. of LSCs : 47	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE OM LEVA VIKAS NIKETAN NANEPADA ROAD, MULUND (E) MUMBAI -81 PH.OFF: 022-25633159 / 25635540 FAX : 022-25635540 EMAIL : rcmumbai@ignou.ac.in	DR M RAJESH, RD	STATE OF MAHARASHTRA (DISTRICT: MUMBAI, THANE, RAIGARH AND RATNAGIRI)
34	NAGPUR RC CODE: 36	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE GYAN VATIKA 14 HINDUSTAN COLONY AMARAVATI ROAD NAGAPUR 440033 PH.OFF: 0712-2022000 EMAIL : rcnagpur@ignou.ac.in	DR P SIVASWAROOP, RD	STATE OF MAHARASHTRA (DISTRICT: AMRAVATI, BULDHANA, AKOLA, WASHIM, HINGOLI, PARBHANI, NANDED, YAVATMAL, WARDHA, CHANDRAPUR, NAGPUR, BHANDARA, GONDIA, GADCHIROLI)

S. No.	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
35	NOIDA RC CODE: 39	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE C- 53 SECTOR 62 INSTITUTIONAL AREA NOIDA 201305 UTTAR PRADESH PH.OFF: 0120-2405012 / 2405014 FAX : 0120-2405013 EMAIL : rcnoida@ignou.ac.in	DR GULAB JHA, RD DR. HEMAPANT, DD SH. N.D. SHARMA, AR	STATE OF UTTAR PRADESH (DISTRICT: GAUTAM BUDH NAGAR, GHAZIABAD, MEERUT, BAGHPAT, BARAUT)
36	PANAJI RC CODE: 08	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE BEHIND CHODANKAR HOSPITAL NEAR P&T STAFF QUARTERS ALTO PORVORIM POVORIM -403521 GOA PH.OFF: 0832-2462315 FAX : 0832-2414552 EMAIL : rcpanaji@ignou.ac.in	DR M S PARTHASARATHY, RD	STATE OF GOA (DISTRICT: NORTH GOA, SOUTH GOA), STATE OF KARNATAKA (DISTRICT: BELGAUM, DHARWAD, UTTARA KANNAD), STATE OF MAHARASHTRA (DISTRICT: SINDHDURG)
37	PATNA RC CODE: 05	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 2ND FLOOR, BISCOMAUN TOWER WEST GANDHI MAIDAN, PATNA - 800 001 BIHAR PH.OFF: 0612-2219539 / 2219541 FAX : 0612-2219538 EMAIL : rcpatna@ignou.ac.in	DR. Q. HAIDER, RD MS. MONI SAHAY, ARD DR. D.P. SINGH, ARD	STATE OF BIHAR (DISTRICT: ARWAL, AURANGABAD, BANKA, BHAGALPUR, BHOJPUR, BUXAR, GAYA, JAMUI, JEHANABAD, KAIMUR, LAKSHISARAI, MUNGER, NALANDA, NAWADA, PATNA, ROHTAS, SHEIKHPURA, VAISHALI)
38	PORT BLAIR RC CODE: 02	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE JNRM CAMPUS PORT BLAIR-744104 ANDAMAN & NICOBAR ISLANDS PH.OFF: 03192-242888 / 230111 EMAIL : rcportblair@ignou.ac.in	DR S SRINIVAS, RD	PORT BLAIR (U.T.) (DISTRICT: NORTH & MIDDLE ANDAMAN, SOUTH ANDAMAN, NICOBAR)
39	PUNE RC CODE: 16	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 1ST FLOOR, MSFC BUILDING 270, SENAPATI BAPAT ROAD PUNE - 411 016 MAHARASHTRA PH.OFF: 020-25671867 / 25651321 FAX : 020-25671864 EMAIL : rcpune@ignou.ac.in	DR.KAMESHWARI MOORTY, RD DR. KALPANA S. GUPTA, DD MS. S.T. SHAMSU, ARD (SEL. GRADE) ON DEPUTN. SH. PARVEEN KUMAR, ARD SH. S.G. SWAMY, AR	STATE OF MAHARASHTRA (DISTRICT: NANDURBAR, DHULE, JALGAON, AURANGABAD, NASIK, JALNA, AHMADNAGAR, BID, PUNE, OSMANABAD, SOLAPUR, SANGLI, SATARA, LATUR & KOLHAPUR)
40	RAGHUNATHGANJ RC CODE: 50	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE R.NO 312 SECOND FLOOR NEW ADMINISTRATIVE BUILDING SDO JANGIPUR OFFICE COMPOUND RAGHUNATHGANJ DT.MURSHIDABAD WEST BENGAL-742 225 PH.OFF: 03483-271555 / 271666 EMAIL : rcraghunathganj@ignou.ac.in	DR S RAJA RAO, RD	STATE OF WEST BENGAL (DISTRICT: MURSHIDABAD, BIRBHUM, MALDA)
41	RAIPUR RC CODE: 35	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE REST HOUSE & E.M. OFFICE HALL SECTOR - 1, SHANKAR NAGAR RAIPUR - 492007 CHATTISGARH PH.OFF: 0771-2428285 / 4056508 FAX : 0771-2445839 EMAIL : rcraipur@ignou.ac.in	DR H SANGEETA MAJHI, RD SH. BIMAL CH. NANDA, ARD SH. Y.S. BHAMBULKAR, AR	STATE OF CHHATTISGARH (DISTRICT: BILASPUR, DHAMTARI, DURG, JANJIR-CHAMPA, JASHPUR, KANKER, KAWARDHA, KORBA, KORIYA, MAHASAMUND, RAJGARH, RAIPUR, RAJNANDGAON, SURAJPUR, SARGUJA, NARAYANPUR, BIZAPUR)

