

# Prospectus 2019-20

## Secondary and Senior Secondary Courses (Academic)



विद्याधनम् सर्वधनं प्रधानम्

### NATIONAL INSTITUTE OF OPEN SCHOOLING

ISO 9001:2008 Certified

(An autonomous Institution under Department of School Education & Literacy, Ministry of Human Resource Development, Government of India)  
A-24-25, Institutional Area, Sector-62, NOIDA-201309, Uttar Pradesh



NIOSHQ |



@niostwit |



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Learner Support Centre Toll Free No.: 1800 180 9393, E-mail: lsc@nios.ac.in

NIOS: The Largest Open Schooling System in the World and an  
Examination Board of the Government of India at par with CBSE/CISCE

# Chairman's Message



Dear Learner,

The process of education has witnessed changes globally and is undergoing rapid transformation constantly. The focus of educational process has shifted from the teacher to the learner. Education is now learner centric instead of what it has traditionally been i.e. teacher centric. The learner is now expected to be more responsible for his/her choice of

subjects and also process of education than before. Now a large number of adolescents decide to pursue education not through the classroom teaching process but on their own, at their own pace and place, and learn through on-line courses and recorded lectures available on the internet. The advent and ready availability of communication technologies has transformed our lives and, as a corollary, schooling. Learners, who wish to try something beyond curricular areas, like sports, music etc., or want to take greater academic challenge to excel in life, decide to pursue education through open and distance learning (ODL) mode, largely depending upon self-instructional material, both print and non-print.

The National Institute of Open Schooling (NIOS) is one of the three National Boards of School Education. It offers school education through ODL mode. It is the largest Open School in the world with largest enrollment and number of courses available, supported by print and electronic / Radio Programme material. NIOS has been vested with the authority to enroll, examine and certify learners up to pre-degree level. The Open Schooling courses of study of NIOS have the same standard and equivalence as the courses of study of other national/state level Boards of School Education. Learners have joined colleges and professional institutions after completing their studies from NIOS. NIOS develops its own curriculum, self learning material and media support programmes utilizing expertise of faculty from various Academic and Vocational Education institutions/ organizations of repute. Open schooling encourages flexibility and freedom to learn. Learners can learn at any time and at their own pace and place.

I congratulate each one of you on your decision to pursue your education through NIOS. You are now a proud and privileged member of the NIOS community. I welcome all of you to NIOS.

There is generally a feeling that distance education is easy. The content load or the level of learning expected to take place has to be identical for all learners who acquire certificates either through a national or a State School Education Board or through NIOS. In a classroom, the learner has to make less efforts as the teacher prepares lectures and delivers for learners who are 'passive' or, in other words, who are 'spoon fed'. In ODL mode of education, the learner has to be more self-disciplined as he/she has to take out time to go through the self-instructional material and also hear and/or watch the recorded lectures. Such education is for the more responsible and self-disciplined clientele. The quality and rigour of assessment process of the NIOS examinations is identical, if not more difficult, compared to other Boards. You are up for a more challenging task than your counterparts in the traditional schooling system. I sincerely salute you on your decision to take this opportunity.

As you all know, of late NIOS has shifted to 100 % On-line admissions through its website [www.nios.ac.in](http://www.nios.ac.in). Moving a step further in the direction of digitalization and making the admission process more learner friendly, NIOS from this year has also introduced admission through Mobile App. named as "NIOS SMIS" (Student Management Information System). The complete life cycle of NIOS learner right from taking admission to final certification shall be available on this mobile App. Each activity of NIOS shall be intimated to the learner through this mobile App. The Admission has also been linked with Aadhaar. This will facilitate NIOS to get proper authenticated data of each learner and will also curb the number of mistakes during admission process. From this year four new subject of Physical Education and Yog, Military Studies and Military History have been introduced in Senior Secondary and Sindhi, Hindustani Sangeet and Karnataka Sangeet has been introduced in Secondary Courses of NIOS. Please note carefully that under the scheme of on-line admission, payment of fee for admission and payment of fee for examination will be on-line only. No cheque/Bank Draft etc., will be accepted in so far as payment of fee is concerned.

On receiving your fee, in fact even before confirming admission, NIOS will despatch your study material. It will be sent through the Department of Post of the Government of India. You will not have to pay any money for it. It will be delivered free of cost at your given address. The cost of the study material is included in the fee. Go through the study material as soon as possible, as you will get intimation from your AI (Study Centre) about the Counselling Schedules popularly known as Personal Contact Programme (PCP). Please read carefully the chapter 3 of the prospectus for knowing in detail the Instructional Process at NIOS. Attending PCP classes give you opportunity to interact with your Tutors for solving your difficulties related to subjects that you have chosen. It is my sincere advice to you to attempt the Assignments seriously. Your Assignments Response Sheets will be evaluated by your Tutor at the Study Centre. Their valuable comments and suggestions on your Assignment Response Sheets, popularly known as Tutors Marked Assignment (TMA) will prove useful as a significant component of teaching-learning strategies. If you don't hear from your Study Centre, then you would yourself call them or go to the allotted AI and find out about the counselling sessions. During counselling, you will get opportunity to clarify your doubts about any of the topics in your study material. You can also hear live lectures on the Mukta Vidya Vani, web-radio of NIOS. It is available through the website of NIOS. Search for it and listen to the lectures and you can raise your queries and get their solution on the spot. Make best use of it. You will keep receiving SMS alerts at each step. You can also reach us through our toll free telephone number 1800-180-9393 and e-mail: [lsc@nios.ac.in](mailto:lsc@nios.ac.in). In case, you wish to share something with me then you can write to me on my email id [cbsharma@nios.ac.in](mailto:cbsharma@nios.ac.in).

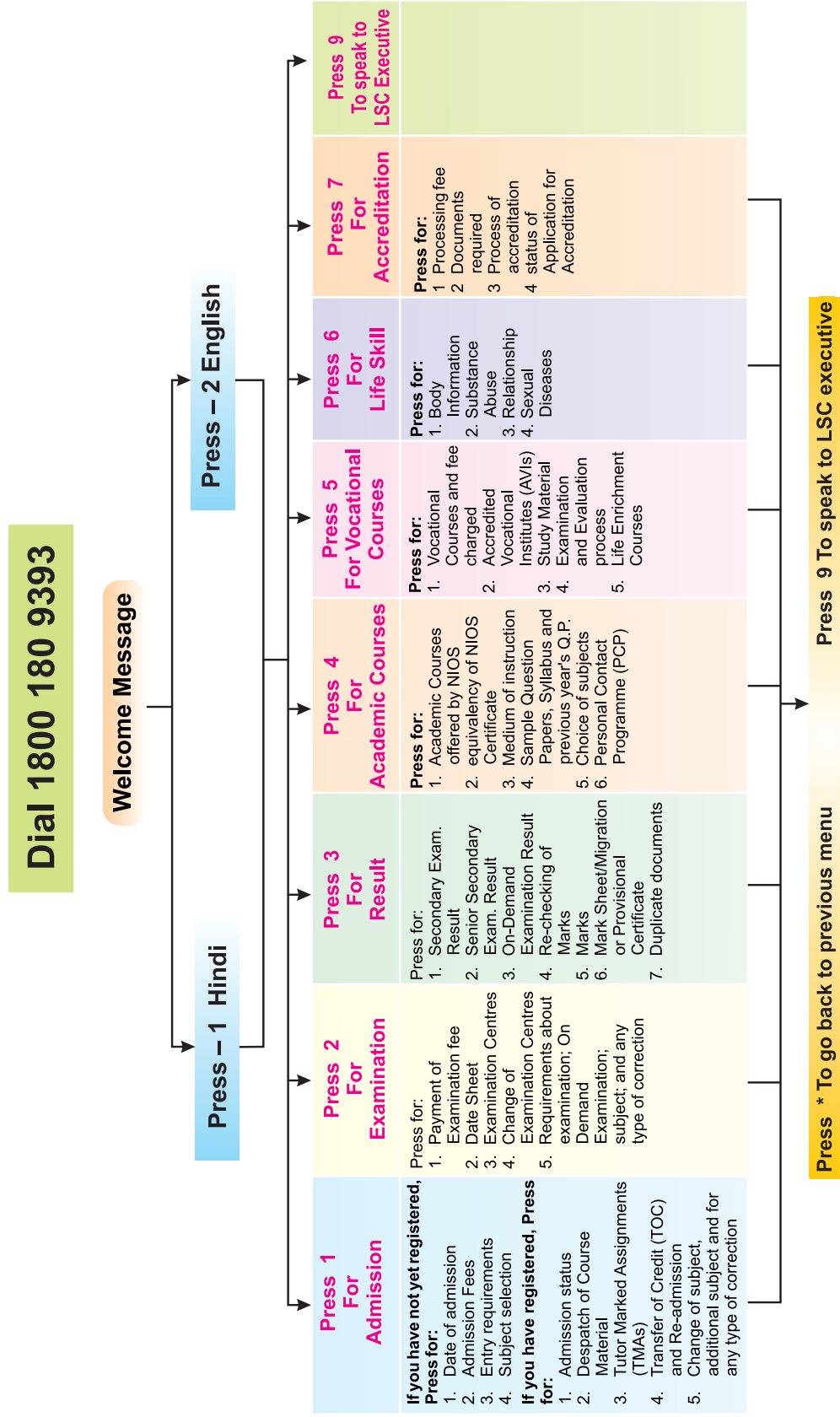
Welcome once again to the NIOS fraternity.

(Prof. Chandra B. Sharma)  
Chairman, NIOS

# National Institute of Open Schooling (NIOS)

## Learner Support Centre (LSC)

NIOS believes and hopes that learners do not face any problem and do not have any grievance while taking admission and during their studies. In this context, NIOS has established the Learner Support Centre (LSC) to redress learners related various issues through email, Interactive Voice Response System (IVRS) and Toll Free No. A diagrammatic presentation of the framework of the Learner Support Services (LSC) of NIOS is given below.



# Reasons to Choose National Institute of Open Schooling

## 1. Freedom to Learn

The main aim of NIOS is to '*reach the unreached*'. The NIOS follows the principle of freedom to learn i.e., what to learn, when to learn, how to learn and when to appear for the examination are decided by the Learner. There is no restriction of time, place and pace of learning.

## 2. Flexibility

The NIOS provides flexibility with respect to :

- ❖ **Choice of Subjects:** The learner has the option to choose subjects of his/her choice from the given list keeping in view the passing criteria.
- ❖ **Admission:** The learner has the option to take admission Online under various streams or through Study Centre, Facilitation Centre, Regional Centre for the Secondary and the Senior Secondary Education Courses.
- ❖ **Examination:** The Public Examinations are held twice in an year. Nine examination chances are offered to the learner in five years. A learner can appear in examination during this period as and when he/she is well prepared and can avail the facility of credit accumulation.
- ❖ **On Demand Examination:** The learner has also the option to appear under the On-Demand Examination System (ODES) of NIOS at the Secondary and the Senior Secondary levels at the NIOS Headquarters, NOIDA, at the Regional Centres of NIOS, and at designated Kendriya Vidyalayas across India. A learner is eligible for On Demand Examination after the first public examination.

## 3. Relevance

The NIOS courses and programmes are functional, useful in daily life and also set pathways for further studies. Successful alumni of NIOS are pursuing higher studies in institutions of international and national repute like IITs, the Delhi University, the Jamia Hamdard, the Jamia Millia Islamia, the Aligarh Muslim University, the Punjab University, the Allahabad University and many other reputed institutions of higher learning and in professional institutions.

## 4. Transfer of Credits

The NIOS acknowledges previous knowledge by allowing transfer of credits of upto two subjects passed from International, National and State Boards of Examination / State Open Schools with whom NIOS has entered into agreements.

## 5. Recognised Quality Education

The NIOS takes conscious steps to provide quality education. The Govt. of India has vested in NIOS the authority to conduct Public Examinations and provide the Secondary and the Senior Secondary level certificates, which are equivalent to the certificates provided by any other Board of School Education. This is because all the Boards, whether National or State, are following the National Curriculum Framework brought out by the National Council of Educational Research and Training (NCERT). **The NIOS is one of the three National Boards; the other two Boards are (i) the Central Board of Secondary Education (CBSE) and (ii) the Council for Indian School Certificate Examination (CISCE).**

# Frequently Asked Questions (FAQs)

## (NIOS and its Programmes)

### 1. What is the procedure for taking admission in NIOS?

**Ans:** The NIOS has 100% Online admission at Secondary and the Senior Secondary levels in order to facilitate learners to register.

Under this scheme, the learner has three options:

- (i) He/She can register online directly by visiting the website of NIOS i.e., [www.nios.ac.in](http://www.nios.ac.in)
- (ii) He/She may visit his/her nearest AI (Study Centre)/Facilitation Centre and take help for online registration.
- (iii) He/She may visit the concerned Regional Centre of NIOS and take help for online registration.
- (iv) He/She can use the services of the Common Services Centres of the Govt. of India for Online registration throughout the country.

### 2. What is the eligibility criteria for admission to the Secondary Course?

- Ans:**
- A learner who has passed class VIII and has a valid proof that he/she has attained 14 years of age can apply for registration to the Secondary Course.
  - The learner who gives a self certificate stating that "I have studied and able to pursue the secondary course" is also eligible for admission to the Secondary Course.
  - The learner who had studied at the Secondary level can also seek admission in NIOS either to complete his course or to improve his performance.
  - Residential proof of the learner.

### 3. What is the valid proof of date of birth?

**Ans:** The certificate of date of birth issued by a Municipal Corporation, a Municipal Body, a Village Panchayat or any other body authorised by the Registrar, Birth and Death, Government of India, and the Aadhaar Card issued by Govt. Agency is a valid proof of date of birth. However, in case of orphans, street children etc., a medical certificate in respect of age issued by a Government Hospital is also acceptable as a valid proof of date of birth.

### 4. What is the validity period of admission?

**Ans:** The Admission (once registered) is valid for a period of 5 years from the date of admission.

### 5. Does NIOS allow any fees concession?

**Ans:** The fee concession is provided to females, SC/ST/Ex-Servicemen and differently abled/Divyang learners as per NIOS norms.

### 6. Can any learner take direct admission in the Senior Secondary courses?

**Ans:** No, in order to take admission in the Senior Secondary course, the learner must have passed the Secondary course from a recognised Board.

### 7. What is the Minimum age to take admission in the Senior Secondary Course?

**Ans:** The minimum age to take admission in the Senior Secondary Course is 15 years.

### 8. What are the mediums of studies available in NIOS?

**Ans:** The NIOS offers the Secondary course in English, Hindi, Urdu, Marathi, Odia, Telugu, Gujarati, Tamil, Malayalam and Punjabi mediums; and the Senior Secondary course in English, Hindi, Odia, Bengali, Gujarati and Urdu mediums.

### 9. What are the subjects available for the Secondary Course (Class-X)?

**Ans:** Hindi, English, Urdu, Sanskrit, Bengali, Odia, Marathi, Telugu, Gujarati, Kannada, Punjabi, Assamese, Nepali, Malayalam, Arabic, Persian, Tamil, Sindhi, Mathematics, Science and Technology, Social Science, Economics, Business Studies, Home Science; Psychology, Indian Culture and Heritage, Painting, Data Entry Operations, Accountancy, Hindustan Music, Carnatic Music, Veda Adhyan, Sanskrit Vyakaran, Bharatiya Darshan, Sanskrit Sahitya. (35 subjects including 18 languages).

### 10. What are the subjects available for the Senior Secondary Course (Class-XII)?

**Ans:** Hindi, English, Bengali, Odia, Tamil, Urdu, Sanskrit, Gujarati, Punjabi, Parsian, Arabic, Malyalam, Mathematics, Physics, Chemistry, Biology, History, Geography, Political Science, Economics, Business Studies, Accountancy, Home Science, Psychology, Computer Science, Sociology, Painting, Environmental Science, Mass Communication, Data Entry Operations, Introduction to Law, Library and Information Science, Veda Adhyan, Sanskrit Vyakaran,

Bharatiya Darshan, Sanskrit Sahitya, Physical Education and Yog, Military Studies, and Military History (40 subjects including 12 languages).

**11. Whether a learner can change his/her subjects during the validity period of his/her admission?**

**Ans:** Yes. A learner has the option to change one or more subjects, provided the total number of subjects does not exceed seven. Subjects already passed cannot be changed.

**12. How many subjects are required to be taken for obtaining the pass certificate ?**

**Ans:** For obtaining a pass certificate at the Secondary level, a learner is required to pass in minimum five subjects including one or maximum two languages.

**13. Can the learner seek admission in additional subjects also?**

**Ans:** Yes. A learner can opt upto two additional subjects. Thus, in all, a learner can choose maximum of seven subjects.

**14. What is the admission fee for registration and the examination fee?**

**Ans:** The latest fee structure for registration and examination has been given on NIOS website as also in the Prospectus.

**15. Can a learner take admission in the Secondary/Senior Secondary Course of NIOS after passing the Secondary/Senior Secondary course from a formal Board of School Education?**

**Ans:** Yes. In case the learner has completed the Secondary/Senior Secondary Course from any National/State Board of School Education and wish to seek admission in NIOS for the same course, he/she will be allowed to take admission in NIOS in upto four subjects. On successful completion, the learner will get only the Marksheet. No Certificate is issued under the Dual/Part Admission Scheme.

**16. How do the learner get confirmation of his/her admission?**

**Ans:** The admission to a particular course is normally confirmed by NIOS by issuing an Identity Card having his/her admission particulars as per the records available with NIOS. On confirmation of admission, Enrolment Number is also informed to the learner.

**17. How does the learner get the self-instructional material?**

**Ans:** The specially designed printed Self Instructional Material for different subjects alongwith other support material is provided to the learner through post at his/her home address. A learner is, therefore, expected to give his/her correct and complete home address.

**18. How can a learner procure his/her study material in case the parcel is not delivered?**

**Ans:** In case of undelivered parcel of study material, the learner is required to pay Rs. 100/- (Rupees one hundred only) through online Credit Card/Debit Card/Net Banking for re-despatch of study material at his/her residence to the Material Distribution Unit, C/o CWC, G.T. Karnal Road, Rana Pratap Bagh, Delhi-110033

**19. Is there any provision for correction in admission records?**

**Ans:** Since the admission is 100% online, the learner is required to be careful while making entries in him/her application form. However, the correction will be done as per the Guidelines displayed on NIOS website.

**20. Whether NIOS issues Duplicate Identity Card?**

**Ans:** Yes, 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 online **through E-Service** and the learner may upload the copy of FIR and pay the fee of Rs. 100/- through online mode and second time for obtaining the duplicate Identity Card, the learner will have to pay the fee of Rs. 500/-.

**21. Can a learner choose any subject combination?**

**Ans:** Yes, a learner has the option to choose subjects of his/her choice from the list provided at NIOS website and Prospectus keeping in view the Pass Criteria and Certification Criteria, as also the requirement of other Boards/Universities for further education.

**22. Whether a learner has the option to take vocational subjects along with academic courses at the Secondary and the Senior Secondary levels?**

**Ans:** Yes, in order to make NIOS courses more meaningful, Vocational Education Courses are offered independently and also in combination with academic subjects at the Secondary and the Senior Secondary levels.

**23. Are the Common Services Centres of the Government of India authorised to act as NIOS Facilitation Centres?**

**Ans:** Yes, NIOS has entered into an MoU with CSC e-Governance India Ltd., Ministry of Information and Technology, Government of India. All the Common Services Centres throughout the country act as Facilitation Centres of NIOS where any prospective learner can avail various online facilities of NIOS at the prescribed rates.

The amount as per these rates is to be paid by the learner and will be in addition to the registration fee of NIOS.

