

R.No. 943/PH-4/2021-22
Date - 26/11/21



इग्नू नवीन पंजीकरण 2021-2022 अधिसूचना

B.Sc.H&HA (BHM) और M.Sc.HA (MHA) के प्रथम वर्ष के सभी छात्रों को एतद्वारा सूचित किया जाता है कि IGNOU ने जुलाई 2021 सत्र के लिए BHM और MHA पाठ्यक्रम की पंजीकरण प्रक्रिया शुरू कर दी है। सभी छात्रों के लिए इग्नू के वेब पोर्टल के माध्यम से पंजीकरण करना अनिवार्य है, ऐसा न करने पर छात्र इग्नू की परीक्षाओं में शामिल होने के पात्र नहीं होंगे और डिग्री भी प्राप्त नहीं कर पाएंगे।

पंजीकरण के लिए जाने से पहले, छात्रों को सलाह दी जाती है कि वे संलग्न उपयोगकर्ता नियमावली को ध्यान से पढ़ें (<https://sedservices.ignou.ac.in/ignouadmission/Default.aspx> पर भी उपलब्ध है) और इग्नू द्वारा निर्धारित प्रारूप में आवश्यक दस्तावेजों तथा पंजीकरण शुल्क ₹12,700/- के साथ तैयार रहें। पंजीकरण की अंतिम तिथि 30 नवंबर, 2021 है।

छात्रों की पंजीकरण प्रक्रिया निम्नलिखित चरणों में पूरी की जाएगी:

1. संस्थान ने छात्रों की बुनियादी जानकारी इग्नू के वेब पोर्टल पर अपलोड कर दी है।
2. छात्रों को इग्नू वेब पोर्टल पर अपना एन0सी0एच0एम0सी0टी0 रोल नंबर दर्ज करके अपना यूजरनेम और पासवर्ड बनाना होगा। इग्नू वेब पोर्टल का लिंक इस प्रकार है:
<https://sedservices.ignou.ac.in/ignouadmission/StudentRegistration.aspx>
3. यूजरनेम और पासवर्ड बनाने के बाद, छात्रों को पंजीकरण प्रक्रिया के शेष भाग अर्थात् कार्यक्रम विवरण, व्यक्तिगत विवरण, योग्यता विवरण, पाठ्यक्रम विवरण, पत्राचार विवरण, मूल दस्तावेजों की स्कैन कॉपी, विवरण की पुष्टि और शुल्क विवरण को लॉगिन कर पूरा करने की आवश्यकता है।
4. इग्नू शुल्क के सफल भुगतान के बाद, छात्र को भुगतान की पुष्टि रसीद मिलेगी। इस रसीद को भविष्य के संदर्भ के लिए रखा जा सकता है।

यदि छात्रों को पंजीकरण प्रक्रिया में किसी भी कठिनाई का सामना करना पड़ता है तो वे पंजीकरण प्रक्रिया के संबंध में सहायता प्राप्त करने के लिए पुस्तकालय में दोपहर 02:00 बजे से शाम 05:00 बजे के बीच श्री धर्मेन्द्र साहू से संपर्क कर सकते हैं।

छात्रों को सलाह दी जाती है कि वे कार्यालय रिकॉर्ड के लिए पंजीकरण पुष्टि की पर्ची को पंजीकरण पूरा होने के अगले दिन तक श्री धर्मेन्द्र साहू को प्रस्तुत करें।

26/11/21

[राजेंद्र कुमार शर्मा]

प्रभारी प्रधानाचार्य

होटल प्रबंधन संस्थान, लखनऊ

Institute of Hotel Management, Lucknow

ihml
LUCKNOW

INSTITUTE OF HOTEL MANAGEMENT, SECTOR-G, ALIGANJ, LUCK NOW – 226 024, U.P., INDIA
Phone: +91-522-4077414, 4077415 E-mail: ihmlucknow@gmail.com, URL: www.ihmlucknow.com

LUCKNOW

Ref. NO - 943/IV-4/2021-22
Date - 26/11/21



IGNOU FRESH REGISTRATION 2021-2022 NOTIFICATION

All students of first year B.Sc.H&HA (BHM) & M.Sc.HA (MHA) are hereby informed that IGNOU has started the registration process of BHM & MHA program for July 2021 session. It is mandatory for all the students to register in IGNOU through its web portal. failing which students will not be eligible to attend the IGNOU examinations and will not be able to get degree as well.

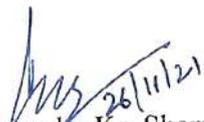
Before going to register, students are advised to read the attached User Manual carefully (also available at <https://sedservices.ignou.ac.in/ignouadmission/Default.aspx>) and be prepared with required documents in the prescribed format and prescribed IGNOU registration fee of ₹12,700/-. Last date for the registration is November 30, 2021.

The registration process of the students will be completed in the following steps:

1. Institute has uploaded the students' basic information on the IGNOU web portal.
2. Students have to create their Username and Password by entering their NCHMCT roll number on the IGNOU web portal. Link is as follows:
<https://sedservices.ignou.ac.in/ignouadmission/StudentRegistration.aspx>
3. After creating the username & password, students are required to login and complete the rest part of the registration process i.e. program details, personal details, qualification details, course details, correspondence details, scan copy of original documents, confirm details & fee details step by step.
4. After successful payment of the IGNOU fee, student will get a payment confirmation receipt. The receipt may be retained for future reference.

If students will face any difficulty in the registration process, they may contact Mr. Dharmendra Sahu between 02:00 PM to 05:00 PM in the Library to get assistance regarding the registration process.

Students are advised to submit the registration confirmation slip to Mr. Dharmendra Sahu by next day of completion of registration for office records.


[Rajendra Kr. Sharma]
Principal in Charge

होटल प्रबंधन संस्थान, लखनऊ
Institute of Hotel Management, Lucknow



SECTOR - G, ALIGANJ, LUCKNOW - 226024
Sector-G, Aliganj, Lucknow-226024
Phone: +91-522-4077414, 4077415 E-mail: ihmlucknow@gmail.com, URL: www.ihmlucknow.com

Student User Manual

For

Online Admission System



Indira Gandhi National Open University
Maidan Garhi, New Delhi – 110068
(Version 1.1, Oct, 2015)

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1

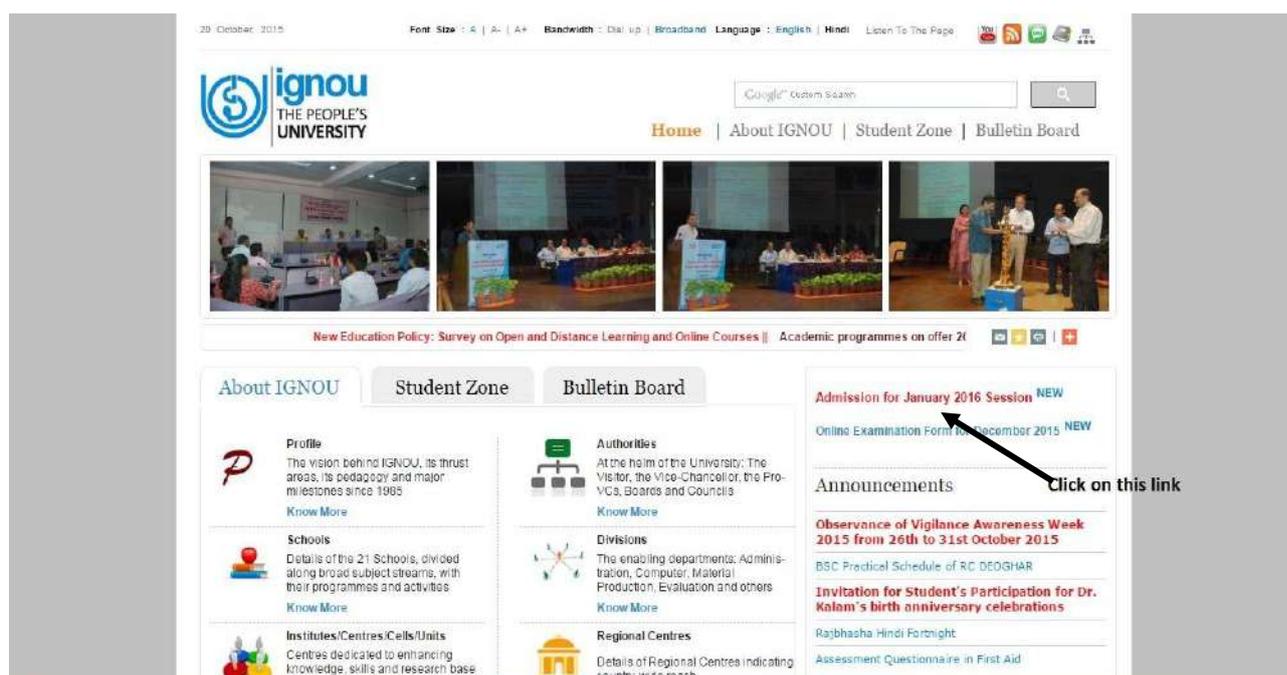
Introduction

Indira Gandhi National Open University (IGNOU), as a part of its ongoing efforts for offering learner-friendly services, has introduced an **Online Admission System (OAS)**. Through this facility, prospective learners shall be able to submit their application forms online and receive instant confirmation for successful submission of their application form through email as well as through SMS. There is provision for payment of Programme Fee on-line through Credit/Debit cards/Net-banking by using On-line Payment gateway. This facility is available for 125 academic programmes at Master, Bachelor, PG Diploma, Diploma and Certificate level currently on offer.

As this is a new system, the prospective learners may require to know about the process of Online Admission. In order to facilitate them, 'Student User Manual' has been developed. This User Manual contains all essential information for the end users to navigate through the online admission system. This manual includes step-by-step procedures for system access and use.

