

**Scheme
on
Convergence of Open & Distance Learning (ODL)
and
Conventional Systems**

Guidelines for Universities and Affiliated Colleges



**Distance Education Council
INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Maidan Garhi, New Delhi-110 068**


Preface

Enhancing the quality and quantity of education delivery in the context of the social dimensions of the country is a major challenge before the Indian higher education system. The University and Collegiate Education system in the country is in the initial phases of major innovations and reforms to meet these challenges. The Ministry of Human Resources Development of the Government of India, Planning Commission, the University Grants Commission, All India Council for Technical Education, Distance Education Council, National Council of Teacher Education and all other public and private bodies dealing with education are working on a large number of schemes to achieve excellence in education along with equity and access. The unprecedented expansion of the tertiary education system started happening with the increase in the number of Central Universities, State Universities and large number of colleges. The national target is to enhance the Gross Enrolment Ratio from 10% to 15% during the next five years. In this endeavour the existing higher education institutions have a pivotal role to play. Universities and the Colleges are getting prepared for this transformation.

The role of technology-augmented conventional face-to-face education, Open and Distance Learning, Satellite Education and On-line Education in enhancing the quality of the teaching-learning process and in expanding the reach of education with social inclusivity is enormous. Some of the important questions which need to be addressed are:

- How the existing colleges and the university departments can be provided with capabilities of ICT and web-based teaching-learning so that they can almost double the enrolment in their own popular courses without compromising on quality?
- How the idling time of the physical facilities like class rooms, laboratories, libraries, computer centres etc., can be more effectively and optimally utilized through a combination of face-to-face and Distance Education approaches?
- How the capabilities and services of large number of qualified teachers in affiliated colleges can be additionally (overtime) used for enhancing the quantity of education delivery by involving them pro-actively and giving them required ICT capacity building?
- How the ICT infrastructure of the technological institutions coming under the AICTE, Autonomous Colleges and Colleges with Potential for Excellence under the UGC, NIITs, IITs, private, credible IT institutions can be availed in a clustering approach to enhance the capabilities of middle-level and average quality colleges for enhanced quality and education delivery?

In the above context, for the Capacity Building and strengthening of the conventional university and Collegiate education system, a new Scheme was conceived jointly by UGC, IGNOU, Distance Education Council and AICTE under the guidance of the Ministry of Human Resources Development. Approaches towards realizing these challenges in thousands of affiliated colleges in the country are delineated in this proposal.


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Vice-Chancellor
IGNOU

Guidelines for Scheme on Convergence of Open & Distance Learning (ODL) and Conventional Systems

1. Introduction

The Indira Gandhi National Open University established by an Act of Parliament in 1985, is one of the leading universities in the world with knowledge and capabilities in the area of Open and Distance Learning. The University provides seamless access to education at all levels ranging from Awareness Programmes to Doctoral Degrees. It provides Self Learning Materials (SLMs) strongly supported by multimedia learning packages and internet-based pedagogy. Latest technological aids and support through satellite based education are also being used to address the areas of convergence of educational systems and enhance flexible and blended learning. Internationally ODL and technology-enabled Distance Education is gaining acceptance for mass higher education in the areas of liberal arts, humanities, social sciences, languages, literature, mathematics, statistics, teacher education, commerce, computer and information sciences, management sciences and to a considerable extent even in basic experimental sciences. In order to meet the projected XIth Plan access rates for tertiary education: clustering of institutions, optimal utilization of existing resources, credit transfer and mutual recognition of programmes (ODL and conventional system) are some of the steps being initiated to have a flexible system. Enhancing access through conventional expansion requires doubling of the physical facilities and human resources in higher education institutions which is rather difficult to realize. To partially overcome these constraints, a synergy of ODL and Conventional Systems is the proposed viable alternative.

2. Objectives

The objective of the Scheme is to achieve the projected targets related to access and equity in Higher Education during the XIth plan. A Convergence between the Conventional University System and the Open and Distance Learning (ODL) System through enhanced and optimal utilization of the physical facilities, intellectual and knowledge resources in colleges is an integral part of this Scheme.

3. Collaboration Criteria

- All Universities which come under the purview of 2f or Section 3 of the UGC Act.
- Colleges with Potential for Excellence and Autonomous Colleges.
- Affiliated Colleges which have been in existence for more than ten years.
- Professional Colleges which are recognised by their respective Statutory Councils.

4. Options under the Scheme

4.1 Enhanced Access Programmes: Institutions may offer Undergraduate/Postgraduate Programmes of IGNOU. The scheme provides for a combination of use of printed Self Learning course material, face-to-face academic counselling enabled by technology.

- 4.1 (a) Institutions will be provided all the printed course materials, multimedia materials and technological support.

- 4.1 (b) An additional 2 to 4 hrs/day (between 4.30 pm – 8.30 pm or 1 hr in the morning and/or 2 to 3 hrs in the evening) and 6-8 hrs during the weekends suiting the convenience of the colleges would be a viable proposition for holding contact sessions. Such sessions when held in the colleges, the teachers from the college (about 50%) can be involved in the teaching and coordination of the activities.

4.2 Value-Added Programmes: Undergraduate/Postgraduate students of the respective college and adjoining institutions may enroll for Certificate/Diploma programmes of IGNOU as a value-added programme. The mode of programmes transaction may be either face-to-face or ODL.

