

# PROGRAMME GUIDE

## Certificate Programme in Food and Nutrition

*'A learner should not apply for appearing at the term-end examination of any course without getting registered for the same and that if he does so, his result would not be declared and the onus shall be on him.'*



***School of Continuing Education***  
Indira Gandhi National Open University  
Maidan Garhi, New Delhi-110 068

## YOUR ATTENTION PLEASE

You are requested to go through this guide carefully before you proceed to the course material. It is further suggested that whenever you have a question to ask us, do look into this guide— You will find the answer to your question.

Printed material is your backbone. Our study material is prepared by teams of experts keeping in view the interest of the learner group. Each course has a Course Development Committee headed by the Vice-Chancellor and other distinguished academics and professionals involved in the course preparation. The course material is written in such a manner that the students can study it by themselves with a little assistance from our Counsellor at the Study Centres. Further, text books and reference books are available in the libraries attached to the Study Centres and Regional Centre. Therefore, students will have no need for any cheap or condensed guide for following courses of IGNOU. In fact these may harm them hence the University strongly advises the students not to take recourse to such type of guides.

---

## MATERIAL PRODUCTION

---

Mr. Rajiv Girdhar  
Asstt. Registrar (Publications)  
MPDD, IGNOU

Mr Hemant Kumar Parida  
Section Officer  
MPDD, IGNOU

---

October 2023 (Revised Edition)

© Indira Gandhi National Open University, 2022

All rights reserved. No part of this work may be reproduced in any form, by mimeograph or any other means, without permission in writing from the Indira Gandhi National Open University, New Delhi.

*Further information on Indira Gandhi National Open University courses may be obtained from the University's office at Maidan Garhi, New Delhi- 110 068 or the official website of IGNOU at [www.ignou.ac.in](http://www.ignou.ac.in)*

Printed and published on behalf of the Indira Gandhi National Open University, New Delhi by Director (SOCE)

Laser Composed by: Rajshree Computers, V-166A, Bhagwati Vihar, (Near Sector-2, Dwarka), Uttam Nagar, New Delhi-110059

Printed at

## CONTENTS

	Page No.
1. Introduction To The University	4-5
2. Introduction To The Programme	7-8
3. Answers To Some Anticipated Questions	9
4. Programme Details	9-10
5. Instructional System	10-13
6. Evaluation	14-19
7. Other Useful Information	19-21
8. A Word About Our Other Advanced Level Programmes	22-24
9. Some Useful Addresses	25
10. Detailed Programme Structure	26-28
11. Names & Addresses of IGNOU Regional Centres and Learner support centres	29-42
12. Some Forms For Your Use	43-46
13. Previous Years Questions Papers	47-53
14. IGNOU Policy Regarding Sexual Harassment at the Workplace	54

Dear Student,

Welcome to the Certificate Programme in Food & Nutrition offered by Indira Gandhi National Open University. You will naturally be curious to know something about it. Let us, therefore, acquaint you with the University and its system of working.

---

## 1. INTRODUCTION TO THE UNIVERSITY

---

Indira Gandhi National Open University was established in September, 1985, under an Act of Parliament. Its aim is to develop a flexible education system in the country. The primary emphasis is on relevance of the courses to our present day society, innovative methods of teaching, cost effectiveness, removal of rigidity and involvement of all sections of society in the educational system. Thus, you see, it is a University with a difference.

The significant features of Indira Gandhi National Open University are:

- Relaxed entry rules
- Study according to the student's own pace and convenience
- Flexibility in choosing a combination of courses from a wide range of disciplines
- Use of modern educational and communication technology, including radio, TV, audio and video tapes.

The University functions with the objective of:

- providing opportunities for higher education to large segments of the population and thereby seeking to achieve the educational well-being of the community.
- providing access to higher education to the disadvantaged groups and individuals opening up opportunities for upgrading knowledge and skills.
- bringing higher education to the doorsteps of all those who look for it.
- providing high quality education at the University level.
- promoting both national integration and integrated development of the human personality.

The methodology of instruction under the Open University system is different from the teaching system in the conventional universities. While the lecture mode prevails in the conventional system, the Open University is a learner-oriented system. It would, therefore, require your active participation.

The Open University system has come into existence due to the increased use of all open approach in distance education where the entire operation is based on the use of multi-media learning materials. Since it will be a new experience for you, it is natural that you may have doubts and queries in the beginning as well as at different stages of learning. At such times you may desperately need a person who may look into your problems. Or you may feel like sending some queries/letters to clarify your doubts. It is also possible that for some reason you may hesitate to do so.

It, may therefore, give you a feeling of isolation. This Programme Guide is an attempt to help you overcome this feeling of isolation and also answer some of your queries.

## **SCHOOL OF STUDY**

The following Schools of Study conduct academic programmes in the University

- School of Continuing Education
- School of Humanities
- School of Social Sciences
- School of Sciences
- School of Education
- School of Engineering and Technology
- School of Management Studies
- School of Health Sciences
- School of Computer and Information Sciences
- School of Agriculture
- School of Law
- School of Journalism and New Media Studies
- School of Gender and Development Studies
- School of Tourism Hospitality Service Sectoral Management
- School of Interdisciplinary and Trans-disciplinary Studies
- School of Social Work
- School of Vocational Education and Training
- School of Extension and Development Studies
- School of Foreign Languages
- School of Translation Studies and Training.
- School of Performing and Visual Arts

**The degrees and diplomas of IGNOU are recognized and have the same status as those of any other Central or State University in India.**

**ASSOCIATION OF INDIAN  
UNIVERSITIES  
AIO HOUSE, 16 KOTLA MARG,  
NEW DELHI-110002.**

January 14, 1994

The Registrar  
Member Universities

**Sub: Recognition in Degrees/Diplomas of  
Open Universities**

The Standing Committee at its 237th meeting held at Utkal University and the 68th Annual Session of the AIU and in December, 1993 at the University of Delhi have decided in principle that the Degrees of the Open Universities be recognized in terms of the following resolutions.

Resolved that the examinations of the University should be recognized by another on a reciprocal basis, provided that the entrance qualification, duration of course and the general standard of attainment are similar to those prescribed by the recognized university.”

The decision is brought to the notice of the Universities for favour of appropriate action in the matter. The additional information, if required in this behalf, may kindly be obtained from the Registrar of the Universities direct.

Thanking you,

Your faithfully,  
Sd/-  
**(K.C Kalra)**  
Joint Secretary

**UNIVERSITY GRANTS COMMISSION  
Babadur Shah Safar Marg,  
New Delhi-110002**

No-F-1-8

The Vice-Chancellor Director's  
of all the Indian Universities/  
Deemed Universities Institutions  
of National importance

**Sub: Recognize of Degrees/Diplomas  
awarded by Indira Gandhi National  
Open University, New Delhi**

I am directed to say that Indira Gandhi National Open University New Delhi has been established by Sub-Section (2) of Section (1) of the IGNOU Act, 1985 (50 of 1985) vide Notification No. F. 13-12/85-Desk (U) dated 1909-1985 issued by the Govt. of India. Ministry of Human Resource Development (Department of Education), New Delhi and is competent to award its own degrees/diploma. The Certificates, Diplomas and Degrees awarded by Indira Gandhi National Open University are to be treated equivalent to the corresponding awards of the Universities in the country.

Your faithfully,

Sd/-  
(Gurcharan Singh)  
Under Secretary

---

## 2. INTRODUCTION TO THE PROGRAMME

---

Eating is so much a part of life that we tend to assume that we know everything about food. It is generally believed that provision of proper nourishment is mainly a question of income. This is a fallacy, since nutritionally rich foods are available at a reasonable price.

Since food sustains life and accounts for a major portion of our living expenses, it will be useful for everyone to know about:

- The nutrients contained in different items of food
- The needs of the human body in terms of various nutrients at different stages of life
- Consequences of taking more/wrong types of food
- Ways of selecting food articles, and the techniques for processing, cooking and preserving them

The focus of the Programme is to enable you to make the best possible choice for meeting the nutritional needs of your family. At the same time it aims at helping you choose an adequate variety of foods to suit the taste of each individual in your family. In addition, you will learn about the nature of food-borne diseases and the importance of good food habits in preventing them. You will also be acquainted with schemes of quality control, consumer rights, etc.

This programme is being offered in two modes: **Open Distance Learning (ODL)** and **Online (OL) mode- CFN and CFNOL**.

**Admission Portal for ODL Programmes:** <https://ignouadmission.samarth.edu.in/>

**Admission Portal for Online Programmes:** <https://iop.ignouonline.ac.in/>

### **Programme Components**

The Programme consists of the following three courses:

1. You and Your Food
2. Your Food and its Utilization
3. Economics of Food

### **Course Structure**

The basic material to be studied has been brought out in a number of Blocks, covering a few interconnected topics. There are four Blocks for the first course, five for the second course and three for the third course. A Block is sub-divided into a number of Units, each Unit covering a distinct topic of the subject under study. In the beginning of each Unit (Objectives of the Unit) we list out what you are going to achieve or gain after a study of the Unit.

Objectives of the Unit

Introduction to the Unit

Contents of the Unit and Questions under ‘Check Your Progress’

Summing Up

Glossary

Answers to Check Your Progress

The details of the Units included in each Block are given towards the end of the programme guide.

---

### 3. ANSWERS TO SOME ANTICIPATED QUESTIONS

---

**Q.1 For whom is this Programme meant? Is it only for women?**

A.1 The Programme is open to men as well as women who have concern for the health of the family and the community. However, the applicant must be 18 years of age.

**Q.2 Does the Programme have any job potential?**

A.2 The basic objective of the Programme is to acquaint you with the importance of food in ensuring healthy living for yourself, your family and your community. It, however, has potential both for wage employment and self-employment.

**Q.3 Will this Programme help in taking up some other advanced Programmes?**

A.3 Yes, in fact, for admission to the Diploma Programme in Nutrition and Health Education, preference will be given to those who have done this Programme, provided they fulfill other essential conditions laid down for admission to that Programme.

**Q.4 In which language will the instruction be given?**

A.4 The courses will be offered in English and Hindi all over the Country. The courses are also offered in Gujarati, Assamese, Tamil, Kannada, Urdu and Malayalam languages. These versions, however, would be available only in Gujarat, Assam, Tamil Nadu, Karnataka and Kerala state respectively. Those who wish to take the course in Telugu and Urdu will have to register for admissions with B.R. Ambedkar Open University formerly Andhra Pradesh Open University for which there will be a separate announcement by the latter.

**Q.5 What kind of evaluation will be done to assess your performance?**

A.5 There will be an examination at the end of six months.

---

### 4. PROGRAMME DETAILS

---

**(i) Programme Structure**

This programme consists of a total of 16 credits with the following three courses with credit weightage as indicated:

Course Code	Course Title	Credits
CFN-1	You and Your Food	6
CFN-2	Your Food and Its Utilization	6
CFN-3	Economics of Food	4



**(ii) Duration**

Minimum : 6 months

Maximum : 2 years

**(iii) Pre-requisite Qualification(s)**

No formal qualifications required. Must be familiar with the medium of instruction.

**(iv) Age :** No bar

**(v) Fee :** Rs. 1900/- (one thousand nine hundred only)

The Programme fee should be paid along with the filled in application form online at <https://ignouadmission.samarth.edu.in/>

**(vi) Medium of Instruction:** English, Hindi, Assamese, Punjabi, Gujarati, Marathi, Tamil, Malayalam, Kannada and from B. R. Ambedkar Open University in Telugu and Urdu.

**(vii) Student Portal (after admission):** <https://ignou.samarth.edu.in/>

All students are advised to register on the Student Portal after confirmation of their admission and create their own Student Account

---

## 5. INSTRUCTIONAL SYSTEM

---

The methodology of instruction in this University is different from that in the conventional universities. The Open University System is more learner-oriented, and the student is an active participant in the teaching-learning process. The University has a provision to provide soft copy of the self-learning material in place of printed material for ODL mode only. A learner opting for the soft copy will be given a discount of 15% in the Programme fee. The option to this effect has to be indicated by the learners while filling in the Online Admission Form. Such learners will not be given printed self-learning material. Most of the instruction here is imparted through distance rather than face-to-face communication.

The University follows a multimedia approach for instruction. It comprises.

- Self-instructional print material
- Audio and video material aids
- Video Programmes
- Counselling session
- Tele conference
- Library Services

**a) Self Instructional Printed Material:** The printed study material (written in self-instructional style) for the programmes is provided to the learners in the form of a single print book and/or e-book, comprising blocks and units or in the form of separate printed blocks for every course (on an average 1 block per credit). A block which comes in the form of a booklet usually comprises 3 to 5 units.

The Soft copy of the learning material for different programmes can be downloaded from the following:-

- E- Gyankosh (E-Content repository of educational resources) <https://egyankosh.ac.in/>
- IGNOU E-Content mobile App (Can be downloaded from Google Play Store)

**Audio-Visual Material Aids:** The learning package contains audio and video programmes which have been produced by the University for better clarification and enhancement of understanding of the course material given to the learners. A video programme is normally of 25-30 minutes duration.

- b) The Video content is available on eGyankosh ([www.egyankosh.ac.in](http://www.egyankosh.ac.in)) – the digital learning repository of the University.

The video programmes are also telecast on National Network of Gyan Darshan and Swayamprabha channels. All Gyan Vani stations broadcast curriculum-based audio programmes as per their schedule that is notified in advance. In addition, some selected stations of All India Radio also broadcast the audio programmes. Learners can confirm the dates for the programmes from their Learner Support Centres. The information is also provided through the university website.



- (i) **Gyan Drashan: Gyan Darshan (GD)** channel is a major milestone of the Ministry of Human Resource Development (MHRD), Ministry of Information & Broadcasting (I & B Ministry), Prasar Bharati and IGNOU serving as the nodal agency. Launched in the year 2000, GD is a 24-hour educational channel which offers the best of educational programmes covering a variety of subjects and catering to a wide range of viewers. These include pre-school, primary, secondary and higher secondary students, college/university students, youth seeking career opportunities, homemakers and working professionals. The software is pooled from various educational Institutions and Development Organisations. GD conducts two hours of live interactive sessions every day to build interactivity in the Open and Distance Learning (ODL) system. Teachers/Resource persons and IGNOU Regional Center functionaries interact for academic and administrative matters with students. Induction Programmes for new students and convocations for graduating Teleconferencing every year.

