

# **INFORMATION BROCHURE & PROGRAMME GUIDE**

**Ph.D in Social Work**



**School of Social Work  
Indira Gandhi National Open University  
Maidan Garhi, New Delhi – 110 068**

**“Education is a liberating force, and in our age it is also a democratising force, cutting across the barriers of caste and class, smoothing out inequalities imposed by birth and other circumstances.”**

**—Indira Gandhi**

### **RECOGNITION**

IGNOU is a CENTRAL UNIVERSITY established by an Act of Parliament in 1985 (Act No. 50 of 1985).

IGNOU Degrees/Diplomas/Certificates are recognised by all the members of the Association of Indian Universities (AIU) and are at par with Degrees/Diplomas/Certificates of all Indian Universities/Deemed Universities/Institutions vide UGC Circulars No. F.1-52/2000(CPP-II) dated 5th May, 2004.; D.O. No.F.1-25/03(CPP-II) dated 28th July, 1993; F.1-8/92 (CPP) dated February 1992 & AIU Circular No. EV/B(449)/94/176915-177115 dated January, 1994.

Applications for admission to the Ph.D. Programme may be submitted on the prescribed form at any time of the year to:

The Registrar  
Student Registration Division,  
Indira Gandhi National Open University,  
Maidan Garhi, New Delhi-110068

Applications received by September 30 and March 31, will be considered for admission to the January and July Sessions, respectively.

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## **Print Production**

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*Further information on the Indira Gandhi National Open University courses may be obtained from the University's office at Maidan Garhi, New Delhi – 110 068 or from IGNOU website [www: ignou.ac.in](http://www.ignou.ac.in)*

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## THE UNIVERSITY

### Introduction

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

- Democratizing 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 or formal qualifications.
- Offering need-based academic programmes by giving professional and vocational orientation to the courses.
- Promoting and developing distance education in India.
- Setting and maintaining standards in distance education in the country as an apex body for the purpose.

### Prominent Features

IGNOU has certain unique features such as:

- National jurisdiction.
- Flexible admission rules.
- Convergence scheme.
- Individualized study: flexibility in terms of place, pace and duration of study.
- Use of latest information and communication technologies.
- Nationwide student support services network.
- Over 52 overseas centres.
- Cost-effective programmes.
- Modular programmes.
- Resource sharing, collaboration and networking with conventional Universities, Open Universities and other Institutions/Organizations.
- Socially and academically relevant programmes based on students need analysis.

### Important Achievements

- Emergence of IGNOU as the largest Open University in the World.
- Establishment of Distance Education Council (DEC) for coordination and determination of standards of Distance Education Systems in the country (1992).

- Recognition as Centre of Excellence in Distance Education by the Commonwealth of Learning (1993).
- Establishment of the School of Social Work in 2007.
- Award of 100 Fellowships by COL as Rajiv Gandhi Fellowships to enable candidates from 19 countries in the Commonwealth to pursue IGNOU Programmes.
- Launching of an IGNOU-ISRO joint channel for organizing a one-way video, two-way audio teleconferencing (1993-94).
- Taking IGNOU programmes to West Asian, African and SAARC 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 IV. IGNOU is the nodal agency for these channels and regular transmissions are done from the studios at Electronic Media Production Centre, IGNOU.
- Launch of a series of 24 hour Educational 'Gyan Vani' FM Radio Channels.

## **The Schools of Studies**

With a view to developing various programmes of studies, the University operates through Schools of Studies. Each School is headed by a Director who arranges to plan, supervise, develop and organize its academic programmes and courses in coordination with the School staff and the different academic, administrative and service wings of the University. The Schools of Studies currently in operation are as follows:

- School of Computer & Information Sciences
- School of Continuing Education
- School of Education
- School of Engineering & Technology
- School of Health Sciences
- School of Humanities
- School of Management Studies
- School of Sciences
- School of Social Sciences
- School of Agriculture
- School of Law
- School of Journalism and New Media Studies
- School of Gender and Development Studies
- School of Tourism Hospitality Service Sectoral Management
- School of Interdisciplinary and Trans-disciplinary Studies
- School of Social Work
- School of Vocational Education and Training
- School of Extension and Development Studies
- School of Foreign Languages

- School of Translation Studies and Training
- School of Performing and Visual Arts

## **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 survey of the demand for such programmes. They are launched with a view to fulfill 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 updation of knowledge.

## **Course Preparation**

Learning material is prepared by teams of experts drawn from different Universities, specialized Institutions in the area from all over the country as well as in-house faculty. This material is scrutinized by the content experts, supervised by the instruction/unit designers and edited by the language experts at IGNOU before they are finally sent for printing. Similarly, audio and video cassettes/CDs are produced in consultation with the course writers, in-house faculty and producers. The material is previewed and reviewed by the faculty as well as outside media experts and edited/modified, wherever necessary, before they are finally dispatched to the Study Centres and Telecast on Doordarshan/Gyan Darshan/Gyan Vani.

## **Programme Delivery**

The methodology of instruction in this University is different from that of the conventional universities. The Open University system is more learner-oriented and the learner is an active participant in the pedagogical (teaching and learning) process. Most of the instructions are imparted through distance education methodology rather than face-to-face communication.

The University follows a multimedia approach for instruction. It comprises:

**Self Instructional Written Material** : The printed study material (written in self-instructional style) for both theory and practical components of the programmes is supplied to the learners in the form of blocks for every course (on an average 1 block per credit). A block which comes in the form of a booklet usually comprises 3 to 5 units.

**Practical/Project Work** : All the social work programmes have Practicum. Full attendance at practicum is compulsory. Keeping in tune with the flexibility as regards choice of time for study one way is to skip practicum during a year and do the same subsequently. For practicum, study centres will provide a qualified supervisor but the learner will have to manage his/her own resources.

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## **SCHOOL OF SOCIAL WORK**

The School of Social Work at IGNOU became fully functional with the appointment of its first Director, other faculty and staff member from January 2009.

It has created history on several counts:

- The first School of Social Work in ODL system.
- The first School of Social Work in India to take social work education to all the States and Union Territories in the country.
- The first school to have developed high quality Self Instructional Material (SIM) indigenously.
- The first school to be using multi-media approach for imparting social work teaching and training through its own (IGNOU's) TV and Radio channels both in English and Hindi.
- The first school to have developed a course on History of Social Work in India (Professional Social Work : Indian Perspectives).
- The first school to be offering programmes to in-service candidates in India.
- The first school engaging large number of practitioners for field supervision.
- The first school to be offering social work programme both in ODL and conventional systems through convergence scheme.
- The first school to be offering specialization on philanthropic social work.

## **Programmes of Study**

The SOSW is currently offering several programmes of study from certificate to Doctoral Degree

### **Certificate in Social Work and Criminal Justice System (CSWCJS)**

### **Certificate in HIV and Family Education (CAFÉ)**

The Certificate in HIV and Family Education provides comprehensive knowledge about what, why and how of HIV/AIDS, family life education, facts of life and substance abuse. The contents are designed to impart an integrated understanding to the learners about the issues involved in HIV/AIDS and behaviour modification. The target groups include School teachers, NGO functionaries, para-medicals, parents of adolescents and those interested in acquiring knowledge on the subject. The Certificate Programme has the following courses of 4 credits each. A learner has to choose 2 compulsory courses and any 2 optionals from the 4 electives. One has to acquire 16 credits for a certificate. A student who has successfully completed CAFE can also pursue for DAFE by completing the remaining courses of 16 credits and request the university for credit transfer from CAFE to DAFE.

### **Diploma in HIV and Family Education (DAFE)**

The Diploma in HIV and Family Education aims at providing basic and accurate information about HIV/AIDS, sex and sexuality, family life education, alcohol and drugs and communication and counselling. The contents are designed to impart an integrated understanding to the learners about the issues involved in HIV / AIDS and behaviour modification. The main objective of this programme is to enhance the knowledge and skills of functionaries involved in HIV/AIDS and related issues. The main target groups include school teachers, NGO functionaries, para-medicals, parents of adolescents and those

interested in acquiring knowledge on the subject. The Diploma in HIV and Family Education Programme has seven courses.

### **Bachelor in Social Work (BSW)**

The Bachelor Degree Programme in Social Work (BSW) is meant for candidates who are interested in providing professional assistance to people in need. Persons with professional training/degree in Social Work generally work in socially relevant areas such as health care, community development, education, industry, counseling, family, correction, social defense, women, children, disability etc. With the globalization, market economy and liberalization, new concerns and human problems are emerging which needs to be addressed. This programme will be particularly useful to people employed at middle and lower levels with NGOs and social and developmental agencies both in government and private sector. The BSW programme is available both in English and Hindi across the country. It will also be useful to fresh candidates who may like to work in social and social welfare sectors.

### **Post Graduate Diploma in Social Work (PGDSW)**

The Post Graduate Diploma in Social Work (PGDSW) is the first of its kind in Open and Distance Learning (ODL) system in India. It has been designed to provide essential know how, skills and professional knowledge for the functionaries involved in social welfare and development sectors in the country. The PGDSW is equivalent to the 1st year of MSW programme of IGNOU. Those interested in pursuing MSW can take admission for the same after successfully completing the PGDSW. MSWL-001: Social Work Practicum of 10 credits is designed to provide hands on training to the paraprofessionals. This programme is of one year duration. The programme consists of the seven compulsory courses including practicum both in English and Hindi.

### **PGDSWT**

### **Master in Social Work (MSW)**

The MSW programme offers opportunity to learners for higher studies in professional social work. Besides offering the core courses pertaining to social work curriculum across the globe and India, it includes themes in some of the emerging areas in social work such as globalization; migration, history of social work in India, theory paper on social work practicum and a course on HIV/ AIDS which are expected to be highly useful in the present day context. The practical components have been meticulously prepared to provide the learners, hands on training, which will enable the candidates to find suitable placements within and outside the country. The programme comprises 66 credits covered through ten theory papers, one dissertation and two practical components both in English and Hindi.

### **Doctoral Programme in Social Work (Ph.D)**

The Doctoral programme in Social Work has several features:

- i. Admission is given to a candidate having an M.A. in Social Work/MSW with 55 percent and M.Phil (for SC/ST/ PH 50 percent).
- ii. Those not having M.Phil can pursue Ph.D by successfully completing 32 credits worth of course work.
- iii. Fellowship scheme is available under Research and Teaching Assistance ship (RTA) for candidates below the age of 25 and having first class throughout one's studentship.
- iv. One can pursue Ph.D in Social Work from anywhere in the country.

### **Networking with other schools**

The SOSW has a very extensive network across the country. Best of experts from various departments/colleges and schools of Social Work are involved in planning, designing and developing the teaching learning materials, for all the three components namely, print, audio and video. Social work faculty from various Schools of Social Work are invited to engage classes/ counselling sessions at study centres for IGNOU students.

For practicum, every student of Social Work is being guided by a professionally qualified social worker (faculty or practitioner). Over one-third of the programme components is devoted to practicum. Full attendance is mandatory for practicum. Extensive coverage is given to both theory and practicum in primary methods namely, case work, group work and community organization.

The assignments which is part of continuous evaluation process carry 25 to 30 per cent of weightage in the overall grading (marking system). The SOSW has also prepared a practitioners guide for supervisors.

## DOCTOR OF PHILOSOPHY IN SOCIAL WORK : (Ph.D.)

The Doctoral Studies Programme aims at training professionals (both teachers and practitioners) in the skills and competencies related to the systematic investigation of various issues and problems in the area of Social Work. At this level, the study is expected to provide new and original insights into the problem or the area under investigation. The Ph.D. programme of IGNOU can be pursued by those who possess an MSW/MA (Social Work) degree.

### Eligibility

**Category 'A'** : An M. Phil. and a post graduate degree in Social Work with minimum 55 percent marks ( 50 per cent marks for SC/ST/PH candidates) or an equivalent grade from a university or a recognized institution of higher learning.

**Category 'B'** : Master in Social Work with 55 percent marks (50 per cent marks for SC/ST/PH candidates) from a recognized university.

### Admission Procedure

Applications for admission to the Ph.D. programme may be submitted on the prescribed form along with a research proposal (about one thousand words) on a selected theme for thesis work at any time of the year to:

**The Director**  
Research Unit,  
Indira Gandhi National Open University,  
Maidan Garhi,  
New Delhi – 110 068

The research proposal in prescribed proforma should clearly state the problem, objectives, hypothesis (if any), methodology (which may include sampling design, sources of data, data analysis, etc.) and expected outcome of the study. Candidate should consult the teacher/academic i.e. the proposed supervisor with whom she/he would like to work before writing the research proposal.