- 4.2 (a) If an institution opts for face-to-face mode, the entire course material (print & audio-video) will be provided by IGNOU. The college will transact the curriculum and examinations will be conducted as per IGNOU schedule.

- 4.2 (b) If an institution opts to host the programmes through ODL, then IGNOU will provide the course material and the faculty will be oriented to transact the curriculum.

4.3 Dual Degrees: Regular students enrolled in colleges through the conventional system may simultaneously enroll for a degree of the same level in IGNOU. In such case credit transfer will be given due consideration through an MOU between IGNOU and respective university, .

- 4.3 (a) Institutions choosing to initially enter into this MOU will transact IGNOU syllabus through ODL/face-to-face. Faculty will be trained to conduct contact sessions, conduct assignments and tests.

4.4 Joint Degrees: Some new programmes leading to a Joint Degree between two Universities may be mutually identified by IGNOU and any interested conventional university. The programmes will be jointly formulated and IGNOU will supplement the face-to-face instruction of the conventional university with ODL component. Technology and multimedia support will be provided by IGNOU.

5. Evaluation and Examination

Evaluation and examination will be handled as per the IGNOU pattern for all the options except 4.4 which will be decided by mutual consultation.

6. Infrastructure

IGNOU will provide/meet the expenditure towards transacting the programmes. It will also provide capacity building training programmes to teachers in the use of ICT as a pedagogical tool, and preparation of SLMs if necessary. The College will provide adequate furniture, classrooms, library facilities, computers to supplement IGNOU's assistance.

7. Organisation of Classes

7.1 Admissions: For colleges opting to conduct Certificate/Diploma programmes of IGNOU through face-to-face mode, students may be enrolled from the respective college and adjoining institutions. The college will be required to maintain attendance register for all candidates enrolled for all the programmes. For all Certificate/

Diploma Programmes a walk-in policy of admissions (i.e. students may be enrolled round the year.) can be adopted.

7.2 Co-ordinator: One of the senior faculty members with high motivation and dedication may be appointed as Co-ordinator for all the programmes the college offers through the Convergence Scheme. He/she will be responsible for maintaining co-ordination between the various Programme-in-Charges/Faculties to ensure effective implementation of the Scheme.

7.3 Faculty: The faculty for various modules may be drawn from within the College or the services of retired faculty members from University or post-graduate departments of colleges may be availed of.

8. Classes and Method of Instruction

For Programmes offered through face-to-face mode classes may be organized at different times such as during off hours of working days, or on holidays or during vacations. The time-table of the classes should be announced in the beginning of the session. The method of instruction may be as suggested in the programmes, that is SLMs supplemented with at least 50% face-to-face component. Students may be encouraged to form study groups wherever possible. Audio-video and multimedia materials of IGNOU can be used to supplement the process of teaching and learning. IGNOU has one of the largest repositories of educational materials in multimedia format. Tele-conferencing, Video-conferencing and other technological facilities will be provided or arranged through the Regional Centres of IGNOU, located in different parts of the country.

9. Financial Assistance

IGNOU will provide institutions the following financial assistance for a period of three years.

A. Non-Recurring	Rs. 4.00 lakhs (To be paid in Ist year)
Computers with Printers – (One Set) & Audio Visual aids	Rs. 2.00 lakhs
Photocopier Machine – (One)	Rs. 1.25 lakhs
Inverter/Generator	Rs. 0.25 lakhs
Teaching learning aid/material	Rs. 0.50 lakhs
B. Recurring	Rs. 3.00 lakhs p.a.
Honorarium to Co-ordinator	Rs. 0.25 lakhs p.a.
Honorarium to Faculty Members/Academic Counsellors	Rs. 0.60 lakhs p.a.
Office Assistance	Rs. 0.50 lakhs p.a.
Examinations	Rs. 1.00 lakh p.a.
Contingency	Rs. 0.50 lakhs p.a.
Overheads to the Institution	Rs. 0.15 lakhs p.a.

10. Performance Review

IGNOU will review the progress of programmes undertaken by institutions on an annual basis.

11. How to Apply

Institutions interested in participating in this Scheme may submit the filled-up application form to:

Director
Distance Education Council
IGNOU, Maidan Garhi,
New Delhi - 110 068

Shortlisted institutions may subsequently enter into an MOU with IGNOU for launching the programme.

Application form can be downloaded from IGNOU website www.ignou.ac.in

APPLICATION FORM

SCHEME ON CONVERGENCE OF OPEN & DISTANCE LEARNING (ODL) AND CONVENTIONAL SYSTEMS

1. Name and Address of the Institution:

Name: _____
Address : _____
City: _____ District : _____
State : _____

2. Official Communication:

Name	Area/STD Code	Tel No.	Fax No.	E-mail
Vice Chancellor/ Principal				
Registrar/Vice-Principal				
Others				

3. Type of Institution:

a. By Management	i. Affiliated College	_____
	ii. Constituent College	_____
	iii. Autonomous College	_____
b. By Funding	i. Government	_____
	ii. Grant-in-aid	_____
	iii. Self-financed	_____
	iv. Any other (Specify the type)	_____
c. By Gender	i. For Men	_____
	ii. For Women	_____
	iii. Co-education	_____

4. Is it a recognized minority institution ?

Yes

No

If yes, specify the minority status (Religious /linguistic or any other)

5. a) Date of establishment of the college:

