

INDIRA GANDHI NATIONAL OPEN UNIVERSITY REGIONAL CENTRE DELHI-1

Subject: Assignment submission guidelines for December 2020 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 by any one of the following mode:**

1. **By speed post/by hand at the Regional Centre:**

Please submit your due assignments **in hard copies** to the RC Delhi-1 by speed post/by hand during working days/hours of the RC. Address of the Regional Centre is:

**IGNOU Regional Centre Delhi-1
J-2/1, Block B-1,
Mohan Cooperative Industrial Estate,
Mathura Road, New Delhi – 110 044.**

OR

2. **Online Mode through Google Form** : You may submit the assignments through Google form at the link : <https://forms.gle/2DTw4DMu6ARd1pXV6>

Before submission of the assignments online please **READ the instructions** given in the Google Form carefully and follow them.

OR

3. **By hand at your LSC:**

When LSCs are open as per Govt. of India/MHA guidelines, you may submit your assignments at the LSC by hand.

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

With best wishes,

(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 December - 2020**

(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.
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.