



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



Dr. Mamta Bhatia
Regional Director

SNo.-

To

Name
Father's Name
Address
Mob. –

Subject: Offer Letter for Admission to B.Ed. Programme – January 2020 session-reg.

Dear Candidate,

Congratulations! We are happy to inform you that your name **Mr./ Ms.** _____ (**Enroll. No.-** _____) is in the _____ **MERIT LIST** for admission to B.Ed. January 2020 session under _____ Category and Sub Category _____ with Marks obtained _____ in the Entrance Test.

1. Please attend counselling on the date : _____ and time : _____ given to you. You must arrange and submit your application in the following order with a fee of Demand Draft of **Rs. 55000/- (Rs. Fifty Five Thousand only) in favor of IGNOU payable at Jaipur.**
2. Please download the following documents from IGNOU Regional Centre Jaipur website (<http://rcjaipur.ignou.ac.in/>). (कृपया निम्नलिखित सभी दस्तावेज इग्नू क्षेत्रीय केंद्र जयपुर की वेबसाइट से डाउनलोड करें)
 - a) Admission Form
 - b) Certificate to provide facilities for Practical Work including Internship-Annexure 1
 - c) Experience-cum-employment certificate, if experience is claimed-Annexure 2
 - d) SC/ST Caste Certificate – Annexure 3
 - e) OBC Non Creamy Cast Certificate – **As per Central Government List Annexure 4**
 - f) Economically Weaker Sections (EWS)- Annexure 5
 - g) Option Form for B.Ed. Study Centre – Annexure 6
 - h) Course Option Form- Annexure 7
3. 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 (यदि आप काउंसलिंग में उपस्थित नहीं होते हैं तो आपका प्रवेश निरस्त समझा जायेगा और आपकी सीट मेरिट लिस्ट के अनुसार अगले उम्मीदवार को आवंटित कर दी जाएगी तथा किसी भी प्रकार से सूचित नहीं किया जायेगा)

With best wishes,
Yours truly,

Mamta Bhatia
Regional Director

Encl: as above



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Following Guidelines and Instruction to be followed by the B.Ed. Candidates:

- i) A Demand Draft from any nationalized bank for Rs.55,000 (Rs. Fifty Five Thousand only) in favor of IGNOU payable at Jaipur towards the programme fee. Write your name, enrollment number, mobile number and programme name on the reverse of the Demand Draft.
 - ii) Admission form, duly filled in and signed with following duly attested documents:
 - a) High School/Secondary/Senior Secondary Mark Sheets and Certificates.
 - b) Graduation or Post-Graduation Mark Sheet and Certificates.
 - c) **Mark Sheet and Certificate of STC/BSTC which is recognized by National Council for Teacher Education (NCTE) and completed through Face to Face Mode.**
 - d) **A Certificate issued by the Institution where the candidate has pursued his/her teacher education programme through face to face mode stating that the Institution is recognized for offering the teacher education programme through face to face mode by NCTE, along with a copy of the recognition letter issued by NCTE to that institution. In case the recognition letter is not available, then a certificate issued by the Institution should contain the details of the letter number and date of issue of recognition/approval for offering the teacher education programme through face to face mode by the NCTE**
 - e) Original Certificate from the recognized Upper Primary/ Secondary/Higher/Senior Secondary Schools to provide facilities for Practical Work including Internship, **(Annexure-1). Please download it from IGNOU Regional Centre Jaipur website (www.rcjaipur.ignou.ac.in)**
 - f) Experience Certificate(s), if experience is claimed.
 - g) Original B.Ed. Entrance Examination Admit Card (Hall Ticket).
 - h) One passport size photograph (to be pasted on the blank Identity Card which will be provided at the time of counseling).
 - i) If you are offered seat under **“Reserved Category”**(SC/ST) merit list, it is mentioned on this offer. 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-3). **Please download it from IGNOU Regional Centre Jaipur website (www.rcjaipur.ignou.ac.in)**
 - j) OBC (Non-Creamy Layer) Certificate along with Income Certificate for claiming OBC (Non-creamy Layer) Seat. The Certificate, not older than 3 years and issued as per Central Govt. List, should be in the format as given in the Student Handbook and Prospectus of the B.Ed. Programme. The annual income should not exceed Rs.8.00 lakhs per annum and **only the central list** should be followed (Annexure-4). **Please download it from IGNOU Regional Centre Jaipur website (www.rcjaipur.ignou.ac.in)**
 - k) Certificate of Physically Handicapped for claiming PH Category seat, with a minimum of 40% disability.
 - l) War-widow Certificate for claiming War Widow Seat
 - m) Kashmiri Migrant Certificate for claiming Kashmiri Migrant Seat
 - n) Certificate of Economically Weaker Sections for claiming EWS Category seat in the attached format (Annexure-5). **Please download it from IGNOU Regional Centre Jaipur website (www.rcjaipur.ignou.ac.in)**
- Please bring your original certificates/mark sheets of High School/Secondary/Senior Secondary, STS/BSTC, Bachelor Degree, Post-Graduation Degree, if applicable, at the time of counselling for verification of attested certificates).**
- o) **Options Form for B.Ed. Study Centre (Annexure-6)**
 - p) **Option Form for B.Ed. Courses (Annexure-7)**

- iii) 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:
- 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.

