

Prospectus

Vocational Education
Courses **2018**
with Admission Form



विद्याधनम् सर्वधनं प्रधानम्

NATIONAL INSTITUTE OF OPEN SCHOOLING

(An autonomous Institution under MHRD, Govt. of India)

A-24-25, Institutional Area, Sector-62, NOIDA, UP

ISO 9001 : 2008 Certified

Welcome to NIOS



Dear Learner,

I congratulate and welcome you for choosing National Institute of Open Schooling (NIOS) as your preferred option for pursuing vocational education. By joining NIOS, you are now a part of the Largest Open Schooling System of the World.

Skill development is one of the priority agenda of the Government of India. National Skill Development Mission launched by the Government aims to train 400 million Indians by the year 2022. For achieving this goal, vocational education has to play its part effectively in the changing national context. Considering the diversity of skill requirements across various levels, NIOS is offering 103 Vocational courses in the areas of Agriculture and Animal Husbandry, Business and Commerce, Computer & Information Technology, Engineering & Technology, Home Science & Hospitality, Health and Paramedical Sciences, Teacher Training, etc. The courses are designed and developed with the involvement of academicians and industrialists as per the National Occupational Standards (NOS) provided by different Sector Skill Councils (SSCs). Apart from the Self Learning Material, audio and video support and Personal Contact Programmes (PCPs) are given to the learners to provide better understanding of the concepts.

NIOS is an Institution with a difference, which on one hand is providing flexibilities to suit the learner's need and on the other hand, it is working in close coordination with organizations of national importance such as Ministry of Skill Development, National Skill Development Agency (NSDA), National Skill Development Council (NSDC), Ministry of Textiles(MoT), Indian Medical Association (IMA), India

Tourism Development Corporation (ITDC), and many more for skilling the nation as per market demand.

NIOS has taken a leap forward and is making available Vocational Stream where concentrated efforts will be put on skill training along with academic subjects to qualify for certification. Initially, the vocational stream has been launched at the Secondary Level in the areas of Agriculture and Animal Husbandry and Beauty & Wellness and at Senior Secondary level in the areas of IT and ITES and Ayurveda and Yoga.

NIOS has entered into a MoU with Ministry of Textiles to impart education and training to Handloom Weavers and their children through open schooling. This will empower the weavers and other learners, enabling them and their families for career progression.

Diploma in Elementary Education (D.El.Ed.) programme is designed for in-service untrained teachers working in primary/upper primary schools at different states of the country. This programme aims at enabling the target group to develop skills, competencies, attitudes and understanding to make teaching and learning more effective.

In case, you have any suggestions, on how to enrich the courses, please feel free to be in touch with us. I wish you all success in your course and career.

(Prof. Chandra Bhushan Sharma)
Chairman, NIOS

Prospectus 2018

With Admission Form

Vocational Education Courses



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National Institute of Open Schooling

(An Autonomous Institution under MHRD, Govt. of India)

A-24-25, Institutional Area, Sector-62, NOIDA (U.P.) - 201309

Website: www.nios.ac.in

“The Largest Open Schooling System in the World”

Why should I take admission in NIOS Vocational Education Courses?

1. Freedom of Learn

With the motto to 'reach out and reach all', the NIOS also follows the principle of freedom to learn. What to learn, when to learn, how to learn and when to appear for the examination is decided by you. There is no restriction of time, place and pace of learning.



2. Flexibility

The NIOS provides the following flexibilities:

- ❖ **Round the Year Admission:** You can take admission online or through Accredited Vocational Institutes throughout the year. Admission in vocational courses can also be carried out through the On-line mode.
- ❖ **Choice of Courses:** Choose courses of your choice from the given list keeping the eligibility criteria in mind.
- ❖ **Examination When You Want:** Public Examinations are held twice in a year. NIOS offers nine chances to appear in examinations in five years. You can take any examination during this period, after you have completed the minimum prescribed duration of the course.



3. Relevance

The NIOS Vocational Education courses are functional, useful in daily life and also set the pathway for world of work and for further studies. Most of the courses have inbuilt entrepreneurship component to keep you informed and confident about jobs and business opportunities.

3. Option of Vocational Subjects with Academic Courses

This unique facility helps you to bridge a few vocational subjects with regular Academic courses to earn a certificate. This facility has bridged the gap between different streams of education in the true sense.