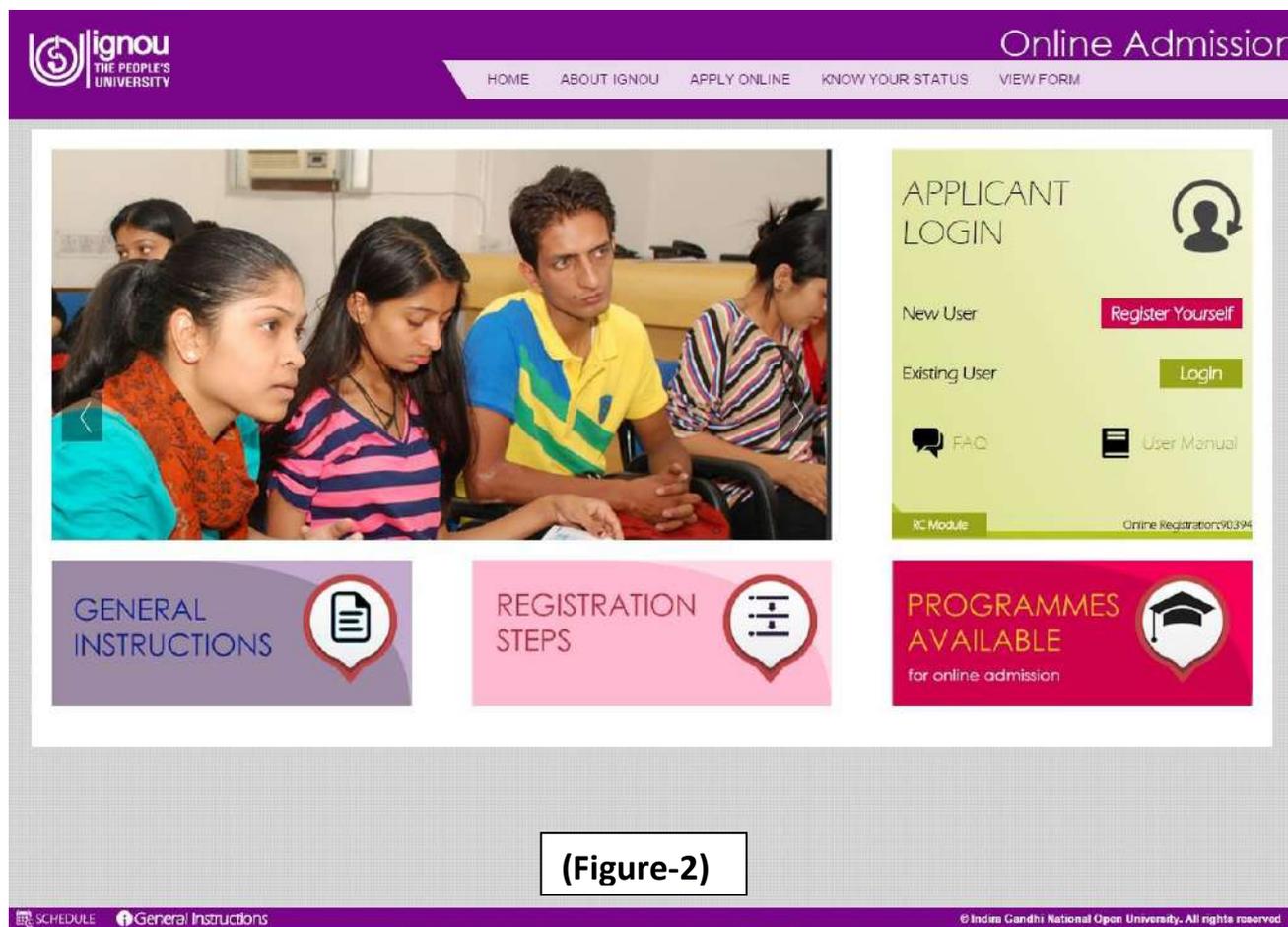
1.0 Getting Started

1. Click on the Web browser (Internet Explorer, Google Chrome, Firefox Mozilla etc.) available on your computer.
2. On the address bar please type <http://ignou.ac.in/> and then press “ENTER” key from your keyboard.
3. Then, the following page of IGNOU web site will open.



(Figure-1)

4. Now, click on the “**IGNOU launches Online Admission for January 2016 Session**” link as shown in Figure. 1
5. Now, Homepage of the Online Admission System as shown in Figure- 2, will appear



(Figure-2)

You can also go to the Online Admission page directly in the following way:

1. Click on the Web browser (Internet Explorer, Google Chrome, Firefox Mozilla etc.) available on your computer.
2. On the address bar please type <https://onlineadmission.ignou.ac.in> and then press “**ENTER**” key from your keyboard.
3. In this way also you will reach to Online Admission page as showing Figure. 2

2

Online Admission System

2.0 Home Page of Online Admission System

If you see the Homepage of Online Admission System, you will find that there are 12 links on this page. Now, see the Figure-3 given below which will give you information about the content covered in each link:

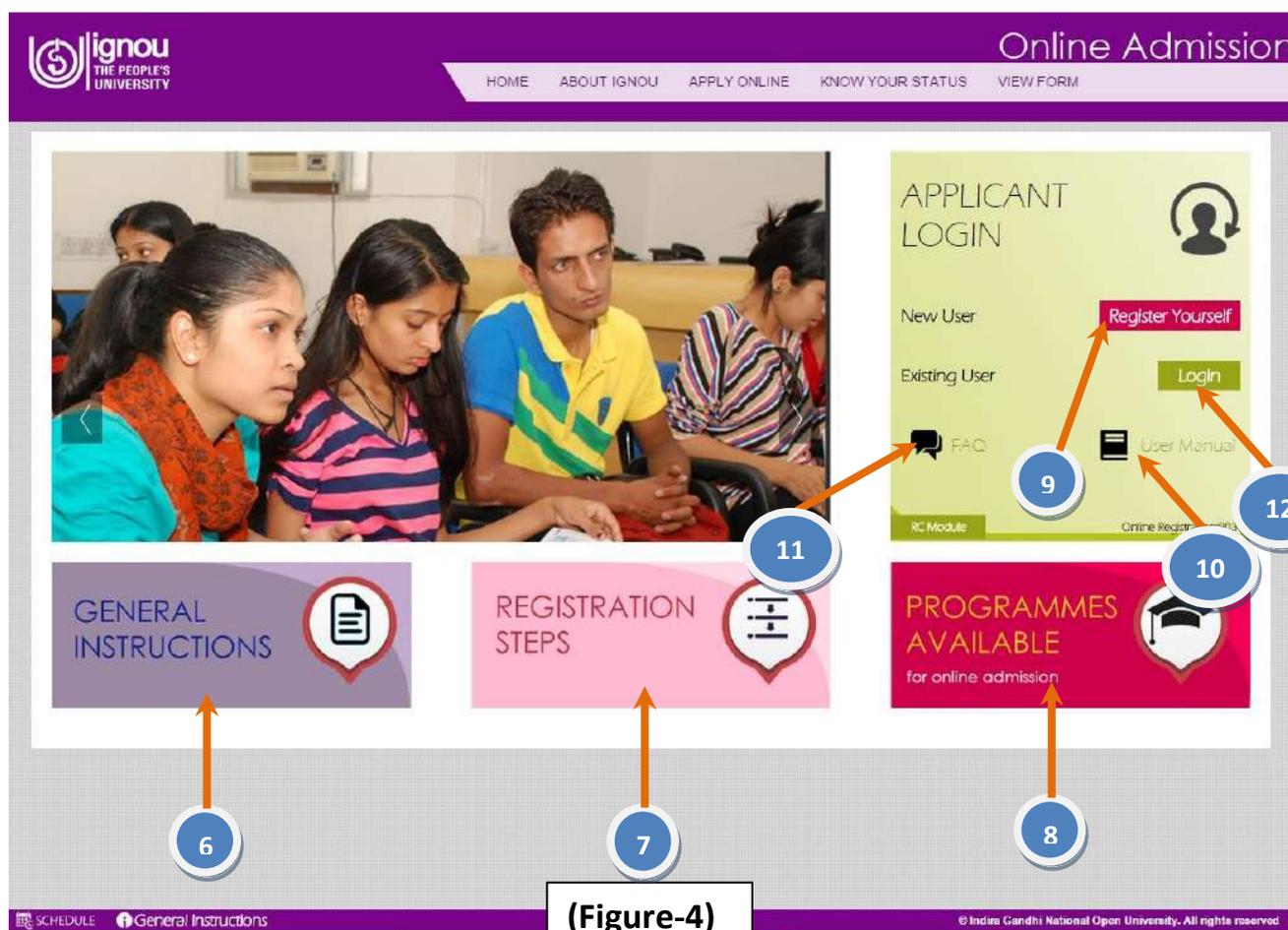
1. On clicking **link #1**, you will reach the **Homepage of the Online Admission System** as shown in Figure-2.
2. On clicking **link #2**, you will get information **About IGNOU**.
3. On clicking **link #3**, you will be re-directed to the “**Student Registration Form**” page which you should fill up before.
4. On clicking **link #4**, you will be re-directed to the “**Know Your Status**” screen. Here, by entering your Registration Number, you can get status of application submitted for Online Admission.
5. On clicking **link #5**, you will be re-directed to the “**View form**” page to see the filled form.



(Figure-3)

In continuation of the Figure-3, please see Figure- 4 also

1. On clicking **link #6**, you will get the **General Instructions** for filling the online admission form.
2. On clicking **link #7**, you will get details of the **Registration Process** for online admission.
3. On clicking **link #8**, you will get information on **Programmes of IGNOU** available.
4. On clicking **link #9**, the “**Student Registration Form**” will open which is basically the first step for online admission.
5. On clicking **link #10**, the “**User Manual**” for online admission will open. You are advised to go through it thoroughly before registering.
6. On clicking **link #11**, you will be re-directed to the “**Frequently Asked Questions**” screen. Read them carefully. It will help in clarifying your doubt if any.
7. On clicking **link #12**, you will be re-directed to the “**Login**” screen.



3

General Instructions for Online Admission

Before Registration please read carefully about Eligibility Criteria, Fee Details, Duration and other Details of Programme.

Before Registration you must also have:

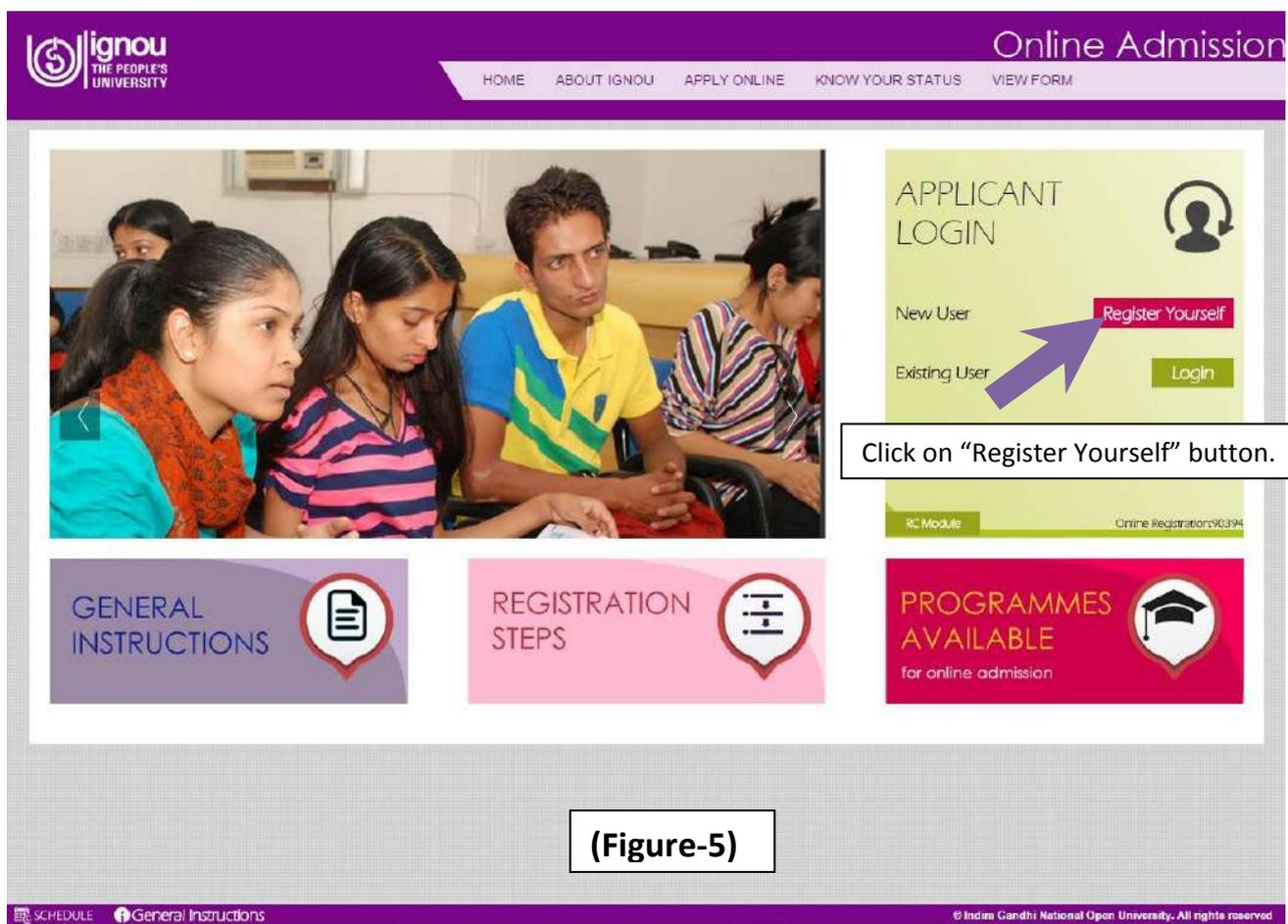
1. Scanned latest Photograph (Maximum 100 KB)
2. Scanned your latest Signature (Maximum 100 KB)
3. Scanned copy of your Age Proof.
4. Scanned copy of your relevant Educational Qualifications (Maximum 400 KB)
5. Scanned Copy of your Experience Certificate (If Any). (Maximum 400 KB)
6. Scanned Copy of your Category Certificate, if belongs to SC/ST/OBC. (Maximum 400 KB)
7. Scanned Copy of your BPL Certificate, If Below Poverty Line. (Must be less than 400 KB)
8. Fee can be paid by following methods:
 - Credit Card/Debit Card (Master/Visa/Rupay)
 - Net Banking

