

Student Handbook & Prospectus

Master's Degree Programme
In
Extension and Development Studies
(On Campus Full Time Programme)



School of Extension and Development Studies
Indira Gandhi National Open University
Maidan Garhi, New Delhi- 110068 (India)
Maidan Garhi, New Delhi 110 068



"Education is a liberating force, and in our age it is also a democratizing force, cutting across the barriers of caste and class, smoothing out inequalities imposed by birth and other circumstances"

- Indira Gandhi



**School of Extension and Development Studies
Indira Gandhi National Open University
Maidan Garhi, New Delhi - 110068**

**APPLICATION FORM
FOR
MASTER'S DEGREE PROGRAMME
IN
EXTENSION AND DEVELOPMENT STUDIES
(On Campus Full Time PROGRAMME)
JUNE 2011**

Sale of application and prospectus : 1st March 2011

Last date to submit filled in application form : 30th July 2011

**Price: Rs. 100/- by cash at the School of Extension and Development Studies, IGNOU
: Rs. 150/- by registered post**

Electronic version of the prospectus is available for download at:
<http://www.ignou.ac.in/schools/soeds/courses.htm>

(Attach a DD for Rs 100/- drawn in favour of IGNOU, payable at New Delhi
Towards Registration Fee)

RECOGNITION

IGNOU is a CENTRAL UNIVERSITY established by an Act of Parliament in 1985 (Act No. 50 of 1985). IGNOU Degrees/Diplomas/Certificates are recognized by all the member institutions of the Association of Indian Universities (AIU) and are at par with Degrees/Diplomas/Certificates of all Indian Universities/Deemed Universities/Institutions.

Vetted by: SED & SRD

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Further information on the Indira Gandhi National Open University Programmes may be obtained from the University's office at Maidan Garhi, New Delhi-110068 or its website <http://www.ignou.ac.in>

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1.0 THE UNIVERSITY

1.2. Introduction

The Indira Gandhi National Open University (IGNOU) was established by an Act of Parliament in 1985 to achieve the following objectives:

- Democratising higher education by taking it to the doorsteps of the learners.
- Providing access to high quality education to all those who seek it irrespective of age, region, religion and gender.
- Offering need-based academic programmes by giving professional and vocational orientation to the courses.
- Promoting and developing distance education in India, and
- Setting and maintaining standards in distance education in the country as an apex body.

1.2. Prominent Features

IGNOU has certain unique features such as:

- International jurisdiction.
- Flexible admission rules.
- Individualised study: flexibility in terms of place, pace and duration of study.
- Use of latest information and communication technologies.
- Nationwide student support services network.
- Cost-effective programmes.
- Modular approach to programmes.
- Resource sharing, collaboration and networking with conventional Universities, Open Universities and other Institutions/Organisations.
- Socially and academically relevant programmes based on need analysis, and
- Convergence of open and conventional educational systems.

1.3. Important Achievements of IGNOU

- Emergence as the largest Open University in the World.
- Over 2.5 million students in India and 34 other countries.
- 21 Schools of study, network of 61 Regional Centres, more than 2800 Learner Support Centres and around 52 Overseas Centres.
- 338 Certificate, Diploma, Degree and Doctoral programmes, with a strength of 404 teachers & academics, 1205 administrative staff and about 36,000 professional counselors.
- Recognition as Centre of Excellence in Distance Education by the Commonwealth of Learning (1993).
- Award of 100 Fellowships by COL as Rajiv Gandhi Fellowships to enable candidates from 19 countries in the Commonwealth to pursue IGNOU Programmes.
- Taking IGNOU programmes to African and West Asian countries, Maldives, Mauritius, Nepal, Indonesia, Bangladesh, Bhutan, Myanmar, Sri Lanka and Seychelles in all to 34 countries.

- Award of Excellence for Distance Education Materials by Commonwealth of Learning (1999).
- Launch of a series of 24-hour Educational Channels ‘Gyan Darshan I, II, III and Kisan Channel’. IGNOU is the nodal agency for these channels and regular transmissions are done from the studio at EMPC, IGNOU.
- Launch of ‘Edusat’ videoconferencing channel (2 way video, 2 way audio).
- Launch of Gyan Vani and other dedicated educational FM channels.

