

NIOS ADMISSION (2008-09)

Centre No.110051

Secondary & Sr.Secondary

Centre No. 110051	Dept of Adult & Continuing Education and Extension, 2 nd Floor, Vidyapeeth Vidyarthi Bhavan, B Road, Churchgate, Mumbai-400 020. Maharashtra,	2043478 , 22813020 http://www.mudacee.ac.in Mail : infonios@mudacee.ac.in
Address of Head of the Regional Centre, NIOS.		States Covered / Jurisdiction
Asst. Director - Admission Asst. Director - Examination - Regional Centre - Delhi A 31, Institutional Area, Sector - 62, NOIDA . Distt - Gautam Budh Nagar, Uttar Pradesh Ph(O) : 95120-2404914/2404915/2404916 E-mail : rcdelhi@nos.org		Consequent upon the merger of Regional Centre, Delhi Zone I and Zone II the jurisdiction of integrated Regional Centre, Delhi is as under. NCT of Delhi, NOIDA & Gurgaon
Shri. Ashok Kumar Regional Director, Regional Centre – Pune C/o. Indian Institute of Education,		Maharashtra, Goa Daman & Diu

128/2, J.P. Naik Road, Kothrud,	
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Pune-411029 (Maharashtra)

Ph.: (O) 020-5444667

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Admission Procedure:

Admission is open to one and all from 1st July to 31st July with out late fee, and from 1st August to 16th August with late fee of Rs.50/-and from 17th August to 31st August with late fee of Rs.100/-. The admission will be though Accredited Institution (AI) on First Come First Served Basis, subject to the availability of the capacity of enrolment allotted to the AI by NIOS. There will not be further extension of these dates.

For admission, you must apply

1. Apply on the prescribed Application Forms (three copies- Original, Duplicate & COMPUTER INPUT FORM) for Admission given at end of the Prospectus though any Accredited Institution (AI) of NIOS only.
2. Read the instructions carefully before filling up the Application Form.
3. Submit your filled up Application Forms for Admission, COMPUTER INPUT FORM and Provisional Admission Letter cum Receipt along with relevant documents and requisite fee to the AI of your choice at the earliest as seats in the AIs are limited.
4. The AI will give you Provisional Admission Letter cum Receipt on receiving the filled up Application Forms along with the fee. Your admission will remain provisional till the time it is confirmed by NIOS though the AI.
5. No Application Form for Admission shall be accepted by NIOS directly at its Headquarters/Regional Centres.

6. Incomplete application forms will be rejected.

Entry Requirements

Requirement	Secondary Course	Senior Secondary Course
<p>(a) Minimum Age</p> <p>Supporting Documents</p>	<p>14 years as on 31st July, 2008</p> <p>Attested copy of the birth Certificate issued by a Municipal Authority or district office of the Registrar of Birth and Deaths. OR</p> <p>Transfer Certificate/School Leaving Certificate showing applicant's date of birth, issued by the last school attended by the applicant. In case of Govt. schools the transfer certificate/ school leaving certificate should be signed by the Principal while in the case of Private schools it should also be countersigned by the competent education authority of state/or District Education Officer.</p> <p>OR</p> <p>(iii) Affidavit sworn before and duly countersigned by 1st Class Magistrate/Sub-Divisional Magistrate.</p>	<p>15 years as on 31st July, 2008</p> <p>Attested copy of the Certificate Of Matriculation/Secondary Examination having a record of the Date of Birth. (No Other proof of age will be accepted for Sr. Secondary admission)</p>

Note: (i) In case of orphan/Juvenile/Street Children, the Medical Legal Certificate may

be provided as proof of Date of Birth.

(ii) Affidavits Countersigned by Notary Public etc., will not be accepted and the admission will be rejected.

(iii) Date of birth once given in the Admission Form will not be changed.
Please check and state the correct date of birth.

Requirement	Secondary Course	Senior Secondary Course
Minimum Educational Qualification	Certificate of Class VIII passed, or Self Certificate (as mentioned at The back of Admission Form)	Copy of the Certificate of the Secondary Examination passed from a recognized Board of Secondary Education duly attested by a Gazetted Officer

Note: (i) Admission forms received without supporting documents will be rejected and fee will not be refunded.