4

Filling Online Admission form

4.1 Register Yourself

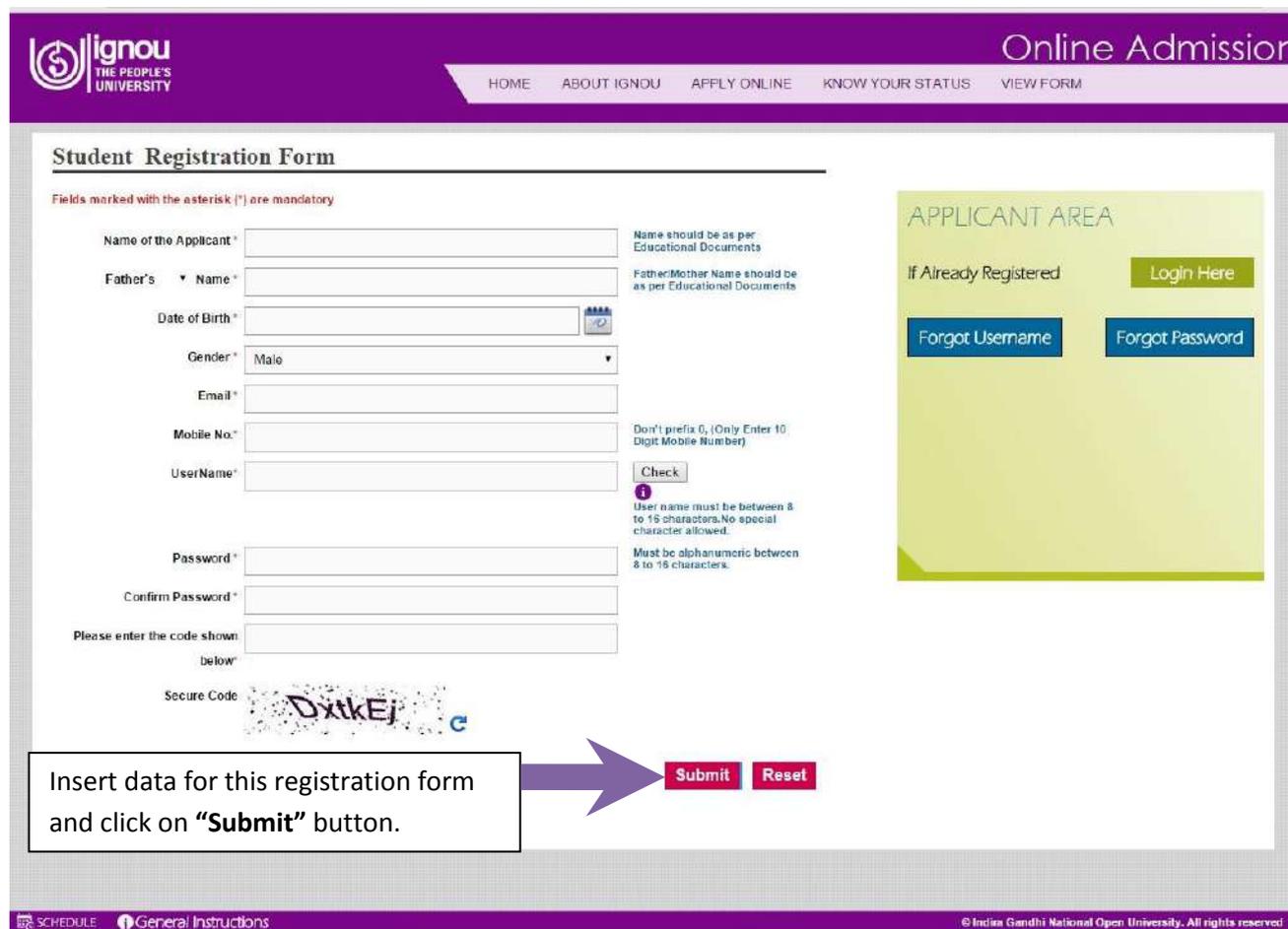
Step -1: The first step to fill up the Online Admission form is to register you. For this please click on the button “**REGISTER YOURSELF**” that appears on the applicant login area as shown in Figure-5.



The screenshot shows the IGNOU Online Admission portal. At the top left is the IGNOU logo. The top right says "Online Admission". Below this is a navigation bar with links: HOME, ABOUT IGNOU, APPLY ONLINE, KNOW YOUR STATUS, and VIEW FORM. The main content area features a large image of students on the left. On the right is the "APPLICANT LOGIN" section, which includes a "New User" link, a "Register Yourself" button (highlighted with a purple arrow), and an "Existing User" link with a "Login" button. A callout box with a white background and black border points to the "Register Yourself" button with the text "Click on 'Register Yourself' button." Below the login section are three buttons: "GENERAL INSTRUCTIONS" (with a document icon), "REGISTRATION STEPS" (with a list icon), and "PROGRAMMES AVAILABLE for online admission" (with a graduation cap icon). At the bottom of the page, there is a footer with "SCHEDULE" and "General Instructions" on the left, and "© Indira Gandhi National Open University. All rights reserved." on the right.

(Figure-5)

Step-2: After clicking on registration link, ‘**Student Registration Form**’ will be displayed as shown below in the Figure- 6. Now, Fill up the registration form as given below:-



Student Registration Form

Fields marked with the asterisk (*) are mandatory

Name of the Applicant * Name should be as per Educational Documents

Father's Name * Father/Mother Name should be as per Educational Documents

Date of Birth * 

Gender * Male

Email *

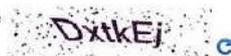
Mobile No. * Don't prefix 0, (Only Enter 10 Digit Mobile Number)

UserName * User name must be between 8 to 15 characters.No special character allowed.

Password * Must be alphanumeric between 8 to 15 characters.

Confirm Password *

Please enter the code shown below

Secure Code 

APPLICANT AREA

If Already Registered

SCHEDULE © India Gandhi National Open University. All rights reserved

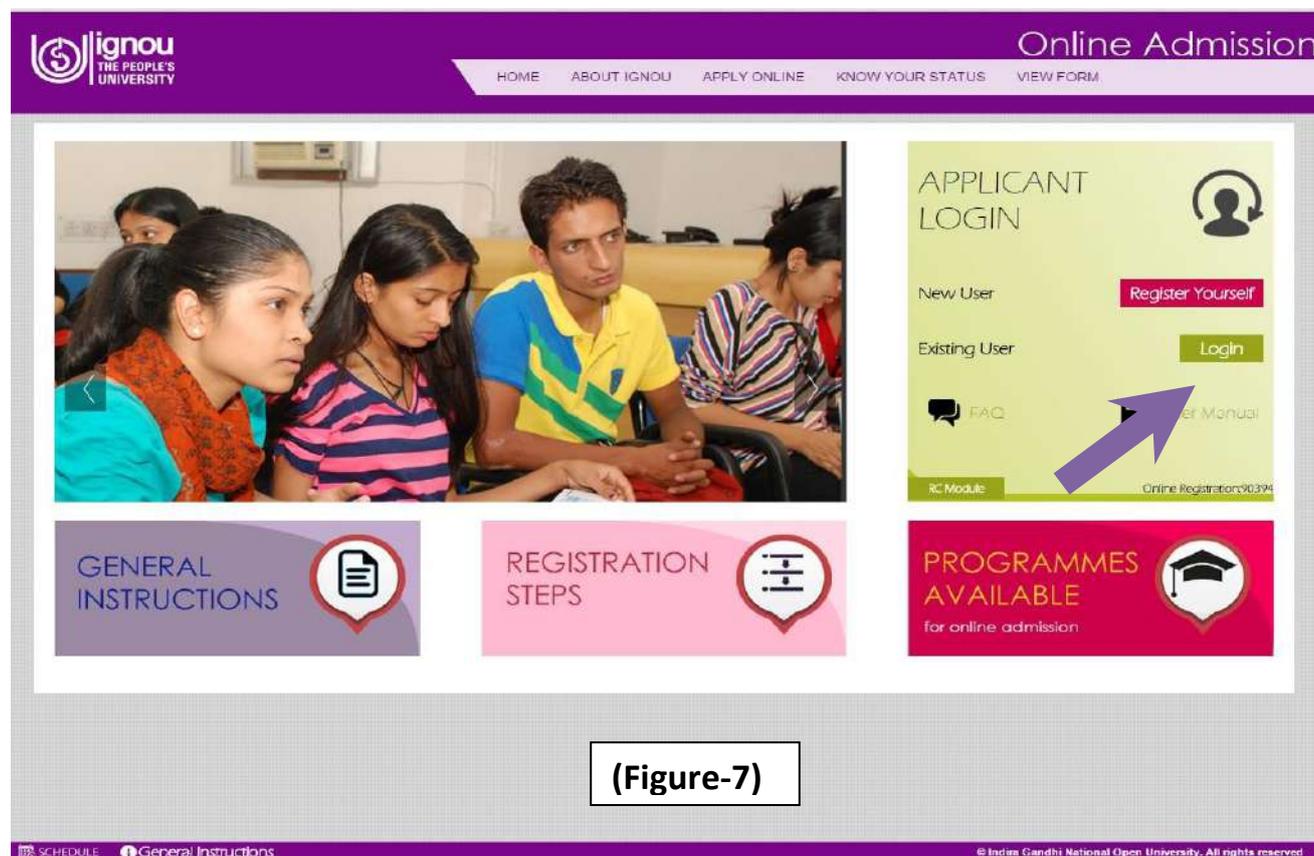
(Figure-6)

- a.) Once you have filled the registration form, check the entries and if satisfied, click on “**Submit**” button
- b.) If you want any change in the information, click on “**Reset**” button provided in the form. After changing the information, if any, click on “**Submit**” button.
- c.) After you ‘**Submit**’; your **User Name** along with the **Password** is generated. You will be notified about the same via email on your email and SMS on your mobile.