4. Recognised Quality Education

NIOS takes conscious steps to provide quality education. The Govt. of India has vested NIOS with the authority to conduct Public Examinations and certify its successful candidates.

NIOS has been awarded as the best Distance Learning Institution by the Commonwealth of Learning in the year 2016.



Facts and Figures about NIOS

- ➔ It is the largest Open Schooling System in the world; more than 2.8 million learners have taken admission since the last five years.
- ➔ Around 30,000 learners take admission every year in the Vocational Education courses and 1,40,000 have enrolled in all the courses and programmes since the last five years.
- ➔ NIOS reaches out to its clients through a network of more than 1478 Vocational Education centers spread all over the country and abroad. There are also more than 5517 centers for Academic programmes.
- ➔ It imparts education through the distance learning mode using a media mix of self-instructional print materials, audio, video and CD-ROMs supported by Personal Contact Programmes and Practical Training Sessions. These are further supplemented by radio broadcasts and T.V. Programmes.
- ➔ NIOS also offers:
 - Open Basic Education Programmes.
 - Secondary and Senior Secondary Education.
 - Life Enrichment Programmes.

Frequently Asked Questions

1. Who is eligible to register for Vocational Educational programmes?

Any one, who is interested in pursuing a Vocational Education programme can register as per the entry requirements in terms of minimum qualifications, as given at Table I on page 21 onwards. Minimum age for admission varies from 14 years to 18 years depending upon the course. There is no upper age limit.

The NIOS does not take any responsibility with regard to employment or the provisions of the Child Labour (Prohibition and Regulation) Act, 1986.

2. When can I take Admission?

You can take admission offline-through the AVIs round the year.

3. Where should I take Admission?

You can take admission at NIOS Study Centres known as Accredited Vocational Institutes (AVI) or Special Accredited Institutes for Education for Disadvantaged (SAIED) near your place, which offer the courses you desire to pursue. List of AVIs/SAIEDs is given on Appendix-I. You may visit AVI/SAIED and discuss about admission with the coordinator. ***It is not necessary to take admission at the AVI/SAIED from where you purchase the Prospectus.*** You are free to choose an AVI/SAIED as per your requirements.

4. How do I know which course to register for?

You can choose a course depending upon your interest and requirement. List of vocational courses is given on page 21 onwards.

5. How many vocational courses one can register at a time?

You can pursue single vocational course at a time.

6. From where do I obtain my study material?

Your AVI/SAIED will give you the study material. You will be able to study on your own using this material.

7. Where can I get my practical training?

Your AVI/SAIED will organize practical training and Personal Contact Programmes for you, which are a must to appear in the public exam.

8. Can I change my AVI/SAIED or course after admission?

No. You will not be able to change your AVI/SAIED or course after admission. Therefore choose your AVI/SAIED and course(s) carefully.

9. When can I appear for the exam?

You may appear for examination as per your convenience after completing the requisite study period. Examinations are conducted twice in a year in April–May and in October–November. You can avail fewer or as many as nine chances to clear your course in five years of the registration period.

10. What certificate will I get after passing a course?

The Government of India has vested NIOS with the authority to examine and certify students registered with it in vocational, technical and academic courses upto pre-degree level through Resolution No. F-5-24/90 dated 14th September 1990 published in Gazette of India dated 20 October 1990. A copy of this is available at Appendix-G.

The Responsibility of a Learner: At a Glance

- ➔ Do not fill the Application form for Admission without reading the instructions carefully.
- ➔ Do not leave any column blank in the Application Form for Admission.
- ➔ Do not forget to write your name and registration number at the back of the photograph before affixing it on the Form and Demand Draft of fee, if fees is paid through Bank Draft.
- ➔ Do not submit Application Form for Admission without supporting documents.
- ➔ Do not get influenced by unauthorized agencies who falsely guarantee your success in examination.
- ➔ Do not pay anyone extra amount for admission and examination over and above the prescribed fees as mentioned in the Application Form for Admission.
- ➔ Do not miss out the Personal Contact/Training Programme (PCPs & PTP) in your subject, which all AVIs have to provide on compulsory basis.
- ➔ Do not indulge in unfair means such as copying, impersonation etc.
- ➔ Provide valid e-mail ID and mobile number for SMS alerts.