Each candidate is expected to identify a qualified supervisor from the discipline of social work having a Ph.D. in Social Work and five years of teaching experience. The School of Social Work will undertake the admission process as per the criteria prescribed by the Research Council. The School of Social Work may follow one of the following procedures for deciding the cases for admission:

0) Recommend the candidate for direct registration on the basis of her/his research proposal.

- 1) Suggest to the candidate necessary modifications/changes in her/his proposal and, on carrying out the same to the satisfaction of the Doctoral Committee and recommend her/his candidature for registration.
- 2) The Director of the School will forward the relevant details and documents for consideration and approval of the Research Council/Research Council's Standing Committee through the School Board of School of Social Work.

## **Registration Process**

Candidates recommended by the Research Council/Research Council's Standing Committee will be registered for the Ph.D. Programme by the Student Registration Division in January or July, depending upon the completion of all formalities for registration.

A candidate who has been offered registration shall deposit the prescribed registration fee within a period of three months. If the candidate fails to submit the fee, the offer of registration shall be treated as cancelled. However, under special circumstances, an extension up to six months may be given by the Vice-Chancellor. A written request to this effect will have to be made to the Registrar, Student Registration Division.

## **Student Status**

The Ph.D. programme of IGNOU can be pursued full-time as well as part-time. All those candidates who are offered a fellowship by the University or any other agency shall register with the University to pursue a Ph.D. programme of the University on a full-time basis and comprise the category of 'full-time students'. The Research Council may, on the recommendation of the School Board/Doctoral Committee, allow students without a fellowship to register as full-time students. The full-time students shall work towards their Ph.D. at the headquarters or at any other institutions recognized by the University for the purpose.

Persons employed in any organization and desirous of pursuing the Ph.D. programme may register as part-time students, if they want to pursue their research studies at their own place of work. However, they will work at the University headquarters as and when needed.

All registrations to the Ph.D. programme shall be confirmed only on approval/ratification by the Research Council.

## **Duration of Registration**

In all cases, the minimum and maximum time for completing the programme shall be 2 years and 5 years, respectively, from the date of registration in the programme. However, under exceptional circumstances, the Vice-Chancellor may allow curtailment or extension of the period.

## **Cancellation of Registration**

The registration of a candidate may be cancelled for any of the following reasons:

- . Non-payment of fees.
- i. Unsatisfactory progress.
- ii. Non-compliance with the provisions of the Ordinances and other Regulations of the University.
- iii. Failure to complete course work and/or submit the thesis within the time limit prescribed.

The Research Council may however consider requests for re-registration. The application for reregistration must be made within a period not exceeding six months from the cancellation of registration and should be recommended by the supervisor(s) and the School Board concerned.

## **Programme Fee**

Per year Rs. 5000/- excluding Rs. 5000/- as the fee for the course work. The fee is to be paid annually. Those who have been exempted from the course work will be required to pay only Rs. 5,000/-.

## **Fellowships Available**

- IGNOU has introduced a unique scheme of IGNOU-DEC Research and Teaching Assistantships which is designed to meet the high quality human resource requirements in teaching and research in the area of the highly technology intensive open and distance learning-ICT, web, satellite based and online learning-in various disciplines of higher education. The scheme is open to post-graduate degree holders in Social Work with consistently top academic record and who would like to do teaching and research in discipline-based ODL pedagogy. The RTA scheme will be tenable in all Schools and Academic/Training Divisions/Institutes of IGNOU at the Hqrs., Regional Centres of the University, State Open Universities, Distance Education Institutes and any other institution recognized by the University for this purpose.
- SC/ST students can apply to the Joint Secretary, Selection & Awards Bureau, University Grants Commission, Delhi University, South Campus, Benito Juarez Marg, New Delh-110 021 for award of Rajiv Gandhi National Fellowship to pursue programmes in higher education such as M.Phil./Ph.D.

## **Quality Concerns**

A candidate shall be required to submit a thesis in the format as prescribed by the Research Council. The thesis must be a piece of original research work characterized either by the discovery of new facts, invention of new ideas, formulation of new theories, new interpretations of existing theories, or the development of innovative instructional processes, models and systems.

## **Medium of Instruction**

The language in which the thesis and other related work would normally be carried out shall be English or Hindi.

## **Supervision**

Every candidate registered in the Ph.D. programme in social work shall be required to pursue the programme under the supervisor(s) recognised by the University.

All the Professors and the Readers of IGNOU shall be eligible to be research supervisors of the University. All IGNOU teachers/academics including lecturers/ARDs, with MSW/MA (Social Work) and Ph.D. degree in Social Work and with at least five years of post-doctoral teaching/ research experience shall be eligible to be recognized as research supervisors.

The School Board shall recommend to the Research Council, a panel of experts to be recognized as the research supervisors who may or may not belong to the University. The School Board/ Doctoral Committee may also recommend for consideration and approval of the Research Council, a retired teacher identified by the student to act as her/his supervisor(s), provided the teacher is qualified to do so as per the norms laid down by the University.

The University may allow a change of supervisor under exceptional circumstances, on the recommendation of the Research Council.

## **Library Facility**

The University has extended the library facility to the registered students of Ph.D. programme staying in Delhi. However, in the near future the same is likely to be extended to outstation students also. For membership, the student may contact:

**The Librarian**  
IGNOU,  
Maidan Garhi,  
New Delhi – 110 068

The Library and Reading Hall facilities of ICWA, Sapru House, Barakhamba Road, New Delhi-1 are also available for research scholars/students of the University on producing a letter of introduction as a proof of registration in the University.

## **Monitoring**

Commencing from the date the candidates are short-listed for admission to the programme, each candidate will be attached to a faculty member. Once the candidate registers for the Ph.D. programme,

she/he shall be assigned one (or more) research supervisor(s). During the programme period, the student shall carry out the study and related research tasks under the supervision of the research supervisor(s). The supervisor(s) will monitor the student's progress.

## **Progress of Students**

Commencing from the date of registration, a candidate shall submit progress reports every six months in the prescribed format to the supervisor(s). The supervisor(s) shall forward them along with her/his/their remarks and assessment of the work done to the Director of the School/ Centre/Institute concerned. The reports shall be sent to the Research Council for review through the School Board of the School of Social Work. The Research Council's decisions would be communicated to the Registrar, Evaluation.

## **Submission of Thesis**

After the research supervisor(s) is/are satisfied that the student has acquired a sound understanding of the substance of the thesis and the relevant research approaches, she/he/they will permit the student to proceed with the submission of her/his thesis.

The submission of the thesis will include the following:

- a) The candidate will present her/his thesis work in a 'pre-submission seminar' to be convened exclusively for this purpose by the Director of the School of Social Work. The presentation at the seminar will be followed by a discussion. The audience of the 'pre-submission Seminar' may remain the same as that of the 'Research Seminar'.
- b) After the seminar, the candidate and Research Supervisors will consider the reactions and observations expressed by the participants. The Director of the School and supervisor(s) will then assess whether the candidate has attained the expected level in conceptualization and quality of research work. If their assessment is in the affirmative, the student will be allowed to submit the thesis to the University. However, if it is realized that more needs to be done, the supervisor(s) will suggest to the candidate specific tasks to be accomplished before submission of the thesis. On satisfactory completion of the assigned tasks, she/he will be allowed to submit the thesis.
- c) At least 45 days before the submission of the thesis, the student shall submit an abstract/ summary to the Registrar, Evaluation, through the Director of the School. The same may be sent to the examiners when asking for their acceptance for evaluation of the dissertation.
- d) The thesis work completed by a student, along with her/his synopsis/abstract/summary of the thesis, shall be submitted to the University in a word-processed spiral-bound form. Four copies of the thesis, duly signed by the research supervisor(s), shall be submitted to the University through the Director of the School.

## **Evaluation of Thesis**

- a) The Vice-Chancellor, on the recommendation of the Research Council, will appoint three examiners from a panel of six examiners recommended by the supervisor(s) for evaluating the thesis.
- b) The examiners will submit their evaluation reports to the University individually.
- c) If all the examiners have recommended the thesis for the award of a Ph.D. Degree, the Director of the School will organize a *viva voce* examination to be conducted by one of the external examiners after due approval of the Vice-Chancellor. The *viva voce* examination shall be open to all to participate in as observers.
- d) In case any examiner suggests certain modifications and re-submission of the thesis, the same should be communicated to the candidate, who will be asked to resubmit the thesis with all the modifications within six months. The research supervisors(s) will ensure that the suggestions of the examiner(s) are adequately addressed before resubmission of the thesis. The modified thesis shall be referred again to the examiner(s) concerned for reevaluation.
- e) If one of the examiners does not recommend the thesis for the award of a Ph.D. Degree, the thesis shall be referred to another examiner for independent evaluation. If the fourth examiner recommends the thesis for the award of a Ph.D. Degree, the *viva voce* examination shall be organized by the Director of the School. However, if this examiner also rejects the thesis, the thesis shall be rejected by the University.
- f) The examiners' reports will be shown to the candidate beforehand to enable her/him to address the issues raised therein while preparing to defend the thesis during the *viva voce* examination.
- g) A joint report of the *viva voce* examination will be submitted to the University by the Director of the School.
- h) Based on the comments made by the examiners and the deliberations during the *viva voce* examination, the candidate will modify the thesis, if needed. The Research Supervisor(s) will ensure that the suggestions from the examiners are adequately addressed. The candidate will get the thesis finally word-processed and hard-bound on getting certification from the Supervisor(s). Two hard bound copies of the finally approved thesis will be submitted to the University.
- i) All evaluation reports and the final recommendation shall be placed before the Vice- Chancellor for approval. The Vice-Chancellor's decision will be placed before the Academic Council through the Research Council.

### **Award of the Ph.D. Degree**

A student shall be awarded the Ph.D. Degree after the approval of the Academic Council. However, notification and provisional certification after the *viva voce* may be issued by the Registrar, Evaluation Division, after due approval of the Vice-Chancellor.

### **Removal of Difficulties**

Notwithstanding anything in the above document, the Vice-Chancellor may take such measures as may be necessary in respect of candidates registered with the University.

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

### **List of Course for M.Phil/Ph.D in Social Work**

The Doctoral Committee may recommend the successful completion of some of the following courses (not more than 32 credits) for some of the candidates on case to case basis.

Theory: One has to opt for maximum 20 credits from the following:

- 1) Research Methods and Computer Applications (8 credits)
- 2) Theoretical Frameworks and Review of Studies in Social Work (4 credits)
- 3) International Social Work (4 credits)
- 4) Disaster Management
- 5) HIV/AIDS: Stigma and Discrimination
- 6) Origin and Development of Social Work in India (MSW-002)
- 7) Social Work Practicum (MSW-005)

### **Practicum: 12 credits (Opt any two)**

- 1) Social Case Work (6 credits)
- 2) Social Group Work (6 credits)
- 3) Community Organization (6 credits)
- 4) Generalist Practice (6 credits)

### **Dissertation: 16 credits**

For those intending to pursue for M.Phil one has to do a dissertation under the guidance of a recognized supervisor by IGNOU only on successful completion of the theory and practicum components.

## INFORMATION ON IGNOU-DEC RESEARCH AND TEACHING ASSISTANTSHIPS (RTA)

### **Introduction**

IGNOU is a Central University established in 1985 by an Act of Parliament and funded directly by the Ministry of Human Resources Department, Govt. of India. It is a National Resource Centre of Open and Distance Learning with international recognition and presence. It provides seamless access to sustainable and learner-centric quality education, skill up-gradation, training and capacity building across the country and abroad by making use of innovative technologies in distance education, open learning and on-line teaching learning methodologies. The University ensures convergence of existing systems of teaching-learning for the massive human resources required for promoting integrated national development and global understanding. The University provides multi-channel multiple media teaching learning packages for instruction and self-learning like self-instructional print and audio-video materials, interactive radio and television broadcasts, face-to-face counseling, laboratory and hands-on experience, tele and video-conferencing, interactive multimedia CD-ROM and internet-based learning. With the availability of EduSat, the University is poised to take giant steps towards ICT, Web and Satellite-based education across the globe and pursue flexible and blended learning further. The Distance Education Council (DEC) of IGNOU coordinates and promotes open and distance learning systems in the country as well as monitoring and determining their quality and standards. It is the apex body that regulates, distributes funds received from the Central Government and provides academic and infrastructural supports to State Open Universities and Distance Education Institutes of Dual Mode Universities in the country.