Gyan Darshan is also available on webcast, thus extending the reach of IGNOU programmes to audience's world over. The Gyan Darshan telecast is also beneficial for students of the formal education system and the viewers can access Gyan Darshan on IGNOU's website <http://gd.ignouonline.ac.in/gyandarshan/>. As GD channel is a must carry channel as per the Government of India Gazette notification, a number of private DTH/Cable Operators carries Gyan Darshan in their Bouquets. Gyan Darshan is now part of Swayam Prabha and can be watched on MHRD Channel no.25

**(ii) Gyanvani :** Gyan Vani (GV) FM Radio was conceived in 2001 as a network of educational FM Radio Channels operating from various cities in the country. With an aim to enhance and supplement the teaching –learning process, each GV Station has a range of about 60 kms and covers an entire city/town including the adjoining rural areas. GV serves as an ideal medium for niche audience addressing the local educational, developmental and socio-cultural requirements of the people. The flavor of the channel is by and large local and the medium is English, Hindi or language of the region. Interactive Radio Counseling (IRC) facility is being provided by GV Stations to enable students to interact with the faculty, academic counselors and student support staff. The live phone-in programmes are popular components of the network. The programmes broadcast through each stations include both pre-recorded and live content. Click the link – (<http://gd.ignouonline.ac.in/gyandhara/>)

**(iii) Swayam Prabha:** Swayam Prabha is an initiative of the Ministry of Education, Government of India to provide 34 High Quality Educational TV Channels through DTH (Direct to Home) across the length and breadth of the country on 24x7 basis using GSAT 15 Satellite. Curriculum –based course content covering diverse disciplines are telecast through Swayam Prabha and are provided by NPTEL, IITs, UGC, CEC and IGNOU with the objective of meeting the needs of lifelong learners in India and abroad. IGNOU has been entrusted with the responsibility of National Coordinator for Swayam Prabha Project for four channels (CH 17 to 20) which are presently operational with effect from 1<sup>st</sup> Sept 2020 after reorganization of earlier five channels. These four channels are broadcasting the recorded videos as well as live telecasting of IGNOU programmes on 24x7 basis.

**(iv) Gyandhara:** Gyandhara is an internet audio counseling service offered by IGNOU. Students can listen to the live discussions by the teachers and experts on the topic of the day and interact with them through telephone, email and also chat mode. When live sessions are not on, Gyanvani Delhi is made available on this platform. The Gyandhara streaming is available for internet users anywhere in the world. Important events broadcast by GV Delhi are also relayed by all GV stations using the Gyandhara feed. The Learners can access Gyandhara using the link - <https://www.ignouonline.ac.in/gyandhara/>

**c) Counselling Sessions:** Normally counselling sessions are held as per schedule drawn by the Learner Support Centres. These are mostly held outside the regular working hours of the host institutions where the Learner Support Centres are located. However, in case the number of students in a programme is small, face-to-face counselling shall not be organized. In such cases the University shall provide Web Enabled Academic Support to the learners.

**d) Tele conferences:** Live sessions are conducted via satellite through interactive Gyan

Darshan Channel as well as simultaneously webcast at <http://ignouonline.ac.in/> and via Facebook Live sessions.

- (e) **Library Services:** The IGNOU library is the most resourceful information centre in the country in the field of distance education. The collection of printed and electronic resources is quite strong, with 1.5 lakh printed books at IGNOU Headquarters and 2.5 lakh printed books at libraries of RCs and LSCs.

---

## 6. EVALUATION

---

The evaluation consists of the term-end examination (weightage 70%) and assignments (30% weightage). The following is the scheme of awarding divisions and grades:

Division	Percentage Range	Grade	Point Grade
I	80 and above	A-Excellent	5
	60 to 79.9	B- Very Good	4
II	50 to 59.9	C-Good	3
Pass	35 to 49.9	D-Satisfactory	2
Unsuccessful	Below 35	E-Unsatisfactory	1

For successful completion of a course the student should score at least 35% marks in the term- end examination individually. To be eligible to appear in the term-end examination, you are required to fulfil the following conditions:

1. All the required assignments have been submitted within the due dates.
2. The fee has been fully paid.
3. You have opted and pursued the prescribed courses.
4. The examination form has been submitted in time (which is explained later).

### Term End Examination

The University conducts Term-end Examinations twice a year in the month of June and December every year. Students will be permitted to appear in Term-end Examination subject to the condition that registration for the courses in which they wish to appear is valid or in other words the maximum time to pursue the programme has not elapsed and they have also submitted the required number of assignment(s) in those courses by the due date.

The Examination Forms are accepted online as per the schedule available on IGNOU website (<https://ignou.ac.in>) from time to time.

### ● Examination Fee

Examination fee of Rs. 200/- per course is required to be paid online using a credit/debit card or internet banking. Students can submit on-line examination form as per guidelines

through IGNOU website at [www.ignou.ac.in](http://www.ignou.ac.in) . Examination fee once paid is neither refundable nor adjustable even if the learner fails to appear in the examination.

- **Examination Centre**

Normally the study centre is the examination centre. However, a student is required to fill the examination centre code in the examination form. You are advised to go through the list of study centers available in the Student Handbook and Prospectus/ Programme Guide. In case a student likes to take examination at a particular centre, the code of the chosen centre has to be filled up as examination centre code. However, in case an examination centre chosen by a student is not activated, the university will allot another examination centre in the same Region.

- **Date of Submission of Examination Forms**

The learners are required to fill in the examination form to appear in the TEE each time i.e., for every exam (June/December) a learner has to apply a fresh. The last date for submission of examination forms is notified on the IGNOU website, therefore the learners are advised to check IGNOU website regularly. Delay in filling the examination forms, can lead you to deposit late fee @1100 for the examination form.

To avoid discrepancies in filling up the examination form or to overcome other difficulties while appearing in the term-end examination, students are advised to:

1. remain in touch with the Learner Support Centre/Regional Centre/SRE Division so as to enquire about any change in schedule of submission of examination form/fee etc., if any
2. fill up the examination form for the next term-end examination without waiting for the result of the previous term-end examination and also specify courses, for which result is awaited
3. retain proof of submission of examination form till the time of receiving the examination hall ticket.

- **Issue of Examination Hall Ticket**

No Hall Ticket shall be dispatched to the learners. Hall tickets are uploaded on the University Website ([www.ignou.ac.in](http://www.ignou.ac.in)) 7-10 days before the commencement of the Term-End Examinations. Therefore the learners are advised to visit IGNOU website for updates.

Learners are advised to take the print out of the Hall Ticket from University Website after entering the Enrolment number and name of the programme of study and report at the examination centre along with the Identity Card issued by the University. Without a valid IGNOU Student ID card issued by the University, no examinee will be permitted to appear in the examination.

In case a learner has misplaced the Identity Card issued by the University, it is mandatory to apply for a fresh Identity Card to the Regional Centre concerned before commencement of the examinations so as to get a duplicate ID card in time. Learners without valid ID card will not be allowed to enter the Examination centre premises. Students who have taken admission online can download their ID card online.

- **Early Declaration of Results**

Sometimes students are offered admission in other institutions and/or are selected for employment etc. and they are supposed to submit mark-sheet/grade card within a specified time period. Such students may apply for an early evaluation of their answer scripts and declaration of the result. For this purpose, the students are required to apply in the specified format available on the University website with a fee of Rs. 700/- per course through Bank Draft in favour of IGNOU, Delhi along with the attested photocopy of the offer of admission/employment etc. The students can submit their requests for early declaration of result before the commencement of the Term-end Examination i.e., before 1<sup>st</sup> June and 1<sup>st</sup> December respectively. In such a situation, the University will make arrangements for the processing of the answer scripts and declaration of the result (as a special case). The result will be declared in a period of about one month beginning from the date of examination.

- **Re-Evaluation of Answer Script(s)**

The students who are not satisfied with the marks/grade secured by them in Term-end Examination may apply for re-evaluation within one month from the date of the declaration of result i.e. the date on which the result is made available on the University website on payment of Rs. 850/- per course in the prescribed application form available on the University website. The better of the two results i.e. original marks/grade and re-evaluated marks/grade will be considered and the revised marks/grades shall be incorporated in the student's record. The revised grade card/marks-sheet will be sent to the students within one month from the receipt of application. Re-evaluation is not permissible for Projects, Practicals and Assignment.

Your study centre is normally your examination centre. Change of examination centre is permissible in exceptional cases for which you have to make a request to: The Registrar (SR&E Division), Indira Gandhi National Open University, Madan Garhi, New Delhi 110068 at least one month before the commencement of the examination. The request received at the Headquarters thereafter, will not be entertained.

The Study Centre is the contact point for you. The University cannot send communication to all the students individually. All the important communication is normally sent to the Coordinators of the Learner Support Centres and Regional Directors. The Coordinator would display a copy of such important circulars/notifications on the notice board of the Learner Support Centre for the benefit of all the students. **You are, therefore, advised to keep in touch with your Coordinator so that you get advance information about assignments, submission of examination forms, date-sheet, list of students admitted to a particular examination, declaration of result etc.**

While communicating with the University regarding examination, please clearly write your enrolment number and complete address. In the absence of such details, we will not be able to attend to your problem.

The University normally may require 3 to 4 months to intimate the result of a particular term-end examination. In the meantime, the dead line for submitting the examination form for re-appearing in a particular course may expire. This is applicable only if one fails to get a passing grade. In such cases, it is advisable for you to submit an examination form without waiting for the result. Once you receive your results and if you find that you have passed in that course, you need not appear for that course again.

### **Assignments**

You can download the Assignments for this session from <https://webservices.ignou.ac.in/assignments/>

**You have to do one assignment for each course. All the assignments will be considered for evaluation. Thus, in the Certificate Programme you will have to work on three assignments for three courses. This means that you have to complete three assignments in all. All the assignments are ‘Tutor Marked Assignments’ (TMAs). This means that the questions will be of the long answer, medium answer and short answer types. Each Assignment will be of 100 marks.**

Are you wondering what we expect from you in these assignments?

Assignments constitute the continuous evaluation component of a course. They can be done in your home or work place or library or any other place you think has the right environment. You may consult suitable persons, books, or other sources for the completion of your assignments. An assignment, therefore, is not like writing an answer book in the examination hall. It is, however, equally important as marks are given to assignments after evaluation. As mentioned earlier, the assignments of a course in CFN carry 30 percent weightage. The marks that you get in your assignments will be counted in your final result. Therefore, you are advised to attempt your assignments seriously.

The main purpose of assignments is to test your understanding of the learning material you receive from the University. The information given in the printed course material is normally considered sufficient for answering the assignments. Please do not worry about the non-availability of extra reading material for working on the assignments. However, if you have easy access to other books, you may use them. But the assignments are designed in such a way as to help you concentrate mainly on printed course material and your personal experience.

Some of the assignments are knowledge based and some are of applied nature. Assignments which are knowledge based will require you to write short answers. For answering applied type of assignments as in the case of Practical Activities, you should apply the knowledge you have gained by going through a Unit/Block/Course. **In either case, the answers should be your own. You must not reproduce text material as such or copy the information from other sources.** However, you can make use of the material and information you have at your disposal in an innovative way. You can pick up ideas from whatever sources you may have. However, plan and use them **in your own words** when you write the answers to the assignments.

The following guidelines have to be strictly practised when you work on the assignments:

- The answer should be precise and relevant to the question. Include appropriate examples where you can.
- Keep the word-limit of the answer in mind. A slight variation in length does not matter. But your answer should not be too short or too lengthy. Avoid discussing minor issues at great length. By setting a word-limit for some of the assignments we mean to convey that a reasonably adequate response can be presented within the suggested word-limit.
- The assignments you have attempted should be complete in all respects. Before submission you should ensure that you have answered all the questions in assignments. Incomplete responses will bring you poor marks.
- You must submit your assignments according to the schedule indicated in the assignments.

The University/Coordinator of the Study Centre has the right to reject the assignments received after the due date. You are, therefore, advised to submit the assignments before the due date. In case you get the assignments and study material the assignment responses should be submitted within one month of the date of receipt of study material and assignment or within the due date given in this schedule whichever is later.

- For your own record, **retain a copy of all the answers to assignment which you submit to the Coordinator of your Study Centre.** If you do not get back the evaluated tutor marked assignments within a month of their submission, please try to get them from your study centre personally. This may help you to improve the answers to your future assignments.
- Maintain an account of all the corrected responses to assignments received by you after evaluation. This will help you to correspond with the University in case any problem arises in future.
- If you are unable to submit the assignments or are unable to score the minimum qualifying marks, you have to collect, attempt and submit the assignments meant for the next batch of students. The new assignments can be downloaded from IGNOU website.

In case you find that the score indicated in the assignment sheet of your assignments has not been correctly reflected in your grade card you are advised to contact the coordinator of your study centre with a request to forward correct authenticated award list to the Registrar (SR&E Division) IGNOU.

- Once you get the pass grade in an assignment, you cannot re-submit it for improvement of grade. Assignments are not subject to re-evaluation except for factual errors, if any. The discrepancy noticed by you in the evaluated assignments should be brought to the notice of the Coordinator of the Study Centre.
- Do not enclose or express doubts for clarification, if any, along with the assignments. Send requests for seeking clarifications in a separate cover to:

Registrar (SR&E Division), IGNOU  
Maidan Garhi, New Delhi - 110 068.

Always give your complete enrolment no., name, address, title of the course, and the number of the unit or the assignment, etc., on the top of your letter.

---

## **7. OTHER USEFUL INFORMATION**

---

### **7.1 IGNOU Newsletter**

The University publishes its newsletter three times in a year in English as well as in Hindi. It is mailed to the students free of cost. All the important information relevant to the students is published in the newsletter.

### **7.2 Reservation of Seats**

The University provides reservation of seats for Scheduled Castes and Scheduled Tribes, noncreamy layer of OBC, Economically Weaker Sections, (as notified by MHRD vide OM 12-4/019-U1 dated January 2019), War Widows, Kashmiri Migrants and Physically Handicapped learners, as per the Government of India rules, for admission to its programmes in which there are limited number of seats and admission is through a merit list. However, submission of forged certificate under any category shall make the student liable not only for cancellation of admission but also legal action as per Government of India rules.



### 7.3 Scholarship and Reimbursement of Fees

The learners enrolled in IGNOU are eligible for Government of India Scholarships. They are advised to visit the National Scholarship Portal of the Government of India (<https://scholarships.gov.in/>) and submit their application online. For further details students may contact their Regional Centre. Students belonging to the Scheduled Caste category may apply for financial assistance under the Centrally Sponsored Scheme of Post Matric Scholarship. Details of the Scheme are available at <http://socialjustice.nic.in/writereaddata/UploadFile/revised%20PMS%20scheme%20for%20SC-2018.pdf>

Students belonging to the Scheduled Tribe category may apply for financial assistance under the Centrally Sponsored Scheme of Post Matric Scholarship. Details of the Scheme are available at <https://tribal.nic.in/writereaddata/Schemes/EDUPostMatricScholarshipPMSforSTstudents230513.pdf>

The University provides exemption of programme fee to students from SC/ST category as per its policy. The policy is reviewed for every admission cycle. Students are advised to visit the University website or contact the Regional Centre to know about the latest provisions. The exemption, if admissible, will be allowed for one programme only.

The following SC and ST students are **not** eligible for fee exemption:

- who are employed OR
- who are availing any kind of fellowship or fee exemption from other agencies, OR
- whose Parents'/ Guardians' income from all Sources exceeds Rs 2.5 lakhs during financial year as per Government of India norms.

