



**STUDENT REGISTRATION DIVISION  
INDIRA GANDHI NATIONAL OPEN UNIVERSITY  
MAIDAN GARHI, NEW DELHI – 110 068**

<b>Dates for submission :</b> <b>1<sup>st</sup> Aug. to 31<sup>st</sup> Oct.</b> <b>or</b> <b>1<sup>st</sup> Feb. to 30<sup>th</sup> April</b>
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**RE-ADMISSION FORM FOR ALL PROGRAMMES**  
**(other than MP & MPB - Details as shown in Table-A)**

1. Name & Address of the student \_\_\_\_\_

\_\_\_\_\_

E-mail: \_\_\_\_\_ Mob.No. \_\_\_\_\_

2. Programme Code : 

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3. Enrol.No. 

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4. Regional Centre Code : 

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5. Study Centre Code : 

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6. Details of course(s) not completed for which re-admission is sought  
**(Enclose a separate Annexure if the Table below is insufficient).**

S.No.	Course Code	Title of the Course	Credits	Course Fee (Rs.)
Total Rs.				

7. Details of re-registration for the missed year(s)/semester(s), if any:

Year(s)/ semester(s)	Course Code(s) of the missed year(s)/semester(s)	Re-registration fee Rs.

8. Total Fee (col.no.6+7) Rs. \_\_\_\_\_ enclosed vide Demand Draft No. \_\_\_\_\_  
Date \_\_\_\_\_ of \_\_\_\_\_ (Name of Bank)  
(DD should be drawn in favour of "IGNOU" payable at New Delhi)

Dated : \_\_\_\_\_

Signature of the student

Mail this <b>Re-admission Form</b> along with DD to Registrar, Student Registration Division, IGNOU, Maidan Garhi, New Delhi-110 068 on or before the last date mentioned above.
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Note: **Please retain a copy of this form for any future reference.**

**(P.T.O.)**

## **RULES & GUIDELINES FOR RE-ADMISSION**

1. Re-admission is permissible in the following cases :
  - (a) Students who failed to complete the requirements in full or in part within the maximum span period prescribed.
  - (b) Students who failed to complete the requirement of attendance in practicals as prescribed in Programme curriculum within the maximum span period prescribed.
2. **Students who do not register for all years/semesters of a Programme and fail to pay the prescribed full Programme fee during the maximum duration of the Programme are also eligible for Re-admission, provided they pay full fee for the missed year(s)/ semester(s) as per rate applicable for the session for which they seek re-admission, in addition to the *pro-rata course fee for re-admission* as per rate given in Table-A for each of the course(s) they failed to successfully complete within the maximum period prescribed.**
3. **Course fee paid for re-admission would be valid for the period as per IGNOU Readmission Notification dated 06.10.2020.**
4. Students shall not be on rolls of the university beyond the additional period indicated at point no.3 above.
5. The credit earned by the student towards his/her courses and assignments successfully completed shall be retained for the revalidated period, provided the syllabus and methodology now in vogue are similar to the course(s) successfully completed earlier.
6. No study material (SLMs) will be supplied on re-admission, including for the missed semester/year. If the earlier SLMs is replaced, the student will be required to buy changed course material. For that matter SLMs will not be provided for the courses re-registered as missed semester/year. Students will have to make their own arrangement for the SLMs.
7. The students will be allowed to take re-admission in the old course(s) as long as the examination in the old course(s) is conducted by the University.
8. For the Programmes containing practical component, the norms of fee payable will be as decided by the respective Schools.
9. Students are required to pay the *pro-rata Re-admission fee* as per details given in Table-A, in **lump sum**, for all the courses they failed to successfully complete earlier. **Fee once paid will not be refunded under any circumstances.** Students of *BCA-MCA Intg. Prog.* should pay the *pro-rata re-admission fee*, in lump sum, for **all those courses of BCA as well as MCA that have not been successfully completed during the maximum duration of 8 years.**
10. *Pro-rata fee* for Re-admission would be changed as and when the University revises the Programme fee for various Programmes.
11. Other conditions as prescribed by the University relating to the admission and re-admission shall remain the same.
12. The Demand Draft for Re-admission fee together with the re-registration fee of the missed year(s)/semester(s), if any, should be drawn in favour of IGNOU payable at New Delhi. Please write your Enrol. No., Name and Programme code and also the words '*Re-admission*' on the reverse of the DD.

### **P.S.**

1. **Students can check their Re-admission status from the website ([www.ignou.ac.in](http://www.ignou.ac.in))> STUDENTS ZONE> Admission> Registration Status> CHECK READMISSION Status >).**

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**Indira Gandhi National Open University**  
**Student Registration Division**

No. IG/SRD/2020/  
06 October, 2020

**NOTIFICATION**

The Academic Council in its 74<sup>th</sup> meeting held on 21<sup>st</sup> July, 2020 based on the recommendations of the Committee constituted to review the Re-Admission Scheme for different programmes, has approved for withdrawal of the Re-Admission Scheme for different programmes including the Scheme of Admission to Management Programmes through Form-3. The above provisions have been removed from the Prospectus for the July 2020 session also. Consequently, the Re-Admission Scheme for Management and other programmes is NOT available for the old students **ALSO**. However, in order to facilitate completion of their programmes up to June 2021 TEE, the old students will be allowed, as a special case, to seek re-admission subject to other eligibility conditions as per the following timeline and complete their programmes.

**1) Timeline for Certificate Programmes**

<b>Maximum duration valid up to</b>	<b>Permitted to complete the programme up to TEE</b>
(1)	(2)
June 2020	December 2020
December 2020	December 2020 (no extension)

**2) Timeline for Diploma/ PG Diploma Programmes and all other Programmes with one year duration (e.g. BLIS/ MLIS/ B.COM & M.Com Programmes of ICAI, ICSI, etc.)**

<b>Maximum duration valid up to</b>	<b>Proposal to Curtail / Allow Re-Admission up to</b>
(1)	(2)
December 2019	December 2020
June 2020	June 2021
December 2020	June 2021
June 2021	June 2021 (No extension)

### 3) Timeline for Bachelors Degree and Masters Degree programmes including Management Programmes

Maximum duration valid up to	Re-Admission Allowed up to
(1)	(2)
June 2019	June 2021
December 2019	June 2021
June 2020	June 2021
December 2020	June 2021
June 2021	June 2021 (No extension)

#### Important points:

1. The students, whose Maximum Programme Duration is coming to an end in June 21 TEE and onwards, will **NOT** be allowed Readmission/ extension for appearing in TEE. Therefore, such students will be allowed to complete their respective programmes within Maximum Duration of the Programme (without re-admission) **ONLY**.
2. The extension of Re-Admission period granted till now to the students whose maximum duration has come to an end as per column (1) above of the relevant Table will now be restricted to the TEE session as mentioned in column (2) of the same Table.
3. The Regional Centres will give the above information a wide publicity and also inform the affected students through emails and/or SMS. The information may be prominently displayed on the Notice Boards at the Regional Centres and Study Centres also.
4. The Regional Centres may ensure that the above information is widely shared by the Study Centres in all the counselling sessions
5. The information will be placed on IGNOU website prominently and run as a scroll on the IGNOU homepage for a period of six months.

This issues with the approval of competent authority.

  
6.10.20

(HIMANSU K. BOSE)  
Registrar (SRD)

DD VCO  
All PVCs  
All Directors of Schools/ Heads of Divisions/Institutes/Centres/Cells  
All Regional Directors  
All Sections, SRD  
PS to Registrar (SRD)