### **Objective**

The objective of the RTA scheme is to attract the best talents in to teaching-cum-research in the areas of Open and Distance Learning/Teaching and Research in discipline-based as well as general Open and Distance Learning pedagogy. This will provide opportunities to the researchers to undertake advanced studies and research and teaching in the field of Open and Distance Learning. The candidate will register for Ph. D. under the rules of the India Gandhi National Open University/ State Open University.

### **Eligibility**

Consistently top academic records from School to P.G. Level with minimum 55% marks or an equivalent grade B+ in a seven point scale in Master's degree (50 per cent marks or an equivalent grade in case of SC/ST/PH category). The age limit will be 25 years as on 1st July of the year of Award, relaxable by 5 years for women candidates and SC/ST/PH.

### **Duration**

The tenure of the RTA will be initially for three years. Upon expiry of this period, the work of the Research & Teaching Assistant (RTA) will be evaluated by experts. If the research work is found satisfactory, his/her tenure will be extended for a further period of two years under the enhanced emoluments of the Senior Research and Teaching Assistantship. Thus, the total period of Research & Teaching Assistantship (RTA and SRTA) will be five years, with no further provision of extension.

### **Financial Assistance**

The value of Research & Teaching Assistantship shall be Rs. 14,000/- + HRA per month for the first three years with an annual contingent grant of Rs. 20,000/-. At the end of three years, the work done by the Research & Teaching Assistant (RTA) will be assessed in a manner as prescribed by the Research Council. The Research & Teaching Assistantship for the fourth and subsequent year will be Rs. 16,000/- p.m. + HRA. There will be no change in the amount of contingent grant and it will remain at the same level as in the first three years.

An amount of Rs. 5,000/- per Research and Teaching Assistant (RTA) per year will be paid as overhead charges by the University to the School/Division/Centre/SOUs/CCIs/DEIs/ institutions where the Research and Teaching Assistant (RTA) will be working for providing infrastructural facilities to the Research & Teaching Assistant (RTA).

### **Terms and Conditions**

- a) The Research & Teaching Assistantship will be tenable at Schools and Divisions in the Headquarters/Regional Centres of the University/ SOUs/ CCIs/ DEIs/any other institution recognized by the University.
- b) The Research & Teaching Assistant (RTA) will do whole time research work under the approved guide in a subject selected by him/her and approved by the Research Council.
- c) The candidate under the Research & Teaching Assistantship (RTA) scheme has to assist in the teaching/course preparation/design in the concerned School/Division/Institution for a minimum of 5 hours per week along with full time research.
- d) The Research & Teaching Assistant (RTA) shall present to the University, through his/her supervisor, half yearly report on the progress of his/her work and the University/Institution will maintain a record of progress done by the Research & Teaching Assistant (RTA) by obtaining the same for every six months during the tenure, of the Research & Teaching Assistantship.
- e) If a Research & Teaching Assistant (RTA) wishes to relinquish the Research & Teaching Assistantship during the tenure it should be done with the prior approval of the University.
- f) The Research & Teaching Assistant (RTA) shall not accept or hold any appointment paid or otherwise or receive any emoluments, salary, stipend etc. from any other source during the tenure of the award.

### **Cancellation of the Research & Teaching Assistantship**

The Research & Teaching Assistantship may be withdrawn if the progress in the work is not considered satisfactory or in case of misconduct.

### **Medical Facilities**

The Research and Teaching Assistants working at the Headquarter may avail medical facilities available in the clinic on the Campus.

### **Leave**

a) Research & Teaching Assistant (RTA) will be entitled for leave for a maximum period of thirty days per year in addition to general holidays but will not be entitled to vacation, e.g., summer, winter and pooja. The women awardees would be eligible for maternity leave at full rates for a period not exceeding 135 days once during the tenure of their award.

b) The Research & Teaching Assistant (RTA) may in special case be allowed by the University leave without Research & Teaching Assistantship up to one academic year during the entire tenure of the Research & Teaching Assistantship for purposes of accepting teaching assignment on a temporary basis/provided the post accepted by him/her is in the same city/ town. In other cases leave will be restricted to a period not exceeding three months during the tenure of award on the recommendations of the supervisor(s). The period of leave without Research & Teaching Assistantship will be counted towards the tenure of the Research & Teaching Assistantship.

### **Payment of Research & Teaching Assistantship**

Institutions may pay the Research & Teaching Assistantship amount to the Research & Teaching Assistant (RTA), and meet other expenses from out of the grants paid by the University for the purpose in accordance with the rules set forth above. To avoid any hardship to Research & Teaching Assistant (RTA) due to delay in payments to them, the University/DEC would release amount equivalent to 90 percent of one year Research & Teaching Assistantship and contingency etc. to the Institution for the number of Research & Teaching Assistant (RTA) working in that Institution during that year. The remaining 10 percent will be released on receiving Utilization Certificate. For the release of subsequent installments of grant i.e., Research & Teaching Assistantship, contingency and departmental assistance, etc. a Utilization Certificate along with the statement of expenditure incurred may be sent to the University/DEC at the end of every year together with a half yearly progress report of work done by the Research & Teaching Assistant (RTA) as required under the conditions of release of grant.

### **Reservation**

The Research & Teaching Assistantships will be reserved as per the Government of India policy for candidates belonging to the Scheduled Castes, Scheduled Tribes and Physically Handicapped category, who fulfill the requisite qualifications laid down for the award.

## **GUIDELINES FOR PREPARING DOCTORAL RESEARCH PROPOSAL IN SOCIAL WORK**

The research proposal should follow the following headings and should be within 3000-5000 words.

### **Dissertation Title**

The title of the project should clearly specify the type and nature of the project. It should be clear, brief and specific. It is suggested that the topic should be related to social work.

The most important decision in any research is the choice of the topic. You would not only be engaged and engrossed in studying the various aspects of that topic for a few years to come but perhaps for all your professional life you will be working in that area and will be known to be an expert in it. Therefore, before deciding on a topic think over it very carefully and then decide.

Before deciding on a research topic, it is advisable that you make a preliminary study of the amount of research and publication done in this area. This will be of great help to you. You will be able to find out what aspects of the topic have been studied and what remains to be further researched. You may detect that the topic you intend to work on has already been researched by someone, somewhere. As against this the other aspect is that the topic may not have attracted the attention of many. Therefore, finding relevant material may be difficult.

### **Introduction**

In the introduction, you may provide a description of the topic, broad area of the study; why the topic is important and clarification of the important concepts.

### **Consultation with your Supervisor**

After choosing the topic of your interest, you should discuss it with your Supervisor. The supervisor may further help you in understanding the positive and negative aspects pertaining to the investigation concerning your topic. Perhaps he/she may ask you to broaden your area of study or to limit your study to certain specific aspects. The discussion with your supervisor will also enable you to identify and finalize the objectives of your study, facilitating you to develop certain hypotheses, choosing the universe as well as sampling framework. This will also facilitate the preparation of tools for data-collection and also their application in collecting the data. The supervisor will help you in clarifying all your doubts. He/she will also guide you in the preparation of the research proposal. Once you prepare the research proposal in consultation with your supervisor, it will be easier for you to get his/her prompt approval for submitting to IGNOU for consideration. It is desirable that you yourself prepare a draft research proposal before you go for seeking guidance. That will enable the supervisor to help you in

finalizing the proposal. Keeping good academic rapport with the supervisor will facilitate you in carrying out a good research work. This may eventually help you also for further studies in the same or related areas. Therefore, the importance of the role that your supervisor may play in finalizing your research proposal cannot possibly be over-emphasized.

### **Background and Rationale (1000-1500 words)**

In this part of the proposal, an introduction to the research area along with relevant related literature be given. A theoretical basis to the study be established; a brief review of related studies be undertaken; and an explanation be given as to how this present study is a new study exploring new vistas or extending the exploration of previous research findings. The implications of the study for theory, policy and practice may be underlined. In scientific research, the rationale may underline a previous theorem or formula or a tested hypothesis which needs further investigation.

### **Objectives**

Every research either conducted for a degree or otherwise should start with a literature survey. The literature should normally start with a survey of the journals in the area of your choice. This will give you the status of research on your topic as well. You will find bibliography of sources referred to by the authors. You can search for these and in turn search for more sources that interest you or are available to you. After going through these sources you will be able to collect enough information to help you decide on your research topic.

However, it is a good idea to start your survey by reading previous surveys on the area of your choice. They will give you a comprehensive view of the topic/area. Quite often we photocopy documents and plan to read them at a later date. The time to read them never arrives, because we are confident we can read the document whenever we want. Do not postpone reading. Read the material that you get and then make a copy of it.

Encyclopedia and abstracting journals in the discipline concerned will also give you detailed information on the topic but they may not be up-to-date. For the latest information you should consult journals and on-line information (on the internet).

The objectives of the proposed research work should state your intention for carrying out this dissertation. Usually a topic contains three or four objectives. These objectives can be given in a serial form, pinpointing your approach. For example, you plan to study the problem of social workers in NGO sector. You may like to study the reasons for low salary, high turn out etc. Such objectives thus, will spell out the scope of the study.

### **Hypotheses**

Hypothesis is the probable answer to the problem you have undertaken, and the project tests the hypothesis. But not all studies involve testing of hypothesis (mostly experiment-based studies have hypotheses). You can discuss with your supervisor regarding the type of study you want to undertake. You may even avoid hypotheses for your study after discussing with your supervisor.

## **Methods**

The 'methods' section of the proposal should be divided into four sections, given as follows:

### *i) Research Methodology*

In this sub-section, categorical statement be made and discussion be undertaken with regard to the exact research method followed in the study. This may include historical, philosophical, case study, descriptive, experimental (and the type of experimental method), or a mixed research methodology. The rationale for selecting the research method be given. For scientific research, an explanation be provided to the nature of experimental design used for the study.

### *ii) Universe of the Study*

If the research involves field work, you should define the universe of the study. Universe is defined as the entire area or population taken for the particular study. This will depend on the geographical limits of the study and the unit of the study. For instance, if you are studying the profile of Schools of Social Work in a state, then all the Schools of Social Work will comprise the universe of the study. You will draw the sample from this universe.

### *iii) Sample*

In this section, the population should be categorically defined (geographic, demographic, physical, social and other aspects as appropriate), and the sampling method followed to select the sample be noted. The nature of the proposed sample be stated; and the rationale for selecting the sample method and the sampling (and its size) be underlined. It may also be noted in what way a group of sample or even a single case is representative of the population species. If your research proposal is based on field work you will have to choose a sample from the universe. A sample is representative of the whole population. Sampling can be done in many ways such as random sampling, cluster sampling etc. To know more about the different types of sampling, please refer to any standard book on statistics which you might have consulted while preparing for Research Methods in Social Work.

### *iv) Tools and Techniques*

In this section, the various tools and techniques to be adapted or to be developed for use in the study be noted, in relation to the objectives of the study. Reliability and validity of the tools and techniques, as appropriate, should be mentioned. Aspects to be included in the questionnaire/ interview schedule/observation schedule/rating scale, etc. should be mentioned. For scientific research, one may underline the process of experimentation and testing, and methods used to observe and/or measure the corresponding changes in the treatment and the depending variables. Also, a brief description may be given on a variety of instruments and objects to be used for conducting the research.

### *v) Procedure of Data Collection*

This section should focus on the procedure/steps proposed to be followed for administration of tools and techniques to collect data, and/or the process of conducting the experiment or case study.

## **Data Analysis and Interpretation**

The raw data has to be scrutinized and coded and then data analysis can be done, using statistical methods. It is desirable that the techniques, which you intend to use are mentioned in the proposal. The proposed methodology to be followed to tabulate/collate various data collected for the study should be noted. Statistical and other qualitative techniques (if any) to be applied for data analysis should be mentioned; and how will the analysis be interpreted in relation to the stipulated objectives and hypotheses of the study and how conclusions be drawn should be noted. In case of experimentation, the stages of the process, and quantitative and qualitative changes/effects and their process of analysis and interpretation should be stipulated.