S. No.	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
42	RAJKOT RC CODE: 42	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SAURASHTRA UNIVERSITY CAMPUS, RAJKOT - 360005 GUJARAT PH.OFF : 0281-2572988 FAX : 0281-2571603 EMAIL : rcrajkot@ignou.ac.in	DR S GANESHAN, RD SH. J.B. DHABI, AR SH. SANJEEV KR. VARMA, AR	STATE OF GUJRAT (DISTRICT: RAJKOT, KACHCHH, JAMNAGAR, PORBANDER, JUNAGADH, AMRELI, BHAVNAGAR, SURENDRANAGAR), DIU (U.T.)
43	RANCHI RC CODE: 32	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 457/A, ASHOK NAGAR RANCHI - 834022 JHARKHAND PH.OFF : 0651-2244688 / 2244699 / 2244677 FAX : 0651-2244400 EMAIL : rcranchi@ignou.ac.in rdranchi@ignou.ac.in	DR G N SHIV KUMAR, RD DR. SARAH NASREEM, ARD (EOL) SH. ARVIND MANOJ KR. SINGH, ARD DR. MOTI RAM, ARD SH. G.Z. AYOUB, DR SH. AJAY LAKRA, AR	STATE OF JHARKHAND (DISTRICT: RANCHI, LOHARDAGA, GUMLA, SIMDEGA, PALAMU, LATEHAR, GARHWA, WEST SINGHBHUM, SARAIKELA KHARSAWAN, EAST SINGHBHUM, DUMKA, JAMTARA, SAHEBGANJ, PAKUR, GODDA, HAZARIBAGH, CHATRA, KODERMA, GIRIDIH, DHANBAD, BOKARO, DEOGHAR, KHUNTI, RAMGARH)
44	SHILLONG RC CODE: 18	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SUNNY LODGE NONGTHYMMI NONGSHILLANG SHILLONG - 793 014 MEGHALAYA PH.OFF : 0364-2521117 / 2521271 FAX : 0364-2521271 EMAIL : rcshillong@ignou.ac.in	DR (MRS) DIDCY LALOO, RD SH. JOSEPH SOMI, ARD (SEL. GRADE) SH. K.D. HYNNECTWA, AR	STATE OF MEGHALAYA (DISTRICT: EAST KHASI HILLS, EAST GARO HILLS, JAINTIA HILLS, RI-BHOI, SOUTH GARO HILLS, WEST KHASI HILLS, WEST GARO HILLS)
45	SHIMLA RC CODE: 11	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE CHAUHAN NIWAS BUILDING, KHALINI SHIMLA - 171 002 HIMACHAL PRADESH PH.OFF : 0177-2624612 / 2624613 FAX : 0177-2624611 EMAIL : rcshimla@ignou.ac.in	DR.D.B.NEGI, RD DR. JOGINDER KR. YADA , ARD SH. MOHAN SHARMA, ARD DR. V.B. NEGI, AR	STATE OF HIMACHAL PRADESH (DISTRICT: BILASPUR, CHAMBA, HAMIRPUR, KANGRA, KINNAUR, KULLU, LAHUL & SPITI, MANDI, SHIMLA, SIRMAUR, SOLAN, UNA)
46	SILIGURI RC CODE: 45	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NETAJI MORE SUBHAS PALLY SILIGURI - 734001 WEST BENGAL PH.OFF : 0353-2526818 FAX : 0353-2526819 EMAIL : rcsiliguri@ignou.ac.in	DR YONAH BHUTIA, RD DR. B. BHOWMIK, ARD	STATE OF WEST BENGAL (DISTRICT: COOCHBEHAR, JALPAIGURI, DARJEELING, UTTAR DINAJPUR, DAKSHIN DINAJPUR)
47	SRINAGAR RC CODE: 30	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE MANTOO HOUSE RAJ BAGH NEAR MASJID AL-FAROOQ SRINAGAR - 190 008 JAMMU & KASHMIR PH.OFF : 0194-2311251 / 2311258 FAX : 0194-2311259 EMAIL : rcsrinagar@ignou.ac.in	DR MIRZA NEHALAHMED BAIG, RD (I/C)	STATE OF JAMMU & KASHMIR (SRINAGAR REGION – DISTRICT: ANANTNAG, BANDIPORE, BARAMULLA, BUDGAM, GANDERBAL, KARGIL, KULGAM, KUPWARA, LEH, PULWAMA, SHOPIAN, SRINAGAR)

