

PROGRAMME GUIDE

For

M. Sc. (Home Science - Community Development & Extension Management) (MSCHSC)



**School of Continuing Education
Indira Gandhi National Open University New Delhi**

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Further information about the School of Continuing Education 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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Dear Learner,

Welcome to the M. Sc. (Home Science – Community Development and Extension Management) Programme offered by the Discipline of Home Science, School of Continuing Education (SOCE), Indira Gandhi National Open University (IGNOU)! It is a Master's Programme of two years duration. The programme is offered in Open and Distance Learning (ODL) mode.

Let us understand the features of the ODL mode of learning. Unlike the conventional system of education, where teaching and learning takes place in face-to-face manner, IGNOU adopts a multi-media approach to facilitate teaching-learning process through the ODL mode. The course material (Self-Learning Material — SLM) is the primary medium of instruction. The SLM is supplemented with audio-video programmes and you will also get support and guidance from the face-to-face/online counseling sessions for theory, practicum and internship Courses which will be organized at the Study Centres. Further, teleconference sessions and interactive radio counseling sessions will also be organized from time to time to provide you support with regard to your study. You will get information regarding face-to-face/online counseling sessions, teleconference sessions and interactive radio counseling sessions from your Regional Centre. Attendance in face-to-face counseling sessions is not compulsory, though it is advisable to attend all the sessions to clarify your doubts. Please ensure that you keep in touch with your Study Centre and Regional Centre with regard to the schedule of counseling sessions for all the Courses of this Master's Programme.

It is possible that this may be your first experience as an ODL learner. Since you are new to this programme of study as well as the distance education mode of learning, it is natural that you may have many doubts and queries in the beginning as well as at different stages of learning. This Programme Guide is an attempt to answer some of your queries. It will give you an overview of the M. Sc. (Home Science – Community Development and Extension Management) Programme as well as help you understand the distance education mode of learning. It aims to give you useful guidelines about study materials, assignments, term- end examination and counseling sessions.

We are sure that you will find the programme of study interesting, informative and useful.

Wish you all the best!
Programme Coordinators

IMPORTANT INFORMATION

1. The candidates are required to opt for only such Study Centre which is activated for the programme. As far as possible, the University will allot the Study Centre opted by the candidate. However, the University may change the Study Centre at its convenience without concurrence of the student at any time.
2. You are requested to go through this Guide carefully before you proceed to the course material. It is further suggested that whenever you have a question to ask us, do look into the Programme Guide. You will most likely find the answer to your question. If you do not, get in touch with your Regional Centre for information.
3. Printed material is the backbone of the programme. Our study material is prepared by teams of experts keeping in view the interest of the learner group. The course material that will be provided to you is written in a manner that promotes self- learning hence the students can study it by themselves with a little assistance from our Counsellor at the Study Centres. Further, you may refer to textbooks and reference books given at the end of each Block under the section 'Further readings/References'. You may also visit libraries attached to the Study Centres, Regional Centres and IGNOU Headquarter. The learners are advised not to refer to sub-standard and abridged guides available in the market. These may harm them. Hence, the University strongly advises the students not to take recourse to such type of guides.
4. Please file all letters that the University sends you, and keep the Programme Guide handy. A record of your progress is maintained at the University. However, you must maintain your own record for comparisons, if needed.
5. The University sends study material and assignment, wherever prescribed, to the learners by registered post and if a learner does not receive the same for any reason whatsoever, the University shall not be held responsible for that.
6. All types of communication (letters, application, etc.) are attended to as soon as we can. It is, therefore, desirable that you make your letters brief and precise. If your letters present irrelevant details or/and are written in ambiguous and objectionable language, our responses to your queries will invariably get delayed.
7. The University reserves the right to change the rules and procedures described in this Programme Guide.
8. You are also advised to get in touch with the Coordinator of your Study Centre for timely information.

1. THE UNIVERSITY

The Indira Gandhi National Open University established in 1985 through an Act of Parliament, ranks as one of the premier educational institutions in the world. It has contributed significantly to the development of higher education in India through the distance mode and has established its credibility as a leading Open University in the World.

In the face of an ever increasing demand for higher education, upgradation of skills and need for continuous training of the workforce, IGNOU is fast developing into a sustainable system for enhancing seamless access to education in the country and also abroad. The mission of IGNOU is to advance the frontiers of knowledge and provide sustainable and learner-centric quality education, skill upgradation and training to all by using innovative technologies and methodologies. IGNOU also acts as a national resource centre for expertise and infrastructure in the ODL system. It is an apex body responsible for ensuring the sharing of professional capabilities and resources.

The University is committed to quality in all its activities – teaching, research, training and extension. IGNOU offers academic programmes that are need-based, unconventional and vocation-oriented with a focus on socio-economic development and serving the disadvantaged. The programmes are at the awareness, certificate, diploma, degree (Bachelor's, Master's and Doctoral) levels and offered through multiple instructional packages with the convergence of different methodologies and technologies. The University caters to learners from rural and tribal areas, physically challenged, jail inmates, rehabilitation houses, government and non-government sectors, parents, home-makers, the employers and the employed. The University has put special focus on women, socially and economically disadvantaged groups, the north-east region, and other tribal and low literacy areas of the country. The University has also opened special Study Centres to address specific educational needs of disadvantaged learners.

Thus, IGNOU serves useful function by offering various academic programmes that lead to Certificates, Diplomas and Degrees. It develops and produces courses for delivery through open learning and distance education mode (ODL), online mode and MOOCs. It is actively involved in research, training and extension education activities.

Objectives

In order to fulfill its mission of providing access to quality education to all, the University aims at the following objectives:

- impart education and knowledge through various means suited to the open and distance education mode;
- democratizing higher education by taking it to the door steps of the learners;
- provide higher education to large sections of the population, particularly to the disadvantaged segments of society;
- providing access to high quality education irrespective of age, gender, region and religion;
- offering need based academic programmes by giving professional and vocational orientation to the courses;
- promote national integration and strengthen the natural and human resources of the country through the medium of education.

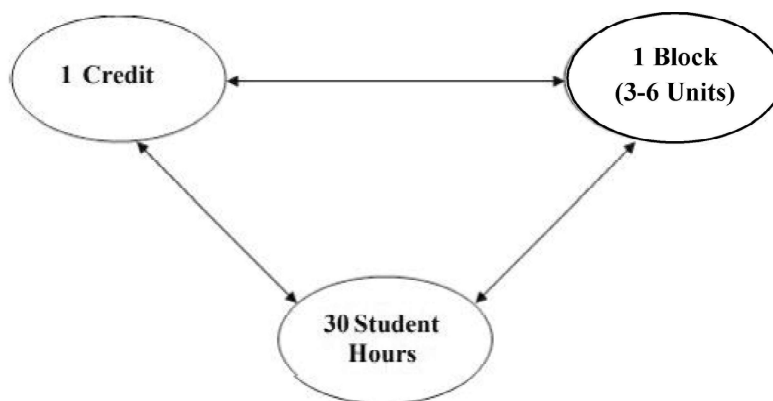
Features

IGNOU has certain unique features such as:

- National and international jurisdiction
- Flexible admission rules
- Individualized study
- Flexibility in terms of place, pace and duration of study
- Use of latest information and communication technologies
- Effective student support services network
- Socially and academically relevant programmes based on need analysis
- Cost-effective programmes
- Modular approach to programmes
- Resource sharing, collaboration and networking with Conventional Universities, Open Universities and other Institutions/Organizations.

The Credit System

In IGNOU, the worth of a programme of study is denoted in terms of credit system, defined in terms of learner study hours. One credit is equivalent to 30 learning hours. On an average, each Block of a theory Course represents one credit, i.e., a learner on an average would require 30 hours to complete the study of a Block.



Thus, each Course has a certain number of credits – 4 or 6 or 8. This means that the Course will require 120 or 180 or 240 hours of study, respectively. The study hours for a

particular theory Course include reading the study material, writing the related assignment, viewing audio-video and participating in teleconference session. In case of Project Work Course, the study hours include carrying out the stated activities and writing the required reports.

2. INSTRUCTIONAL SYSTEM OF AN ODL PROGRAMME

The instructional system of IGNOU is learner-oriented. In this, the learner is an active participant in the teaching-learning process. The University follows a multi-media approach for instruction i.e. self-instructional print material, audio-video programmes, assignments, activities, check your progress exercises, face-to-face counseling sessions / contact sessions, teleconferencing and interactive radio counselling, among others. In order to build skills and competencies, there are laboratory-based Practical Courses as well as field-based Practical Courses requiring interaction with relevant organizations, children, family members, teachers, staff, and other functionaries, depending upon the needs of a specific programme of study. Skills and competencies are also built through Internship/ Project Work Courses where the learners work in specified contexts for a certain specified duration to develop specific skills.

Let us understand each of these components in some more depth.

Self-instructional Print Material

As a student of this M. Sc. (Home Science – Community Development and Extension Management) Programme, you will study eight (8) Courses in the first year, and (7) Courses in the second year. The print material you would receive is written in self-instructional style and will be supplied to you in the form of printed volumes for all the Courses of this Master's Programme. Each Course is on a specific theme and has a specific code number assigned to it (e.g. MHC-001; MHC-002; MDC-003, MDC-005; MHC-003; MHC-004; MHCP-001 etc). The content under each theory Course is divided into Blocks which are put together in the form of a Volume. A Volume contains several Blocks. Each Block is further divided into Units. Hence, each Course may have 3-6 Blocks and each Block may have 3-6 Units. There will be 13 volumes of study material for the 13 Theory Courses, 1 Field Project in Home Science and 1 Research Project in Home Science.

The Units of each Block have a certain thematic unity and are arranged in a logical sequence. As you go through the Blocks, you would see that each Unit has a 'structure'. This structure indicates the components of the Unit, its sections and sub-sections. So you get an overview of what each Unit has to offer. The 'Introduction' given in the Unit tells you what to expect in the Unit and includes its objectives. This gives you an idea of what you should aim to achieve while studying the Unit. This is followed by the main body of the Unit which is divided into various sections and sub-sections. The 'Let Us Sum Up' section towards the end summarizes the information contained in the Unit, while the 'Key Words' or 'Glossary' provides a list of difficult words, phrases or terms and their meaning.

Interspersed throughout the Unit are 'Check Your Progress' Exercises. These are for you to work through as you go through the Unit. Answers to these exercises are given at the end of each Unit. However, in certain cases these exercises are in the form of activities to be carried out by you, for which implicit answers may not be provided; however, hints are given. You do not have to send these 'Check Your Progress' Exercises for evaluation to the University.

The printed material for Field Project in Home Science and Research Project in Home Science are available in the form of separate Project Handbooks, with all guidelines.

Audio-Video Programmes

The learning package also contains audio-video programmes which are produced by the University for clarification, supplementing and enhancement of understanding of the course material given to the student.

These programmes are normally of 25-30 minutes duration. These are used at the Study Centre during counseling sessions which are duly scheduled and notified by the Programme In-charge/Co-ordinator of Study Centre for the benefit of the students. The video programmes are also telecast on Gyan Darshan. Similarly, the audio programmes are also broadcast by GyanVani / Gyandhara radio channels.

If you make use of the audio and video components along with the print material, you will be able to understand the subject matter better, prepare for field-based work and apply the concepts explained through the print material more effectively. This is particularly true with regard to planning and carrying out of practical work and project work/internship.

