

**Dr. Mamta Bhatia**  
**Regional Director**

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Dear Learner,

**Subject: Offer Letter for Admission to B.Ed. Programme – 2018**

1. Congratulations! We are happy to inform you that your name appears in the merit list for admission to B.Ed. 2018. The Admission Counselling Date and Time are mentioned below:-  
Category: \_\_\_\_\_ Counselling Date & Time: \_\_\_\_\_
2. Enclosed herewith are:
  - (a) Acceptance Letter and Course Option Form
  - (b) Certificate to provide facilities for Practical Work and Internships
3. If you are offered seat under “Reserved Category” merit list, it is mentioned on this offer. It is your responsibility to enclosed all certificates including “Caste Certificate” and prove that you are eligible for admission under this category. If relevant certificates are not submitted, your candidature is liable for rejection.
4. You must attend counselling on the date and time given to you. You must arrange and submit your application in the following order:-
  - i) A Demand Draft from any nationalized bank for Rs.50,000 (Rs. Fifty Thousand only) in favour of IGNOU payable at Jaipur towards the programme fee. Write your name, enrollment number, mobile number, and programme on the reverse of the Demand Draft. Candidates belonging to SC/ST category is exempted from Programme Fee under SCSP and TSP for financial year 2018-19 vide Notification No. **IG/P&DD/2018/353/254 dated 17<sup>th</sup> May 2018.**
  - ii) Acceptance form, duly filled in and signed.
  - iii) Photocopies of the following documents duly attested by a Gazetted Officer:-
    - a) Secondary (10<sup>th</sup> Class) and Senior Secondary (12<sup>th</sup> Class) Mark Sheets. Secondary (10<sup>th</sup> Class) certificate indicating the date of birth.
    - b) Mark sheets and Certificate of NCTE recognized Teacher Education Programme completed through face to face mode. Note: Please bring your original certificates/mark sheets of 10<sup>th</sup>, 12<sup>th</sup>, STS/BSTC, Degree/Post Graduation Degree, if applicable, at the time of counselling for verification of attested certificates.
    - c) Degree and mark sheets of Graduation and Post-Graduation, if applicable.
  - iv) Proof of change in name, if applicable. The following documents are required for those whose name has been changed.
    - (a) Notarized Affidavit with changed name (b) News Paper copy notification for change of name was published (c) Copy of Gazette notification. In case of changed surname after marriage, a marriage certificate copy by Registrar, Marriage.
  - v) OBC (Non-Creamy Layer) Certificate of current financial year with annual income certificate, wherever applicable. Annual income should not exceed Rs.6 lakh p.a. OBC Central list be followed.
  - vi) Category Certificate for SC/ST/PH (Minimum 40% disability in case of PH category candidates) wherever applicable.
  - vii) Registration form for fee exemption of SC/ST student under SCSP/TSP (form attached).

**Note: No change of Category is permitted post entrance examination.**

- viii) Original Certificate from the recognized Secondary/Senior Secondary Schools to provide facilities for Practical Work including Internship, as per the format enclosed.
- ix) Experience Certificate(s), if experience is claimed.
- x) Original B.Ed. Entrance Examination Admit Card/Hall Ticket.
- xi) Original Anti Ragging Affidavits in the prescribed format duly Notarized and signed by Parents and applicant separately, as given in the prospectus.
- xii) One passport size photograph (to be pasted on the blank Identity Card which will be provided at the time of counselling).
- xiii) Option Form for Choice of PSC (fill up the choice Sl. No. 1 to 3 in order of preference) which will be provided at the time of counselling.

5. 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 in the application form. If at a later stage, it is found that the documents submitted by you are false, your admission shall stand cancelled forthwith and no fee refund will be admissible in the event of such cancellation of admission.”

- (i) Programme Study Centre will be allocated to you on the basis of your merit in the entrance test and choice of your preference subject to the availability of seats at the Programme Study Centre. In case you fail to attend Admission Counselling on the date and time on which you have been invited for the counselling, you will lose your choice of preference. The University will allot you the PSC as per the availability of Seats. No request of change of Study Centre will be entertained.
- (ii) The Fee Receipt Cum Confirmation Letter will be sent to you after the admission is finalized.
- (iii) No interim queries will be entertained, please.
- (iv) In case, you are unable to take admission, for any reason whatsoever, please inform immediately so that the candidate ranking next in order of merit can be granted admission.
- (v) Medium & Course once opted will not be changed, at a later date.