Most information about NIOS that you may need during the course of your studies is available on NIOS website. Please log on at **www.nios.ac.in**

Whenever learners communicate with NIOS Study Centres or concerned Regional Centres, please do not forget to mention learners reference number, name, enrolment number and complete address.

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1. The NIOS

The National Institute of Open Schooling (NIOS) was set up by the Ministry of Human Resource Development, Government of India as an autonomous organization in 1989 by amalgamating Open School project of CBSE started in 1979. It was known as National Open School till 2002, when it was rechristened as NIOS.

NIOS provides educational opportunities using distance and open learning methods to persons who wish to study and qualify for a better tomorrow. The mission of NIOS is to provide "*Education for All*" with special concern for girls and women, rural youth, working people, SC/ST, BPL, sports persons, physically and mentally challenged and other disadvantaged groups.

1.1 Functioning of NIOS

- ➔ NIOS operates through a network of 22 Regional Centres, 2 Sub Regional Centres, 2 NIOS Centers, 1 Open Schooling Cell, five departments at Headquarters as well as more than 5,517 Accredited Institutions (AIs) and more than 1478 Accredited Vocational Institutes (AVIs) in India, Nepal and Middle East.
- ➔ NIOS has few Special Accredited Institutions for Education of the Disadvantaged (SAIED) to cater to the needs of the specially abled (Divyang), socially and geographically isolated and disadvantaged sections of society, such as street children, working children, rural women and SC/ST.
- ➔ Admission in vocational education courses is open throughout the year. One can seek admission in vocational courses through AVIs or can directly register oneself through On-line mode.
- ➔ Self Learning package is provided to the learners, which includes printed material, audio and video programmes.
- ➔ Practical Training Programmes (PTPs) are conducted by the AVIs/SAIEDs.
- ➔ Public Examinations are held twice a year in April-May and October-November.
- ➔ NIOS also conducts live Personal Contact Programme (PCP) through Mukta Vidya Vani,

which is a web based radio streaming. Students can listen to these programmes and also ask questions. The daily schedule for this programme is available on the NIOS website.

1.2 Salient Features

- ➔ **No Age Limit:** There is no upper age limit for registration to NIOS courses, however, the minimum age for enrolment in Secondary courses and for Vocational courses is 14 years and for Senior Secondary courses is 15 years and 16 & 18 years for some selected courses.
- ➔ **Choice in Medium of Instructions:** NIOS offers its courses mainly in Hindi, English and Urdu mediums. Students may, however, write the examinations in any Indian language scheduled in the Constitution of India.
- ➔ **Choice of Subjects:** You can choose any subject **combination from the subjects** offered in the courses of study.
- ➔ **Combination of Academic and Vocational Subjects:** One stand alone vocational subject mentioned at Table - I on page 21-28 can be combined with academic courses at Secondary level and Senior Secondary level.
- ➔ **Validity of Registration:** You can complete your course in a maximum period of **five years** from the year of registration.
- ➔ **Flexibility in Examination:** You can avail maximum of **nine chances** to appear in public examinations spread over a period of **five years**.

- **Credit Accumulation:** You can choose to appear in any one or more subjects in an examination and earn credit till all the subject(s) required for certification are successfully completed.
- **Transfer of Credit:** Under this scheme, you may transfer your pass credits in maximum of two subjects from CBSE and other selected Boards in the academic courses.
- **Re-admission:** The ex-students of NIOS who have completed their validity period of five years of admission, but could not complete the course, are eligible to take Re-admission. The credit(s) of maximum of four subjects may be transferred for fresh admission, if these subjects were passed during the last ten years.

1.3 Courses of Study

NIOS provides education up to pre-degree level to those who for one reason or the other could not or did not make use of the formal education system. NIOS offers the undermentioned courses to meet the needs and requirements of such group of learners.



Certificate Course in Embroidery

1.3.1 Open Basic Education (OBE)

NIOS has introduced Open Basic Education (OBE) Programme as an alternative educational programme to align with the objectives of Ministry of Human Resource Development (MHRD), Government of India, to provide Basic Education to all the children, youth and adults in the country under its *Sarva Shiksha Abhiyan (SSA)*. OBE

programmes of NIOS is equivalent to the Elementary Education Programme of the formal education system. It is offered at three levels:

Level A: Equivalent to standard III of the formal school system.