Academic Counseling Sessions

While the print material and the audio and video programmes are self-explanatory and we have tried to anticipate your questions and difficulties and tackled them therein, it is likely that you may still have some doubts and some clarifications to seek. With this in mind, the counseling sessions are organized at the Study Centre. Through these you get a chance to talk to subject matter experts, who are also called counselors in the distance education system. Counseling sessions will be very different from the usual classroom teaching or lectures. Your counselors will not be delivering lectures or speeches. The counseling sessions will be discussion oriented where the counselor and the learners share their views on the subject and the learners seek clarifications for their doubts and comprehend some of the complex ideas or difficult issues. The counselors will try to help you overcome your difficulties (academic as well as personal) which you face while studying for this Post Graduate Diploma. Therefore, it is very important that you study the related Course material before you go to attend the counseling sessions. Unless you have gone through the Units/Blocks, there may not be much to discuss. You may also establish personal contact with your fellow participants to get mutual help for academic purposes. Try to get the maximum possible help from your counselors.

Following the university norms, the counseling sessions at the Study Centre are organized as per the schedule drawn and notified by the Coordinator/Programme In-charge of the Study Centre. They are mostly held on weekends (i.e. Saturdays and Sundays) as per the convenience of the host institution where the Study Centre is located. However, if the number of students for the programme at a Study Centre falls below 10 (ten), then the counseling and support services may be handled by the Programme Coordinator or the faculty of the School concerned at the Headquarters of IGNOU or through an appropriate alternative arrangement. Be in touch with your Study Centre to know the schedule of the counseling sessions and also check the message in your mobile phone and the email for updated information. Attending the counseling sessions will prove to be of tremendous help to you. We strongly recommend that you attend these counseling sessions, even though these are not compulsory.

(Note: University issues guidelines on counseling sessions from time to time which are to be adhered to by the Study Centre).

- ***Role of Academic Counselor***

The Academic Counselor plays a very crucial role by being the link between the learner and the University. Knowledgeable and experienced faculty of Colleges/ Universities/ Institutions function as the Academic Counselors of the University. These Academic Counselors provide help, support, and advice to the learners in their academic progress. Academic Counselors provide the needed face-to-face support to the learners in achieving their academic goals.

➤ ***Components of Academic Counseling***

Academic counseling consists of the following aspects:

- 1) Tutoring
- 2) Information, discussion and advice on subject related matters
- 3) Resolving specific difficulties related to the Course
- 4) Advice regarding non-academic difficulties that may be hindering academic progress

➤ ***Responsibilities of Academic Counselor***

The responsibilities of Academic Counselor are described as follows:

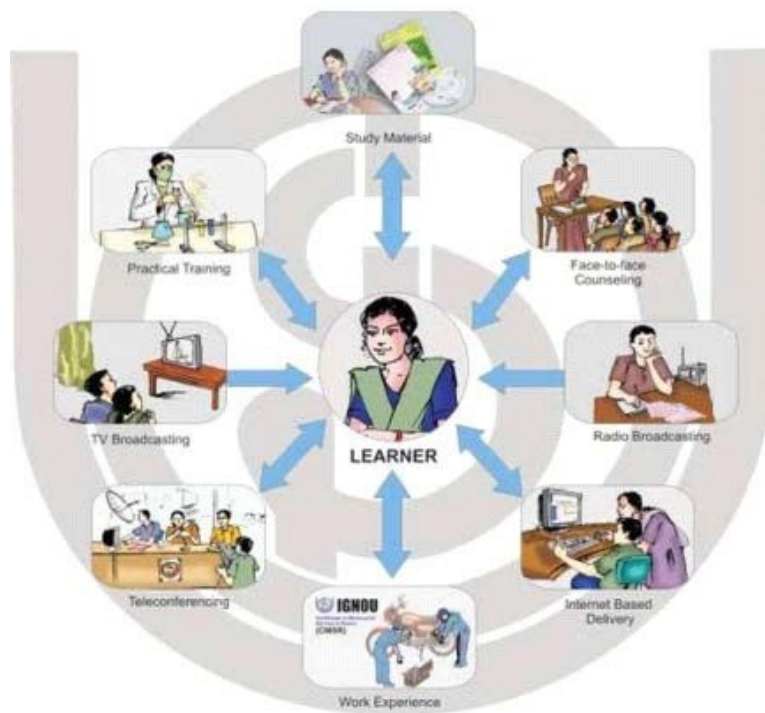
- 1) Participate in the orientation programme for Academic Counselors
- 2) Participate in the induction meeting
- 3) Knowledge regarding IGNOU, its rules, regulations, features and courses of the University
- 4) Understanding the concept of open and distance learning (ODL)
- 5) Understanding the characteristics of an ODL learner
- 6) Understanding the student support service system of IGNOU
- 7) Knowing the unique features of self-instructional materials of IGNOU courses
- 8) Knowledge about M. Sc. (Home Science – Community Development and Extension Management) Programme
- 9) Conducting counseling sessions at the study centres, discuss the content, clarify the doubts of the learners
- 10) Providing support and guidance to the learners in their academic progress
- 11) Help the learners in doing their assignments, evaluate the assignments, provide proper feedback to them and submit marks to the Study Centre
- 12) Help the learners in projects and provide proper feedback to them and submit marks to the Study Centre
- 13) Help the learners in identifying an NGO, or a government organization for doing Field Project and Research Project in Home Science and sort out the difficulties faced by them
- 14) Help the learners in preparing for Term End examination
- 15) Guiding the students to use the library facilities, audio-video materials, interactive radio counselling sessions and teleconferencing sessions
- 16) Assessing the learners' progress, motivate them and provide help and guidance to the learners to complete the programme successfully

Teleconferencing

Teleconferencing sessions are conducted via satellite through interactive Gyan Darshan Channel from the University studios as per the schedule made available to the Regional Centres and Study Centres. Teleconferencing is an effective means of interaction between the learners, experts and others concerned with the programme. It provides an interesting opportunity to the students to interact with the faculty members at the headquarters, and other experts/eminent scholars in the field. The schedule of teleconferencing is available at <http://ignou.ac.in/ignou/aboutignou/icc/empc/gyantime>.

Interactive Radio Counseling / Internet Audio Counseling

Interactive Radio Counseling (IRC) involves live counseling is provided on radio by invited experts from different Gyanvani radio stations in the country. Students can ask questions right from their homes through telephone by availing the facility of toll free telephone number provided for this purpose from selected cities. Gyandhara is an internet audio counseling service offered by IGNOU. Students can listen to the live discussions by the teachers and experts in the field on the topic of the day and interact with them through telephone and chat modes. Learners can access Gyandhara through mobile devices. The schedule of IRC is available at <http://ignou.ac.in/ignou/aboutignou/icc/empc/irc>.



The Learner-centric Instructional System of IGNOU

3. UNIVERSITY RULES

Open Access

Access to the programme is open to all, subject to fulfillment of minimum eligibility criteria.

- **Scholarships and Reimbursement of Fee**

Reserved categories, viz, Scheduled Castes, Scheduled Tribes, Other Backward Classes and Physically Handicapped students have to pay the fee at the time of admission to the University along with other students.

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

Similarly, SC/ST and other Backward Class students have to submit their scholarship forms to the respective State Directorates of Social Welfare or to the Office of the Social Welfare Officer, through the concerned Regional Director of IGNOU for reimbursement of programme fee.

- **Validity of Admission**

Admissions are done twice in a year, i.e., January and July of every year. Candidates who are offered admissions 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. Admission for MSCHSC is done in both January and July session.

- **Incomplete and Late Applications**

Incomplete and late application forms/re-registration forms and forms furnishing false information can be rejected without any intimation to the candidates. The candidates are, therefore, advised to fill the relevant columns carefully and enclose attested copies of all the necessary certificates asked for, and submit the form on or before the due date.

- **Simultaneous Registration**

- As per the latest UGC guidelines, you can simultaneously enroll in two academic programmes at undergraduate/postgraduate levels. For more details refer to <http://www.ignou.ac.in/userfiles/Notification%20Simultaneous%20programs%202-9-2022.pdf>

Note: Registration fee once paid will not be refunded under any circumstances. Programme fee may, however, be refunded if admission is not given for any reason.

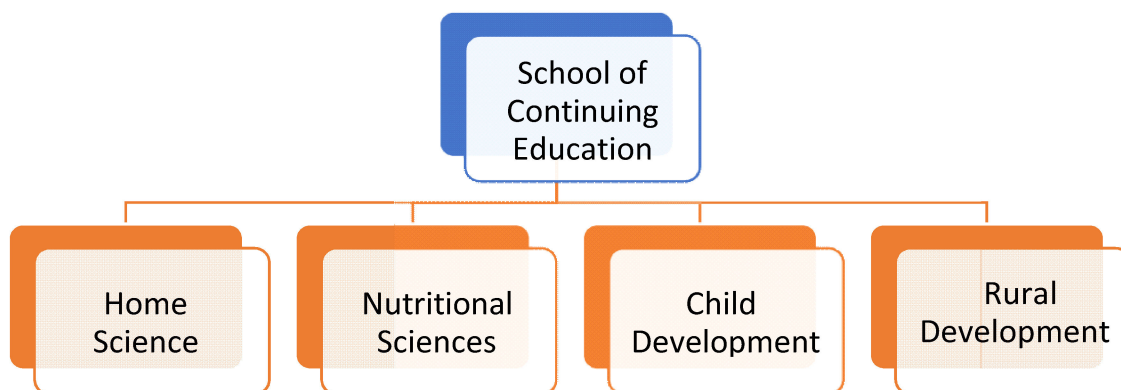
- **IGNOU Website**

You may access all relevant information from the University Website at www.ignou.ac.in

4. THE SCHOOL OF CONTINUING EDUCATION (SOCE)

The School of Continuing Education (SOCE), when conceptualized, started with programmes in two broad disciplinary areas: Rural Development and Women's Education. In the process of its growth, certain important areas of concern were identified and addressed through a number of programmes such as Rural Development, Child Development, Disability, Youth and Development Work, Nutrition, Food Safety, Dietetics and more recently Home Science.




The four Disciplines presently housed in SOCE are: Home Science, Nutritional Sciences, Child Development and Rural Development, as shown in the following figure:



The School of Continuing Education also has its social media accounts on Twitter, Facebook and Instagram. You can follow, like and share our posts to be informed with the updates, notices and other information about Courses offered and school activities. Following are the details:

- URL link for Twitter: <https://twitter.com/compose/tweet>
- URL link for Facebook: <https://www.facebook.com/profile.php?id=100089230185397>

Given below are the QR Codes for our Social media handles.

QR Code for Twitter	
QR Code for Facebook	
QR Code for Instagram	

The Discipline of Home Science incorporates many pertinent life skills through scientific knowledge and methods in Community Sciences. The modern trends in Home Science, also known as Community Science, are seeing an emerging class of professionals who lead projects in government departments, and national and international agencies. In addition to the development of valuable intrapersonal skills, the discipline introduces the students to potential career paths in areas of Community Development, Creative Communication for Sustainable Development, Extension Work, Event Management, Apparel merchandising etc. Keeping in view a lifelong learning approach and the contemporary developments in the field of Home Science, niche educational interventions have been initiated under this Discipline through the following programmes:

Research Degree

- Ph. D. in Home Science (PHDHC)

Master's Degree

- M. Sc. (Home Science - Community Development & Extension Management) (MSCHSC)

Diploma

- Diploma in Event Management (DEVMT)
- Diploma in Apparel Merchandising (DAPMER)

Certificate

- Certificate in Apparel Merchandising (CAPMER)
- Certificate in Event Management (CEVMT)

SAWAYAM MOOCs

- Extension and Communication for Sustainable Development – MOOC
- Sattat Vikas ke liye Sampreshan evam Vistaar (Hindi) - MOOC
- Basics of Event Management (BHC-011) - MOOC
- Event Planning (BHC-012) - MOOC
- Event Coordination and Control (BHC-013) - MOOC

5. M. Sc. (Home Science - Community Development and Extension Management) (MSCHSC)

(i) Relevance of the Programme

M. Sc. (Home Science –Community Development and Extension Management) aims to fulfill the educational aspirations of Home Science graduates and graduates from other disciplines who wish to implement community development projects for livelihoods and skilling. It aims to build competencies in the field of community development for achieving sustainable development goals (SDGs) by learning the nuances of extension and institutional management, development communication, social and behaviour change, advocacy, resource mobilisation, participatory media, gender mainstreaming, maternal and child health, researching in communities, and interdisciplinary areas of Home Science.