The applicants should submit income certificate issued by Authorized Government Agency while taking admission. The exemption of fee is confined to the extent of Programme Fee mentioned in the Prospectus. The students belonging to these categories will have to pay late fee (if any), Term end examination fee, convocation fee, registration fee etc. since these are not exempted under this scheme.

### 7.4 Change or Correction of Address

There is a printed card for the change/correction of address. This card is normally sent to you along with the study material. In case there is any correction or change in your address, you are directed to make use of that printed card addressed to **Regional Director, Regional Centre** concerned who will send the same after verification of student's records to **Registrar, SR&E, IGNOU, Maidan Garhi, New Delhi-110068**. You are advised not to write a letter to any other officer in the University in this regard. Normally it takes four to six weeks to effect the change. Therefore, you are advised to make your own arrangements to redirect the mail to the changed address during this period

### 7.5 Change of Study Centre

For the purpose of change of Study Centre within the same region, you have to send a request to the **Director of your Regional Centre**. A copy of the same may be sent to **Registrar, Student Registration and Evaluation Division, IGNOU, Maidan Garhi, New Delhi-110068** at the headquarters.

Counselling facilities for this programme may not be available at all the Centres. As such you are advised to make sure that counselling facilities are available for the programme you have chosen at the new Centre opted for. As far as possible the request for change of Study Centre is considered favourably.

However, the allotment of a new Study Centre is subject to availability of seats for the programme at the new Centre asked for.

### **7.6 Change of Region**

When a learner wants transfer from one region to another, he/she has to write to that effect to the Regional Centre from where he/she is seeking a transfer marking copies to the Regional Centre where he/she would like to be transferred to. Further, he/she has to obtain a certificate from the Coordinator of the Learner Support Centre from where he/she is seeking transfer regarding the number of assignments submitted. The Regional Director from where the learner is seeking the transfer will transfer all records including details of fee payment to the new Regional Centre under intimation to the Registrar, Student Registration Division (SRD) and the learner as well. For change of Region in practical oriented Programmes like computer programmes, B.Sc. etc., 'No Objection Certificate' is to be obtained from the concerned Regional Centre/Learner Support Centre where the learner wishes his/her transfer. In case any learner is keen for transfer from Army/Navy/ Air Force Regional Centre to any other Regional Centre of the University during the cycle/session, he/she would have to pay the fee-share money to the Regional Centre. In case the learner seeks transfer at the beginning of the session/cycle, the required programme course fee for the session/cycle shall be deposited at the Regional Centre. However, the transfer shall be subject to availability of seats wherever applicable. The learner can seek transfer to any other overseas Learner Support Centre only after six months of Registration or submission of first year/semester assignments for the programme of one year or longer duration.

### **7.7 Refund of Fee**

Free once paid will not be refunded under any circumstances.

### **7.8 How to Approach University?**

For your information, addresses of important offices dealing with different aspects are given in this Programme Guide. Whenever *you* have a problem, you can directly contact the concerned officer.

**Samples of various forms currently used in the University are provided in this Programme Guide as Annexures. Whenever you need any of these, please take a photocopy, fill it and send it to the concerned official. In case of difficulty or for any further information you may also write to the following addresses:**

#### **Programme Coordinators (CFN)**

School of Continuing Education,  
G-Block, Zakir Hussain Bhawan, Academic Complex,  
Indira Gandhi National Open University,  
Maidan Garhi  
New Delhi.

***Please keep this Programme Guide safely till you complete the Programme. You will need to consult it while working on the Programme.***

---

## 8. A WORD ABOUT OUR OTHER ADVANCED LEVEL PROGRAMMES

---

### 8.1 Diploma Programme in Nutrition and Health Education

Let us now tell you something about the Diploma in Nutrition and Health Education (DNHE). This programme is on offer from January 1994 for learners who have completed 10+2. It is available in English and Hindi. The programme is unique in that it offers specialized training in nutrition and health education particularly in planning and conducting education programmes at the community level. It consists of the following courses.

DNHE-1	Nutrition for the Community
DNHE-2	Public Health and Hygiene
DNHE-3	Nutrition and Health Education
DNHE-4	Project Work: Nutrition and Health Education

You will have to spend a minimum of 1 year to complete the Diploma Programme in Nutrition and Health Education, but you may take up to 3 years to suit your convenience.

If you are enrolled in the Bachelor's Degree Programme or are planning to enroll, you will have the opportunity of doing an application-oriented course titled "Nutrition for the Community". This course is also on offer as part of the Certificate Programme in Nutrition and Childcare.

### 8.2 Master of Science Degree in Dietetics and Food Service Management M.Sc. (DFSM)

The M.Sc. Programme in the area of Dietetics and Food Service Management has been developed with a view to address the needs of training work force/ developing manpower (dietitians, nutrition counselors, food service managers etc.) for the emerging employment sector – hospital/ community, dietetics, food service management. The programme will offer unique opportunity of higher education to learners to enrich their working lives by entering into the labour market and/ or starting their own food service unit, leading to entrepreneurship. The programme also focuses on upgrading the professional competencies of serving personnel in food service establishments, such as dietitians, diet technicians, counselors etc. upgrading their knowledge and equipping them with productive skills to enhance their career progression and employability. The special feature of the programme is that it has a provision of exit point for learners in the form of P.G. Diploma in Dietetics and Public Nutrition (PGDDPN) after having successfully completed 30 credit course work and internship programme.

**Eligibility:** The eligibility criteria for admission to the programme include:

- B.Sc. (Home-Science) Degree with specialization in Foods and Nutrition OR
  - PG Diploma in Dietetics and Public Health Nutrition (PDPHN) (along with BSc. Home Science degree)
- OR
- Graduate (B.Sc. Hons.) from the following background – Zoology, Microbiology, Biochemistry, pharmaceutical, catering or the equivalent (MBBS, BHMS) - **along** with either the *Diploma in Nutrition and Health Education Degree (DNHE)* OR the *Certificate in Nutrition and Child Care (CNCC)* OR *Certificate in Foods and Nutrition offered by IGNOU*.

**Credits:** Learners will have to successfully complete course work worth 72 credits to acquire MSc. Degree. For PGDDPN the students should successfully complete 30 credits of course work and internship programme

**Programme Structure:** The programme has both the theory and the practical component. The pool of courses constituting the Master's and PGDDPN programme along with the credit weightage includes:

Course Code Theory Practicals	Title of the Course	Credit	
MFN-001	Applied Physiology	4	-
MFN-002 MFNL-002	Nutritional Biochemistry	2	2
MFN-003 MFNL-003	Food Safety and Food Microbiology	2	2
MFN-004 MFNL-004	Advance Nutrition	2	2
MFN-005 MFNL-005	Clinical and Therapeutic Nutrition	2	2
MFN-006 MFNL-006	Public Nutrition	2	2
MFN-007 MFNL-007	Entrepreneurship and Food Service Management	2	2
MFN-008 MFNL-008	Principles of Food Science	2	2
MFN-009	Research Methods and Biostatistics	2	2
MFN-0010	Understanding Computer Applications	2	2
MFNL-011	Internship Programme		16
MFNP-012	Dissertation		8

**For MSc. (DFSM) Programme:**

1st Year Courses: MFN-001, MFN-002, MFNL-002, MFN-003, MFNL-003, MFN-006, MFNL-006, MFN-008, MFNL-008 and MFN-010.

2nd Year Courses: MFN-004, MFNL-004, MFN-005, MFNL-005, MFN-007, MFNL-007, MFN-009, MFNP-011 and MFNP-012

**For PGDDPN Programme:**

Courses: MFN-001, MFN-002, MFN-003, MFN-004, MFN-005, MFNL-005, MFN-006, MFNL-006, MFN-007, MFNL-007, MFN-009 and MFNP-011

For your information, addresses of important officers dealing with different educational aspects are given below, Whenever you have a problem, you can directly contact the concerned officer.

---

## 9. SOME USEFUL ADDRESSES

---

- |   |  |
|---|--|
| 1. Non-receipt of study material, and assignments   | Regional Director of you Region<br>IGNOU, Maidan Garhi<br>New Delhi-110068.  |
| 2. Change of course/ programme, Re-admission  | Regional Director of you Region<br>IGNOU, Maidan Garhi<br>New Delhi-110068.  |
| 3. Assessment sheets, Repeat assignments, examinations, examination centers, results etc. | Registrar (SED)<br>IGNOU, Maidan Garhi<br>New Delhi-110068.  |
| 4. Counsellors and other problems relating to Study Centres                               | Assistant Director (Student Affairs)<br>Regional Services Division<br>IGNOU, Maidan Garhi<br>New Delhi-110068.                             |
| 5. Admissions, Fee, Change of address and change of study centres                         | Regional Director<br>of the Regional Centre concerned  |
| 6. Purchasing of Audio/Video Tapes  | Marketing Unit<br>EMPC<br>IGNOU, Maidan Garhi<br>New Delhi-110068.   |
| 7. Academic Matters   | Programme Coordinators (CFN)<br>School of Continuing Education, G Block, Zakir Hussain Bhawan,<br>IGNOU, Maidan Garhi<br>New Delhi-110068. |
| 8. Submission of Admission Form   | Regional Director of the<br>Regional Centre Concerned  |

You are also advised to get in touch with the Coordinator of your Study Centre for timely information.

*Please keep this Programme Guide safely till you complete the Programme. You will need to consult it while working on the Programme.*

---

## 10. DETAILED PROGRAMME STRUCTURE

---

### **CFN-1 : You and Your Food**

#### **Block 1 : Food Groups, Nutrients and their Functions**

- Unit 1 : Food and Food Acceptance
- Unit 2 : Functions of Food
- Unit 3 : Macronutrients and their Functions
- Unit 4 : Micronutrients and their Functions
- Unit 5 : Basic Food Groups

#### **Block 2 : Food Choice and Preparation**

- Unit 6 : Let Us Choose the Right Food
- Unit 7 : How Healthy are Our Meal Patterns?
- Unit 8 : Let Us Ensure Taste and Nutrient Retention
- Unit 9 : Let Us Make Our Food Safe to Eat
- Unit 10 : Let us Preserve Food

#### **Block 3 : Process of Food Selection and Preparation-I**

- Unit 11 : Selection, Preparation and Nutritive Value of Cereals and Millets
- Unit 12 : Selection of Fats and Oils and Nutritive Value
- Unit 13 : Selection and Preparation of Sugar and Jaggery and their Nutritive Value
- Unit 14 : Selection, Preparation and Nutritive Value of Pulses, Nuts and Oil Seeds
- Unit 15 : Selection, Preparation and Nutritive Value of Milk and Milk Products
- Unit 16 : Selection, Preparation and Nutritive Value of Eggs and Flesh Foods

#### **Block 4 : Process of Food Selection and Preparation-II**

- Unit 17 : Selection, Preparation and Nutritive Value of Vegetables
- Unit 18 : Selection of Fruits and their Nutritive Value
- Unit 19 : Spices, Condiments and Salt
- Unit 20 : Selection, Preparation and Nutritive Value of Beverages
- Unit 21 : Convenience Foods

### **CFN-2: Your Food and Its Utilization**

#### **Block 1 : How to Meet the Nutritional of the Body?**

- Unit 1 : Food, Nutrition and Nutritional Status
- Unit 2 : Recommended Dietary Intakes for Indians
- Unit 3 : Daily Food Guide and Balanced Diet

**Block 2 : Assimilation of Food and Effects on Growth and Activity**

- Unit 4 : Assimilation of Food into the Body
- Unit 5 : Growth Pattern and Nutritional Requirements
- Unit 6 : Malnutrition and Health
- Unit 7 : Food Energy, Activity Pattern and Body Weight

**Block 3 : Nutrition of the Mother and the Child**

- Unit 8 : Nutrition through the Life Cycle - Pregnancy and Foetal Growth
- Unit 9 : Nutrition through the Life Cycle - Infancy
- Unit 10 : Nutrition through the Life Cycle -Pre-school Age

**Block 4 : Nutrition from School Age to Old Age**

- Unit 11 : Nutrition through the Life Cycle -The School Age
- Unit 12 : Nutrition through the Life Cycle - Puberty and Adolescence
- Unit 13 : Nutrition through the Life Cycle - Adulthood
- Unit 14 : Nutrition through the Life Cycle - Old Age Requirements and Special Needs

**Block 5 : Nutritional Status, Food Habits and Food Misconceptions**

- Unit 15 : Assessment of Nutritional Status
- Unit 16 : Our Food Habits
- Unit 17 : Food Misinformation

**CFN-3: Economics of Food****Block 1 : Food Budgeting, Agricultural Production and Distribution**

- Unit 1 : How Do We Spend our Food Money'
- Unit 2 : How Do We Plan for Growing Our Food?
- Unit 3 : Public Distribution System

**Block 2 : Governmental Policies and Programmes**

- Unit 4 : Government's Agriculture Policies
- Unit 5 : Government's Poultry and Pisciculture Programmes
- Unit 6 : Operation Food Programmes
- Unit 7 : Supplementary Feeding Programmes

**Block 3 : Protection, Safety and Consumer Education**

- Unit 8 : Protection of Food Supplies
- Unit 9 : Food Adulteration and Precautions
- Unit 10 : Consumer Education

## **List of Audio Video Programmes Prepared for Certificate Programme in Food and Nutrition**

### **Video Programmes**

1. Retention of Nutrition
2. Is Your Food Safe to Eat?
3. Convenience Foods
4. Nutrition During Pregnancy
5. How Do We Grow?
6. Infancy and Pre-school Nutrition
7. Food Misinformation
8. Nutrition in Old Age