## Learner's Responsibilities : At a Glance

- ▶ Do not fill up the Online Application Form for Admission **without reading the instructions.**
- ▶ Do not leave any **column blank** in the Online Application Form for Admission.
- ▶ Do not submit Application Form for Admission without **uploading the supporting documents.** Please note that admission fee is to be sent online only.
- ▶ Do not get influenced by **unauthorized agencies** that **falsely guarantee success of learners.**
- ▶ Do not forget to **submit original Marksheet** while applying for Transfer of Credit (TOC).
- ▶ **Do not pay anyone extra amount for online admission and examination.**
- ▶ Do not miss the Personal Contact Programmes (PCPs) in each subject which AIs (Study Centres) have to provide on compulsory basis.
- ▶ Do submit your Assignment Response Sheets i.e. Tutor Marked Assignments (TMAs) timely to your study centre.
- ▶ **Do not indulge in unfair means** such as copying, impersonation etc.
- ▶ Please note that Examination Fee is also required to be paid online only.
- ▶ Learner is required to provide valid **E-mail ID** and the **mobile number** for SMS alerts.

**A learner seeking admission through Stream-1 in Block I and Block II in 2019-20 can appear first time only in April-May and October-November Examinations respectively in the year 2020.**

Information about NIOS that the learner needs during the course of his/her studies is available on NIOS website.

Please log on at  
[www.nios.ac.in](http://www.nios.ac.in)

Whenever the learner communicates with NIOS Study Centre or the concerned Regional Centre, he/she should not forget to mention his/her reference number, name, enrolment number and complete address.





<b>1. NIOS – A Schooling System with a Difference</b>	<b>1-5</b>		
1.1	Features and Flexibilities in NIOS		
1.2	Programmes, Courses and Pathways		
1.3	Scheme of Studies		
1.4	Combination of Vocational and Academic Subjects		
<b>2. Admission</b>	<b>6-22</b>		
2.1	Procedure for Online Admission		
2.2	Procedure for Online Admission directly by learners		
2.3	Procedure for Online Admission through RC/CSC		
2.4	Entry Requirements		
2.5	Re-admission of Ex-NIOS students		
2.6	Transfer of Credit (TOC)		
2.7	Dual Enrolment and Part Admission		
2.8	Fee Structure for Admission		
2.9	Confirmation of Admission		
2.10	Other Facilities after Admission through e-service		
2.11	About AI (Study Centre)		
2.12	Procedure for Correction in the Admission ....		
<b>3. Instructional Process at NIOS</b>	<b>23-25</b>		
3.1	Self Instructional Material		
3.2	Personal Contact Programmes (PCPs)		
3.3	Audio and Video Programmes		
3.4	Mukta Vidya Vani		
3.5	Tutor Marked Assignments (TMAs)		
3.6	For Online Admissions under Streams-2, 3 and 4		
<b>4. Evaluation System</b>	<b>26-34</b>		
4.1	Public Examinations		
4.2	On Demand Examination System (ODES)		
4.3	Credit Accumulation		
4.4	Improvement of Performance		
4.5	Issue of Marksheet and Certificate		
4.6	Certification Criteria		
4.7	Scheme of Examinations		
4.8	Re-checking of Answer Scripts		
4.9	Unfair Means		
4.10	Standard of Education and Recognition		
4.11	Procedure for correction in the results of Public Examination/On Demand Examination		
4.12	Awards and Scholarships for NIOS Learners		
<b>5. Tutor Marked Assignments (TMAs)</b>	<b>35-36</b>		
<b>6. General and Specific Provisions (Disability wise) in the context of NIOS Examinations</b>	<b>37-42</b>		
6.1	Procedural Requirements		
6.2	General Provisions		
6.3	Specific Provisions		
<b>Appendices</b>			
<b>Appendix A :</b>	List of Regional Centres of NIOS		43
<b>Appendix B :</b>	Nomenclature of Common Service Centres (CSC) in different states		46
<b>Appendix C :</b>	Copy of the letter from MHRD recognising OBE Programmes of NIOS		47
<b>Appendix D :</b>	Copy of resolution of MHRD vesting authority of examination and certification to NIOS		48
<b>Appendix E :</b>	Copy of the Circular issued by the Association of Indian Universities regarding equivalence of NIOS courses		49
<b>Appendix F :</b>	Copy of the Circular issued by the Pharmacy Council of India regarding equivalence of NIOS Certificates		50
<b>Appendix G :</b>	Copy of the Circular issued by the Medical Council of India		51
<b>Appendix H :</b>	Jurisdiction of Army HQ Command vis-a vis NIOS Regional Centres		52

*NIOS का है ये सपना, शिक्षित हो देश यह अपना*

## *The National Institute of Open Schooling*

- NIOS is the largest Open Schooling system in the world with cumulative enrolment of 4.3 million (during last 5 years).
- 3.85 million learners have already been certified in the Secondary, Senior Secondary and the Vocational Education Courses in NIOS since 1991.
- More than 5 lakh learners were admitted during 2018-19 in various courses of NIOS.
- NIOS reaches out to learners through a network of 23 Regional Centres, two Sub Regional Centres, two NIOS Cells, and more than 7400 Study Centres (AIs/AVIs) spread all over the country and abroad.
- NIOS imparts education through Open and Distance Learning (ODL) mode using a mix of self-instructional print material, audio and video programme supported by Personal Contact Programme (PCP) at AIs. These are further supplemented by Radio broadcast, T.V. programmes and Mukta Vidya Vani (audio streaming through internet on NIOS website).

*The National Institute of Open Schooling (NIOS) was set up as the National Open School in 1989 by the Ministry of Human Resource Development, Government of India, as an autonomous organisation. It provides educational opportunities to persons who wish to study further and qualify for a better tomorrow. The Mission of NIOS is to provide education to all with special concern for girls and women, rural youth, working men and women, SCs and STs, differently abled persons and other disadvantaged persons who because of one or other reason could not continue their education in the formal system of education. The aim of NIOS is to reach the unreached. The NIOS has taken special initiatives for imparting education to Jail Inmates by setting up Study Centres in Jails across the country and granting full fee exemption. The NIOS operates through a network of Twenty Three Regional Centres, two Sub-Regional Centres, Two NIOS Cell and more than Seven thousand four hundred Accredited Institutions (AIs) and Accredited Vocational Institutions (AVIs) popularity known as Study Centres. These Centres are located in India, Nepal and Middle East Countries. For academic courses, admission is through Online only.*

## 1.1 Features and Flexibilities in NIOS

- **Age Limit:** There is no upper age limit for admission. However, the minimum age for enrolment is 14 years for the Secondary course and 15 years for the Senior Secondary course as per information given in the entry requirements in **Table-3**.
- **Choice in Medium of Instructions:**
  - Hindi, English, Urdu, Marathi, Telugu, Gujarati, Malayalam, Tamil, Odia and Punjabi mediums at the Secondary stage.
  - Hindi, English, Urdu, Bengali, Gujarati and Odia mediums at the Senior Secondary stage.

**Note:** The subjects under the title "Indian Knowledge Tradition" mentioned in the Scheme of Studies in **Table-1** are available in Sanskrit medium only at the Secondary and the Senior Secondary levels.

- **Choice an Subjects:** The learner has the option to choose any subject combination from the list of subjects offered as per the criteria given in the **Scheme of Studies in Table-I**.

In case the learner wishes to use NIOS certificate for higher studies, it is in his/her own interest that he/she keeps in mind the requirements of the Boards/Universities where he/she wish to join after passing Secondary/Senior Secondary course from NIOS. Some Boards / Universities require specific subject combinations for admission to the Institutions affiliated to them. For example, for Medical course, various institutes will expect the learner to have passed with a combination of Chemistry, Physics and Biology/Bio-technology and any other two as languages. The learners who wish to join formal School Board in class XI after passing NIOS examination of class X may opt for subjects combinations (in 5 or 6 subjects as the case may be) which are acceptable in class XI by such formal School Boards, without prejudice to the rights of NIOS.

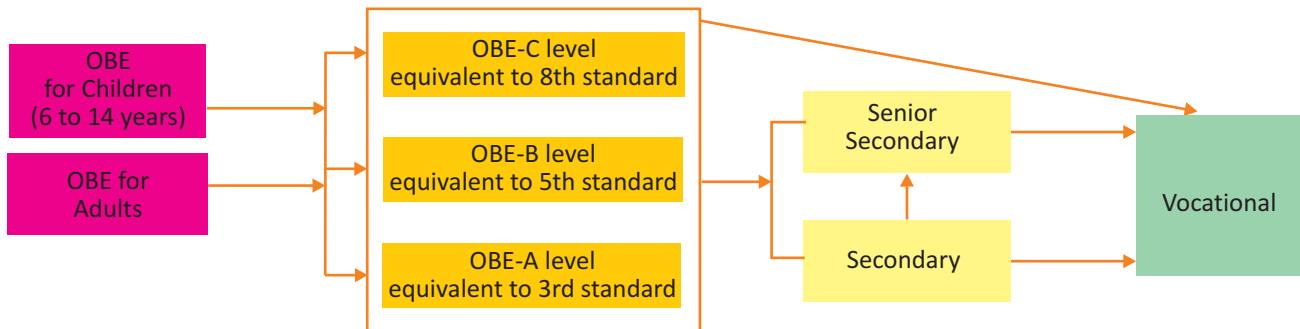
### NOTE

The learner should choose his/her subjects carefully keeping in view his/her plans for higher studies, specific jobs, and requirement of the concerned Board, etc.

- **Additional Subjects :** The learner has the option to select one or two additional subject(s) either at the time of admission or during the course of study, if he/she so desires or if it is required.
- **Combination of Academic and Vocational Education Courses :** In order to make the NIOS courses more meaningful, a number of Vocational Education Courses are also offered in combination with academic subjects at the Secondary and the Senior Secondary levels (**Refer Table 2**). **These Vocational Education Courses have to be taken in the Accredited Vocational Institutions (AVIs).** For more details, please refer to the Prospectus for Vocational Education Courses.
- **Continuous Assessment :** During course of study, internal assessment of learners progress will be done through Tutor Marked Assignments (TMAs) and Personal Contact Programmes (PCPs).
- **Flexible Scheme of Admission:** The learner has the option to take admission in NIOS through Online under various Streams directly or by approaching a nearby Study Centre/Authorised NIOS Facilitation Centre/Common Service Centre of the Ministry of IT, Govt. of India.
- **Flexible Scheme of Examinations: The Public examinations are conducted by NIOS twice a year. A learner gets nine chances to appear in the public examinations over a period of five years to complete his/her courses. However, the learner has also the option to choose any of the following for getting evaluated and certified:**
  - Public examinations conducted by NIOS twice in a year.
  - On Demand Examination System (ODES).
  - Public examination in some subjects and ODES in other subjects.
- **Credit Accumulation:** The learner has the option to appear in one or more subjects in any examination and earn credit which will be accumulated till all five subjects required for certification are successfully completed within a period of 5 years of registration.
- **Transfer of Credit:** The learner has the option to avail the facility of Transfer of Credit (TOC) up to a maximum of two subjects passed from a recognised Board of School Education, provided these subjects are also available in NIOS Scheme of Studies and their results can be verified from the concerned Boards' website TOC is given as per the conditions given in **Section 2.6**.
- **Validity of Admission: The learner's admission is valid for a period of five years. For Public Examination at the Secondary and the Senior Secondary level, a learner may take nine or fewer chances to successfully complete the course during the validity period of admission.**
- **Part Admission:** Under this scheme, the learner may take admission in one or more subjects but not more than four subjects. On passing, the learner will be issued only the Marksheet.
- **Education of Disadvantaged Group:** To cater to the special needs of people who are physically, mentally challenged, socially and geographically isolated marginalised and are from disadvantaged sections of the society such as street children, working children, rural women, NIOS has setup Special Accredited Institutions called Special Accredited Institutions for Education of the Disadvantaged (SAIED).
- **Opportunities to Jail Inmates : In order to help Jail inmates to earn livelihood after their release from jail and bringing them in mainstream, the NIOS has set up Study Centres in Jails across the country. Full fee exemption (Admission and Examination fee) is provided to Jail inmates.**

## 1.2 Programmes, Courses and Pathways

The NIOS offers the following courses and programmes :



### 1.2.1 NIOS Virtual Open Schooling

The National Institute of Open Schooling (NIOS) launched the Virtual Open Schooling (VOS) during the year 2014-15 to serve learners through online courses for their education and skill development. Under the Virtual Open Schooling system, the learners get opportunity to study a course online and gain credit for certification purpose.



The VOS Platform of NIOS has a Learning Management System (LMS) for giving information and direct interaction among learners and teachers in respect of Online Admission, Discussion Forum, Blogs, Online Classes through Video Conferencing, Online Assessment, etc.

The following are the advantages of the Virtual Open Schooling (VOS):

- Online admission, Online content, Online assignments submission, Online classes, and Online examination
- Flexibility: Anywhere Anytime access
- Access to high quality education: Access to quality teachers and peers increases collaboration
- Powerful innovation: It expands educational opportunities

Currently, NIOS is offering following two Vocational Education Courses under VOS:

1. Certificate in ICT Applications
2. Diploma in Rural Technology

For more details, download the VOS Programme Guide from the link : <http://vos.nios.ac.in/niosvirtual/VOSProgrammeGuide.pdf>

For latest updates, keep visiting NIOS VOS website. : <http://vos.nios.ac.in>

## 1.3 Scheme of Studies

The Scheme of Studies for the Secondary and the Senior Secondary Courses is given in **Table-1**. For obtaining a Pass Certificate, **a learner is required to pass in a minimum of five subjects including one or maximum of two languages** from Group 'A' and other three or four subjects from Group 'B'. However, a learner is free to take upto two additional subjects and thus can choose maximum of seven subjects.

**Table-1 : Scheme of Studies for Academic Courses**

Secondary Level			Senior Secondary Level					
S.No. Code	Subject		S.No. Code	Subject				
<b>Group 'A'</b>			<b>Group 'A'</b>					
1.	(201)	Hindi	1.	(301)	Hindi			
2.	(202)	English	2.	(302)	English			
3.	(206)	Urdu	3.	(306)	Urdu			
4.	(209)	Sanskrit	4.	(309)	Sanskrit			
5.	(203)	Bengali	5.	(307)	Gujarati			
6.	(204)	Marathi	6.	(303)	Bengali			
7.	(205)	Telugu	7.	(304)	Tamil			
8.	(207)	Gujarati	8.	(305)	Odia			
9.	(208)	Kannada	9.	(310)	Punjabi			
10.	(210)	Punjabi	10.	(341)	Arabic			
11.	(228)	Assamese	11.	(342)	Persian			
12.	(231)	Nepali	12.	(343)	Malayalam			
13.	(232)	Malayalam	<p>Examination of these subjects will be held on same day and same time .</p> <p><b>Indian Knowledge Tradition*</b></p> <p>Examination of these subjects will be held on same day and same time.</p> <p>Examination of these subjects will be held on same day and same time.</p> <p>Examination of these subjects will be held on same day and same time.</p> <p>Examination of these subjects will be held on same day and same time.</p>					
14.	(233)	Odia						
15.	(235)	Arabic						
16.	(236)	Persian						
17.	(237)	Tamil						
18.	(238)	Sindhi						
<b>Group 'B'</b>						<b>Group 'B'</b>		
1.	(211)	Mathematics*				1.	(311)	Mathematics
2.	(212)	Science and Technology*				2.	(321)	Home Science*
3.	(213)	Social Science				3.	(328)	Psychology
4.	(214)	Economics				4.	(316)	Geography*
5.	(215)	Business Studies				5.	(318)	Economics
6.	(216)	Home Science*				6.	(319)	Business Studies
7.	(222)	Psychology				7.	(332)	Painting*
8.	(223)	Indian Culture & Heritage				8.	(336)	Data Entry Operations*
9.	(224)	Accountancy				9.	(345)	Veda Adhyan#
10.	(225)	Painting*				10.	(346)	Sanskrit Vyakaran#
11.	(229)	Data Entry Operations*				11.	(347)	Bharatiya Darshan#
12.	(242)	Hindustani Music*	12.	(348)	Sanskrit Sahitya#			
13.	(243)	Carnatic Sangeet*	<b>Group 'C'</b>					
14.	(245)	Veda Adhyan#	13.	(312)	Physics*			
15.	(246)	Sanskrit Vyakaran#	14.	(315)	History			
16.	(247)	Bharatiya Darshan#	15.	(333)	Environmental Science*			
17.	(248)	Sanskrit Sahitya#	16.	(339)	Library and Information Science*			
<b>Group 'D'</b>			<b>Group 'D'</b>					
1.	(211)	Mathematics*	17.	(313)	Chemistry*			
2.	(212)	Science and Technology*	18.	(317)	Political Science			
3.	(213)	Social Science	19.	(335)	Mass Communication*			
4.	(214)	Economics	20.	(374)	Military Studies			
5.	(215)	Business Studies	<b>Group 'E'</b>					
6.	(216)	Home Science*	21.	(314)	Biology*			
7.	(222)	Psychology	22.	(320)	Accountancy			
8.	(223)	Indian Culture & Heritage	23.	(338)	Introduction to Law			
9.	(224)	Accountancy	24.	(375)	Military History			
10.	(225)	Painting*	<b>Group 'F'</b>					
11.	(229)	Data Entry Operations*	25.	(330)	Computer Science*			
12.	(242)	Hindustani Music*	26.	(331)	Sociology			
13.	(243)	Carnatic Sangeet*	27.	(337)	Tourism			
14.	(245)	Veda Adhyan#	28.	(373)	Physical Education and Yog*			
15.	(246)	Sanskrit Vyakaran#	<p>Examination of these subjects will be held on same day and same time.</p>					
16.	(247)	Bharatiya Darshan#						
17.	(248)	Sanskrit Sahitya#	<p>Examination of these subjects will be held on same day and same time.</p>					
<p>Five subjects with either one or two languages from Group A and the remaining subjects from Group B.</p> <p>Two additional subjects can be taken from either of the two groups with additional fees as per NIOS norms.</p>						<p>Five subjects with either one or two languages from Group A and the remaining subjects from Group B, C, D, E and F (only one subject from each group C, D, E and F).</p> <p>Two additional subjects can be taken from any group (only one subject from each group C, D, E and F) with additional fee as per NIOS norms.</p>		
<p># There will be a mention of "<b>Indian Knowledge Tradition</b>" on the certificate upon successful completion of above four subjects along with Sanskrit Language subject at Secondary/Senior Secondary level. These subjects are available in Sanskrit medium only.</p>								
<p><b>Note 1:</b> Subjects with asterisk *have theory as well as practical work.  <b>Note 2 :</b> The learner has the option to choose one subject only from each of Group C, D, E and F.</p>								

## 1.4 Combination of Vocational and Academic Subjects

While seeking admission in the Secondary/Senior Secondary Course, a learner may opt for one of the stand alone Vocational subjects listed in **Table-2**, but not mentioned in Group 'B' in **Table-1**. Separate admission for such subject is required to be taken at one of the AVIs. [Information regarding AVIs can be obtained from the website: www.nios.ac.in](http://www.nios.ac.in). The pass credit obtained in the subject can be transferred, on request, in the Secondary/the Senior Secondary Examination Certificate. The concerned learner is required to submit a request on a plain paper with documents to the Director (Evaluation) of NIOS. It should be accompanied with the original Secondary/Senior Secondary Marksheet and photo copy of the Marksheet of the Vocational Education Examination.