(ii) If the secondary level examination is not passed from a recognised board, admission at secondary level will not be considered. List of recognised Boards

(iii) If you possess a High School/Secondary Certificate from any foreign Board/University and want to take admission to Senior Secondary course of NIOS, you will be required to attach a certificate from the concerned embassy to the effect that the examination passed by you is equivalent to the Indian High School/Secondary Examination.

Re-admission for Ex-NIOS students

The students of NIOS at SECONDARY/senior Secondary level who have completed their validity period of five years of admission, but could not complete the Course, are eligible to take Re-admission with NIOS. The credit of subject passed (maximum of four subjects) in the previous admission will be transferred to the fresh admission, if these subjects are passed during the last ten years (i.e., if passed during 1996 or later).

Code No. Name of the Board

9901 National Institute of Open Schooling (National Open School)

Transfer of Credits (TOC) Facilities

Ex-Secondary/Senior Secondary students of the following Boards of School Education who have passed in at least one subject, but have not qualified in the course, may seek admission in the respective course at NIOS and avail facility of TOC.

Code	Name of the Board
9902	Central Board of Secondary Education (CBSE), Delhi
9903	Council for the Indian School Certificate Examinations (CISCE), Delhi
2101	UP Board of Secondary Education, Allahabad
3401	Uttarakhand Board of Examination, Nanital
1701	Madhyamik Shiksha Board, Rajasthan, Ajmer
1702	Rajasthan State Open School, Jaipur
2601	Jharkhand Academic Council, Ranchi
0201	Assam Higher Secondary Education Council, Guwahati, Assam
0301	Bihar Intermediate Education Council, Patna
0302	Bihar School Examination Board, Patna
2001	Tripura Board of Secondary Education, Agartala, Tripura West
2201	W.B. Board of Secondary Education, Kolkata
0103	Andhra Pradesh Open School Society, Hyderabad
0502	Haryana Open School, Bhiwani
0702	J&K State Open School, Srinagar
0803	Karnataka Open School, Mysore
0903	Kerala State Open School, Thiruvananthapuram
1001	Madhya Pradesh Board of Secondary, Education, Bhopal
1002	M.P. State Open School, Bhopal
1601	Punjab School Education Board, Mohali
2203	Ravindra Mukta Vidyalaya (West Bengal State Open School)

The facility of TOC will be permissible under the following conditions:

- (i) You will have the option to get the credit transferred to a maximum of

two subjects, provided these subjects are passed in the last five years (i.e., passed during 2002 or later).

(ii) The credits will be given only in those subjects which are included in NIOS scheme of studies and the scheme of examination. TOC in the subjects having practicals at Sr. Secondary level will be allowed only when you are pass in theory and practical separately.

(iii) You will have to give full details of the TOC subjects and marks obtained on the Admission Form.

(iv) You will have to attach the original mark sheet issued by the respective Board.

(v) You will have to pay requisite fee of an amount Rs. 75/- per subject for transfer of credit for the number of subjects in which TOC is required.

Dual Enrolment and part Credit

Under this scheme if you are a learner who

(a) is studying in a regular school, or

(b) has already passed Secondary Sr. Secondary or any other higher course from any Board/University, you can opt any subjects of your choice, to update knowledge and educational qualifications

However, on passing, only the statement of grades will be issued, No other certificate will be issued in this case.

Fee

Fee payable for various courses is given in table. Read it carefully. Admission fee payable for different courses include charges for registration, study materials, personal contact programmes, Identity Card etc.

To earn part credit, a learner can also take one or two subjects only. In such case, please pay fees as per the fee structure is given in the Table

Fee once paid is not refundable or adjustable in future.

- Fee once paid is not refundable or adjustable in future.
- Don't pay any extra amount apart from the requisite fee.