4. Please note the following:

“ This offer of admission is provisional and is based on the documents in respect of qualification and other eligible 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.”

- 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.
- The Fee Receipt-cum-confirmation letter will be sent to you after the admission is finalized.
- No interim queries will be entertained, please.
- 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.
- Medium & Course once opted will not be changed, at a later date.

Regional Director
IGNOU Regional Centre
Jaipur, Raj



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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)



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Experience-cum-Employment Certificate

(To be submitted at the time of counseling) (if required)

- (i) This is to certify that Mr./Ms. _____ has been teaching in this school from _____ (DD) _____ (MM) _____ (YR) to _____ (DD) _____ (MM) _____ (YR).
- (ii) His/Her appointment in this school is on full time temporary/permanent basis and teaching the students of class from _____ to _____ in the subjects _____ etc.
- (iii) This School is Govt./Govt. aided/unaided and is duly recognized by the central/state government/union territory by virtue of obtaining Registration No. _____ dated _____ from Directorate of Education, _____ (Name of the state) for a period _____ /

I hereby undertake that all the information mentioned above are true and the University is empowered to take legal action against me for any wrong information.

Place :

Date : Name of the School

Signature of Principal/Headmaster/Headmistress

Full Name :

Registration No. of the Institution:.....

Full Address

.....
(Seal /Stamp)

Telephone No.

Email ID of the School

**FORM OF CASTE CERTIFICATE TO BE SENT BY THE CANDIDATE BELONGING TO SC/
ST CATEGORIES ALONG WITH 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 Scheduled 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 Scheduled 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 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.

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 _____ belong 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/hers 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.

Annexure-6



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**Option form for allotment of Programme Study Centre
B.Ed. Admission 2020**

(Programme Study Centre would be allocated on the basis of merit cum choice.
Mention your order of preference)

Name of the Learner: _____

Enrollment No. _____

S. No.	Programme Study Centre Code	Address	Order of Preference (Fill up all columns – S.No.1 to 6)
1	2355P	Shri Agrasen P.G. College of Edu. (CTE), Keshav Vidyapeeth, Jamdoli, Jaipur-302003	
2	2356P	School of Education, Jaipur National University, Jagatpura, Jaipur	
3	2357P	Mahatma Jyoti Rao Phoole Women's B.Ed College, Ram Nagar Ext., Sodala, Jaipur-330219(Raj.)	
4	2366P	ICG Institute of Edu. & Research, Mansarovar, Jaipur (Raj.)	
5	23124P	Mohini Devi Goenka Girls B.Ed. College, Laxamgarh, Sikar 332311	
6	23187P	Smt. Naryanai Devi Verma Women T.T. College, Mahila Asharma, Bhilwara-311001 (Raj.)	

Signature of the learner



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Annexure-7

Course Option for B.Ed. Programme – January 2020 Session

First Year- Compulsory Courses		
Course Code	Course Title	Credit
BES-121	Childhood and Growing Up	4
BES-122	Contemporary India and Education	4
BES-123	Learning and Teaching	4
BES-124	Language Across the Curriculum	2
BES-125	Understanding Disciplines and Subjects	2
BESL-131	Workshop Based Activities-I	4
BESL-121	Reading and Reflecting on the Texts	2
BESL-122	Application of ICT	2
BESL-133	Internship-I	4
First Year- Optional Courses: Content Based Methodology Courses (select any two courses)		
BES-141	Pedagogy of Science	4
BES-142	Pedagogy of Social Science	4
BES-143	Pedagogy of Mathematics	4
BES-144	Pedagogy of English	4
BES-145	Pedagogy of Hindi	4

Select two Courses from BES141 to BES145 (Mention Two Course Code)

- 1) _____
2) _____

Second Year- Compulsory Courses		
Course Code	Course Title	Credit
BES-126	Knowledge and Curriculum	4
BES-127	Assessment for Learning	4
BES-128	Creating an Inclusive School	2
BES-129	Gender, School and Society	2
BESL-132	Workshop Based Activities-II	4
BESL-123	Drama and Art in Education	2
BESL-124	Understanding the self and Yoga	2
BESL-134	Internship-II	12
Second Year- Optional Courses (select any one course)		
BESE-131	Open and Distance Education	4

BESE-132	Guidance and Counselling	4
BESE-135	Information and Communication Technology	4

Select One Course from BESE131, BESE132 & BESE135 (Mention One Course Code)

1. _____