### **Audio Programmes**

1. Let Us Choose the Right Food
2. Consumer Education
3. Importance of Carbohydrates, Fats and Proteins



---

## 11. NAMES & ADDRESSES OF IGNOU REGIONAL CENTRES AND STUDY CENTRES

---

LSC Name	RC Name
V.R. COLLEGE (102)	VIJAYAWADA
KBN COLLEGE (103)	VIJAYAWADA
TJPS COLLEGE (104)	VIJAYAWADA
LAL BAHADUR COLLEGE (105)	HYDERABAD
ANANTAPUR (106)	VIJAYAWADA
KURNOOL STUDY CENTRE (108)	VIJAYAWADA
DR L.BULLAYA COLLEGE (0109)	VISHAKHAPATNAM
IDEAL COLLEGE OF ARTS AND SCIENCE (0110)	VISHAKHAPATNAM
KAVITHA MEMORIAL DEG. COLLEGE (148)	HYDERABAD
INDIRA PRIYADARSHINI GOVT. (155)	HYDERABAD
JNR MAHAVIDYALALA (201)	PORT BLAIR
D.N.GOVERNMENT COLLEG ITANAGAR (301)	ITANAGAR
JAWAHARLAL NEHRU COLLEGE (303)	ITANAGAR
INDIRA GANDHI GOVT. COLLEGE (305)	ITANAGAR
WANGCHA RAJKUMAR GOVERNMENT COLLEGE LSC CODE 0312	ITANAGAR
WOMENS COLLEGE TINSUKIA 0403	JORHAT
GURUCHARAN COLLEGE (405)	GUWAHATI
DIBRUGARH UNIVERSITY (407)	JORHAT
HANDIQUE GIRLS COLLEGE (408)	GUWAHATI
C.K.B. COMMERCE COLLEGE (410)	JORHAT
LAKHIMPUR COMMERCE COLLEGE (413)	JORHAT
SIBSAGAR GIRLS COLLEGE (431)	JORHAT
IGNOU REGIONAL CENTRE PATNA LSC Code 0500	PATNA
JAMSHEDPUR COOPERATIVE COLLEGE (502)	RANCHI
P.K. ROY MEMORIAL COLLEGE, DHANBAD (503)	RANCHI
BRA BIHAR UNIVERSITY (504)	DARBHANGA
MARWARI COLLEGE (505)	BHAGALPUR
IGNOU STUDY CENTRE (508)	SAHARSA
J.P. UNIVERSITY (509)	PATNA
G.L.A. COLLEGE, DALTONGANJ (510)	RANCHI
MARWARI COLLEGE, RANCHI (513)	RANCHI
SINDRI COLLEGE (521)	RANCHI
C.M. COLLEGE (522)	DARBHANGA
MAHILA COLLEGE, CHAIBASA (525)	RANCHI
ST. COLUMBA'S COLLEGE, HAZARIBAGH (528)	RANCHI
GANESH DUTT COLLEGE (550)	DARBHANGA
SAMASTIPUR COLLEGE (551)	DARBHANGA
R K COLLEGE (557)	DARBHANGA

PBS COLLEGE (576)	BHAGALPUR
M.V. COLLEGE (591)	PATNA
MODEL JAIL (0606D)	CHANDIGARH
RESEARCH FOUNDATION, EDUCATION CENTRE (708)	DELHI 2 (RAJGHAT)
Vivekanand Mahila College	DELHI 2 (RAJGHAT)
TIHAR JAIL NEW DELHI	DELHI 3 Naraina
SWAMI SHRADHANAND COLLEGE (729)	DELHI 2 (RAJGHAT)
INSTITUTE OF HOME ECONOMICS (787)	DELHI 1 (MOHAN ESTATE (SOUTH DELHI))
L.D. ARTS COLLEGE (901)	AHMEDABAD
M.S. UNIVERSITY (902)	AHMEDABAD
MTB ARTS COLLEGE (905)	AHMEDABAD
IGNOU STUDY CENTRE BHUJ 906	RAJKOT
SSKS & SOM ARTS COLLEGE (907)	AHMEDABAD
IGNOU STUDY CENTRE BHAVNAGAR	RAJKOT
NEW PROGRESIVE EDUCATION TRUST (909)	AHMEDABAD
SARDAR PATEL UNIVERSITY (910)	AHMEDABAD
SAMARPAN ARTS & COMMERCE COLLG (911)	AHMEDABAD
NAVJIVAN ARTS & COMM. COLLEGE (912)	AHMEDABAD
ANJUMAN-E-TALIME-IDARA (913)	AHMEDABAD
IGNOU STUDY CENTRE JAMNAGAR (914)	RAJKOT
IGNOU STUDY CENTRE ADIPUR (923)	RAJKOT
R R MEHTA COLLEGE OF SCIENCE	AHMEDABAD
IGNOU STUDY CENTRE RAJKOT (960)	RAJKOT
IGNOU REGIONAL CENTRE KARNAL LSC Code 1000	KARNAL
HINDU COLLEGE (1002)	KARNAL
CHOTU RAM COLLEGE OF EDUCATION (1005)	KARNAL
1008	PANAJI
GOVERNMENT P.G. COLLEGE (1009)	KARNAL
MDSD COLLEGE, AMB (1036)	CHANDIGARH
GOVERNMENT DEGREE COLLEGE (1101)	SHIMLA
GOVERNMENT P.G. COLLEGE (1102)	SHIMLA
Govt. Degree College, (1103)	SHIMLA
GOVERNMENT DEGREE COLLEGE (1104)	SHIMLA
GOVERNMENT DEGREE COLLEGE (1105)	SHIMLA
GOVERNMENT DEGREE COLLEGE CHAMBA (1106)	SHIMLA
GOVERNMENT DEGREE COLLEGE, GDC. Kullu (1107)	SHIMLA
GOVERNMENT DEGREE COLLEGE GDC. Nahan (1108)	SHIMLA
GOVERNMENT DEGREE COLLEGE GDC. Una (1109)	SHIMLA
GOVT. P.G. COLLEGE GDC. Bilaspur (1113)	SHIMLA
GOVT. DEGREE COLLEGE ReckongPeo, (1115)	SHIMLA
GOVERNMENT DEGREE COLLEGE Seema (Rohru) (1116)	SHIMLA
GOVT. P.G. COLLEGE GDC. Sarkagha (1124)	SHIMLA
GOVERNMENT DEGREE COLLEGE GDC. Indora (1125)	SHIMLA

GOVT. DEGREE COLLEGE GDC. Poanta Sahib (1133)	SHIMLA
GOVT. DEGREE COLLEGE GDC Joginder Nagar, (1136)	SHIMLA
GOVT COLLEGE , GDC. Karsog (1138)	SHIMLA
GOVT PG COLLGE GDC. Dhaliara (1140)	SHIMLA
GOVT DEGREE COLLEGE GDC. Banjar (1148)	SHIMLA
GOVT DEGREE COLLEGE GDC. Nalagarh (1157)	SHIMLA
St. Ann's College for Women (01162)	HYDERABAD
GOVT. DEGREE COLLEGE GDC. Nerwa (1173)	SHIMLA
GOVT. DEGREE COLLEGE GDC. Ghumarwin (1174)	SHIMLA
IGNOU STUDY CENTRE GDC. Nadaun (1179)	SHIMLA
UNIVERSITY OF JAMMU (1201)	JAMMU
Govt Eliezer Joldan Memorial College Leh	SRINAGAR
GOVERNMENT DEGREE COLLEGE (1206)	JAMMU
GOVERNMENT DEGREE COLLEGE (1207)	JAMMU
SHRI PRATAP SINGH COLLEGE (1209)	SRINAGAR
GOVERNMENT DEGREE COLLEGE (1235)	JAMMU
GOVT. DEGREE COLLEGE KARGIL (1249)	SRINAGAR
GOVT. DEGREE COLLEGE (BOYS) (1250)	JAMMU
GOVT. COLLEGE FOR WOMEN (1257)	JAMMU
GOVT DEGREE COLLEGE (1267)	JAMMU
GOVT DEGREE COLLEGE (1268)	JAMMU
GOVT DEGREE COLLEGE (1284)	JAMMU
ST. ALOYSIUS COLLEGE, MANGALORE (1302)	BANGALORE
J.S.S. COLLEGE VIDYAGIRI DHARWAD (1303)	BIJAPUR
GULBARGA UNIVERSITY CAMPUS GULBARGA (1304)	BIJAPUR
VIDYAVARDHAKA FIRST GRADE COLLEGE,MYSORE (1305)	BANGALORE
DVS COLLEGE OF ARTS AND SCIENCE,SHIMOGA (1306)	BANGALORE
BLDEA'S J S S COLLEGE OF EDUCATION VIJAYAPURA (1307)	BIJAPUR
R.P.D. COLLEGE CAMPUS BELGAUM (1308)	BIJAPUR
VEERASHIAVA COLLEGE BELLARY (1310)	BIJAPUR
BAPUJI INSTT. OF ENGG & TECH.,DAVANAGERE (1311)	BANGALORE
GOVT. SCIENCE COLLEGE,BANGALORE (1320)	BANGALORE
BASAVESHWAR SCIENCE COLLEGE BAGALKOT (1324)	BIJAPUR
MOUNT CARMEL COLLEGE, BANGALORE (1349P)	BANGALORE
JDT ISLAM (1403)	VATAKARA
CATHOLICATE COLLEGE (1404)	TRIVANDRUM
1404	PANAJI
SREE NARAYANA COLLEGE (1405)	VATAKARA
SREE KERALA VERMA COLLEGE (1407)	COCHIN
PSMO COLLEGE (1409)	VATAKARA
SREE NARAYANA COLLEGE (1413)	TRIVANDRUM

ST. MARRY'S COLLEGE (1430)	VATAKARA
MAR IVANIOS INSTITUTE OF ADVANCE STUDIES (1441)	TRIVANDRUM
BHARATHEEYA INSTITUTE FOR ADV. STUDY AND RESEARCH (1473)	TRIVANDRUM
ST THERESAS COLLEGE (1477)	COCHIN
NIRMALAGIRI COLLEGE KOOTHUPARAMBA (IRISH) (1485)	VATAKARA
IGNOU REGIONAL CENTRE BHOPAL LSC Code 1500	BHOPAL
MOTILAL VIGYAN MAHAVIDYALAYA (1501)	BHOPAL
GOVT. ARTS & SCI. COLLEGE (1503)	RAIPUR
JIWAJI UNIVERSITY GWALIOR	BHOPAL
GOVT E RAGHAVENDRA RAO (1505)	RAIPUR
HOLKAR SCIENCE COLLEGE (1506)	BHOPAL
DR. H.S. GOUR UNIVERSITY, SAGAR (1507)	JABALPUR
A.P.S. UNIVERSITY, REWA (1508)	JABALPUR
GOVERNMENT P.G. COLLEGE (1509)	RAIPUR
PT. RAVI SHANKAR SHUKLA UNIV. (1510)	RAIPUR
GOVT. J.H. PG COLLEGE (1511)	BHOPAL
GOVT. P. G. COLLEGE, SATNA (1512)	JABALPUR
DANIELSON DEGREE COLLEGE, CHHINDWARA (1515)	JABALPUR
VIKRAM UNIVERSITY (1516)	BHOPAL
GOVERNMENT P.G. COLLEGE (1526)	BHOPAL
MATA GUJARI MAHILA MAHIVIDYALYA, JABALPUR (1599)	JABALPUR
K J Somaiya College of Arts and Commerce IGNOU LSC 1601	MUMBAI
D.G. DEGREE COLLEGE OF COMMERCE (1605)	PUNE
CHH. SHAHU INSTITUTE OF BUSINESS EDU. AND RESEARCH (1606)	PUNE
GURU NANAK BHAWAN NAGPUR MAHARASHTRA	NAGPUR
KTHM COLLEGE (1608)	PUNE
VIVEKANAND ARTS & SDS COMMERCE COLLEGE (1610)	PUNE
NORTH MAHARASHTRA UNIVERSITY (1611)	PUNE
H.N.COLLEGE OF COMMERCE SOLAPUR (1612)	BIJAPUR
PRATIBHA NIKETAN MAHA VIDYALAYA NANDED MAHARASHTRA	NAGPUR
RAJIV GANDHI ENGINEERING COLLEGE CHANDRAPUR MAHARASHTRA	NAGPUR
MANIPUR UNIVERSITY (1701)	IMPHAL
GOVERNMENT COLLEGE (1702)	IMPHAL
ST.MARY"S COLLEGE (1831)	SHILLONG
GOVERNMENT AIZAWL COLLEGE (1901)	AIZWAL
LUNGLEI GOVERNMENT COLLEGE (1902)	AIZWAL
GOVT. CHAMPHAI COLLEGE (1910)	AIZWAL
GOVT. MAMIT COLLEGE (1952)	AIZWAL

MODERN COLLEGE (2001)	KOHIMA
DIMAPUR GOVERNMENT COLLEGE (2002)	KOHIMA
IGNOU REGIONAL CENTRE BHUBANESHWAR LSC Code 2100	BHUBANESHWAR
RAVENSHAW COLLEGE (2102)	BHUBANESHWAR
GOVT COLLEGE, ROURKELA (2103)	BHUBANESHWAR
KHALIKOTE COLLEGE (2104)	BHUBANESHWAR
GOVERNMENT COLLEGE-ANGUL (2105)	BHUBANESHWAR
F.M. COLLEGE, BALASORE (2106)	BHUBANESHWAR
RAJENDRA COLLEGE (2107)	KORAPUT
G.M.UNIVERSITY, SAMBALPUR (2108)	BHUBANESHWAR
GOVT AUTONOMOUS COLLEGE-PHULBANI (2109)	BHUBANESHWAR
VIKRAM DEV COLLEGE (2110)	KORAPUT
B.J.B. AUTONOMOUS COLLEGE; BHUBANESWAR (2111)	BHUBANESHWAR
D.D.COLLEGE, KEONJHAR (2112)	BHUBANESHWAR
GOVERNMENT COLLEGE (2113)	KORAPUT
MPC AUTONOMOUS COLLEGE, BARIPADA (2114)	BHUBANESHWAR
BHADRAK COLLEGE (2118)	BHUBANESHWAR
S.C.S AUTONOMOUS COLLEGE,PURI (2119)	BHUBANESHWAR
S.K.C.G. COLLEGE (2121)	BHUBANESHWAR
PANCHAYAT JUNIOR COLLEGE (2134)	BHUBANESHWAR
KSUB COLLEGE, BHANJANAGAR (2135)	BHUBANESHWAR
N.C.COLLEGE, JAJPUR (2138)	BHUBANESHWAR
NABARANGPUR COLLEGE (2139)	KORAPUT
NATIONAL COLLEGE (2140)	KORAPUT
KENDRAPADA COLLEGE (2141)	BHUBANESHWAR
RAYAGADA COLLEGE (2175)	KORAPUT
BARING UNION CHRISTIAN COLLEGE (2202)	KHANNA
DDE, PB. UNI, PTL (2203)	CHANDIGARH
MGDAV COLLEGE (2204)	KHANNA
DAV COLLEGE OF EDUCATION FOR WOMEN (2205)	KHANNA
GURU NANAK GIRLS COLLEGE (2206)	KHANNA
DAV COLLEGE (2216)	KHANNA
CENTRAL JAIL (2221D)	CHANDIGARH
NEHRU MEMORIAL GOVT. COLLEGE (2225)	KHANNA
NIRMAN CAMPUS OF EDUCATION RESEARCH and TRAINING LSC 2299	KHANNA
VIDYA BHAWAN RURAL INSTITUTE (2302)	JODHPUR
ONKARMAL SOMANI COLLEGE OF COM (2304)	JODHPUR
BJS RAMPURIA JAIN COLLEGE (2305)	JODHPUR
GOVT COLLEGE, AJMER (2306)	JAIPUR
GOVIND GURU GOVT. COLLEGE (2307)	JODHPUR
RAJRISHI COLLEGE, ALWAR (2308)	JAIPUR
GOVERNMENT COLLEGE (2309)	JODHPUR
D.A.V. COLLEGE, SRIGANGANAGAR (2310)	JAIPUR