Date	Month	Year
<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

b) University to which the college is affiliated

6. Milestones of UGC/AICTE recognition:

Under Section	Year	Remarks
i. 2(f)		
ii. 12(B)		
iii. Conferment of Autonomous status		
iv. Selection as “College with Potential for Excellence”		
v. AICTE recognition		

7. Location of the College:

Urban

Semi-urban

Rural

Tribal

Hilly area

Any other (specify) _____

8. Details of programmes offered by the institution:

S. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned Student Strength	Number of students admitted
i)	Under-Graduate						
ii)	Post-Graduate						
iii)	M. Phil						
iv)	Ph.D						
v)	Certificate courses						
vi)	UG Diploma						
vii)	PG Diploma						
viii)	Any Other(specify)						

9. List the departments:

Science
Department: (For eg. Chemistry, Botany, Physics)
Arts (Language and Social sciences included)
Departments:
Commerce
Departments:
Engineering
Departments:
Any Other (Specify)
Departments:

10. Scheme Options the college is interested in:

1. Enhanced Access Programmes.
2. Value-Added Programmes.
3. Dual Degree Programmes
4. Joint Degree Programmes.

List of preferred Courses from IGNOU (see the enclosed list for selection)

11. Support Services available :

i) Subject-wise teaching faculty who have volunteered for teaching in this scheme as Coordinator and Academic Counselors

Please enclose list

ii) In case, staff members from within the college are not available for conducting this programme, whether teachers from post graduate departments, experts from outside the college or retired faculty members would be easily available locally?

Yes No

iii) Are there courses with ICT-enabled teaching-learning process?

Yes No

If yes, Number

iv) Computer Facilities

Number of computers in the college

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Number of Departments with computer facilities

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Budget allocated for purchase of computers during the last academic year

Amount spent on maintenance and upgrading of computer facilities during the last academic year

Internet Facilities Connectivity

Dialup	Broadband	Others (Specify)
<input type="text"/>	<input type="text"/>	<input type="text"/>

Number of nodes/computers with Internet facility

12. Will it be feasible to evaluate and monitor the scheme on a continuing basis? If yes, describe the procedure proposed to be adopted for the purpose.

13. Name, qualifications and record of contribution to the corporate life of the institution of the person proposed to be appointed as Coordinator.

I agree that classrooms, library, computer facility, laboratory, audio-visual equipment and required human resources of the college will be made available for running the proposed programme without in anyway affecting the regular functioning of the institution.

Signature and Seal of the Head of the Institution

INDIRA GANDHI NATIONAL OPEN UNIVERSITY

SCHOOLS

- 1 School of Humanities
- 2 School of Social Sciences
- 3 School of Sciences
- 4 School of Education
- 5 School of Continuing Education
- 6 School of Engineering and Technology
- 7 School of Management Studies
- 8 School of Health Sciences
- 9 School of Computer and Information Sciences
- 10 School of Agriculture
- 11 School of Law
- 12 School of Journalism and New Media Studies
- 13 School of Gender and Development Studies
- 14 School of Tourism, Hospitality and Service Sectoral Management
- 15 School of Interdisciplinary and Trans-disciplinary Studies
- 16 School of Social Work
- 17 School of Vocational Education and Development Studies
- 18 School of Extension and Development Studies
- 19 School of Foreign Languages
- 20 School of Translation Studies and Training
- 21 School of Performing and Visual Arts

COUNCIL/INSTITUTE/CENTRES/CONSORTIUM

- 1 National Centre for Innovation in Distance Education
- 2 Distance Education Council
- 3 Centre for Extension Education
- 4 National Centre for Differently Abled
- 5 Electronic Media Production Centre
- 6 Inter-University Consortium
- 7 Staff Training and Research Institute of Distance Education

CHAIRS

- 1 Tagore Chair for Indian Literature - School of Humanities
- 2 Raman Chair for Science Education - School of Sciences
- 3 Chair for Technology-Enabled Education - School of Education
- 4 Chair for Industry-Academy Interfacing - School of Management
- 5 Chair for Sustainable Development - University level coordination
- 6 MHRD Rajiv Gandhi Chair for Contemporary Studies - University level coordination
- 7 Visvesvaraya Chair for Work Education Linkages - School of Engineering & Technology
- 8 UNESCO Chair in Technology in Education and e-Governance - School of Education
- 9 Dr. B.R. Ambedkar Chair

