

## Venue of the Counselling

IGNOU Regional Centre Delhi-1  
Periyar Centre, 2<sup>nd</sup> Floor, F-33, Plot No.1 & 2  
Jasola Institutional Area, New Delhi – 110025  
Tel: 01146552431

### Document required at time of counselling –

(For document submission formats please refer IGNOU B.Ed Admission Prospectus January 2026 link of the prospectus: <https://drive.google.com/file/d/1C7lVL0tndFBdaH1Vh9M05AbLOLEwD5mn/view> )

Candidates will be required to submit self attested copy of the following certificates at the time of Counseling/Admission along with original copies of all the documents for verification during counseling which will be conducted at Regional Centre mentioned above.

- a. **Original admit card / Hall Ticket** of entrance test, with the signature of the Invigilator.
- b. **Certificate of Date of Birth** (10<sup>th</sup> class certificate)
- c. **Senior Secondary** (12<sup>th</sup> class) Mark sheet/Certificate
- d. Please create APAAR ID using Digi locker
- e. Two passport size photographs.
- f. Self Attested Result downloaded from IGNOU Website.
- g. **Graduation/Post Graduation** Mark sheet/Degree.
- h. **In respect of candidates who acquired the degree (Graduation/Post Graduation) through Open & Distance Learning (ODL) mode or through Private University, it is essential to submit the proof of study centre/territorial jurisdiction as per the details given in page no.09, Point 2.3 and Page no. 19, Point (b), listed under Important Instructions of the Student Handbook and Prospectus of the B.Ed. programme.**
- i. **Mark Sheet and Certificate of NCTE Recognized Teacher Education Programme completed through Face to Face mode.**
- j. **Regarding NCTE Qualification in teacher education programme acquired through face to face mode, the candidates should submit the authentication by the Certificate Issuing Authorities stating that “the certificate awarded to the candidate is the NCTE recognized and approved teacher education programme through face to face mode”. In case of non-existence of the Certificate Issuing Authorities at present, a certificate may be obtained from NCTE recognizing that course as a teacher education programme through face to face mode.**
- k. Original Certificate from the recognized Upper Primary/Secondary/Higher/Senior Secondary School to provide facilities for Practical Work including Internship, as per the format attached with this offer letter. **School should be within Jurisdiction area of RC Delhi-1, RC Delhi-2, RC Delhi-3 and RC Noida**
- l. **Income Certificate** in case of Non-Creamy layer of OBC/EWS.

- m. Original Experience-cum-Employment certificate (if applicable) in a letterhead of a recognized school.
- n. Category Certificate for **SC/ST/OBC-Non Creamy** (In case of OBC(Non-Creamy)/**EWS** the certificate must not be more than three years after issuance till the last date of submission of application form i.e. 28.02.2025) **PH/KM/War Widow** candidates **wherever required**.

**Applicants claiming reserved seat:**

- o. Category (SC/ST) Certificate for claiming SC/ST Seat.
- p. EWS/OBC-Non creamy Layer Certificate along with Income Certificate for claiming OBC (Non-creamy Layer)/EWS Seat. The Certificate, not older than 3 years.
- q. Certificate from recognized Medical Authority of Physically Handicapped for claiming PH Category seat, with a minimum of 40% disability.
- r. War-widow Certificate for claiming War Widow Seat.
- s. Kashmiri Migrant Certificate for claiming KM Seat.

**Documents to be Produced by the Applicants, whose name is changed after High School (all documents listed below):**

In case any change in the name (other than the one mentioned in his/her High School Certificate), then it is mandatory for the prospective learners to furnish legal evidence of having changed his/her name/surname while submitting the admission form, as given below:

- a. Attested copy of the Notification issued in a daily newspaper notifying the change of name.
- b. An attested copy of the Affidavit filed before the 1<sup>st</sup> Class Magistrate specifying the change in the name.
- c. An attested copy of the Marriage Card/Marriage Certificate in case of women candidates for change in **Surname**.
- d. Attested copy of the Gazette Notification reflecting the change of name/ surname.