KUCHAMAN COLLEGE (2311)	JODHPUR
SHRI BHAGWANDAS TODI PG COLLEG (2312)	JAIPUR
CENTRAL JAIL GHATGATE	JAIPUR
MAHARANA PRATAP PG GOVT COLLEGE, CHITTORGARH (2331)	JAIPUR
S.P.U. (P.G.) COLLEGE (2333)	JODHPUR
INTERNATIONAL COLLEGE OF GIRLS, JAIPUR (2353)	JAIPUR
GOVT. BANGUR P.G. COLLEGE (2361)	JODHPUR
GOVT. P.G. COLLEGE (BOYS) (2362)	JODHPUR
GOVT P G COLLGE, JHALAWAR (2368)	JAIPUR
GOVT. COLL PRATGARH (2370)	JODHPUR
GOVT P.G.COLLEGE (2385)	JAIPUR
CENTRAL JAIL, AJMER (2388)	JAIPUR
SIKKIM GOVERNMENT COLLEGE (2401)	GANGTOK
DDGD VAISHNAVA COLLEGE (2501)	CHENNAI
DR.G.R.D. COLLEGE OF SCIENCE (2502)	MADURAI
THIYAGARAJAR COLLEGE (2503)	MADURAI
BISHOP HEBER COLLEGE (2504)	MADURAI
2506	PANAJI
V O Chidambaram College Tuticorin	MADURAI
S.T. HINDU COLLEGE (2511)	TRIVANDRUM
2513	PANAJI
JAYA COLLEGE OF ARTS & SCIENCE (2532)	CHENNAI
ER. PERUMAL MANIMEKALAI P'NIC (2534)	CHENNAI
TIRUPUR KUMARAN COLLEGE FOR WOMEN (2540)	MADURAI
CENTRAL PRISON-COIMBATORE(ONLY FOR PRISON INMATES) (2541)	MADURAI
SREE RAMU COLLEGE OF ARTS & SCIENCE (2551)	MADURAI
CENTRAL PRISON 2552	CHENNAI
SPECIAL PRISON FOR WOMEN (2559)	CHENNAI
KS RANGASAMY COLLEGE OF TECH 2564	CHENNAI
H.K. ROWTHER HOWDIA COLLEGE (2568)	MADURAI
2570	PANAJI
VOORHEES COLLEGE (2593)	CHENNAI
TRIPURA UNIVERSITY (2601)	AGARTALA
GOVERNMENT DEGREE COLLEGE (2602)	AGARTALA
R.K. MAHAVIDYALAYA (2606)	AGARTALA
M.B.B. COLLEGE (2608)	AGARTALA
ST. JOHN'S COLLEGE (2702)	NOIDA
ALLAHABAD DEGREE COLLEGE, ALLAHABAD (2703)	VARANASI
BAREILLY COLLEGE, BAREILLY (2704)	LUCKNOW
D.A.V. PG COLLEGE DEHRADUN (2705)	DEHRADUN
UDAI PRATAP AUTONOMOUS COLLEGE, VARANASI (2708)	VARANASI
DDU UNIVERSITY GORAKHPUR (2709)	VARANASI

KNIPSS SULTANPUR (2710)	VARANASI
MB PG COLLEGE HALDWANI (2711)	DEHRADUN
BIPIN BIHARI PG COLLEGE, JHANSI (2712)	LUCKNOW
ALIGARH MUSLIM UNIVERSITY, ALIGARH (2713)	ALIGARH
HINDU COLLEGE (2714)	NOIDA
GOVERNMENT PG COLLEGE, GOPESHWAR (2715)	DEHRADUN
S.C. COLLEGE, BALLIA (2716)	VARANASI
M.M.H. COLLEGE GHAZIABAD (2718)	NOIDA
LUCKNOW CHRISTIAN P G COLLEGE (2720)	LUCKNOW
L.S.M. GOVERNMENT P.G. COLLEGE, PITHORAGARH (2726)	DEHRADUN
A.P.N. DEGREE COLLEGE BASTI (2727)	LUCKNOW
MEERUT COLLEGE MEERUT (2728)	NOIDA
D. N. COLLEGE FATEHGARH (2729)	LUCKNOW
M.D.P.G. COLLEGE, PRATAPGARH (2737)	VARANASI
I.P. (PG)COLLEGE BULANDSHAHR (2738)	NOIDA
S.D. POST GRADUATE COLLEGE (2741)	NOIDA
LAJPAT RAI (P.G.) COLLEGE SAHIBABAD (2743)	NOIDA
GOVT PG COLLEGE UTTARKASHI (2748)	DEHRADUN
HNB GARHWAL UNIVERSITY, SRINAGAR (2752)	DEHRADUN
DR. P.D.B. GOVT. P.G. COLLEGE, KOTDWARA (2754)	DEHRADUN
D.S.B CAMPUS KUMAON UNIV., NAINITAL (2762)	DEHRADUN
2763	PANAJI
K.N. GOVT. P.G. COLLEGE (2774)	VARANASI
G.D. BINANI PG COLLEGE, MIRZAPUR (2778)	VARANASI
SGPGI LUCKNOW (2789)	LUCKNOW
GOVT. MAHILA DEGREE COLLEGE PILIBHIT (2797)	LUCKNOW
JAGANNATH KISHORE COLLEGE (2807)	KOLKATA
GOVT. TEACHERS' TRAINING COLLEGE (2808)	RAGHUNATHGANJ
BANWARILAL BHALOTIA COLLEGE (2809)	KOLKATA
MIDNAPUR COLLEGE (2813)	KOLKATA
SATYANANDA VIDYARTHEE BHAWAN (2815)	RAGHUNATHGANJ
NETAJI MAHAVIDYALAYA (2817)	KOLKATA
BHAIRAB GANGULY COLLEGE (2842)	KOLKATA
DAMAN GOVERNMENT ARTS COLLEGE (2901)	AHMEDABAD
3001	PANAJI
GOVT POST GRADUATE COLLEGE (3504)	RAIPUR
GOVT. E.V.P.G. COLLEGE (3514)	RAIPUR
GOVT. P.G. COLLEGE (3515)	RAIPUR
KIRODIMAL GOVT. ARTS & SC.COLLEGE (3516)	RAIPUR
GODDA COLLEGE (3601)	DEOGHAR
SAHIBGANJ COLLEGE (3605)	DEOGHAR
KARTIK ORAON COLLEGE, GUMLA (3606)	RANCHI
GIRIDIH COLLEGE (3607)	DEOGHAR
JAGANNATH JAIN COLLEGE, KODERMA (3608)	RANCHI

A.S. COLLEGE (3609)	DEOGHAR
SIMDEGA COLLEGE (3610)	RANCHI
SURAT PANDEY DEGREE COLLEGE, GARHWA (3629)	RANCHI
K S COLLEGE, SERAIKELLA (3630)	RANCHI
MAHARAJ SINGH COLLEGE, SAHARANPUR (3702)	NOIDA
COTTON COLLEGE (4187)	GUWAHATI
IAEP STUDY CENTRE (5111)	ARMY-KOLKATA
S.A. EKALAVYA DEGREE MAHAVIDYALAYA (5177)	PATNA
Radha Shanta Mahavidyalaya	PATNA
WESTERN COMMAND HRDC (5201)	ARMY-CHANDIMANDIR
HQ 22 ARTY BDE (5206)	ARMY-CHANDIMANDIR
IAEP ARMY STUDY CENTRE 5405 (5405)	ARMY-PUNE
HRDC HQ NORTHERN COMMAND (5501)	ARMY-UDHAMPUR
HQ 15 CORPS HRDC (5503)	ARMY-UDHAMPUR
HQ 16 CORPS HRDC (5504)	ARMY-UDHAMPUR
HQ 25 INF DIV (5506)	ARMY-UDHAMPUR
HQ 19 INF DIV (5510)	ARMY-UDHAMPUR
HQ 39 MTN DIV (5511)	ARMY-UDHAMPUR
GOVT. MEDICAL COLLEGE & HOSPITAL (06003P)	CHANDIGARH
SGGS COLLEGE, CHD (06007)	CHANDIGARH
IGNOU PROG STUDY CENTRE 06026	CHANDIGARH
IGNOU-NAVY RECOG. STUDY CENTRE (7101)	NAVY-NEW DELHI
GREAT MISSION TEACHERS (7108)	DELHI 3 Naraina
INSTITUTE OF PUBLIC HEALTH AND HYGIENE (7109)	DELHI 3 Naraina
DEPTT. OF MENTAL HEALTH & LIFE SKILLS PROMOTION (07160P)	DELHI 1 (MOHAN ESTATE (SOUTH DELHI))
7201	NAVY-MUMBAI
IGNOU NAVY VIZAG (7301)	NAVY-VISAKHAPATNAM
Command Education Office Kochi	NAVY-KOCHI
GOA COLLEGE OF HOME SCIENCE, CAMPAL PANAJI (8032)	PANAJI
IAR STUDY CENTRE (8101)	IGNOU ASSAM RIFLES
IAR SPL. STUDY CENTRE (8102)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8103)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8104)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8105)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8106)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8107)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8108)	IGNOU ASSAM RIFLES
IAR SPL. STUDY CENTRE (8109)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8110)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8111)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8112)	IGNOU ASSAM RIFLES
IAR SPL. STUDY CENTRE (8113)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8114)	IGNOU ASSAM RIFLES



IAR STUDY CENTRE (8115)	IGNOU ASSAM RIFLES
IAR SPL. STUDY CENTRE (8116)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8117)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8118)	IGNOU ASSAM RIFLES
IAR SPL. STUDY CENTRE (8119)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8120)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8121)	IGNOU ASSAM RIFLES
IAR SPL. STUDY CENTRE (8122)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8123)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8124)	IGNOU ASSAM RIFLES
IAR SPL. STUDY CENTRE (8125)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8126)	IGNOU ASSAM RIFLES
IAR SPL. STUDY CENTRE (8127)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8128)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8129)	IGNOU ASSAM RIFLES
IAR STUDY CENTRE (8130)	IGNOU ASSAM RIFLES
IGNOU REGIONAL CENTRE DEOGHAR LSC Code 8700	DEOGHAR
NDRK FIRST GRADE COLLEGE,HASSAN (13148)	BANGALORE
SJM COLLEGE OF ARTS,SCI. & COMM.,CHITRADURGA (13151)	BANGALORE
DR.G SHANKAR WOMEN'S FIRST GRADE COLLEGE, UDUPI (13159)	BANGALORE
GOVT. FIRST GRADE COLLEGE, RAMANAGARA (13162)	BANGALORE
DR SRI JACHANI FIRST GRADE COLLEGE, CHIKBALLAPUR (13163)	BANGALORE
GOVT. FIRST GRADE COLLEGE, CHAMARAJ NAGAR (13164)	BANGALORE
GOVT. FIRST GRADE COLLEGE(BOYS) KOLAR (13165)	BANGALORE
ST. THOMAS COLLEGE, PALA (14177)	COCHIN
CENTRAL JAIL BHERUGARH (15211)	BHOPAL
GOVT. HOME SCIENCE COLLEGE (15229)	BHOPAL
GOVT. PG ARTS AND SCIENCE COLLEGE (15234)	BHOPAL
RAJIV GANDHI GOVT. POST GRADUATE COLLEGE (15235)	BHOPAL
GOVT. GIRLS COLLEGE BARWANI (15236)	BHOPAL
GOVERNMENT KUSUM PG COLLEGE, SEONI MALWA (15243)	BHOPAL
GOVERNMENT GIRLS P.G. COLLEGE, VIDISHA (15245)	BHOPAL
Bherulal Patidar Govt. P. G. College (15256)	BHOPAL
POONAMCHAND GUPTA VOC COLLEGE LSC 15273	BHOPAL
IGNOU STUDY CENTRE (16144) (16144)	PUNE
TERNA MAHAVIDYALAYA (ARTS, SCIENCE & COMMERCE) (16145)	PUNE
CENTRAL PRISION NASHIK	PUNE

VIDYA VIKAS MANDAL (16153)	PUNE
DEOGARH COLLEGE (21116)	BHUBANESHWAR
KUCHINDA COLLEGE (21117)	BHUBANESHWAR
CIRCLE JAIL, CHOUDWAR (21127)	BHUBANESHWAR
J.K.B.K. COLLEGE, CUTTACK (21185)	BHUBANESHWAR
NAYAGARH AUTONOMOUS COLLEGE (21198)	BHUBANESHWAR
OLAVAR COLLEGE, OLAVAR (21205)	BHUBANESHWAR
D K COLLEGE, JALESWAR (21207)	BHUBANESHWAR
PARADIP COLLEGE (21208)	BHUBANESHWAR
KHAIRA COLLEGE (21209)	BHUBANESHWAR
B B MAHAVIDYALAYA, CHANDIKHOL (21218)	BHUBANESHWAR
MAHILA JAIL (23112)	JAIPUR
SHRI KALYAN GOVT. PG COLLEGE, SIKAR (23130)	JAIPUR
GOVT. PG COLLEGE, KARALI (23132)	JAIPUR
GOVT. PG COLLEGE, BARAN (23133)	JAIPUR
GOVT. ARTS PG COLLEGE, KOTA (23135)	JAIPUR
LOHIYA GOVT. PG COLLEGE, CHURU (23136)	JAIPUR
GOVT. PG COLLEGE, RAJGARH (23138)	JAIPUR
N M GOVT. PG COLLEGE, HANUMANGARH (23139)	JAIPUR
SH. BHAWANI NIKETAN PG BOYS COLLEGE, JAIPUR (23140)	JAIPUR
M.L.V GOVT. COLLEGE, BHILWARA (23145)	JAIPUR
M.S. J. GOVT. PG COLLEGE, BHARATPUR (23152)	JAIPUR
GOVT. COLLEGE MAHUWA, DAUSA (23154)	JAIPUR
GOVT. P.G. COLLEGE, TONK (23155)	JAIPUR
PC BAGLA PG COLLEGE, HATHRAS (27100)	ALIGARH
SWAMI SUKHDEVANAND PG COLLEGE SHAHJAHANPUR (27103)	LUCKNOW
PT. JAWAHARLAL NEHRU MEMORIAL PG COLLEGE,BARABANKI (27118)	LUCKNOW
C S N PG COLLEGE, HARDOI (27126)	LUCKNOW
GOVT RAZA PG COLLEGE,RAMPUR (27127)	NOIDA
CANE GROWER"S NEHRU PG COLLEGE LAKHIMPUR KHERI (27131)	LUCKNOW
R.B.D. COLLEGE BIJNORE (27140)	NOIDA
DAYANAND VEDIC POST GRADUATE COLLEGE ORAI (27188)	LUCKNOW
GOVT. PG COLLEGE (27192)	LUCKNOW
NATIONAL PG COLLEGE LUCKNOW (27195)	LUCKNOW
BRAHMANAND COLLEGE KANPUR (27197)	LUCKNOW
NETAJI SCB LUCKNOW (27202)	LUCKNOW
RAM SWAROOP GRAM UDYOG PG COLLEGE PUKHAYAN (27211)	LUCKNOW
MAHAMAYA GOVT. DEGREE COLLEGE, MAHONA (27230)	LUCKNOW
RISHI BANKIM CHANDRA COLLEGE FOR WOMEN (28157)	KOLKATA