## **Tables**

Tables will have relevant statistical calculations such as percentage, mean, median, standard deviation, co-relation etc.

Tables will have proper numbers (i.e. Chapter I will have Table 1.1, Table 1.2 etc; Chapter 2 will have Table 2.1, Table 2.2 etc.). Table number will be followed by Table title which should be as brief as possible while conveying the matter contained in the table clearly. If a table is lifted from some other sources, it should be indicated below the table. Table interpretation may be given in three paragraphs: (i) an introduction to the parameter or topic, (ii) actual data interpretation, (iii) major findings or indications.

## **Discussion of Results and Implications of the Study**

In this section, it should be mentioned how the results obtained as above will be discussed; how and in what respect implications for theory, policy and practice be drawn; in what way the results support/contradict previous such findings, and what contribution it makes to scientific theories or interpretations.

## **Chapterization**

Chapter plan or chapterization will give a tentative plan for writing the report. This exercise will help you in completing your dissertation smoothly and in a systematic way.

## **References**

This section should note the references quoted in the proposal or those which have been consulted to prepare the research proposal. Further, this section should show what referencing style has been followed (and therefore will be followed) in the research proposal/report.

## **6 Annexures**

**NOTIFICATION ON DOCTORAL PROGRAMME : PH.D**

The Academic Council at its 44<sup>th</sup> Meeting held -on July 11, 2008 and the Research Council at its 12<sup>th</sup> Meeting held on July 9, 2008 approved the following guidelines for enrolment of students in the Ph.D programme and their follow up after enrollment:

The advertisement for the programme will be issued twice a year, indicating in the advertisement all the Schools/Divisions/Centres offering the programme. The applications, in the prescribed format, shall be received by the Director of School/Division/Institute/Centre concerned throughout the year. The applications received upto September, 30 and upto March, 31 would be considered and finalized by the following December and June, for admission to the January and July sessions, respectively.

The initial screening of the applications will be done by the Faculty of the discipline/area concerned. Applications will be classified into two categories:

**Category A:** Candidates having M.Phil. or 5 years teaching/professional experience, who can directly undertake dissertation work for Ph.D.

**Category B:** Candidates who have to undergo course work before or alongside undertaking dissertation work.

1) Candidates under 'Category A' above shall make a presentation of their research proposal to the Doctoral Committee. The procedure to be followed for the selection of these candidates shall be as per point 4 below. The candidates under 'Category B' above (those who have to undergo the course work) shall be shortlisted by the Faculty concerned and undergo the process given in point 5 below.

2) For the candidates who are not found eligible at the time of short-listing, if the Faculty feel that the research proposals need any modification, the Director concerned may intimate the applicants to resubmit the proposals by carrying out necessary modifications.

3) The Doctoral Committee for each discipline/area will comprise the following

- |   |               |
|---|---------------|
| i) Director of the School/Division/Institute/Centre   | - Chairperson |
| ii) Faculty of the Discipline concerned   | - Member      |
| iii) At least one External Expert from a panel recommended by the School Boards and approved by the VC. | - Member      |
| iv) Ph.D. Programme Coordinator of the Discipline/area  | - Convenor    |

4) The candidates of 'Category A' (under Point 2 above) will present their proposals before the Doctoral Committee, if required. The Doctoral Committee would also prescribe any necessary course work, particularly Research Methodology, to the selected candidates. The recommendations of the Doctoral Committee shall be placed before the School Board for approval. The Director of the School shall forward the same to the Research Unit/Academic Coordination Division for placing before the RCSC/RC for final approval. After approval by the RCSC/RC. the Director concerned will intimate the

student about his/her registration. The candidate then shall submit the fee -and other relevant documents to the Director concerned, who in turn will forward the same to the Research Unit.

5) The 'Category B' candidates have to undergo course work worth 32-36 credits, as approved by the Academic Council. The Director concerned will intimate the student about his/her selection and admission. The candidates may undergo the course work and dissertation work simultaneously.

6) The entire record of the registered students will be communicated by the Director concerned to the Research Unit/Academic Coordination Division for maintenance of learners' records, adjudication of thesis and award of Degree by the University.

7) Monitoring- the progress of the student shall be the responsibility of the supervisor(s). The six monthly progress, reports have to be submitted to the Doctoral Committee by the supervisor(s), according to the prescribed format. The Director concerned shall report the recommendations of the Doctoral Committee to the School Board and also forward the same to the Research Unit/Academic Coordination Division for placing before the RCSC. In case of unsatisfactory progress, the University reserves the right to cancel the registration wider Clause 3.6 of the Ph.D. ordinance.

8) Each student will give atleast two seminars during the whole duration of the programme before the Doctoral Committee, not necessarily at the HQs.

9) The minimum and maximum duration after registration for the Ph.D. Programme shall be two years and five years, respectively. The maximum duration can be extended by one more year with the permission of the Vice-Chancellor.

10) Before the submission of the thesis. there shall be a pre-submission seminar to be organized by the Director concerned.

11) At least one research paper in the area of the study for Ph.D. should be published/accepted for publication in a peer reviewed/refereed journal before the pre-submission seminar.

12) The candidate shall submit a copy in electronic form and 5 hard copies of the summary of the dissertation (3000-5000 words). duly approved by the supervisor(s), at least 45 days before the submission of the thesis.

13) Four spiral/hard bound copies of the dissertation along with one in the electronic form shall be submitted to the Research Unit through the Director concerned. The dissertation shall include a certificate signed by the supervisor(s) about the originality of the work.

14) The thesis shall be examined by three external experts nominated by the Vice Chancellor from a list of 7-10 experts submitted by the supervisor(s) through the School Board concerned.

15) After evaluation of the thesis by the examiners, an open defence of the thesis shall be conducted at the place of research/IGNOU by a panel comprising one of the external examiners and one of the supervisors of the candidate, to be nominated by the Vice- Chancellor, and the Director concerned as the Chairperson of the panel. The supervisor shall be the convenor of the panel.

16) The date, time and venue of the open defence, along with a one-page abstract of the thesis, shall be notified to all concerned by the Research Unit/Academic Coordination Division.

17) The report of the open defence, prepared by the external examiner, the supervisor and the Director concerned, shall be placed, before the Vice-Chancellor for approval, after which a notification shall be issued by the Research Unit.

**(N.V. Narasimham)**  
Director, ACD

Date: August 11, 2008

**NOTIFICATION ON M.PHIL PROGRAMME**

The Academic Council at its 44'h Meeting held on July 1f, 2008 and the Research Council at its 12'h Meeting held on July 9, 2008 approved the following guidelines for enrolment of students in the MPhil programme and their follow up after enrollment:

- 1) The advertisement for the programme will be issued twice a year, indicating in the advertisement all the Schools/Divisions/Centres offering the programme. The applications, in the prescribed format, shall be received by the Director of School/Division/Institute/ Centre concerned throughout the year. The applications received upto September, 30 and upto March, 31 would be considered and finalized by the following December and June, for admission to the January and July sessions, respectively.
- 2) The initial screening of the applications will be done by the Faculty of the discipline/area concerned. The applicants may finally be selected based on the procedures recommended by the School Board concerned and approved by the Academic Council. The Director concerned will intimate the student about his/her selection and admission. The candidate shall then submit the fee and other relevant documents to the Director concerned, who in turn will forward the same to the Research Unit. The entire -record of the registered students will be communicated by the Director concerned to the Research Unit/Academic Coordination Division for maintenance of learners' records, adjudication of thesis and award of Degree by the University.
- 3) All the candidates admitted shall undergo course work worth 32-36 credits as approved by the Academic Council. The candidates may simultaneously undertake course work and dissertation work worth 1.6 credits.
- 4) The minimum and maximum duration for completing the M.Phil. programme shall be 18 months and four years respectively. Re-registration after the maximum period shall be as per the University norms applicable for other programmes.
- 5) Two spiral/hard bound copies of the dissertation along with one in the electronic form shall be submitted to the Research Unit through the Director concerned. The thesis shall include a certificate signed by the supervisor(s) about the originality of the work.
- 6) The dissertation shall be examined by 4n external examiner nominated by the Vice- Chancellor from a list of at least 10 experts submitted by the Faculty through the School Board concerned.
- 7) After evaluation of the dissertation by the examiner. The viva-voce shall be conducted by a panel comprising the external examiner. The supervisor of the candidate (Convener of the panel) and the Director concerned as the Chairperson of the panel. The report of the evaluation will be given on a prescribed format.
- 8) For successful completion of the M.Phil programme. The candidate shall secure minimum 50% marks in each course, the dissertation work as well as the viva-voce.
- 9) In case the candidate fails in the dissertation work, the Research Unit shall communicate the report of the examiner to the candidate.

**(N.V. Narasimham)**  
Director. ACD

Date: August 11, 2008

**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 or State Legislature in accordance with the provisions contained in Section 2(f) of University Grants Commission 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 Certificate, 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 website: [www.ugc.ac.in](http://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

**Copy to:**

- 1) The Secretary, Government of India, Ministry of Human Resource Development, Department of Secondary Education and Higher Education, Shastri Bhavan, New Delhi-110001
- 2) The Secretary, All India Council for Technical Education, I.G. Sports Complex, Indraprastha Estate, New Delhi-2.
- 3) The Secretary, Association of Indian Universities (AIU), 16 Comrade Inderjit Gupta Marg (Kotla Marg), New Delhi-110002.
- 4) The Secretary, National Council for Teacher Education, I.G. Stadium, I.P. Estate, New Delhi- 110002
- 5) The Secretary, Distance Education Council, IGNOU Campus, Maidan Garhi, New Delhi- 110068
- 6) The Vice-chancellor Indira Gandhi National Open University, Maidan Garhi, New Delhi- 110068
- 7) The Vice-chancellor Dr. B.R. Ambedkar Open University, Road No.46, Jubilee Hills, Hyderabad-500033 (Andhra Pradesh)
- 8) The Vice-chancellor Nalanda Open University, West Gandhi Maidan, Patna-800001 (Bihar)
- 9) The Vice-chancellor Dr. Babasahab Ambedkar Open University, Shahibaug, Ahmedabad- 380003 (Gujarat)
- 10) The Vice-chancellor Karnataka State Open University, Manasagangotri, Mysore-570006 (Karnataka)
- 11) The Vice-chancellor Yashwant Rao Chavan Maharashtra Open University, Nashik-422222 (Maharashtra)
- 12) The Vice-chancellor, Kota Open University (Vardhaman Mahaveer Open University), Kota- 324010 (Rajasthan).
- 13) The Vice-chancellor, Netaji Subash Open University, Kolkata-700020 (West Bengal)
- 14) The Vice-Chancellor, Madhya Pradesh Bhoj (Open) University, Bhopal-462016 (M.P.)

Sd/-

**(V.K. Jaiswal)**

Under Secretary

**ASSOCIATION OF INDIAN UNIVERSITIES  
AIU HOUSE, 16 KOTLA MARG, NEW DELHI - 110 002**

Phones : 3312305, 3313390  
3310059, 3312429

Gram : ASINGU  
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 in principle that the Degrees of the Open Universities be recognised in terms of the following resolutions:

“Resolved that the examinations of one university should be recognised 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 recognised 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 recognised 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 Registrars of the Universities directly.

Thanking you,

Yours faithfully,

Sd/-  
**(K.C. KALRA)**  
Joint Secretary

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

**R. P. GANGURDE**

Additional Secretary

Tel. : 3319659

D.O. No. F.1-25/03(CPP-II)

28 July, 1993

Dear Vice Chancellor,

As you are aware, the Open Universities have been established in the country by an Act of Parliament or State Legislature in accordance with the provisions contained in Section 2(f) of University Grants Commission Act, 1956. These universities are, therefore, empowered to award degrees in terms of Section 22(1) of the UGC Act, 1956.

It has been brought to *the* notice of the Commission that the students *who have done their* M.A. from open universities are debarred by universities from registration for Ph.D. studies. This is most unfair in view of the importance attached to the Open University and distance learning in National Policy on Education, 1986. The Programme of Action -02 also aims at promoting the mobility of students among open universities and among traditional universities. This can be made possible only when there is a workable understanding between open universities and traditional universities for recognition of each other's degrees on reciprocal basis. A Memorandum of Understanding has already been signed between University of Pondicherry and Indira Gandhi National Open University which provides for recognition of each other's degrees and diplomas as well as transfer of credits for courses successfully completed by students between the two universities. The other universities may also make similar arrangements so that the mobility of students from Open University stream to traditional universities is ensured without any difficulty.

