

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY  
REGIONAL CENTRE DELHI-1**

**Subject: Assignment submission guidelines for June 2021 TEE.**

Dear Learners of RC Delhi-1,

A: **Please prepare your Assignments in the following sequence:**

The course-wise assignments must be prepared and submitted in the following **sequence** only:

1. Copy of IGNOU Identity Card.
2. Second page should be as Annexure-I (given on next page)
3. Printout of valid/applicable assignment question paper.
4. Hand written Assignments (with Page No., Name and Enrollment No. at each Page).

B: **The assignments may be submitted by the learners only by any one of the following mode:**

1. **Online Mode through Google Form** : You may submit the assignments through Google form at the link: <https://forms.gle/fyrdcGxkr4UKLWyC8>

Before submission of the assignments online please **READ the instructions** given in the Google Form carefully and completely and follow them meticulously. The learners should **prefer** assignment submission through Google Form keeping in view the pandemic of COVID-19.

**OR**

2. **By hand at your LSC (IF your LSC is open and accepting assignments By Hand):**

You may submit your assignments at the LSC by hand following safety guidelines issued by the statutory bodies.

C: **Last Date of submission of assignments:** As per University Instructions

**Special NOTES:**

**01. NO assignment will be accepted at any email of the Regional Centre Delhi-1, it will not be considered and no correspondence will be made/ replied.**

**02. Even if you have already emailed your assignments at the RC, then also please upload your assignments at this Google Form.**

With best wishes,

Dated: 31.03.2021

(Dr. Ashok Sharma)  
Regional Director  
IGNOU Regional Centre Delhi-1



## INDIRA GANDHI NATIONAL OPEN UNIVERSITY REGIONAL CENTRE DELHI-1

### Assignment Submission for Term End Exam \_\_\_\_\_

(Please read the instructions given below carefully before submitting assignments)

1. Name of the Student :
2. Enrollment Number :
3. Programme Code :
4. Course Code :
5. Study Centre Code :
6. Name of the Study Centre :  
With complete address
7. Mobile Number :
8. E-mail ID :
9. Above information is cross checked and it is correct: Yes/No

Date of Submission:

(Signature of the student)

#### **A. General Instructions:-**

1. Please do not send any assignment at any email of the Regional Centre Delhi-1, it will not be considered and no correspondence will be made/ replied.
2. We discourage plastic covers. Use plain A4 size pages for assignments for uniformity and better management with this cover page on each assignment.
3. Please write your name and enrollment no at the bottom of each page of your assignment.
4. Please retain a photocopy set of assignment submitted with you for record and also keep the assignment submission receipt in safe custody.

#### **B. Assignment should have following components in the same sequence:**

1. Copy of IGNOU Identity Card.
2. Second page should be as Annexure-I.
3. Printout of valid/applicable assignment question paper.
4. Hand written Assignments.