Programmes Offered by IGNOU

S. No.	Name of the Programme	Prog. Code	Eligibility	Min. age as on 1st Jan. of the Academic Year	Duration in years		Medium of Instruction
					Min	Max	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(9)
1.	Master of Business Administration	MBA	<p>Bachelor's Degree +3 years Supervisory Managerial/Professional Experience</p> <p>OR</p> <p>Professional Degree in Engineering/Technology/Medicine/Architecture/Law/Pharmacy</p> <p>OR</p> <p>Professional qualifications in Accountancy, Cost & Works Accountancy, Company Secretaryship etc.</p> <p>OR</p> <p>A Master's degree in any subject</p>	No bar	5 Semesters	8 years	English
2.	Master of Business Administration (Banking & Finance)	MBF	<p>The Candidate should be a member of the Indian Institute of Bankers and should satisfy the following conditions: S/he should have passed the CAIIB examinations of the Indian Institute of Bankers, Mumbai and awarded the requisite qualification/credentials thereof by the Institute. S/he should have been working in the banking or financial services sector for a period of at least two years. S/he should be a graduate of a recognized university.</p>	No bar	5 Semesters	8 years	English
3.	Master of Computer Applications	MCA	<ol style="list-style-type: none"> Bachelor degree in Computer Science/ Applications/Information Sciences/ Information Technology from a recognised/deemed university OR Non-Computer Science B.Tech/M.Sc/other graduates (such applicants are required to pursue CIC concurrently with MCA 1st semester) OR Graduate with PGDCA from a recognised/ deemed university or its equivalent course of not less than one year from a State Board of Technical Education or its equivalent body established by the Central/State Government <p>Note: (i) The Student who haven't studied Maths at 10+2 level are required to do CS-60 in the first semester of MCA. (ii) The students enrolling for the MCA Programme who have completed the DOEACC O-level programme are not required to enroll for CIC</p>	No bar	3 years	6 years	English
4.	Master of Science (Dietetics and Food Service Management)	M.Sc. (DFSM)	<p>B.Sc. (Home Science) specialization in food & nutrition & dietetics & clinical Nutrition.</p> <p>OR</p> <p>PG Diploma in Dietetics and Public Health Nutrition or its equivalent</p> <p>OR</p> <p>Graduation or equivalent from the following background. Science, health care, medical, pharmaceutical catering alongwith either the</p>	No bar	2 years	5 years	English

S. No.	Name of the Programme	Prog. Code	Eligibility	Min. age as on 1st Jan. of the Academic Year	Duration in years		Medium of Instruction
					Min	Max	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(9)
			DNHE or CNCC or CFN offered by IGNOU (The Candidate can also complete CNCC/CFN concurrently with M.Sc (DFSM))				
5.	Master of Arts (Tourism Management)	MTM	Category 1: BTS/BA (Tourism); B.Sc Hospitality and Hotel Management; and those students who have done their graduation in any field along with a Diploma in Tourism, which is recognised in the University system or by AICTE Category 2: Diploma in Hotel Management (from the Institute recognised by the NCH/MCT or AICTE) or a Bachelor's Degree in any field	No bar	2 years	4 years	English
6.	Bachelor of Education	B.Ed	Full time working teachers on temporary/permanent basis with a graduate degree with 2 years of experience as a teacher in any Primary/Secondary school recognized by Central/State/Union Territory	No bar	2 years	4 years	English/ Hindi
7.	Bachelor of Science (Hospitality and Hotel Administration) In collaboration with National Council for Hotel Management and catering (NCHMCT), PUSA, New Delhi.	BHA	10+2 or its equivalent Note: Admission through entrance test conducted by NCHMCT. For detail contact, Director (NCHMCT) or Director (SOSS), IGNOU.	–	3 years	6 years	English
8.	Bachelor of Library and Information Science	BLIS	i) Second Class Bachelor's Degree with 50% marks. OR ii) Bachelor's Degree with Diploma in Library Science. OR iii) Bachelor's Degree with two yrs of working experience in a Library and Information Centre OR iv) Bachelor's Degree in a Professional area such as Engineering, Pharmacy, Law etc.	No bar	1 year	4 years	English/ Hindi
9.	Bachelor of Commerce (with major in Accountancy and Finance)	B.Com (A&F)	i) 10+2 or its equivalent ii) Passed Common Proficiency Test/PE-I/ Foundation from ICAI. Registration in Professional Competence Course/PE-II/Intermediate (Chartered Accountancy First Stage) of ICAI OR Already passed Professional Competence Course/PE-II/Intermediate (Exclusively for Chartered Accountancy Students-ICAI)	No bar	3 years	6 years	English/ Hindi
10.	Bachelor of Arts (Tourism Studies)	BTS	BPP from IGNOU or 10+2 or its equivalent	No bar	3 years	6 years	English/ Hindi

S. No.	Name of the Programme	Prog. Code	Eligibility	Min. age as on 1st Jan. of the Academic Year	Duration in years		Medium of Instruction
					Min	Max	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(9)
11.	Bachelor of Computer Applications	BCA	10+2 or its equivalent with Maths as a distinct subject OR 10+2 or its equivalent without Maths as a distinct subject. (The student of this category will have to do MTE-3 and CIC in 1st semester of BCA and successfully complete before registering for 3rd semester of BCA)	No bar	3 years	6 years	English
12.	Post Graduate Diploma in Financial Management	PGDFM	Same as prescribed for MBA	No bar	1 year	2½ years	English
13.	Post Graduate Diploma in Human Resource Management	PGDHRM	Same as prescribed for MBA	No bar	1 year	2½ years	English
14.	Post Graduate Diploma in Management	PGDIM	Same as prescribed for MBA	No bar	1½ years	2½ years	English
15.	Post Graduate Diploma in Marketing Management	PGDMM	Same as prescribed for MBA	No bar	1 year	2½ years	English
16.	Post Graduate Diploma in Operations Management	PGDOM	Same as prescribed for MBA	No bar	1 year	2½ years	English
17.	Post Graduate Diploma in School Leadership and Management	PGDSLM	Recognized trained graduate teacher with five years experience working in the CBSE Senior Secondary/Higher Secondary/recognised Schools. (This programme is offered only for Cochin Region).	—	1 year	2 years	English
18.	Diploma in Management	DIM	Bachelor's Degree +3 years Supervisory-Managerial/Professional experience OR Non-graduate with 6 years Supervisory Managerial/Professional experience	No bar	1 year	2½ years	English
19.	Diploma in Primary Education	DPE	Matric/HSC/+2 standard pass with minimum two years teaching experience (This programme is offered only for the North Eastern States & Sikkim & J&K)	No bar	2 years	6 years	English, Hindi, Assamese & Bengali
20.	Diploma in Tourism Studies	DTS	BPP from IGNOU or 10+2 or its equivalent	No bar	1 year	4 years	English/Hindi
21.	Certificate in Food & Nutrition	CFN	No formal qualification	18 years	6 months	2 years	English/Hindi & other languages
22.	Certificate in Business Skills	CBS	10+2 or its equivalent	No bar	6 months	2 years	English