I hope that your university will make necessary efforts in this direction and let the Commission know the progress.

With regards,

Yours sincerely,  
Sd/-  
**(R.P. Gangurde)**

To  
All the VCs as per  
list attached and  
copy to AIU

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

No. F.1-8/92(CPP)

February, 1992

The Vice-Chancellors/Director's  
of all the Indian Universities/  
Deemed Universities/Institutions  
of National importance  
.....

**Sub: Recognition of Degrees/Diplomas awarded by Indira  
Gandhi National Open University, New Delhi.**

I am directed to say that Indira Gandhi National Open University, New Delhi has been established by Sub-section (2) of Section (1) of the IGNOU Act, 1985 (50 of 1985) vide Notification No. F. 13-12/85 Desk (U) dated 19.09.1985 issued by the Govt. of India, Ministry of Human Resource Development, (Department of Education), New Delhi and is competent to award its own degrees/ diplomas. The Certificates, Diplomas and Degrees awarded by India Gandhi National Open University are to be treated equivalent to the corresponding awards of the Universities in the country.

Yours faithfully,

Sd/-  
**(Gurcharan Singh)**  
Under Secretary

**INDIAN COUNCIL OF WORLD AFFAIRS**

No. ICWA/LIB/2006/4705

March 24, 2006

Sir,

The Indian Council of World Affairs was established in 1943 as a think tank organization for the study of Indian politics and international relations. Since then the Council has not only provided facilities to the research scholars, academicians and international law experts, but also to a very large number of Civil Services Officers and aspirants through establishing a library and reading room. The library has a rich collection of more than 200 thousands books on international relations, political science, economics and international law for the benefit of those scholars, students and intellectuals who are working in the field on political, economic, disarmament and development related subjects including globalization, world peace, human rights and international terrorism. A very large number of latest books – Indian and foreign – have been added to its existing rich collection this year.

The ICWA Library subscribes to more than 300 standard research journals from India and abroad which are indexed comprehensively on a regular basis. It has a press-clippings section since 1950s, besides back issues of the Hindu, Times of India, Washington Post, Nation, China Today and International Herald Tribune in Bound form. It is a fully depository library for the United Nations publications and European Union's documents and also has readily available documents on Parliamentary Debates of India and other countries.

The library has a spacious Reading Hall with a reader friendly environment. Separate reserve seats are provided to serious research scholars, specialists and civil services aspirants. It remains open from 8.30 A.M. to 8.30 P.M. on all days of the week and it is open from 10.00 A.M. to 5.00 P.M. on Sundays too. We provide bibliographic support to the users and arrange reading materials from other libraries also on Inter-Library loan basis.

We have now decided that the research scholars/students of your University be allowed to avail of the facilities of ICWA Library and Reading Hall. The requirement is that the students bring a letter of introduction from the University as a proof of their enrolment in your University. You may like to bring this facility to the notice of your students.

Yours sincerely,

Sd/-  
**(Zikrur Rahman)**  
Officer on Special Duty

The Vice-Chancellor,  
Indira Gandhi National Open University,  
Maidan Garhi, New Delhi - 110 068

---

Sapru House, Barakhamba Road, New Delhi-110 001 (India)  
Tel.: 23311902, 23317246-49, Fax : 23310638, 23311208  
e-mail : sapruhouse@bol.net.in; icwa@bol.net.in

## List of IGNOU Regional Centres

S. No	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
1	<b>AGARTALA</b> RCCODE :26	REGIONALDIRECTOR IGNOUREGIONALCENTRE M.B.B. COLLEGE COMPOUND P.O.AGARTALA COLLEGE AGARTALA - 799004 TRIPURA  PH.OFF: 0381-2519391 /2516266 FAX : 0381-2516266 EMAIL : <a href="mailto:rcagartala@ignou.ac.in">rcagartala@ignou.ac.in</a>	DRKSCHAKRABORTY, RD MS.NAMRATAHAGJER,ARD (SEL. GRADE)	<b>STATE OFTRIPURA</b> (DISTRICT: DHALAI, NORTH TRIPURA, SOUTH TRIPURA, WEST TRIPURA)
2	<b>AHMEDABAD</b> RC CODE: 09	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE OPP. NIRMALINISTTOF TECHNOLOGY SARKHEJ-GANDHINAGAR HIGHWAY, CHHARODI AHMEDABAD - 382481 GUJARAT  PH.OFF: 02717-242975-79 FAX : 02717-241580 EMAIL : <a href="mailto:rcahmedbad@ignou.ac.in">rcahmedbad@ignou.ac.in</a>	MS. AVANI TRIVEDI, RD (I/C) SH. VEDA KUMAR, AR	<b>STATE OFGUJARAT</b> (DISTRICT: AHMEDABAD, ANAND, BANASKANTHA, BHARUCH, DAHOD, GANDHINAGAR, MEHSANA, PATAN, SABARKANTHA, SURAT, VADODARA, VALSAD, DANG, KHEDA, NARMADA, NAVSARI, PANCHMAHAL, TAPI) <b>DAMAN(U.T.)</b>
3	<b>AIZWAL</b> RC CODE: 19	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE LAL BULAIA <sup>BUILDING</sup> M.G. ROAD KHATLA(NEAR CENTRAL YMCAOFF) AIZAWL - 796001 MIZORAM  PH.OFF: 0389-2311693/ 2311692 FAX : 0389-2311789 EMAIL : <a href="mailto:rcaizawl@ignou.ac.in">rcaizawl@ignou.ac.in</a>	DR. S.R. ZONUNTHARA, RD	<b>STATEOFMIZORAM</b> (DISTRICT: AIZWAL, LUNGLEI, KOLASIB, MAMIT, SERCHHIP, SAIHA, CHAMPHAI, LAWNGTLAI)
4	<b>ALIGARH</b> RC CODE: 47	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 3/310 MARRIS ROAD ALIGARH-202001 UTTARPRADESH  PH.OFF: 0571-2700120 / <sup>2701365</sup> FAX : 0571-2402147 EMAIL : <a href="mailto:rcaligarah@ignou.ac.in">rcaligarah@ignou.ac.in</a>	SH BHANU PRATAB,RD(I/C) SH. A.K. PANDEY, AR	<b>STATEOFUTTARPRADESH</b> (DISTRICT: ALIGARH, AGRA, BUDAUN, BULANDSHAHR, ETAH, ETAWAH, FIROZABAD, J.P. NAGAR, KASHIRAM NAGAR/ KASGANJ, MAHAMAYA NAGAR/ HATHRAS, MAINPURI, MATHURA, MORADABAD AND RAMPUR)
5	<b>BANGALORE</b> RC CODE: 13	REGIONALDIRECTOR IGNOU REGIONAL CENTRE NSSS KALYANAKENDRA 293,39TH CROSS, 8TH BLOCK JAYANAGAR BANGALORE - 560 070 KARNATAKA  PH.OFF: 080-26654747 / 26657376 FAX : 080-26644848 EMAIL : <a href="mailto:rcbangalore@ignou.ac.in">rcbangalore@ignou.ac.in</a>	DR. B.S.SUDHINDRA, RD DR. B.M.AGARWAL, DD MR. G.H. IMRAPUR,ARD (SEL. GRADE) MS. P.M. SOWJANYA,ARD SH. J. THIRUMURUGAN,AR	<b>STATEOFKARNATAKA</b> (DISTRICT: BANGALORE, BANGALORE RURAL, CHIKBALLAPUR,  CHITRADURGA, DAVANAGERE, KOLAR, RAMANAGARA, SHIMOGA, TUMKUR, BAGALKOT, BIJAPUR, GADAG, HAVERI, BELLARY, BIDAR, GULBARGA, KOPPAL, RAICHUR, YADGIR, CHAMARAJANAGAR, CHIKMAGALUR, DAKSHINA KANNADA, HASSAN, KODAGU, MANDYA, MYSORE, UDUPI)

S No.	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
6	<b>BHAGALPUR</b> RC CODE: 82	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE		<b>STATE OF BIHAR</b> (DISTRICT: KISHANGANJ, ARARIA, KATHIHAR, PURNEA, BHAGALPUR BANKA, MUNGER, KHAGARIA, MADHEPURA) <i>Note: Currently under Darbanga and Patna RCs</i>
7	<b>BHOPAL</b> RC CODE: 15	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SANCHI COMPLEX, 3RD FLOOR OPP. BOARD OF SECONDARY <sup>EDN</sup> SHIVAJI NAGAR BHOPAL -462 016 MADHYAPRADESH PH.OFF: 0755-2578455/ 2578452 FAX : 0755-2578454 EMAIL : <a href="mailto:rcbhopal@ignou.ac.in">rcbhopal@ignou.ac.in</a> <a href="mailto:ignoubhopal@rediffmail.com">ignoubhopal@rediffmail.com</a>	DR. K.S. TIWARI, RD	<b>STATE OF MADHYAPRADESH</b> (DISTRICT: ALIRAJPUR, BALAGHAT, BHIND, CHHATARPUR, DATIA, HARDA, KHANDWA, MANDSAUR, NEEMUCH, RAJGARH, SAGAR, SHAJAPUR, BAWANI, BHOPAL, DEWAS, GUNA, HOSHANGABAD, JHABUA, KHARGONE, MORENA, PANNA, RATLAM, SATNA, SHEOPUR, TIKAMGARH, VIDISHA, ASHOKNAGAR, BETUL, BURHANPUR, DAMOH, DHAR, GWALIOR, INDORE, RAISEN, REWA, SEHORE, SHIVPURI, UJJAIN)
8	<b>BHUBANESHWAR</b> RC CODE: 21	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE C-1, INSTITUTIONAL AREA BHUBANESHWAR-751 013 ORISSA PH.OFF: 0674-2301348/2301250 / FAX : 0674-2300349 EMAIL: <a href="mailto:rcbhubaneswar@ignou.ac.in">rcbhubaneswar@ignou.ac.in</a>	DR SK TRIPATHY, RD DR. S. MOHANTI, ARD MR. S.K. PANIGRAHI, ARD SH. R.K. RATH, AR (on deputation)	<b>STATE OF ORISSA</b> (DISTRICT: ANGUL, BHADRAK, BARAGARH, BALASORE, CUTTACK, DEOGARH, DHENKANAL, GANJAM, GAJAPATI, JHARSUGUDA, JAJPUR, JAGATSINGHPUR, KHORDHA, KEONJHAR, KANDHAMAL, KENDRAPARA, MAYURBHANJ, NAYAGARH, PURI, SAMBALPUR, SUNDERGARH)
9	<b>CHANDIGARH</b> RC CODE: 06	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SCO 208 SECTOR 14 PANCHKULA 134 109 HAYRANA PH.OFF: 07172-2590208 FAX : 0172-2590279 EMAIL : <a href="mailto:rcchandigarh@ignou.ac.in">rcchandigarh@ignou.ac.in</a>	DRASHASHARMA, RD DR. D.N. VERMA, AR	<b>STATE OF PUNJAB</b> (DISTRICT: PATIALA, MOHALI, RUP NAGAR, FATEHGARH SAHEB), <b>STATE OF HARYANA</b> (DISTRICT: AMBALA, PANCHKULA), <b>CHANDIGARH (U.T.)</b>
10	<b>CHENNAI</b> RC CODE: 25	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE C.I.T. CAMPUS TARAMANI CHENNAI -600 113 TAMILNADU	DRS MOHANAN, RD DR. J.S. DOROTHY, ARD SH. Z.F. RAHMAN, AR SH. S. SENTHILRAJ, AR	<b>STATE OF TAMILNADU</b> (DISTRICT: CHENNAI, THIRUVALLUR, KANCHIPURAM, VELLORE, THIRUVANNAMALAI, KRISHNAGIRI, DHARMAPURI, SALEM, NAMAKKAL, VILLUPURAM, CUDDALORE, PERAMBALUR, NAGAPATTINAM, THIRUVARUR), <b>PONDICHERRY (U.T.)</b> .
11	<b>COCHIN</b> RC CODE: 14	PH.OFF: 044-22541919/22542727 FAX : 044-22542828 EMAIL : <a href="mailto:rcchennai@ignou.ac.in">rcchennai@ignou.ac.in</a> REGIONAL DIRECTOR IGNOU REGIONAL CENTRE KALOOR COCHIN -682017 KERALA PH.OFF: 0484-2340203 / 2348189 / 2330891 FAX : 0484-2340204 EMAIL : <a href="mailto:rccochin@ignou.ac.in">rccochin@ignou.ac.in</a>	DR. KS D NAIR, RD MS.SINDHUP.NAIR, ARD MR.T. KRISHNAN, ARD SH. N.V. SHREEDHARAN, DR	<b>STATE OF KERALA</b> (DISTRICT: ALAPPUZHA, ERNAKULAM, IDUKKI, KANNUR, KASARAGOD, KOTTAYAM, KOZHIKODE, MALAPPU RAM, PALAKKAD, THRISSUR, WAYANAD), <b>LAKSHADWEEP (U.T.)</b>