S. No.	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
48	TRIVANDRUM RC CODE: 40	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE MEPRAMMANSION CHEKKALAMUKKU SREEKARIYAM TRIVANDRUM -695017 PH.OFF : 0471-2590300 / 2590600 FAX : 0471-2590700 EMAIL : rctrivandrum@ignou.ac.in	DR B SUKUMAR, RD SH. JOJY S. PATTATHIL, AR	STATE OF KERALA (DISTRICT: KOLLAM, PATHANAMTHITTA, THIRUVANANTHAPURAM), STATE OF TAMIL NADU (DISTRICT: KANYAKUMARI)
49	VARANASI RC CODE: 48	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE GANDHI BHAWAN B.H.U. CAMPUS VARANASI-221005 UTTAR PRADESH PH.OFF : 0542-2368022 / 2368622 FAX : 0542-2369629 EMAIL : rcvaranasi@ignou.ac.in	DR MANORMA SINGH, RD SH. SHER SINGH, ARD SH. BANMALI SINGH, AR	STATE OF UTTAR PRADESH (DISTRICT: AMBEDKAR NAGAR, AZAMGARH, BALLIA, CHANDAULI, DEORIA, GHAZIPUR, GORAKHPUR, JAUNPUR, KUSHINAGAR, MAHARAJGANJ, MAU, MIRZAPUR, SANT KABIR NAGAR, SANT RAVIDAS NAGAR, SONEBHADRA, VARANASI)
50	VIJAYAWADA RC CODE: 33	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE #9-76-18, 1ST FLOOR, S.K.PV.V. HINDU HIGH SCHOOL PREMISES, KOTHAPET VIJAYWADA 520 001 ANDHRAPRADESH PH.OFF : 0866-2565253 / 2565959 FAX : 0866-2565353 EMAIL : rcvijayawada@ignou.ac.in	DR. M. KRISHNAIAH, RD (I/C) MR. PRAVEEN KUMAR. B., AR	STATE OF ANDHRA PRADESH (DISTRICT: KRISHNA, GUNTUR, PRAKASHAM, NELLORE, CHITTOOR, KHAMMAM, EAST GODAVARI, WEST GODAVARI, VISAKHAPATNAM, VIZIANAGARAM, SRIKAKULAM)