Learning Objectives of MSCHSC:

1. To develop knowledge on community development practices and extension management for achieving Sustainable Development Goals (SDGs) in communities.
2. To build competencies in the planning, development and implementation of community development programmes.

Programme Outcomes:

After completing the programme, students will be able to:

1. Build linkages between community development and sustainable livelihoods
2. Plan and develop extension programmes by integrating interdisciplinary areas of community sciences
3. Participate in, and implement community development projects
4. Establish organisations that work for different types of communities
5. Forge partnerships for social change and development

(ii) Target group:

Graduates of Home Science / Community Sciences, Social Sciences, Behavioral Sciences, Sciences or any other discipline, who wish to pursue a career in the development sector. This programme is applicable to graduates who wish to be Development Practitioners; Academicians; Researchers; and Officers in skill development, social welfare, rural development and health services. The scope of this programme extends to Programme / Project officers in Government, Intergovernmental, Multilateral and International Organisations, NGOs, Corporations, Social Enterprises; and development professionals working in rural, tribal and urban areas across sectors.

Age is no bar to enroll in this Programme of study, hence there is no minimum or maximum age.

Eligibility: Bachelor’s degree in any subject from a recognized University.

Examination mode : Annual

Offer and Coverage: The MSCHSC programme is offered in both January and July sessions of every year. It is offered through the established network of IGNOU Regional Centers.

Duration: According to IGNOU's policy of flexibility, the programme can be completed in a minimum period of 2 years and a maximum period of 4 years, i.e., admission is valid for 4 years.

Medium: The M. Sc. (Home Science - Community Development & Extension Management) (MSCHSC) is available in English Medium at present.

Exit option: Student pursuing this programme will have the option to exit from the programme after successful completion of first year courses of two semesters (40 credits) with a PG Diploma in Community Development and Extension Management

Fee: The fee for the entire programme is Rs. 14,000/-, to be paid year-wise @ Rs. 7,000/- per year. The University can revise the programme fee from time to time and the revised fee shall be payable by the learner as per the schedule of payment notified by the university. Admission is done online. Please check the website www.ignou.ac.in for latest details.

(iii) Programme Structure

The M. Sc. (Home Science - Community Development & Extension Management) (MSCHSC) Programme is worth 80 credits and comprises of 13 Theory Courses, 1 Field Project in Home Science and 1 Research Project in Home Science. The following table gives an overview of the programme structure and credit weightage:

M. Sc. Ist year			
Codes	Title of the Course	Type of Course	Credits
MHC-001	Fundamentals of Development and Extension	Theory	6
MHC-002	Community Organisation and Community Development	Theory	4
MDC-003	Media in Development Communication	Theory	6
MDC-005	Development: Information and Communication Technologies	Theory	6
MHC-003	Programme Planning and Evaluation	Theory	4
MHC-004	Participatory Community Development	Theory	4
MHCP-001	Field Project in Home Science	Project	4
MGS-001*	Gender and Development: Concept, Approaches and Strategies (OR)	Theory	6
MRD-202*	Rural Development Programmes	Theory	6
PGDCDEM	P.G. Diploma in Community Development and Extension Management (PGDCDEM) as Exit option after completion of 1st year	Total Credits =	40
M. Sc. IInd year			
MHC-005	Community Sciences and Community Development: Emerging Issues	Theory	8
MDV-110	Training And Development	Theory	6
MHC-006	Management of Maternal and Child Health	Theory	4
MHC-007	Social and Behaviour Change	Theory	6
MHC-008	Research Methods in Community Development & Extension Management	Theory	4
MHCP-002	Research Project in Home Science	Project	6
MEDS-051*	Fundamentals of CSR (OR)	Theory	6
MHC-009*	Rural Development: Issues and Concerns	Theory	6
MSCHSC	M. Sc. (Home Science - Community Development & Extension Management) (MSCHSC)	Total Credits =	80

As explained earlier, in IGNOU terminology, one credit is equivalent to 30 hours of the learner's study time. So, a 6 credit Course should take you 180 study hours to complete. This includes the time taken for you to understand the print material, view and listen to the related video and audio programmes, attend counseling sessions and complete the Project work related to the Course. Thus, the entire Programme is worth $80 \times 30 = 2400$ hours of your study time. Of course, you must bear in mind that this is an average estimate.

(iv) Course-wise Details

A brief description of the Courses is given in this Section. The Course and Block titles for theory Courses have been listed.

M. Sc. Ist year

MHC-001 FUNDAMENTALS OF DEVELOPMENT AND EXTENSION (6 Credits)

Block-1: Development: An Overview

Block-2: Concepts of Development

Block-3: Introduction to Sustainable Development

Block-4: Extension Education

Block-6: Extension Teaching Methods and Audio-Visual Aids

Block-7: Communication: Theories and Models

MHC-002 Community Organization and Community Development (4Credits)

Block-1: An Introduction to Community

Block-2: Community Organisation

Block-3: Community Mobilisation and Community Development

Block-4: Social Action and Social Policy

MDC-003 Media in Development Communication (6 Credits)

Block-1: Print Journalism: Writing Skills

Block-2: Radio and TV Journalism

Block-3: Online Journalism

Block-4: Media Ethics

MDC-005 Development: Information and Communication Technologies (6 Credits)

Block-1: Understanding ICT

Block-2: ICT: Conceptual Framework

Block-3: ICT: Approaches and Application

Block-4: India's Tryst with Digital Age

Block-5: Knowledge Society and Digitalization

MHC-003 Programme Planning and Evaluation (4Credits)

Block-1: Extension Programme Planning

Block-2: Management Concepts and Theories

Block-3: Mobilization of Resources

Block-4: Project Management, Monitoring and Evaluation

MHC-004 Participatory Community Development (4Credits)

Block-1: Strategy for Sustainable Development

Block-2: Community Resources for Sustainable Consumption and Livelihood

Block-3: Participatory Management in Development

Block-4: Participatory Approaches and Learning for Action

Block-5: Researching in Communities

MHCP-001 Field Project in Home Science- I (4Credits)

M. Sc. Ist year Electives* – one Course to be taken from the following:

MGS-001 Gender and Development: Concept, Approaches and Strategies* (6Credits)

Block-1: Concepts of Gender and Development

Block-2: Approaches to Gender and Development

Block-3: Strategies in GAD

Block-4: Gender Mainstreaming in Policy Making

Block-5: Gender and Market Economies

Block-6: Gender, Work and Health

OR

MRD-202 Rural Development Programmes* (6 credits)

Block-1: Poverty Alleviation and Employment Generation Programmes

Block-2: Basic Services and Infrastructure Development Programmes

Block-3: Natural Resources Management and Environment

Block-4: Other Development Programmes

M. Sc. IInd year

MHC-005 Community Sciences and Community Development: Emerging Issues and Concerns (8 credits)

- Block-1: Early Childhood Care, Nutrition and Health
- Block 2: Textiles and Handicrafts for Livelihood Promotion
- Block 3: Emerging Gender Concerns
- Block 4: Disaster Management
- Block 5: Skilling for Livelihoods and Human Development
- Block 6: Resource Mobilisation and Institutional Management

MDV-110 Training and Development (6 credits)

- Block-1: Fundamentals of Training
- Block-2: Training Needs Assessment
- Block-3: Trainer and Training Management
- Block-4: Process of Training
- Block-5: Emerging Developments in Training

MHC-006 Management of Maternal and Child Health (4 credits)

- Block-1: Maternal and Child Health Services
- Block-2: Data and Surveillance in MCH
- Block-3: Behaviour Change Communication in MCH
- Block-4: Implications for Adolescent Health

MHC-007 Social and Behaviour Change (SBC) (6 Credits)

- Block-1: Theories of Communication for Development (C4D) and Social Change
- Block-2: Community Media
- Block-3: Designing Social and Behaviour Change Strategy
- Block-4: Designing and Developing Dialogue-based Methods and Materials
- Block-5: Programme Management for Social and Behaviour Change
- Block-6: Advocacy

MHC-008 Research Methods in Community Development & Extension Management (4 credits)

- Block-1: Research in Community Development

Block-2: Development Research & Qualitative Research Methods and Techniques

Block-3: Tools of Data Collection

Block-4: Data Analysis

MHCP-002 Research Project in Home Science (6 credits)

M. Sc. Ist year Electives* – one Course to be taken from the following:

MEDS-051 Fundamentals of CSR* (6 Credits)

Block-1: Evolution and Concept of CSR

Block-2: CSR Legislations and Guidelines: Global and India

Block-3: Key Thematic Areas in CSR-I

Block-4: Key Thematic Areas in CSR-II

Block-5: Key Outcomes of CSR

OR

MHC-009 Rural Development: Issues and Concerns* (6 credits)

Block-1: Rural Society

Block-2: Rural Development

Block-3: Social Development

Block-4: Factors of Change in Rural India

Block-5: Agrarian Issues and Institutions of Rural Development

Some Important and Useful Instructions for Field Project in Home Science and Research Project in Home Science

Given below are some important and useful instructions for field Project in Home Science and Research Project in Home Science. So read them carefully.

- For Project Work, you have to work under the Supervision of the Academic Counselor / Supervisor who is approved for the Project Work. This person is referred to as the 'Guide'.
- The Counselor will be available on the dates as would be given to you in the counseling schedule, by the Study Centre. You may wish to go to the Academic Counselor for further guidance or if there are some problems which neither you nor your Guide are able to solve.

FOR ALL DETAILS REGARDING PROJECT WORK in M. Sc. Ist year and M. Sc. IInd year, PLEASE REFER TO THE PROJECT HANDBOOK

6. DELIVERY SYSTEM

The **MSCHSC programme** is delivered as a continuous programme of two-year duration starting from the beginning of that particular academic session (July or January of a particular year). Different divisions of the IGNOU are involved in delivering the programme – supplying/dispatching the materials, providing student support services /facilities, conduct of examinations and certification. In case you face any problem/difficulty at any stage, you can contact the following support division / center.

Whom to Contact for What?

- For identity card, fee receipt, change of address, bonafide certificates, migration certificate, scholarship forms (if applicable), non-receipt of study material contact the concerned Regional Centre.
- For Assignments, you can click on ‘Downloads’ from IGNOU website: www.ignou.ac.in, and then go to the ‘Assignments’ link.
- For non-reflection of Assignment marks in your grade card, contact the Regional Director of the concerned Regional Centre and Asstt. Registrar (Assignments), Student Evaluation Division (SED), IGNOU, Maidan Garhi, NewDelhi-110068. (Email: assignments@ignou.ac.in).
- For queries relating to examination, date-sheet, result, early declaration of results, transcripts, rechecking, grade card & provisional certificate (GCPC), you can contact Dy. Registrar (Examination-III), SED, Block 12, Room No.1, IGNOU, Maidan Garhi, NewDelhi-110068.
- For Original Degree/Diploma and Convocation, contact your Regional Centre.
- For student grievances, register grievance in the ‘IGNOU Grievance Redress and Management (iGRAM)’ portal at <https://igram.ignou.ac.in/>
- For the schedules of counseling, feedback on assignment responses contacts the Coordinator of the concerned Study Centre.
- Please check IGNOU website at frequent intervals for updates.