Note: Using your ‘User Name’ and ‘Password’, you can Login directly. **Remember** your ‘User Name’ and ‘Password’ for future Login with the Online Admission System.

4.2 Filling up the Online Form

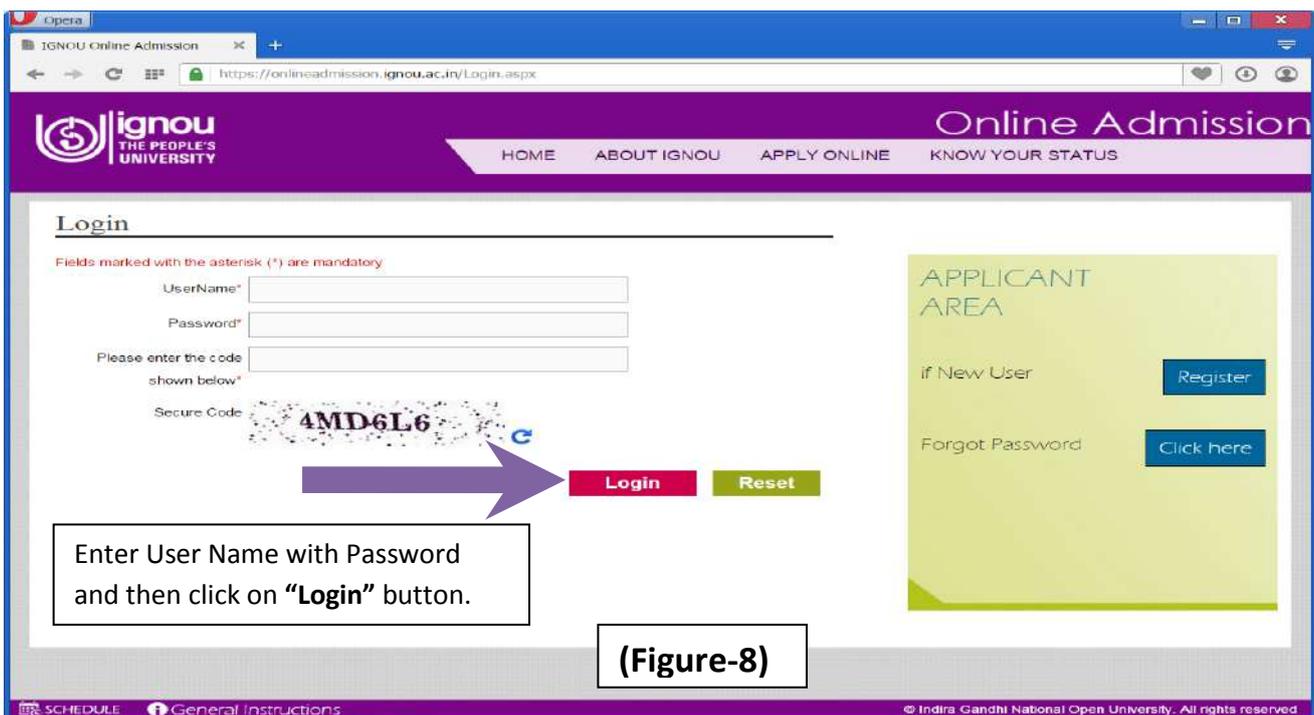
STEP 1. Click on “Login” button given in the homepage of Online Admission (Figure 7)



(Figure-7)

STEP-2: Now, login page will open as shown in Figure 8.

- Enter your User Name & Password; provided while filling up the registration form
- Enter the Secure Code as displayed in the Login form

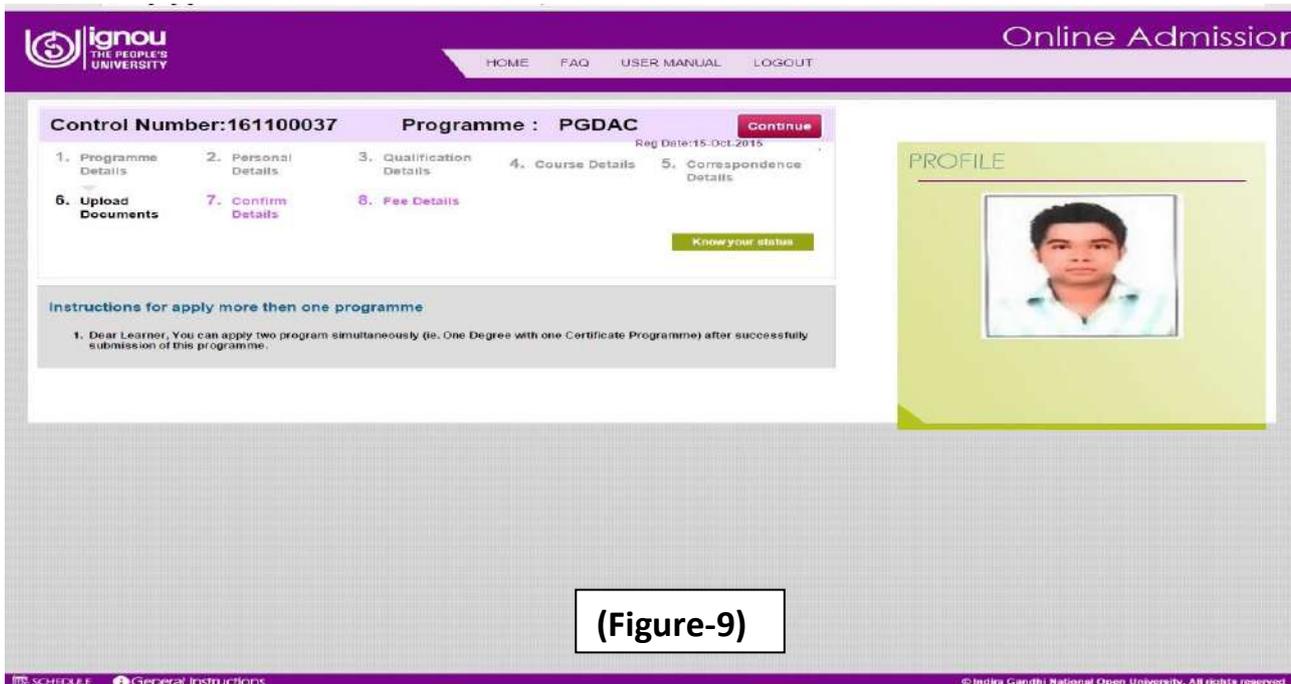


(Figure-8)

Click on ‘Login’ button.

STEP-3: Then first part of the Online Admission form will be displayed as shown in Figure9. It has 8 sections. You have to fill up each section carefully one by one using the “Continue” button.

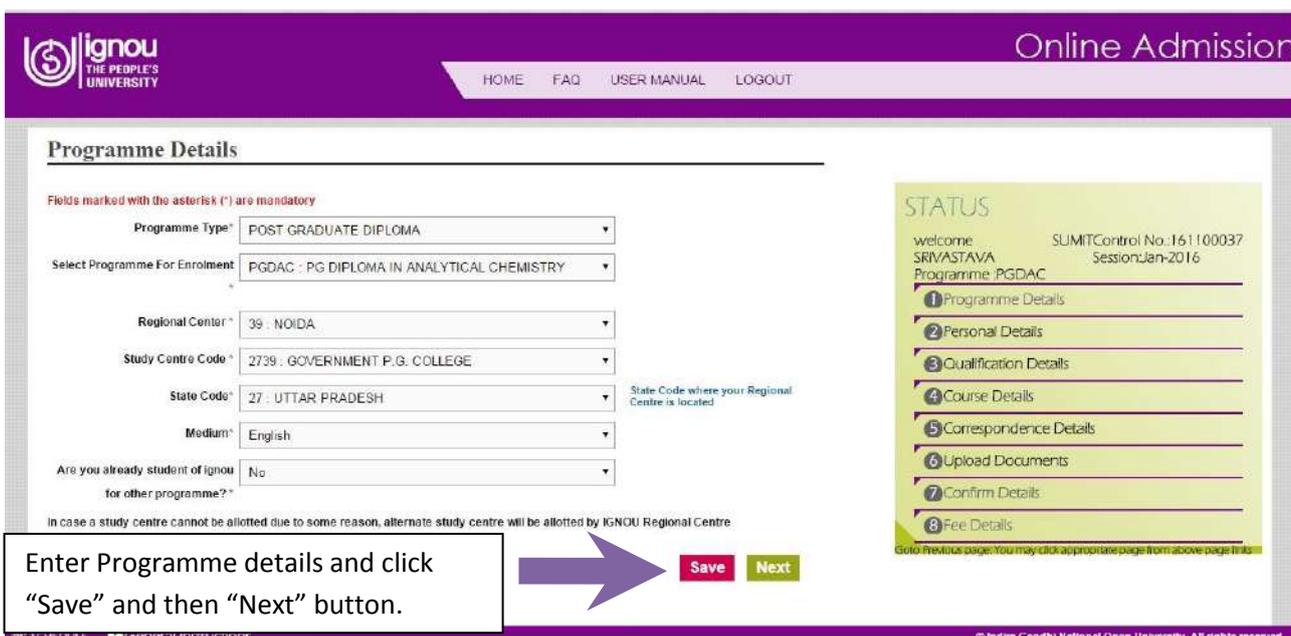
- a. Click on “Continue” button.



(Figure-9)

STEP 4: The First Section of the Online Admission form is on Programme Details as shown in Figure-10

- a) Fill up the details related to your Programme Details, Study Centre, Medium of Study, etc.
- b) Once the details are entered, click “Save” and then “Next” button.