PSC FOR PG CERTIFICATE IN ORAL IMPLANTOLOGY

Sl.No.	PSC Code	Name & Address	RC Code
1.	1681	Dr. D.Y. Patil Dental College & Hospital, Mahesh Nagar, Pimpri, Pune - 411 018.	16
2.	1682	Nair Hospital Dental College, Dr. A.L. Nair Road, Byculla, Mumbai-400008 (Maharashtra)	49
3.	1683	Sharad Pawar Dental College & Hospital, Sawangi (Meghe), Wardha-442004 (Maharashtra)	36
4.	1373	SDM College of Dental Sciences & Hospital, Dhavalanagar, Sattur, Dharwad- 580009 (Karnataka)	08
5.	1372	D.A. Pandu Memorial R. V. Dental College No. CA 37, 24th Main, 1st Phase, J.P. Nagar Bangalore - 560 078 (Karnataka).	13
6.	07123	Maulana Azad Institute of Dental Sciences MAMC Complex, Bahadur Shah Zafar Marg, New Delhi - 110002	29
7.	27145	I.T.S. Centre for Dental Studies & Research Delhi Meerut Road, Murad Nagar, Ghaziabad - 201206 (UP.)	39

8.	27146	Subharati Dental College Subharti Puram NH-58, Delhi-Haridwar-Meerut Bypass Road, Meerut- 2750003, UP	39
9.	27147	Chatrapati Sri Shahuji Maharaj University Lucknow - 226003	27
10.	25156	Meenakshi Ammal Dental College & Hospital, Alapakkam Main Road, Maduravoyal, Chennai - 602102	25
11.	0192	Sri Sai College of Dental Surgery Opp. Shiv Nagar, Kothrapally, Vikarabad - 501101 [AP]	01
12.	1374	Manipal College of Dental Sciences, Manipal – 576104 Karnataka	13
13.	1044	Govt. Dental College, Medical Campus Rohtak - 124001, (Haryana)	10
14.	15199	Govt. College of Dentistry Sardar Patel Marg, Indore- 452001	15

PSC FOR PG CERTIFICATE IN ENDODONTICS

Sl.No.	PSC Code	Name & Address	RC Code
1.	07122	Maulana Azad Dental College & Hospital, MAMC Complex, Bahadur Shah Zafar Marg, New Delhi - 110002	29
2.	27144	Chatrapati Sri Shahuji Maharaj University, Lucknow - 226003.	27
3.	1679	Govt. Dental College & Hospital, 1, P.D'Mello Road, Fort, Mumbai-400001 (Maharashtra)	49
4.	1680	M.A. Rangoonwala College of Dental Sciences & Research Centre, 2390-B, K.B. Hidayatullah Road, Azam Campus Camp. Pune - 411 001	16
5.	2897	Dr. R. Ahmed Dental College & Hospital 114, Acharya Jagdish Chandra Bose Road Kolkata - 700014.	28
6.	0987	Govt. Dental College & Hospital, New Civil Hospital Compound, Asarwa Ahmedabad - 380016 (Gujarat)	09
7.	1044	Govt. Dental College, Medical Campus Rohtak - 124001, (Haryana)	10
8.	2241	Pb. Govt. Dental College & Hospital Amritsar - 143001 (Punjab)	22
9.	1370	V. S. Dental College & Hospital K.R. Road, V.V. Puram Bangalore - 560004. (Karnataka)	13
10.	1371	Bapuji Dental College & Hospital Post Box No.326, Davangere - 577004 (Karnataka)	13
11.	25154	Rajah Muthiah Dental College & Hospital Annamalai University, Annamalai Nagar - 808002, (T N)	25