**Table-2 : List of Vocational Education Courses offered in combination with Academic Courses**

Secondary Level					
S.No.	Code	Subject	S.No.	Code	Subject
1.	(217)	Typewriting (Hindi)	5.	(253)	Solar Energy Technician
2.	(218)	Typewriting (English)	6.	(254)	Bio Gas Technician
3.	(221)	Typewriting (Urdu)	7.	(255)	Laundry Services
4.	(252)	Carpentry	8.	(256)	Bakery & Confectionery
			9.	(257)	Welding Technology

Senior Secondary Level					
S.No.	Code	Subject	S.No.	Code	Subject
1.	(322)	Typewriting (Hindi)	10.	(355)	Electroplating
2.	(323)	Typewriting (English)	11.	(356)	House Keeping
3.	(324)	Stenography (Hindi)	12.	(357)	Catering Management
4.	(325)	Stenography (English)	13.	(358)	Food Processing
5.	(326)	Secretarial Practice	14.	(360)	Hotel Front Office Operation
6.	(329)	Stenography (Urdu)	15.	(361)	Poultry Farming
7.	(364)	Typewriting (Urdu)	16.	(362)	Soil and Fertilizer Management
8.	(351)	Plant Protection	17.	(363)	Preservation of Fruits and Vegetables
9.	(354)	Furniture and Cabinet Making			

### IMPORTANT INFORMATION

As far as the certificates issued by NIOS are concerned, these are accepted for higher education, Govt. jobs and all other purposes. The certificates issued by NIOS are accepted by all National/ State Boards and Universities. However, in certain cases, various Boards/Universities have fixed eligibility criteria based on their specific requirements. Hence, the learners seeking admission in NIOS must go through the latest eligibility criteria of concerned/desired Boards/Universities.

*To cater to the needs of diverse groups of learners, NIOS offers Online Admissions throughout the year in four streams. The details of Streams and Procedure for Online Admission are given below:*

## 2.1 Procedure for Online Admission

Admissions are 100% Online admission through website [www.nios.ac.in](http://www.nios.ac.in) and the Student Portal of NIOS [sdmis.nios.ac.in](http://sdmis.nios.ac.in) in order to facilitate the learners to register for admission.

Under this scheme, the learner has four options :

- (i) Register Online directly by following the procedure laid down in **Section 2.2**.
- (ii) Visit nearest AI (Study Centre and take their help for Online registration. The list of Accreditation Institutions (AIs) is available on NIOS website.
- (iii) Visit the concerned Regional Centre of NIOS and take its help for online-registration. The list of Regional Centres is at **Appendix-A**.
- (iv) Visit a Common Services Centre (CSC) of the Ministry of Information and Technology, Govt. of India. List of CSCs with the name they are known in different states is at **Appendix B**.

There are **four streams of Online admission** catering to the learners with different needs. The admissions in these four streams are mutually exclusive i.e., learner can opt for one of them only.

**2.1.1 Online Admission for all learners (Stream-1):** This stream for Online Admission is open for all the learners as per the laid down eligibility criteria for the Secondary and the Senior Secondary courses. The dates for Online Admission for **stream-1** throughout the year (24×7) from the admission session 2019-20 and onwards are as follows:

Block for Online Admission	Dates of Online Admission Stream-1	Fee	Examination in which the students can appear first time
Block-1	16 <sup>th</sup> March - 31 <sup>st</sup> July 2019 1 <sup>st</sup> August - 15 <sup>th</sup> August 2019 16 <sup>th</sup> August - 31 <sup>st</sup> August 2019 1 <sup>st</sup> September - 15 <sup>th</sup> September, 2019	without late fee with late fee of Rs. 200/- with late fee of Rs. 400/- with late fee of Rs. 700/-	April/May, 2020
Block-2	16 <sup>th</sup> September 2019 - 31 <sup>st</sup> January 2020 1 <sup>st</sup> February - 15 <sup>th</sup> February 2020 16 <sup>th</sup> February - 28 <sup>th</sup> February 2020 1 <sup>st</sup> March - 15 <sup>th</sup> March 2020	without late fee with late fee of Rs. 200/- with late fee of Rs. 400/- with late fee of Rs. 700/-	October/November, 2020

The learners have to upload the relevant/supporting documents and photograph on appropriate space available in the Online Admission Form for confirmation of the admission. The learners who



had applied for Transfer of Credit (TOC) have to send original failed Marksheet mentioning the Reference Number/Enrolment Number alongwith the admission form to respective Regional Centre of NIOS as per Appendix-A. Learner seeking admission through Online under Stream-1 will be attached to the AI (Study Centre) as per preference given by him/her at the time of admission and as per the availability of seats in the AI.

**2.1.2 Online Admissions for learners who want to appear in October-November, 2019 examinations (Stream-2):** This stream for Online admission is **open from 01.05.2019 to 30.06.2019** for such learners who had appeared but could not clear or who were eligible but could not appear in the Public Examination of the Secondary/Senior Secondary level from any recognised Examination Board and fulfil entry requirement of age, address proof as per **Table 3**. The learners have to upload the failed Marksheet/Admit Card (Hall Ticket) alongwith relevant/supporting documents and photograph on appropriate space available in the Online Admission Form for confirmation of the admission. The learners who had applied for Transfer of Credit (TOC) have to send original failed Marksheet mentioning the Reference Number alongwith the Admission Form to the respective Regional Centre of NIOS as per Appendix-A. The learners of this stream will be eligible to appear in the October-November, 2019 Secondary/Senior Secondary Public Examinations of NIOS.

**2.1.3 Online Admission for learners who want to appear under the On Demand Examination System (ODES) of NIOS for the Secondary level (Stream-3):** This stream for Online admission is open throughout the year for such learners who have already passed the Secondary Examination from the recognised Board and wish to take Part Admission in one subject or up to 4 subjects for updating their qualification, or learners who had appeared but could not clear, or who were eligible but could not appear in the Public Examination of the Secondary level from any recognised Board and want to appear through On Demand Examination System of NIOS for the Secondary level only and entry requirement of age, address proof as per **Table 3**. The learner should upload the failed Marksheet/Admit Card (Hall Ticket) alongwith relevant/supporting documents and photograph on appropriate space available in the Online Admission Form for confirmation of the admission. The learners who had applied for Transfer of Credit (TOC) have to send original failed Marksheet mentioning the Reference Number alongwith the Admission Form to Online Cell, NIOS, Room No. 408, A-24-25, Institutional Area, Sector-62, NOIDA-201309, Uttar Pradesh. The Subjects presently available for appearing through ODES at Secondary level are Hindi (201), English (202), Sanskrit (209), Mathematics (211), Science & Technology (212), Social Science (213), Economics (214), Business Studies (215), Home Science (216), Psychology (222), Indian Culture & Heritage (223), Painting (225) and Data Entry Operations (229).

**2.1.4 Online Admission for learners who want to appear under the On Demand Examination System (ODES) of NIOS for the Senior Secondary level (Stream-4):** This stream for Online admission is open throughout the year for such learners who have already passed the Senior Secondary or above from any recognized Board/University and wish to take Part Admission in one subject or up to 4 subjects for updating their qualification; or learners who had appeared but could not clear; or who were eligible but could not appear in the Public examination of Senior Secondary level from any recognized Board and want to appear through On Demand Examination System of NIOS at the Senior Secondary level and fulfill entry requirement of age, address proof

as per **Table 3**. The learners should upload the failed Marksheet/Admit Card (Hall Ticket) along with relevant/supporting document and photograph on appropriate space available in the online Admission Form for confirmation of the admission. The learners who had applied for Transfer of Credit (TOC) have to send original failed Marksheet mentioning the Reference Number/Enrolment Number along with the Admission Form to the Online Cell, NIOS, Room No. 408, A-24-25, Institutional Area, Sector-62, NOIDA-201309, Uttar Pradesh. **The subjects presently available for appearing through ODES at the Senior Secondary level are:** Hindi (301), English (302), Sanskrit (309), Mathematics (311), Physics (312), Chemistry (313), Biology (314), History (315), Geography (316), Political Science (317), Economics (318), Business Studies (319), Accountancy (320), Home Science (321), Psychology (328), Sociology (331), Painting (332), Environmental Science (333), Mass Communication (335), Data Entry Operations (336). and Introduction to Law (338).

- Note :**
- (i) A learner registering under the Stream-3 and the Stream-4 will **be allowed to appear in the Examination only through On Demand Examination** mode. He/she **will not be allowed to appear in the Examination through the Public Examinations** conducted by NIOS during October/November and April/May.
  - (ii) A learner registered under any stream will be eligible for TOC as per guidelines and conditions given in **Section 2.6**.
  - (iii) **A learner registering under the Stream-2, the Stream-3, the Stream-4 desirous to take different subjects or additional subject from his/her Parent Board of School Education, will be required to pay Rs. 720/- per subject in addition to Admission/Registration Fee, Examination Fee and TOC fee.**
  - (iv) **Requirement of Authentication: The learner has to choose one of the available authentication method viz., Aadhaar Number, Aadhaar Enrolment number, Passport number, Ration Card Number, Bank Account Number or any other valid government identity. As a proof, you need to upload the scanned copy of the original document through selected authentication method.**

## 2.2 Procedure for Online Admission

The procedure for Online Admission in the context of above four streams is as follows :

- 2.2.1 Log on to NIOS website **www.nios.ac.in** or the Student Portal of NIOS **sdmis.nios.ac.in** and read the instructions and procedures carefully and keep ready all the necessary information and scanned images (s) of Photograph, Signature and relevant Document as per Entry Requirements mentioned in Table-3 before you start filling the Online Application Form. You should also be ready with your valid Mobile Number and / valid e-mail ID.
- 2.2.2 The learner has to be ready with Original scanned colour of the following documents which will be required to be uploaded while registering for the Admission to the Secondary or the Senior Secondary courses:
  - Recent Passport size colour Photograph.
  - Signature of learner (preferably in Black Ink).

- Valid Identity Proof (like **Aadhaar Number, Aadhaar Enrolment number, Passport number, Ration Card number, Bank Account number or any other valid government Identity Card** etc.)
- Valid proof of Date of Birth in case of the Secondary Course (Birth Certificate or Passport or Transfer Certificate / School Leaving Certificate or Aadhaar Card with date of birth printed on it in the dd/mm/yyyy format)
- Valid proof of Residence (like Ration Card, or Aadhaar Card, or Appointment Letter from the Employer on Letter Head, or water/Telephone/Electricity Bill/Statement of running Bank Account or Income Tax Assessment Order/ Election Commission’s Voter Identity Card, Parents Passport in case of minor, if living in rented accommodation, copy of proof of Permanent Address along with present Rent Agreement)
- Class 8<sup>th</sup> Marksheet or Self Certificate (in case of secondary course). Class 10<sup>th</sup> Marksheet/ Certificate (in case of Senior Secondary Course)
- Self attested true copy of Social Category/Caste Certificate (in case the learner belongs to SC/ST/OBC social category).
- Ex-serviceman Certificate (in case he/she is an Ex-Serviceman)
- Disability Certificate (in case he/she is having any kind of disability)
- Original scan copy of Failed Marksheet issued by the Parent Board of the School Education in case learner registers in NIOS for Stream- 2/3/4.

### 2.2.3 Steps to be followed to fill in the Application Form Online:

- ➔ There are **four streams of Online admission** catering to the learners with different needs. The admissions in these four streams are mutually exclusive i.e., a learner can opt for one of them only. After reading the instructions click on the “**Register**” button. This will display some other important instructions and a declaration. Read the instructions/declaration and then click on **Proceed**. The learner can click on **Cancel button** if he/she does not want to continue the process.
- ➔ Select the State/UT to which the learner belongs to.
- ➔ Select the Identity type through which the learner intends to validate his/her identity. The learner can select any one out of the given List of Identity Types like Aadhaar Number, Aadhaar Enrolment ID (allotted to those who have enrolled for Aadhaar Number but not yet received the Aadhaar Number), Passport Number, Ration Card Number, Bank Account Number, Date of Birth Certificate or any other valid Identity type etc.)
- ➔ Type the Identity Document Number. This number will be validated. The learner will also need to upload the scanned color copy of the selected original Identity Document.
- ➔ Select the Course (Secondary or Senior Secondary) for which the learner intends to take admission.
- ➔ Authenticating the Aadhaar Number is a complete process in itself. The Aadhaar number provided by you along with Name (as printed on the Aadhaar Card) and Gender (as printed on the Aadhaar Card) will be validated from the Aadhaar Issuing Authority (Unique Identification Authority of India - UIDAI). If any information (Aadhaar Number, Name and Gender) given in the Registration process does not

match with Aadhaar Card then the Authentication Process will fail and the learner will not be allowed to continue to fill in the Admission Form.

- ➔ After successful Authentication of the data, the learner will be redirected to the Admission Form starting with the Basic details.
- ➔ **The Application Form for Admission is divided into Sections, namely, Basic Details, Optional Details, Subjects selection, Study Centre selection and documents section.**
- ➔ Fill in the Name of the Applicant seeking admission in NIOS, Father's Name and Mother's Name, Date of Birth, Gender, Aadhaar Number or any valid govt. identity no., a valid Mobile Number, and a valid email address.
- ➔ Click on Generate OTP button to get One Time Password (OTP) on the Mobile Number and email address for authenticating both modes of communication.

**NOTE:** One email address can be used only once and one Mobile Number and one Address can be used for registration of maximum three learners.

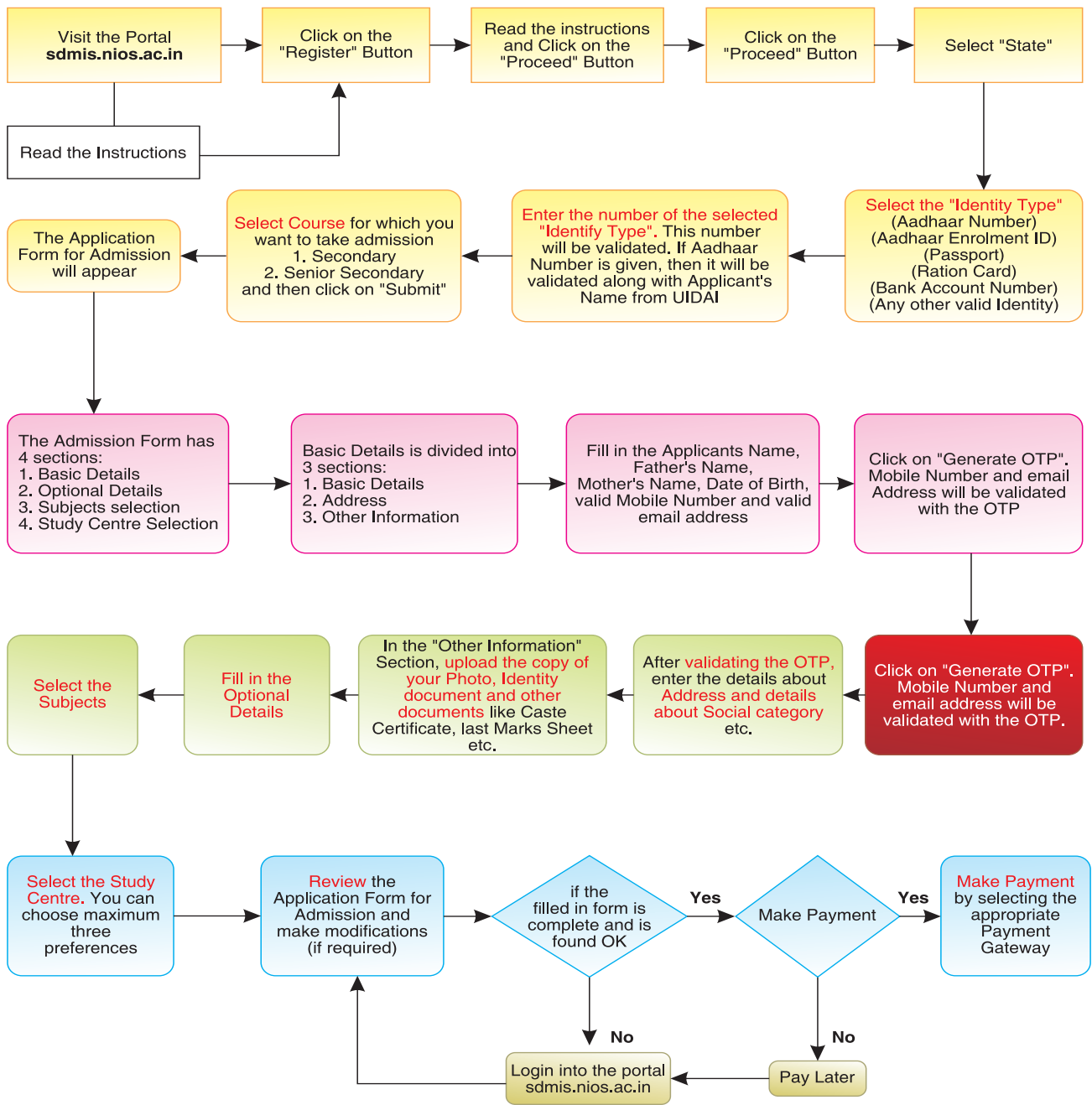
**NOTE: At this point of time, a User Name and a Password will be created for the learner and the details will be sent to the authenticated email address which was mentioned in the basic details of the learner. This email will also contain the instructions for further processing. Keep the user Credentials (user name and Password) safe.**

- ➔ After successful authentication of the Mobile Number and email address, the learner will be allowed to fill up other details like Permanent Address and Postal Address, details about Social Category/Caste, Medium of Study etc.
- ➔ In the next section, fill in the optional details like Family Income, Qualification of Father and Mother etc.
- ➔ In case the learner is registering for the Senior Secondary course, then he/she needs to fill the details of his/her previous qualification (Class 10<sup>th</sup>) also.
- ➔ Select the name of the Board, Roll Number and the Year in which you appeared in the last examination.
- ➔ Select the subjects studied for the Board Examination. For every selected subject, specify the marks obtained in Theory and Practical exams.
- ➔ Select the subjects which you want to study in NIOS and also specify the subjects for which you want to take Transfer of Credit (ToC). Selection of the subjects for ToC will be as per the NIOS norms.
- ➔ In the next Section, select the Study Centre. The learner can select a maximum of 3 preferences. The Study Centre will be available on the basis of the State and the District selected by him/her. The Study Centre will be allocated by the automated system based on the availability of the seats in the Study Centre.

#### **NOTE**

**The learner is not required to send/submit the hard copy of the Admission form and the documents but it is mandatory to upload the original scanned copy of required documents online. If required by NIOS Management or if any other discrepancy is found in the submitted online Application Form/Documents, the learner shall be required to submit the printed application form along with the Documents and Photograph. This requirement will be communicated to him/her through email and SMS.**

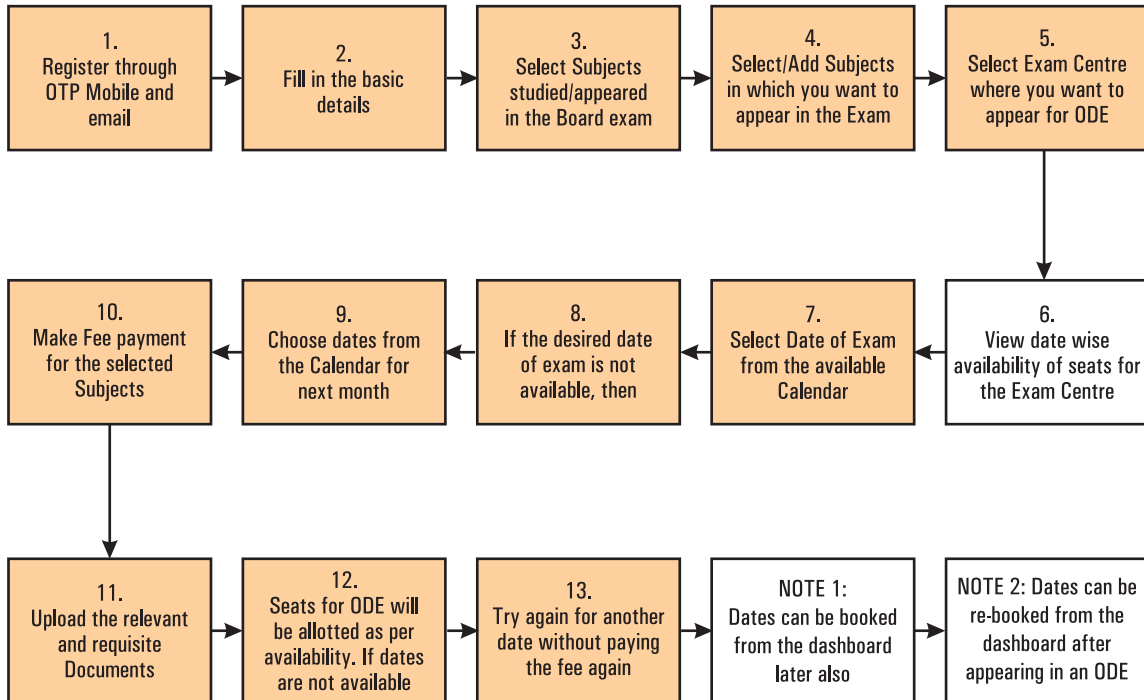
**National Institute of Open Schooling (NIOS)**  
**Diagrammatic Presentation of the Process of Online Admission**  
**in the Secondary and the Senior Secondary Education Courses**



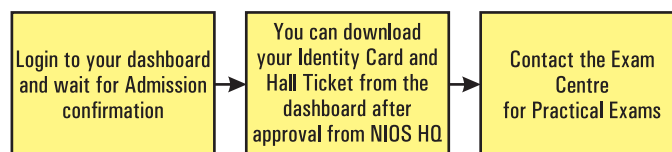
# National Institute of Open Schooling (NIOS)

## Online Registration Process for On-Demand Examination (ODE)

Steps 2 and 3 will be skipped for existing NIOS learners



### After the dates are successfully booked



The Study Centre will be available for selection on the basis of the combination of various selections made by the learner like Course, Medium, and Gender etc.

