

**Indira Gandhi National Open University**  
**Regional Centre, Karnal**  
06, Subhash Colony, Karnal – 132001, Haryana  
**Ph.** 0184-2271514 **E-mail:** rckarnal@ignou.ac.in **Website :** www.rckarnal.ignou.ac.in

IG/RC Karnal/BED-2015/455/2014  
Dated: 13<sup>th</sup> November 2014

To

**Subject: Provisional Offer for Admission to B.Ed. Programme January 2015 Session**

Dear Candidate,

We are pleased to inform you that you have qualified the B.Ed. Entrance Test conducted by the University on **17<sup>th</sup> August 2014**. Your name has been provisionally short listed as per the merit list of the candidates prepared by the University for Admission to the B.Ed. Programme commencing from January 2015.

In this regard, please note that your admission to the programme will be confirmed, subject to fulfilling the eligibility criteria and verification of the required original documents. You are advised to report in person, along with all the relevant documents (**in original + one attested photocopy of each**) at the Regional Centre Karnal at the address mentioned above as per the enclosed schedule.

If you do not present yourself at the Regional Centre on the date and time allotted to you, the offer will stand cancelled and admission offer will be given to other candidates in the waiting list.

**Kindly bring the following documents:**

- 1) Programme Fee Rs. 20,000/- (Rupees Twenty thousand only) alongwith Acceptance Form duly filled-in. DD must be made in favour of IGNOU and payable at KARNAL and must be valid for three months. Please write your name, address and contact number on the backside of the DD. Please ensure that the DD is duly signed by official of the concerned Bank.
- 2) Original Entrance Test Admit Card (Hall Ticket).
- 3) One passport size photograph.
- 4) Entrance Result Card downloaded from IGNOU Website.
- 5) High School/Secondary School Mark Sheet and Certificate
- 6) Intermediate/Senior Secondary School Mark Sheet and Certificate.
- 7) Graduation (1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year) Mark Sheets and Degree Certificates.
- 8) Post-Graduation (1<sup>st</sup> and 2<sup>nd</sup> year) Mark Sheets and Degree Certificates, if applicable.

- 9) Identity Card enclosed at the end of B.Ed. student Handbook & Prospectus, January, 2015 – duly filled-in and with a recent photograph pasted at the appropriate place. Please do not sign on the photograph. In case, the Identity Card is not available, please bring two recent passport-size photographs.
- 10) Letter of appointment from current school stating date of appointment and the post held (Primary Teacher, Assistant Teacher, TGT/PGT; as the case may be) and Salary or grade given on school letter head bearing School Recognition No. in **Original + Photocopy**.
- 11) **Experience-cum-Employment Certificate (Pg. 141 of the Student Handbook and Prospectus) of the current as well as previous schools to be submitted in Original. Every certificate you enclose should have proper address and should be signed and stamped by the Headmaster/Principal of the School (copy enclosed).**
- 12) School recognition certificate duly attested by the Principal / Headmaster of the school.
- 13) Certificate from the Principal of the School for providing teaching practice (Copy enclosed).
- 14) **Original Experience Certificate(s)** in support of your two years teaching experience. If you have worked in different schools, kindly get it on the letterhead from all the schools where you were employed.
- 15) Original Anti-ragging Affidavit in the prescribed format (**Pg. 142 & 143 of the Student Handbook and Prospectus**) duly notarized and signed by parents and applicant.
- 16) If you belong to any of the Reserved Categories (**SC/ST/PH/OBC-NC/KM/War Widow**), please bring relevant documents in support of the same. **Kindly bring the Original and Attested copy of the same.**
- 17) Those students who claim admission under reservation in OBC (Non Creamy) category, will have to bring OBC-Non creamy Certificate (Original and Attested copy) in the prescribed format (**Pg. 140 of the Student Handbook and Prospectus**) issued by the competent authority. Also the Income Certificate for claiming OBC-Non creamy (if applicable). **The annual income of the candidates under OBC (Non Creamy) should not exceed Rs. 6 lakh per annum.**
- 18) **In case your name /surname has been changed, kindly submit an attested copy of the marriage certificate or an affidavit (Original) in support of this as** (a) Notorized Affidavit with changed name, (b) a copy of News Paper, where notification for change of name was published (c) Copy of Gazette Notification and (d) In case of change of Surname after marriage, Marriage Certificate by Registrar (Marriages).

#### **IMPORTANT POINTS TO BE NOTED**

- “This offer of admission is purely provisional, based on the merit list prepared by the University and documents submitted by you. At any stage, if it is found that your documents are false, your admission shall stand cancelled forthwith. No fee refund will be admissible in the event of cancellation of admission.”
- No relaxation will be given if you fail to provide any document given in the checklist or if any document is not as per University norms.