12.	25155	Meenakshi Ammal Dental College & Hospital Alapakkam Main Road, Maduravoyal, Chennai - 600095	25
13.	15108	Modern Dental College & Research Centre Opp. Gandhi Nagar, Bijasan Road, Indore -453112	15
14.	2369	Pacific Dental College, Airport Road, Debari, Udaipur - 313 024. Rajasthan	23
15.	1375	SDM College of Dental Sciences & Hospital Dhavalanagar, Sattur Dharwad-580009 (Karnataka)	08
16.	15140	People's College Of Dental Sciences & Research Centre Bhanpur, Bhopal	15
17.	04173	Regional Dental College, Guwahati-781032	04
18.	1691	Sharad Pawar Dental College & Hospital, Sawangi (Meghe), Wardha-442004 (Maharashtra)	36

LIST OF CODES

Appendix VI

STATE CODE	
Code	Description
01	Andhra Pradesh
02	Andaman & Nicobar Islands (UT)
03	Arunachal Pradesh
04	Assam
05	Bihar
06	Chandigarh (UT)
07	Delhi
08	Goa
09	Gujarat
10	Haryana
11	Himachal Pradesh
12	Jammu & Kashmir
13	Karnataka
14	Kerala
15	Madhya Pradesh
16	Maharashtra
17	Manipur
18	Meghalaya
19	Mizoram
20	Nagaland
21	Orissa
22	Punjab
23	Rajasthan
24	Sikkim
25	Tamil Nadu
26	Tripura
27	Uttar Pradesh
28	West Bengal
29	Dadra & Nagar Haveli, Daman & Diu (UT)
30	Lakshadweep (UT)
31	Pondicherry (UT)
33	C/o 99 APO
34	Learners Abroad
35	Chattisgarh
36	Jharkhand
37	Uttaranchal
EDUCATIONAL QUALIFICATION CODE	
Code	Description
001	Matriculation/SSC
002	10+2 or Equivalent
003	Diploma in Engineering
004	Graduation in Engineering
005	Graduation or Equivalent
006	Post Graduation or Equivalent
007	Doctoral or Equivalent
008	BPP from IGNOU
009	Bachelor of Library Information Science
010	Master of Library & Information Science
011	PG Diploma in Dietetics and Public Health Nutrition or Equivalent

Sample Questions for the Proposed Entrance Test for Post Graduate Certificate Programme in Oral Implantology and Endodontics

- 1) Syncope is encountered in dental practice due to:
 - A) Cerebral hyperaemia
 - B) Cerebral edema
 - C) Cerebral hypercapnia
 - D) Cerebral hypoxia
- 2) Dosage of I.V. diazepam in a dental chair is influenced by:
 - A) Tinel's sign
 - B) Verril's sign
 - C) Battle's sign
 - D) Bell's sign
- 3) Post extraction bleeding in a leukaemic patient is due to:
 - A) increase in leukocytes
 - B) low calcium level
 - C) platelet disorder
 - D) deficiency of clotting factors.
- 4) Antibiotic cover is mandatory before extraction in the following condition of the heart
 - A) Ischemic heart
 - B) Hypertension
 - C) Congestive cardiac failure
 - D) Congenital heart disease
- 5) Pencillin exerts its effect on bacteria by interfering with
 - A) cellular respiration
 - B) cellular oxidation
 - C) cell wall synthesis
 - D) cellular division
- 6) Bence Jones protein found in the urine may be suggestive of
 - A) Hyperparathyroidism
 - B) Hodgkins disease
 - C) Multiple myeloma
 - D) Paget's disease
- 7) In a patient suffering from liver disease the main complication encountered during extraction
 - A) syncope
 - B) post operative infection
 - C) prolonged bleeding
 - D) convulsions