S No.	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
12	<b>DARBHANGA</b> RC CODE: 46	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE LALIT NARAYAN MITHLAUNIV.CMPS KAMESHWARANAGAR,  NEAR CENTRAL BANK DARBHANGA-846004 BIHAR PH.OFF: 06272-251833 FAX : 06272-253719 EMAIL : <a href="mailto:rcdarbhanga@ignou.ac.in">rcdarbhanga@ignou.ac.in</a>	DR S S SINGH, RD	<b>STATE OF BIHAR</b> (DISTRICT: ARARIA, BEGUSARAI, DARBHANGA, EAST CHAMPARAN, GOPALGANJ, KATIHAR, KHAGARIA, SAHARSA, SUPAUL, MADHEPURA, PURNEA, KISHANGANJ, SARAN, SIWAN, SHEOHAR, SITAMARHI, SAMASTIPUR, MADHUBANI, MUZAFFARPUR & WEST CHAMPARAN)
13	<b>DEHRADUN</b> RC CODE: 31	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NANOOR KHERA, TAPOVAN RAIPUR ROAD DEHRADUN - 248 001 UTTARANCHAL  PH.OFF: 0135-2789200/2789180 FAX : 0135-2789190 EMAIL : <a href="mailto:rcdehradun@ignou.ac.in">rcdehradun@ignou.ac.in</a>	DRANILKUMARDIMRI, RD DR. RANJAN KUMAR, DD SH. I.M. DHIWAN,AR	<b>STATE OF UTTARANCHAL</b> (DISTRICT: DEHRADUN, PAURI, CHAMOLI, TEHRI, UTTARAKASHI, RUDRAPRAYAG, HARIDWAR, NAINITAL, ALMORA, PITHORAGARH, US NAGAR, CHAMPAWAT, BAGESHWAR),  <b>STATE OF UTTAR PRADESH</b> (DISTRICT: SAHARANPUR, MUZAFFARNAGAR, BIJNORE)
14	<b>DELHI 1</b> RC CODE: 07	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE PLOT NO J-2/1 BLOCK- B 1 MOHAN COOPERATIVE INDUSTRIAL ESTATE MATHURA ROAD NEW DELHI -110 044 DELHI PH.OFF: 011-26990082/26990083 FAX : 011-26990084 EMAIL : <a href="mailto:rcdelhi1@ignou.ac.in">rcdelhi1@ignou.ac.in</a>	DR. V.P. RUPAM, ARD (SEL. GRADE) DR. PURNENDUTRIPATHI, ARD DR. ABHIMANYU KUMAR, ARD SH. RAM KISHAN,AR	<b>STATE OF DELHI</b> (COVERING AREAS OF MEHRAULI, CHANAKYAPURI, LODHI COLONY, SOUTH EXTN, R K PURAM, VASANTKUNJ, SAKET, GREEN PARK, LAJPAT NAGAR, G K, MALVIYA NAGAR, BHOGAL, ASHRAM, HAUZ KHAS, MUNIRIKA, OKHLA, SANGAMVIHAR, FRIENDS CLY., BADARPUR),  <b>STATE OF HARYANA</b> (DISTRICT: FARIDABAD)
15	<b>DELHI 2</b> RC CODE: 29	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE GANDHI SMRITI & DARSHAN SAMITI RAJGHAT NEW DELHI -110002 PH.OFF: 011-23392374/ 23392376- 77 FAX : 011-23392375 EMAIL : <a href="mailto:rcdelhi2@ignou.ac.in">rcdelhi2@ignou.ac.in</a>	DR SANJEEV PANDEY, RD DR. D.B. DAMLE, DD MS. KUMUD VERMA, ARD DR. SIRAN MUKHERJI, ARD MR. MANORANJAN TRIPATHI, DR MR. RAJBIR SINGH RANA, AR	<b>STATE OF DELHI</b> (COVERING AREAS OF KARALA, PRAHLADPUR, BANAGAR, LIBASPUR, RAMA VIHAR, RANI BAGH, SULTAN PURI, BUD VIHAR, MANGOL PURI, PITAMPURA, JAHANGIR PURI, JHARODA MAJA, BURAI, DR MUKHERJEE NAGAR, MODEL TOWN, SHAKURPUR COLONY, GTB NAGAR, ASHOK VIHAR, SHASTRI NAGAR, CIVIL LINES, YAMUNA VIHAR, NAND NAGRI, BHR)
16	<b>DELHI 3</b> RC CODE: 38	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE F-634-636 PALAM EXTNS <sup>ION</sup> RAM PHAL CHOWK (NEAR SECTOR 7), DWARKA NEW DELHI 110045  PH.OFF: 011-25088939 / 25088944 FAX : EMAIL : <a href="mailto:rcdelhi3@ignou.ac.in">rcdelhi3@ignou.ac.in</a>	DRAM SAKLANI, RD (I/C)	<b>STATE OF DELHI</b> (COVERING AREAS OF MUNDKA, NANGLOI JAT, PEERAGARHI, PUNJABI BAGH, BAKARWALA, MEERA BAGH, MOTINAGAR, TILAK NAGAR, TILANGPUR, KOTLA, VIKASPURI, SUBHASH NAGAR, UTTAM NAGAR, JANAKPURI, NAZAFGARH, MAHAVIR ENC., SAGARPUR, DWARKA, PALAM, PALAM FARMS, KAPASERA, DHAULA KUAN, NARAINA),  <b>STATE OF HARYANA</b> (DISTRICT: GURGAON)

S No	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
17	<b>GANGTOK</b> RCCODE: 24	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 31 A NATIONAL HIGHWAY, 5TH MILE BELOW MANIPAL HOSPITAL TADONG GANGTOK - 737102 SIKKIM PH.OFF: 0359-2270923 FAX : 0359-2212501 EMAIL : <a href="mailto:rcgangtok@ignou.ac.in">rcgangtok@ignou.ac.in</a>	DR ILA DAS, RD	<b>STATE OF SIKKIM</b> (DISTRICT: EAST SIKKIM, WEST SIKKIM, NORTH SIKKIM, SOUTH SIKKIM)
18	<b>GUWAHATI</b> RC CODE: 04	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE HOUSE NO 71, GMC ROAD CHRISTIAN BASTI GUWAHATI, ASSAM PH.OFF: 0361-2343785/ 2343786/ 2343783 FAX : 0361-2343784 EMAIL : <a href="mailto:rcguwahati@ignou.ac.in">rcguwahati@ignou.ac.in</a>	DR. (MRS) VARDHINI BHATTACHARJEE, RD DR. SANJIB KUMAR KATAKY, DD	<b>STATE OF ASSAM</b> (DISTRICT: TINSUKIA, DIBRUGARH, SIBSAGAR, DHEMAJI, JORHAT, LAKHIMPUR, GOLAGHAT, SONITPUR, KARBI, ANGLONG, NAGAON, MARIGAON, DARRANG, KAMRUP, NALBARI, BARPETA, BONGAIGAON, GOALPARA, KOKRAJHAR, DHUBRI, NORTH CACHAR HILLS, CACHAR, HAILAKANDI, KARIMGANJ, KAMRUP METROPOLITAN, BAKSA, UDALGURI, CHIRANG)
19	<b>HYDERABAD</b> RC CODE: 01	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE PLOT NO 207 KAVURI HILLS PHASE II, NEAR MADHAPUR PS, JUBILEE HILLS (P.O.) HYDERABAD - 500 033 ANDHRA PRADESH PH.OFF: 040-40266470 / 40266471 FAX : 040-40266759 EMAIL : <a href="mailto:rchyderabad@ignou.ac.in">rchyderabad@ignou.ac.in</a>	DR B RAJAGOPAL, RD DR. D.R. SHARMA, DD SH. K.K. MOHAN, AR SH. GUJALAASHOK, AR	<b>STATE OF ANDHRA PRADESH</b> (DISTRICT: ADILABAD, ANANTAPUR, HYDERABAD, KADAPA, KARIMNAGAR, KURNOOL, MEDAK, MAHABOONNAGAR, NALGONDA, NIZAMABAD, RANGA REDDY, WARANGAL)
20	<b>IMPHAL</b> RCCODE: 17	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE ASHAJINACOMPLEX, NORTH AO C IMPHAL - 795001 MANIPUR PH.OFF: 0385-2421190/2421191 / FAX : 0385-2421192 EMAIL : <a href="mailto:rcimphal@ignou.ac.in">rcimphal@ignou.ac.in</a>	DR. DANIEL JOSEPH KUBA, RD(I/C)	<b>STATE OF MANIPUR</b> (DISTRICT: BISHNUPUR, CHURACHANDPUR, CHANDEL, IMPHAL EAST, IMPHAL WEST, SENAPATI, TAMENGLONG, THOUBAL, UKHRUL)
21	<b>ITANAGAR</b> RC CODE: 03	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 'HORN HILL COMPLEX' 'C' SECTOR (NEAR CENTRAL SCH.) NAHARLAGUN ITANAGAR - 791110 ARUNACHAL PRADESH PH.OFF: 0360-2247536 / 2247538 FAX : 0360-2247537 EMAIL : <a href="mailto:rcitanagar@ignou.ac.in">rcitanagar@ignou.ac.in</a>	DR S J NEETHIRAJAN, RD CHANGLANG, SH. MANOJ TIRKEY, ARD (On Study Leave)	<b>STATE OF ARUNACHAL PRADESH</b> (DISTRICT: ANJAW, EAST KAMENG, EAST SIANG, KURUNG KUMEY, LOHIT, LOWER DIBANG VALLEY, LOWER SUBANSIRI, PAPUM PARE, TAWANG, TIRAP, UPPER DIBANG, UPPER SUBANSIRI, UPPER SIANG, WEST KAMENG, WEST SIANG)
22	<b>JABALPUR</b> RC CODE: 41	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 2nd FLOOR, RAJSHEKHAR BHAVAN RANI DURGA VATI VISHVA VIDYALAYA CAMPUS, PACHPEDHI JABALPUR - 482001 MADHYA PRADESH PH.OFF: 0761-2600411 / 2600441 FAX : 0761-2609919 EMAIL : <a href="mailto:rcjabalpur@ignou.ac.in">rcjabalpur@ignou.ac.in</a>	DR. S. FIAYAZ AHMED, RD (I/C) (Not yet joined the duty) DR. U.C. PANDEY, DD (on EOL) SH. R.K. SONI, AR	<b>STATE OF MADHYA PRADESH</b> (DISTRICT: ANNUPUR, BALAGHAT, CHHINDWARA, DINDORI, JABALPUR, KATNI, MANDLA, NARSHINGPUR, SEONI, SHAHDOL, SIDDDHI, SIHORA, SINGRAULI, AND UMARIA)