- ➔ The learner will have to upload the required Documents in this Section.
- ➔ After filling the details and uploading the documents, click on the NEXT button to continue.
- ➔ After filling in the details and after uploading the required documents, review the entire Admission Form including Fee Details in the **REVIEW SECTION**. In case, the learner wants to change any of the information filled by him/her, then he/she can click on the **EDIT button/icon of each Section**. After changing the information the learner has to again click on **NEXT button to reach the Review section**.
- ➔ If all the information, given by the learner in the Registration Process is Ok, then the learner can continue to make online payment by selecting the available Payment Gateways like IDBI, UBI, ICICI Bank etc. CSC wallet can be used by CSC Village Level Entrepreneur (VLE) for making admission fee payment online.
- ➔ After successful transaction, the learner will receive the Fee Payment Receipt in the learner's registered email and also through SMS on his/her registered Mobile Number.
- ➔ After successful transaction, a Reference Number will be generated which can be used for communicating with NIOS until your admission is confirmed. Once the payment is done successfully, the learner will be allowed to see the dashboard in his/her login.
- ➔ **Please note that online Registration for Admission closes on the last date of admission for a particular Block of Admission. A learner submitting application form for Admission is required to make payment of Admission Fee either with the Application or at the most within 10 days of submitting the application online. In case, a learner submit online application form admission towards the closing date of the Block, then such learner is required to make online payment of the fee within five days of the closing date of the Block.**
- ➔ After successful verification of the documents, admission fee and the information submitted by the learner during registration, his/her admission will be confirmed and an Enrolment Number will be generated. Appropriate communication will be sent to the learner through email and SMS after the admission is confirmed by the NIOS Management.
- ➔ If the transaction fails, then the learner has to make the transaction again.
- ➔ The learner can make the payment later as per norms by logging into the Student Portal of NIOS ([sdmis.nios.ac.in](http://sdmis.nios.ac.in)) using the User Name and Password Sent to his/her registered email.
- ➔ The dashboard in the learner's login will provide the feature to manage all the student related activities like Printing the Application Form, Printing the Fee Payment Receipt, Printing the Identity Card/ID Card, checking the status of the Study Material which will be sent to the learner by NIOS free of cost, registering for exams, examination fee payment and other e-services.

#### NOTE

**Please note that the fee payment is to be made online only. No Bank Draft/Demand Draft/Cash/Cheque or any other mode of fee payment is acceptable. All CSC and NIOS AIs (Study Centres) are authorized for facilitating the learners to take admission online. There are no other Agencies/Cybercafe/any other institutions recognized by NIOS for doing Online Admission.**

**The learner is suggested to furnish correct and authentic information and should upload valid, authentic and relevant color photo/color documents in the respective sections in the Application Form. No changes shall be permitted in the Application Form after the payment is done. Furnishing incomplete/wrong information or uploading irrelevant Photo/Documents will make NIOS to take action to cancel the Registration/Admission at any point of time.**

**For queries regarding online admission, the learner can e-mail to [lsc@nios.ac.in](mailto:lsc@nios.ac.in)**

## 2.3 Procedure for Online Admission through Regional Centres/AI (Study Centre)/ Common Service Centre

All AIs (Study Centres) of NIOS are authorised to open an Online Registration Counter for facilitating learners to take Online admission. They will also help learners in pre-admission counselling, choice of Study Centres/Course, Medium of Instruction, Transfer of Credit, Credit Accumulation and other features of NIOS. **The AI will follow the same procedure for Online registration as mentioned in section 2.2 above.** Further with a view to reach far-flung areas, NIOS has signed an MoU with the Common Service Centres (CSCs), Ministry of IT, Govt. of India. Now more than one lakh Common Service Centres (CSCs) will provide Online services to the learners at a pre-fixed charges. The details of pre-fixed charges are available on NIOS website.

## 2.4 Entry Requirements

**Table-3 : Entry Requirements**

Entry Requirement	Cut off Dates	Secondary Course	Senior Secondary Course
(a) Admission Stream-1 (Block-I) Streams 2,3&4	16/03/2019 to 15/09/2019	14 years as on 31 <sup>st</sup> July 2019 (born on or before 31/07/2005)	15 years as on 31 <sup>st</sup> July 2019 (born on or before 31/07/2004)
Stream-1 (Block-II)	16/09/2019 to 15/03/2020	14 years as on 31 <sup>st</sup> January 2020 (born on or before 31/01/2006)	15 years as on 31 <sup>st</sup> January 2020 (born on or before 31/01/2005)
<b>Essential Supporting Documents for Date of Birth</b>		(i) Birth Certificate issued by the Municipal Authority or District Office of the Registrar of Birth and Deaths for those born on or after 26.01.1989. <b>OR</b> (ii) Passport Issued by Govt. of India <b>OR</b> (iii) Original Transfer Certificate/School Leaving Certificate showing applicant's date of birth, issued by the school last 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 the State/or District Education Officer. <b>OR</b> (iv) Aadhaar Card issued by the concerned Agency of Govt. of India.	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).
<b>Note:</b> (i) In case of Orphan/Juvenile/Street Children, the Medical Legal Certificate alongwith an Affidavit issued by First class Magistrate or copy of Aadhaar Card has to be provided as proof of Date of Birth. (ii) Date of birth once given in the Admission Form shall not be changed. Please check and state the correct date of birth in the Admission Form.			
(b) <b>Minimum Educational Qualifications</b>		<ul style="list-style-type: none"> <li>• Certificate of Class VIII pass, or</li> <li>• Self Certificate</li> </ul>	Certificate of the Secondary Examination passed from a recognised Board of Secondary Education.



### (c) Proof of Residence

**Proof of residential address is essential for all. Attach a copy of any one of the following.**

1. Ration Card, or Aadhar Card, or Appointment Letter from the Employer on Letter Head, or Water/Telephone/ Electricity Bill/Statement of running Bank Account or Income Tax Assessment Order/ Election Commission's Voter Identity Card, Parents Passport in case of minor.
2. For the learner living in a rented accommodation, any proof of permanent address along with any proof of present rented accommodation will be accepted.
3. A learner belonging to the category of street children/destitute/migrants/slum dwellers/orphans not having any residential address of his/her own at present will have to furnish a self certificate stating the category (mentioned above) and certify that he/she do not have own residential address. However, for the purpose of correspondence with NIOS, such learner will have to furnish a contact address. The self certificate has to be countersigned by the sponsoring Guardian including NGO/Orphan Home and attested by a Govt. Servant/ Panchayat level Official/ Nagar Nigam Officer/Block level Officer/District level Officer or higher level Officer. Both the sponsoring and the attesting authorities are required to furnish complete name, designation and address with their official stamp.

- Note:**
- (i) Online Admission Form without uploading required supporting documents will be rejected and fee will not be refunded.
  - (ii) In case a learner possesses a High School/Secondary Certificate from any Foreign Board/University and wants to take admission in the Senior Secondary course of NIOS, he/she will be required to attach a certificate from the concerned Embassy and the Association of Indian Universities (AIU) to the effect that the examination passed by him/her is equivalent to the Indian High School/Secondary Examination.
  - (iii) In case a learner has been debarred by any other Board for using unfair means at any stage, he/she will not be eligible for admission in NIOS.
  - (iv) In case a learner conceals the requisite information, his/her admission will be cancelled, even at later stage.

## 2.5 Re-admission of Ex-NIOS Learners

The learners 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 subjects passed (maximum of four subjects) in the previous admission will be transferred on submission of the original Marksheet for seeking fresh admission, if these subjects are passed by the learners through NIOS during the last ten years (i.e., if passed during 2010 or later). The learner is required to pay TOC fee as per details in **Table-6A by mentioning Code No. "9901 National Institute of Open Schooling"**.

Re-admission is not allowed to the learner of NIOS whose admission is still valid.

## 2.6 Transfer of Credit (TOC)

Ex-Secondary/Senior Secondary learners of the Recognised 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.

A learner should seek Transfer of Credit (TOC) at the time of admission in the subjects which are included in NIOS scheme of studies.

**The Learner who has passed at least one subject, but has not qualified in the course from any recognised Boards which are given equivalence by the Association of Indian University (AIU) may seek TOC facility in maximum of two subjects provided his/her result data is available in the concerned Board's official website for verification. In case the result data is not available on the website, the learner is required get his/her Transfer of Credit (TOC) data verified from the concerned Board and should submit the same along with the Admission Application Form.**

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

- (i) The learner will have the option to get the credit transferred up to a maximum of two subjects from the Parent Board, provided these subjects are passed with at least 33% marks in the last five years (i.e., passed during 2015 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 the Senior Secondary level will be allowed only when the learner has cleared (pass) in theory and practical separately.
- (iii) The learner will have to give complete details of the TOC subjects, marks obtained, roll number etc., in the Admission Form.
- (iv) While applying for Transfer of Credit (TOC), the learner is required to send parent board fail Marksheet within 10 days of online admission to the concerned Regional Centre of NIOS alongwith a copy of the Acknowledge Receipt/Copy of the online Admission Form. In case of delay in submission i.e. submission after 10 days, a late fee of Rs. 500/- per subject of TOC will be charged through e-service.
- (v) The learner will have to pay requisite fee for Transfer of Credit for the number of subjects in which TOC is required. Details of fee are given in **Table 6A**.
- (vi) Detail Standard Operating Procedures (SOPs) have been issued separately and hosted on **NIOS website**. More details about TOC are given in SOPs.

## **2.7 Dual Enrolment and Part Admission**

Under this provision, in case a learner is studying in a regular school, or has already passed the Secondary/Senior Secondary examination or any other higher course from any recognised Board/University, he/she may opt for upto four subjects of his/her choice, to update knowledge and educational qualifications. However, on passing, only the Marksheet will be issued and no other Certificate will be issued. The entry requirement for Dual Enrolment and Part Admission will be as per NIOS admission rules (**Table-3 Entry Requirements**).

## **2.8 Fee Structure for Admission**

- (a) Admission fee payable for the Secondary/Senior Secondary courses as given in **Table-4** includes charges for registration, cost of study materials, Personal Contact Programmes (PCPs), Identity Card, evaluation of Assignments, etc. Do not pay any additional amount for admission other than specified in below mentioned tables.

### **NOTE**

Female learners of Ladakh are exempted from payment of Registration Fee and Cost of Course material. However, TOC fee, if applicable, will have to be paid.

**Table-4 : Fee Structure for Online Admission of Stream-1**

**NOTE**  
The admission fee does not include the examination fees. The examination fee must be paid separately within the specified dates, if the learner wishes to appear in examination.

Course	General Category		Exempted Category*
	Male	Female	SC/ST, Ex-Servicemen, Persons with Disabilities(PWD)
<b>Secondary Course</b>			
(i) for 5 subjects	Rs. 1800/-	Rs. 1450/-	Rs. 1200/-
(ii) for each additional subject	Rs. 720/-	Rs. 720/-	Rs. 720/-
<b>Senior Secondary Course</b>			
(i) for 5 Subjects	Rs. 2000/-	Rs. 1650/-	Rs. 1300/-
(ii) for each additional subject	Rs. 720/-	Rs. 720/-	Rs. 720/-

\* In addition to the above Rs. 50/- will be paid for every online transactions.

\*For claiming exemption, SC/ST, Ex-servicemen and Persons with Disabilities (PWD) should upload original scanned copy of the supporting documents

**Free Education to Jail Inmates :** The NIOS offers special facility of free Education to Jail Inmates so that during stay in jail, could help in earning their livelihood and bringing into the mainstream of society after release from jails.

The NIOS Education Project for Indian Army (NEPIA) has been specially designed to upgrade the educational qualifications of Jawans of the Indian Army. NIOS has signed a Memorandum of Understanding (MoU) with Army Educational Corps (AEP), Integrated Headquarters of Ministry of Defence (Army), DHQ, PO, New Delhi. The Army HQ Command will work in collaboration with concerned NIOS Regional Centres as reflected at Appendix - H.

**Table - 5 : Original scanned copy of Supporting Documents required from the Exempted Categories for Admission in NIOS Secondary/Senior Secondary Education Courses**

Category	Supporting Documents required
(i) SC/ST learners	<ul style="list-style-type: none"> <li>• Copy of certificate issued by the Deputy Commissioner or Magistrate or Commissioner SC/ST duly</li> </ul>
(ii) Ex-servicemen	<ul style="list-style-type: none"> <li>• A certificate from the Employer in original.</li> </ul>
(iii) Persons with Disabilities (PWD)	<ul style="list-style-type: none"> <li>• A certificate in original from a Govt. Hospital, and <b>not from a private nursing home</b>, clearly indicating nature and extent of disability.</li> </ul>

For **Dual Enrolment/ Part Admission**, fee structure for Stream-1 is given in the **Table-6A** and fee structure for Online learners under streams- 2, 3 and 4 is given in **Table-6B**.

**Table-6A : Fee Structure for Dual Enrolment/Part Admission/TOC (Stream -1)**

Course	Registration Fee	Cost of Course Material for each Subject	Fee for Transfer of Credit (TOC)*.
Secondary	Rs. 480/- (per subject)	Rs. 360/- (Mandatory)	Rs. 180/- Per Subject
Senior Secondary	Rs. 480/- (per subject)	Rs. 400/- (Mandatory)	Rs. 180/- Per Subject

\* TOC shall be granted as per criteria given in **section 2.6**.

**Table-6B : Fee Structure for Online Admission (Streams-2, 3 and 4)**

S.No.	Course	Registration Fee	Exam Fee	TOC Fee	*Change/ additional Subject Fee
1.	Secondary/Senior Secondary (Under Stream-2) Online admission	Rs. 480/- (per subject)	<ul style="list-style-type: none"> <li>Rs. 250/- per subject for Theory.</li> <li>Additional Rs. 120/- for Practical per subject.</li> </ul>	Rs. 180/- (per subject)	Rs. 720/- (per subject)
2.	Secondary (Under Stream-3) Online admission	Rs. 480/- (per subject)	<ul style="list-style-type: none"> <li>Rs. 500/- per subject for Theory.</li> <li>Additional Rs. 200/- for Practical per subject.</li> </ul>	Rs. 180/- (per subject)	Rs. 720/- (per subject)
3.	Senior Secondary (Under Stream-4) Online admission	Rs. 480/- (per subject)	<ul style="list-style-type: none"> <li>Rs. 500/- per subject for Theory.</li> <li>Additional Rs.200/- for Practical per subject.</li> </ul>	Rs. 180/- (per subject)	Rs. 720/- (per subject)

\*A learner registering under Stream-2, Stream-3, Stream-4 and desirous to take different subjects or additional subject from parent boards, will have to pay Rs. 720/- per subject in addition to Admission/Registration Fee, Examination Fee and TOC fee.

**Note :** In addition to above Fee, Rs. 50/- (Rs. Fifty Only) will be charged for every online transactions.

### (c) How to Pay the Fee

**Fee for Online Admission :** There will be two options for the payment of fee:

#### Option-I

The fee can be deposited Online through Credit Card /Debit Card/Net Banking, available Payment Gateways.

#### Option-II

In case admission is done through Common Services Centres, fee can be paid via Electronic Wallet of CSCs.

#### NOTE

Learners must choose their Study Centres very carefully.

## Cancellation of Admission

Learner's admission will be cancelled in case :

- online Admission Form is incomplete,
- the fee paid is short,
- the supporting documents are not complete,
- false documents have been submitted, if incorrect or wrong information is given,
- required educational qualifications are not fulfilled,
- the minimum age criterion is not fulfilled,
- the Secondary examination is not passed from a recognised Board.
- residential proof is not attached.

- Note:** (1) Admission once cancelled will not be re-considered.  
(2) Fee once paid will not be refunded on any account.

## 2.9 Confirmation of Admission

Admission to a particular course is confirmed by NIOS by issuing an online **Identity Card** having learners admission particulars as per the record available in NIOS. **In case any discrepancy is noticed at any stage of admission and even if the Identity Card has been issued, the admission will be cancelled and result will not be declared even if he/she has appeared in examination.**

**Do check the particulars given in the Identity Card.** In case, there is any discrepancy in learner's personal details, address, photo etc., the same should be corrected **through E-service** immediately. The Learner should retain his/her Identity Card carefully till he/she completes his/her study in NIOS.

**The Correction in the Admission Record will be made as per rules only (which are available on NIOS website).**

**The learners appearing in NIOS external public examination/ODES will be required to produce the Identity Card issued by NIOS at the time of appearing in examinations failing which they will not be allowed to appear in the examination.**

## 2.10 Other Facilities after Admission through E-services

2.10.1 Learner centric activity which can be availed through e-services are:

### (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 online **through E-Service** and learners may upload the original scanned copy of FIR and pay the fee of Rs. 100/- through online mode and second time for obtaining the duplicate Identity Card the learner will have to pay the fee of Rs. 500/-.

**(b) Change of Subject/Additional Subject for All Streams**

During the admission period of five years, a learner can change one or more subject(s), provided the total number of subjects does not exceed seven. Subject(s) already passed by a learner cannot be changed.

For change of subject/additional subject, a learner has to apply online **through E-Service** and require to pay the prescribed fee through online mode as given below :

For Secondary Course                      **Rs. 720/- per subject**

For Senior Secondary Course        **Rs. 720/- per subject**

**(c) Change of Study Centre/AI**

The learner must choose his/her Study Centre/AI very carefully. In case a learner wishes to change his/her Study Centre from one centre to another centre, apply online **through E-Service** and learner have to upload valid reasons and documents, and a fee of Rs. 400/- (Rs. Four Hundred only) paid through online mode. Detailed guidelines in this regard have been displayed on NIOS website ([www.nios.ac.in](http://www.nios.ac.in)).

**(d)** Issue of Duplicate Documents

**(e)** Requisition for course Material

**(f)** Minor Corrections in Spelling of Name, Father’s Name, Mother’s Name and/or Guardian’s Name

**(g)** Change of learner's name

**(h)** Correction of Date of Birth, Name, Father’s Name, Mother’s Name, Guardian’s Name

**(i)** TOC, change of medium are etc.

**2.11 About AI/Study Centre of the Learner**

The Accredited Institute (Study Centre) chosen by the learner at the time of online admission will provide the following services **without any additional charges**:

- To conduct 30 Personal Contact Programmes (PCPs) as per NIOS Norms for theory and five PCPs for practical classes as prescribed by NIOS. **The learner should visit the Study Centre to know the PCPTime Table or view the same on NIOS website.** However, the learners can also get response to their subjects related queries through e-mail to: *lsc@nios.ac.in*
- Evaluation of Assignments by Tutors.
- Counselling to solve learner’s problems/queries related to the course.
- Informing the dates of payment of fees, examination date sheet, examination centre and other important information.