Level B: Equivalent to standard V of the formal school system.

Level C: Equivalent to standard VIII of the formal school system.

1.3.2 Secondary Course

This course is equivalent to Xth standard of the formal schooling system. One can join this course irrespective of any formal pre-qualification. Successful completion of minimum of five subjects is necessary for obtaining a certificate. Wide range of subjects are available to choose from a basket of courses. The course may be completed in a minimum period of one year to a maximum period of 5 years.

1.3.3 Senior Secondary Course

This course is designed for those who have passed Xth standard or equivalent examination and would like to continue their education towards a Senior Secondary Certification, equivalent to XIIth standard. The course is recognized by many boards of school education and by several universities for admission to higher education. *Details of Secondary & Senior Secondary courses are available in the Prospectus for Academic Courses.*

1.3.4 Vocational Education Programmes

NIOS offers vocational education courses at school level keeping in view the need of target groups. Presently 103 courses are on offer in the broad



Vocational Certificate Course in Poultry Farming

areas of Agriculture and Animal Husbandry, Business and Commerce, Computer and Information Technology, Engineering and Technology, Health and Paramedical, Home Science and Hospitality Management, Teacher Training etc. **Many of the vocational courses are in collaboration with the industry.**

Revision of courses is being carried out in the light of the National Skills Qualification Framework (NSQF). These vocational courses will be industry driven based upon National Occupational Standards (NOS) set by Sector Skill Councils (SSCs) in the following sectors -

- (a) Agriculture and Animal Husbandry.
- (b) Information Technology.
- (c) Health and Paramedical.
- (d) Home Science and Hospitality.

1.4 Virtual Open Schooling (VOS)

Virtual Open Schooling (VOS) is an on-line educational platform that provides opportunity to learners to continue their education, develop skills and gain credit for certification purpose. The courses are built around a Learning Management System (LMS) with content stored on on-line repositories. Digital media integration would facilitate effectiveness of curriculum, interactions with peer-group, teachers and also with content.

Currently, NIOS is offering two Certificate vocational courses under the Virtual Open Schooling (VOS), viz., Certificate in Agriculture & Animal Husbandry (489) and Certificate in ICT Applications (637). For more details kindly download the VOS programme guide from the link: <http://vos.nios.ac.in/niosvirtual/VOSProgrammeGuide.pdf>

1.5 Schooling of ITI Students

Under this scheme, ITI learners get an opportunity to earn a Secondary and Sr. Secondary Certificate (as per their eligibility) who are pursuing their education through ITIs or have cleared their ITI courses. For this, they need to make a small effort. They will be receiving Secondary and Senior Secondary Certificate from NIOS apart from their trade certificates from ITI. NIOS has signed a Memorandum of Understanding with Directorate

General of Training (DGT) under Ministry of Skill Development and Entrepreneurship (MSDE), Govt. of India to offer this scheme.

Under this scheme, the learners will receive three credits from ITI, and they will need to study two subjects from the NIOS programme. The following options will be available to the learners to choose from:-

- a) One Language course of NIOS
- b) Any one of the academic subjects offered by NIOS

More details can be seen at NIOS website at www.nios.ac.in

1.6 Education of the Army

NIOS Education Project for the 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 (AEC), Integrated Headquarters of Ministry of Defence (Army), DHQ PO, New Delhi.

Military Studies, Military History, Yoga and Physical Education courses are specifically designed package for in-service army jawans working in various parts of the country. The MoU has been signed to offer courses through Distance Learning Mode to attain the following objectives:

- a) to provide an opportunity to earn a Senior Secondary Certificate;
- b) to upgrade the educational qualifications of Indian Army troops;
- c) to provide relevant knowledge, skills and values through this educational effort;
- d) to enable them to serve the society at large by becoming better equipped to seek employment after retirement.

1.7 Training for Un-trained In-service Teachers

Diploma in Elementary Education (D.El.Ed) programme has been specifically designed for inservice untrained teachers working in primary/upper primary schools of different states of the country. The programme has been developed by the Academic Department, NIOS on the initiative of Ministry of Human Resource Development

(MHRD), Govt. of India, keeping in view the NCF 2005, RTE 2009 and NCFTE 2010. The Programme aims at enabling the target group to develop skills, competencies, attitudes and understanding to make teaching and learning more effective.