S No.	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
23	<b>JAIPUR</b> RCCODE: 23	REGIONALDIRECTOR IGNOU REGIONAL CENTRE 70/79, SECTOR - 7 PATEL MARG MANSAROVAR JAIPUR -302 020 RAJASTHAN PH.OFF: 0141-2785763/2785750 FAX : 0141-2784043 EMAIL : <a href="mailto:rcjaipur@ignou.ac.in">rcjaipur@ignou.ac.in</a>	DR. S.N.AMBEDKAR, RD DR.MAMTABHATIA, DD SH.ANSHUMAN UPADHYAY, <sup>ARD</sup> SH. B.L. MEENA,AR	<b>STATEOFRAJASTHAN</b> (DISTRICT: AJMER, ALWAR, BANSWARA, BARAN, BARMER, BHARATPUR, BHILWARA, BIKANER, BUNDI, CHITTORGARH, CHURU, DAUSA, DHOLPUR, DUNGARPUR, HANUMANGARH, JAIPUR, JAISALMER, JALOR, JHALAWAR, JHUNJHUNU, JODHPUR, KARAUJI, KOTA, NAGAUR, PALI, PRATAPGARH, RAJSAMAND,SAWAI  MADHOPUR, SIKAR, SIROHI, SRI GANGANAGAR, TONK, UDAIPUR)
24	<b>JAMMU</b> RC CODE: 12	REGIONALDIRECTOR IGNOUREGIONALCENTRE SPMRCOLLEGE OF COMMERCE AUROBINDO BLOCK 1ST FLOOR CANAL ROAD JAMMU -180001 JAMMU & KASHMIR PH.OFF: 0191-2579572 / 2546529 FAX : 0191-2546995 EMAIL : <a href="mailto:rcjammu@ignou.ac.in">rcjammu@ignou.ac.in</a>	ER.K.K.BHAT, RD DR. INDRANI LAHIRI,ARD SH. PAPPU <sup>SINGH</sup> SAPRIBAN,AR	<b>STATE OF JAMMU&amp;KASHMIR</b> (JAMMU REGION – DISTRICT: DODA, JAMMU, KATHUA, KISHTWAR, POONCH, RAJOURI, RAMBAN, REASI, SAMBA, UDHAMPUR)
25	<b>JORHAT</b> RCCODE: 37	REGIONALDIRECTOR IGNOU REGIONAL CENTRE		<b>STATEOFASSAM</b> (DISTRICT: NAGAON, GOLAGHAT, JORHAT, SHIVASAGAR, DIBRUGARH, INSUKIA, LAKHIMPUR, DHEMAJI, SONITPUR) <i>Note: Currently under Guwahati RC</i>
26	<b>KARNAL</b> RCCODE: 10	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 06, SUBHASH MARG SUBHASH COLONY NEARHOME GUARD OFFICE KARNAL - 132 001 HARYANA PH.OFF: 0184-2271514 / 2260075 FAX : 0184-2255738 EMAIL : <a href="mailto:rckarnal@ignou.ac.in">rckarnal@ignou.ac.in</a>	DR.ASHOK SHARMA, RD SH.AMIT KR SHRIVASTAVA, ARD (On Deputn.) SH. C. L. <sup>SHARMA</sup> ,AR	<b>STATE OF HARYANA</b> (DISTRICT: BHIWANI, FATEHABAD, HISAR, JHAJJAR, JIND, KAITHAL, KARNAL, KURUKSHETRA, MAHENDRAGARH, MEWAT, PALWAL, PANIPAT, REWARI, ROHTAK, SIRSA, SONIPAT, YAMUNANAGAR)
27	<b>KHANNA</b> RC CODE: 22	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE I.T.I. BUILDING, BULEPUR (DISTRICT LUDHIANA) KHANNA- 141401 PUNJAB PH.OFF: 01628-229993 / 237361 FAX : 01628-238284 EMAIL : <a href="mailto:rckhanna@ignou.ac.in">rckhanna@ignou.ac.in</a>	DRSANTOSH KUMARI, RD SH. PRAMESH CHANDRA, ARD SH. TEJINDER PALSINGH, AR	<b>STATE OF PUNJAB</b> (DISTRICT: GURDASPUR, AMRITSAR, TARN TARAN, KAPURTHALA, JALANDHAR, HOSHIARPUR, SBS NAGAR/ NAWANSHAHR, BARNALA, SANGRUR, BATHINDA, MANSA, UKHAR, LUDHIANA, FEROZEPUR, FARIDKOT, MOGA)
28	<b>KOHIMA</b> RC CODE: 20	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NEAR MOUNT HERMON SCHOOL DON BOSCO HR.SEC SCHOOL ROAD, KENUOZOU KOHIMA - 797001 NAGALAND PH.OFF: 0370-2260366 / 2260167 FAX : 0370-2260216 EMAIL : <a href="mailto:rckohima@ignou.ac.in">rckohima@ignou.ac.in</a>	DR.T.IRALU, RD	<b>STATE OF NAGALAND</b> (DISTRICT: KOHIMA, DIMAPUR, WOKHA, MOKOKCHUNG, ZUNHEBOTO, TUENSANG, LONGLENG, KIPHIRE, MON, PEREN, PHEK)

S No	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
29	<b>KOLKATA</b> RC CODE: 28	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE BIKASH BHAWAN, 4TH FLOOR NORTH BLOCK, SALT LAKE, BIDHAN NAGAR,] KOLKATA - 700 091 WEST BENGAL PH.OFF: 033-23349850 FAX : 033-23347576 EMAIL : <a href="mailto:rckolkata@ignou.ac.in">rckolkata@ignou.ac.in</a>	DRSUJITKUMARGHOSH, RD MR. SANTANU KUKHERJEE, ARD MR. KAMAL KANT SAHAY, AR	<b>STATE OF WEST BENGAL</b> (DISTRICT: KOLKATA, NORTH 24 PARAGANAS, SOUTH 24 PARGANAS, PURBA MEDINIPUR, PASCHIM MEDINIPUR, BANKURA, HOWRAH, HOOGHLY, PURULIA, BURDWAN, NADIA)
30	<b>KORAPUT</b> RC CODE: 44	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE DISTRICT AGRICULTURE OFFICE RD BEHIND PANCHAYAT BHAVAN KORAPUT - 764020 ORISSA PH.OFF: 06852-252982 / 251 535 FAX : 06852-252903 EMAIL : <a href="mailto:rckorapat@ignou.ac.in">rckorapat@ignou.ac.in</a>	DRABHILASH NAYAK, RD SH. K.C. DALAI, ARD (SEL. GRADE) SH. DHARMA RAO GONIPATI, ARD SH. SANZAYA PATEL, AR	<b>STATE OF ORISSA</b> (DISTRICT: KORAPUT, MALKANGIRI, RAYAGADA, NABARANGPUR, KALAHANDI, NUAPADA, BOLANGIR, SONEPUR, BOUDH),  <b>STATE OF CHATTISGARH</b> (DISTRICT: BASTAR, NARAYNPUR, DANTEWADA, BIJAPUR)
31	<b>LUCKNOW</b> RC CODE: 27	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE B-1/33, SECTOR-H ALIGANJ LUCKNOW -226024 UTTAR PRADESH PH.OFF: 0522-2746120 / 2745114 FAX : 0522-2746145 EMAIL : <a href="mailto:rlucknow@ignou.ac.in">rlucknow@ignou.ac.in</a>	DRAMIT CHATURVEDI, RD DR.ASHWINI KUMAR, DD DR.ANILKUMARMISRA, DD SH. MOHD. RAIS SIDDIQ, AR	<b>STATE OF UTTAR PRADESH</b> (DISTRICT: ALLAHABAD, AURAIYA, BAHRAICH, BALRAMPUR, BANDA, BARABANKI, BAREILLY, BASTI, CHITRAKUT, FAIZABAD, FARUKHABAD, FATEHPUR, GONDA, HAMIRPUR, HARDOI, JALAUN, JHANSI, KANNAUJ, KANPUR RURAL, KANPUR URBAN, KAUSHAMBI, LAKHIMPUR, LALITPUR, LUCKNOW, MAHOBA, PILIBHIT, PRATAPGARH, RAEBAREILLY, SHAHJANANPUR, SHRAVASTI, SIDHARTHANAGAR, SITAPUR, SULTANPUR, UNNAO)
32	<b>MADURAI</b> RC CODE: <sup>43</sup>	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SIKKANDAR CHAVADI ALANGANALLUR ROAD MADURAI -6625018, TAMIL NADU PH.OFF: 0452-2380387 / 2380733 FAX : 0452-2370588 EMAIL : <a href="mailto:rcmadurai@ignou.ac.in">rcmadurai@ignou.ac.in</a>	DR M SHANMUGHAM, RD DR. S. KISHORE, DD SH. P. NAMBOOTHIRIPAD, ARD SH. S. BALASUBRAMANIAN, AR	<b>STATE OF TAMIL NADU</b> (DISTRICT: COIMBATORE, DINDIGUL, ERODE, KARUR, MADURAI, NILGIRIS, PUDUKKOTTAI, RAMANATHAPURAM, SIVAGANGA, THANJAVUR, THENI, THIRUVAROOR, TIRUCHIRAPPALLI, TIRUNELVELI, TIRUPUR, TUTICORIN, VIRUDHUNAGAR)
33	<b>MUMBAI</b> RC CODE: <sup>49</sup> OM No. of LSCs : <sup>47</sup>	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE LEVAVIKAS NIKETAN NANEPADAROAD, MULUND (E) MUMBAI -81 PH.OFF: 022-25633159 / 25635540 FAX : 022-25635540 EMAIL : <a href="mailto:rcmumbai@ignou.ac.in">rcmumbai@ignou.ac.in</a>	DRM RAJESH, RD	<b>STATE OF MAHARASHTRA</b> (DISTRICT: MUMBAI, THANE, RAIGARH AND RATNAGIRI)
34	<b>NAGPUR</b> RC CODE: 36	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE GYAN VATIKA 14 HINDUSTAN COLONY AMARAVATI ROAD NAGAPUR 440033 PH.OFF: 071 2-2022000 EMAIL : <a href="mailto:rcnagpur@ignou.ac.in">rcnagpur@ignou.ac.in</a>	DR P SIVASWAROOP, RD	<b>STATE OF MAHARASHTRA</b> (DISTRICT: AMRAVATI, BULDHANA, AKOLA, WASHIM, HINGOLI, PARBHANI, NANDED, YAVATMAL, WARDHA, CHANDRAPUR, NAGPUR, BHANDARA, GONDIA, GADCHIROLI)

S. No.	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
35	<b>NOIDA</b> RC CODE: 39	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE C- 53 SECTOR 62 INSTITUTIONAL AREA NOIDA 201305 UTTAR PRADESH PH.OFF: 0120-2405012/2405014 FAX : 0120-2405013 EMAIL : <a href="mailto:rcnoida@ignou.ac.in">rcnoida@ignou.ac.in</a>	DR GULAB JHA, RD DR. HEMA PANT, DD SH. N.D. SHARMA, AR	<b>STATE OF UTTAR PRADESH</b> (DISTRICT: GAUTAM BUDDH NAGAR, GHAZIABAD, MEERUT, BAGHPAT, BARAUT)
36	<b>PANAJI</b> RC CODE: 08	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE BEHIND CHODANKAR HOSPITAL NEAR P&T STAFF QUARTERS ALTO PORVORIM POVORIM -403521 GOA PH.OFF: 0832-2462315 FAX : 0832-2414552 EMAIL : <a href="mailto:rcpanaji@ignou.ac.in">rcpanaji@ignou.ac.in</a>	DRM S PARTHASARATHY, RD	<b>STATE OF GOA</b> (DISTRICT: NORTH GOA, SOUTH GOA),  <b>STATE OF KARNATAKA</b> (DISTRICT: BELGAUM, DHARWAD, UTTARA KANNAD),  <b>STATE OF MAHARASHTRA</b> (DISTRICT: SINDHDURG)
37	<b>PATNA</b> RC CODE: 05	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 2ND FLOOR, BISCO MAUN TOWER WEST GANDHI MAI <sup>DA</sup> , PATNA- 800 001 BIHAR PH.OFF: 0612-2219539 / 2219541 FAX : 0612-2219538 EMAIL : <a href="mailto:rcpatna@ignou.ac.in">rcpatna@ignou.ac.in</a>	DR. Q. HAIDER, RD MS. MONI SAHAY, ARD DR. D.P. SINGH, ARD	<b>STATE OF BIHAR</b> (DISTRICT: ARWAL, AURANGABAD, BANKA, BHAGALPUR, BHOJPUR, BUXAR, GAYA, JAMUI, JEHANABAD, KAIMUR, LAKSHISARAI, MUNGER, NALANDA, NAWADA, PATNA, ROHTAS, SHEIKHPURA, VAISHALI)
38	<b>PORT BLAIR</b> RC CODE: 02	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE JNRM CAMPUS PORT BLAIR-744104 ANDAMAN & NICOBAR ISLANDS PH.OFF: 03192-242888/230111 EMAIL : <a href="mailto:rcportblair@ignou.ac.in">rcportblair@ignou.ac.in</a>	DR S SRINIVAS, RD	<b>PORT BLAIR (U.T.)</b> (DISTRICT: NORTH & MIDDLE ANDAMAN, SOUTH ANDAMAN, NICOBAR)
39	<b>PUNE</b> RC CODE: 16	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 1ST FLOOR, MSFC BUILDING 270, SENAPATI BAPAT ROAD PUNE -411 016 MAHARASHTRA PH.OFF: 020-25671867 / 25651321 FAX : 020-25671864 EMAIL : <a href="mailto:rcpune@ignou.ac.in">rcpune@ignou.ac.in</a>	DR. KAMESHWARI MOORTY, RD DR. KALPANAS. GUPTA, DD MS. S.T. SHAMSU, ARD (SEL. GRADE) ON <a href="#">DEPUTY SH. PARVEEN KUMAR</a> SH. S.G. SWAMY, AR	<b>STATE OF MAHARASHTRA</b> (DISTRICT: NANDURBAR, DHULE, JALGAON, AURANGABAD, NASIK, JALNA, AHMADNAGAR, BID, PUNE, OSMANABAD, SOLAPUR, SANGLI, SATARA, LATUR & KOLHAPUR)
40	<del>RAJSHAHI</del> RC CODE: 50	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE R.NO 312 SECOND FLOOR NEW ADMINISTRATIVE BUILDING SDO JANGIPUR OFFICE COMPOUND RAGHUNATHGANJ DT. MURSHIDABAD WEST BENGAL-742 225 PH.OFF: 03483-271555 / 271666 EMAIL : <a href="mailto:rcraghunathgani@ignou.ac.in">rcraghunathgani@ignou.ac.in</a>	DRS RAJA RAO, RD	<b>STATE OF WEST BENGAL</b> (DISTRICT: MURSHIDABAD, BIRBHUM, MALDA)
41	<b>RAIPUR</b> RC CODE: 35	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE REST HOUSE & E.M. OFFICE HALL SECTOR-1, SHANKAR NAGAR RAIPUR -492007 CHHATTISGARH PH.OFF: 0771-2428285 / 4056508 FAX : 0771-2445839 EMAIL : <a href="mailto:rcraipur@ignou.ac.in">rcraipur@ignou.ac.in</a>	DR H SANGEETA MAJHI, RD SH. BIMAL CH. NANDA, ARD SH. Y.S. BHAMBULKAR, AR	<b>STATE OF CHHATTISGARH</b> (DISTRICT: BILASPUR, DHAMTARI, DURGA, JANJIGIR-CHAMPA, JASHPUR, KANKER, KAWARDHA, KORBA, KORIYA, MAHASAMUND, RAJGARH, RAIPUR, RAJNANDGAON, SURAJPUR, SARGUJA, NARAYANPUR, BIZAPUR)