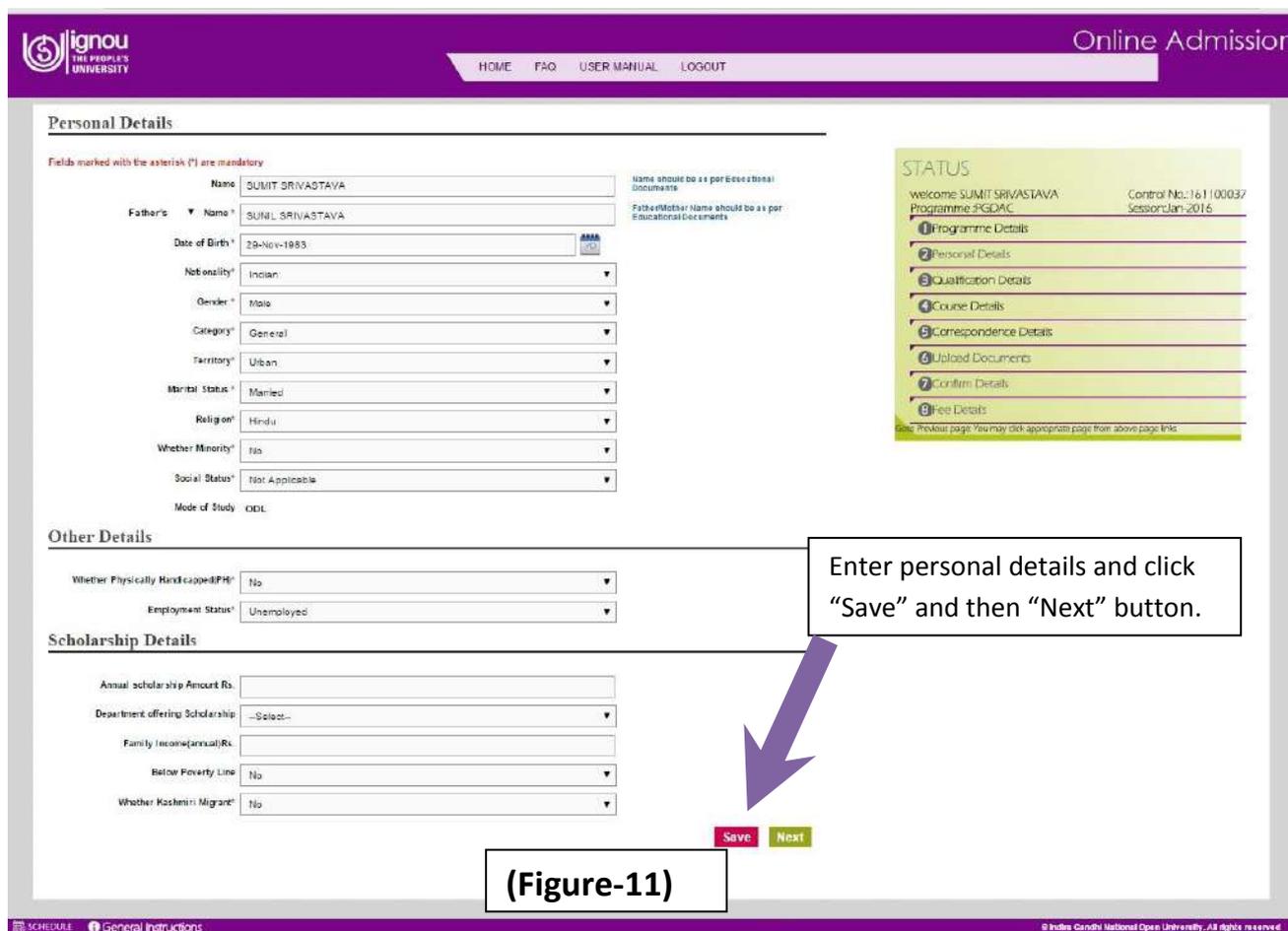
(Figure-10)

Note: The Online Admission form is basically the same as the hard copy of the Admission Form given in the Prospectus. But here as shown in margin box of the Figure. 10, it has been divided into 8 sections for ease of use.

Below are the next steps for filling Online Admission Form:-

STEP 5: The **Second Section** of the Admission Form is on **Personal Details** as shown in Figure – 11.

- a) Fill up the requisite information in the form.
- b) Once the Personal Details are entered, click “Save” and then “Next” button.



The screenshot displays the 'Personal Details' section of the online admission form. The form is divided into three main sections: Personal Details, Other Details, and Scholarship Details. The Personal Details section contains various dropdown menus and text input fields for user information. A 'STATUS' sidebar on the right indicates the current step in the process. A callout box with a purple arrow points to the 'Save' and 'Next' buttons at the bottom of the form.

Personal Details

Fields marked with the asterisk (*) are mandatory

Name: SUMIT SRIVASTAVA
 Father's Name: SUMIT SRIVASTAVA
 Date of Birth: 29-Nov-1983
 Nationality: Indian
 Gender: Male
 Category: General
 Territory: Urban
 Marital Status: Married
 Religion: Hindu
 Whether Minority: No
 Social Status: Not Applicable
 Mode of Study: ODL

Other Details

Whether Physically Handicapped(PH): No
 Employment Status: Unemployed

Scholarship Details

Annual scholarship Amount Rs.:
 Department offering Scholarship: --Select--
 Family Income(annual)Rs.:
 Below Poverty Line: No
 Whether Kashmiri Migrant: No

STATUS

Welcome SUMIT SRIVASTAVA Control No.:161100037
 Programme:PGD&C Session:Jan-2016

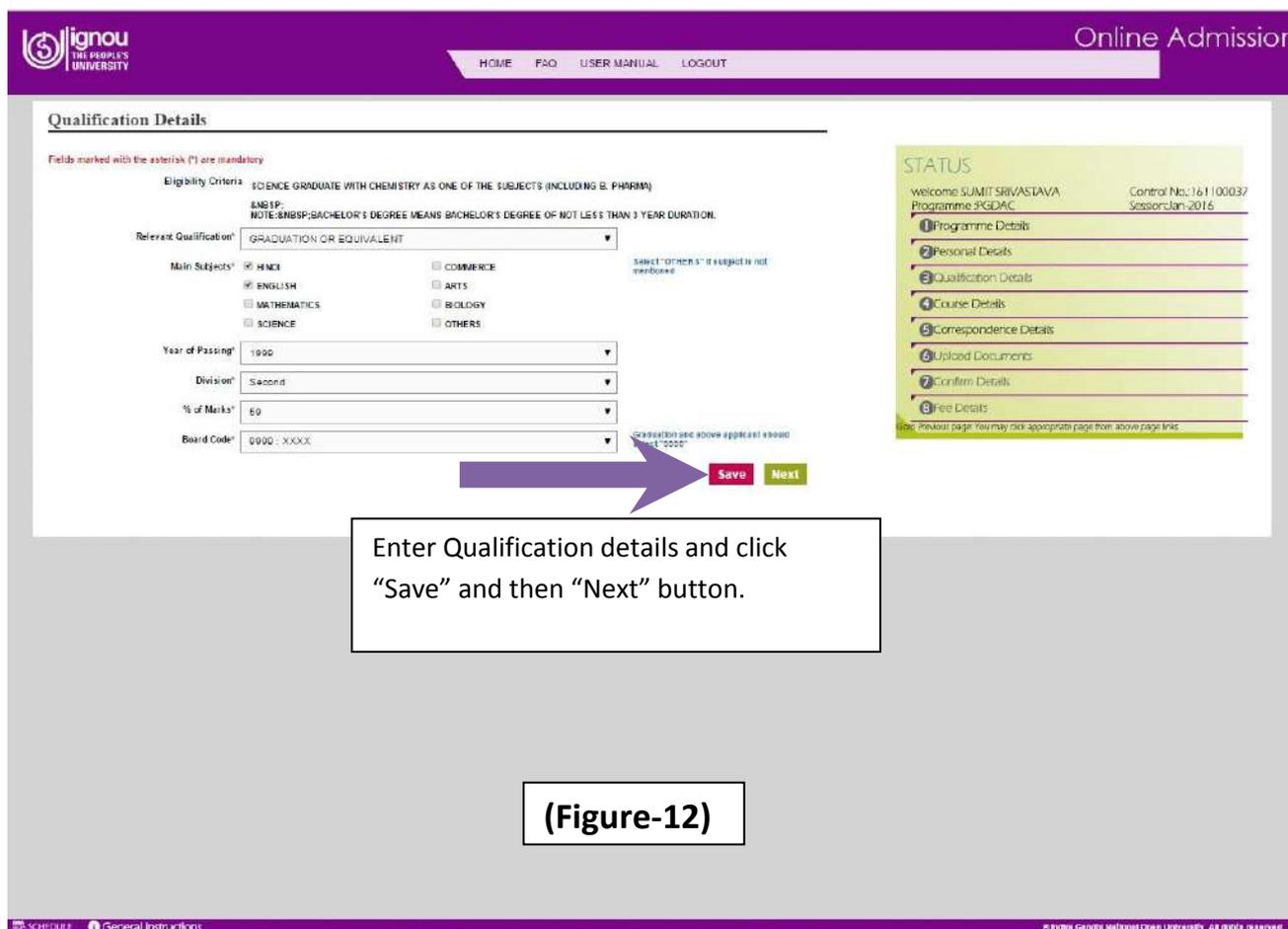
- 1 Programme Details
- 2 Personal Details
- 3 Qualification Details
- 4 Course Details
- 5 Correspondence Details
- 6 Upload Documents
- 7 Confirm Details
- 8 Fee Details

Save Next

(Figure-11)

STEP 6: The Third Section is on Qualifications Details as shown in Figure - 12

- a) Fill up your Qualification Details as per the fields given in the form
- b) Once the details are entered, click “Save” and then “Next” button.



Qualification Details

Fields marked with the asterisk (*) are mandatory

Eligibility Criteria: SCIENCE GRADUATE WITH CHEMISTRY AS ONE OF THE SUBJECTS (INCLUDING B. PHARM)

&NBSP; NOTE:&NBSP;BACHELOR'S DEGREE MEANS BACHELOR'S DEGREE OF NOT LESS THAN 3 YEAR DURATION.

Relevant Qualification: GRADUATION OR EQUIVALENT

Main Subjects:
 HINCE
 COMMERCE
 ENGLISH
 ARTS
 MATHEMATICS
 BIOLOGY
 SCIENCE
 OTHERS

Year of Passing: 1999

Division: Second

% of Marks: 60

Board Code: 0000 : XXXX

Save Next

STATUS

Welcome SUMIT SRIVASTAVA Control No.:161100037
 Programme:PGDAC Session:Jan-2016

- 1 Programme Details
- 2 Personal Details
- 3 Qualification Details
- 4 Course Details
- 5 Correspondence Details
- 6 Upload Documents
- 7 Confirm Details
- 8 Fee Details

Enter Qualification details and click “Save” and then “Next” button.

(Figure-12)

STEP 7: The Fourth Section is on Course Details as shown in Figure – 13.

- a) Here details of the compulsory courses of your programme are automatically selected
- b) Check the course details and select the elective/optional/Foundation Courses accordingly to programme.
- c) Click “Save” and then “Next” button.

Course Details

Fields marked with the asterisk (*) are mandatory
Compulsory Course Details

| Course Code | Name of Course | Credit |
|-------------|------------------------------------------|--------|
| INC-1 | BASIC ANALYTICAL CHEMISTRY | 6 |
| INC-2 | SEPARATION METHODS | 6 |
| INC-3 | SPECTROSCOPIC METHODS | 6 |
| INC-4 | ELECTRO-ANALYTICAL AND OTHER METHODS | 6 |
| INC-L1 | BASIC ANALYTICAL CHEMISTRY LAB | 2 |
| INC-L2 | SEPARATION METHODS LAB | 2 |
| INC-L3 | SPECTROSCOPIC METHODS LAB | 2 |
| INC-L4 | ELECTRO-ANALYTICAL AND OTHER METHODS LAB | 2 |

Enter Course Details and click "Save" then "Next" button.



Save
Next

STATUS

welcome SUMIT SRIVASTAVA Control No.: 161100037
Programme: PGDACC Session: Jan-2016

- 1 Programme Details
- 2 Personal Details
- 3 Qualification Details
- 4 Course Details
- 5 Correspondence Details
- 6 Upload Documents
- 7 Confirm Details
- 8 Fee Details

Click Previous page. You may click appropriate page from above page link.

(Figure-13)

STEP 8: The Fifth Section is on Correspondence Details as shown in Figure – 14.

- Fill up the details of your Correspondence Address as per the fields given in the form.
- Once the details are entered, click "Save" and then "Next" button.

Correspondence Details

Fields marked with the asterisk (*) are mandatory

Address Line 1*

Address Line 2

Address Line 3

City*

State*

Pincode*

Telephone No. with STD Code

Fax No. with STD Code

Mobile No.

Email ID

Enter Correspondence Details and click "Save" and then "Next" button.