KEY

- 1) D
- 2) B
- 3) C
- 4) D
- 5) C
- 6) C
- 7) C

INSTRUCTIONS FOR FILLING THE APPLICATION FORM FOR THE ENTRANCE TEST

A) General Instructions

- 1) **Entrance Test Form has been provided along with the Student Handbook & Prospectus 2011.**
- 2) You are responsible for the accuracy of information and indicating the information in the desired manner. You should ensure that you fulfil the admission criteria as prescribed by the University as on the last date for submission of Application form for Admission to Dental Programme provided with the result card (if qualified).
- 3) Please send your application form for Entrance Test by Registered/Speed Post in an envelope, so as to reach **Registrar (SE Division), IGNOU, Maidan Garhi, New Delhi 110 068 as per the dates given in the advertisement**
- 4) **Applications received after the due date will not be accepted.**
- 5) **Do not send any certificate/document with the form for the Entrance Test.** These are required to be submitted with the specific Application form for Admission which will be sent with the offer letter, in case you are selected on the basis of your merit in the entrance test.
- 6) There would be some relaxation in qualifying standards to SC/ST/PH/war widows/OBC (non-creamy layer) category and female candidates, as per the university rules.
- 7) In case the number of candidates for Entrance Test at a center is not adequate the candidates will be allotted nearest possible centre. Request for change of Examination Centre, once allotted, will not be entertained.
- 8) No fee is to be sent with Application form for Entrance Test, except in case where the form has been downloaded from the website. In case the form has been downloaded from the website, **www.ignou.ac.in**, a demand draft of Rs.550/- drawn in favour of IGNOU, payable at New Delhi has to be sent along with the form. Prospectus will be sent to such candidates after receipt of the form along with the demand draft.

B) Test Dates

- 1) The Entrance Test for Admission to Post Graduate Dental Programmes would be conducted on 6th Feb., 2011 (Sunday).

C) Non-Receipt of Hall Ticket

- 1) Hall tickets will be provided to the candidates ten(10) days before the entrance test. In case of non-receipt of hall ticket three (03) days before the entrance test, candidates can download hall ticket from IGNOU website (www.ignou.ac.in) and report to the examination centre for appearing in the entrance test.
- 2) Your record may not be included in the finalized list for any of the reasons like nonreceipt of Application form, or delay in receiving the Form, or not indicating the information correctly on the Form.
- 3) When you come for enquiry regarding non-receipt of Hall ticket you should bring a photocopy of the form.

D) Reporting of Test Results

The result of the entrance test will be uploaded on the university website www.ignou.ac.in. No result card will be send to individual candidate.

E) Guidelines for filling the form

- 1) Regional Centre Code from *Appendix-III*
- 2) Exam Centre Code — you can opt your examination centre from the list of the programme study centre for P.G. Certificate in Oral Implantology (*Appendix IV*) and P.G. Certificate in Endodontics (*Appendix V*) for deciding the city where you would wish to take your examination. However, the examination centre will be decided by IGNOU on the basis of applications received.
- 3) State Code from *Appendix-VI*
- 4) The candidates under **OBC category code - D4-B (Non-Creamy Layer)** should submit the original annual income certificate of the guardian /himself during admission at respective regional centres. (*The annual income of the guardian/candidates under OBC (Non Creamy Layer) should not exceed 4.5 lakh per annum*).
- 5a) You can opt for only one programme. Fill A1 for PG Certificate in Oral Implantology and B1 for PG Certificate in Endodontics.
- 5b) Fill in the PSC code from the appendix IV for PG Certificate in Oral Implantology and from appendix V for PG Certificate in Endodontics for your choice of PSC of the respective programme, in the adjacent column also fill the respective RC Code. You can fill a maximum of three options. Kindly also indicate the respective Regional Centre Code of each PSC as indicated against the respective PSC in the appendix IV/V.



INDIRA GANDHI NATIONAL OPEN UNIVERSITY

MAIDAN GARHI, NEW DELHI-110 068

**APPLICATION FORM FOR ENTRANCE TEST OPENDEN III
PG CERTIFICATE IN ORAL IMPLANTOLOGY OR
PG CERTIFICATE PROGRAMME IN ENDODONTICS**

FORM NO.:

Form number input box

CONTROL NUMBER: input box

INSTRUCTIONS
1. Please read the instructions in the information brochure before filling up this form.
2. Use BLACK BALL POINT PEN in boxes using English capital letters or English numerals.
3. Do not make any stray marks on this sheet.
4. Do not staple, pin, wrinkle scribble, tear or wet this sheet.
5. Write in CAPITAL LETTERS only within the box without touching the lines as shown in the Sample, below.

Alphabetical grid for writing capital letters (A-Z) and numerals (0-9).