FEE STRUCTURE

General Category (Fee include PCP*, Registration Fee and cost of material) Exempted from PCP* fee	Male	Female	SC/ST, Ex-Service Men/Handicapped
	Without Late Fee	Without Late Fee	Without Late Fee
Secondary Course (i) for 5 subjects	Rs.1000	Rs.750	Rs.550
(ii) for an additional Subject	Rs.150	Rs.150	Rs.150
Senior Secondary Course (i) for 5 subjects	Rs. 1150	Rs.900	Rs.625
(ii) for an additional Subject	Rs.180	Rs.180	Rs.180

FEE STRUCTURE FOR Part Admission/ PART CREDIT/ TOC

Course level	Registration Fee	Cost of Course Material for each subject	Fee for Transfer of Credit(TOC) (per subject)
Secondary	Rs.250	Rs.150	Rs. 75/-
Sr. Secondary	Rs.250	Rs.180	Rs. 75/-

How to Pay the Fee

Admission fee should be paid in cash. The Department will issue you acknowledgement for receipt of Application fee as per fee structure only as given in Table

Cancellation of Admission

You admission will be cancelled and fee paid will not be refunded on the following grounds:

Your admission form be cancelled

if the admission form is incomplete,

if the supporting documents are not complete,

if the fee paid is short,

if false documents have been submitted,

if required educational qualifications are not fulfilled,

if the minimum are criteria is not fulfilled,

if incorrect or wrong information is given,

if the secondary examination is not passed from a recognised board.

Note: Admission once cancelled, will not be re-considered and fee paid will not be refunded under any circumstance.

NIOS will not be responsible if the request for admission is not considered on account of short payment deposited with the AI or if no seats are available with AI or if no seats are available with the AI.

Confirmation of Admission and Issue of Identity Card

Your admission to a particular course will be confirmed by NIOS by issuing an Identity Card and a confirmation letter giving your admission particulars as per the record available in NIOS computers. Do check the particulars given in the confirmation letter. Discrepancies, if any, may be brought to the notice of the AI immediately. The Identity Card will be issued only once and no modified Identity Card will be issued on subsequent changes/corrections of admission particulars. You should retain your Identity Card carefully till you complete your study in NIOS.

Other Facilities after Admission

(a) Issue of Duplicate Identity Card

In case of loss of Identity Card, a duplicate Identity Card can be issued. For obtaining Duplicate Identity Card, first lodge an FIR with the concerned Police Station. Then apply on a plain paper to the concerned Regional Centre of NIOS as listed in Appendix-'D' along with (i) the copy of FIR, (ii) Bank Draft of Rs. 50/- drawn in favour of the Secretary, National Institute of Open Schooling, payable at the concerned Regional Centre, and (iii) a photograph along with specimen signatures duly attested by the Coordinator of AI.

(b) Change of Subject/Additional Subject

During the admission period of five years, you can change one or more subject(s), provided the total number of subjects does not exceed seven. However, such a change is permissible within your registration, so that you can appear in Public Examinations with the validity period of admission. No change/addition of subjects will be allowed or the first examination i.e., April – May 2007 examination. Subject(s) passed cannot be changed.

For change of subject/additional subject, you are required to submit your application on plain paper to the Concerned Regional Centre of the NIOS

through your AI along with the prescribed fee as given below for all categories of learners:

For Secondary Course Rs.90/-per subject

For Senior Secondary Course Rs.120/-per subject

The fee should be paid through a Bank Draft drawn in favour of 'Secretary, National Institute of Open Schooling' payable at the concerned regional Centre. No application in this regard will be accepted in the NIOS Headquarters at Delhi. The concerned Regional Centre of NIOS will confirm such change or Addition of subjects at your mailing address under intimation to your AI. Do keep in contact with your AI and ensure that the described changes have been made.

About your AI

The Accredited Institute (i.e. the Study center) chosen by you at the time of admission will provide the following services free of cost to you:

- Issuing Admission Forms and Prospectus at the Prescribed cost.
- Accept filled in Admission 'form with requisite prescribed fees only.
- Issuing Identity Card, Admission Card and Roll Number.
- Supply the study materials (i.e., books of NIOS) without charging any money.
- Distribution of Certificates issued by NIOS.
- Holding Personal Contact Programmes (PCPs) and practical classes as prescribed by NIOS.
- Evaluating Tutor Marked Assignments TMAs.
- Counselling to solve your problems/queries related to the course.
- Change of subject(s) or additional subject(s).
- In forming the dates of payment of fees, examination date sheet, examination center and other important information .
- Display of results of Public Examinations and distribution of Marksheet/Certificate.

(The schedule mentioned above are for information purpose only and the details are as per the NIOS announcement on its website, students are advised to confirm the schedule on the NIOS website <http://www.nios.ac.in/>)