6. You are advised to be present in person at the IGNOU Regional Centre Jaipur office on date & time mentioned, without fail. 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. IGNOU will not be responsible for any postal delay. No further communication will be entertained.

With best wishes,

**Regional Director**

Encl: as above

**ACCEPTANCE FORM**  
**BACHELOR OF EDUCATION (B.Ed.) PROGRAMME – 2018**

Madam/Sir,

I accept the offer of admission to the B.Ed. Programme. I enclosed the application form complete in all aspects and Demand Draft towards programme fee as per the details given below:-

Details of Programme Fee:

- a) Bank Name: \_\_\_\_\_ Place: \_\_\_\_\_  
b) Draft No.: \_\_\_\_\_ Date: \_\_\_\_\_  
c) Amount Rs.50,000/- (Rs. Fifty Thousand only)

Optional Courses:

Content Based Methodology Courses (8 Credits, any two courses)

BES-141	Pedagogy of Science	-	4 Credit
BES-142	Pedagogy of Social Science	-	4 Credit
BES-143	Pedagogy of Mathematics	-	4 Credit
BES-144	Pedagogy of English	-	4 Credit
BES-141	Pedagogy of Hindi	-	4 Credit

Course Opted: 1) \_\_\_\_\_  
2) \_\_\_\_\_

Optional Courses (4 Credit, any one course)

BESE-131	Open and Distance Education	-	4 Credit
BESE-132	Guidance and Counselling	-	4 Credit
BESE-133	Adolescence and Family Education	-	4 Credit
BESE-134	Vocational Education	-	4 Credit
BESE-135	Information and Communication Technology		4 Credit

Course Opted: \_\_\_\_\_

Place: \_\_\_\_\_

Signature of the student: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Enrollment No. \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Mobile No. \_\_\_\_\_

Email: \_\_\_\_\_



**INDIRA GANDHI NATIONAL OPEN UNIVERSITY  
REGIONAL CENTRE JAIPUR**



**CERTIFICATE TO PROVIDE FACILITIES FOR PRACTICAL WORK INCLUDING INTERNSHIP**

The candidates are required to provide the certificate in original at the counselling form a recognized Secondary/Senior Secondary Schools to provide the Practical Work including Internship, as per the format given below:

**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 is Upper Primary/Secondary/Higher/Senior Secondary School.

Signature of Principal/Headmaster/Headmistress

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Name of the School \_\_\_\_\_

Registration No. of the School/Institution: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**(To be produced on letterhead and bearing signature and seal of the principal/headmaster/headmistress)**



**INDIRA GANDHI NATIONAL OPEN UNIVERSITY**  
**IGNOU REGIONAL CENTRE, JAIPUR**



Registration form for Fee exemption of SC/ST Students under SCSP and TSP  
(Please submit duly completed Form along with enclosures to your Regional Centre)

1. Name:
2. Enrollment Number (only for re-registered students):
3. Category: Scheduled Caste (SC)/Scheduled Tribe (ST):
4. Programme of Study:
5. Regional Centre:
6. State:
7. Correspondence Address:
8. E-mail:
9. Mobile Number:
10. Aadhaar Number:
11. Family Income (Annually):
12. Bank Account No. :
13. Bank Name and Branch with City:
14. IFSC code of the Bank-Branch:

**Declaration by the Candidate**

I, .....son/daughter/wife of .....have read, understand and abide by conditions for claim of fee exemption under SCSP and TSP. I also state that I belong to SC/ST category. I have also not availed any financial benefit by way of scholarship/fellowship of fee waiver for this programme of study from any other institute/centre/Social Welfare Departments of Respective State or other Government agencies for the financial year 2018-19. I have also enclosed self attested copy of my caste certificate (SC/ST) formaking this claim for fee exemption.

I hereby state that above information is true to the best of my knowledge. If it is found false. I shall abide by any action taken against me by the University and immediately return the amount received as fee reimbursement in IGNOU's account along with penal interest (if any). I shall be liable to legal action against me in accordance with law in such a case.

(Signature)  
Name (Capital Letter)

Date :

Place :

Documents needs to be submitted along with this form

1. Copy of IGNOU Student I card issued from the Regional Centre of IGNOU

2. Self attested copy of Caste Certificate (SC/ST) issued from the appropriate authority.

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**Verification/Information to be furnished by the Regional Centre**

It is certified that the information mentioned above in respect of (He/She) .....enrolment no. .... enrolled in ..... academic programme in admission cycle ..... is correct as per information furnished by students in admission form.

Date :

**Signature of Regional Director**  
(Name and Seal)