S No	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
42	<b>RAJKOT</b> RCCODE:42	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SAURASHTRA UNIVERSITY CAMPUS, RAJKOT -360005 GUJARAT PH.OFF: 0281-2572988 FAX : 0281-2571603 EMAIL : <a href="mailto:rcrajkot@ignou.ac.in">rcrajkot@ignou.ac.in</a>	DRS GANESHAN, RD SH. J.B. DHABI, AR SH. SANJEEV KR. VARMA, AR	<b>STATE OF GUJRAT</b> (DISTRICT: RAJKOT, KACHCHH, JAMNAGAR, PORBANDER, JUNAGADH, AMRELI, BHAVNAGAR, SURENDRANAGAR),  <b>DIU (U.T.)</b>
43	<b>RANCHI</b> RC CODE: 32	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE 457/A, ASHOK NAGAR RANCHI -834022 JHARKHAND PH.OFF: 0651-2244688/2244699/ 2244677 FAX : 0651-2244400 EMAIL : <a href="mailto:rcranchi@ignou.ac.in">rcranchi@ignou.ac.in</a> <a href="mailto:rdranchi@ignou.ac.in">rdranchi@ignou.ac.in</a>	DR G N SHIV KUMAR, RD DR. SARAH NASREEM, ARD (EOL) SH. ARVIND MANOJ KR. SINGH, ARD DR. MOTI RAM, ARD SH. G.Z. AYOUB, DR SH. AJAY LAKRA, AR	<b>STATE OF JHARKHAND</b> (DISTRICT: RANCHI, LOHARDAGA, GUMLA, SIMDEGA, PALAMU, LATEHAR, GARHWA, WEST SINGHBHUM, SARAIKELA KHARSAWAN, EAST SINGHBHUM, DUMKA, JAMTARA, SAHEBGANJ, PAKUR, GODDA, HAZARIBAGH, CHATRA, KODERMA, GIRIDIH, DHANBAD, BOKARO, DEOGHAR, KHUNTI, RAMGARH)
44	<b>SHILLONG</b> RC CODE: 18	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE SUNNY LODGE NONGTHYMMI NONGSHILLANG SHILLONG -793 014 MEGHALAYA PH.OFF: 0364-2521117 / 2521271 FAX : 0364-2521271 EMAIL : <a href="mailto:rcshillong@ignou.ac.in">rcshillong@ignou.ac.in</a>	DR (MRS) DIDCY LALOO, RD SH. JOSEPH SOMI, ARD (SEL. GRADE) SH. K.D. HYNNECTWA, AR	<b>STATE OF MEGHALAYA</b> (DISTRICT: EAST KHASI HILLS, EAST GARO HILLS, JAINTIA HILLS, RI-BHOI, SOUTH GARO HILLS, WEST KHASI HILLS, WEST GARO HILLS)
45	<b>SHIMLA</b> RC CODE: 11	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE CHAUHAN NIWAS BUILDING, KHALINI SHIMLA-171 002 HIMACHAL PRADESH PH.OFF: 0177-2624612 / 2624613 FAX : 0177-2624611 EMAIL : <a href="mailto:rcshimla@ignou.ac.in">rcshimla@ignou.ac.in</a>	DR. D.B. NEGI, RD DR. JOGINDER KR. YADA, ARD SH. MOHAN SHARMA, ARD DR. V.B. NEGI, AR	<b>STATE OF HIMACHAL PRADESH</b> (DISTRICT: BILASPUR, CHAMBA, HAMIRPUR, KANGRA, KINNAUR, KULLU, LAHUL & SPITI, MANDI, SHIMLA, SIRMAUR, SOLAN, UNA)
46	<b>SILIGURI</b> RC CODE: 45	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE NETAJI MORE SUBHAS PALLY SILIGURI - 734001 WEST BENGAL PH.OFF: 0353-2526818 FAX : 0353-2526819 EMAIL : <a href="mailto:rcsiliguri@ignou.ac.in">rcsiliguri@ignou.ac.in</a>	DR YONAH BHUTIA, RD DR. B. BHOWMIK, ARD	<b>STATE OF WEST BENGAL</b> (DISTRICT: COOCHBEHAR, JALPAIGURI, DARJEELING, UTTAR DINAJPUR, DAKSHIN DINAJPUR)
47	<b>SRINAGAR</b> RC CODE: 30	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE MANTOO HOUSE RAJ BAGH NEAR MASJIDAL-FAROOQ SRINAGAR - 190 008 JAMMU & KASHMIR PH.OFF: 0194-2311251 / 2311258 FAX : 0194-2311259 EMAIL : <a href="mailto:rcsrinagar@ignou.ac.in">rcsrinagar@ignou.ac.in</a>	DR MIRZANEHALAHMED BAIG, RD (I/C)	<b>STATE OF JAMMU &amp; KASHMIR</b> (SRINAGAR REGION – DISTRICT: ANANTNAG, BANDIPORE, BARAMULLA, BUDGAM, GANDERBAL, KARGIL, KULGAM, KUPWARA, LEH, PULWAMA, SHOPIAN, SRINAGAR)

S. No	REGIONAL CENTRE, CODE AND NO. OF LEARNER SUPPORT CENTRES	ADDRESS OF THE REGIONAL CENTRE TEL., FAX & E-MAIL	SENIOR STAFF	JURISDICTION
48	<b>TRIVANDRUM</b> RC CODE: 40	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE MEPRAM MANSION CHEKKALAMUKKU SREEKARIYAM TRIVANDRUM -695017  PH.OFF: 0471-2590300/2590600 FAX : 0471-2590700 EMAIL : <a href="mailto:rctrivandrum@ignou.ac.in">rctrivandrum@ignou.ac.in</a>	DRBSUKUMAR, RD SH. JOJYS. PATTATHIL, AR	<b>STATE OF KERALA</b> (DISTRICT: KOLLAM, PATHANAMTHITTA, THIRUVANANTHAPURAM),  <b>STATE OF TAMIL NADU</b> (DISTRICT: KANYAKUMARI)
49	<b>VARANASI</b> RC CODE: 48	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE GANDHI BHAWAN B.H.U. CAMPUS VARANASI-221005 UTTAR PRADESH  PH.OFF: 0542-2368022 / 2368622 FAX : 0542-2369629 EMAIL : <a href="mailto:rcvaranasi@ignou.ac.in">rcvaranasi@ignou.ac.in</a>	DR. MANORMASINGH, RD SH. SHERSINGH, ARD SH. BANMALI SINGH, AR	<b>STATE OF UTTAR PRADESH</b> (DISTRICT: AMBEDKAR NAGAR, AZAMGARH, BALLIA, CHANDAULI, DEORIA, GHAZIPUR, GORAKHPUR, JAUNPUR, KUSHINAGAR, MAHARAJGANJ, MAU, MIRZAPUR, SANT KABIR NAGAR, SANT RAVIDAS NAGAR, SONEBHADRA, VARANASI)
50	<b>VIJAYAWADA</b> RC CODE: 33	REGIONAL DIRECTOR IGNOU REGIONAL CENTRE #9-76-18, 1ST FLOOR, S.K.P.V. HINDU HIGH SCHOOL PREMISES, KOTHAPET VIJAYAWADA 520 001 ANDHRA PRADESH  PH.OFF: 0866-2565253 / 2565959 FAX : 0866-2565353 EMAIL : <a href="mailto:rcvijayawada@ignou.ac.in">rcvijayawada@ignou.ac.in</a>	DR. M. KRISHNAIAH, RD (I/C) MR. PRAVEEN <a href="#">KUMAR</a> <a href="#">AR</a>	<b>STATE OF ANDHRA PRADESH</b> (DISTRICT: KRISHNA, GUNTUR, PRAKASHAM, NELLORE, CHITTOOR, KHAMMAM, EAST GODAVARI, WEST GODAVARI, VISAKHAPATNAM, VIZIANAGARAM, SRIKAKULAM)

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Number

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Write in BLOCK LETTERS only

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## INDIRA GANDHI NATIONAL OPEN UNIVERSITY

### Proforma for Ph.D. Student Progress Report

Name of the Student:
Enrolment Number:
Date of Registration:
Name(s) of the Supervisors(s)
Discipline:
School:
Topic of Research:
End of Prescribed Period:
Report for the period: From..... To .....
<p><b>Reporting Format</b>  PLEASE WRITE OR TYPE YOUR REPORT ON THE FORMAT/NEXT TWO PAGES  Research student shall prepare a short report (about 1000 words) (as per proforma enclosed) in the light of the ‘End of the Prescribed Period’ of registration and submit the report along with this form to the Supervisor to be forwarded to the University. Student should photocopy this form and submit it to his/her external supervisor, if any, after filling in the relevant columns along with an envelope to be sent through Registered Post to his/her Supervisor of the concerned School of Study, at IGNOU, New Delhi 110068</p>
Name and Address of the Report Initiator:

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## Reporting Format

Title of the Research topic: .....

Name of the Student: .....Discipline .....

Name of the Supervisor(s): .....

a) Review of Related Literature (Attach list of references consulted):	Tasks completed so far since registration (date of registration)	Tasks completed during the last six months Period From ..... to .....	Tasks proposed for the next six months Period From..... To.....
b) Construction of Tools and Techniques (Attach evidence, e.g., questionnaire prepared, description of equipment and setting up of experiments (if experimental work) along with photographs, printout of computer programmes, report of field trips undertaken, interviews done, etc.			
c) Description of Data Collected including a brief description of how it was collected.			
d) Data Analysis (Attach samples of tables, graphs, figures, etc., and a			

brief report of tools used for analysis):			
e) Data Interpretation (Enclose a brief report):			
f) Thesis writing (A brief summary of the chapter(s) finalized and copies of papers published/ presented, if any.			

***Specific Comments and Recommendation by the Supervisor (with date and signature):***