Save Next

STATUS

welcome SUMIT SRIVASTAVA Control No.: 161100037
Programme: PGDACC Session: Jan-2016

- 1 Programme Details
- 2 Personal Details
- 3 Qualification Details
- 4 Course Details
- 5 Correspondence Details
- 6 Upload Documents
- 7 Confirm Details
- 8 Fee Details

Click Previous page. You may click appropriate page from above page link.

(Figure-14)

STEP 9: The Sixth Section is on Document Upload as shown in Figure – 15.

The final step for Online Registration process is to upload your documents like photo, signature & other supporting documents

- Select the document type and Click on “Next” button
- Browse and upload your scanned photograph and
- Similarly, browse and upload scanned signature & other supporting documents

You should ensure that the format of photograph is JPEG, JPG only and size is less than 100 KB.

Upload Documents

Fields marked with the asterisk (*) are mandatory

Note: The other documents (Other1, Other2..... Other8) are not compulsory. This is provided for the applicant who has to upload additional documents as mentioned in prospectus.

Select Document Type: --Select--

Document Instructions

- All the documents being uploaded should be self attested.
- Reservation: The university provides reservation of seats for Scheduled Castes, Scheduled Tribes, non-creamy layer of OBC, War Widows, Kashmiri Migrants and Physically Handicapped learners, as per the Government of India rules, for admission to its various programmes. However, submission on forged certificate under any category shall lead not only to cancellation of admission but also be legally implicated as per Govt. of India rule.

Self Declaration

I hereby declare that I have read and understood the conditions of eligibility for the programme for which I seek admission. To the best of my knowledge and belief, I fulfill the minimum eligibility criteria and I have provided necessary information and uploaded relevant self attested documents with this application. I further undertake that I have not concealed or distorted any other information and in the event of any information or self attested documents is found to be incorrect, false or misleading, my candidature shall be cancelled by the university at any time and I shall have no claim of any nature including refund of any fee paid by me. I do undertake that I have carefully studied the rules of the university and shall not raise any dispute over the same. I do understand that the university shall be abiding by them.

In case a study centre cannot be allotted due to some reason, alternate study centre will be allotted by IGNOU Regional Centre

STATUS

welcome SRIVASTAVA SUMITControl No.:161100037
 Programme:PGDAC Session:Jan-2016

- Programme Details
- Personal Details
- Qualification Details
- Course Details
- Correspondence Details
- Upload Documents
- Confirm Details
- Fee Details

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(Figure-15)

It is suggested to scan documents from your originals.

Note: In case you don't have originals then “self attestation” is mandatory for your xerox documents.

Once the documents are uploaded click (✓) on the Declaration check box and then click “Next”

Upload Documents

Fields marked with the asterisk (*) are mandatory

Note: The other documents (Other1, Other2..... Other8) are not compulsory. This is provided for the applicant who has to upload additional documents as mentioned in prospectus.

| SERIAL | IMAGETYPE | PREVIEW | Delete |
|--------|----------------------------------------|---------|--------|
| 1 | PHOTO | | Delete |
| 2 | SIGNATURE | | Delete |
| 3 | MATRICULATION MARKSHEET OR CERTIFICATE | | Delete |
| 4 | MARKSHEET OF GRADUATION | | Delete |

Document Instructions

- All the documents being uploaded should be self attested.
- Reservation: The university provides reservation of seats for Scheduled Castes, Scheduled Tribes, non-creamy layer of OBC, War Widows, Kashmiri Migrants and Physically Handicapped learners, as per the Government of India rules, for admission to its various programmes. However, submission on forged certificate under any category shall lead not only to cancellation of admission but also be legally implicated as per Govt. of India rule.

Self Declaration

I hereby declare that I have read and understood the conditions of eligibility for the programme for which I seek admission. To the best of my knowledge and belief, I fulfill the minimum eligibility criteria and I have provided necessary information and uploaded relevant self attested documents with this application. I further undertake that I have not concealed or distorted any other information and in the event of any information or self attested documents is found to be incorrect, false or misleading, my candidature shall be cancelled by the university at any time and I shall have no claim of any nature including refund of any fee paid by me. I do undertake that I have carefully studied the rules of the university and shall not raise any dispute over the same. I do understand that the university shall be abiding by them.

In case a study centre cannot be allotted due to some reason, alternate study centre will be allotted by IGNOU Regional Centre

STATUS

welcome SRIVASTAVA SUMITControl No.:161100037
 Programme:PGDAC Session:Jan-2016

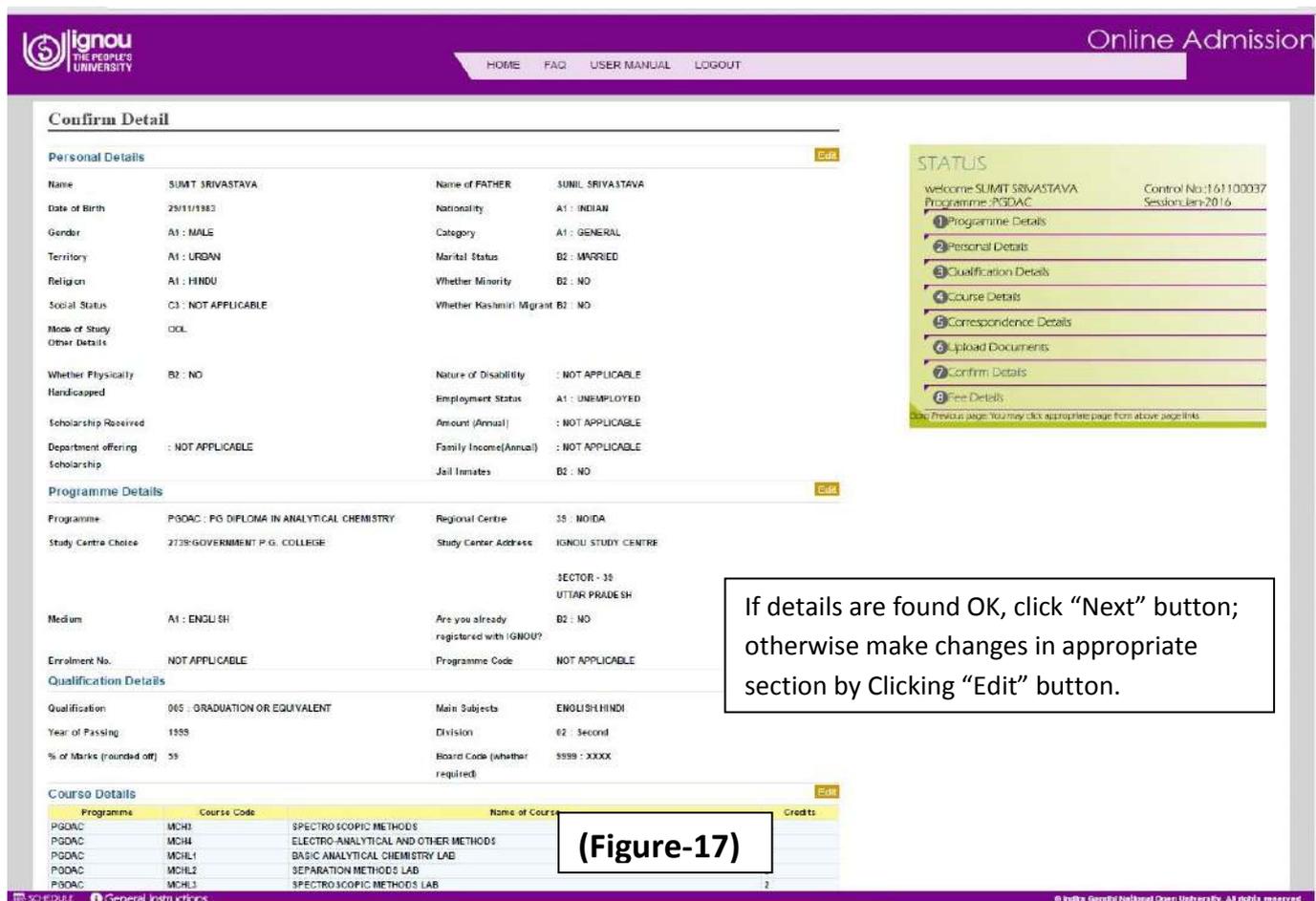
- Programme Details
- Personal Details
- Qualification Details
- Course Details
- Correspondence Details
- Upload Documents
- Confirm Details
- Fee Details

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(Figure-16)

STEP 10: The Seventh Section is on Confirm Details as shown in Figure-17

- Here, the details of all six sections are displayed; you have to verify the details provided by you while filling the online form.
- If details are found OK, click “Next” button (see Figure 17); otherwise make changes in appropriate section by Clicking “Edit” button given against each section details.
- There is a Declaration at the end of the page. Please tick (✓) in the box. And then click “Next” button.



Confirm Detail

Personal Details Edit

| | | | |
|---------------------------------|---------------------|--------------------------|------------------|
| Name | SUMIT SRIVASTAVA | Name of FATHER | SUNIL SRIVASTAVA |
| Date of Birth | 25/11/1983 | Nationality | A1 : INDIAN |
| Gender | A1 : MALE | Category | A1 : GENERAL |
| Territory | A1 : URBAN | Marital Status | B2 : MARRIED |
| Religion | A1 : HINDU | Whether Minority | B2 : NO |
| Social Status | C3 : NOT APPLICABLE | Whether Kashmiri Migrant | B2 : NO |
| Mode of Study | DDL | | |
| Whether Physically Handicapped | B2 : NO | Nature of Disability | : NOT APPLICABLE |
| Scholarship Received | | Employment Status | : NOT APPLICABLE |
| Department offering Scholarship | : NOT APPLICABLE | Amount (Annual) | : NOT APPLICABLE |
| | | Family Income(Annual) | : NOT APPLICABLE |
| | | Jail Inmates | B2 : NO |

Programme Details Edit

| | | | |
|---------------------|--------------------------------------------|----------------------------------------|------------------------------|
| Programme | PGDAC : PG DIPLOMA IN ANALYTICAL CHEMISTRY | Regional Centre | 35 : NOIDA |
| Study Centre Choice | 2739:GOVERNMENT P.G. COLLEGE | Study Center Address | IGNOU STUDY CENTRE |
| | | | SECTOR - 35 UTTAR PRADESH |
| Medium | A1 : ENGLISH | Are you already registered with IGNOU? | B2 : NO |
| Enrolment No. | NOT APPLICABLE | Programme Code | NOT APPLICABLE |

Qualification Details

| | | | |
|--------------------------|--------------------------------|-------------------------------|---------------|
| Qualification | 065 : GRADUATION OR EQUIVALENT | Main Subjects | ENGLISH/HINDI |
| Year of Passing | 1999 | Division | B2 : Second |
| % of Marks (rounded off) | 55 | Board Code (whether required) | 9999 : XXXX |

Course Details Edit

| Programme | Course Code | Name of Course | Credits |
|-----------|-------------|--------------------------------------|---------|
| PGDAC | MC41 | SPECTROSCOPIC METHODS | |
| PGDAC | MC44 | ELECTRO-ANALYTICAL AND OTHER METHODS | |
| PGDAC | MC41 | BASIC ANALYTICAL CHEMISTRY LAB | |
| PGDAC | MC42 | SEPARATION METHODS LAB | |
| PGDAC | MC43 | SPECTROSCOPIC METHODS LAB | |

