



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
439, Opp. Kamala Nagar hospital Pal link Road, Jodhpur
Phone No. 0291-2012987 Email: rcjodhpur@ignou.ac.in Website: www.ignou.ac.in



Dr. Mamta Bhatia
Regional Director

IG/R CJ/B.ED-Adm 2016
Date :

To

B.Ed. En. _____

Name _____

Address: _____

- _____

Marks _____ **Cat.** _____

Sub: Admission to B.Ed Programme January 2016 Session

Dear learner,

We are pleased to inform you that you have been short listed for Counselling of admission to B.Ed Programme commencing from January 2016 on basis of your score in the merit list of the Entrance Test conducted by IGNOU on 20/09/2015. This offer letter, however, is provisional. Confirmation of your admission depends upon the verification of your eligibility as per the criteria laid down by the University and mentioned clearly in Student Handbook & Prospectus. Accordingly, you have to report in person at IGNOU Regional Centre Jodhpur(439 Opp. Kamala Nagar hospital Pal link Road, Jodhpur-342008) along with the offer letter and following documents in original, as well as one set of duly attested copies of the same, for verification and formalities:

Documents that are required to be submitted by the Applicants (Photocopies duly attested, to be verified against original):

(i). **By All Applicants:**

- 1) A Demand Draft of Rs. 20,000/-in favour of Indira Gandhi National Open University and payable at **JODHPUR**, towards the **programme fee**, This programme fee is likely to be revised.
- 2) High School/Secondary/Senior Secondary Mark Sheet and Certificates.
- 3). Graduation or Post graduation Mark Sheet and Certificates.
- 4). Mark Sheet and Certificate of NCTE Recognized Teacher Education Programme completed through Face to Face mode.
- 5). **You are required to produce the authentication by the Certificate Issuing Authorities (Principal of your STC/NTT College) 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 is a teacher education programme through face to face mode.**
- 6). Experience Certificate(s), if experience is claimed.
- 7). **Original BED Entrance Examination Admit Card.**

- 8). Original Anti-ragging Affidavits in the prescribed formats duly Notorized and signed by Parents and Applicant separately.(ANNEXURE I & II)
- 9). One Passport size Photograph
- 10). Certificate to provide facilities for Practical Work including Internship from a recognized Secondary/Senior Secondary Schools to provide the facilities for Practical Work including Internship, as per the format enclosed.(ANNEXURE V)

(ii). **By Applicants claiming reserved seat:**

- 11). Category (SC/ST) Certificate for claiming SC/ST Seat. (ANNEXURE III)
- 12). OBC-Non creamy Layer Certificate along with Income Certificate for claiming OBC (Non-creamy Layer) Seat. The Certificate should be in the format as enclosed. (ANNEXURE IV)
- 13). Certificate of Physically Handicapped for claiming PH Category seat, with a minimum of 40% disability.
- 14). War-widow Certificate for claiming War Widow Seat
- 15). Kashmiri Migrant Certificate for claiming KM Seat

(iii). **By the Applicants whose name is changed after High School (all documents listed below):**

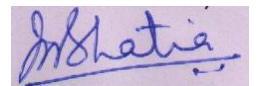
- 16). Affidavit sworn in before 1st Class Magistrate specifying the change in the name.
- 17). A copy of News paper, where notification for change of name was published
- 18). Copy of the Gazette Notification (not required for female candidates after marriage)
- 19). In case of changed Surname after marriage, Marriage Certificate issued by Registrar (Marriages) or Marriage Card.

Important points to be noted:

*Reporting personally for the counseling is essential. It is mandatory to bring all the specified documents (original as well as attested photocopies) during the Counselling. No relaxation in this regard will be given. Incomplete Application forms will be summarily rejected. * The University will not be responsible for any kind of postal delay. ****Allotment of Study Centre /Programme Study Centre (SC/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 under any circumstance.***

It is reiterated again, that this inclusion in the admission list is provisional and is based on the availability of seats as well as documents of qualification and experience submitted by you along with the application form. If at any 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.