S. No.	Name of the Programme	Prog. Code	Eligibility	Min. age as on 1st Jan. of the Academic Year	Duration in years		Medium of Instruction
					Min	Max	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(9)
23.	Certificate in Primary Education	CPE	The untrained/under-trained in-service teacher having passed Matric/HSC/10+2 standard in the new pattern of education or above and teaching at primary and elementary level (standard I to standard VIII) in the recognized schools of North Eastern states and Sikkim. The teachers should have preferably five years teaching experience at the time of seeking admission. (This programme is offered only for the North Eastern States & Sikkim)	No bar	6 months	-	English
24.	Certificate in Laboratory Techniques	CPLT	10+2 with Science subjects or equivalent OR Pass in higher secondary with science subject or equivalent and one year of experience of working in a school/college/university science laboratory OR 10th Pass or equivalent with Science subjects and two years of experience of working in a school/college/university science laboratory	No bar	6 months	2 years	English/ Hindi
25.	Computer Literacy Programme	CLP	10+2 or its equivalent from a recognized Board (This programme is offered only for the North Eastern States & Sikkim)	No bar	1 month	-	English
26.	Master of Arts (English)	MEG	Bachelor's Degree or a higher degree from a recognized university	No bar	2 years	5 years	English
27.	Master of Science (Hospitality Administration) In collaboration with National Council for Hotel Management & Catering (NCHMCT) Pusa, New Delhi	MHA	1. B.Sc. in Hospitality and Hotel Administration; OR 2. Diploma in Hotel Management from NCHMCT stream + any other Degree qualification; OR 3. Diploma in Hotel Management from NCHMCT stream with 2 years work experience in supervisory category in any established and approved star hotel or other hospitality/service organisation/faculty with minimum 2 years of teaching experience from NCHMCT affiliated Institute/AICTE approved Institutes of Hotel Management. Note: Admission through entrance test conducted by NCHMCT. For details contact, Director (NCHMCT) or Director (SOSS), IGNOU.	-	-	-	English
28.	Master of Library and Information Science	MLIS	i) BLIS Degree from any recognized University or its equivalent ii) Weightage will be given to the candidates having working experience in Libraries, information centres and other related organisations.	No bar	1 year	4 years	English

S. No.	Name of the Programme	Prog. Code	Eligibility	Min. age as on 1st Jan. of the Academic Year	Duration in years		Medium of Instruction
					Min	Max	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(9)
29.	Master of Arts (Hindi)	MHD	Bachelor's Degree or a higher degree from a recognized university	No bar	2 years	5 years	Hindi
30.	Master of Arts (Political Science)	MPS	Bachelor's Degree or a higher degree in any discipline from a recognized university	No bar	2 years	5 years	English/Hindi
31.	Master of Arts (Public Administration)	MPA	Bachelor's Degree or a higher degree in any discipline from a recognized university	No bar	2 years	5 years	English
32.	Master of Arts (Sociology)	MSO	Bachelor's Degree from a recognized university	No bar	2 years	5 years	English
33.	Master of Arts (Economics)	MEC	Bachelor's Degree or a higher degree in any discipline from a recognized university	No bar	2 years	5 years	English
34.	Master of Arts (History)	MAH	Bachelor's Degree or a higher degree in any discipline from a recognized university	No bar	2 years	5 years	English/Hindi
35.	Master of Commerce	MCOM	Bachelor's Degree or a higher degree from a recognized university	No bar	2 years	5 years	English
36.	Master of Commerce (In Finance and Taxation)	MCOM (F&T)	i) Graduate in any Discipline or equivalent from a recognized University/Institute ii) Admitted in the Chartered Accountancy Final Course OR Who has already passed Chartered Accountancy (Exclusively for Chartered Accountancy Students-ICAI).	No bar	2 years	5 years	English
37.	Master of Arts (Rural Development)	MARD	Graduate from any discipline	No bar	2 years	5 years	English
38.	Master of Arts (Public Policy)	MPP	Bachelor's Degree. At present only for LAS probationers at LBSNAA, Mussorie	No bar	2 years	5 years	English
39.	Master of Arts (Distance Education)	MADE	Diploma in Distance Education (DDE) OR Post Graduate Diploma in Distance Education (PGDDE) from IGNOU	No bar	1 year	4 years	English
40.	Masters of Arts (Education)	MA (Edu)	A Bachelor's Degree in any discipline with or without a Degree in Education from a recognised University	No bar	2 years	5 years	English
41.	M.Sc. (Mathematics with Applications in Computer Science)	M.Sc. (MACS) with Application in Computer Science	Graduate with a Major or Honours, in Mathematics, or Graduates in Mathematics having completed courses on Calculus, Algebra, Linear Algebra, Analysis, Differential Equations, Probability and Statistics, with at least 50% marks in aggregate.	No bar	2 years	4 years	English
42.	Bachelor of Arts	BA	10+2 or its equivalent or BPP from IGNOU	No bar	3 years	6 years	English/Hindi
43.	Bachelor of Commerce (Major)	B.Com	10+2 or its equivalent or BPP from IGNOU	No bar	3 years	6 years	English/Hindi