STATUS

Welcome SUMIT SRIVASTAVA Control No.:161100037
 Programme:PGDAC Session:Jan-2016

- 1) Programme Details
- 2) Personal Details
- 3) Qualification Details
- 4) Course Details
- 5) Correspondence Details
- 6) Upload Documents
- 7) Confirm Details
- 8) Fee Details

Go to Previous page: You may click appropriate page from above pagelinks

(Figure-17)

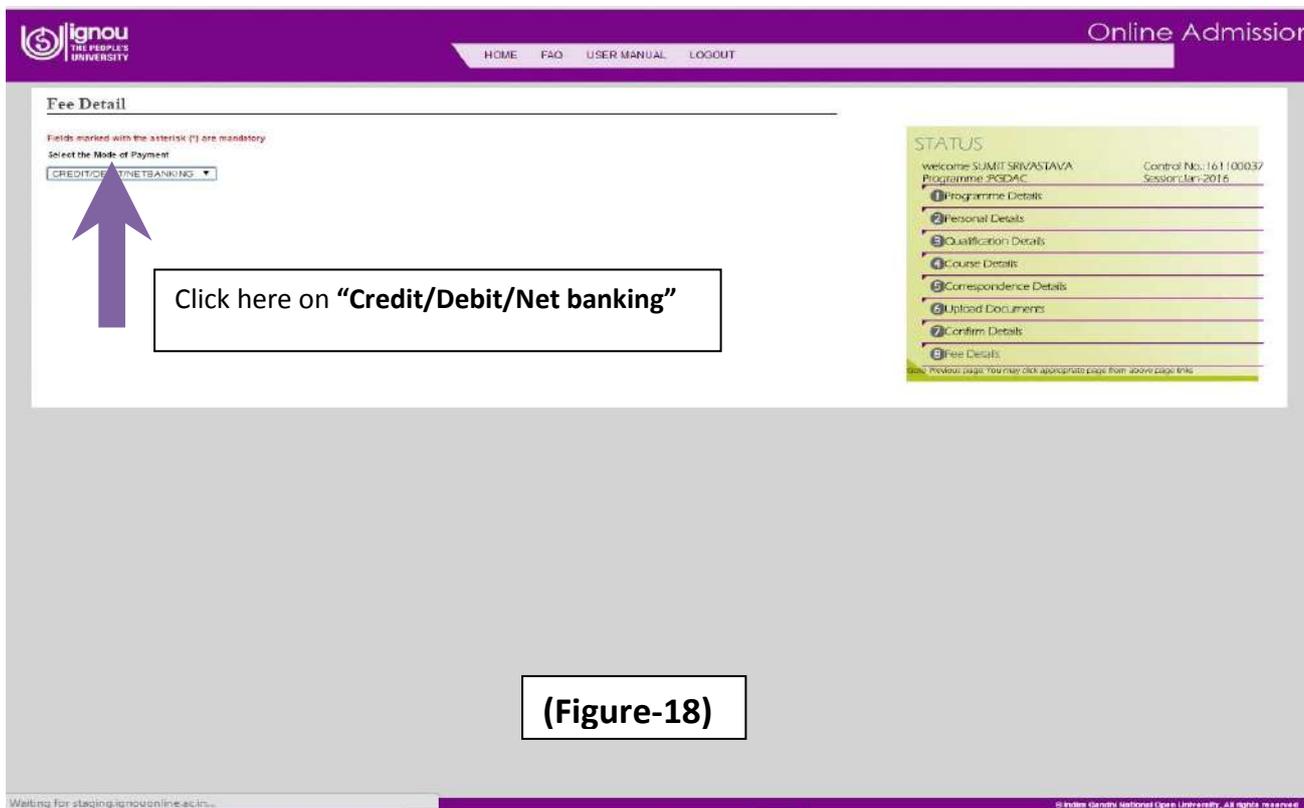
If details are found OK, click “Next” button; otherwise make changes in appropriate section by Clicking “Edit” button.

SCHEDULE General Instructions © Indira Gandhi National Open University. All rights reserved

STEP 11: The **Eight Section** is on **'Fee Details'** as shown in Figure-18.

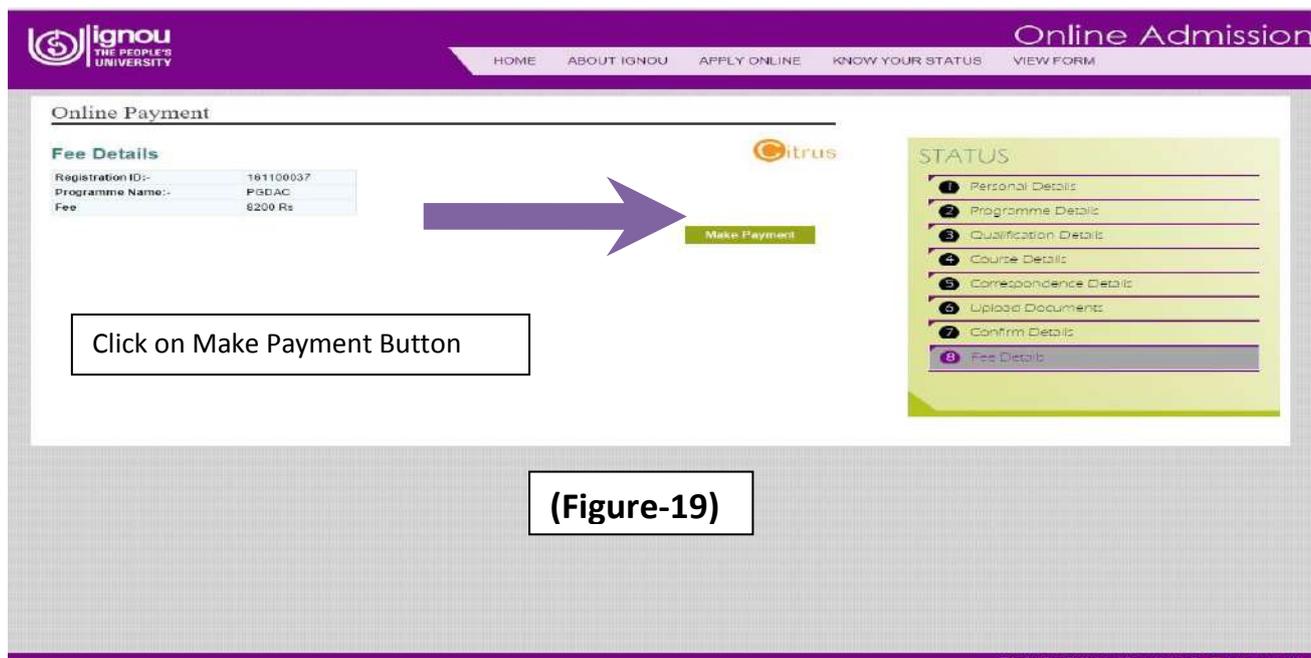
- a) When you 'Select' the mode of payment , you will see the following:
"Credit/Debit/Net banking"

Next, you get a page as shown in Figure-18



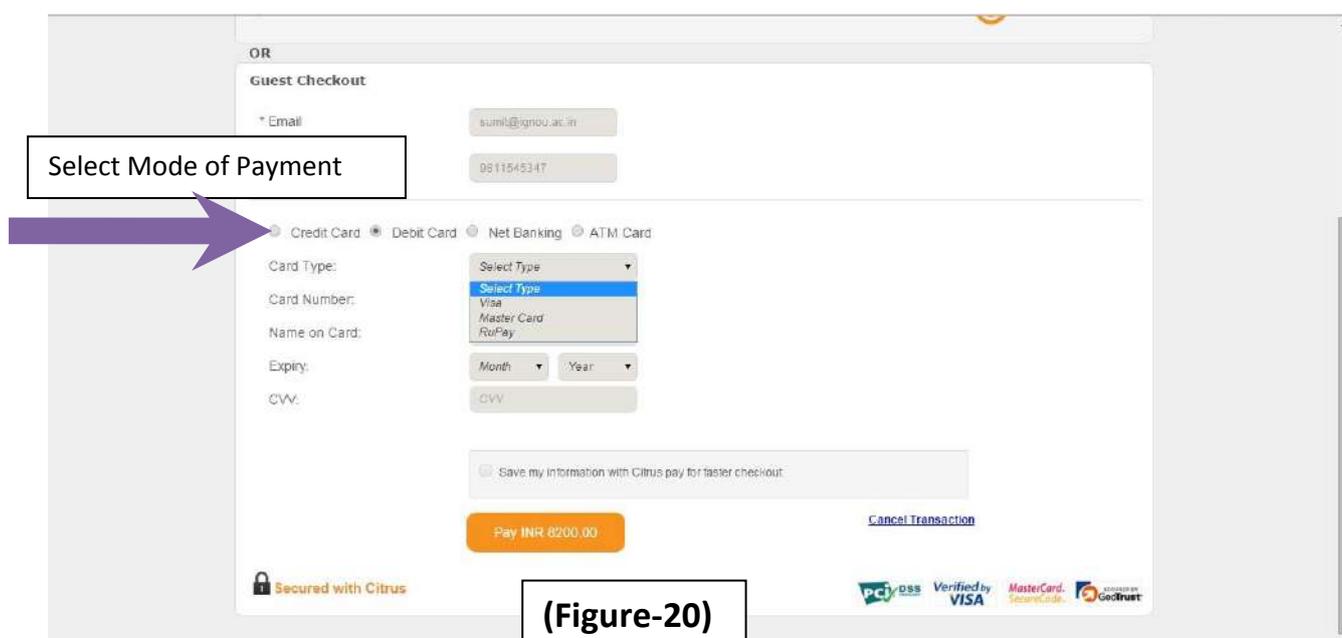
(Figure-18)

- b) When you select **"Credit/Debit/Net banking"**, you will get **Online Payment** window as shown in Figure- 19
- c) Now, click on **"Make Payment"** button



(Figure-19)