1.4. The Schools of Studies

With a view of developing interdisciplinary studies, the University operates through Schools of Studies. Each School is headed by a Director who arranges to plan, supervise, develop and organise its academic programmes and courses in coordination with the School staff and the different academic, administrative and service wings of the University. The emphasis is on providing a wide choice of courses at different levels. The following Schools of Studies are currently in operation:

1. School of Humanities (SOH)
2. School of Social Sciences (SOSS)
3. School of Sciences (SOS)
4. School of Education (SOE)
5. School of Continuing Education (SOCE)
6. School of Engineering and Technology (SOET)
7. School of Management Studies (SOMS)
8. School of Health Sciences (SOHS)
9. School of Computer and Information Sciences (SOCIS)
10. School of Agriculture (SOA)
11. School of Law (SOL)
12. School of Journalism and New Media Studies (SOJNMS)
13. School of Gender and Development Studies (SGDS)
14. School of Tourism Hospitality Service Sectoral Management (SOTHSSM)
15. School of Inter-disciplinary and Trans-disciplinary Studies (SOITS)
16. School of Social Work (SOSW)
17. School of Vocational Education and Training (SOVET)
18. School of Extension and Development Studies (SOEDS)
19. School of Foreign Languages (SOFL)
20. School of Translation Studies and Training (SOTST)
21. School of Performing and Visual Arts (SOPVS)

1.5. Academic Programmes

The University offers a wide range of programmes both short-term and long-term leading to Certificates, Diplomas, Undergraduate Degrees, Postgraduate Degrees and Doctoral Degrees which are conventional as well as innovative. Most of these programmes have been developed after an initial need assessment / demand for such Programmes. They are launched with a view to fulfil the learner’s needs for:

- Certification.
- Improvement of skills.

- Acquisition of professional qualifications.
- Continuing education and professional development at work place.
- Self-enrichment.
- Diversification and updating of knowledge, and
- Empowerment.

2.0 ABOUT THE SCHOOL AND THE PROGRAMME

The School of Extension and Development Studies (SOEDS) aim at providing quality education and training in various aspects of extension and development, by offering programmes leading to the award of Certificate, Diploma, Post Graduate and Doctoral Degrees.

Thrust Areas of the school are:

- Extension Education
- Livelihood Education
- Development Studies
- Empowerment Studies

2.1 Master of Arts in Extension and Development Studies (MAEDS) (On- Campus Full Time Programme)

MAEDS has been designed with the balanced blending of components from extension education and development studies with two project works and a dissertation. The programme will be useful to fresh graduates interested in pursuing carrier as extension and development professionals and also to working extension and development professionals.

Programme Objectives

- To train and develop qualified human resources in the professional area of extension and development studies.
- To impart knowledge on various aspects of extension and development.
- To develop necessary professional skills among students in formulation, implementation, monitoring and evaluation of extension and development programmes.
- To conduct impact assessment and action research studies on extension and development issues and programmes.

Eligibility : Any graduate

Duration : Minimum - 2 Years & Maximum - 5 Years

Medium : English

Fee : Rs. 2500/- per semester (Total Rs. 10000/- for four semesters)

Intake : 20 students will be admitted in June 2011 batch. The reservation of seats for SC/ST/OBC and other categories will be as per University rules.

Mode of Admission : On marks basis and interview, if required. Interview will be held at IGNOU, New Delhi.

Programme Structure: The 66 credits programme is offered with the following courses

Codes	Courses	Credits
MEDS-001	Introduction to Extension and Development	4
MEDS-002	Dynamics of Extension and Development	4
MEDS-003	Problems and Issues in Development	6
MEDSP-004	Project Work I	4
MEDS-005	Planning and Management of Extension and Development Programmes	4
MEDS-006	Research Methods in Extension and Development Studies	6
MEDSP-007	Project Work II	6
MEDS-008	Extension Communication and Diffusion of Innovations for Development	4
MEDS-009	Development in India - Pre and Post Liberalization Period	6
MEDS-010	Training for Development	4
MEDS-011	Local Self Governance	4
MEDSE-012	Environment and Development*	4
MEDSE-013	Behavioral Sciences for Extension and Development *	4
MEDSE-014	Gender and Development*	4
MEDSE-015	Family Healthcare Education*	4
MEDSE-016	Traditional Knowledge Systems and Livelihoods*	4
MEDSP-017	Dissertation (Compulsory)	10

* Elective courses - One out of five is to be selected

Job Opportunities

Masters degree holders in Extension and Development Studies will be fully equipped to serve various Government and Non-Governmental organizations dealing with extension and development programmes. This programme will also strengthen the efficiency and effectiveness of in-service personnel working in Government and Non-Governmental organizations in the areas of extension and development.

3.0 UNIVERSITY RULES

The University reserves the right to change the rules from time to time. However, latest rules will be applicable to all the students irrespective of the year of registration.