1.8 Vocational Streams at Secondary and Senior Secondary level

In a path breaking initiative, NIOS has made available Vocational Stream at Secondary and Senior Secondary level, where concentrated efforts will be put on development of skill training in one or related areas alongwith academic subjects to qualify for certification. Many combinations of subjects are available in the selected areas i.e. Agriculture and Animal Husbandry, Ayurveda and Yoga, Business and Commerce, Beauty & Wellness, Engineering and Technology, IT & ITES. Details of these streams are available on page no.13-16.

In the scheme of study, there will be three groups i.e. (a) language subjects (minimum one), (b) 3 core vocational

subjects (NSQF Compliant) from one area, and (c) elective subjects (minimum one) consisting of any relevant subject from the academic pool. The students will have a choice to select minimum five subjects for certification, and can opt for a maximum of seven subjects as per their need and/or interest.

1.9 Education of Weavers

To empower the weavers and enable them and their families for career progression, NIOS has entered into a MoU with Ministry of Textiles to impart education and training to *Handloom Weavers and their children* through open schooling. Secondary level course in Handloom Weaving is meant to give an opportunity to the general learners and handloom weavers to earn a Secondary and Vocational Certificate including skills such as Basic Computing, Entrepreneurship and Soft Skills.

More details of the streams and courses can be seen at the NIOS website.

NIOS is an Open Learning Institution for school level courses as well as examining and certifying authority by itself.

NIOS is one of the National Boards like CBSE and CISCE.

2. Admission

Admission to the Vocational Education courses is open throughout the year. Entry requirements for various courses are given at Table I from page 21 onwards. The lower age limit is 14 years and for some courses, the minimum age is 18 years. Looking into the safety aspects for Secondary level courses and for courses where eligibility is 10th pass, the lower age limit is 15 years. There is no upper age limit. Seats are limited and admission is given on **First Come First Served** basis. NIOS has the facility of On-line admission for the benefit of learners.

2.1 Procedure for Admission

Application for admission must be made in the prescribed form in duplicate given at Appendix 'B'. The application form may also be downloaded from the NIOS website at www.nios.ac.in and the cost of the prospectus has to be paid along with the course fee. Please read carefully the instructions given in Appendix 'A' before filling the Application Form.

The filled in "Application Form" along with relevant documents and the requisite fee should be submitted to the AVI/SAIED in which you wish to take admission. List of these AVIs/SAIEDs with available courses is placed at [Appendix-I](#).

Application Form will not be accepted by NIOS directly either at its counter or by post.

2.1.1 Procedure for On-line Admission

- Log on to the NIOS website www.nios.ac.in.
- Complete information about online admission/examination including the fee details and its submission are displayed at the website.
- Learners can register himself/herself at NIOS website by submitting the e-mail ID and password.
- Access/display of Online Admission Form and filling-up of the Admission Form and submission of form.
- Uploading of student's photograph is optional, however the student has to paste his/her photograph on the printed filled in application form.

2.2 Documents Required for Admission

<i>Items</i>	<i>Documents required</i>
Educational Qualifications	A certificate issued by a recognized Board of Education in case of Secondary/Sr. Secondary. A certificate issued by a recognized school in other cases* or a self attested certificate.
Age Proof	Attested copy of Birth Certificate from the admission register of the school last attended (school leaving certificate/transfer certificate) <i>or</i> attested copy of 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.
Proof of Permanent Address	Ration Card/Election I-Card/ Certificate from Gram Panchayat Officer, Zilla Parishad, Block Development Officer/SDM/Gazetted Officer or Competent Government Functionary/Aadhar card.
<p>* A student who possesses a High School/Secondary Certificate from a Foreign Board/University, seeking admission to NIOS Vocational Education courses will be required to produce a certificate to the office that the examination passed by him/her is equivalent to the Indian High School/Secondary School Examination. Equivalency certificate may be obtained from the Association of Indian Universities, Kotla Road, New Delhi 110002.</p>	
<p>Note: (i) In case of Orphan/Juvenile/Street Children, the Medical Legal Certificate may be provided as proof of Date of Birth. (ii) Please state the correct date of birth. Date of birth once given in the Admission Form will not be changed.</p>	

2.3 Cut off Dates

The Prospectus and the Admission Form will be available at all AVIs/SAIEDs and NIOS Regional Centres throughout the year. The student will be permitted to appear in the next or subsequent examinations on completion of requisite study period of a course.