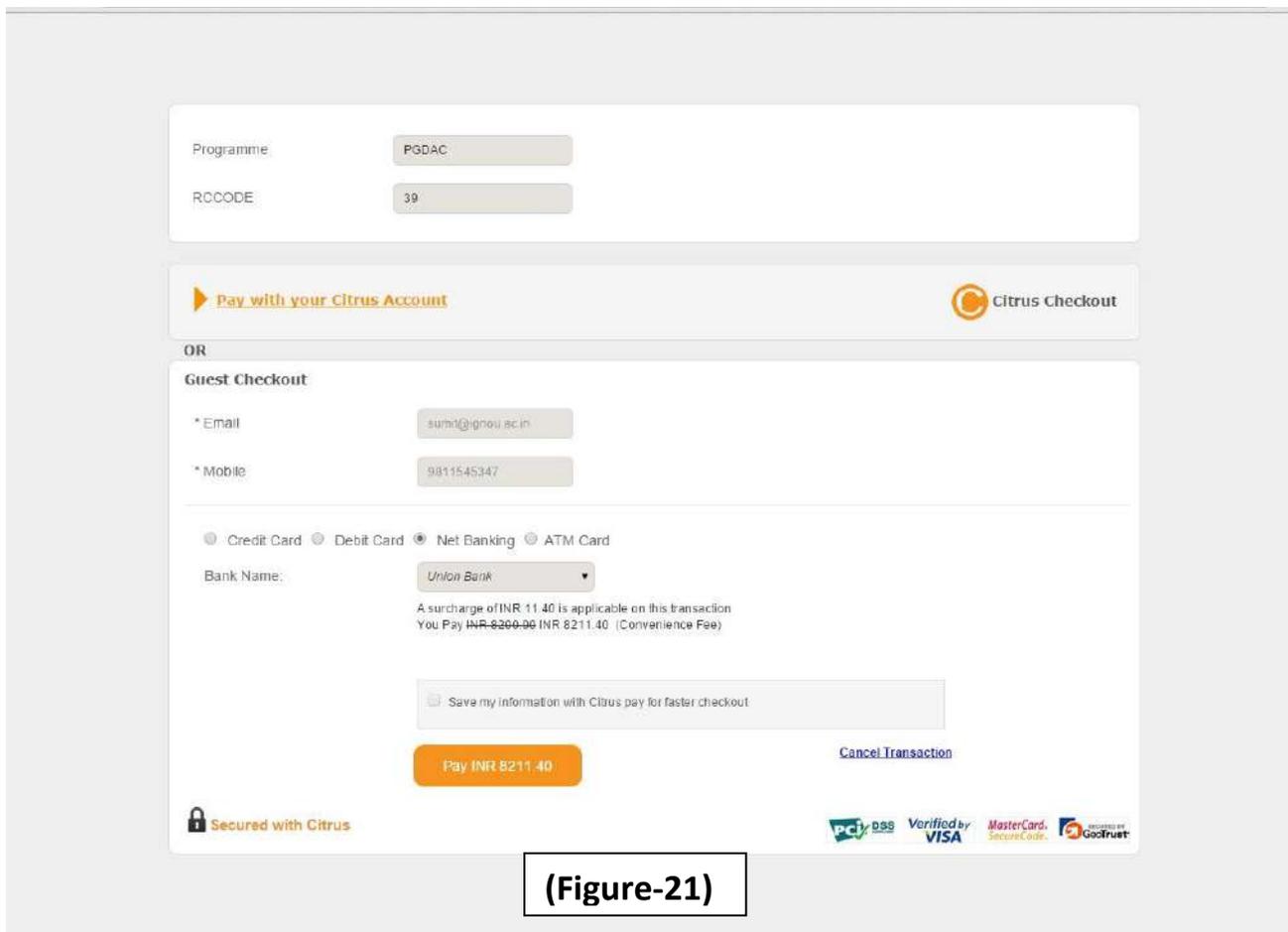
1. If you select Credit Card/Debit Card, you will get a page as shown in Figure-20.
2. After you fill up the required information of your Credit/Debit Card for payment, click on “Pay INR” Button.
3. It will take you to the payment gateway page of the bank.
4. Make necessary entries for making payment.



(Figure-20)

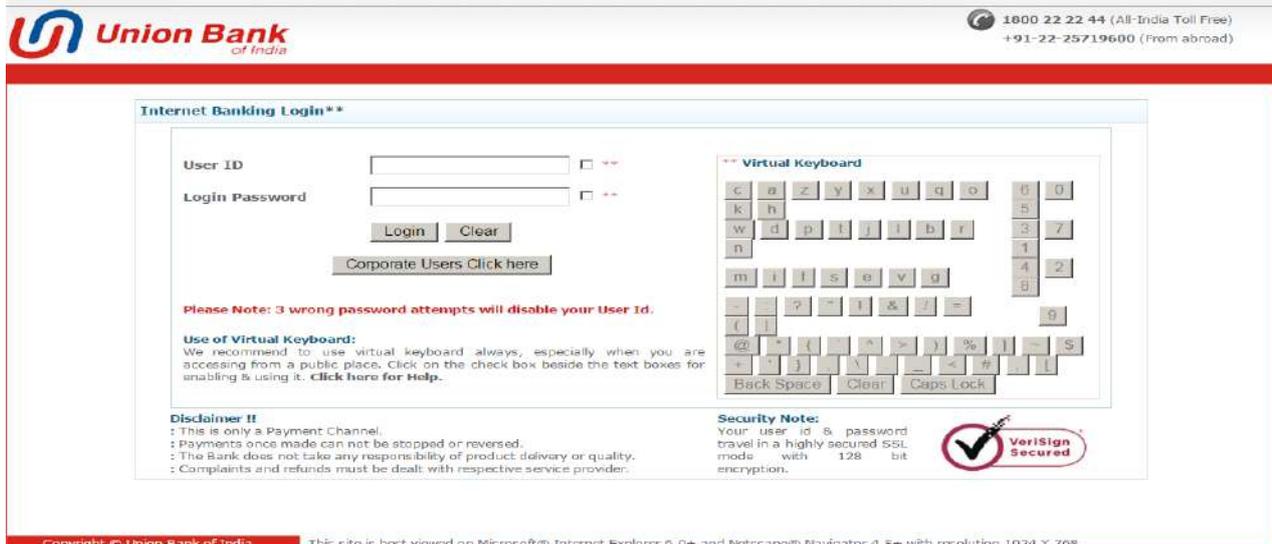
If you select “Net Banking” then

- a) Select your Bank then click on “Pay INR
- b) It will take you to the payment gateway page of the bank as shown in Figure – 21 & 22.



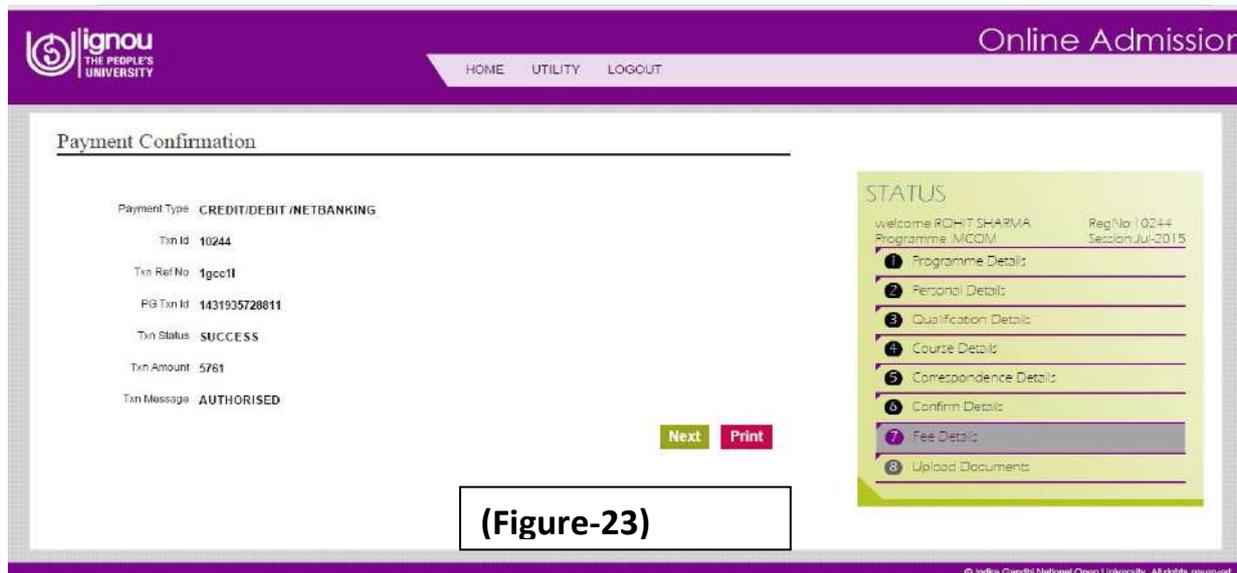
The screenshot shows a payment gateway interface. At the top, there are input fields for 'Programme' (PGDAC) and 'RCCODE' (39). Below this is a section for 'Pay with your Citrus Account' with a 'Citrus Checkout' button. An 'OR' separator leads to a 'Guest Checkout' section. This section includes fields for '* Email' (sumit@ignou.ac.in) and '* Mobile' (9811545347). Payment options are listed as radio buttons: Credit Card, Debit Card, Net Banking (selected), and ATM Card. The 'Bank Name' dropdown is set to 'Union Bank'. A note states: 'A surcharge of INR 11.40 is applicable on this transaction. You Pay ~~INR 8200.00~~ INR 8211.40 (Convenience Fee)'. There is a checkbox for 'Save my information with Citrus pay for faster checkout'. A large orange button says 'Pay INR 8211.40' and a blue link says 'Cancel Transaction'. At the bottom left, it says 'Secured with Citrus'. At the bottom right, there are logos for PCI DSS, Verified by VISA, MasterCard SecureCode, and Secured by GodTrust.

(Figure-21)



(Figure-22)

When your payment is complete by Credit Card/Debit Card/Net Banking, you will get “Payment Confirmation” page as shown in Figure – 23.



(Figure-23)

Now you can “Print” the payment confirmation receipt.

You can Preview your filled in form as shown in Figure - 24. You can print or save the form for future references.

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THE PEOPLE'S UNIVERSITY
Online Admission

LOGOUT | HOME | APPLY ONLINE | KNOW STATUS | VIEW FORM | LOGOUT

Form Preview

Print | SAVE

Registration Form

1. Programme Applied: MCOM

2. Programme Code: MCOM

3. Medium of study Code/Name: A1 English

4. Registration Centre Code/Name: 04 : GUWAHATI

5. Study Centre Code/Name: 0401 : IGNOU STUDY CENTRE

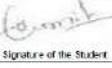
6. State Code/Name: 04 : ASSAM

7. Are you already Registered with IGNOU: B2 : No

Photograph



Signature of the Student



8. Address Line 1: ...

9. Address Line 2: ...

10. Address Line 3: ...

11. City: ...

12. State: ...

13. Contact Details: a) Landline No: ... b) e-mail ID: ... c) Mobile No: ...

14. Date of Birth: ...

15. Gender Code/Name: A1 Male

16. Territory Code/Name: A1 Urban

17. Religion Code/Name: A1 Hindu

18. Social Status Code/Name: 05 Not Applicable

19. Employment Status Code/Name: A1 Unemployed

20. Details of Scholarship being received, if any: ...

21. Whether a person with Disability: B2 : No

22. Relevant Qualifications: ...

23. a) Qualification: ... b) Main Subjects: ... c) Year of Passing: ... d) Division: ... e) %age of Marks: ... f) Board Code/University: ...

24. Details of Fee remittance: ...

25. a) Mode of Payment: ... b) Amount: Rs: ... c) DD/Cheque Number: ... d) Date of DD/Cheque: ...

26. Bank Name: ...

27. Simultaneous Programme/Course

| Programme | Course | CREDITS | Course Type | Group |
|-----------|--------|---------|-------------|-------|
| MCOM | IB03 | 0 | NOT MENTION | |
| MCOM | IB01 | 0 | NOT MENTION | |
| MCOM | IB02 | 0 | NOT MENTION | |
| MCOM | IB04 | 0 | NOT MENTION | |
| MCOM | IB05 | 0 | NOT MENTION | |
| MCOM | IB06 | 0 | NOT MENTION | |

REGISTRATION SUMMARY

REGISTRATION SUCCESSFULLY DONE

REGISTRATION ID : 2962

KINDLY VISIT YOUR SELECTED REGIONAL CENTER TO VERIFY YOUR ORIGINAL DOCUMENT BEFORE 11/18/2014

REGIONAL CENTER : GUWAHATI
ADDRESS-HOUSE NO 71, GMC ROAD
CHRISTIAN BASTI

CITY : GUWAHATI
STATE : ASSAM
PHONE NO : 0361-2343785-2343786-2343777
EMAIL ID : ORCIGNOU@SANCHARNET.IN

(Figure-24)

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