

**PGDCJ**

# **POST GRADUATE DIPLOMA IN CRIMINAL JUSTICE**

**Tutor Marked Assignments  
(January, 2025 and July, 2025 Session)**



**School of Law  
Indira Gandhi National Open University  
Maidan Garhi, New Delhi-110068**

Dear Learner,

As per laid down guidelines of the University, you have to complete one assignment for each course. **Please read this carefully before writing assignments.**

Each assignment has questions to be answered in about 200 words and 350 words. -You will find that the questions in the assignments are analytical and descriptive so that you can better understand and comprehend the concepts.

It is important that you write or type the answers to all the questions in your own words. Your answers should be within the approximate range of the word-limit set for each question. Remember, writing answers to assignment questions will improve your writing skills and prepare you for the term-end examination.

#### **Submission:**

You can submit the assignments to the **Study Centre/Regional Centre by email or speed post.**

**You can also send the soft copy of the assignments by email at mansisharma@ignou.ac.in or send them by speed post to Dr Mansi Sharma, Room No.7,Block G, Academic Complex, IGNOU, Maidan Garhi, New Delhi 110068.**

It is **important to keep** with you a **photocopy** of the assignment/s submitted by you if you send the hard copy of the assignments by speed post till your marks are reflected in the grade card to the study centre or to the Programme Coordinator.

Once evaluated, the Regional Centre will send the marks to the Student Evaluation Division at IGNOU, New Delhi.

If you submit the assignments to the Programme Coordinator Dr. Mansi Sharma by speed post or email then the school will send the marks to Student Evaluation Division, IGNOU

You need to submit the assignments to the **Study Centre/Regional Centre or the Programme Coordinator**

- ❖ For **January 2025 Session – By 30<sup>th</sup> September, 2025.**
- ❖ For **July 2025 Session – By 31<sup>st</sup> March, 2026**
- ❖ **If the assignments are submitted after the last date by email or received after the last date by post it will be considered for the next term end examination only.**
- ❖ **Study centre/Regional centre will not accept typed answers so if you are typing answers send them to the Programme Coordinator only by email or post.**
- ❖ **If you are sending assignments to Regional Centre /Study Centre, please follow up with them for updation of assignment marks in the grade card. If you are sending assignments to the Programme Coordinator, follow up with her on email or what's app for updation of assignment marks in the grade card.**
- ❖ **Please submit the examination fees for project (MLEP 017 ) evaluation also while filling the examination form for Term End Examination , otherwise your project will not be evaluated even after submission to SED,IGNOU.**

#### **Guidelines for Doing Assignments:**

We expect you to answer each question as per instructions in the assignment. You will find it useful to keep the following points in mind:

- 1) **Planning:** Read the assignment carefully; go through the Units on which they are based. Make some points regarding each question and then rearrange them in a logical order.
- 2) **Organisation:** Be a little selective and analytical before drawing up a rough outline of your answer. Give adequate attention to question's introduction and conclusion.

Make sure that:

- a) The answer is logical and coherent.
- b) It has clear connections between sentences and paragraphs.

c) The presentation is correct in your own expression and style.

**3) Presentation:** Once you are satisfied with your answer, you can write down the final version for submission. **It is mandatory to write all assignments neatly in your own handwriting if you are submitting to the study centre/regional centre. In order to save environment and time you can type the answers on a word file and make a pdf or send the word file to the Programme coordinator by email at [mansisharma@ignou.ac.in](mailto:mansisharma@ignou.ac.in). Send all the assignments as attachments in one email or maximum two emails.**

**4)** If you so desire, you may underline the points you wish to emphasize. Make sure that the answer is within the stipulated word limit.

**5) Writing assignments:**

For writing the assignments you can take a note book or copy and make 6 partitions and write the assignments for all the courses. After writing get a photocopy done and speed post it. You can also take loose papers and write the assignments and get it spiral bind or keep it in 6 folders or make 6 registers and write assignments for the 6 courses then send it by speed post 10 days before the last day of submission so that it reaches before the last date. Do remember to keep the postal receipt till the marks are reflected in the grade card.

If you are sending the assignments to the Programme Coordinator you can type the answers in a word file and convert it into pdf and send your assignments by email also to her. The study centre will not accept typed assignments.

Attempt any 4 questions from Part A and any 4 questions from Part B. Retain the serial order of the questions and do not change them and attempt 4 questions from Part A and then move on to Part B. Write your name, enrollment number, Programme code, Course code, Mobile number, email id on the first page of your assignment for each course. For any further query write an email to the programme coordinator at [mansisharma@ignou.ac.in](mailto:mansisharma@ignou.ac.in) or what's app at 9311123692.

If you are sending assignments by email to the Programme Coordinator Dr Mansi Sharma at [mansisharma@ignou.ac](mailto:mansisharma@ignou.ac) in , then you don't have to submit the hard copy to the regional centre or School of Law.

For June Term End Examination results are declared in August and for December Term End Examination results are declared in February, so please check your grade card accordingly on the IGNOU Website.

**Wishing you all the best!**

Dr. Mansi Sharma  
Programme Coordinator

**MLE-014 - Criminal Justice Administration**  
**Tutor Marked Assignment (January 2025 and July 2025)**

**Course Code: MLE-014**  
**Assignment Code: MLE-014/January 2025 and July 2025**  
**Total Marks: 100**

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**Part-A**

**Write short notes on any four of the following questions:**

**(4x10 =**

1. Rural and Urban Police.
2. The Prisons Manual.
3. Sentencing Justice.
4. Scientific Evidence.
5. Organization of Police.

**Part-B**

**Answer any four of the following questions:**

**(4x15= 60)**

6. Write a note on Custodial Violence and Police duty.
7. Write a note on Community Policing in India.
8. What is Post- Mortem? What is the purpose of conducting post- mortem? Discuss.
9. Discuss the organization, powers and functions of court.
10. Write a note on Prison's Act. Do you think that it needs to be amended? If yes give reasons.