7. OPERATIONAL SCHEDULE

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

- o **September - October:** Dispatch of the self-learning materials
- o **31st March of subsequent year:** Submission of Term-end Examination Form (Online) and Assignments (at the Study Centre).
- o **June of subsequent year:** Term-end Examinations: Completion of the Programme.
- o Issue of Grade Card & Provisional Certificate (GCPC) (by post)
- o Award of Original Degree / Diploma (In the Convocation)

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

- o **March - April:** Dispatch of the self-learning materials to the students.
- o **30th September of that year:** Submission of Term-end Examination Form (Online) and Assignments (at the Study Centre).
- o **December of that year:** Term-end Examinations – **Completion of the Programme.**
- o Issue of Grade Card & Provisional Certificate (GCPC) (by post)
- o Award of Original Diploma (In the Convocation)

This is the schedule if you want to complete the programme in two years. However, if due to any unavoidable reasons, you are unable to complete the programme within two years, please do not feel tense and worry about it. You can complete the programme in a duration of up to four years. There is flexibility in Assignment submission and taking of termend Examination (TEE), as explained further, that enables you to complete the programme in the subsequent session(s), but within the maximum period of four years.

If you could not complete Assignments or examinations of any Course in one year, then you can complete them in the next session.

In case you miss to submit your Assignment by the last date of Assignment for the session for which you are enrolled, you have to do the Assignments meant for the next year. This means that if you are enrolled in January session you miss to submit the Assignment till 30th September, you would need to take the next Assignment for January/July session which will be uploaded on the University website in January. Similarly, if you are enrolled in July session and miss to submit the Assignment till given date, you would need to take the next Assignment for January/July session which will be uploaded on the University website in January.

You may appear for the Term-end Examination (TEE) of one or more Courses at a time. Please note that normally examinations in all the Theory Courses will be held two times every year – June and December. However, in the first year of admission you can take the examination for any or all Courses only after one year. This means that if you have enrolled for January session, you can take TEE for the first time in December. After that, you can take the examination in June and/or December of each year, till your registration remains valid.

8. Evaluation

The evaluation methodology of Theory, Assignment and Project Work has been discussed separately.

• Evaluation of Theory Courses

The evaluation for theory courses comprises two aspects:

- a) Continuous Evaluation – one compulsory assignment for each Theory Course
- b) Term-End Examination (TEE) – one for each Theory Course

You are required to score at least 40% marks in both - Assignments as well as TEE of each Course separately. In the final result, the Assignments of each Theory Course carry 30% weightage, while 70% weightage is given for Term-End Examination.

Assignments and their Evaluation

Assignments are an integral and compulsory component of the instructional system and constitute a part of continuous evaluation. The purpose of Assignments is to provide you an opportunity of articulating your assimilated knowledge and understanding into written form and also to test your capacity of transferring the theoretical learning from the Courses to practical situations. Thus, Assignments practically enhance your understanding as well as skills of articulation and expression in writing.

You will have to do one Assignment for each Course. Each Assignment is of 100 marks and carries 30% weightage towards the final evaluation of the Course. You will have to work on these Assignments and should submit the Assignment responses to the Coordinator of the allotted Study Centre in accordance with the given Assignments' submission schedule. As explained in section titled 'Operational Schedule', irrespective of the year and session of the registration, you need to submit the latest Assignments uploaded on the website. You will not be allowed to appear for the Term End Examination (TEE) for any Course if you have not submitted the specified number of Assignments in time for that Course. Therefore, you are advised to take your Assignments seriously. All the Assignments are Tutor Marked Assignment (TMA) which shall be evaluated by the academic counselor. There will be one Assignment for each theory Course.

Assignments are to be downloaded from IGNOU website (www.ignou.ac.in) from the 'Downloads' window. Normally, the Assignment marks are declared along with the Term End Exam results.

Instructions

- 1) The top of the first page of your response sheet should look like this:
 - Name:
 - Enrollment No.:
 - Programme Title:
 - Course Title:
 - Course Code:
 - Full Address:

- Assignment Code:
 - Name of your Study:
 - Date:
 - Signature:
- 2) Use A-4 size plain or ruled paper for your responses, write on both sides with margin and tie all the pages carefully Course wise.
 - 3) Write the question number with each answer. The Assignment responses should be complete in all respects. Before submission you should ensure that you have answered all the questions in all Assignments. Incomplete Assignments bring you poor grades.
 - 4) You should write in your own handwriting and only handwritten Assignments are accepted.
 - 5) Write each Assignment separately. All the Assignments should not be written in continuity.
 - 6) Last date for submitting the Assignments for July Session is 31st March of the next year and for January Session is 30th September.

Guidelines

- 1) **Planning:** Read the Assignments carefully. Go through the self-learning material on which they are based. Make some points regarding each question and then rearrange these in a logical order. Do not copy your answers from the Units/Blocks
- 2) **Organization:** Be a little more selective and analytical. Give attention to your introduction and conclusion. The introduction must offer your brief interpretation of the question and how you propose to develop it. The conclusion must summarize your response to the question.
- 3) **Make sure that your answer:**
 - a) is of the approximate words as stated for each question for each question;
 - b) is logical, coherent and has clear connections between sentences and paragraphs;
 - c) is written correctly giving adequate consideration to your expression, style and presentation;
- 4) **Presentations:** Once you are satisfied with your answers, you can write down the final version for submission, writing each answer neatly and underline the points you wish to emphasize.
- 5) **Submission:** You have to send the Assignment-responses to the Study Centre you are attached to as per schedule. The instructions given in the assignments should be kept in mind while you prepare and submit the assignment responses.
- 6) If you do not complete the Assignments according to time schedule of the relevant academic session, then you have to attempt the new Assignment questions of the next session and submit the Assignment responses according to the schedule of that session.
- 7) Do not copy from the response sheets of other learners. If copying is noticed, the Assignments of such learners will be rejected.

- 8) Once you get the pass grade in an Assignment, you cannot re-submit it for improvement of grade. Assignments are not subject to re-evaluation except for factual errors, if any, committed by the evaluator.

The discrepancy noticed by you in the evaluated assignments should be brought to the notice of the Coordinator of the Study Centre, so that the correct score is forwarded by him to the Student Evaluation Division at Headquarters. Score communicated by the Study Centre through any mode other than the award list will not be acceptable to the University for taking your score of assignments on your record. In case you find that the score indicated in the assignment sheet of your Tutor Marked Assignment has not been correctly reflected or is not entered in your grade card, you are advised to contact the Coordinator of your Study Centre with a request to forward correct award list to the Student Evaluation Division (SED) at the Headquarters.

Do not enclose or express doubts for clarification if any about study material or assignment along with the assignment. Send your doubts in a separate cover to the Programme Coordinator or Director of School of Continuing Education at IGNOU, Maidan Garhi, New Delhi-110068. Give your complete enrolment number, name, address, phone/mobile number, title of the Course, and the number of the Unit or the assignment, etc. on top of your letter.

We strongly advise you not to copy the assignments, Supervised Practicum and Project work from each other's work or to buy these from the Market. Use of any such unfair means will lead to your work being disqualified and you will have to do the assignment again.

- **Evaluation of Project work**
- **Conduct of Project and Evaluation of Project Work in M. Sc. Ist year and IInd year**

M. Sc. Ist year: The M.Sc. Ist year Field Project in Home Science (MHCP-001) is a **Practicum based form of experiential learning**. The practical activities listed in the Project Handbook will orient the learners to the use of practical tools, and methods in conducting extension activities. Learners can choose a topic / topics of their interest while doing the M. Sc. 1st year Courses, and do the activities listed in the 'Field Project in Home Science' of 4 Credits. The activities may be done by the learner through the help and assistance of NGOs / Government agencies / Civil Society Organisations / Community Development Organisations / any other development based organisation in local vicinity. The activities are to be done in consultation with Academic Counsellor / Supervisor (approved by Discipline of Home Science, SOCE). Support of the Academic Counselor at the Study Centre to identify the community/ organisation can also be taken for conducting the activities. However, identification of the community and community organisation is your responsibility. After completion, the File of 'Field Project in Home Science' (MHCP-001) has to be signed by the Academic Counsellor / Supervisor and the same has to be submitted in the form of hard copy in November / May to Student Evaluation Division (SED), IGNOU Headquarters, New Delhi or in the form of soft copy on the portal for submission of Projects on the website, for evaluation.

M. Sc. II year: The IInd year 'Research Project in Home Science' (MHCP-002) can be undertaken with selected Voluntary Organisations or Government Agencies, using requisite scientific knowledge in community development and extension management. Tying up your project to a local community / NGO /development based-institution / organisation will enable the learner to build insights on how to work on projects in future after completion of the Masters' programme. The 'Research Project in Home Science' can be quantitative as well as qualitative. The learner needs to ensure that the topic has research significance and follows a proper research methodology. The Research Proposal after concurrence and signature of Academic Counsellor/

Supervisor at the Study Centre, has to be sent by email to evaluators at headquarters for approval on the email id that will be provided to you. After approval, the project work has to be conducted by you and the detailed project report file is to be prepared under the guidance of the supervisor. After completion of 'Research project in Home Science' (MHCP-002) and signature of the Academic Counsellor on the Project Report File, the file has to be submitted in soft copy in November / May to the email id provided to you for Project submission or in the form of Hard Copy to Student Evaluation Division (SED), IGNOU Headquarters, New Delhi, for evaluation.

➤ **Submission of Field Project in Home Science (MHCP-001) and Research Project in Home Science (MHCP-002)**

You must prepare two copies of Files each, of the Field Project in Home Science (MHCP-001) in M.Sc. Ist year, and Research Project in Home Science (MHCP-002) in M. Sc. IInd year, respectively. For Ist Year, as already mentioned in the previous section, after completion, the File of 'Field Project in Home Science' (MHCP-001) has to be signed by the Academic Counsellor / Supervisor and the same has to be submitted in the form of hard copy in November / May to Student Evaluation Division (SED), IGNOU Headquarters, New Delhi or in the form of soft copy on the portal for submission of Projects on the website, for evaluation. In the IInd year, after completion of 'Research Project in Home Science' (MHCP-002) and signature of the Academic Counsellor on the Project Report File, the file has to be submitted in soft copy in November / May to the email id provided to you for Project submission or in the form of Hard Copy to Student Evaluation Division (SED), IGNOU Headquarters, New Delhi, for evaluation.

Both MHCP-001 and MHCP-002 Project files must be accompanied by the forms given in the Project Handbook, at Annexures of each Project - MHCP-001 and MHCP-002, that certify that the bonafide work has been done by you at the nearest Community / Organisation for the requisite period. Keep the second copy of each Project with yourself for reference.

As project work will be field-based, lab-based practical centers will not be required. However, the field-based project work will be done under the supervision of Academic Counsellor / Programme-in-charge in study centres. Hence the Study Centres will help the learners to access organisations where the project can be done.

In case of submission on online portal for Project Work submission of both Projects, you would need to scan each page of your Project File and upload it in PDF format on the portal for submission. Remember that each scanned page of your Project File is evaluated by your Guide at the Study Centre and bears the Guide's signature. You are also required to scan and upload each of the Annexures to certify that bonafide work is done by you during your Project Work at the nearest Community/ Organisation. You will find these details in the Project Handbook.

● **Marking Scheme**

The performance of the students will be assessed under 'Numerical Marking Scheme'. Depending on the percentage of marks secured by a candidate, the divisions will be awarded as follows:

I	Division with Distinction (if applicable)	-	75% and above
I	Division	-	60% to 74.9%
II	Division	-	50% to 59.9%
III	Division	-	40% to 49.9%
IV	Unsuccessful	-	Below 40%

The notional correlates of the letter grades and percentage of marks are mentioned in Table 2.

Table2: Correlates of the Letter Grades and Percentage of Marks

Qualitative Value	Letter Grade	Percentage of Marks
Excellent	A	70
Very Good	B	60
Good	C	50
Satisfactory	D	40
Failure	E	Below 40%

9. TERM-END EXAMINATION (TEE)

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

The TEE is a major component of the evaluation system of theory Courses with 70% weightage for each Course in the final result. There is one term-end examination paper for each Course, i.e., you will have to clear 13 papers towards completing the Masters's Programme. Each paper is of three hours duration.