**2.12 Procedure for Correction in the Admission Records through e-services only**

- (a) ➤** The admission to a particular course is confirmed by NIOS by issuing an online Identity Card having details of Learner’s Name, Date of Birth, Subjects opted etc. These details are the same as filled in by the learner at the time of admission in NIOS. The learner is requested to check the details immediately on:-

- (i) website in learners corner.
- (ii) receiving E-mail for confirmation of admission
- (iii) receiving the online I-card.

In case, there is any discrepancy in learner's personal details, address, photo etc., the same should be corrected through e-services.

- Correction in the admission records will be considered prior to appearing in the first examination and within 3 years of learners from the date of registration for admission upon uploading of supporting documents. However, it is desired that correction, if any, may be requested in such a manner that the same may be done before the issue of Admit Card for appearing in examination so that Pass documents are issued with correct details.
- No request for correction will be accepted after 3 years from the date of registration.
- Applicable fee for above corrections, in addition to fee for revised document as per NIOS norms, will be charged online.
- 'Latest correction rules' will be applicable at the time of making request for correction in the record.
- Please note that the revised corrected documents will be issued only after you have submitted the Original Documents (Marksheet, Migration Certificate or Provisional Certificate or Final Certificate) with incorrect details issued to you by NIOS and requisite fee.

### Fee for Correction in Admission Record

S. No.	Type of Correction	Amount
1	Correction in Learner's name / Father's name / Mother's name / Guardian's name after admission	100/-
2	Correction in the Date of Birth of the learner	100/-
3	Change in Learner's name / Mother's name / Father's name/ Guardian's name	200/-
4	Change in the Date of Birth of the learner ( as per rule)	200/-
5	Correction of Photograph	100/-
6	Change in learner's address	100/-
7	Change of Study Centre	400/-
8	Transfer of Credit fee ( per subject)	150/-
9	Transfer of Credit fee (per subject ) in case the request for TOC is made after registration (as per rule)	500/-
10.	Late Fee for submission of Assignments (TMA) (Per Subject )	1500/-
11.	Issue of Duplicate Identity Card for the second time.	500/-
*12.	Change of Examination Centre for Public Examination as well as for On Demand Examination before commencement of Practical/Theory examination	1500/-

**NOTE :** The learners are also required to pay revised/renewed duplicate document fee as per NIOS norms mentioned in **Section 4.5**.

\* In extreme circumstances and due to unavoidable reasons of the learner, if need be, the change of examination centre within the region as well as outside the region before the commencement of Public/Practical Examination of NIOS, has to be recommended to the Department of Evaluation, NIOS for approval of the Director (Evaluation), NIOS.

## **CONTACT ADDRESS FOR GRIEVANCES/PROBLEMS**

All efforts have been made to provide user friendly learning environment to NIOS fraternity through our Study Centres. However, in case a learner faces some problems, he/she may contact his/her Study Centre (AI) or the concerned Regional Centre (See Appendix-A).

In case any problem/grievance is not redressed by the Study Centre or the Regional Centre, please write to

**"The Director (Student Support Services)**

**National Institute of Open Schooling**

A-24-25, Institutional Area, Sector-62, NOIDA-201309, Uttar Pradesh

or send email to: [lsc@nios.ac.in](mailto:lsc@nios.ac.in)"

OR

Call at Toll Free No. 1800-180-9393

They may take the help of Frequently Asked Question already available on NIOS website.



*In NIOS, a learner has to learn on his/her own i.e., he/she is a self-learner. He/she can learn at his/her own pace and convenience. The instructional process comprises studying self-instructional print materials, listening to and viewing audio and video programmes, attending Personal Contact Programmes (PCPs) at the Study Centre, and doing Tutor Marked Assignments that are evaluated. All instructional materials designed and developed by the Headquarters and sent to the learners directly.*

### 3. For Admission through Online Stream-1

#### NOTE

Course fee includes the price of the study materials. **Do not pay any extra money for the same.**

#### 3.1 Self Instructional Material

The specially designed printed self instructional material for different subjects alongwith other support material will be provided to the learner by post at his/her given address.

Learner must upload his/her correct postal address in the Application Form. For undelivered parcel of study material, he/she shall be required to pay

Rs. 100/- (Rupees One hundred only) through Credit Card/Debit Card/ Net Banking for re-despatch of study material at his/her residential address. The request for re-despatch of the study material may be sent to the **Material Distribution Unit, C/o CWC, G.T. Karnal Road, Rana Pratap Bagh, Delhi -110033.**

#### 3.2 Personal Contact Programme (PCP)

There is a provision in NIOS that **one induction session and 30 PCP sessions** will be organized per subject for theory and 5 additional sessions for subjects having practical on face to face basis, generally on week ends and holidays, **in the first year of admission, by the AI (Study Centre). The five (05) PCP Practicals will be utilized for learning and Formative Assessment. A weightage of 50% of the marks will be awarded for formative assessment (05 Practical classes) and 50% marks for the 6th Practical class (Last) for Summative Assessment. These PCP sessions will be conducted at assigned Study Centres (AIs) from November onwards for Block-I and from May onwards for Block-II.**

*The detailed Guidelines for internal assessment are displayed NIOS website. The learners are advised to read the Guidelines carefully.*

The contact sessions are not meant for covering the curriculum. **DO NOT EXPECT FULL TIME CLASSROOM TEACHING** as in the formal education system. The teachers are there to help and guide the learner with regard to difficulties faced during PCP sessions. It would be in learners interest to attend all the contact sessions. **Attendance in five practical sessions is compulsory.**

#### NOTE

**Do not pay any extra amount to the AI for attending PCP classes.**

### 3.3 Audio and Video Programmes

The NIOS has produced several Audio and Video (AV) programmes in the context of academic and vocational education courses to supplement learning. Some AV programmes of general nature have also been developed by NIOS.

**Sale of Audio/Video DVDs:** The audio and video programmes on most of the topics are available on audio CDs and DVDs for sale @ Rs. 100/- through Credit Card/Debit Card/Net Banking. The audio/video folder is available on NIOS website under Media Programmes. The learner can purchase these programmes from : **The Material Distribution Unit (MDU), National Institute of Open Schooling, C/O CWC, G.T. Karnal Road, Rana Pratap Bagh, Opposite State Bank Colony, Delhi - 110033 Phone: 011-27416329/27462690 or from the Joint Director (Media), A-24-25, Institutional Area, Sector-62, NOIDA-201309, Uttar Pradesh Phone No. 0120-4089837.** For further details, visit NIOS Website : [www.nios.ac.in](http://www.nios.ac.in)

### 3.4 Mukta Vidya Vani

The NIOS offers **web based Personal Contact Programme (PCP) also for benefit of learners.**

The Mukta Vidya Vani is a unique Educational Web Radio in India. It is a pioneering initiative of the NIOS Audio streaming for educational proposes. It was launched on 19th July, 2012. It enables a two way communication with any audience that has access to internet connection from the studio located at the Headquarters in NIOS. In its commendable journey from an exploratory mode to an effective and popular platform, it has created a new milestone particularly in the context of Open and Distance Learning (ODL) mode of education.

The main objective of the Mukta Vidya Vani programmes is to empower the learners of the Secondary, the Senior Secondary and the Vocational Education Courses of NIOS through web streaming in addition to printed course materials. It is a live Personal Contact Programme (PCP) 24×7.

<b>Timings:</b>	Monday to Friday	From 2:00 pm to 5:00 pm
	Saturday & Sunday	From 10:30 am to 12:30 pm
	Gazetted Holiday( s)	From 10:30 am to 01:30 pm

The learner can reach us via: Toll free - 1800 180 2543 and Landline - 0120 4626949.

#### 3.4.1 Community Radio

The Community Radio Programme of NIOS was launched on 25 December 2015. It is available on FM 91.2 MHz. Through this educational programme, NIOS learners are benefitted.

As per guidelines of the Ministry of Information and Broadcasting, Govt. of India, the Community Radio Programme addresses crucial social issues at the community level, such as poverty, social exclusion, empowering marginalized rural groups, democratic processes, developmental efforts and providing opportunities to members of the community to initiate communication and participate in programme making, management of the station etc.

### 3.5 Tutor Marked Assignments

In order to check the progress during the course of study, the learner should take up Tutor Marked Assignments (TMAs) seriously. **The assignments would be a part of continuous internal assessment**

and also serve as an academic tool to prompt the learner to take part in the Personnel Contact Programmes (PCPs) and develop rapport between the learner and the tutors at the Study Centres. There is only one Assignment in each subject. **The learner must submit the assignments response sheets on time.** For more details, please see Chapter 5 and also the 'Guidelines' hosted on NIOS website.

### 3.6 Important Information about Online Admissions under Streams 2, 3 and 4

- ▶ The Streams 2, 3 and 4 of Online Admission have been specifically designed for those learners who have already completed the course of study but wish to appear in NIOS examinations at the earliest available opportunity. Therefore, NIOS will not provide the following to the learners seeking admission under Streams 2, 3 and 4:
  - Study Material
  - Personal Contact Programmes (PCPs) and
  - Tutor Marked Assignments (TMAs)
- ▶ Accordingly, NIOS is not charging any money for the study material, for conduct of PCP and Assignments for these three streams of learners for the entire period of enrolment of five years. However, the learners can access the study material by downloading it from the NIOS website ([www.nios.ac.in](http://www.nios.ac.in)) or on payment through online (**as per Table-6A**) from the Regional Centres or from the Material Distribution Unit (MDU), Delhi.
- ▶ A learner who opts to appear in NIOS examinations at a short notice is required to pay examination fee compulsorily at the time of admission and fill up the Examination Form/information at the time of seeking Online Admission.
- ▶ At the time of admission, the learner has to mention all subjects opted by him/her for appearing in examinations in the Admission Form including Transfer of Credit (TOC), if needed.
- ▶ All other facilities like 9 chances to appear in examinations, change of subjects, etc., will be provided to the learner of Stream-2. However, the learner is free to appear any number of times (limited to once in a month) through On Demand Examination System (ODES) till the validity of admission.
- ▶ For change of subject, NIOS rules mentioned in Chapter 2 - para 2.10 (b) of the Prospectus will be applicable.
- ▶ Status of despatch of study material to individual learners can be seen on NIOS website [www.nios.ac.in](http://www.nios.ac.in). The learners may use the facility to get the information from NIOS Toll free No. 1800-180-9393.
- ▶ Once admission is confirmed under a particular stream, the learner can not change the Stream of Admission for the remaining period.

The National Institute of Open Schooling has certain significant features in its evaluation system. One such feature is freedom to answer the questions in Public Examinations in any one of the scheduled regional languages, although the Question Papers supplied would generally be in English and Hindi/available Regional mediums only. NIOS has been doing innovations in the evaluation system to maintain its credibility and standards. The On Demand Examination System (ODES) at the Secondary and the Senior Secondary levels for the registered candidates is one such innovation.

#### 4.1 Public Examinations

The Public Examinations are held twice in a year in the months of

##### NOTE

Only one Answer Book containing 32 pages will be issued to the learner in a subject to complete the Answers. No additional Answer Sheet will be provided.

April-May and October-November on the dates fixed by the NIOS. However, a

##### NOTE

Unless examination fee is paid within the prescribed dates, learner will not be allowed to appear in the examinations.

learner is also eligible to appear through On Demand Examination System (ODES) at the Secondary Level and the Senior Secondary

level in those subjects only in which the learner has taken admission in NIOS.

#### (a) Registration for Public Examination for admission through Online under Stream-1 and unsuccessful learners from Stream-2

For appearing in NIOS examination, the learner must register himself/herself by filling up the Examination Form online by paying requisite examination fee as given in **Table 7** as per schedule given below through concerned Study Centres (AIs).

- (i) **April-May Examination :**  
**For fresh and unsuccessful learners of previous examinations**
- > 21st November to 20th December (Without late fee)
- For learners who have been unsuccessful in the preceding examination i.e. October Exams.**
- > 1st December to 20th December (Without late fee)
- For all learners**
- > 21st December to 31st December (With late fee of Rs. 100/- per subject)
  - > 1st January to 10th January (With consolidated late fee of Rs. 1500/-)
- (ii) **October-November Examination :**  
**For fresh and unsuccessful learners of previous examinations**
- > 21st May to 20th June (Without late fee)
- For learners who have been unsuccessful in the preceding examination i.e. April Exams.**
- > 1st June to 20th June (Without late fee)
- For all learners**
- > 21st June to 30th June (With late fee of Rs. 100/- per subject)
  - > 1st July to 10th July (With consolidated late fee of Rs. 1500/-)

The learner can register for Public Examinations through only online. The examination fee can be paid through Credit Card/Debit Card/Net Banking only.

## (b) Registration for Public Examinations

- (i) To register for the Public Examination of NIOS being held in April-May and October-November for which learner has to apply through online from NIOS website : [www.nios.ac.in](http://www.nios.ac.in).
- (ii) The learner must select the correct codes of the subjects from the list of subjects in which learner wishes to appear.

### IMPORTANT NOTE

- **The learner admitted to the Senior Secondary Course must ensure essential gap of two years from the year of passing the Secondary examination for the purpose of obtaining a certificate at the Senior Secondary level.** If learner does not have the requisite gap of two years, he/she can appear in a maximum of four subjects only in the forthcoming April- May examination and subsequent October-November Examination. In case a learner is registered for more than 4 subjects, then first 4 subject shall be considered for appearing in the examination. He/she will be eligible to appear in the remaining subjects only on completion of the two years gap. In the absence of the two years gap, his/her examination fee will be adjusted for the first four opted subjects and the remaining fee, if paid for other subjects, will be forfeited.
- Fixation of Examination Centre is the prerogative of NIOS. However, the Examination Centres are normally fixed at District Headquarters, Sub-Divisional Headquarters and other available places near to the AIs.
- Please contact the concerned AI or log on to NIOS website about two weeks prior to commencement of examination for finding out details regarding Examination Centre and Date Sheet.
- Intimation letters and Certificates have scanned photographs of the learners. The information about Examination Centres and result are made available on the NIOS website.
- The learner has to appear in the Examination Centre allotted to him/her by NIOS. The decision of NIOS with regard to allotment of the Examination Centre will be final.
- In case a learner appears in an Examination Centre other than the one allotted by NIOS, his/her result will not be declared and his/her case will be treated as having resorted to unfair means.

### Provisions for Persons with Disabilities during Examination

- ➔ A written request alongwith Medical Certificate indicating the nature and extent of disability from a Government Hospital is required to be submitted at the time of registraion for a specific examination.
- ➔ Provision of an Amanuensis (writer).
- ➔ One hour additional time will be allowed to visually impaired or Differently Abled Persons or spastic learners.
- ➔ Provisions for the learners suffering from sudden illness/accident.
- ➔ Seperate sitting arrangement.
- ➔ Disabilitywise provisions to learners with Locomotor/Orthopedic disability, Visually and Hearing Impaired, Multiple Disability/Cerebral Palsy, Mentally Retarded, Autism and Leprosy-cured.

**For detailed information, please see Chapter 6.**

- ➔ The provisions are available in theory examinations only and not in practical examinations.
- ➔ In case of On Demand Examination (ODE) the learner has to arrange a Writer/Amanuensis. However, one hour extra time is allowed for the examination and no other facilities are available in NIOS ODE Examination of NIOS

## 4.2 On Demand Examination System (ODES)

In case the learner is already a registered learner of NIOS at the Secondary or the Senior Secondary level, he/she has the option to appear in the Examination through NIOS On-Demand Examination System (ODES). He/she can appear in the examination through ODES as per his/her wish and preparation as and when he/she feels ready for the examination, subject to availability of the seats in the Examination Centre.

**Subjects available for appearing through ODES at the Secondary level are** Hindi (201), English (202), Sanskrit (209), Mathematics (211), Science & Technology (212), Social Science (213), Economics (214), Business Studies (215), Home Science (216), Psychology (222), Indian Culture and Heritage (223), Painting (225), Data Entry Operations (229).

**Subjects available for appearing through ODES at the Senior Secondary level are** Hindi (301), English (302), Sanskrit (309), Mathematics (311), Physics (312), Chemistry (313), Biology (314), History (315), Geography (316), Political Science (317), Economics (318), Business Studies (319), Accountancy (320), Home Science (321), Psychology (328), Sociology (331), Painting (332), Environmental Science (333), Mass Communication (335), Data Entry Operations (336), and Introduction to Law (338).

The On-Demand Examinations (Secondary and Sr. Secondary) for the above said subjects are conducted at : (i) NIOS, A-31, Institutional Area, Sector 62, Noida - 201309, District Gautam Budh Nagar (Uttar Pradesh), (ii) at all Regional Centres of NIOS, and (iii) Designated Kendriya Vidyalayas across India.

## Registration for On Demand Examination (ODE)

- In order to avail the facility of On Demand Examination System (ODES), the learner has to be a registered one as a bonafide learner of NIOS having the Enrolment Number and a valid Identity Card.
- The registration for ODES is available for existing learners through **Online** only. In order to know the ODE registration procedure, you may visit the NIOS website: [www.nios.ac.in](http://www.nios.ac.in) (click on On Demand Examination System – thereafter click on online ODE registration for existing learners).
- The learners of Stream-1 Blocks I & II can seek online ODE registration only after April/May, 2020 and October/November 2020 public examinations.
- For appearing in ODE, the learner must bring the Original Identity Card issued by NIOS along with any other valid photo identity proof e.g., Driving Licence, Voter Identity Card, Passport, Aadhaar Card etc., and the complete print out of the computer generated ODE Registration Application.
- The Examination fee for ODE is as under :
  - ➡ Secondary level                      Rs.500/- + Rs.200/- extra for subject involving practical
  - ➡ Senior Secondary level              Rs.500/- + Rs.200/- extra for subject involving practical
- A learner can appear for ODE at the concerned Regional Centre or at NIOS Headquarters, Noida or in the concerned Kendriya Vidyalaya. Learners of Delhi Region can appear for ODE at NIOS Headquarters, NOIDA, Uttar Pradesh. Overseas learner can appear from any of the ODE Centres of NIOS.
- On Demand Examination fee can be paid either through Credit Card , Debit Card or Net Banking.
- **The Marksheets and other documents will be prepared only for overall pass learners by M&M Unit, Department of Evaluation, NIOS and will be sent to the concerned Regional Centres for despatch to individual learners. Other learners wanting Marksheet can apply online through E-service and a fee of Rs. 200/- paid through online mode.**
- Seeking ODE online registration twice a month in a particular subject is not permissible;
- In case of difficulty in registration, a learner may send mail to: [lsc@nios.ac.in](mailto:lsc@nios.ac.in) or dial 1800 180 9393

## 4.3 Credit Accumulation

- 4.3.1 A learner can avail nine chances to appear in the Public Examinations spread over a period of five years within the validity of the admission. NIOS will keep and accumulate credits in concerned subjects in its database till the learner clears all the required subjects for certification. Avail this flexible scheme of examination in order to learn well and to get better results.**

It may, however, become necessary for NIOS to revise the syllabus of different courses from time to time. In that case the decision of NIOS about On Demand Examination will be binding upon the learners.

### 4.3.2 Part Credit

- (a) **As a Senior Secondary learner, if a learner passes in the practical but fails in the theory of a subject, his/her practical awards will be retained. The learner can appear again in theory examination. However, if he/she re-appears in practical, then better of the two results including theory and practical will be taken into account.**

**NOTE**

NIOS does not issue any Bonafide/ Transfer/School Leaving/Character/ Date of Birth Certificate separately to its learners.

Likewise, the part credit of passing in theory but failing in practical is retained. But the examination fee of both theory and practical has to be paid even if learner does not intend to appear in theory or practical.

- (b) For the Secondary examinations, theory and practical are considered as one unit and the learner has to pass in aggregate of the two. Hence, for appearing in a subject with practical at the Secondary level, the learner is required to appear in both theory and practical.