S. No.	Name of the Programme	Prog. Code	Eligibility	Min. age as on 1st Jan. of the Academic Year	Duration in years		Medium of Instruction
					Min	Max	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(9)
44.	Bachelor of Science	B.Sc	10+2 with science subjects or its equivalent qualification	No bar	3 years	6 years	English/Hindi
45.	Bachelor of Social Work	BSW	10+2 or its equivalent or BPP from IGNOU	No bar	3 years	6 years	English/Hindi
46.	Bachelor of Science (Nautical Science)	B.Sc (NS)	1) 10+2 with mathematics, physics and chemistry with not less than 55% marks in the final year. OR B.E/B.Tech degree from I.I.T. or from a college recognized by AICTE/UGC/DEC AND 2) Should have passed with not less than 50% marks in English language as a subject, at either 10th or 12th standard or in the Degree course, conducted by a board or any university. Physical standards: Medically fit as per Rules, 2000 set by M.S. Medical Examination Eyesight: 6/6 in each eye without visual aids.	20 years in case of 10+2 pass 22 years in case of B.Sc Degree 24 years in case of B.E./B.Tech	3 years	–	English
47.	B.Sc (Hons) Optometry and Ophthalmic	B.Sc (Hons)	10+2 examination of CBSE or equivalent with English, Physics, Chemistry, and Biology with at least 45% marks in the aggregate.	17 years on 1st Nov in the yrs of admission	4 years	6 years	English
48.	B.Sc Nursing (Post Basic)	B.Sc.N (Pb)	i) 10+2 with Diploma in general Nursing & midwifery (RNRM) with a minimum of two years experience in the profession. Male nurses and nurses who have not done Midwifery in the GNM programme must submit a Certificate of completion of a course of 6 to 9 months duration approved by INC in lieu of midwifery. OR ii) 10th Class Matriculation or its equivalent with Dip. in General Nursing & Midwifery (RNRM) with a min. of five years experience in the profession. Male nurses and nurses who have not done Midwifery in the GNM Programme must submit a Certificate of completion of a course of 6 to 9 months duration approved by INC in lieu of midwifery.	No bar	3 years	5 years	English
49.	B.Tech Civil (Construction Management)	BTM	(a) Three-year Diploma in Civil/Agricultural/Mechanical/Electrical/Computer/Architecture/Chemical Engineering from a recognized Polytechnic or its equivalent; and (b) Should be employed/self employed.	No bar	4 years	10 years	English
50.	B.Tech Civil (Water Resource Engineering)	BTWRE	(a) Three-year Diploma in Civil/Mechanical/Electrical/Computer/Architecture/Chemical Engineering from a recognized Polytechnic or its equivalent, and (b) Should be employed/self employed.	No bar	4 years	10 years	English

S. No.	Name of the Programme	Prog. Code	Eligibility	Min. age as on 1st Jan. of the Academic Year	Duration in years		Medium of Instruction
					Min	Max	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(9)
51.	B.Tech Mechanical Engineering (Computer Integrated Manufacturing)	BTME	Three year diploma in Mechanical/Electrical /Electronics/Agriculture/Computer/Civil Engineering from a recognized Polytechniques or its equivalent. OR Candidates who have successfully completed all the courses at least of 1st year of B. Tech. Degree Programmes from a recognized Institute/University. Such candidate may apply for credit transfer as per IGNOU rules. OR Candidates who have successfully completed Advanced Diploma (ADCIM)/ Diploma (DCIM) in Computer Integrated Manufacturing. AND (ii) Candidates should be employed in Central or State level industrial organization or in Public sector or in other related organization employing similar man-power or self-employed in equivalent capacity.	No bar	4 years	8 years	English
52.	Bachelor Preparatory Programme	BPP	No formal qualification	18 yrs.	6 months	2 years	English/ Hindi
53.	Advanced Diploma in Construction Management	ADCM	3 years Polytechnic Diploma in Civil/ Mechanical/Electrical/Computer/ Architecture/Chemical Engineering and employed	No bar	2 years	5 years	English
54.	Advanced Diploma in Water Resource Engineering	ADWRE	3 years Polytechnic Diploma in Civil/ Agricultural/Mechanical/Electrical/Computer/ Architecture/Chemical Engineering and employed	No bar	2 years	5 years	English
55.	Advanced Diploma in Computer Integrated Manufacturing	ADCIM	DCIM from IGNOU	No bar	2 years	3 years	English
56.	Post Graduate Diploma in Distance Education	PGDDE	Bachelor's degree in any subject or a professional degree	No bar	1 year	4 years	English
57.	Post Graduate Diploma in Higher Education	PGDHE	Teachers in an Institution of Higher learning or Post Graduate Degree holders in any subject with 50% marks or professional degree holders with 50% marks	No bar	1 year	4 years	English
58.	Post Graduate Diploma in Maternal and Child Health	PGDMCH	MBBS	No bar	1 year	3 years	English
59.	Post Graduate Diploma in Hospital & Health Management	PGDHHM	Medical/Dental graduates from a Medical/ Dental institute of India or other countries recognized by Medical Council of India (MCI) or Dental Council. Graduates in Indian System of Medicine, Homeopathy, Nursing and Pharmacy recognized by the respective Councils with three years of hospital experience. OR Candidates holding MBA degree or PG Dip. in Financial, Material or Personnel Management with five years hospital experience	No bar	1 year	3 years	English