The terminal written examination may comprise of:

- essay-type questions testing analytical and conceptual comprehension.
- case materials/problem-solving activities/practical questions.
- short answer questions and objective questions.

Learners who do not qualify in the Term End Examination can reappear in the next examination. However, you need to successfully complete all the Courses within 3 years of your registration, i.e., during the admission validity period.

The University conducts term-end examination (TEE) twice a year i.e. in June and in December of every year. **Please see the details mentioned in the section on 'Operational Schedule' to appear for TEE under each cycle.** In case you fail (less than 40%) in the TEE, you will be eligible to reappear in the next TEE for that Course, till the final span of the programme i. e. prior to completion by you of the maximum duration of 4 years.

It is a pre-requisite to submit the online examination form with prescribed fee (revised from time to time) per Course. Only one form is to be submitted for all the Courses you are appearing in TEE. You can choose examination centre anywhere in India from the list of centres notified in the IGNOU website. The code of your chosen centre is to be filled up as Examination Centre Code. The exam centre will be allotted on first come first serve basis. In case the sitting at the centre has exhausted you can select the alternate centre. However, if Examination Centre chosen by you is not activated, you will be allotted to any other Examination Centre under the same Region. Change of Examination Centre, once allotted, is not permissible under any circumstances.

Please ensure that:

- Assignment(s) as applicable for the Course(s) filled for appearing in the TEE has been submitted.
- Registration for the Course(s) is valid and not time barred.
- Minimum duration (one year) for appearing in Course(s) has been completed.

10. GENERAL INSTRUCTIONS

- A record of your progress is maintained at IGNOU, New Delhi.
- Please save all the information that University sends you and keep the Programme Guide handy.
- Do write to us if you have any difficulties while working through the programme. Remember to intimate the relevant authority sufficiently in advance, if there is any change of address. This will help the concerned authority to send you course material, any information and letters promptly, without any delay or the risk of their being lost.
- Please try to attend as many counseling sessions as possible so as to get the best out of the programme.
- When you receive the study materials, read the Units carefully and note down the important points. You can use the space in the broad margin of the printed pages for making notes and writing your comments.
- Answer ‘Check Your Progress’ questions and complete ‘Activities’ given in the study materials. Please remember, the answers to them are not to be sent to us. The purpose is to enable you to evaluate your own performance and keep you on the right track. They will enhance your comprehension of the subject matter. You can compare your answers to Check Your Progress questions with those given at the end of the Unit.

11. ONLINE FACILITIES

Please visit the IGNOU website (www.ignou.ac.in) from time to time for general updates, under the following headings.

- Schools of Studies:** You will get the information about the programmes offered by different schools. The M.Sc (Home Science – Community Development and Extension Management) programme is offered by the Discipline of Home Science, School of Continuing Education (SOCE).
- Students Support:** For Results; download facilities for assignment, old question papers; queries about admission, registration, material despatch details, address checking, convocation; TEE date sheet; examination form; campus placement, prospectus etc.
- Divisions:** Under this section, there are links for Material Production and Distribution Division, Regional Service Division, Student Registration Division and Student Evaluation Division.
- Student Registration Division:** This division will give you information about admission.
- Student Evaluation Division:** This division gives information about TEE and results.
- Electronic Media Production Centre:** You will get the information about the Interactive Radio Counseling and Teleconferencing schedules.

12. SOME FORMS FOR YOUR USE

Annexure I: List of Regional Centres of IGNOU

Annexure II: Form for Change/Correction of Address

Annexure III: Form for Non-receipt of Materials

Annexure IV: Form for Early Declaration of Result of Term End Examination

Annexure V: Form for Obtaining Duplicate Grade Card/Mark sheet

Annexure VI: Form for Issue of Migration Certificate

Annexure VII: Form for Issue of Provisional Certificate

Note: 1. Forms for Term End Examination and Re-evaluation of Result of Term End Examination are to be submitted online (www.ignou.ac.in). Please check IGNOU website for change in the format, address, mode of submission and fee (if any) before submission of the form.

Annexure -I

LIST OF REGIONAL CENTRES OF IGNOU

(Please check the respective RC website for updates on address, contact details, operational area, support services etc)

SL. NO	RC CODE	RC NAME	ADDRESS	OPERATIONAL AREA
1	26	AGARTALA	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE M.B.B. COLLEGE COMPOUND P.O. AGARTALA COLLEGE AGARTALA-799 004, TRIPURA 0381-2519391 / 2516266 0381-2516266 rcagartala@ignou.ac.in	STATE OF TRIPURA (DISTRICT: DHALAI, NORTHTRIPURA, SOUTH TRIPURA, WEST TRIPURA)
2	09	AHMEDABAD	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE OPP. NIRMA INSTT OF TECHNOLOGY SARKHEJ-GANDHINAGAR HIGHWAY CHHARODI AHMEDABAD-382 481, GUJARAT 02717-242975-79, 02717-241370,02717-256458 02717-241580 rcahmedbad@ignou.ac.in	STATE OF GUJARAT (DISTRICT: AHMEDABAD, ANAND, BANASKANTHA, BHARUCH, DAHOD, GANDHINAGAR, MEHSANA, PATAN, SABARKANTHA, SURAT, VADODARA, VALSAD, DANG, KHEDA, NARMADA, NAVSARI, PANCHMAHAL, TAPI)
3	19	AIZWAL	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE LAL BULAIA BUILDING M.G. ROAD KHATLA (NEAR CENTRAL YMCA OFF) AIZWAL - 796 001, MIZORAM 0389-2311693 / 2311692 0389-2311789 rcaizwal@ignou.ac.in	STATE OF MIZORAM (DISTRICT: AIZWAL, LUNGLEI, KOLASIB, MAMIT, SERCHHIP, SAIHA, CHAMPHAI, LAWNGTLAI)
4	47	ALIGARH	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 3/310 MARRIS ROAD ALIGARH - 202 001 UTTAR PRADESH 0571-2700120 / 2701365 0571-2402147 rcaligarah@ignou.ac.in	STATE OF UTTAR PRADESH (DISTRICT: ALIGARH, AGRA, BUDAUN, BULANDSHAHR, ETAH, ETAWAH, FIROZABAD, J.P. NAGAR, KASHIRAM NAGAR/KASGANJ, MAHAMAYA NAGAR/HATHRAS, MAINPURI, MATHURA, MORADABAD, RAMPUR)

5	13	BANGALORE	REGIONAL DIRECTOR (I/C) IGNOU REGIONAL CENTRE NSSS KALYANA KENDRA 293, 39TH CROSS, 8TH BLOCK JAYANAGAR BANGALORE - 560 070 KARNATAKA 080-26654747 / 26657376 080-26639711, 080-26644848 rcbangalore@ignou.ac.in	STATE OF KARNATAKA (DISTRICT: BANGALORE, BANGALORE RURAL, CHIKBALLAPUR, CHITRADURGA, DAVANAGERE, KOLAR, RAMANAGARA, SHIMOGA, TUMKUR, BAGALKOT, BIJAPUR, GADAG, HAVERI, BELLARY, BIDAR, GULBARGA, KOPPAL, RAICHUR, YADGIR, CHAMARAJANAGAR, CHIKMAGALUR)
6	82	BHAGALPUR	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE BHAGALPUR	STATE OF BIHAR (DISTRICT: KISHANGANJ, ARARIA, KATHIHAR, PURNEA, BHAGALPUR, BANKA, MUNGER, KHAGARIA, MADHEPURA)
7	15	BHOPAL	REGIONAL DIRECTOR IGNOU REGIONAL CENTRES ANCHI COMPLEX, 3RD FLOOR OPP. BOARD OF SECONDARY EDN. SHIVAJI NAGAR BHOPAL - 462 016 MADHYA PRADESH 0755- 2578455 / 2578452 0755-2578454 rcbhopal@ignou.ac.in	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)
8	21	BHUBANESHWAR	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE C - 1, INSTITUTIONAL AREA BHUBANESHWAR - 751 013 ORISSA 0674-2301348 / 2301250 0674-2301352, 0674-2371457 0674-2300349 rcbhubaneswar@ignou.ac.in	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	06	CHANDIGARH	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SCO 208 SECTOR 14 PANCHKULA - 134 109 HAYRANA 0172-2590208, 0172-2590279 rcchandigarh@ignou.ac.in	STATE OF PUNJAB (DISTRICT: PATIALA, MOHALI, RUP NAGAR, FATEHGARH SAHEB), STATE OF HARYANA (DISTRICT: AMBALA, PANCHKULA), CHANDIGARH (U.T.)

10	25	CHENNAI	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 3rd FLOOR, G R COMPLEX 407-408, ANNA SALAI, NANDANAM, CHENNAI-600035 TAMILNADU PH.OFF : 044-24312766, 24312979 rcchennai@ignou.ac.in	STATE OF TAMILNADU (DISTRICT: CHENNAI, THIRUVALLUR, KANCHIPURAM, VELLORE, THIRUVANNAMALAI, KRISHNAGIRI, DHARMAPURI, SALEM, NAMAKKAL, VILLUPURAM, CUDDALORE, PERAMBALUR, NAGAPATTINAM, THIRUVARUR), PONDICHERRY (U.T.)
11	14	COCHIN	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE KALOOR COCHIN - 682 017, KERALA 0484-2340203 / 2348189 / 2330891 0484-2340204 rccochin@ignou.ac.in	STATE OF KERALA (DISTRICT: ALAPPUZHA, ERNAKULAM, IDUKKI, KOTTAYAM, KOZHIKODE, MALAPPURAM, PALAKKAD, THIRUSSUR, LAKSHADWEEP (U.T.)
12	46	DARBHANGA	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE LALIT NARAYAN MITHLA UNIV.CMPS KAMESHWARANAGAR, NEAR CENTRAL BANK DARBHANGA - 846 004 BIHAR 06272-251833, 06272-251318 06272-253719 rcdarbhanga@ignou.ac.in	STATE OF BIHAR (DISTRICT: ARARIA, BEGUSARAI, DARBHANGA, EAST CHAMPARAN, GOPALGANJ, KATIHAH, KHAGARIA, SAHARSA, SUPAUL, MADHEPURA, PURNEA, KISHANGANJ, SARAN, SIWAN, SHEOHAR, SITAMARHI, SAMASTIPUR, MADHUBANI, MUZAFFARPUR, WEST CHAMPARAN)
13	31	DEHRADUN	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NANOOR KHERA, TAPOVANRAIPUR ROAD DEHRADUN - 248 001 UTTARANCHAL 0135-2789200 / 2789180 0135-2789205, 0135-2665317 0135-2789190 rcdehradun@ignou.ac.in	STATE OF UTTARANCHAL (DISTRICT: DEHRADUN, PAURI, CHAMOLI, TEHRI, UTTARAKASHI, RUDRAPRAYAG, HARIDWAR, NAINITAL, ALMORA, PITHORAGARH, US NAGAR, CHAMPAWAT, BAGESHWAR), STATE OF UTTAR PRADESH (DISTRICT: SAHARANPUR, MUZAFFAR NAGAR, BIJNORE)
14	07	DELHI 1	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE PLOT NO J- 2-1 BLOCK - B 1 MOHAN COOPERATIVE INDUSTRIAL ESTATE, MATHURA ROAD NEW DELHI - 110 044, DELHI 011-26990082 / 26990083 011-26058354, 011-26990084 rcdelhi1@ignou.ac.in	STATE OF DELHI (COVERING AREAS OF MEHRAULI, CHANAKYAPURI, LODHI COLONY, SOUTH EXTENSION, R.K. PURAM, VASANT KUNJ, SAKET, GREEN PARK, LAJPAT NAGAR, G.K., MALVIYA NAGAR, BHOGAL, ASHRAM, HAUZ KHAS, MUNIRIKA, OKHLA, SANGAM VIHAR, FRIENDS COLONY)