### 4.4 Improvement of Performance

The NIOS allows the learner to apply again in a subject which he/she has already passed for improvement of performance but only once in Public Examination.

The learner has to apply for improvement in the same manner as for appearing in the first examination by paying the required fee. This chance can be availed only once in each subject within five years from the year of admission in Public Examination.

For subjects involving practical, the learner will have to appear in both theory and practical for improvement of his/her performance. Better of the two results would be considered and indicated in the Marksheet. NIOS will issue only Marksheet if he/she is already certified.

**In case of ODES, the learner can appear in as much time for improvement of performance till his/her satisfaction. However, the learner cannot appear in the ODE in a particular subject twice in the same month.**

### 4.5 Issue of Marksheet and Certificate for Public Examination

The learner shall receive a Marksheet on declaration of result through his/her AI. Provisional and Migration Certificate will be issued to successful learners only. The Pass Certificate will be issued in about six months after declaration of the result.

**Table-7 : Examination Fee and Other Miscellaneous Fee**

**(i) Fee for the Secondary and the Senior Secondary Public Examinations**

Nature of Fee	Amount of Fees
➤ Examination fee	Rs. 250/- per subject
➤ Additional fee for Practicals in subjects having both theory and practicals.	Rs. 120/- per subject
➤ Late fee for examination (after last date)	Rs. 100/- per subject
➤ Consolidated late fee after the prescribed dates at the concerned Regional Centre only (See para 4.1)	Rs. 1500/- per subject



## (ii) Other Miscellaneous Fees

➤ Duplicate copy of the Pass Certificate		Rs. 200/-
➤ Duplicate Provisional Certificate		Rs. 200/-
➤ Duplicate Migration Certificate		Rs. 200/-
➤ Duplicate Marksheet		Rs. 200/-
➤ Duplicate Identity Card		Rs. 100/-
➤ Postal Charges (If the above documents are required by Speed Post)		Rs. 50/-
➤ Re-checking of Answer Script		Rs. 300/- per subject
➤ Re-evaluation of Answer Script (Senior Secondary Examination)		Rs. 800/- per subject
➤ Re-evaluation of Answer Script (Senior Secondary On Demand Examination)		Rs. 1000/- per subject
➤ Verification of NIOS documents (for Private compaines and individual learners)		Rs. 500/- per document
➤ Issue of photocopy of Answer scripts to Learner (Secondary and Sr. Secondary or equivalent courses) within 15 days from the declaration of result.		Rs. 700/- per Answer script
➤ Transcription/verification for foreign Institutions/ Universities for NIOS certificates		Rs. 5000/-
➤ Mark Statement (Revised)	] After correction in admission record	Rs. 200/-
➤ Provisional Certificate (Revised)		Rs. 200/-
➤ Migration Certificate (Revised)		Rs. 200/-
➤ Pass Certificate (Revised)		Rs. 200/-

- Note:**
- The revised duplicate documents fees will be charged as mentioned above.
  - The examination fee is required to be paid by all learners.
  - Examination fee to is same for both the Secondary and the Senior Secondary Courses.
  - The fee once paid for examinations will not be refunded or adjusted under any circumstances.
  - Apply online through E-service for obtaining duplicate copy of Marksheet, Certificate and Migration Certificate.
  - The prescribed fee for the issue of Provisional Certificate, Migration Certificate and Duplicate Marksheet on urgent basis is Rs. 400/- for each certificate except the Pass Certificate; and these documents will be issued within 48 hours from the date of receipt of application.
  - The prescribed fee for the verification of document(s)/certificate(s) on urgent basis is Rs. 1000/- for each document(s)/certificate (s) within 48 hours from the date of receipt of application (for Private compaines and individual learners).
  - In case the duplicate certificate/document/identity card needs to be despatched through Speed Post, additional charge of Rs. 50/- is to be paid by the learner alongiwth the fee.
  - Duplicate I-cards will not be issued to certified candidates.
  - In case of duplicate certificate, a affidavit is required.

In case the learner passes in additional subject(s) or in case of improvement of performance in one or more subjects, no fresh Migration or Pass Certificate will be issued. The learner will be issued only a Marksheet. **No Migration Certificate will be issued to learners unless they complete their courses of study.**

**Note:** In case any discrepancy is noticed by the learner in the result after declaration of the result of Public Examination/On Demand Examination, he/she will have to apply for the same to the concerned Regional Centre within 30 days of declaration of the result alongwith the incorrect documents issued by NIOS, failing which no request will be entertained.

## 4.6 Certification Criteria

In order to pass in a subject and get a certificate of Secondary/Senior Secondary courses, the criteria laid down by NIOS are given in Table-8:

**Table-8: Certification Criteria**

Course	Pass Criteria in a Subject	Certification Criteria
<b>Secondary Course (Class X)</b>	A minimum of 33% marks in the aggregate (Theory plus practical wherever applicable) in the Public Examination. The marks obtained in Internal Assessment will be shown separately in the Marksheet.	Pass in 5 subjects including at least one but not more than two languages.
<b>Senior Secondary Course (Class XII)</b>	A minimum of 33% marks in the aggregate as well as separately in theory and practicals in the Public Examination. The marks obtained in Internal Assessment will be shown separately in the Marksheet.	Pass in 5 subjects including at least one but not more than two languages.

**Note:** Three documents viz. Marksheet, Transfer-cum-Migration and Provisional Certificate will be issued to all successful learners. In case of unsuccessful learners, only marksheet will be issued.

**4.7 Scheme of Examinations:** The scheme of examination highlighting the number of papers, maximum marks and duration of examination for each subject is given in **Table-9**.

**Table-9: Scheme of Examination**

a) Secondary Examination						b) Senior Secondary Examination					
S.No.	Code	Subject	No. of Papers	Max. Marks	Duration (hours)	S.No.	Code	Subject	No. of Papers	Max. Marks	Duration (hours)
<b>Group A</b>						<b>Group A</b>					
1.	201	Hindi	1	100	3	1.	301	Hindi	1	100	3
2.	202	English	1	100	3	2.	302	English	1	100	3
3.	206	Urdu	1	100	3	3.	306	Urdu	1	100	3
4.	209	Sanskrit	1	100	3	4.	309	Sanskrit	1	100	3
5.	203	Bengali	1	100	3	5.	307	Gujarati	1	100	3
6.	204	Marathi	1	100	3	6.	303	Bengali	1	100	3
7.	205	Telugu	1	100	3	7.	304	Tamil	1	100	3
8.	207	Gujarati	1	100	3	8.	305	Odia	1	100	3
9.	208	Kannada	1	100	3	9.	310	Punjabi	1	100	3
10.	210	Punjabi	1	100	3	10.	341	Arabic	1	100	3
11.	228	Assamese	1	100	3	11.	342	Persian	1	100	3
12.	231	Nepali	1	100	3	12.	343	Malayalam	1	100	3
13.	232	Malayalam	1	100	3	<b>Group B</b>					
14.	233	Odia	1	100	3	1.	311	Mathematics	1	100	3
15.	235	Arabic	1	100	3	2.	321	Home Science	(Th) 1 (Pr) 1	80	3
16.	236	Persian	1	100	3	3.	316	Geography	(Th) 1 (Pr) 1	80	3
17.	237	Tamil	1	100	3	4.	318	Economics	1	100	3
18.	238	Sindhi	1	100	3	5.	319	Commerce/Business Studies	1	100	3
<b>Group B</b>						6.	328	Psychology	1	100	3
1.	211	Mathematics	(Th) 1 (Pr) 1	85	2½	7.	332	Painting	(Th) 1 (Pr) 3	30	1½
2.	212	Science & Technology	(Th) 1 (Pr) 1	85	2½	8.	336	Data Entry Operations	(Th) 1 (Pr) 1	40	2
3.	213	Social Science	1	100	3	9.	345	Veda Adhyan <sup>#</sup>	1	100	3
4.	214	Economics	1	100	3	10.	346	Sanskrit Vyakaran <sup>#</sup>	1	100	3
5.	215	Business Studies	1	100	3	11.	347	Bharatiya Darshan <sup>#</sup>	1	100	3
6.	216	Home Science	(Th) 1 (Pr) 1	85	2½	12.	348	Sanskrit Sahitya <sup>#</sup>	1	100	3
7.	222	Psychology	1	100	3	<b>Group C*</b>					
8.	223	Indian Culture and Heritage	1	100	3	13.	312	Physics	(Th) 1 (Pr) 1	80	3
9.	224	Accountancy	1	100	3	14.	315	History	1	100	3
10.	225	Painting	(Th) 1 (Pr) 1	30	1½	15.	333	Environmental Science	(Th) 1 (Pr) 1	80	3
11.	229	Data Entry Operations (E)	(Th) 1 (Pr) 1	40	2	16.	339	Library and Information Science	(Th) 1 (Pr) 1	80	3
12.	242	Hindustani Music	(Th) 1 (Pr) 1	40	2	<b>Group D*</b>					
13.	243	Carnatic Sangeet	(Th) 1 (Pr) 1	40	2	17.	313	Chemistry	(Th) 1 (Pr) 1	80	3
14.	245	Veda Adhyan <sup>#</sup>	1	100	3	18.	317	Political Science	1	100	3
15.	246	Sanskrit Vyakaran <sup>#</sup>	1	100	3	19.	335	Mass Communication	(Th) 1 (Pr) 1	80	3
16.	247	Bharatiya Darshan <sup>#</sup>	1	100	3	20.	374	Military Studies	1	100	3
17.	248	Sanskrit Sahitya <sup>#</sup>	1	100	3	<b>Group E*</b>					
<b>Indian Knowledge Tradition<sup>#</sup></b>						21.	314	Biology	(Th) 1 (Pr) 1	80	3
<b>Indian Knowledge Tradition<sup>#</sup></b>						22.	320	Accountancy	1	100	3
<b>Indian Knowledge Tradition<sup>#</sup></b>						23.	338	Introduction to Law	1	100	3
<b>Indian Knowledge Tradition<sup>#</sup></b>						24.	375	Military History	1	100	3
<b>Indian Knowledge Tradition<sup>#</sup></b>						<b>Group F*</b>					
<b>Indian Knowledge Tradition<sup>#</sup></b>						25.	330	Computer Science	(Th) 1 (Pr) 1	60	3
<b>Indian Knowledge Tradition<sup>#</sup></b>						26.	331	Sociology	1	100	3
<b>Indian Knowledge Tradition<sup>#</sup></b>						27.	337	Tourism	1	100	3
<b>Indian Knowledge Tradition<sup>#</sup></b>						28.	373	Physical Education and Yog	(Th) 1 (Pr) 1	70	3

\* Examination of these subjects will be held on same day and time.

<sup>#</sup> In the Certificate, mention of "Indian Knowledge Tradition" will be made on successful completion of above four subjects alongwith Sanskrit Language subject at Secondary/Senior Secondary level. These subjects are available in Sanskrit medium only.

**NOTE (Applicable for Table 9 Group A)**

Minimum one and Maximum two language subjects from group A are permissible for certification. However, third language can be offered as an additional subject.

## 4.8 Re-checking of Answer Scripts

In case a learner has appeared in one of the Public Examinations and he/she are not satisfied with his/her result, NIOS provides his/her an opportunity for re-checking of answer scripts in which re-totaling of marks is done. It is also ensured that no question is left unevaluated. Please note that **the answers are not re-evaluated during re-checking.**

A learner may apply for re-checking of the Answer Script in any subject *within 15 days* from the date of declaration of the result. Application may be made online for re-checking of the Answer Script. **The learner has to pay the prescribed fee of Rs. 300/-** (Rupees Three Hundred only) per subject to the NIOS through Credit Card/Debit Card/Net Banking. The re-checking will be completed within 30 days from the last date of application. This facility is available in theory marks only.

### NOTE

On re-checking and re-evaluation, the **revised (increased or decreased) marks will be final and binding on the learner(s) applying for re-checking/re-evaluation.** No re-checking or re-evaluation is available in practical examination.

### 4.8.1 Re-evaluation of Answer Scripts at the Senior Secondary level

For re-evaluation of Answer Scripts at the Senior Secondary level, a learner may apply for Re-evaluation of the Answer Script in any subject *within 15 days* from the date of declaration of the NIOS Public Examination result. Application may be made online. **The learner has to pay the prescribed fee of Rs. 800/-** (Rupees Eight Hundred only) per subject to the NIOS through Credit Card/Debit Card/Net Banking. The Re-evaluation will be completed within 45 days from the last date of application. This facility is available in theory marks only.

#### **Re-evaluation of Answer Scripts of On Demand Examination at the Senior Secondary level:**

The learner may apply for re-evaluation of the Answer Script in any subject *within 15 days* from the date of declaration of the NIOS On Demand Examination result. Application may be made online. **For re-evaluation of ODES Answer Scripts at the Senior Secondary level, the learner has to pay the prescribed fee of Rs. 1000/-** (Rupees One Thousand only) per subject to NIOS through Credit Card/Debit Card/Net Banking. The Re-evaluation will be completed within 45 days from the last date of application.

## 4.9 Unfair Means (UFMs)

In case of use of unfair means by the learner in examination, the examination will be cancelled and he/she could be further debarred from appearing in the future examinations. Even learner's admission can also be cancelled. Instructions regarding unfair means are printed on the second page of the Examination Answer Books. The learner should read the same carefully. In case, the learner has been debarred by some other School Education Board for UFM, he/she will not be eligible for admission in NIOS.

## 4.10 Standard of Education and Recognition

There are three National Boards of School Education viz., NIOS, CBSE and CISCE. NIOS is offering school education through Open and Distance Learning (ODL) mode, whereas the other two boards are offering school education courses in Face to Face learning mode. The National Institute of Open Schooling is an autonomous institution under the Ministry of Human Resource Development, Government of India. It is vested with the authority to impart school education upto pre-university level, conduct examinations and award certificates. As all the National/State Boards are following the National Curriculum Framework brought out by the National Council of Education Research and Training

(NCERT), hence the certificates awarded by all Boards are at par. The same is the case with NIOS. The certificates awarded by NIOS are recognised for higher education, Government jobs and for all other purposes.

#### 4.11 Procedure for correction in the results of Public Examination/On Demand Examination

In case of a discrepancy in the result of an Public/On Demand examination, the learner may apply for correction to the Regional Director of his/her region within 30 days from the declaration of results. No request for correction in the results will be entertained thereafter. The proforma for application for correction in the record is available on NIOS website under Student Information Section.

#### 4.12 Awards and Scholarships for NIOS Learners

- (i) **“Ms. Santosh Rastogi Award for Excellence in Geography”** An award titled **“Ms. Santosh Rastogi award for Excellence in Geography”** was introduced for the NIOS pass outs at the Senior Secondary level from the academic year 2005. *Five awards of Rs. 500/- each* are given every year.

The awards are given to those learners who obtain the highest marks in the subject of Geography at Sr. Secondary level in the April-May as well as Oct.-Nov. examinations of the year. The best of both the examinations are taken into consideration. In case of a tie, the learner scoring higher aggregate of total marks is given the award. In case the highest scorer is a case of transfer of credit in that subject, the second highest scorer is considered for giving the award.

- (ii) **Dr. Ambedkar National Scholarship Scheme for Meritorious learners belonging to Scheduled Castes/Scheduled Tribes** This Scholarship Scheme was started by Dr. Ambedkar Foundation set up under the aegis of the Ministry of Social Justice & Empowerment in 1992 with a view to recognise, promote and assist meritorious students belonging to the Scheduled Castes and the Scheduled Tribes for enabling them to pursue higher studies. This is a one time cash award and is given to three learners scoring highest marks in class X examination conducted by the Education Board/Council. This is separate for SC and ST. In case none of the first three eligible students is a girl, the girl student scoring the highest marks gets a special award.

The eligibility criteria for Dr. Ambedkar scholarship:

- (i) The learner should belong to Scheduled Caste (SC) or Scheduled Tribe (ST).
- (ii) Family income of the learner from all sources should be less than Rs. 1 lakh in the preceding financial year.
- (iii) The learner should have appeared in any of the recognised State/All India Boards of Education including NIOS and should have scored not less than 50% marks in the aggregate in the Secondary Certificate Examination.

## Internal Assessment Tutor Marked Assignment (TMA)

The NIOS has developed several means and strategies to help learners to learn well and be successful. Tutor Marked Assignment (TMA) is one such Tool which plays a very important role in the learning process under the Open and Distance Learning (ODL) System. TMAs help learner to know his/her progress and attainment level and develop regular study habits. TMAs also helps in designing diagnostic and remedial teaching strategies during Personal Contact Programmes (PCPs).

The learner's Internal Assessment is done through one Tutor Marked Assignment in each subject. The Assignments are supplied in a booklet form. The Subject Tutors at AIs correct the Assignments of learners and provide their feedback and suggestions for improvement. The Assignments are uploaded on NIOS website from where learners can download them.

### NOTE

Do not pay any additional amount for submitting Assignment Response Sheet at Study Centre.

Internal Assessment (IA) in Secondary/Sr. Senior examination will carry 20% weightage of theory as continuous and comprehensive evaluation. These marks will be shown in the mark-sheet alongwith the marks of external examination which will carry 80% weightage in each subject. TMA is applicable for admission through Stream-I

only. Assignments should be submitted before appearing in the Public Examination of the particular subject. Assignments will not accepted after passing the subject.

**TMA is not applicable to learners seeking registration under the Streams II, III & IV.**

The learner is required to submit the assignment at the AI (Study Centre) as per Schedule given below in **Table-10** and obtain a receipt thereof. However, in case the AI is not functioning or is closed due to administrative reasons, he/she can submit his/her Assignments as per schedule at the concerned Regional Centre. A list of subjects for TMA is given in **Table-11**.

### MOST IMPORTANT

20% weightage of theory is given to Internal Assessment. The public examination covers remaining 80% of weightage of theory. The result of those learners who do not submit the Assignments is declared on the basis of Public Examination.

**Table 10: Schedule of Submission of Assignments for appearing in Public Examination to be held in April/May**

Public Examination	Submission of Assignments by the Learners to AI (Study Centre)	Feedback by the Teacher/ Facilitator to the Learners
April/May Examination	31st January	15th February
October/November Examination	31st July	16th August

**In case the last date so specified happens to be a Public Holiday/Saturday/Sunday, the next working day will automatically be treated as the last date for the purpose.**

**Note:** In case a learner could not submit Tutor Marked Assignment on time at the Study Centre he/she may submit the Assignments alongwith late fee of Rs. 1500/- (to online only on the NIOS website) per subject after due date and after declaration of result till 15th July for April examination and till 15th January for October-November examination at concerned Regional Centre (Appendix-A).