To regulate the eligibility for the purpose of examination, the cut-off dates will be: **30th June 2018 and 31st December 2018**. This means that the students admitted till these dates will be eligible to take the forthcoming examinations as per their eligibility.

2.4 Minimum Age

These cut off dates are also applicable for age criteria. This means that your minimum age should be 14 years for Vocational Education courses up to Secondary level and 15 years for Senior Secondary level as on **30th June, 2018**, if you have taken admission between January to June 2018 and your minimum age should be 14 years for Vocational Education courses up to Secondary level and 15 years for Senior Secondary level as on **31st December, 2018** if you have taken admission between July to 31st December, 2018 except for the courses for which the minimum age criteria is mentioned below:

Name of Course & Code	Min. Age in yrs.
➤ House Wiring and Electrical Appliance Repairing (601)	15
➤ Motor and Transformer Rewinding (602)	15
➤ Construction Supervision (Civil) (620)	18
➤ Fire Prevention and Industrial Safety (626)	16
➤ Electrical Technician (701 & 702)	15

2.5 Confirmation of Admission

The AVI/SAIED will give you provisional admission, which will be confirmed by NIOS by issue of Identity Card through your AVI/SAIED.

Please check your admission particulars carefully. Mistakes, if any, may be brought to the notice of your AVI/SAIED immediately. You should keep your Identity Card under safe custody as it could also serve as “Hall Ticket” during Examinations.

2.6 Duplicate Identity Card

You may get a duplicate identity card if the original card is lost. The learner has to lodge an FIR in this regard with the concerned Police Station. Kindly apply to the concerned Regional Centre on a plain paper through your AVI/SAIED and attach:

1. A copy of FIR
2. A Bank Draft of Rs.100/- (Rs. one hundred only) drawn in favour of Secretary, NIOS payable at the city of concerned Regional Centre
3. A recent photograph, and
4. Your specimen signatures on the Application Form which have to be attested by the Coordinator of your AVI/SAIED.

2.7 Fees

The amount of admission fee payable for various vocational courses is given in Table I (pages 21 to 28). **Admission fee payable for Vocational Education Courses includes charges for Registration, Identity Card, cost of study material, contact classes, Practical Training etc.**

The Admission fee should be paid to the AVI/SAIED either in cash or through a Bank Draft drawn in favour of “Coordinator (Name of AVI/SAIED)”, where you are seeking admission. The AVI/SAIED will issue you a receipt for the same.

2.7.1 Fee for On-line Admission

The fee for on-line admission is to be deposited through Credit Card (Master/Visa)/Bank Draft/Debit Card/Net Banking.

Once the application is submitted for processing to NIOS, an Acknowledgement Receipt is generated and sent back to the candidate’s email ID indicating his unique Reference Number, his personal details, fees details, etc.

The learner will be required to send a printout of the internet filled in application form (not the acknowledgement receipt) after pasting his/her recent photograph and putting his/her signature at the relevant space and the bank draft of requisite amount if the fee is not paid online in favour of Secretary, NIOS payable at

concerned Regional Centre along with required document to the address mentioned in the acknowledgement receipt within 10 days of the admission of the online form.

Confirmation of admission of On-line learners will be subject to the receipt of the Application Form along with the required documents and requisite fees.

Note: It is to be noted that only 25% of admissions over and above the maximum allotted seats for each trade to every AVI, can be made through On-line mode.

2.8 Contact Hours

To bring uniformity in vocational programmes and make teaching and learning more effective, essential contact hours have been mentioned in **Table No.-I (Pages 21 to 28)**. **AVIs need to issue a certificate of completion for pre-defined hours of theory and practical classes that learner is necessarily required to complete before he/she becomes eligible to appear in the examinations. The learner is advised to fully utilize these contact hours in their respective AVIs and complete their Theory and Practical classes.**

CANCELLATION OF ADMISSION

Your admission will be cancelled and fee will be forfeited on the following grounds:

- Incomplete application form
- Shortage of fee
- Age below the prescribed limit
- Lack of required educational qualification
- Required document of age, qualification and experience are not attached
- Any other discrepancy

Note: Admission once cancelled will not be reconsidered.