With best wishes,



Regional Director



**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
REGIONAL CENTRE-JODHPUR
ACCEPTANCE & COURSE OPTION FORM for B.Ed. January 2016**

Draft No. _____
 Issuing Bank and Branch

 Payable at: JODHPUR
 Date of issue:

Amount: Rs. 20,000/-

- Name of the Student: _____
- Enrolment Number :
- Category: _____ (Gen/SC/ST/PH/KM/OBC-NC/WW)
- Marks & Counseling Date: _____
- KVS Employee: _____ (Yes/No)
- Medium of instruction English..... Hindi.....

Please select 2 courses from 6A to 6E and 1 course from 12A to 12E

6A to 6E 12A to 12E

- Name & complete address (& contact number) of the school in case employed

- Name & Address of the school where Practical's/Practice Teaching to be conducted:

- Option of Study Centre (Code) *
 Please give 2 options in order of preference (List of B.Ed. SCs under RC-Jodhpur given overleaf.)

1. _____	2. _____
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Note: *Allotment of Study Centre (PSC) will be strictly based on the Merit Position and subject to availability of seats

- Study Centre allotted: _____
 (For office use)

Declaration by Applicant

I hereby declare that I have read and understood the conditions of eligibility for admission to B.Ed. Programme of IGNOU. I fulfill the minimum eligibility condition and have provided necessary information in this regard. I have studied & understood the rules of the University and accept them and shall not raise any dispute in future over the same. In the event of any information being found incorrect or misleading, my candidature shall be liable to cancellation by University at any time and I shall not be entitled to refund of any fee paid by me to the University. I also undertake that the allotment of the Study Centre _____, is acceptable to me and I will not request for change in the allotted Study Centre.

Date: _____

Signature : _____
 Name : _____
 Address : _____

 Phone No. : _____
 E-mail : _____

LIST OF B.ED PROGRAMME STUDY CENTRES UNDER REGIONAL CENTRE – Jodhpur

S.No.	PSC Code	Name & Address of the Study Centre
1.	2351	S.G. Kabra Teachers College, Near Geeta Bhavan, Unmaid Hospital Road, Jodhpur-342003
2.	2380	Maulana Azad Muslim Teacher's Training College, Pal Link Road, Kamla Nehru Nagar, Jodhpur-342008



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
REGIONAL CENTRE-JODHPUR

439, Opp. Kamla Nagar Hospital, Pal Link Road, Kamla Nehru Nagar, Jodhpur-342008
Phone No. 0291- 2012987 Email: rcjodhpur@ignou.ac.in, Website: www.ignou.ac.in

CHECK LIST OF DOCUMENTS/CERTIFICATES TO BE BROUGHT AT THE TIME OF COUNSELLING

S.No.	Documents to be brought at the time of counseling in original as well as one set of duly attested copies for verification	Availability Status (✓/×)
1.	The fee for the entire Programme, which is Rs. 20,000/- is to be paid in one installment at the time of taking admission. This fee has to be paid by way of Demand Draft drawn in favour of IGNOU, payable at JODHPUR. Please write in capital letters, your name, programme, enrolment number, merit position on the back of the Demand Draft to ensure proper credit of your fees.	
2.	High school and Higher Secondary/Sr. Secondary School Certificate indicating the date of birth, along with mark sheet.	
3.	Degree and mark sheet of graduation/post graduation.	
4.	Mark Sheet and Certificate of NCTE Recognized Teacher Education Programme completed through Face to Face mode. Athentication Certificate issued by the Principal / Management that the course done by you is NCTE recognized and approved Teacher education programme through face to face mode.	
5.	Original Certificate from the recognized Secondary/Senior Secondary Schools to provide facilities for Practical Work including Internship, as per the format enclosed	
6.	Original Anti-ragging Affidavits in the prescribed formats duly Notorized and signed by Parents and Applicant separately, as given in the Prospectus.	
7.	Certificate to provide facilities for conducting B.Ed. practical from Secondary/Higher/Sr. Secondary school. This certificate must be submitted.	
8.	Category and social status certificate, for claiming reservation, if applicable	
9.	In case of OBC-Non Creamy Layer , Category and the Annual Income Certificate (Income not exceeding Rs. 6 Lakhs per annum) issued by the Tehsildar/District Magistrate/Commissioner within the last six months. (only the Central List is to be followed).	
10.	Original Admit Card/Hall Ticket used for appearing in the entrance test.	
11.	Experience Certificate(s), if experience is claimed.	
12.	One copies of Latest Passport size (4cm x 5cm) photograph and Identity card (Given on the last page of the prospectus.)	
13.	Certificate or an Affidavit in case of change of Name / Surname for married female students.	
	The candidates are required to provide the certificate in original at the Counselling	