**Table-11: List of Subjects for Tutor Marked Assignment (TMA)**

Secondary			Sr. Secondary Level		
S. No.	Subject Code	Subject	S. No.	Subject Code	Subject
1.	201	Hindi	1.	301	Hindi
2.	202	English	2.	302	English
3.	203	Bengali	3.	303	Bengali
4.	204	Marathi	4.	304	Tamil
5.	205	Telugu	5.	305	Odia
6.	206	Urdu	6.	306	Urdu
7.	207	Gujarati	7.	309	Sanskrit
8.	208	Kannada	8.	307	Gujarati
9.	209	Sanskrit	9.	310	Punjabi
10.	210	Punjabi	10.	341	Arabic
11.	228	Assamese	11.	342	Percian
12.	231	Nepali	12.	343	Malayalam
13.	232	Malayalam	13.	311	Mathematics
14.	233	Odia	14.	312	Physics
15.	235	Arabic	15.	313	Chemistry
16.	236	Persian	16.	314	Biology
17.	237	Tamil	17.	315	History
18.	238	Sindhi	18.	316	Geography
19.	211	Mathematics	19.	317	Political Science
20.	212	Science and Technology	20.	318	Economics
21.	213	Social Science	21.	319	Business Studies
22.	214	Economics	22.	320	Accountancy
23.	215	Business Studies	23.	321	Home Science
24.	216	Home Science	24.	328	Psychology
25.	222	Psychology	25.	330	Computer Science
26.	223	Indian Culture and Heritage	26.	331	Sociology
27.	224	Accountancy	27.	332	Painting
28.	225	Painting	28.	333	Environmental Science
29.	229	Data Entry Operation	29.	335	Mass Communication
30.	242	Hindustani Music	30.	336	Data Entry Operation
31.	243	Carnatic Music	31.	337	Tourism
32.	245	Veda Adhyan	32.	338	Introduction to Law
33.	246	Sanskrit Vyakaran	33.	339	Library and Information Science
34.	247	Bharatiya Darshan	34.	345	Veda Adhyan
35.	248	Sanskrit Sahitya	35.	346	Sanskrit Vyakaran
			36.	347	Bharatiya Darshan
			37.	348	Sanskrit Sahitya
			38.	373	Physical Education and Yog
			39.	374	Military Studies
			40.	375	Military History

# 6

## General and Specific Provisions (Disability wise) in the context of NIOS Examinations

The learners with disabilities like blindness, low vision, speech impairment, locomotor disability and any other disability which causes difficulty in writing the examinations are to be provided with need based provisions such as amanuensis, technological devices etc. The provisions shall be according to their disabilities as per the procedure notified by NIOS from time to time.

The provisions made have been precisely defined in clauses and sub-clauses for clarity.

### 6.1 Procedural Requirements

The learners with disabilities as defined in the Persons with Disabilities Act 1995 and the National Trust Act, 1999 and those with specific learning difficulties who wish to avail certain facilities or need some reasonable accommodations in the examinations are required to submit an application in the given format to the concerned Regional Centre of NIOS. A learner should clearly indicate the support required by his/her along with the certificate issued by an appropriate authority indicating the nature of his/her disability and the extent of the disability. This application should be submitted along with the Examination Registration Form by the parent or guardian of the learner.

A Medical Certificate issued by any of the following authorities is required for availing specific provisions by learners with disability:

- i) Disability Certificate(s) issued by Government Hospitals under Central or State Governments.
- ii) Disability Certificate(s) issued by recognized institutes of national level such as National Association for the Blind, Spastic Society of India etc.
- iii) Disability Certificate(s) issued by non- governmental organizations/ practitioners registered with Rehabilitation Council of India/ Central Government/ State Government of the respective States.

While appearing in the examination, the learner should write his/her disability as mentioned in the certificate on the top of the answer book. This will be authenticated by the concerned Centre Superintendent of the Examination Centre.

### 6.2 General Provisions

#### 6.2.1 Provision of Additional Time

The condition of learners with disabilities will have to be certified as per approved procedure as mentioned in para 6.1 above for determining requirement of additional time.

- i) *An additional 20 minutes per hour of examination for each of the subject will be provided to compensate for additional time required for reading by the amanuensis, understanding the questions, fatigue while dictating to the Amanuensis, sitting continuously etc.*
- ii) *If the condition indicated in the Medical Certificate specified in para 6.1 above requires short break, a break of not more than ten minutes per hour will be permitted in addition to above.*

## 6.2.2 Provision of Amanuensis

The services of an amanuensis, reader, lab assistant can be availed as per requirement of the subject concerned. The following categories of learners will be eligible for this facility:

- a. Learners with Autism
- b. Cerebral Palsy
- c. Intellectual Disability including Mental Retardation
- d. Multiple Disabilities
- e. Blindness, Low Vision
- f. Speech Impairment or Hearing Impairment
- g. Any other disability such as learners with specific learning disabilities like dyslexia, dysgraphia, dyscalculia, dyspraxia and developmental aphasia certified as per procedure mentioned in para 6.1.
  - i) A learner with poor hand function and speech and hearing impairments may be provided an amanuensis who can understand his/her communication including sign language.
  - ii) A learner with hand injury may be provided the facility of an amanuensis.
  - iii) In case of sudden illness resulting in temporary disability, services of an amanuensis will be allowed on furnishing duly certified Medical Certificate specified in para 6.1
  - iv) A learner with disabilities who may choose the use an amanuensis may be permitted to draw the diagrams etc., himself/herself if he/she so desires.
  - v) A learner with disabilities may be provided a Lab Assistant as per requirement of the particular subject.
  - vi) A learner with disabilities may be provided the services of a Reader as and when required.
  - vii) In case a learner needs a Care Giver inside the Examination Hall during the examination, a prior application in the given format is required to be submitted along with the Application Form, and permission has to be obtained.
  - viii) In case a learner needs a Care Giver to help him/her reach the examination room and find his/her particular seat, a prior application in the given format is required to be submitted along with the Application Form and permission has to be obtained.
  - ix) In specific cases, near relative, Care Giver or concerned teacher may be present in the examination hall only for the purpose of motivation and support to the candidate. Prior permission for this needs to be obtained from the concerned Regional Director, Regional Centre, NIOS.

### Note:

- i) The terms **scribe** and **amanuensis** are synonymous and any other term signifying the same can be used for this purpose. In this document, the term **amanuensis** has been used.
- ii) The learner is allowed to opt for different amanuensis for different subjects, if necessary. The learner will have to clearly specify the language in which the Amanuensis is required.
- iii) The format of application for the entry of the Care Giver inside the premises of the Examination Centre is available in the Examination Centre and on the NIOS website.



- iv) Amanuensis/scribe can be arranged by the learner himself/herself or can be provided by the Centre Superintendent. The procedure of approval and eligibility of amanuensies is subject to provisions mentioned of in this chapter.
- v) Assistance of a Lab Assistant is required to be provided by the Centre Superintendent only.

### 6.2.2 (a) Eligibility to be an Amanuensis

- i) The Amanuensis, Reader, Lab Assistant should not be related to the examinee.
- ii) The amanuensis may be a student of any age or class.
- iii) The amanuensis should not be from the same subject(s) in which the learner shall be appearing for the examination. However, if the learner and the amanuensis, reader, lab assistant are from the same stream, then the educational qualification of the amanuensis, reader, lab assistant should be at least one class lower than that of the learner with disability appearing for examination.
- vi) There will be flexibility in accommodating any change in amanuensis, reader, lab assistant in case of emergency. More than one amanuensis, reader, lab assistant for writing different papers as per requirement of the learner will be allowed.
- vii) The learner shall also have the option of meeting the amanuensis a day before the examination in presence of the Centre Superintendent.
- viii) The Centre Superintendent will ensure that the facilitative provisions are granted to the learner with disabilities and inform the compliance to the Regional Director, Regional Centre, NIOS. The Centre Superintendent of the Examination Centre concerned may choose a suitable person from the school as far as possible and forward his/her name with photograph immediately to the concerned Regional Centre with a report giving full particulars of the learner and of the amanuensis, reader, lab assistant for consideration and approval.

### 6.2.2 (b) Fee for amanuensis, reader, lab assistant , interpreter using sign language:

- (i) A fee of Rs. 100/- per session of examination will be given to the amanuensis per learner (with disability) by the Superintendent of the Examination Centre. The remuneration of the categories such as reader, lab assistant and interpreter using sign language will be as per the Para 3.2.1 payment norms of the staff as mentioned in the Guidelines for the Centre Superintendents. The learners under the category Para 6.2.2 (except for iv) will not be required to pay any charge/fee.
- (ii) The learners with temporary disabilities using the facility of amanuensis will have to pay the fee themselves.

### 6.2.3 Use of Computers

The learners with minimal hand function, blindness and low vision and learners with learning disability, cerebral palsy, autism and any other disability will be allowed to use computer if he/she *makes a request in advance to the concerned Regional Director*.

- i) The learners may bring their own computers along with assistive devices if they so wish.
- ii) The learner may also bring the required software (including the Text Reading Software) to enter the responses to the questions.
- iii) The Centre Superintendent would ensure adequate power supply and a printer to print the answer scripts of the learners using computers.

**Note:** The Centre Superintendent will have the right to check the machines for no pre-fed information. *Learners will need to report one hour in advance to complete these formalities.*

The Centre Superintendent may ensure requisite number of computers with hardware, software, and removable storage devices.

#### 6.2.4 Seating Arrangements and Other Support

- a. Wheel Chair user, and mobility impaired learners will be given the facility to write the examination on the ground floor in case the examination room is inaccessible.
- b. The Building should be accessible and proper ramps and other support should be available. The Centre Superintendent will ensure availability of an accessible toilet for learners with disability.
- c. The Centre Superintendent will make arrangements to seat maximum of four learners in a separate Examination Room with a separate Invigilator for supervision.
- d. However, a single room with an invigilator may be made available for learners with specific disability, if so required.
- e. The examination room should be well lit, ventilated and away from noise and distraction.

**6.2.5** The Centre Superintendent(s) will print and pack the answer scripts of the learners with disabilities as per the serial number in a separate envelope and send to the concerned Regional Office of NIOS. The envelope should be superscribed with “Answer Sheets of Learners with Disabilities”. A separate column will be provided on the title page of the answer book for indicating the category of disability as per **Table 12**.

**Table 12 Code for marking Different Disabilities**

S.No	Category of Disability	Code
1.	Blindness	B
2.	Low Vision	LV
3.	Locomotor Disability	L
4.	Hearing and Speech Impairment	HI
5.	Leprosy cured	LC
6.	Mental Illness	MI
7.	Mental Retardation	MR
8.	Autism	Aut
9.	Cerebral Palsy	CP
10.	Multiple Disabilities	MD
11.	Specific Learning Disabilities	SLD

**6.2.6 Learners with Specific Needs** registered is the Special Accredited Institution for Education of Disadvantaged (SAIED) will have their Study Centre as Examination Centre also. During examination, the invigilators deputed by NIOS will monitor the examination proceedings. To facilitate easy access, a few selected schools will be made Examination Centres for learners with disabilities. However, NIOS reserves the right to allot any centre other than SAIED in the larger interest of the learner and feasibility. However, all necessary

support will be provided to learners with disabilities appearing in examinations in centres other than the SAIED centres.

## 6.3 Specific Provisions<sup>1</sup>

**These are specific provisions in addition to the general provisions mentioned under Section 6.2**

### 6.3.1 Learners with Blindness and Low Vision

- i. Learners with blindness and low vision will be provided alternate questions in the theory papers in place of the questions related to marking and labelling of maps, construction of geometrical figures and diagrams/graphs etc., wherever applicable at the Secondary and the Senior Secondary levels.
- ii. Visually Impaired learners may be allowed to use amanuensis/take examination using Braille Typewriter, or Computer. The learners should arrange to bring their own Braille Typewriter, etc., for examination purposes.
- iii. Equipments such as Taylor Frame and Geometry Drawing Kit will be allowed in the Examination Hall. Prior permission for the same may be obtained from the concerned Regional Director, Regional Centre, NIOS.

### 6.3.2 Learners with Hearing Impairment

- i. Interpreter using sign language may be allowed in the Examination Room to help the learner with hearing impairment to understand the instructions.
- ii. One interpreter may be adequate for each Examination Room. The Centre Superintendent may take decision regarding arrangement of an Interpreter.

**Note:** The learner is allowed to opt for different scribes for different subjects, if necessary. The learner will have to clearly specify the language in which the scribe is required.

### 6.3.3 Learners with Autism, Cerebral Palsy, Intellectual Disability (Mental Retardation), Multiple Disabilities

- i. Computers with adapted hardware like trackball instead of mouse, augmentative communication boards (illustrative and not exhaustive) may be allowed.
- ii. Intellectual disability (Mentally Retarded) learners may opt for Project Work as an alternative for Practical.
- iii. Adapted chair, table, bed, etc., may be allowed in the Examination Room in case of learners with specific disabilities.
- iv. Provision may also be made for reading the questions wherever necessary.

**Note:** The learners may arrange for their own tools and equipment.

### 6.3.4 Learners with Learning Disability

Provision of amanuensis, use of computer and additional time is permitted as per the procedure specified under section 6.1 and also as mentioned under General Conditions.

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<sup>1</sup> Many learners with disability now request for question papers in alternative format. This involves policy decision and advance preparation. NIOS will announce it as and when the mechanism is in place.

### 6.3.5 Leprosy-Cured Learners

General provisions will be applicable to leprosy cured learners on submitting Medical Certificate as mentioned under Section 6.1.

**Note:** Any learner with disability, who is not covered or covered under the above provisions, should approach the concerned Regional Director, Regional Centre, NIOS, at least four weeks prior to the commencement of the examination for availing certain facilities/accommodation during the examination.

OR

Write to the

Director (Evaluation)

**NATIONAL INSTITUTE OF OPEN SCHOOLING**

A-24-25, Institutional Area, Sector-62, NOIDA-201309, Uttar Pradesh

Email: [direval@nios.ac.in](mailto:direval@nios.ac.in)

## List of the Regional Centres of NIOS

Name of the Region	Address of the Regional Centre	Jurisdiction
1. ALLAHABAD	<b>National Institute of Open Schooling</b> Regional Centre 19/17, Kasturba Gandhi Marg, Kachahari Road Allahabad - 211002 (Uttar Pradesh) Ph.: (O) 0532-2548154 (Fax) 0532-2548149 e-mail: rcallahabad@nios.ac.in	Uttar Pradesh
2. AMETHI	<b>National Institute of Open Schooling</b> Regional Centre Lakhara House, Munshiganj Road, Sarvanpur-227405, Amethi, (Uttar Pradesh) Email: rcamethi@nios.ac.in	Amethi & Gauriganj
3. BENGALURU	<b>National Institute of Open Schooling</b> Regional Centre Office of the Director (Vocational Education) 3rd Floor, PUE Bhawan, 18th Cross Sampige Road, Malleswaram, Bengaluru - 560012, Karnataka, Ph.: 23464223 Fax: 23464222 Email: rcbengaluru@nios.ac.in	Karnataka
4. BHOPAL	<b>National Institute of Open Schooling</b> Regional Centre Manas Bhawan, Shyamla Hills, Bhopal - 462002 (M.P.) Ph.: 0755-2661842, 2660331 Fax : 0755-2661842 e-mail: rcbhopal@nios.ac.in	Madhya Pradesh
5. BHUBANESHWAR	<b>National Institute of Open Schooling</b> Regional Centre ELTI Campus Maitrivihar, Chandrashekhar Pur, Bhubaneswar-751023 Ph. No. 0674-2302688 Email.: rcbbsr@nios.ac.in Website: <a href="http://rcbbsr.nios.ac.in">http://rcbbsr.nios.ac.in</a>	Odisha
6. CHANDIGARH	<b>National Institute of Open Schooling</b> Regional Centre YMCA Complex, Sector-11C, Chandigarh-160 001 Ph.:(O) 0172-2744915, 3950979 Fax : 0172-2744952 e-mail: rcchandigarh@nios.ac.in	Haryana (Excluding Gurgaon, Faridabad & Jhajjar) Punjab and Chandigarh
7. CHENNAI	<b>National Institute of Open Schooling</b> Regional Centre Lady Willington Campus, Kamrajai Salai, Triplicane, Chennai-600005, Tamilnadu Ph. no. 044-28442237 Fax: 044-28442239 e-mail: rcchennai@nios.ac.in	Tamil Nadu, Pondicherry
8. DEHRADUN	<b>National Institute of Open Schooling</b> Regional Centre Amrit Plaza Building, Near Bengali Kothi Chowk Moth Rowala Road, P.O. Ajapur Kalan, Dehradun - 248001 Ph.: (O) 0135- 2532566; 2532592; Fax : 0135-2629166 e-mail: rcdehradun@nios.ac.in	Uttarakhand, Meerut, Bagpat Saharanpur , Muzaffar Nagar, Moradabad and J.P. Nagar (Amroha) districts of U.P.
9. DELHI	<b>National Institute of Open Schooling</b> Regional Centre A-31, Institutional Area, NH-24, Sector-62, NOIDA- 201309 Distt. - Gautam Buddha Nagar (U.P.) Ph: (O) 0120-2404914-15, Fax : 0120-2404916 e-mail: rcdelhi@nios.ac.in	NCT of Delhi and bordering Distts. of NCT in Uttar Pradesh and Haryana comprising of Distts. of Gautam Buddha Nagar (Noida and Greater Noida), Ghaziabad, Gurgaon, Palwal, Faridabad and Jhajjar
10. DHARAMSHALA	<b>National Institute of Open Schooling</b> Regional Centre 2nd Floor, Chamunda Complex, (Near Income Tax Office) Dari Road, Dharamshala, Distt. Kangra-176057, Himachal Pradesh, Ph. (O) 001892-222251 e-mail: rcdharamshala@nios.ac.in	Himachal Pradesh

<i>Name of the Region</i>	<i>Address of the Regional Centre</i>	<i>Jurisdiction</i>
<b>11. GANDHINAGAR</b>	<b>National Institute of Open Schooling</b> Regional Centre Multi Storied Building, D Wing, 7th Floor, Sector-11, Near Pathikaashram, Gandhinagar-3820011, Gujarat, Ph.: 079-23220410, Fax: 079-23220411 Email: rcgandhinagar@nios.ac.in	Gujarat
<b>12. GANGTOK</b>	<b>National Institute of Open Schooling</b> Regional Centre Teacher's Guest House, Syari Gangtok - East Sikkim-737102 email: srcgangtok@nios.ac.in	Sikkim and Bordering Dist. of West Bengal Comprising of Distt. Silliguri and Darjling
<b>13. GUWAHATI</b>	<b>National Institute of Open Schooling</b> Regional Centre Building of Assam Publication Board, (Near Assam Board of Secondary Education) 1st Floor, Bamunimaidan, Guwahati-781021 (Assam) Ph. (O): 0361-2650541, 2651201 (Fax) 0361-2650542 e-mail: rcguwahati@nios.ac.in	Nagaland, Arunachal Pradesh, Assam, Manipur, Mizoram and Tripura
<b>14. HYDERABAD</b>	<b>National Institute of Open Schooling</b> Regional Centre IV Floor, Sri Krishna Devaraya, Telugu Basha Nilayam, Trust, No 4-4-8, 2 Sultan Bazar, Hyderabad - 500095. Ph.: (O) 040-24162859, Fax : 040-24060712	Telangana
<b>15. JAIPUR</b>	<b>National Institute of Open Schooling</b> Regional Centre Sri Krishnan 5-6, Padmavati Colony, Mansarovar Metro Station, Kings Road, Nirman Nagar, Jaipur (Rajasthan) – 302006 Ph.: (O) 0141-2812418, Fax.: 0141-2812519 e-mail: rcjaipur@nios.ac.in	Rajasthan
<b>16. JAMMU</b>	<b>National Institute of Open Schooling</b> Regional Centre, 105, Karan Nagar, Opposite Trikuta Yatri Niwas, Ved Mandir Road, Ambphala, Jammu-180005 rcjammu@nios.ac.in	Jammu and Kashmir
<b>17. KOCHI</b>	<b>National Institute of Open Schooling</b> Regional Centre 6th Floor, Kerala State Housing Board Building, Panampilly Nagar, Kochi-682036 Ph.: 0484-2310032, 4035540 (T/F) 0484-2310033 e-mail: rckochi@nios.ac.in	Kerala
<b>18. KOLKATA</b>	<b>National Institute of Open Schooling</b> Regional Centre CL-18A, Sector-2, Salt Lake City, (Near C.K. Market, Tank No. 9 and Karunamoyee Bus Stand) Kolkata-700 091 (W.B.) Ph.: (O) 033-24797714, Fax : 033-24797707 e-mail: rckolkata@nios.ac.in	West Bengal (Excluding Silliguri and Darjling) and Andaman and Nicobar Island
<b>19. PATNA</b>	<b>National Institute of Open Schooling</b> Regional Centre Lalit Bhawan, Ground Floor, Jawahar Lal Nehru Marg, Bailey Road, Patna - 800001 (Bihar) Ph.: (O) 0612-2545051, 0612-2545470 e-mail: rcpatna@nios.ac.in	Bihar
<b>20. PUNE</b>	<b>National Institute of Open Schooling</b> Regional Centre C/o Indian Institute of Education Campus, 128/2 JP Naik Road, Sriniketan Society, (Near Solaris Club) Kothrud, Pune-411029 (Maharashtra) Ph. (O) 020-25444667, 25439763 (Fax) 020-25456496 e-mail: rcpune@nios.ac.in	Maharashtra, Goa and Daman & Diu