3. Instructions and Training Process

NIOS offers flexibility of learning at your own pace and at your own convenience. The instructional process in NIOS comprises of self instructional print material, personal contact programmes, practical training programmes, audio-visual programmes and undertaking assignments wherever applicable.

3.1 Self Instructional Study Material

NIOS provides Self Instructional Study Material specially designed by experts in the field. It will help you learn on your own.

- > You will receive the study material from your AVI/at your residence as mentioned in your application form.
- > Do not pay for the study material.

In case of non-receipt of study materials please contact:

**Incharge,
Material Distribution Unit
Rana Pratap Bagh, New Delhi-110007
Ph.No. 011-27416329, 27240012
E-mail:mpdd@nios.ac.in**

3.2 Personal Contact and Practical Training Programmes

Your AVI/SAIED will organize required number of Personal Contact Programmes and Practical Training



Dress Making in action



Vocational Certificate Course in Yoga

Programmes for you to help you develop your skills. Number of essential hours to be devoted for each course for this purpose is given in Table I (pages 21-28). In these programmes, you are required to:

- ❖ Perform practicals to develop required skills and competencies;
- ❖ Clear your doubts and problems that you face while learning on your own;
- ❖ Get your Practical Portfolios/tasks corrected by the AVI/SAIED Instructors;
- ❖ Discuss your study problems etc., with other students;
- ❖ View relevant video films and CDs, if available at your AVI/SAIED;
- ❖ Explore possibilities for on the job training or apprenticeship facilities.

You are advised to attend all the contact programmes and training programmes to help you develop your skills.

3.3 Audio and Video Programmes

NIOS produces several audio and video programmes to supplement your study. You may visit the NIOS website and participate in live programmes from 11 a.m. to 5.00 p.m. on all week days and from 10.30 a.m. to 12.30 p.m. on Saturdays, Sundays and all Public Holidays.

The Subject Experts in the NIOS Studio will respond to your telephonic queries during this time. A weekly schedule of the programmes for webcast is available on the NIOS website. The Studio telephone number is 0120-4626949 and Toll Free No. 1800-180-2543.

How to Study in NIOS

1. *You should clearly understand that NIOS is not a kind of regular school that you might have attended earlier.*
2. *In NIOS, you have to learn on your own through self learning material provided by NIOS. Collect your learning material and identity card from your AVI/SAIED.*
3. *Read your study material carefully. This has been especially prepared for self learning. Make your notes, mark sections which you do not understand and follow the instructions given in the material.*
4. *Please note that PCPs are not the kind of classes that you might have attended in your schools. Here, you may clarify your doubts, ask for guidance, and get your assignments/projects/practical/records book corrected. You will also meet your peer group for taking support in learning.*
5. *Your AVI/SAIED will also organize Practical Training Programmes for you. Here, you get practical training in your course of study.*
6. *Please make use of the library, audio-video programmes and other facilities at your AVI/SAIED.*
7. *Internal Assessment (if any) and your practical examinations will be conducted at your AVI/SAIED.*
8. *Deposit your examination fee through AVI/SAIED or on-line, on time so that you do not miss your examination.*
9. *Collect Date-Sheet for examination from your AVI/SAIED. It will also be available on the NIOS website.*
10. *You will also receive Hall Ticket from NIOS to appear for the examinations.*
11. *Your result and certificates will be sent to your Home Address / AVI / SAIED after declaration of result.*

4. Evaluation

NIOS evaluation system has many flexibilities to help you to complete your studies as per your convenience. The evaluation system has been devised to test your understanding and skills in a comprehensive manner giving more emphasis on the practical component.

4.1 Freedom of Taking Examination

You need not hurry up to take your examination. Instead, you should master your learning and take examination when you are ready for it. You will have the opportunity

to avail a maximum of 9 chances in 5 years time period to complete your course. You are free to choose any examination without any condition after completing requisite study period and practical training.