Date :

Signature of the Candidate

ANNEXURE V

Certificate to provide facilities for Practical Work including Internship

I hereby undertake that the School will provide facilities to Mr/Ms.-----
-----needed for carrying practical work including internship for the B.Ed Programme. This School is
Secondary/Higher/Senior Secondary School.

Signature of Principal/Headmaster/Headmistress

Place:.....

Date:.....

Full Name:.....

Name of the School.....

.....

Registration No. of the Institution.....

Full Address.....

.....

Seal :-

The details of B.Ed. Programme Structure:

The Programme is essentially a judicious mix of theory and practical courses to facilitate student-teachers in acquiring skills and competencies necessary for teaching-learning at secondary/senior secondary level. Illustrations and cases of relevant situations and activities comprise the core of each course. These are suitably supported by theoretical aspects to the extent needed. Keeping this in view, the programme has following components.

First Year

Core Courses	:	16 credits
Content-based Methodology Courses (two)	:	08 credits
Workshop-I	:	04 credits
EPC-1 and II	:	04 credits
Internship-1	:	04 credits

Second Year

Core Courses	:	12 credits
Optional Courses	:	04 credits
Workshop-II	:	04 credits
EPC-III and IV	:	04 credits
Internship-II	:	12 credits

The Programme comprises the courses of 100 credits, out of which, one learner has to complete 72 credits.

DETAILED COURSE DESCRIPTION

First Year

Core Courses (16 Credits)

- ALL COMPULSORY

Course No.	Course Name	Credits
1	Childhood and Growing Up	4
2	Contemporary India and Education	4
3	Learning and Teaching	4
4	Language Across the Curriculum	2
5	Understanding Disciplines and Subjects	2

Content Based Methodology Courses (8 Credits) (any two courses) - ANY TWO

Course No.6 (any two of the following)	Course Name	Credits
6A	Pedagogy of Science	4
6B	Pedagogy of Social Science	4
6C	Pedagogy of Mathematics	4
6D	Pedagogy of English	4
6E	Pedagogy of Hindi	4

Practical Courses (12 Credits)

Workshop – I (04 Credits) - COMPULSORY

Course No.	Course Name	Credits
WBA-1	Workshop Based Activities	4

EPC (04 Credits) - ALL COMPULSORY

Course No.	Course Name	Credits
EPC-1	Reading and Reflecting on the Texts	2
EPC-2	Application of ICT	2

Internship-I (04 Credits) - COMPULSORY

Course No.	Course Name	Credits
INT-1	Internship-1	4

Second Year

Core Courses (12 Credits) - ALL COMPULSORY

Course No.	Course Name	Credits
8	Knowledge and Curriculum	4
9	Assessment for Learning	4
10	Creating an Inclusive School	2
11	Gender, School and Society	2

Optional Courses (04 Credits) (any one course) - ANY ONE

Course No.	Course Name	Credits
12A	Open and Distance Education	4
12B	Guidance and Counseling	4
12C	Adolescence and Family Education	4
12D	Vocational Education	4
12E	Information and Communication Technology	4