- **Guest/Part-time/ Honrary teachers are not eligible for admission to B.Ed.**
- Degrees acquired from an **Off-Campus/OFF-Shore Campus** of Central/State/Deemed to be Universities offered through Distance mode of learning will be accepted for higher studies in IGNOU, provided these have been obtained as per territorial jurisdiction of these Central/State/Deemed to be Universities prescribed by the University Grants Commission from time to time.
- Reporting personally for the Counselling is essential. •It is mandatory to bring all the specified documents (original as well as attested photocopies) during the Counselling. •Incomplete Application forms will be summarily rejected. •The University will not be responsible for any kind of postal delay. •***Allotment of Programme study centre (PSC) will be strictly based on merit and subject to availability of seats in a particular Programme Study Centre.*** •Change of Study Centre will not be permissible under any circumstances.

Please note that every certificates/documents sought above are required to be produced for verification during counselling, without which your counselling would not be conducted. Further no request for change of date of counseling would be entertained.

Kindly go through above guidelines carefully and come prepared with all the documents to the Regional Centre on the specified date and time.

Best wishes,

Yours Sincerely,  
Sd/-

**Regional Director**

**Indira Gandhi National Open University  
Regional Centre, Karnal**

06, Subhash Colony, Karnal – 132001, Haryana

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**SCHEDULE FOR B.Ed COUNSELLING FOR JANUARY 2015 SESSION**

**Reporting time: 9:30 AM at Regional Centre, Karnal**

DATE AND DAY	TIME	MARKS		NUMBER OF STUDENTS	CATEGORY OF STUDENTS
<b>26/11/2014</b> <b>Wednesday</b>	10:00 (M)	68-40	21+3(WL*)	75	Physically Handicapped
	2:00 (E)	60-54	51		OBC (Non Creamy-Layer)
<b>27/11/2014</b> <b>Thursday</b>	10:00 (M)	53-30	62	62	OBC (Non Creamy-Layer)
<b>28/11/2014</b> <b>Friday</b>	10:00 (M)	60-51	48	91	Scheduled Caste
	2:00 (E)	50-30	43		
<b>01/12/2014</b> <b>Monday</b>	10:00 (M)	83-71	52	94	General
	2:00 (E)	70-68	42		
<b>02/12/2014</b> <b>Tuesday</b>	10:00 (M)	67-66	49	101	General
	2:00 (E)	65-64	52		
<b>03/12/2014</b> <b>Wednesday</b>	10:00 (M)	63-62	64	98	General
	2:00 (E)	61	34		
<b>04/12/2014</b> <b>Thursday</b>	10:00 (M)	60-58	59	113	General
	2:00 (E)	57-55	54		
<b>05/12/2014</b> <b>Friday</b>	10:00 (M)	54-52	42	109	General
	2:00 (E)	52-46	27+40(*WL)= 67		

**\*WL= Wait Listed Candidates: Admission will be confirmed subject to availability of the vacant seats.**

**REGIONAL DIRECTOR**

**Indira Gandhi National Open University**  
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 06, Subhash Colony, Karnal – 132001, Haryana  
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**ACCEPTANCE FORM**

**B.Ed PROGRAMME COMMENCING FROM JANUARY 2015 SESSION**

With reference to your office letter No. IG/RCK/B.Ed. Jan 2015/455/, I opt for the following centre in order of preference. I enclose ALONG WITH THIS FORM identity Card duly completed and demand draft of Rs. 20,000/- (Rs. Twenty thousand only) towards the programme fee as per details given below:

1. Name of Student (in block letters): \_\_\_\_\_

2. Entrance Examination Enrolment No. : 

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3. Programme fee details:

D.D. Number	Date	Month	Year	Amount
				Rs.20.000/-

Bank Name

4. Medium: English 



 Hindi

5. Please select two courses from Group B and one course from Group C (Course details is given in your respective prospectus):

Group B: ES 



 ES 



 Group C: ES

6. Please give your choice as per preference from the list of study centres given below:

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>

Sr .No.	Centre Code	Name & Address of the Study Centres
1.	<b>1005</b>	CHOTU RAM COLLEGE OF EDUCATION, ROHTAK-124001
2.	<b>1025P</b>	M.M. COLLEGE OF EDUCATION, FATEHABAD-125050 TELE: 01667-220136, 224997
3.	<b>1051P</b>	NATIONAL COLLEGE OF EDUCATION, SES PARISAR, B-BLOCK, NEAR DURGA MANDIR, SIRSA
4.	<b>1052P</b>	JCD PG COLLEGE OF EDUCATION, SIRSA
5.	<b>1054P</b>	SHRI JAIRAM MAHILA COLLEGE OF EDUCATION RESEARCH & DEVELOPMENT, LOHAR MAJRA, KURUKSHETRA - 132118
6.	<b>1055P</b>	SANT NISCHAL SINGH COLLEGE OF EDUCATION FOR WOMEN, SANTPURA, YAMUNA NAGAR-135001
7.	<b>1064P</b>	BUDHA COLLEGE OF EDUCATION, INDRI ROAD, RAMBHA, KARNAL-132001, HARYANA,

**DECLARATION BY APPLICANT**

I agree that this admission is provisional and is based on the documents of qualification and experience submitted by me along with the application form. If at a later stage, it is found that document(s) submitted by me is /are fake, my admission shall stand cancelled forthwith and no fee

refund will be admissible in the event of such cancellation.