Vidyasagar College for Women IGNOU LSC 28162	KOLKATA
GOVT DEGREE COLLEGE KUPWARA (30012)	SRINAGAR
GOVT COLLEGE FOR WOMEN M A ROAD SRINAGAR LSC 30039	SRINAGAR
DISTRICT JAIL (31011)	DEHRADUN
RH GOVT PG COLLEGE KASHIPUR, US NAGAR (31034)	DEHRADUN
K.B WOMEN'S COLLEGE, HAZARIBAGH (32034)	RANCHI
BOKARO STEEL CITY COLLEGE 32047	RANCHI
MAHARAJAH'S POST GRADUATE COLLEGE (33018)	VISHAKHAPATNAM
S.V. ARTS COLLEGE TITUPATI (33029)	VIJAYAWADA
K.R. TECHNICAL COLLEGE, AMBIKAPUR (35145)	RAIPUR
DHOTE BANDHU SCIENCE COLLEGE GONDIA MAHARASHTRA	NAGPUR
SEVADAL MAHILA MAHAVIDYALAYA NAGPUR MAHARASHTRA	NAGPUR
DEBRAJ ROY COLLEGE LSC CODE 37015	JORHAT
IGNOU REGIONAL CENTRE DELHI3 LSC Code 38039	DELHI 3 Naraina
GINNI DEVI MODI GIRLS (PG) COLLEGE(ONLY FOR GIRLS) (39017)	NOIDA
FAIZ E AAM DEGREE COLLEGE LSC 39044	NOIDA
HASHMI GIRLS DEGREE COLLEGE LSC 39045	NOIDA
RANI ANNA GOVT COLLEGE FOR WOMEN	MADURAI
College of Indigenous Food Technology, Konni Anakuthi,	TRIVANDRUM
IGNOU STUDY CENTRE (RAJKOT DISTRICT JAIL) (42013D)	RAJKOT
IGNOU SPECIAL STUDY CENTRE DISTRICT JAIL JUNAGADH (42014D)	RAJKOT
PALARA JAIL (BHUI) (42019)	RAJKOT
SREE SEVUGAN ANNAMALAI COLLEGE (43052)	MADURAI
G.T.N. ARTS COLLEGE (43080)	MADURAI
SREE NARAYANA GURU COLLEGE (43084)	MADURAI
The Gandhigram Rural Institute	MADURAI
MALKANGIRI COLLEGE LSC 44032	KORAPUT
Council of Analytical Tribal Studies LSC 44033	KORAPUT
Khariar Autonomous College LSC 44034	KORAPUT
SEMILIGUDA COLLEGE LSC 44035	KORAPUT
M S K B COLLEGE (46021)	DARBHANGA
SHRI VARSHNEY PG COLLEGE, ALIGARH (47015)	ALIGARH
CENTRAL JAIL AGRA (47022D)	NOIDA
IIMT,ALIGARH (47030)	ALIGARH
KR. R.C. MAHILA MAHAVIDYALAYA, MAINPURI (47037)	ALIGARH
MAHATMA GANDHI MEMORIAL PG COLLEGE (47040)	NOIDA
SRI TIKA RAM KANYA MAHAVIDYALAYA (ONLY FOR GIRLS) (47044)	ALIGARH
D.C.S. KHANDELWAL, MAU (48011)	VARANASI

TILAK DHARI COLLEGE, JAUNPUR (48017)	VARANASI
CHAURI BELHA MAHAVIDYALAYA, AZAMGARH (48018)	VARANASI
ST ANDREWS COLLEGE, GORAKHPUR (48028)	VARANASI
AGRASEN KANYA PG COLLEGE PARMANANDPUR VARANASI (48033)	VARANASI
RAMABAI GOVT. 'WOMEN' PG COLLEGE, AKABARPUR (48041)	VARANASI
DARUL ULLOM HABIBIA RIZVIA BHADOHI	VARANASI
MAHATMA GANDHI KASHI VIDYA PEETH VARANASI (48046)	VARANASI
DEEP NARAYAN SINGH COLLEGE (82002)	BHAGALPUR
T N B College	BHAGALPUR
TARAR COLLEGE TARAR IGNOU LSC 82013	BHAGALPUR
GOVERNMENT COLLEGE (AUTONOMOUS) (84002)	VISHAKHAPATNAM
SKBR COLLEGE AMALAPURAM LSC 84009	VISHAKHAPATNAM
84016 SIR C R REDDY COLLEGE	VISHAKHAPATNAM
IGNOU STUDY CENTRE (86004)	SAHARSA
IGNOU STUDY CENTRE (86005)	SAHARSA
IGNOU STUDY CENTRE(86007)	SAHARSA
M L ARYA COLLEGE, KASBA	SAHARSA
DR. JAGANNATH MISHRA COLLEGE (87012)	DEOGHAR
SIBM NATHDWARA (88007)	JODHPUR
MAHILA P.G. MAHAVIDYALAYA (88008)	JODHPUR
ARAVALI MAHAVIDYALAY (88012)	JODHPUR
SHRI TAGORE P.G. COLLEGE KUCHAMAN CITY (88014)	JODHPUR
DISTRICT JAIL PRATAPGARH (88022-D)	JODHPUR
GOVT. COLLEGE, BILARA (88031)	JODHPUR
G D Memorial College	JODHPUR
0148R	PANAJI
BIHAR VIDYAPITH 05138	PATNA
DISTRICT JAIL BIHARSHARIF	PATNA
DISTRICT PRISON, ARA	PATNA
DISTRICT JAIL HAJIPUR	PATNA
DISTRICT JAIL SASARAM	PATNA
DISTRICT JAIL JAMUI	PATNA
CENTRAL JAIL, GAYA	PATNA
CENTRAL JAIL BUXAR	PATNA
ADARSH CENTRAL JAIL BEUR	PATNA
MAA KAMLA CHANDRIKA JEE MANAGEMENT COLLEGE 593	PATNA
CENTRAL JAIL AMBALA (06002D)	CHANDIGARH
IGNOU PROG STUDY CENTRE 06026P	CHANDIGARH
MODEL JAIL (0606D)	CHANDIGARH
DEPTT. OF MENTAL HEALTH & LIFE SKILLS PROMOTION (07160P)	DELHI 1 (MOHAN ESTATE (SOUTH DELHI))

IGNOU SPECIAL STUDY CENTRE MODERN CENTRAL JAIL	PANAJI
NADIAD DISTRICT JAIL (09124-D)	AHMEDABAD
MEHSANA DISTRICT JAIL	AHMEDABAD
LAJPORE CENTRAL JAIL (09126D)	AHMEDABAD
PALANPUR DISTRICT JAIL (9129)	AHMEDABAD
CENTRAL PRISONS VADODARA	AHMEDABAD
CENTRAL PRISON SABARMATI	AHMEDABAD
SUB JAIL GODHARA	AHMEDABAD
SUB JAIL BHARUCH	AHMEDABAD
NAVSARI SUB JAIL	AHMEDABAD
SUB-JAIL PATAN	AHMEDABAD
DISTRICT JAIL YAMUNA NAGAR	KARNAL
DISTT. JAIL, AMPHALLA (1227)	JAMMU
CENTRAL JAIL SRINAGAR	SRINAGAR
DISTRICT JAIL UDHAMPUR	JAMMU
1257P BHAGAT PROGRAMME I/C GOVT. COLLEGE FOR WOMEN	JAMMU
CENTRAL PRISON (14168D)	COCHIN
CENTRAL JAIL (15209D)	BHOPAL
GOVT. HOME SCIENCE COLLEGE, JABALPUR (1585P)	JABALPUR
DISTRICT JAIL PURI	BHUBANESHWAR
DISTRICT JAIL, PHULBANI	BHUBANESHWAR
CIRCLE JAIL, BARIPADA	BHUBANESHWAR
DISTRICT JAIL, SUNDERGARH	BHUBANESHWAR
CENTRAL JAIL, KOTA (23122D)	JAIPUR
CENTRAL JAIL, BHARATPUR (23123D)	JAIPUR
CENTRAL JAIL SRIGANGANAGAR	JAIPUR
DISTRICT JAIL JHALAWAR	JAIPUR
DISTRICT JAIL BHILWARA	JAIPUR
DISTRICT JAIL ALWAR	JAIPUR
SPECIAL PRISON PUZHAL (25224D)	CHENNAI
CENTRAL PRISON - TRICHY (2550)	MADURAI
CENTRAL JAIL NAINI, ALLAHABAD (27178)	VARANASI
MODEL JAIL, LUCKNOW	LUCKNOW
NATIONAL PG COLLEGE BHOGOWN LSC2760D	ALIGARH
KPC MEDICAL COLLEGE& HOSPITAL (28112)	KOLKATA
MANDOLI JAIL COMPLEX JAIL NO. 11 MANDOLI	DELHI 2 (RAJGHAT)
LNJPN CENTRAL JAIL	RANCHI
D.B.GIRLS AUTONMOUS PG COLLEGE (3513)	RAIPUR
SADABAI RAISONI WOMEN COLLEGE NAGPUR MAHARASHTRA	NAGPUR
DISTRICT JAIL BHONDSI	DELHI 3 Naraina
DISTRICT JAIL MEERUT	NOIDA
IGNOU SPECIAL STUDY CENTRE	NOIDA
DISTRICT JAIL DASNA	NOIDA

DISTRICT JAIL GAUTAM BUDH NAGAR	NOIDA
DISTRICT JAIL JAMNAGAR	RAJKOT
DISTRICT JAIL BHANVNAGAR	RAJKOT
SURENDRA NAGAR SUB JAIL	RAJKOT
AMRELI SUB JAIL & OPEN JAIL	RAJKOT
GALPADAR DISTRICT JAIL	RAJKOT
CENTRAL PRISON MADURAI	MADURAI
District Jail, Aligarh	ALIGARH
DISTRICT JAIL FIROZABAD (47050D)	ALIGARH
CENTRAL JAIL (48013D)	VARANASI
IGNOU SPL STUDY CENTRE (IN) (82001)	BHAGALPUR
SPECIAL CENTRAL JAIL, BHAGALPUR (82004)	BHAGALPUR
Central Prison 83004DKANNUR	VATAKARA
Govt Degree College (A) (84002R)	VISHAKHAPATNAM
MANDAL KARA (DISTRICT JAIL)	SAHARSA

## 12. LIST OF IGNOU's PARTNER INSTITUTIONS (PIs) OUTSIDE INDIA AND THE ACADEMIC PROGRAMMES OFFERED

### PARTNER INSTITUTION UNDER INDIVIDUAL MOU

Sl. No.	P.I. Code / Country Name	Partner Institution Name & Address	Programmes on Offer
1.	5102 ABU DHABI, UAE	Wisdom Educational Institute, P.O. Box 71296, Abu Dhabi, UAE Tel : +971-2-6214474; Fax: +971-2-214484 E-mail : wisdom@emirates.net.ae Contact : Mr. Ahmed Rafi B. Ferry, Director	BPP, BA, B.COM, DIM, PGDHRM, PGDFM, PGDOM, PGDMM, MBA, MEG, MHD, CIC, BCA, MCA, PGJMC, BED
2.	5502 DUBAI, UAE	Wisdom Educational Institute, P.O. Box : 26791, Dubai, UAE Tel : +971-4-3964455; Fax: + 971-2-3964422 E-mail : wisdom@emirates.net.ae Contact Person: Mr. Ahmed Rafi B. Ferry, Director	BPP, BA, B.COM, DIM, PGDHRM, PGDFM, PGDOM, PGDMM, MBA, MEG, MHD, CIC, BCA, MCA, PGJMC, BED
3.	5503 DUBAI, UAE	Universal Empire Institute of Technology Knowledge Village P.O. Box 500332, Dubai, UAE Tel : +971-4-3672121(O); Fax: +971-4- 3672779 E-mail: contact@ueitonline.com Contact Person : Mr. Balaji, Coordinator	BPP, BA, B.COM, DIM, PGDHRM, PGDMM, PGDFM, PGDOM, MBA, MEG, MHD, CIC, BCA, MCA, BTCM, BTWRE, B.Sc. (N)
4.	5505 RAS-AL-KHAIMAH, UAE	Royal College of Applied Science & Technology, FZE, P.O. Box: 10559, RAK Free Trade Zone, Ras Al Khaimah, UAE Tel: +971-1-2272203; Fax: +971-7-2272281 E-mail: contactrak@rcast.org Contact Person : Mr. Balaji, Coordinator	DTS, CTE, DECE, BA, B.COM, BTS, BED, MTM, MCOM, MEG, PGJMC, PGDHRM, PGDMM, PGDFM, MBA, CIC, BCA, MCA, BTCM, CPLT
5.	5402 QATAR	Middle-East Educational Services P.O. Box : 3453, Doha, QATAR Tel: +974-4687707; Fax: +974-4505264 E-mail: mesoffcampus@gmail.com; pmanuvalsa@yahoo.com Contact Person: Mr. P. Manoharan	DTS, BTS, BA, B.COM, DIM, PGDIM, PGDHRM, PGDFM, PGDOM, PGDMM, MBA, CIC, BED, MEG, MTM, MCA, MHA, MLIS, MHD, MPS, MAH, MCOM.
6.	5704 KUWAIT	Gulf Centre for University Education P.O. Box: 64070, Shuwaikh 70451, Kuwait Tel: +965-2407110, 2407119 Fax: +965-2407049 E-mail: almartin@gcuekw.org; alloysiusmartin@hotmail.com Contact Person: L. Alloysius Martin, Director	CIC, BCA, BTS, BA, B.COM, BLISc, MLISc, DIM, PGDIM, PGDHRM, PGDFM PGDOM, PGDMM, MBA, BPP, BED, MEG, MTM, MCA, MHA, MLIS, MHD, MPS, MAH, MCOM, MTM.
7.	5905 SULTANATE OF OMAN	Glory Institute Dharamsy Nancy Complex Opp. Shell Petrol Pump, Building No.20, Way No. .58, Wadi Kabir, Muscat Tel: +968-24817612; Fax: +96824813329 E-mail : iahemct@omantel.net.om Contact Person: Mr. T. N. Kutty, Coordinator. Postal Address : P.O. Box: 583 PC:114, Muttrah, Sultanate of Oman	BA, B.COM, BTS, DIM, MP, BCA, CIC, BED, MCA, MHA, MLIS, MHD, MPS, MAH, MCOM MTM, MEG, MTM,
8.	6001 BAHRAIN	Indian Academy W.L.L.P.O. BOX : 10584 MANAMA, BAHRAIN Tel : +973-17811451 / 39888092/39824602 , Fax: +973- 17811663/17811461 Email : elam63@hotmail.com Contact Person : Mr. S. Elamurugu, Chairman-cum-Director	B.ED., MP, DIM, PGDIM, PGDFM, PGDMM, PGDHRM, PGDOM, MCA, MHA, MLIS, MPS, MAH, MCOM, MTM, BTCM

