



Indira Gandhi National Open University
Regional Centre Jaipur

70/79-84, Patel Marg, Mansarovar, Jaipur-302020
T: 0141-2785730/2396427, F: 0141-2784043;
Email: rcjaipur@ignou.ac.in Website : rcjaipur.ignou.ac.in



Subject: Offer Letter for Admission to Bachelor of Education (B.Ed.) – January 2024 session -reg.

Dear Candidate,

Congratulations! We are happy to inform you that your name is on the **PROVISIONAL MERIT LIST** for admission to **Bachelor of Education (B.Ed.) – January 2024 session.**

1. **Please attend counselling as per date and time mentioned in the merit list.**
2. Candidates will be required to submit self-attested copies of the following certificates at the time of Counseling/Admission along with original copies of all the documents for verification during admission counseling:
 - a) Bring photocopy of entrance application form submitted through the online portal
 - b) Original Admit Card/Hall Ticket for Entrance Test, signed by the Invigilator
 - c) One Passport size photograph
 - d) 10th Class or Matriculation or equivalent Marksheet and Certificate
 - e) 10+2 Class Marksheet and Certificate
 - f) Graduation Marksheet and Certificate
 - g) Post Graduation Marksheet and Certificate
 - h) DELED Marksheet and Certificate for all years
 - i) If you are offered a seat under **“Reserved Category”** (SC/ST/OBC Non-Creamy Layer) as per the merit list, it is your responsibility to enclose all certificates including **“Caste Certificate”** and prove that you are eligible for admission under this category. If relevant certificates are not submitted, your admission is liable for rejection (**Annexure-1 for SC/ST applicants**).
 - j) OBC (Non-Creamy Layer) Certificate along with Income Certificate for claiming OBC (Non-creamy Layer) Seat. The OBC (Non Creamy) certificate **should not be more than three years old from the date of its issue** till the last date of submission of the application form. The annual income should not exceed Rs.8.00 lakhs per annum and **only the central list should be followed as per Central Govt. (Annexure-2)**.
 - k) Certificate of Physically Handicapped for claiming PH Category seat, with a minimum of 40% disability.
 - l) Certificate of Economically Weaker Sections along with Income Certificate for claiming EWS Category seat in the attached format (**Annexure-3**) as per Central Govt.
 - m) **Demand Draft of 55,000/- towards admission fees in favour of IGNOU, payable at Jaipur**
 - n) In case 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:
 - a. Attested copy of the Notification in a daily newspaper notifying the change of name.
 - b. An attested copy of the Affidavit filed before the 1st Class Magistrate specifying the change in the name.
 - c. An attested copy of the Marriage Card/Marriage Certificate in case of women candidates for change in **Surname**.
 - d. Attested copy of the Gazette Notification reflecting the change of name/surname.
 - o) Bring filled-in option form for selection of Study Centres. Study Centre will be allotted to you as per your merit list. Study Centre once allotted will not be changed throughout the period of study.

Please note the following:

“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.”

- a) The Fee Receipt-cum-confirmation letter will be sent to you after the admission is finalized.
- b) No interim queries will be entertained, please.

You are advised to be present in person at the IGNOU Regional Centre Jaipur office without fail. ***Your time of arrival for the counselling will be maintained prior to start your counselling, therefore, report to RC office before the time of admission counselling mentioned in your Offer Letter.*** Bring acceptance form and all enclosures (attested and original wherever applicable) in the order given in the letter. If you do not come, your offer of admission will stand cancelled and your seat will be offered to the next person on the merit list. No further communication will be entertained.

With best wishes,

Yours truly,

Mamta Bhatia
Senior Regional Director

Encl: as above

FORM OF CASTE CERTIFICATE TO BE SENT BY THE CANDIDATE BELONGING TO SC/ST CATEGORIES ALONG WITH APPLICATION FORM OF CASTE/TRIBE CERTIFICATE

This is to certify that Shri/Shrimathi*/Kumari*.....Son/daughter* ofof 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/Shrimati*.....father/mother*of Shri/Shrimati/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 thedated.....

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 _____

* Strike out whichever is not applicable

Note:- The term "Ordinarily resides" used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.

* Please delete the words which are not applicable.

** Applicable in the case of SCs, STs persons who have migrated from one State/UT (Employment News 9/92).

**FORM OF CASTE CERTIFICATE TO BE SENT BY THE CANDIDATE BELONGING TO OBC
(NON CREAMY LAYER) CATEGORIES ALONG WITH APPLICATION FORM**

This is to certify that,son/daughter of....., of village.....District/Division.....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) ResolutionNo.12011/68/93-BCC (C), dated the 10thSeptember, 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 20thOctober, 1994. * (iii) ResolutionNo.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) ResolutionNo.12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India, Extraordinary, Part-I, Section I, No.210, dated the 11thDecember, 1996. * (v) ResolutionNo.12011/96/94-BCC dated9/03/96. * (vi) ResolutionNo.12011/13/97-BCC dated03/12/97. * (vii) ResolutionNo.12011/99/94-BCC dated11/12/97. * (viii) ResolutionNo.12011/68/98-BCC dated27/12/99. * (ix) Resolution No. 12011/88/98-BCC dated06/12/99 published in the Gazette of India Extraordinary Part I Section I No.270 dated 06/12/99. * (x) Resolution No. 12011/36/99-BCC dated04/04/2000 published in the Gazette of India Extraordinary Part I Section I No.71 dated 04/04/2000. * (xi) ResolutionNo.12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section I No.210 dated21/09/2000. *(xii) ResolutionNo.12015/9/2000-BCC dated06/09/2001. *(xiii) ResolutionNo.12011/1/2001-BCCdated19/06/2003. *(xiv) ResolutionNo.12011/4/2002-BCC dated13/01/2004. *(xv) ResolutionNo.12011/9/2004-BCC dated16/01/2006 published in the Gazette of India Extraordinary Part I Section I No.210 dated16/01/2006. * 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 3of 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
- NOTE: IF THE CERTIFICATE FURNISHED BY OBC CANDIDATES (NON-CREAMY LAYER) FOUND TO BE FAKE AT LATER STAGE, ADMISSION WILL BE CANCELLED WITH NO REFUND OF FEE AND DISCIPLINARY PROCEEDINGS WILL BE INITIATED BY THE UNIVERSITY.**

Annexure-3

Government of.....
(Name & Address of the authority issuing the certificate)

**INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY
ECONOMICALLY WEAKER SECTIONS**

Certificate No. _____ Date: _____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife
of

_____ Permanent resident of
_____, Village/Street

_____ Post Office _____ District _____ in the State/Union Territory

_____ Pin Code _____ whose photograph is attested below belongs to
Economically Weaker Sections, since the gross annual income* of his/her 'family'** is below Rs. 8 lakh
(Rupees Eight Lakh only) for the financial year. His/her family does not own or possess any of the
following assets***:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari _____ belongs to the _____ caste which is
not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central
List)

Signature with seal of Office _____

Name _____

Designation _____

Recent Passport size
Attested Photograph of
the Applicant

***Note1:.** Income covered all sources i.e. salary, agriculture, business, profession, etc.

****Note2:** The term "Family" for this purpose includes the person, whose seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

*****Note3:** The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status

