

**Indira Gandhi National Open University
Regional Centre Delhi-1**

Plot No. J-2/1, Block B-1, Mohan Cooperative Industrial Estate, Near Mohan Estate Metro Station
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IG/RCD-1/BED/2019/
Dated: 30.08.2019

Subject: Inclusion in Waiting List for admission to B.Ed. Programme July 2019 session for two vacant seats.

Dear Candidate,

We are pleased to inform you that you have qualified the B.Ed. Entrance Test conducted by the University on 16th December 2018. Your name has been short listed for **Waiting List** for counselling for Admission to the B.Ed. Programme commencing from July 2019, on the basis of your score in the merit list against two vacant seats. **It may be reiterated that this is only an intimation of your inclusion in the waiting list and in no way, any assurance or indication of confirmed offer of admission.** The offer will be confirmed only if seats remain vacant and candidates who were offered admission on the basis of their merit (with higher position than yours in the merit list) do not claim admission. Further, the offer will be valid only if you are found eligible for admission as per the criteria laid down by the University and mentioned clearly in Student Handbook & Prospectus.

You are advised to report in person, along with all the relevant documents **(in original + one attested photocopy of each)** at the Regional Centre Delhi-1 **on 06.09.2019 at 11:00 AM** at the address mentioned above.

If you do not present yourself at the Regional Centre Delhi-1 on the date and time allotted to you, the offer will stand cancelled and admission offer will be given to other candidates in the waiting list.

Kindly bring the following documents:

- a. Programme fee of **Rs.50,000/- (Fifty thousand only)** in the form of demand draft, issued from any of the scheduled bank in favor of **IGNOU** payable at **New Delhi [To be brought next day of counselling if documents found correct]**.
- b. **Original B. Ed Entrance Test (Examination) Admit Card (Hall Ticket).**
- c. High School / Secondary / Senior Secondary / Graduation or Post-Graduation Mark Sheet / Certificate in Original + One Attested photocopy of each. In respect of candidates who acquired the degree (Bachelor's/Master's) through Open & Distance Learning (ODL) mode or through Private University, it is essential to produce the proof of study centre / territorial jurisdiction during counseling as per the details given in Page no.10, Para no.2.2.7 of the Student Handbook and Prospectus of the B.Ed. programme.
- d. Mark Sheet and Certificate of NCTE Recognized Teacher Education Programme completed through Face to Face mode.
- e. Regarding NCTE Qualification in teacher education programme acquired through face to face mode, the candidates should produce the authentication by the Certificate Issuing Authorities stating that **“the certificate awarded to the candidate is the NCTE recognized and approved teacher education programme through face to face mode”**. In case of non-existence of the Certificate Issuing Authorities at present, a certificate may be obtained from NCTE recognizing that course as a teacher education programme through face to face mode.
- f. Original Certificate from the recognized Upper Primary/Secondary/Higher/Senior Secondary Schools to provide facilities for Practical Work including Internship, as per the format enclosed at **Annexure-1**.

- g. Experience Certificate(s), if experience is claimed.
- h. One passport size photograph.
- i. Original Anti-ragging Affidavit in the prescribed format duly notarized and signed by Parents and Applicant separately, as given in the prospectus.
- j. If you belong to any of the Reserved Categories (**SC/ST/PH/OBC-NC/KM/War Widow**), please bring relevant certificates / documents in support of the same.
- k. Please fill **Annexure-2** regarding order of preference of study centre, choice of courses and medium of programme.
- l. Those students, who claim admission under reservation in OBC (Non Creamy) category, will have to bring OBC-Non creamy Layer Certificate (**as per central list**) along with Income Certificate for claiming OBC (Non-creamy Layer) Seat. The Certificate, not older than 3 years, should be in the format as given at page no. 92 of the Student Handbook and Prospectus (copy enclosed at **Annexure-3**) of the B.Ed Programme uploaded on IGNOU website. **The annual income of the candidate under OBC (Non Creamy) should not exceed Rs. 8 lakh per annum.**
- m. Certificate of Physically Handicapped for claiming PH Category seat, with a minimum of 40% disability. War-widow Certificate for claiming War Widow Seat. Kashmiri Migrant Certificate for claiming KM seat.
- n. **By the Applicants whose name is changed after High School (all documents listed below):**

In case of any change in the name (other than the one mentioned in his/her High School Certificate), then it is mandatory for the prospective learners to furnish legal evidence of having changed his/her name/surname while submitting the admission form, as given below:

- Attested copy of the Notification in a daily newspaper notifying the change of name.
- An attested copy of the Affidavit filed before the 1st Class Magistrate specifying the change in the name.
- An attested copy of the Marriage Card/Marriage Certificate in case of women candidates for change in **Surname**.
- Attested copy of the Gazette Notification reflecting the change of name/surname.

IMPORTANT POINTS TO BE NOTED

- **“This offer of admission is provisional and is based on the documents in respect of qualification and other eligibility criteria submitted by you along with the application form. If at a later stage, it is found that the document(s) submitted by you is/are false, your admission shall stand cancelled forthwith and no fee refund will be admissible in the event of such cancellation of admission.”**
- **No relaxation will be given if you fail to provide any document given in the checklist or if any document is not as per University norms.**
- Reporting personally for the Counseling is essential. •It is mandatory to bring all the specified documents (original as well as attested photocopies) during the Counseling. •Incomplete Application forms will be summarily rejected. •The University will not be responsible for any kind of postal delay. •**Allotment of Programme study centre (PSC) will be strictly based on merit and subject to availability of seats in a particular Programme Study Centre.** •Change of Study Centre will not be permissible in any circumstances.

Please note that every certificate / document sought above is required to be produced for verification during counseling, without which your counseling will not be conducted. **Further no request for next date for counseling would be entertained.**

Kindly go through above guidelines and come prepared with all the documents to the Regional Centre on the specified date and time.

Best wishes,

Yours sincerely,

(Regional Director)

Encl: As above