3.10 Educational Qualifications Awarded By Private Institutions

Any educational qualification awarded by the Private Universities established under the provisions of the “Chhattisgarh Niji Kshetra Vishwavidyalaya (Sathapane Aur Viniyaman), Adhiniyam, 2002” are non-existent and cannot be made the basis of admission to higher studies with IGNOU.

3.11 Incomplete and Late Applications

Incomplete application forms, received after due date or having wrong options of courses or electives or false information, will be summarily rejected without any intimation to the learners. The learners are, therefore, advised to fill the relevant columns carefully and enclose the copies of all the required certificates duly attested by a Gazetted Officer.

3.12 Validity of Admission

Learners offered admission have to join on or before the due dates specified by the University. In case they want to seek admission for the next session, they have to apply afresh and go through the admission process again.

3.13 Reservation

The University provides reservation of seats for Scheduled Castes, Scheduled Tribes, non-cremy layer of OBC. War Widows, Kashmiri Migrants and Physically Handicapped learners, as per the Government of India rules, for admission to its various programmes.

3.14 Scholarships and Reimbursement of Fee

The learners belonging to reserved Categories, viz. Scheduled Castes, Scheduled Tribes and Physically Handicapped have to pay the full fee at the time of admission to the University along with other general category candidates.

SC/ST learners have to collect and subsequently submit their scholarship forms to the respective State's Directorate of Social Welfare or Office of the Social Welfare Officer, through the Director School of Extension and Development Studies, IGNOU for reimbursement of programme fee.

Similarly, Physically Handicapped learners admitted to IGNOU Programmes are eligible for Government of India scholarships. They are advised to collect scholarship forms from the respective State Government Directorate of Social Welfare or Office of the Social Welfare Officer and submit the filled-in forms to them through the Director, School of Extension and Development Studies, IGNOU.

Scholarship scheme of National Centre for Promotion of Employment of Disabled People (NCPEDP) for Post Graduate level programmes is applicable to the students of this University also. Such students are advised to apply to awarding authority.

3.15 Refund of Fee

Fee once paid will not be refunded under any circumstances. It is also not adjustable against any other programme of this University. However, in cases where University denies admission, the programme fee will be refunded after deduction of registration fee through A/c Payee Cheque only through Director, School of Extension and Development Studies, IGNOU.

3.16 Official Transcripts

The University provides the facility of official transcripts on request made by the learners on plain paper addressed to Registrar (SRE), IGNOU, Maidan Garhi, New Delhi-110 068. A fee of Rs.100/- per transcript payable through DD in favour of IGNOU is charged for this purpose. The students are required to pay Rs.250/- in case of request for sending transcript outside India.

3.17 Disputes on Admission & other University matters

The place of jurisdiction of filing of suit, if necessary, will be only New Delhi/Delhi.

3.18 Recognition

IGNOU Degrees/Diplomas/Certificates are recognized by all member Universities of Association of Indian Universities (AIU) and are at par with Degrees/Diplomas/Certificates of all Indian Universities/Institutions, as per UGC Circular letter no. F.1-52/ 2000(CPP-II) dated 5th May, 2004, AIU Circular No. EV/11(449/94/ 176915-177115 dated January 14, 1994 & AICTE Circular No. AICTE/Academic/MOU-DEC/2005 dated May 13, 2005. (See Annexure-I, II & III)

4.0 PREVENTION OF MALPRACTICE/NOTICE FOR GENERAL PUBLIC

Students seeking admission to various academic programmes of Indira Gandhi National Open University are advised to directly contact IGNOU headquarters at New Delhi. Students interacting with intermediaries shall do so at their own risk and cost.

However, in case of any specific complaint regarding fraudulent institutions, fleecing students etc., please contact any of the following members of the Malpractices Prevention Committee:

1. Prof. Kapil Kumar (Tele: 2953 6342)
2. Prof. Anu Aneja, SOCE (Tele: 2953 6347)
3. Dr. S.B. Arora, Director, SOHS (Tele: 2953 2965)
4. Prof Sunita Malhorta, SOS (Tele: 2953 2167)
5. Registrar (Admn.) (Tele: 2953 2098)
6. Registrar (SED) (Tele:2953 5828)

As per directions of Hon'ble Supreme Court of India ragging is prohibited. If any incident of ragging comes to the notice of the authority the concerned student shall be given liberty to explain and if his/her explanation is not found satisfactory, the authority would expel him/her from the University.