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					Min	Max	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(9)
60.	Post Graduate Diploma in Geriatric Medicine	PGDGM	MBBS	No bar	1 year	3 years	English
61.	Post Graduate Diploma in Library Automation and Networking	PGDLAN	Bachelor's Degree in Library and Information Science	No bar	1 year	4 years	English
62.	Post Graduate Diploma in Rural Development	PGDRD	Bachelor's Degree	No bar	1 year	4 years	English/Hindi
63.	Post Graduate Diploma in Translation	PGDT	Bachelor's Degree	No bar	1 year	4 years	Hindi
64.	Post Graduate Diploma in Journalism and Mass Communication	PGJMC	Bachelor's Degree with 2 years experience in a media/communication organisation	No bar	1 year	4 years	English
65.	Post Graduate Diploma in International Business Operation	PGDIBO	Bachelor's Degree in any discipline or equivalent	No bar	1 year	3 years	English and Hindi
66.	Post Graduate Diploma in Audio Programme Production	PGDAPP	Graduation in any discipline	No bar	1 year	4 years	English/Hindi
67.	Post Graduate Diploma in Radio Prasaran	PGDRP	Bachelor's Degree	No bar	1 year	4 years	Hindi
68.	Post Graduate Diploma in Disaster Management	PGDDM	Graduate in any discipline	No bar	1 year	4 years	English and Hindi
69.	Post Graduate Diploma in Intellectual Property Rights	PGDIPR	Graduate or equivalent from any recognized University/Institution	No bar	1 year	3 years	English
70.	Post Graduate Diploma in Environmental and Sustainable Development	PGDESD	Graduate from a recognized University/Institution	No bar	1 year	3 years	English
71.	Post Graduate Diploma in Participatory Management of Displacement, Resettlement and Rehabilitation	PGDMRR	Bachelor of Arts or equivalent Degree	No bar	1 year	4 years	English
72.	Post Graduate Diploma in Clinical Cardiology	PGDCC	MBBS Graduate (MCI Recognized)	No bar	2 years	4 years	English

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					Min	Max	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(9)
73.	Diploma in Civil Engineering (Army only)	DCLE	10th standard pass and should have passed the Grade II examination conducted by Indian Army	No bar	3 years	5 years	English
74.	Diploma in Electrical & Mechanical Engineering (Army only)	DEME	10th standard pass and should have passed the Grade II examination conducted by Indian Army	No bar	3 years	5 years	English
75.	Diploma in Civil Engineering (G) (For Corporate Sector only)	DCLE	i) 10 th with 55% marks with Physics, Chemistry and Mathematics as main subject ii) 10+2 with Science stream with main subjects as shown in (i) 10 th iii) Certificate of Draughtsmanship from ITI or from any recognized institute with main subjects as shown in (i) in 10 th iv) 10 th pass with main subjects as shown in (i) and 2 years of working experience in constructions industry in any capacity. (b) Candidates should be employed in Central or State level Construction Departments or in Public or in Private Sector construction Organisations or in other related Organisations employing similar manpower.	No bar	3 years	5 years	English
76.	Diploma in Computer Integrated Manufacturing	DCIM	a) 3 year Diploma in Mechanical/Production/Automobile/Electrical/Electronics/Computer/Civil Engineering from a recognized polytechnic or its equivalent, and b) Employed in Central or State level Mechanical/Production/Automobile Department in Public or in Private sector construction organization or in other related organisation employing similar manpower or self employed in equivalent capacity.	No bar	1 year	3 years	English
77.	Diploma in HIV and Family Education	DAFE	10+2 or its equivalent or BPP from IGNOU OR Matriculation with higher qualification recognized by Central/State Government	No bar	1 year	4 years	English/Hindi
78.	Diploma in Creative Writing in English	DCE	10+2 or anyone without 10+2 but age 20 years and above	20 yrs.	1 year	4 years	English
79.	Diploma in Women's Empowerment and Development	DWED	10+2 or its equivalent OR Non 10+2 with three years working experience as development workers at any level	No bar	1 year	4 years	English/Hindi
80.	Diploma in Youth in Development Work	DCYP	10+2 or its equivalent	No bar	1 year	4 years	English
81.	Diploma in Early Childhood Care and Education	DECE	10+2 or its equivalent	No bar	1 year	4 years	English, Hindi & Tamil
82.	Diploma in Nutrition and Health Education	DNHE	10+2 or its equivalent	No bar	1 year	4 years	English/Hindi