Practical Courses (20 Credits)

Workshop – II (04 Credits) - COMPULSORY

Course No.	Course Name	Credits
WBA-2	Workshop Based Activities	4

EPC (04 Credits) - ALL COMPULSORY

Course No.	Course Name	Credits
EPC-3	Drama and Art in Education	2
EPC-4	Understanding the self and Yoga	2

Internship-II (12 Credits) - COMPULSORY

Course No.	Course Name	Credits
INT-2	Internship-11	12

ANNEXURE I
AFFIDAVIT BY THE STUDENT
(TO BE SUBMITTED ALONGWITH APPLICATION FORM)

I, _____ (full name of the student with admission/registration/ enrolment number) s/o d/o Mr./Mrs./Ms. _____ having been admitted to _____ (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understand the provisions contained in the said Regulations.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that
 - a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of deponent

Name :
Address :
Tel./Mobile No.

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (place) this the _____ (day) of _____
(month), _____ (year).

Signature of deponent

Solemnly affirmed and signed in my presence on this the _____ (day) of _____
(month), _____ (year) after reading the contents of this affidavit.

OATH
COMMISSIONER

ANNEXURE II
AFFIDAVIT BY PARENT/GUARDIAN
(TO BE SUBMITTED ALONGWITH APPLICATION FORM)

I, Mr./Mrs./Ms. _____ (full name of parent/guardian/father/mother/ guardian of, _____ (full name of student with admission/registration/enrolment number), having been admitted to _____ (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understand the provisions contained in the said Regulations.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that
 - a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Name :
Address :
Telephone/Mobile No. :

Signature of deponent

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (place) this the _____ (day) of _____ (month),
_____ (year).

Signature of deponent

Solemnly affirmed and signed in my presence on this the _____ (day) of _____ (month),
_____ (year) after reading the contents of this affidavit.

OATH COMMISSIONER

ANNEXURE III
FORM OF CASTE CERTIFICATE TO BE SENT BY THE CANDIDATE BELONGING TO SC/ST
CATEGORIES ALONGWITH APPLICATION FORM
FORM OF CASTE/TRIBE CERTIFICATE

This is to certify that Shri/Shrimathi*/Kumari*..... Son/daughter* of
..... of village/town*..... in District/
Division*..... of the State/Union Territory*..... belongs to
the.....

Caste/Tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* Under:

The Constitution (Scheduled Castes) Order, 1950. *The
Constitution (Scheduled Tribes) Order, 1950.

*The Constitution (Scheduled Castes) (Union Territories) Order, 1951.

*The Constitution (Scheduled Tribes) (Union Territories) Order, 1951.

(As amended by the Scheduled Castes and Schedules Tribes Lists (Modification Order) 1956, the Bombay Reorganization Act, 1960, the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act, 1970, the North- Eastern Areas (Reorganization) Act, 1971 and the Scheduled Castes and Schedules Tribes Orders(Amendment) Act, 1976.)

*The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956;

*The Constitution(Andaman and Nicobar Islands) Scheduled Tribes Order, 1959, as amended by the Scheduled Castes and Scheduled Tribes Orders(Amendment)Act, 1976;

*The constitution(Dadra and Nagar Haveli) Scheduled Castes Order, 1962; *The

Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962; *The

Constitution (Pondicherry) Scheduled Castes Order, 1964;

*The Constitution (Uttar Pradesh, Scheduled Tribes Order, 1967;

*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968;

*The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968;

*The Constitution (Nagaland) Scheduled Tribes Order,1970; *The Constitution (Sikkim) Scheduled Castes Order,

1978; *The Constitution (Sikkim) Scheduled Tribes Order, 1978; *The Constitution (Jammu and Kashmir) Scheduled Tribes Order,

1989. *The Constitution (Scheduled Castes) Order (Amendment) Act, 1990. *The Constitution

(Scheduled Tribes) Order Amendment Act, 1991. *The Constitution(Scheduled Tribes) Order Second Amendment Act,1991.