5.0 PRE-ADMISSION ENQUIRY ON ACADEMIC PROGRAMME

If you have any queries on academic aspects of the programme please contact the Director / School Faculty.

For further information, contact:

Director

School of Extension and Development Studies

Indira Gandhi National Open University

Maidan Garhi, New Delhi-110068

Ph: 011-29534373

Email: bkpattanaik@ignou.ac.in

School Faculty

Prof. B. K. Pattanaik Director	2957 1983	bkpattanaik@ignou.ac.in
Dr. Nehal A. Farooquee Associate Professor	2957 1988	nafarooquee@ignou.ac.in
Dr. Dr. P.V. K. Sasidhar Associate Professor	2957 1984	pvksasidhar@ignou.ac.in
Dr. Dr. Pradeep Kumar Assistant Professor	2957 1985	pradeep@ignou.ac.in
Dr. Grace Don Nemching Assistant Professor	2957 1985	gdnemching@ignou.ac.in
Dr. Nisha Varghese Assistant Professor	2957 1985	nishavarghese@ignou.ac.in

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110002**

No.F.1-52/2000(CPP-II) 5th May, 2004

The Registrar
Indira Gandhi National Open University
Maidan Garhi
New Delhi-110068

Sub: RECOGNITION OF DEGREES AWARDED BY OPEN UNIVERSITIES

Sir/Madam,

There are a number of open Universities in the country offering various degrees/diploma through the mode of non-formal education. The Open Universities have been established in the country by an Act of Parliament of State Legislature in accordance with the provisions contained in Section 2(F) of the UGC Act, 1956. These universities are, therefore, empowered to award degrees in terms of Section 22(1) of the UGC Act, 1956.

A circular was earlier issued vide UGC letter N.F. 1-8/92(CPP) dated February, 1992 mentioning that the Certificates, Diplomas and Degrees awarded by Indira Gandhi National Open University are to be treated equivalent to the corresponding awards of the Universities in the country. Attention is further invited to UGC circular No. F1-25/93(CPP-II) dated 28th July, 1993(copy enclosed) for recognition of degrees and diplomas as well as transfer of credit for courses successfully completed by students between the two types of Universities so that the mobility of students from Open University stream to traditional Universities is ensured without any difficulty.

The UGC has specified the nomenclature of degrees under Section 22(3) of the UGC Act, 1956 to ensure mandatory requirements viz. minimum essential academic inputs required for awarding such degrees. A copy of Gazette Notification regarding specification of degrees issued vide No. 1-52/97(CPP-II) dated 31st January 2004 is enclosed. The details are also given in UGC Web site: www.ugc.ac.in

May, I therefore request you to treat the Degrees/Diploma/Certificates awarded by the Open Universities in conformity with the UGC notification on specification of Degrees as equivalent to the corresponding awards of the traditional Universities in the country.

Yours faithfully

Sd/-
(Dr. [Mrs.] Pankaj Mittal)
Joint Secretary

Encl: As above

**ASSOCIATION OF INDIAN UNIVERSITIES
AIU HOUSE, 16 KOTLA MARG , NEW DELHI-110002**

Phone: 3312305, 3313390 Gram: ASINGU

3310059,3312429 Telex: 31 66180 AIU IN

Fax: 011-3315105

No. EV/II(449)/94/176915-177115

January 14, 1994

The Registrar(s)
Member Universities

Subject: Recognition of Degrees/Diplomas of Open Universities

Dear Sir,

The Standing Committee at its 237th meeting held at Utkal University and the 68th Annual Session of the AIU and in December, 1993 at the University of Delhi have decided to in principle that the Degrees of the Open Universities be recognized in terms of the following resolutions:

“Resolved that the examinations of one University should be recognized by another on a reciprocal basis, provided that the entrance qualification, duration of course and the general standard of attainment are similar to those prescribed by the recognized university.”

“Further resolved that in case of Degrees awarded by Open Universities, the conditions regarding entrance qualifications and duration of the course be relaxed provided that the general standard of attainment are similar to those prescribed by the recognized university”.

The decision is brought to the notice of the Universities for favour of appropriate action in the matter. The additional information, if required in this behalf, may kindly be obtained from the Registrar of the Universities direct.

Thanking you,

Yours faithfully,

Sd/-

(K.C. KALRA)
Joint Secretary



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Application Form for Admission to Master Degree Programme
in Extension and Development Studies (On Campus Full Time)
(JULY 2011 SESSION)

Appendix III
 Form No.