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					Min	Max	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(9)
83.	Diploma Programme in Value added Products from Fruits and Vegetables	DVAPFV	i) 10+2 Senior Secondary Pass outs ii) BPP (under IGNOU/OLS Mode) iii) 10th Pass may enroll simultaneously for the BPP and Diploma Programme	No bar	1 year	4 years	English/Hindi
84.	Diploma in Value Added Products from Cereals. Pulses and oilseeds	DPVCPO	i) 10+2 Senior Secondary Pass outs ii) BPP (Under IGNOU/OLS Mode) iii) 10 th Pass may enroll simultaneously for the BPP and Diploma Programme	No bar	1 year	4 years	English
85.	Diploma in Dairy Technology	DDT	i) 10+2 Senior Secondary Pass outs ii) BPP (Under IGNOU/OLS Mode) iii) 10 th Pass may enroll simultaneously for the BPP and Diploma Programme.	No bar	1 year	4 years	English
86.	Diploma in Meat Technology	DMT	i) 10+2 Senior Secondary Pass outs ii) BPP (Under IGNOU/OLS Mode) iii) 10 th Pass may enroll simultaneously for the BPP and Diploma Programme.	No bar	1 year	4 years	English
87.	Diploma in Nursing Administration	DNA	General Nursing and Midwifery (GNM), with two years of experience in the profession. (For male nurses or nurses who have not done midwifery in the GNM programme should have a certificate in any of the nursing course of 6-9 months duration prescribed by the Indian Nursing Council in lieu of midwifery). OR B.Sc. (Nursing) with no experience	No bar	1 year	3 years	English
88.	Advanced Certificate in Power Distribution Management	ACPDM	Engineering Graduates/Engineering Diploma holders, or Science/Commerce/Art Graduates or equivalent with 2 years experience in power utilities or the electricity sector	No bar	6 months	2 years	English
89.	P.G. Certificate for Professional Development of Teachers	PGCPDT	Only for teachers of Navodaya Vidyalaya Samiti				
90.	Certificate in HIV and Family Education	CAFE	10+2 or equivalent or BPP from IGNOU OR Matriculation with higher qualification recognized by Central/State Government	No bar	6 months	2 years	English/Hindi
91.	Certificate in Consumer Protection	CCP	10+2 or its equivalent or BPP from IGNOU	No bar	6 months	2 years	English/Hindi
92.	Certificate in Disaster Management	CDM	10+2 or its equivalent or BPP from IGNOU	No bar	6 months	2 years	English/Hindi
93.	Certificate in Environmental Studies	CES	BPP from IGNOU or 10+2 or its equivalent	No bar	6 months	2 years	English/Hindi
94.	Certificate in Human Rights	CHR	10+2 or its equivalent or BPP from IGNOU	No bar	6 months	2 years	English/Hindi

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					Min	Max	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(9)
95.	Certificate in Computing	CIC	10+2 or its equivalent or BPP from IGNOU	No bar	6 months	2 years	English/Hindi
96.	Certificate in Guidance	CIG	Teachers of recognised institutions OR Pass in matriculation/SSC OR BPP from IGNOU	18 yrs.	6 months	2 years	English/Hindi
97.	Certificate in Nutrition and Child Care	CNCC	10+2 or its equivalent or BPP from IGNOU	No bar	6 months	2 years	English/Hindi
98.	Certificate in Rural Development	CRD	Bachelor's Degree	No bar	6 months	2 years	English/Hindi
99.	Certificate in Teaching of English	CTE	Graduate or 3 years of B.EL.ED. or 2 years PTT, ETT or 10+2 with 2 years teaching experience	No bar	6 months	2 years	English
100.	Certificate in Tourism Studies	CTS	BPP from IGNOU or 10+2 or its equivalent	No bar	6 months	2 years	English/Hindi
101.	Certificate in Food and Safety (online)	CFS	10+2 or its equivalent	No bar	6 months	2 years	English
102.	Certificate in Health Care Waste Management	CHCWM	Doctors, Nurses, Paramedics, Health Managers and other professional workers with a minimum of 10+2 Qualification	No bar	6 months	2 years	English
103.	Certificate in Competency Enhancement for ANM/FHW	CCEANM	Qualified Auxiliary Nurse Midwife (ANM)/ Female Health Worker (FHW) course (Revised) with minimum of two years of work experience and (Old) with three years of work experience	No bar	1 year	3 years	English
104.	Certificate in Teaching of Primary School Mathematics	CTPM	10 th pass/working nursery, Primary or Elementary teachers OR passed AMT under Associate Studentship Scheme	No bar	6 months	2 years	English/Hindi
105.	Certificate Programme in Newborn and Infant Care	CNIC	Diploma in General Nursing and Midwifery (GNM)/B.Sc Nursing or above	No bar	6 months	2 years	English
106.	Certificate Programme in Maternal and Child Health Care	CMCHC	Nursing Professional of all categories, Health worker (F)/ANM/Health Supervisor Female/LHV/PHN	No bar	6 months	2 years	English
107.	Certificate in Participatory Project Planning	SAVINI	No formal qualification and six months work experience in development related organisation	18 years	6 months	2 years	Hindi
108.	Certificate in Craft & Design (Pottery)	CCDP	–	–	–	–	–

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					Min	Max	
(1)	(2)	(3)	(4)		(6)	(7)	(9)
109.	Certificate in Shoe Upper Cutting	CSUC	8th Pass	No bar	6 months	2 years	English/Hindi
110.	Certificate in Shoe Upper Stitching	CSUS	8th Pass	No bar	6 months	2 years	English/Hindi
111.	Certificate in Shoe Lasting and Finishing	CSLY	8th Pass	No bar	6 months	2 years	English/Hindi
112.	Appreciation Course on Environment	ACE	Graduation from a recognized university or equivalent qualification	No bar	3 months	–	English/Hindi

Ph.D. Programmes are offered by IGNOU in the Disciplines of Education, History, Tourism Studies, Political Science, Economics, Sociology, Public Administration, Library and Information Sciences, Mathematics, Physics, Hindi, English, Commerce, Management, Social Work, Women's Studies, Rural Development, Child Development and Distance Education.

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