1. Regional Centre Code, 2. Exam Centre Code, 3. State Code, 4. Category (A1-GEN, B2-SC, C3-ST, D4-OBC), 5. (a) Name of the PG Certificate Programme Opted, (b) Programme Study Centre (Give 3 Choices in order of preference) with PSC Code and RC Code.

6. Nationality, 7. Sex, 8. Marital Status, 9. Whether Minority, 10. Religion (A1 Hindu, B2 Muslim, C3 Christian, D4 Sikh, E5 Jain, F6 Buddhist, G7 Parsi, H8 Jews, I9 Others).

11. Date of Birth (Date, Month, Year), 12. Social Status (A1- Ex-service man, B2- War widow, C3- Not applicable), 13. Whether Kashmiri Migrant?

14. Territory (A1 - URBAN, B2 - RURAL, C3 - TRIBAL), 15. Employment Status (A1 - Employed, B2 - Unemployed, C3 - IGNOU Regular Employee, D4 - KVS Employee), 16.a. Whether Physically Handicapped, 16.b. If physically handicapped (nature of disability) (A1 Hearing Impairment, B2 Lomotor Impairment, C3 Visual Impairment, D4 Reading Disability, E5 Any other, Please specify).

17.a. Are you registered with IGNOU, 17.b. If yes, write the Enrol. No. & Program Code in the boxes below.

18. Details of Scholarship being received if any: (a) Annual Scholarship Amount, (b) Dept. Offering, (c) Family income (yearly), (d) Below poverty line, (e) In case of Jail inmates.

19. Name of the Candidate

20. Name of Father/Mother/Husband (Strike out whichever not applicable)

21. Educational Qualifications (DCI Recognised Bachelor of Dental Surgery) (Which makes you eligible for the programme): Year of Passing, Date, Month, Year, Percentage of total marks of all BDS examinations.

22. Date of Completion of Internship

23. Write name & Complete Mailing Address (in BLACK BALL Point Pen only). Includes Name, Address, PIN CODE.

24. For Office Use. Enrolment no.

25. Candidate's Signature

26. Photograph. Affix your latest passport size photograph (4 cm X 5 cm) duly attested by Gazetted Officer.

27. Working Experience

Duration	Years	<input type="text"/>	<input type="text"/>	Months	<input type="text"/>	<input type="text"/>	
Employed in (Cross (x) any one of the Appropriate Box only)							
Govt./Public Sector	<input type="checkbox"/>	Semi Govt.	<input type="checkbox"/>	Pvt. Sector	<input type="checkbox"/>	Self Employed	<input type="checkbox"/>
Annual Income (Cross (x) any one of the Appropriate Box only)							
Upto Rs.50000/-	<input type="checkbox"/>	Rs. 50000 to 1 lac	<input type="checkbox"/>	Rs. 1 lac to 1.5 lac	<input type="checkbox"/>		
Rs.1.5 lac to 2 lac	<input type="checkbox"/>	Above Rs.2 lacs	<input type="checkbox"/>				

28. Address for Correspondence

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

<input type="text"/>	
<input type="text"/>	
City	District
<input type="text"/>	<input type="text"/>
State	Pin Code
<input type="text"/>	<input type="text"/>

29. Telephone Number (if any) with STD Code/Mobile No.

STD Code	Telephone No.
<input type="text"/>	<input type="text"/>

30. Fax No. (if any) with STD Code

STD Code	Telephone No.
<input type="text"/>	<input type="text"/>

31. 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 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.

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 the Applicant)

INSTRUCTIONS FOR CANDIDATES

1. Please send your Application form by Registered/Speed Post to the following Address :
**Registrar
 SE DIVISION,
 IGNOU, MAIDAN GARHI, NEW DELHI-110068**
2. Last date for receipt of filled in application form for OPENDEN III is 31.12.10.
3. Application form received after the due date will not be accepted.
4. Please retain photo copy of the filled application form for future reference.
5. For Detailed instructions please refer Students Handbook & Prospectus.
6. No documents are to be attached with this application form.

CATEGORY CERTIFICATE (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)

Place :

Signature:

Date :

Seal/Stamp

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 & Empowerment
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)

Place :

Signature:

Date :

Seal/Stamp

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	pksinclair@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

**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 tagging 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 :

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

