



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
RE-REGISTRATION/COURSE OPTION FORM
For BCA(PR)/MCA/MP– Session JULY 2015
and
RE-ADMISSION FORM FOR MP

Send this filled-in form along with fee to:
The Regional Director
of your Regional Centre

* as per schedule

I opt for the following courses and enclose a Demand Draft towards the course fee as per details given below:
(For details of courses on offer, please see overleaf).

1. Name of Student : _____
in block letters
2. Enrolment Number :

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3. Region Code :

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4. Programme Code :

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5. Specialisation : _____
Diploma Code for MBA degree

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Draft No. : _____
Issuing Bank and Branch : _____
Payable at : _____
Date : _____
Amount Rs. : _____

6. Semester for which re-regn. is sought (Please ✓):	MCA (for revised syllabus only)				
	II	III	IV	V	VI

	BCA (for pre-revised syll. only)				
	II	III	IV	V	VI

7. Details of course(s) opted (for MP students only)

S.No.	Course Title	Course Code	Course Fee
1.			Rs.
2.			Rs.
3.			Rs.
4.			Rs.
Late fee, if applicable			Rs.
Total fee			Rs.

Note: 1. A student can remit the fee pertaining to one semester only at a time. Only one RR Form will be accepted for a given semester.

For MP students only :

2. A student should opt for and indicate the **Specialisation Diploma** of his/her choice, if not already done, as soon as he/she registers for the first course of specialisation stream and should indicate the **Specialisation Diploma code in item No. 5** above. **The option once exercised shall be final.** If no specialisation is indicated in item 5 above, University shall register you for specialisation area on the basis of first course opted from specialisation stream. **No change would be permissible at subsequent stage.**
3. A student can opt up to **four courses** in a given session. Courses already opted need not be repeated unless the validity of registration of such a course has already expired. Further, **a student can submit only one RR Form for a given session. For registration purposes, MS-100 is treated as one course. The fee for MS-100 is Rs.3000/-.**
4. A course once selected for study **must be successfully completed within 4 semesters.** In case of failure to do so, the student will be required to seek **RE-ADMISSION** by paying a fee of **Rs.1500/- per course**, as per schedule given below.
5. Request for **change of course** should be submitted to the RC, as per schedule (fee @**Rs.1500/- per course**).
6. MBA old students initially registered up to **JULY 2007 cycle of admission are not eligible for Re-registration in JULY 2015 session.**
7. The **validity** of registration of the courses being done in **JUL 2015 session** by the old students of **Jan.2008, July 2008 & Jan.2009 batches** will be reduced to **ONE, TWO & THREE semesters** respectively, as against the normal four semesters due to **fixing of Maximum duration of 8 (eight) years** in Management Programmes.

Signature of the Student with date _____
Address: _____
Mobile No. _____
Phone No.& E-mail Id : _____

*** Schedule for submission of Re-registration form at the Regional Centre only:**

S.No.	July Session	Late Fee
1.	1st Feb. to 31st March	Nil
2.	1st April to 30th April	Rs.200/-
3.	1st May to 31st May	Rs.500/-
4.	1st June to 20th June	Rs.1000/-

PS: Students are required to fill-up compulsorily the statistical information in the enclosed Annexure-I of the RR Form.