Control Number

INSTRUCTIONS

1. Please read the instruction in the Student Handbook and Prospectus before filling up the form.
2. Use BLACK BALL POINT PEN in boxes using English Capital Letters or English numerals
3. Do not make any stray marks on the sheet.
4. Do not staple, pin, wrinkle scribble, tear or wet this sheet
5. Write in CAPITAL LETTERS only within the box, without touching the lines as shown in the sample below:

1	2	3	4	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

1. Programme Code <input type="text"/>		2. Enrolment No. (For office use only) <input type="text"/>		PHOTOGRAPH Affix your latest passport size photograph (4 cm x 5 cm) duly attested by you.
3a. Are you already registered with IGNOU (Write the relevant code in the box)		A1 Yes	<input type="text"/>	
		B2 No	<input type="text"/>	
3b. If yes write the Enrol. No. & Program Code in the boxes below:				
Enrolment No <input type="text"/>		Programme Code <input type="text"/>		
4. Date of Birth <input type="text"/>		5. Nationality		Signature of Candidate <input type="text"/>
		A1 Indian	<input type="text"/>	
		B2 Others	<input type="text"/>	
6. Sex (Write the relevant code in the box) A1 Male B2 Female <input type="text"/>		7. Category (Write the relevant code in the box) A1-GEN C3-ST B2-SC D4-OBC (In case of OBC Student, Please also indicate code either D4-A or D4-B (i) Creamy Layer - D4-A (ii) Non-Creamy Layer D4-B <input type="text"/>		8. Territory Code: (Write the relevant code in the box) A1 Urban B2 Rural C3 Tribal <input type="text"/>
9. Marital Status: (Write the relevant code in the box) A1 Married B2 Unmarried <input type="text"/>		10. Religion A1 Hindu D4 Sikh G7 Parsi B2 Muslim E5 Jain H8 Jews C3 Christian F6 Budhist I9 Others <input type="text"/>		
11. Whether Minority (Write the relevant code in the box) A1 Yes B2 No <input type="text"/>		12. Social Status (Write the relevant code in the box) A1 Ex-service men B2 War Widow C3 Not applicable <input type="text"/>		13. Whether Kashmiri Migrant: (Write the relevant code in the box) A1 Yes B2 No <input type="text"/>
14. Name of the Candidate (Leave one box empty between First Name, Middle Name and Surname) <input type="text"/>				
15. Father's/Husband's Name/Mother's Name (Strike out whichever is not applicable) <input type="text"/>				

Declaration by the Applicant

I hereby declare that I have read and understood the conditions of eligibility for Master's Degree Programme in Extension and Development Studies for which I seek admission. I fulfill the minimum eligibility criteria and I have provided necessary information in this regard. In the event of any information being found incorrect or misleading, my candidature shall be liable to cancellation by the University at any time and I shall not be entitled to refund of any fee paid by me to the University. Further, I have carefully studied the rules of the University as printed in the Prospectus and I accept them and shall not raise any dispute in the future over the same rules.

Date:

(Signature of the Applicant)

INSTRUCTIONS FOR CANDIDATES

1. Please send your filled application form by Regd. Post / Speed Post to the

**Director
School of Extension and Development Studies
Academic Complex
Indira Gandhi National Open University
Maidan Garhi New Delhi- 110068**

2. Application submitted at any other office of the University will not be entertained.
3. Please retain the photocopy of the filled-in form for future reference.
4. Affix the photograph and enclose the following:
 - i) Attested Certificates and Mark sheets in support of your educational qualifications.
 - ii) Attested Category Certificate for SC/ST/PH/OBC/Kashmiri Migrant/War Widow candidates, wherever required.
 - iii) Attested Age certificate

Enrolment No. _____

Name of the Programme _____

Name _____

Father's/Husband's Name _____

Address (in Capital Letters) _____

Pin Code _____

Full Signature of the Candidate _____

PASTE

LATEST PHOTOGRAPH TO BE
PASTED WHICH WILL BE
ATTESTED BY UNIVERSITY
OFFICE

Attested by
Director, School of Extension and
Development Studies
Indira Gandhi National Open University
Maidan Garhi, New Delhi - 110068



INDIRA GANDHI NATIONAL OPEN UNIVERSITY

ACKNOWLEDGEMENT CARD

Dear Student,

Thank you for joining IGNOU Programme. We acknowledge the receipt of your application form. Please mention Enrolment Number and the programme applied for in all your future correspondence with the University.

To be filled in by the Student.

Course Applied for :

DD/Challan No. :

DD/Challan Date :

Amount :

DD Drawn on :

**For Office
Use Only**

Your Enrolment Number is