<i>Name of the Region</i>	<i>Address of the Regional Centre</i>	<i>Jurisdiction</i>
<b>21. RAIPUR</b>	<b>National Institute of Open Schooling</b> Regional Centre B.T.I Ground, DIET Campus, Shankar Nagar Ph: (O) 0771-2442147, 2442167 Raipur-492001, Chhatisgarh e-mail: chhatisgarh@nios.ac.in	Chhatisgarh
<b>22. RANCHI</b>	<b>National Institute of Open Schooling</b> Regional Centre Schooling, Hostel Premises, Amar Shahid Thakur Vishavanath Shahdev Zila School, Zilla School Parishad, Ranchi Phone No.: 0651-2217030; Fax: 0651-2217060 e-mail: rcranchi@nios.ac.in	Jharkhand
<b>23. VISAKAPATNAM</b>	<b>National Institute of Open Schooling</b> Regional Centre 5th Floor, B Block, VUDA Complex, Siripuram, Visakapatanam, Andhra Pradesh Ph.: 0891-2564584, E-mail : srcvisakhapatnam@nios.ac.in	Andhra Pradesh
<b>24. KOTA</b>	<b>SUB REGIONAL CENTRE</b>	
	<b>Sub Regional Centre Kota</b> 2nd Floor, 2-PA-1, Vigyan Nagar Main Road, Kota-324005 E-mail : srckota@nios.ac.in Ph. No. 0744-2428555	
<b>25. DARBHANGA</b>	<b>Sub Regional Centre Darbhanga</b> Mohalla Kadirabad, Near Bus Stand (West of Pashu Palan Vibhag) Beside Churi Market Distt. Darbhanga-846004	
<b>26. SHILLONG</b>	<b>NIOS CELL</b>	
	<b>NIOS Cell Shillong</b> Directorate of Educational Research & Training Campus (DERT), Laithumkhram Shillong, Meghalaya-793011 e-mail: trilokes@gmail.com	Meghalaya
<b>27. PORT BLAIR</b>	<b>NIOS Cell Port Blair</b> Adult Education in the Directorate A&N Administration Shiksha Sadan A&N Island, Port Blair	Port Blair

## Nomenclature of Common Service Centres (CSCs) in Different States

S. No.	State	CSC Name
1.	Andhra Pradesh	Rajiv Citizen Service Centre
2.	Andaman and Nicobar Islands	eDweep
3.	Arunachal Pradesh	Common Services Centres (CSCs)
4.	Assam	Arunodoy Kendra
5.	Bihar	Vasudha
6.	Chandigarh	Gram Sampark Centres
7.	Chhattisgarh	Grameen Choice Centres
8.	Delhi	Jeevan Centres
9.	Goa	Lok Seva Kendras
10.	Gujarat	e-Gram
11.	Haryana	e-Disha
12.	Himachal Pradesh	Lok Mitra Kendra
13.	Jammu & Kashmir	Khidmat Centre
14.	Jharkhand	Pragya Kendra
15.	Karnataka	Nemmadi Kendra
16.	Kerala	Akshaya Centres
17.	Lakshadweep	Aashraya
18.	Madhya Pradesh	Nagrik Suvidha Kendra
19.	Maharashtra	Maha e Seva Kendra
20.	Manipur	Common Service Centres
21.	Meghalaya	Rainbow Centres
22.	Mizoram	Mizoram Online Centres (MOC)
23.	Nagaland	Nagaland One, Common Service Centre
24.	Odisha	Common Services Centre
25.	Puducherry	Common Services Centre
26.	Punjab	Gram Suvidha
27.	Rajasthan	e-Mitra
28.	Sikkim	Common Services Centre
29.	Tamil Nadu	People's Computer Centre
30.	Tripura	e-Pariseva Kendra
31.	Uttar Pradesh	Jan Seva Kendra
32.	Uttarakhand	e-Uttara
33.	West Bengal	Tathya Mitra Kendra



**No. F 3-11/2002-EGS-I  
Government of India  
Ministry of Human Resource Development  
Department of Elementary Education & Literacy**

New Delhi-110001  
11th December 2002

**To  
Education Secretaries,  
All States/UTs**

**Subject: According recognition to the Examinations at Primary and Middle level Courses conducted by National Institute of Open Schooling (formerly National Open School (NOS)).**

**Sir,**

The National Institute of Open Schooling (N.I.O.S.) (formerly National Open School (NOS)) is an autonomous organization set up the Ministry of Human Resource Development, Government of India, in 1989 as per the Resolution issued vide No. F 6-2/89-Sch. III dated 21.11. 1989 to provide education upto pre-degree level to those who for one or the other reason could not make use of the formal education system. N.I.O.S. has also been vested with the authority to conduct and certify examinations for Secondary and Senior Secondary levels by the Government of India as per the resolution issued vide No. F 5-24/90-Sch. III dated 14.9.1990 (copy enclosed).

The Association of Indian Universities (AIU) has also intimated the Registrars of all Indian Universities vide their Notification No. EV /11 (354)91/ dated 25.7.1991 (copy enclosed) of its decision to grant equivalence to N.I.O.S. courses with those of other examinations of recognized Boards for purposes of admission to higher courses of study at Indian Universities.

As you would be aware, the National Institute of Open Schooling (NIOS) also runs Open Basic Education Programmes through Distance Education Mode (Open Learning System) at the Elementary stage and awards Joint Certificate with the partnering NGOs at three levels- A level (equivalent to class III or class II of the Southern States where elementary stage is only till class VII), B level (equivalent to class V /IV) and C level (equivalent to class VIII/VII). This is applicable to their programme of equivalency under distance education programme where similar certificates are provided at the same level of competency and equivalency.

You may like to issue necessary instructions to all concerned to consider certificates issued by N.I.O.S. jointly with partnering NGOs for the above levels as equivalent to concerned stage of education in matters of admissions and employment etc. Formal communication/Notification regarding grant of recognition to the examination conducted by National Institute of Open Schooling may issue and the same widely circulated to all concerned.

For further details / clarifications in the matter, the Chairman, National Institute of Open Schooling may be contacted at N.I.O.S., B-31 B, Kailash Colony, New Delhi-110048 or visit their Website at <http://www.nios.ac.in>.

ours faithfully.

**Sd/-  
(Amit Kaushik)  
Director  
Tel No. 23382604**

**Copy for forwarded for information to :-**

1. All the Ministries/Departments of the Govt. of India.
2. All the Officers / Sections in the Deptt. of Elementary Education and Literacy and Department of Secondary and Higher Education.
3. Chairman, National Institute of Open Schooling, B-31 B, Kailash Colony, New Delhi-110048 with reference to his letter No. NIOS/CMOI1-1/02/2607 dated the 10th October 2002

**Sd/-  
(Amit Kaushik)  
Director**

**MINISTRY OF HUMAN RESOURCE DEVELOPMENT  
(Department of Education)  
New Delhi, the 14th September 1990**

**RESOLUTION**

**Subject: Vesting of authority in the National Open School Society for holding certain examinations through distance and open learning system at the school stage and for certification thereof.**

No. F5.24/90 Sch.3 -The Government of India had setup the National Open School Society. an autonomous and registered body on 23rd November. 1989 to cater to the educational needs of school dropouts, working adults, housewives and socially disadvantaged sections, through distance education at the school stage. The Society runs the management of the National Open School which, through distance and open learning system, has been offering courses, preparing students for the Secondary and Senior Secondary School Examinations and also offers Bridge (Preparatory) Courses

It has now been decided that in pursuance of Section 3 (ii) of the Memorandum of Association of the National Open School Society, the Society shall conduct the above examinations at the school stage of education upto predegree level, whether academic, technical or vocational, which are developed either by the National Open School itself or in collaboration with other agencies, subject to the approval of the Society's Executive Board or as it may be called upon to conduct by the Government of India, Ministry of Human Resource Development, Department of Education. The Society shall also be the certifying authority for such courses and programmes and do such acts ancillary to these objects as may be necessary. The Central Board of Secondary Education which was the certifying and examining authority on behalf of the National Open School Society, will cease to be so with effect from the date of issue of this Notification in the Gazette of India.

**ORDER**

Ordered that a copy of the Resolution be sent to all State Governments, Union Territory Administrations, all Ministries Departments of the Government of India, University Grants Commission. Prime Minister's Office, National Council of Educational Research and Training. Council of Boards of Secondary Education, Association of Indian Universities, Central Board of Secondary Education, Council for the Indian School Certificate Examinations and the State Boards of Education.

Ordered also that the Resolution be published in the Gazette of India for general information.

Sd/-  
D.M.DE. REBELLO  
Jt. Secy.

Published in part I Sec. OF No. 42 of the Gazette of India on Saturday the 20th October, 1990

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

NO.EV 11/(354)/91/  
25 July, 1991

**The Secretary  
National Institute of Open Schooling  
Community Centre, Delhi - 110052**

**Re : National Open School-Equivalence of Senior Secondary Certificate Examination**

**Dear Sir.**

We have noted that Govt. of India have set up the National Open School on 23 November, 1989. The 'NOS' offers courses preparing students for the Secondary and Senior Secondary School Examinations, apart from other courses. The Govt. of India, through a Resolution, vide No. F5/23/90 dated 14 September 1990, vested the National Open School with authority to examine and certify its students.

The Association of Indian Universities, at their recent meeting has granted equivalence of the courses of NOS with those of other examinations of recognized boards for purposes of admission to higher studies at Indian Universities. The matter has been brought to the notice of all Universities in the country for their appropriate action.

Kindly write to us in case of any difficulty by the students; we would approach the Universities accordingly.

Thanking you,

**Yours faithfully.**

**Sd/-  
(K. C. Kalra)**



## भारतीय भेषजी परिषद् ( भेषजी अधिनियम, 1948 के अंतर्गत स्थापित ) PHARMACY COUNCIL OF INDIA ( CONSTITUTED UNDER THE PHARMACY ACT, 1948 )

तार Telegram : 'फार्मकाउंसिल' 'FARM COUNCIL'	संयुक्त परिषद् भवन Combined Councils' Building
दूरभाष Telephone : 23239184, 23231348	कोटला रोड Kotla Road
फैक्स Fax : 011-23239184	ऐवान-ए-ग़ालिब मार्ग Aiwan-E-Ghalib Marg
ई-मेल E-Mail : pci@ndb.vsnl.net.in	पोस्ट बॉक्स नं. 7020 Post Box No. 7020
वेबसाइट Website : www.pci.nic.in	नई दिल्ली - 110002 New Delhi - 110002

### By-hand+E-mail

Ref.No.14-2/2015-PCI (A) | 1607-18  
14-55/2014-PCI

10 JUL 2015

श्री. Satish Kumar  
Under Secretary  
Ministry of Health & Family Welfare  
Deptt. Of Health & Family Welfare  
AHS Section, Nirman Bhawan  
**New Delhi-108**

**Sub: Eligibility of NIOS learners for admission to pharmacy courses.**

**Ref: Your letter No.V.13025/01/2013-PMS dt.12.6.2015**

Sir

With reference to the subject cited above, it is informed that the above cited issue was considered by the 97<sup>th</sup> Central Council of the PCI in its meeting held in June, 2015 and decision is as under-

"The Council's earlier decision on NIOS was reviewed. Keeping in view the larger interest of the country where thrust is given to skill development, the Council considered the issue of students who have passed from Open School system for admission to pharmacy courses. The Council reviewed its policy with the condition that quality assurance in the standards of education should be maintained by all stakeholders and if necessary evolve a mechanism for the same such as the conduct of an exit examination after the completion of the D.Pharm course and before the registration of the candidate as a pharmacist under the Pharmacy Act and approved that a student who has passed from Open School education system of the Central Govt. / State Govts. institutions be made eligible for admission to pharmacy courses as per the concerned Education Regulations.

It was further decided that an exit examination for the purpose of registration as a pharmacist will be in respect of all D.Pharm pass out students."

As regards inserting a sunset clause in the Education Regulations, 1991, it has been decided by the Council-

- a) to initiate steps for phasing out the diploma course in pharmacy by 2020.
- b) no new D.Pharm course be given permission from 2017-2018 academic session.

Yours faithfully

(ARCHANA MUDGAL)  
Registrar-cum-Secretary

भारतीय आयुर्विज्ञान परिषद्  
Board of Governors in Super-session of  
MEDICAL COUNCIL OF INDIA

No. MCI-34(1)/(UG)(Gen.)/2012-Med./129570

Dated : 14.09.12

Dr. Sanyam Bhardwaj,  
Director (Student Support Services),  
National Institute Of Open Schooling,  
A-24-25, Institutional Area, N.H.24,  
Sector – 62, Noida – 201 309,  
District: Gautam Budha Natgar (UP)

**Ref.: Letter No. Director (SSS)/PA/MCI/2012/37, dated 28.05.2012.**

**Subject: Clarification regarding Equivalence of NIOS certificates – regarding.**

Sir,

Please refer above captioned letters on the subject noted above.

In this connection, this is to inform that the matter with regard to acceptance of NIOS certificates for evaluating eligibility of students seeking admission in MBBS course has been considered by the Board of Governors at its meeting held on 13.08.2012. The Board of Governors decided as under:-

*“The Board of Governors considered the agenda note and noted the contents of the letter received from the Director, National Institute of Open Schooling dated 28.05.2012 and thereafter decided that since the regulations do not specify as to qualification granted by particular Board will be recognized, therefore, if the requirement of Graduate Medical Education regulations regarding eligibility criteria for admission to MBBS course are fulfilled by the students appearing in 10+2 examination conducted by the National Institute of Open Schooling they may be considered eligible for admission to MBBS course.”*

Yours faithfully,

Sd/-  
(Prof. Sanjay Shrivastava)  
Secretary

**Jurisdiction Army HQ Command vis'-a-vis'  
NIOS Regional Centre :**

<b>S.No.</b>	<b>Army HQ Command</b>	<b>Concerned NIOS Regional Centre</b>
1	HQ Eastern Command	Kolkata
2	HQ Western Command	Chandigarh
3	HQ Central Command	Allahabad
4	HQ Southern Command	Pune
5	HQ Northern Command	Chandigarh
6	HQ South Western Command	Jaipur

# Notes

1. In the event of some doubt arising in the interpretation of provisions, practices and rules, the decision of the Chairman, NIOS will be final.
2. NIOS reserves the right to amend, modify or alter any of these rules and bring them into effect through notification. Once notified, the rules would come into force.
3. If the last date so specified happens to be a public holiday, Saturday/Sunday the next working day will automatically be treated as the last date for the purpose.
4. Every care has been taken to print correct information to the minutest possible level. NIOS, however is not responsible for any inadvertent error that may have crept in during print and publications of the prospectus.

# Important Dates to Remember

## 1. Online Submission of Admission Form for 2019-20

- |      |  |   |   |                                  |
|------|--|---|---|----------------------------------|
| i)   | Online Admission for all Learners (Stream-1)   |   |   |                                  |
|      | Block-1  | 16 <sup>th</sup> March - 31 <sup>st</sup> July 2019             | : | without late fee                 |
|      |  | 1 <sup>st</sup> August - 15 <sup>th</sup> August 2019           | : | with late fee of Rs. 200/-       |
|      |  | 16 <sup>th</sup> August - 31 <sup>st</sup> August 2019          | : | with late fee of Rs. 400/-       |
|      |  | 1 <sup>st</sup> September - 15 <sup>th</sup> September 2019     | : | with late fee of Rs. 700/-       |
|      | Block-2  | 16 <sup>th</sup> September 2018 - 31 <sup>st</sup> January 2020 | : | without late fee                 |
|      |  | 1 <sup>st</sup> February - 15 <sup>th</sup> February 2020       | : | with late fee of Rs. 200/-       |
|      |  | 16 <sup>th</sup> February - 28 <sup>th</sup> February 2020      | : | with late fee of Rs. 400/-       |
|      |  | 1 <sup>st</sup> March - 15 <sup>th</sup> March 2020             | : | with late fee of Rs. 700/-       |
| ii)  | Online Admission for learners wanting to appear in October-November, 2019 Examination (Stream-2)                                     |   | : | 1st May, 2019 to 30th June, 2019 |
| iii) | Online Admission for learners wanting to appear under On Demand Examination system (ODES) of NIOS for Secondary Level (Stream-3)     |   | : | Throughout the year              |
| iv)  | Online Admission for learners wanting to appear under On Demand Examination System (ODES) of NIOS for Sr. Secondary Level (Stream-4) |   | : | Throughout the year              |

## 2. Registration for Public Examination

- |    |  |     |  |
|----|--|-----|--|
| i) | <b>First Public Examination</b><br><b>April-May Examination :</b><br><b>For fresh and unsuccessful learners of previous examinations</b><br>> 21st November to 20th December (Without late fee)<br><b>For learners who have been unsuccessful in the preceding examination i.e. October Exams.</b><br>> 1st December to 20th December (Without late fee)<br><b>For all learners</b><br>> 21st December to 31st December (With late fee of Rs. 100/- per subject)<br>> 1st January to 10th January (With consolidated late fee of Rs. 1500/-) | ii) | <b>Second Public Examination</b><br><b>October-November Examination :</b><br><b>For fresh and unsuccessful learners of previous examinations</b><br>> 21st May to 20th June (Without late fee)<br><b>For learners who have been unsuccessful in the preceding examination i.e. April Exams.</b><br>> 1st June to 20th June (Without late fee)<br><b>For all learners</b><br>> 21st June to 30th June (With late fee of Rs.100/- per subject)<br>> 1st July to 10th July (With consolidated late fee of Rs. 1500/-) |
|----|--|-----|--|

**Note:** (i) Registration for Public Examination for Online Admissions will only be along with Online admission under Streams-2, 3 & 4.  
(ii) NIOS reserves the right to amend, modify or after the dates and bring them into effect through notification.

**3. Declaration of Result of Examination** : 6 to 7 weeks after the last paper is over. Results are made available at the respective AIs as well as on the NIOS website: [www.nios.ac.in](http://www.nios.ac.in)

## 4. Change of Subject/Registration for Additional Subject

- |      |                                  |   |                           |
|------|----------------------------------|---|---------------------------|
| (i)  | For April-May Examination        | : | 1st July to 15th November |
| (ii) | For October-November Examination | : | 1st January to 15th May   |

**5. Re-checking of Answer Scripts** : Within 15 days from the declaration of result of examination

**6. Re-evaluation of Answer Scripts at Senior Secondary level** : Within 15 days from the declaration of result of Examination

**7. Photocopy of Answer Scripts** : Within 15 days from the declaration of result of Examination

Note : For dates pertaining to registration for Public Examination over and above the said schedule, please refer to the Prospectus and visit NIOS Website: [www.nios.ac.in](http://www.nios.ac.in)

(\*The examination fee with **consolidated late fee of Rs. 1500/-** (Rupees One Thousand Five Hundred only) can be accepted through **Net Banking/Credit Card/Debit Card upto 10th January for April-May examination and up to 10th July for Oct.-Nov. examination**).

Purchase of Prospectus or filling up of Application Form merely does not vest any right with the learner for admission to NIOS Courses. Admissions are granted strictly on **First-Come First-Served** basis subject to availability of seats allotted to the respective AIs by the NIOS.



**NATIONAL INSTITUTE OF OPEN SCHOOLING**  
(An autonomous Institution under MHRD, Govt. of India)  
A-24-25, Institutional Area, Sector-62, NOIDA-201309, U.P.

f NIOSHQ | @niostwit | www.nios.ac.in

**Learner Support Centre Toll Free No.: 1800 180 9393**