2. **This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes Certificate issued to Shri/
Shrimathi*.....father/mother*of Shri/Shrimathi/Kumari*.....of village/
town*.....in District/Division*.....of the State/Union
Territory*.....who belong to the Caste/Tribe* which is recognized as a Scheduled Caste/Scheduled
Tribe* in the State/Union Territory*.....issued by the
.....dated.....

3. Shri/Shrimathi*/Kumari*.....and /or* his/her* family ordinarily reside(s) in village/
town*.....ofDistrict/Division* of the State/Union Territory* of
.....

District Magistrate

Deputy Commissioner, etc.

Dated:

SEAL _____

ANNEXURE IV
FORM OF CASTE CERTIFICATE TO BE SENT BY THE CANDIDATE BELONGING TO OBC
(NON CREAMY LAYER) CATEGORIES ALONGWITH
APPLICATION FORM

This is to certify that _____ son/daughter of _____, of
village..... in the State..... belongs to
the..... community which is recognized as a Backward Class in under following
resolutions of

Government of India, Ministry of Welfare*(i) Resolution No.12011/68/93-BCC (C), dated the 10th September, 1993, published in the
Gazette of India,

Extraordinary, Part-I, Section I, No. 186, dated the 13th September, 1993,

* (ii) Resolution No.12011/9/94-BCC, dated the 19th October, 1994, published in the Gazette of India, Extraordinary, Part-I, Section I,
No.163, dated the 20th October, 1994.

* (iii) Resolution No.12011/7/95-BCC, dated the 24th May, 1995, published in the Gazette of India, Extraordinary,
Part-I, Section I, No.88, dated the 25th May, 1995.

* (iv) Resolution No.12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India, Extraordinary, Part-I, Section
I, No.210, dated the 11th December, 1996.

* (v) Resolution No. 12011/96/94-BCC dated 9/03/96.

* (vi) Resolution No. 12011/13/97-BCC dated 03/12/97.

* (vii) Resolution No. 12011/99/94-BCC dated 11/12/97.

* (viii) Resolution No. 12011/68/98-BCC dated 27/12/99.

* (ix) Resolution No. 12011/88/98-BCC dated 06/12/99 published in the Gazette of India Extraordinary Part I Section I No.
270 dated 06/12/99.

* (x) Resolution No. 12011/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary Part I
Section I No. 71 dated 04/04/2000.

* (xi) Resolution No. 12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section I No.
210 dated 21/09/2000.

*(xii) Resolution No. 12015/9/2000-BCC dated 06/09/2001. *(xiii)
Resolution No. 12011/1/2001-BCC dated 19/06/2003. *(xiv) Resolution
No. 12011/4/2002-BCC dated 13/01/2004.

*(xv) Resolution No. 12011/9/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary Part I Section I No.
210 dated 16/01/2006.

* Shri.....and/or his/her family ordinarily reside(s) in the..... District/Division of
the.....State. This is also to certify that he/she does not belong to the persons/sections(Creamy Layer) mentioned in
Column 3 of the Schedule to the Government of India, Department of Personnel and Training, O.M. No.36012/22/93-Estt.(SCT), dated
8-9-1993 which is modified vide OM No. 36033/3/ 3004 Estt. (Res) dated 09/03/2004.

District Magistrate

Deputy Commissioner, etc. Dated:

SEAL _____

*Strike out whichever is not applicable

N.B.—

- (a) The above certificate should not be more than 3 years old from the date of issuance till the time of submission of application form
- (b) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People's Act, 1950.
- (c) The authorities competent to issue caste certificates are indicated below:
 - (i) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/ Deputy Collector/First Class Stipendiary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/ Extra Assistant Commissioner (not below the rank of First Class Stipendiary Magistrate).
 - (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate. (iii)Revenue Officer not below the rank of Tehsildar; and (iv)Sub-Divisional Officer of the area where the candidate and/or his family resides