

Collaborations

The University enters into Agreement with other Educational Institutions for two purposes :

- A) Specific Agreement : For recognition of Overseas Study Centre of the University.
- B) Generic Agreement : For collaboration on capacity building, programmes / faculty exchange, etc.

A) Specific Agreement : For Recognition of Overseas Study Centre of the University for offering IGNOU's Academic Programmes.

In respect of proposal for forging collaboration with IGNOU, the following steps are observed for entering into a "Memorandum of Association" (MoA) with the aspiring Institution:

- Whenever IGNOU receives proposal from any aspirant institution/organization, the University responds to the request by sending a formal letter having a brief outline of the university, its vision, mission, structure and objectives, unique ODL features, bouquet of multilevel academic programmes, unmatched blending, ICT etc.
- Alongwith above a demand survey Proforma is also sent to the Institution seeking basic information relevant for considering recognition of the Institution as Overseas Study Centre. Through the Demand Survey proforma , the institution is required to furnish its complete profile, photographs, registration details, affiliation and Ministry's clearance etc. alongwith documentary proofs for considering the proposal for recognition of the Institution as the OSC of IGNOU.
- Once, the proposed institute is considered eligible for recognition as an Overseas Study Centre (OSC), the institute is required to remit a security deposit of INR 500000 or equivalent US\$ (Non-Interest bearing) and processing fee of US\$300 or INR 5000 (in case of SAARC countries)

B) Generic Agreement: For collaboration on capacity building, programmes / faculty exchange, etc.

Generic collaboration is in the form of "Memorandum of Collaboration" (MoC) is meant for laying the foundation for cooperation between two Institutions generally aiming at :

- To establish a network for collaboration in the field of higher education through distance education.
- To provide for sharing of academic experiences through strategic collaboration between the parties through faculty exchange from time to time.
- Develop strategies for design, development and implementation of Undergraduate and Postgraduate programs with entry level and exit points.
- Promote Joint R & D Projects (collaboration and practical indicators).
- Create avenues for ICT enable education.
- Establish Interactive learner support, and such other areas as may be identified and agreed upon by the Parties from time to time.

Terms & conditions for separate activities under this MoC, are agreed upon between both the Parties by signing separate agreements.

Indira Gandhi National Open University
International Division

Demand Survey for Recognition of Overseas Study Centres

I. Profile of the Institution proposing the Centre

(The following details in respect of **proposed Centre** may be furnished)

1. Name of the proposing Institution & Owner:
 - 1(a) Complete Address and contact details of the Institution:
2. Name, Complete address and contact details of the **proposed Centre**:
3. Vision of the Institution/Centre:
4. Objectives and Goals:
5. Which of the following types best describes the **proposed Centre**:
 - a) Government
 - b) Public
 - c) Private for profit
 - d) Private not for profit
 - e) NGO
6. Whether institution/Centre is approved by the government (Documentary Evidence):
7. Whether institution is accredited by the authority competent for this purpose (Documentary Evidence):
8. Jurisdiction of the proposing Institution/**proposed Centre** (whether within the State/Country/Abroad) – To be substantiated with the approvals of competent authority):
 - a) Whether the Act, Statutes & Ordinances of the Institution/**proposed Centre** permits internationalization:
 - b) Whether the proposed Institution/Centre has the License/Permission of concerned Ministry of respective Country for offering Foreign University's Programme in that country.
If the answer of (b) is 'yes', attach the valid permission/ license obtained from the concerned Ministry/Department to offer ODL programmes of foreign University (Provide complete details):
9. Whether the Institution/**proposed Centre** has prior experience of offering programmes through ODL mode (Details):

10. Details of total student enrollment in the last five years at each level (in the **proposed Centre**):
 - a) Level of programmes on offer and programme-wise International Student enrollment over the last five years at each level:
 - (i) Undergraduate
 - (ii) Post-graduate
 - (iii) Diploma/Certificate

11. Financial Status of the proposed Institution/**proposed Centre**: (Substantiate with documentary evidence).

12. Details of involvement of Institution/**proposed Centre** in the Trans National Education (TNE):

Type of TNE	Certificate/Diploma Level	Undergraduate	Postgraduate
Joint University			
Franchise Programmes			
International Branch Campus			
Any other, please specify.			

II. Need / Demand for the proposed Centre

13. Justification for the proposed Centre in your Country and Region:

14. Estimated population to be benefitted by the **proposed Centre**:

15. Proportion of Indian Diaspora in the region:

16. Geographical area(s) likely to be covered by the **proposed Centre**:

17. Details of Academic Programmes of IGNOU intended to be offered and expected programme-wise enrollment through the **proposed Centre** (Please refer IGNOU website for the programmes offered at Overseas Study Centres):

18. Name of the proposed coordinator in case the **proposed Centre** is considered for being recognized as Overseas Study Centre (OSC) of IGNOU (Enclose detail Curriculum Vitae with photograph):

III. Infrastructure and faculty facilities

19. Physical facilities available with the **proposed Centre** (Provide the dimensions):
 - i) Total area,
 - ii) Number of classrooms,
 - iii) No. of Examination halls,
 - iv) Library with details of books available (discipline wise),
 - v) Computer Labs with number of computers along with configuration and other ICT enabled facilities for Student Support.
 - vi) Details of various other facilities not listed above and useful for offering ODL Programmes:-
20. Details of teaching faculty for the proposed IGNOU programmes, at least two faculty for each course (enclose CVs with photographs):
21. Details of administrative staff working in the Institution/**proposed Centre** (enclose CVs):
22. Strengths on the basis of which the **proposed Centre** will be able to provide the learner support services in collaboration with IGNOU:
23. Surveillance Mechanisms in place for conducting examinations (give details):
24. Details of the distance, online and e-learning courses, degree programmes and MOOCs that are made available to your students:

IV. Prospects and Challenges

25. Main challenges in the coming years with regard to international degree seeking students:
26. Five most significant potential benefits of opening a Centre in collaboration with IGNOU:
27. Five most significant potential challenges for opening a Centre in collaboration with IGNOU:
28. Key internal drivers/motivators for collaborating with IGNOU:
29. Key external drivers/motivators for collaborating with IGNOU:

30. Five most important internal obstacles expected to be faced while collaborating with IGNOU:
31. Five most important external obstacles expected to be faced while collaborating with IGNOU:
32. Five most significant potential challenges associated with current trends in your country expected to be faced while collaborating with IGNOU:-
33. Any other relevant information:
