



**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
RE-REGISTRATION/COURSE OPTION FORM
For BCA/MCA/MP– Session JANUARY 2013
and
PRORATA FORM FOR MP**

**Send this filled-in form
along with fee to:
The Regional Director
of your Regional Centre**
* as per schedule

I opt for the following courses and enclose a Demand Draft towards the course fee as per details given below:
(For details of courses on offer, please see overleaf).

1. Name of Student : _____
in block letters
2. Enrolment Number :

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3. Region Code :

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4. Programme Code :

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5. Specialisation : _____
Diploma Code for
MBA degree

Draft No.	: _____
Issuing Bank and Branch	Payable at : _____
Date	: _____
Amount Rs.	: _____

6. Semester for which
re-regn. is sought
(Please ✓):

MCA (for revised syllabus only)				
II	III	IV	V	VI

BCA (for pre-revised sylb. only)				
II	III	IV	V	VI

7. Details of course(s) opted (for MP only)

S.No.	Course Title	Course Code	Course Fee
1.			Rs.
2.			Rs.
3.			Rs.
4.			Rs.
Late fee, if applicable			Rs.
Total fee			Rs.

Note: 1. **A student can pay the fee pertaining to one semester only at a time.**

For MP students only :

2. A student should opt for and indicate the **Specialisation Diploma** of his/her choice, if not already done, as soon as he/she registers for the first course of specialisation stream and should indicate the **Specialisation Diploma code in item No. 5** above. **The option once exercised shall be final.** If no specialisation is indicated in item 5 above, University shall register you for specialisation area on the basis of first course opted from specialisation stream. **No change would be permissible at subsequent stage.**
3. A student can opt up to four courses. Courses already opted need not be repeated unless the validity of registration of such a course has already expired. Further, **a student can submit only one RR Form for a given session. For registration purposes, MS-100 is treated as one course. The fee for MS-100 is Rs.2000/-.**
4. A course once selected for study **must be successfully completed within 4 semesters.** In case of failure to do so, the student will be required to **RE-REGISTER** once again by paying fee of **Rs.1000/- per course.**
5. Request for **change of course** should be submitted to the RC, as per schedule (fee @**Rs.1000/- per course**).
6. The validity of registration of the courses being done for Jan. 2012 session by the students of **July 2005, Jan. 2006 & July 2006 batches** will be reduced to **ONE, TWO & THREE semesters** respectively, as against the normal four semesters (please refer to letter No.IG/SRE-Ex.III/MP-Max.dur./ 2006/ dated 01.02.2007 regarding **fixing of Maximum duration of 8 years** in Management Programmes).

Signature of the Student with date _____
Address: _____
Mobile No. _____
Phone No.& E-mail Id : _____

*** Schedule for submission of Re-registration form at the Regional Centre only:**

S.No.	January Session	Late Fee
1.	1st August to 1st October	Nil
2.	3rd Oct. to 31st October	Rs.200/-
3.	1st November to 30th November	Rs.500/-
4.	1st December to 20th December	Rs.1000/-

PS: Students are required to fill-up compulsorily the statistical information in the enclosed Annexure-I of the RR Form.