15	29	DELHI 2	REGIONAL DIRECTOR (I/C) IGNOU REGIONAL CENTRE GANDHI SMRITI & DARSHAN SAMITI RAJGHAT NEW DELHI - 110 002, DELHI 011-23392374 / 23392376 / 23392377,011-26493257 011-23392375 rcdelhi2@ignou.ac.in	STATE OF DELHI (COVERING AREAS OF KARALA, PRAHLADPUR, BANAGAR, LIBASPUR, RAMA VIHAR, RANI BAGH, SULTAN PURI, BUD VIHAR, MANGOLPURI, PITAMPURA, JAHANGIR PURI, JHARODA MAJA, BURAI, DR. MUKHERJEE NAGAR, MODEL TOWN, SHAKURPUR, COLONY, GTB NAGAR)
16	38	DELHI 3	REGIONAL DIRECTOR (I/C) IGNOU REGIONAL CENTREF- 634-636 PALAM EXTENSION RAM PHAL CHOWK (NEAR SECTOR 7) DWARKA NEW DELHI - 110 045, DELHI 011-25088939 / 25088944 011-25088983 rcdelhi3@ignou.ac.in	STATE OF DELHI (COVERING ARAS OF MUNDKA, NANGLOI JAT, PEERAGARHI, PUNJABI BAGH, BAKARWALA, MEERA BAGH, MOTI NAGAR, TILAK NAGAR, TILANGPUR, KOTLA, VIKASPURI, SUBHASH NAGAR, UTTAM NAGAR, JANAKPURI, NAZAFGARH, MAHAVIR ENC., SAGARPUR, DWARKA, PALAM)
17	24	GANGTOK	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE GAIRIGAON TADONG PO SHUMBUK HOUSE GANKTOK - 737 102, SIKKIM 0359-2270923, 0359-2212501 rcgangtok@ignou.ac.in	STATE OF SIKKIM (DISTRICT: EAST SIKKIM, WEST SIKKIM, NORTH SIKKIM, SOUTH SIKKIM)
18	04	GUWAHATI	REGIONAL DIRECTOR IGNOU REGIONAL CENTREHOUSE NO 71, GMC ROAD CHRISTIAN BASTI GUWAHATI, ASSAM 0361-2343785 / 2343786 / 2343783, 0361-2343784 rcguwahati@ignou.ac.in	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)
19	01	HYDERABAD	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE M-5 BLOCK, IST FLOOR MANORANJAN COMPLEX TELANGANA STATE HOUSING BOARD COMPLEX(ADJACENT TO GANDHI BHAVAN METRO STATION) MJ ROAD, NAMPALLY HYDERABAD- 500001040- Phone : 040-23117550, Mobile : 9492451812 Email : rchyderabad@ignou.ac.in	STATE OF TELANGANA (DISTRICT: ADILABAD, ANANTAPUR, HYDERABAD, KADAPA, KARIM NAGAR, KURNOOL, MEDAK, MAHABOON NAGAR, NALGONDA, NIZAMABAD, RANGA REDDY, WARANGAL)

20	52	IAEP - CHANDIMANDIR	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG.CENTRE COL. EDUCATION HQ WESTERN COMMANDC/O 56 APO CHANDIMANDIR - 908 543 HARYANA 0172-2589355 / 2589423(CIVIL); 2668(MIL); 0712-2589355 iaeprc52@rediffmail.com	WESTERN COMMAND AREA
21	56	IAEP - JAIPUR	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG.CENTRE EDUCATION BRANCHC/O 56 APO 908546 JAIPUR, RAJASTHAN 0141-6640 (ARMY) swciaep@gmail.com	SOUTH WESTERN COMMAND
22	51	IAEP - KOLKATA	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG.CENTRE COL. EDUCATION,FORT WILLIAM HQ EASTERN COMMANDC/O 99 APO KOLKATA - 908 542WEST BENGAL 033-22222668, 033-22222668 rc51army_ec@yahoo.co.in	EASTERN COMMAND AREA
23	53	IAEP - LUCKNOW	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG.CENTRE IAEP HQ.CENTRAL COMMAND-GS (EDN) LUCKNOW - 908 554 UTTAR PRADESH 0522- 2482968(CIVIL); 2670(MIL) iaeppc53@yahoo.co.in	CENTRAL COMMAND AREA
24	54	IAEP - PUNE	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG.CENTRE COL. EDUCATION H Q SOUTHERN COMMAND C/O 56 APO - 908 795 020-26616592(CIVIL); 3019(MIL) 020-26102669, 020-26102670 armypunerc54@yahoo.com	SOUTHERN COMMAND AREA

25	55	IAEP - UDHAMPUR	REGIONAL DIRECTOR IGNOU ARMY RECOG. REG.CENTRE COL. EDUCATION UTTAR KAMAN MUKHYALAYA 908545 C/O 56APO, HQ NORTHERN COMMAND UDHAMPUR JAMMU & KASHMIR 01992-242486, 01992-242486 iaeparmy55@rediffmail.com	NORTHERN COMMAND AREA
26	81	IAREP - SHILLONG	REGIONAL DIRECTOR IGNOU ASSAM-RIFLES RECOG. R.C. DIRECTORATE GENERAL ASSAM RIFLES (DGAR) LAITUMUKHRAH SHILLONG - 793 011MEGHALAYA 0364-2705181, 0364-2705184 iarrc_81@yahoo.com	COMMAND AREA
27	17	IMPHAL	REGIONAL DIRECTOR IGNOU REGIONAL CENTREASHA JINA COMPLEX NORTH AOC IMPHAL - 795 001MANIPUR 0385-2421190 / 2421191 0385-2421192 rcimphal@ignou.ac.in	STATE OF MANIPUR (DISTRICT: BISHNUPUR, CHURACHANDPUR, CHANDEL, IMPHAL EAST, IMPHAL WEST, SENAPATI, TAMENGLONG, THOUBAL, UKHRUL)
28	74	INEP - KOCHI	REGIONAL DIRECTOR IGNOU NAVY RECOG. REG.CENTRE NAVAL BASE HQ SOUTHERN NAVAL COMMAND KOCHI - 682 004KERALA 0484-2667434, 0484-2666194 inepkochi_10@rediffmail.com	HQ SOUTHERN NAVAL COMMAND
29	72	INEP - MUMBAI	REGIONAL DIRECTOR IGNOU NAVY RECOG. REG.CENTRE HQ. WESTERN NAVAL COMMAND SHAHID BHAGAT SINGH MARG MUMBAI - 400 023 MAHARASHTRA 022-22752245, 022-22665458 inepm@rediffmail.com	HQ WESTERN NAVAL COMMAND

30	71	INEP - NEW DELHI	REGIONAL DIRECTOR (I/C) IGNOU NAVY RECOG. REG.CENTRE DIRECTORATE OF NAVAL EDUCATION INTEGRATED HQS. MINISTRY OF DEFENCE WEST BLOCK.5,IIND FLR,WING-II RK PURAM, NEW DELHI –110 066 011-26194686, 011-26105067 inepdelhi@rediffmail.com	NAVAL HQS
31	73	INEP - VISAKHAPATNAM	REGIONAL DIRECTOR IGNOU NAVY RECOG. REG.CENTRE HQ EASTERN NAVAL COMMAND VISAKHAPATNAM - 530 014 ANDHRA PRADESH 0891-2812669, 0891-2515834 rc73@ignou.ac.in inepv@hotmail.com	HQ EASTERN NAVAL COMMAND
32	03	ITANAGAR	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE'HORNHILL COMPLEX' 'C' SECTOR (NEAR CENTRAL SCHOOL) NAHARLAGUN ITANAGAR - 791 110 ARUNACHAL PRADESH 0360- 2247536 / 2247538 0360-2247535, 0360-2247537 rcitanagar@ignou.ac.in	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)
33	41	JABALPUR	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE2ND FLOOR, RAJSHEKHAR BHAVAN RANI DURGAVATI VISHVAVIDYALAYA CAMPUS, PACHPEDHIJABALPUR - 482 001 MADHYA PRADESH 0761-2600411 / 2600441 0761-2609919 rcjabalpur@ignou.ac.in	STATE OF MADHYA PRADESH (DISTRICT: ANNUPUR, BALAGHAT, CHHINDWARA, DINDORI, JABALPUR, KATNI, MANDLA, NARSHINGAPUR, SEONI, SHAHDOL, SIDDHI, SIHORA, SINGRAULI, UMARIA)

34	23	JAIPUR	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE70/79, SECTOR - 7 PATEL MARG MANSAROVAR JAIPUR - 302 020RAJASTHAN 0141-2785763 / 2785750 0141-2274292, 0141-2785763 0141-2784043 rcjaipur@ignou.ac.in	STATE OF RAJASTHAN (DISTRICT: AJMER, ALWAR, BANSWARA, BARAN, BARMER, BHARATPUR, BHILWARA, BIKANER, BUNDI,CHITTORGARH, CHURU, DAUSA, DHOLPUR, DUNGARPUR, HANUMANGARH, JAIPUR, JAISALMER, JALOR, JHALAWAR, JHUNJHUNU, JODHPUR, KARALI, KOTA, NAGAUR, PALI)
35	12	JAMMU	REGIONAL DIRECTOR IGNOU REGIONAL CENTRESPMR COLLEGE OF COMMERCE AUROBINDO BLOCK 1ST FLOOR CANAL ROAD JAMMU - 180 001 JAMMU & KASHMIR 0191- 2579572 / 2546529 0191-2502921, 0191-2546995 rcjammu@ignou.ac.in	STATE OF JAMMU & KASHMIR(JAMMU REGION - DISTRICT: DODA, JAMMU, KATHUA, KISHTWAR, POONCH, RAJOURI, RAMBAN, REASI, SAMBA, UDHAMPUR)
36	37	JORHAT	REGINOAL DIRECTOR IGNOU REGIONAL CENTREJORHAT ASSAM rcjorhat@ignou.ac.in	STATE OF ASSAM (DISTRICT:NAGAON, GOLAGHAT, JORHAT, SHIVASAGAR, DIBRUGARH, INSUKIA, LAKHIMPUR, DHEMAJI, SONITPUR)
37	10	KARNAL	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE06 SUBHASH MARG SUBHASH COLONY NEAR HOME GUARD OFFICE KARNAL - 132 001 HARYANA 0184-2271514 / 2260075 0184-2254621, 0184-2255738 rckarnal@ignou.ac.in	STATE OF HARYANA (DISTRICT: BHIWANI, FATEHABAD, HISAR, JHAJJAR,JIND, KAITHAL, KARNAL, KURUKSHETRA, MAHENDRAGARH, MEWAT, PALWAL, PANIPAT, REWARI, ROHTAK, SIRSA, SONIPAT, YAMUNANAGAR)