Date:

Signature of the Applicant

Name: \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Ph. No.(with STD Code) \_\_\_\_\_

Mobile No. \_\_\_\_\_

Email: ..... @.....

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(For office use only)

Documents checked by:

Eligible/Not Eligible

Admitted/Not admitted

**JAT/ASST./Sr.ASST./AEDP /SPA**

**ARD**

**REGIONAL DIRECCTOR**

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**INDIRA GANDHI NATIONAL OPEN UNIVERSITY**  
6, SUBHASH COLONY  
Regional Centre, Karnal -132001, Haryana  
**Proforma to provide information for the PRACTICE TEACHING**

1) Entrance Test Enrolment No.: 

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2) Study Centre (Code): 

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(To be filled on the date of Counseling)

3) Name of the student:.....

4) Residential Address:.....

.....  
(Pin) ..... (Contact No.).....

5) Address of School , where presently working:

.....  
.....  
(Pin) ..... (Contact No.).....

6) Address of work centre: (The school where B.Ed Practice Teaching/Practical will be conducted):

.....  
.....  
(Pin) ..... (Contact No.).....

7) Teaching subjects to be opted (Course code may mentioned):

\* From Group B: (1) ES..... (2) ES.....

\*From Group C: (1) ES.....

8) Name and address of two Senior Teachers (and their qualifications) involved in teaching the above opted teaching subjects at Higher/ Senior Secondary level

(Note: Senior teachers who are having B.Ed/M.Ed. qualification should only be selected)

(A) Name of the Teacher:

.....

Qualifications:.....

Address.....

..... (Pin) .....

Contact No with STD Code.....(Mob).....

Email ID.....@.....

(B) Name of the Teacher:

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Qualifications:.....

Address.....

.....(Pin) .....

Contact No with STD code.....Mob .....  
Email ID.....@.....

9) Name of the Head Master/Principal:

.....

Qualifications:.....

Address.....

..... (Pin) .....

Contact No with STD Code.....Mob .....

Email ID.....@.....

**Signature of the Applicant**

Name:.....

Address:.....

Contact No.: .....

Email ID :.....@.....

**Certificate to provide facilities for Practical Work**

I hereby undertake that the school will provide facilities to Mr./Ms..... needed for carrying practical work for the B.Ed programme. This school is Secondary/Higher/Senior Secondary School.

**Signature of Principal/Headmaster/  
Headmistress of the School  
(With Stamp)**

Place: :.....

Date: :.....

Full Name: .....

Name of the School:.....

Registration No. of the School/Institution.....

Full Address of the School:.....

.....

..... (Pin).....

Contact No.: .....

Email ID of the School:.....@.....



# Experience-cum-Employment Certificate

(To be submitted at the time of counseling)

(This certificate duly filled- in and signed, is to be provided to the Regional Centre, Karnal, after receiving the letter of offer for admission to B.Ed. after entrance test.)

This is to certify that Mr./Ms. \_\_\_\_\_ has been teaching in this school from \_\_\_\_ (DD)\_\_\_\_(MM)\_\_\_\_\_(YR) to \_\_\_\_ (DD)\_\_\_\_(MM)\_\_\_\_\_(YR) as Post Graduate/Graduate/ Primary/Assistant Teacher.

His/Her appointment in this school is on full time/temporary/permanent basis and teaching the students of class from \_\_\_\_\_ to \_\_\_\_\_ in the subjects \_\_\_\_\_ etc.

This School is Govt./Govt. aided/unaided and is duly recognized by the central/state government/union territory by virtue of obtaining **Registration No.** \_\_\_\_\_ dated \_\_\_\_\_ from Directorate of Education, \_\_\_\_\_ (Name of the state) for a period \_\_\_\_\_/

I hereby undertake that all the information mentioned above is true and the University is empowered to take legal action against me for any wrong information.

**Signature of Principal/Headmaster/  
Headmistress of the School  
(With Stamp)**

Full Name: .....

Name of the School:.....

Address of the School:.....

.....  
.....

Telephone No.: .....

Email ID :.....@.....