Sl. No.	P.I.Code / Country Name	Partner Institution Name & Address	Programmes on Offer
9.	6101 SAUDI ARABIA	ATEICO Communications P.O. Box: 5791, Jeddah 21432 Saudi Arabia Tel: +9662-668-4287; Fax: +9662-669-0403 E-mail: ignou@ateico.com Website: www.itoindia.com Contact Person : Mr. Riaz Mulla	BPP, CIC, CTS, DTS, DIM, DECE, BA, BCOM, BTS, BED, BCA, MEG, MAH, MPS, MCOM, MTM, MCA, MADE, MBA, PGDIM, PGDFM, PGDHRM, PGDMM, PGDOM, PGDIBO, PGDDE
10.	6102 SAUDI ARABIA	ATEICO Communications P.O. Box 89630, Riyadh-11692, Saudi Arabia Tel: +966-1-215-3537; Fax: +966-1-215-3539 E-mail: ignouriyadh@ateico.net Website: www.itoindia.com Contact Person : Mr. Riaz Mulla	BPP, CIC, CTS, DTS, DIM, DECE, BA, BCOM, BTS, BED, BCA, MEG, MAH, MPS, MCOM, MTM, MCA, MADE, MBA, PGDIM, PGDFM, PGDHRM, PGDMM, PGDOM, PGDIBO, PGDDE
11.	6103 SAUDI ARABIA	ATEICO Communications, Al Khuziyam Commercial Centre, Dharan Street, Opp. to Al Johra Market, Al Khobar Saudi Arabia. Tel +96638653122; Fax: +96638657185 Email ignoudammam@ateico.net Website: www.itoindia.com Contact Person : Mr. Riaz Mulla	BPP, CIC, CTS, DTS, DIM, DECE, BA, BCOM, BTS, BED, BCA, MEG, MAH, MPS, MCOM, MTM, MCA, MADE, MBA, PGDIM, PGDFM, PGDHRM, PGDMM, PGDOM, PGDIBO, PGDDE
12.	7202 MAURITIUS	Mauritius College of the Air, Division of Distance Education, Reduit MAURITIUS Tel: +230-4038200; Fax: +230-4672508 Email: mcade@mca.ac.mu Contact Person: Mr. R. Dhurbarrylall	BCA, BTS, DIM, MP, PGDDE, MADE, PGDHRM, PGDJMC, MBA, MEG, BDP
13.	7203 MAURITIUS	Mauritius Institute of Education (MIE) Reduit, Mauritius PhoneNo: +230-4661654 Email : kencathan@hotmail.com Contact Person: Ms. Ooma Vedi Cudian	Primary Teacher Education
14.	8105 ETHIOPIA	St. Mary's University College POBox 18490, Addis Ababa, Ethiopia Tel: +251-1-5537994; 5537996 Fax: +251-1-5538000 E-mail: smc@ethionet.et; wondtam@yahoo.com Contact Person: Mr. Wodwosen Tamrat, President	CIC, CTE, CFN, CIG, DIM, PGDFM, PGDHRM, PGDIM, PGDMM, PGDOM, BCOM, BLIS, BTS, MBA, MLIS, MADE, BED, BSC(N), BTCM, BTWRE
15.	9401 KENYA	Centre for University Education East Africa School of Management Commonwealth House, Moi Avenue P.O. Box No. 68272-00200 Nairobi, KENYA Tel : +254-020-312863, 342363, Fax: 2712720 Email : easm@wananchi.com Contact Person : Mr. Joe Mwangi Mbuthia, Director	BPP, BCOM, MCOM DIM, PGDIM, PGDHRM, PGDFM, PGDOM, PGDMM, MBA.
16.	9301 SINGAPORE	Open Minds International 1, Rochor Canal Road # 05-11, SimLimSquare, Singapore-188504 Tel: +65-6336460; Fax: +65-6339576 Email: admin@openminds.com.sg Contact Person : Mr. Vinod Wadhwa, Managing Director	CIC, BCA, BTS, DTS, BA, MADE, DIM, PGDDE, MP, CTE
17.	9602 NEPAL	International Computer Advice Pvt. Ltd. Old Baneshwor, Ward-34, Baburam Acharya Road, Kathmandu, Nepal Tel: +977-1-2042289/ 4465400 Fax: +977-1-4473684 E-mail: ica@ica.edu.np Contact Person: Mr. Biswajit Mukherjee, Coordinator	BPP, BA, BCOM, BTS, DIM, MBA, PGDFM, PGDHRM, PGDIM, PGDMM, PGDOM, BED, DCE, DTS, PGJMC, MEG, MTM, CIC, BCA, MCA, CAFÉ, DAFE, PGDRD, MSO, MARD, MPA



Sl. No.	P.I.Code / Country Name	Partner Institution Name & Address	Programmes on Offer
18.	9603 NEPAL	DLP Management Consortium (P) Ltd. Putali Sadak Height, GPO Box:15142 KPC-320, Kathmandu, Nepal Tel: +977-1-2004321,4418019 Fax:+977-1-4418019 E-mail : pranab.basak@gmail.com Contact Person: Mr. Pranab Basak, Director	BPP, BA, BCOM, DIM, MBA, PGDFM, PGDHRM, PGDIM, PGDMM, PGDOM, BTS, PGJMC, BLISC, DAFE
19.	9702 SRI LANKA	Regent International Institute of Higher Studies No. 5, Mudungoda, Miriswatta Gampaha, Sri Lanka Tele : +94-33-4670388/2224559, 777554694 FAX : +94-33-4670388 Email : sicsgampaha@yahoo.com Contact Person : Mr. Anura Gunasekhra	MP, PGDDM, DNHEBDP
20.	9202 KYRGYZSTAN	Virtual Academy of the International University of Kyrgyzstan, Prospect Chui 255, Bishkek 720001 E- mail: root@iuk.bishkek.su; land@iuk.kg Tel: (+7-3312-218335, +7-3312-219615 Contact Person: Dr. Karayeva Zina, Director Kyrgyz- Indian Institute of Distance Education	DIM, MBA, PGDFM, PGDHRM, PGDIM, PGDMM, PGDOM, CIC, BCA, MCA
21.	9710 AFGHANISTAN	Afghanistan International University of Management Sciences, Polytechnic University Compound, Khushal Khan Mina, Kabul, Afghanistan Ph: +93(0)70 273 515, +93(0)79 020 051 Contact Person : Mr. Abdul Latif Roshan Executive Director	BA, BCOM, BLIS, BTS, MBA, MLIS, MEG, MHD, MAH, MPS, MTM, MCOM
22.	9305 FIJI	The University of Fiji Private Mail Bag, Saweni, Lautoka, Fiji Islands. Tel: +679-6640600, Fax: +679-6640700 E-mail: rajeshc@unifiji.ac.fj Contact Person: Prof. Rajesh Chandra	MCAJoint BCA
23.	9801 BANGLADESH	Holy Family Red Crescent Medical College and Hospital (HFRCHCH) Dhaka, Bangladesh Contact Person : Prof. Md. Shaheen Choudhry Principal (Acting)	CHCWM

#### B) UNESCO-IICBA SPONSORED CENTRES FOR PGDDE & MADE

##### 8101 : ETHIOPIA

International Institute of Capacity Building in Africa, IICBA-UNESCO  
P.O. Box : 2005, Addis Ababa, ETHIOPIA Tel: +251-11-5445284, Fax: +251-11-5514938 Email: info@unesco-iicba.org  
Contact Person : Mr. Getachew Kelemu, Project Officer

##### 8102 : GHANA (W)

Dr. Kingsley Andoh-Kumi  
Institute of Educational Development and Extension, University of Education, Winneba, Ghana  
Fax: +233-0432-22397

##### 8103 : GHANA (C)

Dr. Albert K. Koomson  
Director, Centre for Continuing Education, University of Cape Coast, Cape Coast, Ghana  
Fax: +233-042036946, +233-432-22497

##### 8403 : GAMBIA

Mr. Musa Sowe,  
Director, Higher Education & Research,  
Department of State for Education, Wily Thorpe Building, Banjul, Gambia

<b>8402 : SIERRA LEONE</b> Mr. Sanasi M. Kuyateh, Deputy Director, (Science), Ministry of Education, Science and Technology, New England, Freetown, Sierra Leone Fax: +232-22-223030/235011 Email : bis_konneh2005@yahoo.com
<b>8201 : MADAGASCAR</b> C/o IICBA, ETHIOPIA Tel: +251-11-5445284, Fax: +251-11-5514938
<b>8202 : LIBERIA</b> Mr. Marcus S. Sokpah, Assistant Minister for Teacher Education, Ministry of Education, PO Box: 9012 Monrovia, Liberia
<b>C) RAJIV GANDHI FOUNDATION AND COMMONWEALTH OF LEARNING SPONSORED CENTRES FOR PGDDE &amp; MADE</b>
<b>8901 : JAMAICA</b> Dr. Claude Packer, Principal The Mico College, 1A Marescauz Road Kingston 5, Jamaica Email: cpack@cwjamaica.com
<b>7102 : SEYCHELLES</b> Email: aldecdir@eduhq.edu.sc
<b>8801 : SAMOA</b> Email: emkv@sampol.edu.ws
<b>8703 : NAMIBIA</b> Email: alberts@namcol.com.na
<b>8501 : LESOTHO</b> Email: ldto@adelfang.col.is
<b>9001 : MALAWI</b> Email: mcdedpl@globemw.net
<b>8601 : SWAZILAND</b> Email: chandraiahe@yahoo.com
<b>9501 : NIGERIA</b> Email: batundeipaye@educ-health.org
<b>9502 : NIGERIA</b> National Open University of Nigeria Planning Office
<b>9503 : NIGERIA</b> Email: Ntikad@yahoo.com
<b>D) PAN-AFRICAN E-NETWORK PILOT PROJECT FOR MBA</b>
<b>8106 : ETHIOPIA</b> Email : fekadu_2@yahoo.com
<b>8107 : ETHIOPIA</b> Email : shimelisw@hotmail.com; alamirew2004@yahoo.com
<b>E) RAJIV GANDHI FELLOWSHIP SPONSORED BY SOUTH AFRICA DEVELOPMENT COMMUNITY (SADC-DEC) – CENTRES FOR PGDDE</b>
<b>8505 : BOTSWANA</b>
<b>8506 : ZAMBIA</b>
<b>8501 : LESOTHO</b>
<b>9001 : MALAWI</b>

---

## 13. PREVIOUS YEARS QUESTIONS PAPERS

---

You can access Question papers of last ten years from [https:// webservices.ignou.ac.in/Pre-Question/](https://webservices.ignou.ac.in/Pre-Question/). However for your convenience, one Question Paper of each course is being shared here:

### CERTIFICATE PROGRAMME IN FOOD & NUTRITION

#### Term-End Examination

June, 1996

#### CFN-I: YOU AND YOUR FOOD

Time : 3 hours

Maximum Marks: 100  
(Weightage 70%)

---

**Note:** *Questions 1 is compulsory. Attempt five questions in all. All questions carry equal marks.*

1. (a) Fill in the blanks:
  - (i) The most common adulterant in turmeric is \_\_\_\_\_
  - (ii) Temperatures between \_\_\_\_\_ °F are used in cold storage to prevent food spoilage
  - (iii) \_\_\_\_\_ is an important constituent of the thyroid hormone.
  - (iv) Cracks at the corners of the mouth, the lips and around the nose can be caused by \_\_\_\_\_ deficiency.
  - (v) \_\_\_\_\_ is synthesized by the action of sunlight on its precursor, present under the skin. 5
- (b) Indicate whether the following statements are 'True' or 'False'. Correct the false statements.
  - (i) Green leafy vegetables are a good source of retinol.
  - (ii) 12 g of fat will provide us 48 kcal.
  - (iii) Impurities present in fats lower its smoking point.
  - (iv) Whole pulses are more nutritious than washed or d husked pulses.
  - (v) Add helps to retain the green colour of vegetables. 5
- (c) Define or explain the following in 2-4 sentences each:
  - (i) Pasteurization
  - (ii) Balanced diet
  - (iii) Roasting
  - (iv) Rancidity in fats

- (v) Combination foods
2. (a) Enlist the various factors which influence food selection. 5
  - (b) Which function is mainly performed by foods rich in carbohydrates?  
Why do children require such foods in their diets in large amounts? 5
  - (c) Discuss the functions of fats and oils, their common dietary sources and effects of dietary excess and deficiency. 10
  - 3 (a) Comment on the relationship between 'food' and 'nutrition'. Enlist the 6 major nutrient categories provided by our food. 5
  - (b) Briefly discuss the functions of the following 3 nutrients and 'give four important food sources of each of these nutrients:
  - (i) Vitamin A
  - (ii) Calcium
  - (iii) Protein 3+1 = 4
  4. (a) Why is milk considered a complete food? 2
  - (b) Why is it desirable to use pasteurized milk? 10
  - (c) What points would you keep in mind while buying milk and milk products?
  - (d) How could you include milk in the diet of a child who does not like to drink milk?  
Support your answer with suitable examples. 4
  5. (a) Describe the steps you must follow to ensure a high standard of food hygiene. 10
  - (b) Briefly discuss the causes of food spoilage and the steps you would take for the proper storage of non-perishable foods. 10
  6. (a) Comment on the nutritive value of *fresh* foods. 2
  - (b) Discuss the advantages of a balanced vegetarian diet over a non-vegetarian diet. 6
  - (c) What Points would you keep in mind in the selection and purchase of flesh foods? 8
  7. Write short notes on any *four* of the following: 4
  - (i) Convenience foods-their merits and demerits.
  - (ii) Importance of beverages in our diets.
  - (iii) Properties of sugar used in the preparation of sugar based foods.
  - (iv) Preservation of fruit
  - (v) Common adulterants used in red chillies, black pepper, mustard seeds, tea leaves and milk. 20
  8. (a) Why is food prepared and cooked? 4
  - (b) Give practical tips which should be followed in the preparation of vegetables to ensure maximum retention of colour, flavour and taste. 10

- (c) Briefly discuss the advantages of
- (i) pounding
  - (ii) sprouting
  - (iii) fermentation

# CERTIFICATE PROGRAMME IN FOOD & NUTRITION

## Term-End Examination

June, 1996

### CFN-2: YOUR FOOD AND ITS UTILISATION

Time : 3 hours

Maximum Marks: 100  
(Weightage 70%)