38	22	KHANNA	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE I.T.I. BUILDINGBULEPUR (DISTRICT LUDHIANA) KHANNA - 141 401 PUNJAB 01628-229993 / 237361 01628-238632,01628-238284 rckhanna@ignou.ac.in	STATE OF PUNJAB (DISTRICT: GURDASPUR, AMRITSAR, TARN TARAN, KAPURTHALA, JALANDHAR, HOSHIARPUR, SBS NAGAR/NAWANSHAHR, BARNALA, SANGRUR, BATHINDA, MANSA, MUKTSAR, LUDHIANA, FEROZEPUR, FARIDKOT, MOGA)
39	20	KOHIMA	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NEAR MOUNT HERMON SCHOOL DON BOSCO HR.SEC SCHOOL ROAD KENDOUZOU KOHIMA - 797 001NAGALAND 0370-2260366 / 2260167 0370-2241968, 0370-2260216 rckohima@ignou.ac.in	STATE OF NAGALAND (DISTRICT: KOHIMA, DIMAPUR, WOKHA, MOKOKCHUNG, ZUNHEBOTO, TUENSANG, LONGLENG, KIPHIRE, MON, PEREN, PHEK)
40	28	KOLKATA	REGIONAL DIRECTOR IGNOU REGIONAL CENTREBIKASH BHAWAN, 4TH FLOOR NORTH BLOCK SALT LAKE, BIDHAN NAGAR KOLKATA - 700 091 WEST BENGAL 033-23349850 / 23589323 033-23592719 / 23589323 (RCL) 033-24739393, 033-23347576 rckolkata@ignou.ac.in	STATE OF WEST BENGAL (DISTRICT: KOLKATA, NORTH 24 PARAGANAS, SOUTH 24 PARAGANAS, PURBA, MEDINIPUR, PASCHIM MEDINIPUR, BANKURA, HOWRAH, HOOGHLY, PURULIA, BURDWAN, NADIA)
41	44	KORAPUT	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE DISTRICT AGRICULTURE OFFICE ROAD BEHIND PANCHAYAT BHAVAN KORAPUT - 764 020ORISSA 06852-252982 / 251535 06852-251535, 06852-252503 rckoraput@ignou.ac.in	STATE OF ORISSA (DISTRICT: KORAPUT, MALKANGIRI, RAYAGADA, NABARANGPUR, KALAHANDI, NUAPADA, BOLANGIR, SONEPUR, BOUDH), STATE OF CHHATTISGARH (DISTRICT: BASTAR, NARAYANPUR, DANTEWADA, BIJAPUR)
42	27	LUCKNOW	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE B-1/33, SECTOR - H ALIGANJ LUCKNOW - 226 024 UTTAR PRADESH 0522-2746120 / 2745114 0522-2326793, 0522-2746145 rclucknow@ignou.ac.in	STATE OF UTTAR PRADESH (DISTRICT: ALLAHABAD, AURAIYA, BAHAICH, BALRAMPUR, BANDA, BARABANKI, BAREILLY, BASTI, CHITRAKUT, FAIZABAD, FARUKHABAD, FATEHPUR, GONDA, HAMIRPURko, HARDOI, JALAUN, JHANSI, KANNAUJ, KANPUR RURAL, KANPUR URBAN, KAUSHAMBI)

43	43	MADURAI	REGIONAL DIRECTOR IGNOU REGIONAL CENTRESIKKANDAR CHAVADI ALANGANALLUR ROAD MADURAI-625 018, TAMIL NADU 0452-2380387 / 2380733 0452-2370588 rcmadurai@ignou.ac.in	STATE OF TAMIL NADU (DISTRICT: COIMBATORE, DINDIGUL, ERODE, KARUR, MADURAI, NILGIRIS, PUDUKKOTTAI, RAMANATHAPURAM, SIVAGANGA, THANJAVUR, THENI, THIRUVAROOR, TIRUCHIRAPPALLI, TIRUNELVELI, TIRUPUR, TUTICORIN, VIRUDHUNAGAR)
44	49	MUMBAI	REGIONAL DIRECTOR IGNOU REGIONAL CENTREOM LEVA VIKAS NIKETANNANEPADA ROAD, MULUND (E) MUMBAI - 400 081 022-25633159 / 25635540 022-25635540 rcmumbai@ignou.ac.in	STATE OF MAHARASHTRA (DISTRICT: MUMBAI, THANE, RAIGARH, RATNAGIRI)
45	36	NAGPUR	REGIONAL DIRECTOR IGNOU REGIONAL CENTREGYAN VATIKA 14 HINDUSTAN COLONY AMARAVATI ROAD NAGPUR - 440 033 0712-2022000 rcnagpur@ignou.ac.in	STATE OF MAHARASHTRA (DISTRICT: AMRAVATI, BULDHANA, AKOLA, WASHIM, HINGOLI, PARBHANI, NANDED, YAVATMAL, WARDHA, CHANDRAPUR, NAGPUR, BHANDARA, GONDIA, GADCHIROLI)
46	39	NOIDA	REGIONAL DIRECTOR IGNOU REGIONAL CENTREC-53 SECTOR 62 INSTITUTIONAL AREA NOIDA - 201 305 UTTAR PRADESH 0120-2405012 / 2405014 0120-2405013 rcnoida@ignou.ac.in	STATE OF UTTAR PRADESH (DISTRICT: GAUTAM BUDH NAGAR, GHAZIABAD, MEERUT, BAGHPAT, BARAUT)
47	08	PANAJI	REGIONAL DIRECTOR IGNOU REGIONAL CENTREBEHIND CHODANKAR HOSPITAL NEAR P&T STAFF QUARTERS ALTO PORVORIM POVORIM - 403 521, GOA 0832-2462315, 0832-2414552 rcpanaji@ignou.ac.in	STATE OF GOA (DISTRICT: NORTH GOA, SOUTH GOA), STATE OF KARNATAKA (DISTRICT: BELGAUM, DHARWAD, UTTARA KANNAD), STATE OF MAHARASHTRA (DISTRICT: SINGDHDURG)

48	05	PATNA	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 2ND FLOOR, BISCOMAUN TOWER WEST GANDHI MAIDAN, PATNA - 800 001, BIHAR 0612-2219539 / 2219541 0612-2687042, 0612-2219538 rcpatna@ignou.ac.in	STATE OF BIHAR (DISTRICT: ARWAL, AURANGABAD, BANKA, BHAGALPUR, BHOJPUR, BUXAR, GAYA, JAMUI, JEHANABAD, KAIMUR, LAKSHISARAI, MUNGER, NALANDA, NAWADA, PATNA, ROHTAS, SHEIKHPURA, VAISHALI)
49	02	PORT BLAIR	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE JNR CAMPUS PORT BLAIR - 744 104 ANDAMAN & NICOBAR ISLANDS 03192-242888 / 230111 rportblair@ignou.ac.in	ANDAMAN & NICOBAR ISLANDS [U.T.] (DISTRICT: NORTH & MIDDLE ANDAMAN, SOUTH ANDAMAN, NICOBAR)
50	16	PUNE	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 1ST FLOOR, MSFC BUILDING 270, SENAPATI BAPAT ROAD PUNE - 411 016 MAHARASHTRA 020-25671867 / 25651321 020-25880091, 020-25671864 rcpune@ignou.ac.in	STATE OF MAHARASHTRA (DISTRICT: NANDURBAR, DHULE, JALGAON, AURANGABAD, NASIK, JALNA, AHMADNAGAR, BID, PUNE, OSMANABAD, SOLAPUR, SANGLI, SATARA, LATUR, KOLHAPUR)
51	50	RAGHUNATH GANJ	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE BAGAN BARI NEAR DENA BANK FULTALA RAGHUNATHGANJ DT. MURSHIDABAD WEST BENGAL-742 225 03483-271555 / 271666 03483-271666 rcraghunathganj@ignou.ac.in	STATE OF WEST BENGAL (DISTRICT: MURSHIDABAD, BIRBHUM, MALDA)
52	35	RAIPUR	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE REST HOUSE & E. M. OFFICE HALL SECTOR - 1, SHANKARNAGAR RAIPUR - 492 007 CHHATTISGARH 0771-2428285 / 4056508 0771-2445839, 0771-2583578 0771-2445839 rcraipur@ignou.ac.in	STATE OF CHHATTISGARH (DISTRICT: BILASPUR, DHAMTARI, DURG, JANJIR- CHAMPA, JASHPUR, KANKER, KAWARDHA, KORBA, KORIYA, MAHASAMUND, RAJGARH, RAIPUR, RAJNANDGAON, SURAJPUR, SARGUJA, NARAYANPUR, BIZAPUR)

53	42	RAJKOT	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SAURASHTRA UNIVERSITY CAMPUS RAJKOT - 360 005, GUJARAT 0281-2572988 0281-2561449 0281-2571603 rcrajkot@ignou.ac.in	STATE OF GUJARAT (DISTRICT: RAJKOT, KACHCHH, JAMNAGAR, PORBANDER, JUNAGADH, AMRELI, BHAVNAGAR, SURENDRANAGAR), DIU (U.T.)
54	32	RANCHI	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE457/A, ASHOK NAGAR RANCHI - 834 022, JHARKHAND 0651-2244688 / 2244699 / 2244677 0651-2244677, 0651-2244400 rcranchi@ignou.ac.in	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)
55	18	SHILLONG	REGIONAL DIRECTOR IGNOU REGIONAL CENTRESUNNY LODGE NONGTHYMMI NONGSHILLIANG SHILLONG - 793 014 MEGHALAYA 0364-2521117 / 2521271 0364-2521271, 0364-2252252 0364-2521271 rcshillong@ignou.ac.in	STATE OF MEGHALAYA (DISTRICT: EAST KHASI HILLS, EAST GARO HILLS, JAINTIA HILLS, RI-BHOI, SOUTH GARO HILLS, WEST KHASI HILLS, WEST GARO HILLS)
56	11	SHIMLA	REGIONAL DIRECTOR IGNOU REGIONAL CENTRECHAUHAN NIWAS BUILDING, KHALINI SHIMLA - 171 002 HIMACHAL PRADESH0177- 2624612 / 2624613 0177-2624612,0177-2620125 0177-2624611 rcshimla@ignou.ac.in	STATE OF HIMACHAL PRADESH (DISTRICT: BILASPUR, CHAMBA, HAMIRPUR, KANGRA, KINNAUR, KULLU, LAHUL & SPITI, MANDI, SHIMLA, SIRMAUR, SOLAN, UNA)
57	45	SILIGURI	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE,17/12 J.C.BOSE ROAD, SUBHAS PALLY, SILIGURI - 734 001 Ph. No. :0353-252 6818 0353-252 6829 (Direct) Fax :0353 -252 6819 e-mail: rcsiliguri@ignou.ac.in	STATE OF WEST BENGAL (DISTRICT: COOCHBEHAR, JALPAIGURI, DARJEELING, UTTAR DINAJPUR, DAKSHIN DINAJPUR)

58	30	SRINAGAR	REGIONAL DIRECTOR (I/C) IGNOU REGIONAL CENTRE MANTOO HOUSE RAJ BAGH NEAR MASJID AL-FAROOQ SRINAGAR - 190 008 JAMMU & KASHMIR 0194-2311251 / 2311258 0194-2311258, 0194-2421506 0194-2311259 rcsrinagar@ignou.ac.in	STATE OF JAMMU & KASHMIR(SRINAGAR REGION - DISTRICT: ANANTNAG, BANDIPORE, BARAMULLA, BUDGAM, GANDERBAL, KARGIL, KULGAM, KUPWARA, LEH, PULWAMA, SHOPIAN, SRINAGAR)
59	40	TRIVANDRUM	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE MEPRAM MANSION CHEKKALAMUKKU SREEKARIYAM TRIVANDRUM - 695 017 0471-2590300 / 2590600 0471-2590700 rctrivandrum@ignou.ac.in	STATE OF KERALA (DISTRICT: KOLLAM, PATHANAMTHITTA, THIRUVANANTHAPURAM), STATE OF TAMIL NADU (DISTRICT: KANYAKUMARI)
60	48	VARANASI	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE GANDHI BHAWAN B.H.U. CAMPUS VARANASI- 221005 UTTAR PRADESH 0542-2368022 / 2368622 0522-2364893, 0542-2369629 rcvaranasi@ignou.ac.in	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)
61	83	VATAKARA	IGNOU REGIONAL CENTRE VATAKARA KERALA	STATE OF KERALA (DISTRICT: CALICUT, KANNUR, KASARA GODWAYANAND)
62	33	VIJAYAWADA	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE #9-76-18, 1ST FLOOR, S.K.P.V.V. HINDU HIGH SCHOOL, KOTHAPET VIJAYAWADA 520 001 ANDHRAPRADESH 0866-2565253 / 2565959 0866-2565253, 0866-2565353 rcvijayawada@ignou.ac.in	STATE OF ANDHRA PRADESH (DISTRICT: KRISHNA, GUNTUR, PRAKASHAM, NELLORE, CHITTOOR, KHAMMAM, EAST GODAVARI, WEST GODAVARI, VISAKHAPATNAM, VIZIANAGARAM, SRIKAKULAM)

63	84	VISAKHAPATNAM	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 2nd FLOOR, VUDA COMPLEX SECTOR-12, MVP COLONY, USHODAYA JUNCTION VISAKHAPATNAM- 530017 ANDHRA PRADESH PH.OFF : 0891-2511200 FAX : 0891-2511300 E-MAIL : rcvisakhapatnam@ignou.ac.in	STATE OF ANDHRA PRADESH COVERING (DISTRICTS EAST GODAVARI, WEST GODAVARI, VISAKHAPATNAM, VIZIANAGARAM SRIKAKULAM, YANAM) (PUDUCHERRY, UT)
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Annexure – II

FORM FOR CHANGE/CORRECTION OF ADDRESS

(Through Concerned Regional Director)

Enrolment No.

Programme

Name (in CAPS)

1. DETAILS FOR CHANGE/CORRECTION OF MAILING ADDRESS

New Address

Old Address

City_____Pin_____

City_____Pin_____

State_____

State_____

Signature of Student

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

Annexure - III

FORM FOR NON-RECEIPT OF MATERIALS

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

Subject: Non-receipt of Study Material

Enrolment No.

Programme Medium of Study.....

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

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

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

Name and Address	Signature.....
.....	Date
.....	
.....	

1. For Official Use

Date of dispatch of study material to student

Annexure - IV

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

**FORM FOR EARLY DECLARATION OF RESULT OF TERM-END
EXAMINATION**

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

-
1. Name: _____
2. Programme Code: Enrol.No:
3. Address:
..... Pin
4. Contact No: (Mobile No.) Landline
5. Reason for early declaration of result:
(Enclose a copy of the documentary evidence specifying the reason for early declaration)
6. Courses(s) detail for early evaluation: -
- | S. No. | Course Code | Date of Examination |
|--------|-------------|---------------------|
| 1. | ----- | ----- |
| 2. | ----- | ----- |
| 3. | ----- | ----- |
| 4. | ----- | ----- |
7. Exam. Centre details, from where you have to appear at Term-end Examination:
Exam. Centre Code: _____ Address of Exam. Centre: _____
8. **Fee detail:** - (The fee for early declaration of result is Rs. 1000/- per Course for Indian Students & Rs. 1200/- for SAARC Countries Students and \$50 for Non-SAARC Countries Students, which is to be paid through demand draft drawn in favour of 'IGNOU' payable at the City of Evaluation Centre)
- No. of Course(s): X Rs. 1000/- or = Total Amount:
- Demand Draft No.: Date:
- Issuing Bank:

Date:

(Signature of the student)

RULES & REGULATIONS FOR EARLY DECLARATION OF RESULTS

1. Request for early declaration of results will be entertained for final semester/year or maximum of 4 backlog Courses only, subject to the following conditions:
 - i. The student has been selected for higher study/employment and statement of marks / grade card is required to be produced to the institute by a particular date, which is before the prescribed dates of declaration of the University's results.
 - ii. The student has completed all the other prescribed components except the term-end examination of the Courses, for which early evaluation has been sought.
2. Application for early declaration, for the reasons such as to apply for recruitment/higher study/post and promotion purpose etc. will not be entertained.
3. Application without enclosing documentary evidence specifying the reason for early declaration will not be entertained.
4. Application form must reach at the following address before the date of the examination for the Course(s) for which early evaluation is sought:

S.No.	Address of Evaluation Centre	Jurisdiction (All Examination centres under the following Regional centres)
1	Regional Director / In-charge IGNOU Regional Evaluation Centre 3rd Floor, Sanchi Complex, Shivaji Nagar, Bhopal -462016 (Madhya Pradesh) Ph: 0755-2570517, 2578455, 2578452 evaluationbhopal@ignou.ac.in	Bhopal, Jabalpur, Raipur, Ahmadabad, Rajkot, Nagpur, Pune
2	Regional Director / In-charge IGNOU Regional Evaluation Centre C/1 Institutional Area, Bhubaneshwar-751013 (Odisha) Ph: 0674-2300650; evaluationbhubaneswar@ignou.ac.in	Kolkata, Koraput, Raghunathganj, Ranchi, Bhuvneshwar, Visakhapatnam and Deogarh
3	Dy. Registrar IGNOU Evaluation Centre - Delhi Block-5, IGNOU, MaidanGarhi, New Delhi-110068 Ph: 011-29533565, 011-29571501; evaluationdelhi@ignou.ac.in	Delhi-1, Delhi-2, Delhi-3, Noida, Jaipur, Jodhpur
4	Regional Director / In-charge IGNOU Regional Evaluation Centre Kaloor, Kochi - 682 017 (Kerala) Ph: 0484-2337028, 2337038 evaluationkochi@ignou.ac.in	Vijayawada, Kochi, Bangalore, Chennai, Bijapur, Hyderabad, Madurai, Mumbai, Panaji, Port Blair, Tiruvananthapuram, Vatakara.
5	Dy. Registrar IGNOU Regional Evaluation Centre 5-C/Ins-1, Sector-5, VrindavanYojna, Telibagh, Lucknow-226029 (U.P) Ph: 0522-2442898 evaluationlucknow@ignou.ac.in	Aligarh, Chandigarh, Dehradun, Jammu, Srinagar, Karnal, Khanna, Shimla, Lucknow, Varanasi
6	Regional Director / In-charge IGNOU Regional Evaluation Centre NEHU Campus, Umshing Shillong – 793022 (Meghalaya) evaluationshillong@ignou.ac.in	Agartala, Aizwal, Gangtok, Guwahati, Itanagar, Imphal, Jorhat, Shilong, Kohima and Siliguri
7	Regional Director / In-charge IGNOU Regional Evaluation Centre Institutional Area, Mithapur Patna-800 001(Bihar) evaluationpatna@ignou.ac.in	Patna, Darbhanga, Saharsa, Bhagalpur



Indira Gandhi National Open University
MaidanGarhi, New Delhi-110068

FORM FOR OBTAINING DUPLICATE GRADE CARD/MARKSHEET

Name of the student:

Programme:

Enrolment No.

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Address (where grade card is to be sent)
.....
.....
.....

PIN:

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

Bank Draft/IPO/ No.dated.....Issuing Bank/ post office
.....

Date:

Signature of the student

Note: Fee for duplicate grade card is Rs.400/-. Bank Draft/IPO should be drawn in favour of IGNOU & payable at New Delhi. The duplicate grade card will be sent by Registered post.

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

Registrar (Student Evaluation Division)
Indira Gandhi National Open University
Maidan Garhi
New Delhi - 110 068.

Annexure - VI



Indira Gandhi National Open University

(To be submitted to the concerned Regional Director)

FORM FOR ISSUE OF MIGRATION CERTIFICATE

(To be filled in by the Applicant – Before filling in the form, see instructions on reverse)

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

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

5. Name of the Regional Centre and Study Centre to which the Candidate attached
.....
6. Name of the University to which the candidate wants to migrate
.....

Draft Details

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

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

Signature of the Applicant

(To be filled in by the Regional Centre/ SE Division)

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

Date _____ Dealing Assistant _____ Section Officer _____

Instructions

1. A fee of Rs. 500/- should be remitted by way of a Demand Draft drawn in favour of IGNOU and payable at the city of the Regional Centre or New Delhi as the case may be.
2. At the time of submission of the application for issue of Migration Certificate the applicant should attach Xerox copy of consolidated Statement of Marks of Provisional Certificate issued by this University (duly attested) for verification.
3. Duplicate Migration Certificate can be issued on payment of Rs. 500/- only in case the same has been lost, destroyed or mutilated on submission of an Affidavit drawn up on a non-judicial stamp paper of the value of Rs. 10/- to be sworn before a Magistrate on the following format.

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



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

FORM FOR ISSUE OF PROVISIONAL CERTIFICATE

Enrolment No.

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Programme

Regional Centre.....

Name

Father's Name

Month and year of last examination

in which you have completed the Programme

Mailing Address

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

(Please enclose a copy of your complete grade card)

Filled in Application Form should be sent to:

Registrar (SED)

Indira Gandhi National Open University

Maidan Garhi, New Delhi-110 068

Date.....

.....

Signature

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)		
1. Regional Services Division Committee against Sexual Harassment (RSDCASH)		
Dr. Hema Pant. Dy. Director, RSD, Chairperson	011-29572404	drhemapant@ignou.ac.in
Category: Academic Staff Dr. Bijaya Lakshmi Mishra Dr. Moni Sahay, Assistant Director, RSD	011-29571998 011-29572403	bijayalakshmi@ignou.ac.in monisahay@ignou.ac.in
Category: Non-Academic Staff Ms. Jancy Srinivas, PS (Registrar, Admn.) Ms. Azra Arshad, EMPC (Member continuing from outgoing RSDCCASH)	011-29571401	jancys@ignou.ac.in
Category: External co-opted women member Dr. Radhika Menon, Asst. Professor Mata Sundari College, Delhi University		
II. IGNOU Committee against Sexual Harassment (ICASH)		
Prof. Madhu Parhar, STRIDE, Chairperson	011-29572626	mparhar@ignou.ac.in
Category : Academic Staff-3, Members Prof. Neeti Agarwal, SOMS Dr. Paramita Sukla Baidya, Assistant Professor, SOTHSM Dr. Shubhangi Vaidya, Associate Professor, SOITS	011-29573020 011-29571755 011-29573377	neeti@ignou.ac.in parmitas@ignou.ac.in svaidya@ignou.ac.in
Category: Non-teaching Ms. Anita Dhall, Asst. Director, SRD Ms. Rajni Gupta, SO (Admn.) Ms. Vidya Anand, PS (SOHS)	011-29571309 011-29571422 011-29572802	anitadhall@ignou.ac.in rajnigupta@ignou.ac.in vidyaanand@ignou.ac.in
Category: Committee Members Dr. Gumeet Kaur, Assistant Professor, SOL (Continuing Member (Academic recommended)) Mr. P.T. Raveendran, Deputy Registrar (F & A Div.) (Continuing Member (Academic recommended))	011-29572984 011-29571211	gurmeetkaur@ignou.ac.in ptravindran@ignou.ac.in
Category: Student Member Ms. Bhavna Saroha, Ph.D. in Hindi		
Category: External co-opted women member Dr. Neerja Singh, Associate Professor in History Satyavati College, University of Delhi Dr. Bani Bora, (SADRAG) Social and Development Research and Action Group (SADRAG), Noida (U.P.)		
Apex Committee Against Sexual Harassment (ACASH)		
Prof. Anu Aneja, SOGDS, Chairperson	011-29571600	anuananja@ignou.ac.in
Category: Teaching Staff Dr. Prem Eden Samdup, Associate Professor, (SOH)	011-29572770	psamdeup@ignou.ac.in
Category: Non-teaching Staff Ms. Lalita Sharma, AR (ACD)	011-29571825	lalitasharma@ignou.ac.in
Category: External co-opted women members Ms. Harshita Raghuvan, Advocate High Court Supreme Court of Delhi Prof. Jantika Dutta. Lady Irwin College (Continuing Member (Academic recommended))		
RCCASH for Regional Centres		
Members of RSDCASH will recommend the panel of names for RCCASH for each Regional Centre, and nominated by the Vice Chancellor.		



Indira Gandhi National Open University

Student Satisfaction Survey

Kind Attention: All Past and Present Students of IGNOU!

Now you rank our Performance...

Dear Student,

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

Vice-Chancellor, IGNOU.

Enrolment No. Name

Gender : M F

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

Programme of Study

Year of Enrolment Year of Completion

Regional Centre State Study Centre

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

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

After filling cut out this questionnaire and mail it to:
STRIDE,Block-14,IGNOU,MaidanGarhi,NewDelhi-110068