**Note:** Attempt five questions in all. Question no.1 is compulsory. All Questions carry equal marks.

1. (a) Fill in the blanks: 4
  - (i) Mid arm circumference is an indirect measure of \_\_\_\_\_
  - (ii) The enzymes responsible for breakdown of fats in the digestive tract are called \_\_\_\_\_
  - (iii) An infant normally triples his birth weight by \_\_\_\_\_ months of age.
  - (iv) Energy requirements are related to the level of \_\_\_\_\_
- (b) Mention two functions of each of the following:
  - (i) Fats
  - (ii) Water
  - (iii) Vitamins 10
- (c) Define or explain in 2-3 sentences each:
  - (i) Basal metabolic rate
  - (ii) Colostrum
  - (iii) Adolescence
  - (iv) Toxaemia of pregnancy
  - (v) Digestion
2. (a) What points will you keep in mind while feeding a preschool child? 10
- (b) As a parent, what can you do to ensure that your preschool child develops good food habits? 10
3. Radha is 13 years old. She goes to school. Answer the following:
  - (a) Is she going through a period which requires special nutritional considerations? Explain. 8
  - (b) Suggest menus for two suitable packed lunches for Radha. Mention ingredients, method of preparation and nutrients supplied by each packed lunch. 12

4. Do you agree with the following statements? Give reasons for your answer.
  - (a) Drinking a lot of water can help in losing weight. 12
  - (b) Claims made for the promotion of food products are generally a reliable source of nutrition information. 5
  - (c) Milk alone can meet all the nutritional needs of preschool children. 5
  - (d) Most vegetable oils have a high content of PUFA. 5
5.
  - (a) Define nutritional status. 2
  - (b) What are the signs of good nutritional status ? 6
  - (c) Discuss the use of weight and height measurements to study the growth pattern. 12
6.
  - (a) Discuss the common problems encountered during pregnancy and their management. 10
  - (b) List the commonly occurring nutritional deficiencies in India. Discuss any one in detail. 10
7.
  - (a) List the five food groups which form the basis for the development of a daily food guide. Discuss any one food group in detail. 10
  - (b) Discuss the guideline for use of the Daily Food Guide in meal planning. 10
8. Write short notes on any four of the following : 20
  - (a) The digestive tract
  - (b) Advantages of breast feeding
  - (c) Physiological changes in old age
  - (d) Overnutrition
  - (e) Nutrition and work performance

# CERTIFICATE PROGRAMME IN FOOD & NUTRITION

## Term-End Examination

June, 1996

### CFN-3 : ECONIMICS OF FOOD

Time : 3 hours

Maximum Marks: 100  
(Weightage 70%)

**Note:** Attempt five questions in all. Question no.1 is compulsory. All Questions carry equal marks.

1. (a) Fill in the blanks: 5
  - (i) A kitchen garden can provide \_\_\_\_\_ foods.
  - (ii) Buffer stocks are maintained by \_\_\_\_\_
  - (iii) Mixing of superior and inferior grades of a commodity is an example of food \_\_\_\_\_
  - (iv) Procurement price, procurement incidentals and distribution incidentals are added to give the \_\_\_\_\_
  - (v) The \_\_\_\_\_ gird is part of the infrastructure for the Operation Flood Programme.
- (b) Explain the following in two to three sentences:
  - (i) Breeders seeds
  - (ii) Agricultural extension
  - (iii) Mass media
  - (iv) National Demonstration Scheme
  - (v) Complementary enterprises
- (c) Identify the relationship between the following :
  - (i) Government – Consumer Protection Cells
  - (ii) Prophylactic programme – Prevention of iron deficiency
  - (iii) Education of farmers – Improving Productivity
  - (iv) Fortification - Salt
  - (v) Cattle improvement - Dairy industry
2. (a) What is the price index? 2
- (b) How is the price index calculated? Explain with an example. 6



	(c) Describe any three factors which influence the planning of a food budget.	12
3.	(a) How would you classify foods based on the source from which they are obtained? Give examples.	5
	(b) What are the important inputs required for growth of a food crop? Describe in detail.	15
4.	(a) Differentiate between market price and issue price.	4
	(b) Which commodities are recognized for sale by the public distribution system?	6
	(c) Explain the concept of a food subsidy. How does it benefit consumers?	5
	(d) What effect does the public distribution system have on prices of essential commodities ?	
5.	(a) Describe the differences of agricultural subsidies offered to our farmers.	15
	(b) How do you think subsidies help the farmer ?	5
6.	(a) Why is the Government encouraging poultry farming and, Pisciculture ?	5
	(b) Discuss the subsidies being given to poultry and pisciculture enterprises.	10
	(c) What types of training programmes are conducted for poultry fanners ?	5
7.	(a) What are the objectives of the supplementary feeding programmes ?	2
	(b) Which types of supplementary foods are distributed to infants and young children ? Which nutrients do they emphasize ? Give reasons.	8
	(c) Describe the integrated services offered by the ICDS programme.	10
8.	(a) What is the importance of food standards ? Describe the food standards set by the government.	
	(b) How are food grains, fruits and vegetables graded ?	5
	(c) What is a “regulated market” ? How do food laws help to regulate the market?	5

## 14. IGNOU POLICY REGARDING SEXUAL HARASSMENT AT THE WORKPLACE

In compliance with the guidelines of the Supreme Court, IGNOU has adopted a policy that aims to prevent/prohibit/punish sexual harassment of women at the workplace. Academic/non-academic staff and students of this University come under its purview.

Information on this policy, rules and procedures can be accessed on the IGNOU website ([www.ignou.ac.in](http://www.ignou.ac.in)). Incidents of sexual harassment may be reported to the Regional Director of the Regional Centre you are attached to or to any of the persons below:

### Apex Committee Against Sexual Harassment (ACASH)

<b>I APEX COMMITTEE AGAINST SEXUAL HARASSMENT (ACASH)</b>			
1	Prof. Nayantara Padhi, SOMS	29573025	<a href="mailto:nayantara@ignou.ac.in">nayantara@ignou.ac.in</a>
2	Dr. Bijayalaxmi Mishra, Dy. Director, Research Unit	29571998	<a href="mailto:bijayalaxmi@ignou.ac.in">bijayalaxmi@ignou.ac.in</a>
3	Ms. Anita Sajwan, AD (software), ERP	29571705	<a href="mailto:anitas@ignou.ac.in">anitas@ignou.ac.in</a>
4	Dr. Rama Pani, Editor, University News, Head of the Research Division, AIU		<a href="mailto:rama.pani2013@gmail.com">rama.pani2013@gmail.com</a>
5.	Dr. Neerja Singh, Associate Professor, Satyawati College,, Delhi University		<a href="mailto:neerja17oct@gmail.com">neerja17oct@gmail.com</a>
<b>II IGNOU COMMITTEE AGAINST SEXUAL HARASSMENT (ICASH)</b>			
1	Prof. Vandana Singh, Chairperson, ICASH	29572932	<a href="mailto:cash@ignou.ac.in">cash@ignou.ac.in</a> ,
2	Dr. Anamika Shukla, Associate Professor, SOH	29572772	<a href="mailto:anamikashukla@ignou.ac.in">anamikashukla@ignou.ac.in</a>
3	Dr. Smita M. Patil, Asst. Professor, SOGDS	29571618	<a href="mailto:smitampatil@ignou.ac.in">smitampatil@ignou.ac.in</a>
4	Dr. Sujata Santosh, Asst. Director, NCIDE	29573070	<a href="mailto:sujata.santosh@ignou.ac.in">sujata.santosh@ignou.ac.in</a>
5	Dr. S. K. Pulist, Dy. Director, SRD	29571311	<a href="mailto:skpulist@ignou.ac.in">skpulist@ignou.ac.in</a>
6	Ms. Radha Padmanabhan, AR, P&DD	29571720	<a href="mailto:radhkar@gmail.com">radhkar@gmail.com</a>
7	Ms. Reema Kharbhandha, PS, COE	29572303	<a href="mailto:rkharbhandha@ignou.ac.in">rkharbhandha@ignou.ac.in</a> <a href="mailto:coe.office@ignou.ac.in">coe.office@ignou.ac.in</a>
8	Ms. Mamta Khanna, Dy Director, CD (continuing Member)	29571917	<a href="mailto:mkhanna@ignou.ac.in">mkhanna@ignou.ac.in</a>
9	Mr. Gianender Kr. Sharma, PA (Admin) (continuing Member)	29572204	<a href="mailto:sharmagian@ignou.ac.in">sharmagian@ignou.ac.in</a>
10	Ms. Rinki Sharma, Ph.D Scholar, Economics		<a href="mailto:rinkisharma.du@gmail.com">rinkisharma.du@gmail.com</a>
11	Prof. Nilika Mehrotra, JNU, New Delhi		<a href="mailto:nilika21@yahoo.co.in">nilika21@yahoo.co.in</a> <a href="mailto:nilika@mail.jnu.a.in">nilika@mail.jnu.a.in</a>
12.	Ms. Nandita Baruah, Country Representative, The Asia Foundation, New Delhi		<a href="mailto:nandita.baruah@asiafoundaton.org">nandita.baruah@asiafoundaton.org</a>
<b>III REGIONAL SERVICES DIVISION COMMITTEE AGAINST SEXUAL HARASSMENT (RSDCASH)</b>			
1	Dr. Ranjita Panda, Dy. Director, Chairperson, RSDCASH	29571111	<a href="mailto:rsdcash@ignou.ac.in">rsdcash@ignou.ac.in</a>
2	Dr. Moumita Das, Asst. Director, NCIDE	29572967	<a href="mailto:moumitadas@ignou.ac.in">moumitadas@ignou.ac.in</a>
3	Dr. T. Akoijam, Asst. Professor, SOTHSM	29571756/51/57	<a href="mailto:akoijam@ignou.ac.in">akoijam@ignou.ac.in</a>
4	Ms. Seema Goswami, Dy. Registrar, F&A	29571209	<a href="mailto:sgoswami@ignou.ac.in">sgoswami@ignou.ac.in</a>
5.	Mr. Parag Gupta, SO, Admin (Gov.)	29571420	<a href="mailto:parag@ignou.ac.in">parag@ignou.ac.in</a>

--	--	--	--	--	--	--

--	--	--	--	--	--	--

1. Use BLACK BALL POINT PEN in boxes using English capital letters or English numerals.
2. Do not staple. Only **Clip** the documents along with it.
3. Write in CAPITAL LETTERS only within the box without touching the lines as shown in the Sample below.

Study Centre Code

Exam Centre Code  
(Where you wish to appear in Exam)

Name of the Candidate (Leave one box empty between First Name, Middle Name and Surname)

Address for Correspondence (Do not give Post Box No. address. Leave a blank box between each unit of address like House No., Street Name, P.O., etc.)

[illegible][illegible]

City

[illegible]

District

[illegible]

State

[illegible]

Pin Code		

--	--	--	--	--	--

Course codes for which appearing for the First time OR failed in the earlier TEEs

Fee @ Rs. 60/- PER COURSE

Course Code (Exam already taken in last TEE but result awaited on the date of submission of the exam form) (For result please visit IGNOU site [www.ignou.ac.in](http://www.ignou.ac.in)) NO EXAM FEE TO BE PAID

S.No.	Course Code	S.No.	Course Code	S.No.	Course Code
1.		9.		1.	
2.		10.		2.	
3.		11.		3.	
4.		12.		4.	
5.		13.		5.	
6.		14.		6.	
7.		15.		7.	
8.		16.		8.	

FEE DETAILS (Please write your Name & Enrolment No. at the back of the Draft)

Total No. of			Total Amt.			
Courses		X 60				
Practical Courses		X 60				
Late Fee						
TOTAL						

Draft No.											
Amount											
Date			/			/					
Issuing Branch											
Payable at	N	E	W		D	E	L	H	I		

[illegible]

--

--

[illegible]

**Before submitting the examination form please ensure that:**

- The required number of assignments as applicable for the course(s) filled in the examination form have been submitted.
- The authentication certificate is duly signed by the Coordinator/Incharge of your Study Centre/PSC/PI...etc.
- Registration for the course(s) is valid and not time-barred.
- **Examination fee 60/- per course has been remitted and the relevant proof enclosed.**
- In case examination fee is submitted through demand draft please ensure that the **demand draft is made in favour of IGNOU and payable at the city of the Regional Centre where you are submitting your examination form.**
- The enrolment number, programme code, course code are correctly filled in the examination form.

**In case of non-compliance of any of the above conditions candidature for appearing in the Term-end Examination will not be considered and no Hall Ticket will be issued.**

**PLEASE NOTE :**

- Examination fee per course is - **200/- (Examination fee once paid will not be refunded/adjusted in any case)**  
Examination form to be submitted at - **Regional Centre under which your examination centre falls**  
Demand draft to be made in favour of - **IGNOU and payable at the city where submitting the exam form**

**INSTRUCTIONS FOR FILLING UP THE EXAMINATION FORM**

1. Please fill in the course(s) only for which the assignments have been submitted by you within the scheduled time. No Hall Ticket will be issued in case the assignments for the course(s) have not been submitted.
2. Please write correct course code(s) as indicated in your Programme Guide, failing which the course(s) will not be included in Hall Ticket for taking examination (For example ECO-01/MS-02).
3. In case wrong/invalid course code is mentioned in examination form, the course will not be included in the Hall Ticket and the examination fee paid will not be refunded.
4. Examination form should be submitted only once for each Term-end Examination.
5. **Please send the examination form by Registered/Speed Post and retain the proof of its mailing till you receive the Hall Ticket.**
6. Term-end Examination result is also available on the University website ([www.ignou.ac.in](http://www.ignou.ac.in)). Please see the result status before filling examination form.
7. It is advised to enclose/forward only the Examination Fee along with this form. Any other fee (registration/re-registration) forwarded with this form will result in rejection of the examination form.
8. Examination form received without examination fee or late fee (if applicable) will similarly be rejected.
9. Students of BA/B.Com./BCA/BTS Programme can take examination for courses up to 48 credits and those of Management Programme can take examination for a maximum of 8 courses at a time.
10. Normally the Study Centre is the Examination Centre. In case you wish to take examination at a particular centre the code of your chosen centre be filled up as Examination Centre Code. However, if Examination Centre chosen by you is not activated you will be allotted another Examination Centre under the same Region.
11. **In case you fail to receive Examination Intimation Slip/Hall Ticket one week before the commencement of examination you may visit our website ([www.ignou.ac.in](http://www.ignou.ac.in)) and download the Hall Ticket and report at the Examination Centre with your Identity Card.**
12. Change of Examination Centre, once allotted, is not permissible under any circumstances.

**DECLARATION**

I hereby declare that I have read and understood the instructions given above. I also affirm that I have submitted all the required number of assignments as applicable for the course(s) filled in the examination form and my registration for the course(s) is valid and not time barred. If any of my statements is found to be untrue, I will have no claim for taking examination. I undertake that I shall abide by the rules and regulations of the University.

Date

(Signature of the student)

Phone No. (R)

Mobile No.

Email Id

Phone No. (O)

(with STD code)

**AUTHENTICATION BY CO-ORDINATOR/INCHARGE OF  
STUDY CENTRE/PROGRAMME STUDY CENTRE/PARTNER INSTITUTION/  
COMMUNITY COLLEGE**

It is to certify that the student has submitted all the assignment(s) for the course(s) filled in the examination form.

Centre Code  
Date

(Signature & Stamp of Co-ordinator/Incharge)  
Study Centre/PSC/PI/Community College