Eligibility to appear for the first time in external/public examinations

<i>Courses</i>	<i>For those admitted from 1st January 2018 to 30th June 2018 are eligible to appear for public examination in</i>	<i>For those admitted from 1st July 2018 to 31st December 2018</i>
(i) Six months courses	October–November 2018	April–May 2018
(ii) One year package courses: First Module of the Course with the following codes: 701, 703, 705, 707, 709, 723, 461 Second Module of the Course with the following codes : 702, 704, 706, 708, 710, 724, 462, 463, 494	October–November 2018 April–May 2019	April–May 2019 October–November 2019
(iii) One year courses	April–May 2019	October–November 2019
(iv) Two Year Diploma in A. Radiography course a) First 3 Modules with codes 430, 431, & 432 b) Remaining 3 Modules with codes 433, 434, & 435 B. Diploma in Medical Imaging Technology with codes 471-473 C. Diploma in Medical Laboratory Technology with codes 474-477	April–May 2019 April–May 2019 April–May 2020 April–May 2020	October–November 2019 October–November 2019 October–November 2020 October–November 2020
(v) Diploma in Basic Rural Technology Course a) First 2 modules with codes 452 & 453 b) Remaining 2 modules with codes 454 & 455	April–May 2019 April–May 2020	October–November 2019 October–November 2020

4.2 Medium of Evaluation

The question papers for the theory examinations may be bilingual i.e., in Hindi and English. You may, however, write

your examinations in Hindi, English or a scheduled regional language irrespective of the medium opted for study at the time of admission.

4.3 Evaluation : Some Highlights

NIOS has devised a suitable method of evaluation considering the practical nature of vocational courses where more emphasis is laid on evaluation of skills acquired during the course of study. In many cases, component of internal assessment has also been introduced to ensure continuous evaluation. Thus, there may be three components of evaluation:

- (a) Practical Examination
- (b) Theory Examination
- (c) Internal Assessment (if any)

Practical and Theory Examinations

Both the Practical and the Theory Examinations are conducted twice in a year in April–May and in October–November. Practical Examinations are organized at AVI/SAIED only.

Internal Assessment

NIOS has a provision of Internal Assessment in several courses as detailed in Table-II from pages 29 to 36. This is based on Periodical Tests, Viva-Voce, Assignments, Projects, etc. It will be conducted by AVI/SAIED. Passing in Internal Assessment, wherever applicable, is a necessary condition for passing the examination.

Results are declared approximately eight weeks after the last paper of the public Examination.

The details about the duration of Theory and Practical examinations and the maximum marks for each paper are given in Table II from pages 29 to 36.

4.4 Registration for Examination

For **April–May Examination:**

up to 15th January

For **October–November Examination:**

up to 15th July

There will be no registration for examination after the prescribed dates.

4.5 Examination and other Fees

You have to contact your AVI/SAIED within the specified time to register for the public examinations and pay the examination fee. Examination fee for all types of Vocational Education courses is **Rs. 370 per subject/module** (together for Theory, Practical, and Internal Assessment, if any).

All candidates have to pay the examination fee. Payment for examination fee can also be made on-line as mentioned on page no. 6.

Please note that fees paid for examination cannot be refunded or adjusted under any circumstances.

Other Miscellaneous Fees:

- | | |
|--|-------------------------------------|
| ➤ Duplicate copy of the Certificate | Rs. 200/- |
| ➤ Duplicate Marks Statement | Rs. 200/- |
| ➤ Duplicate Identity Card | Rs. 100/- |
| ➤ Amanuensis (Writer) | Rs. 100/-
(per session) |
| ➤ Scrutiny of Marks/
Rechecking of Answer Scripts | Rs. 300/-
(per subject) |
| ➤ Verification of NIOS
Certificate (for private company
and individual learner) | Rs. 500/-
(per document) |
| ➤ Issue of urgent duplicate
Statement of Marks | Rs. 400/- |
| ➤ Revised Mark statement,
Provisional, Migration and
Pass Certificate after correction | Rs. 200/-
(per document) |
| ➤ Re-evaluation of Answer scripts | Rs. 800/-
(per subject) |
| ➤ Processing fees for issue of
photocopy of Answer Scripts to
learner | Rs. 700/-
(per Answer
Script) |

4.6 Pass Criteria

The pass criteria in different courses is given in Table III on pages 37 to 41 Please note that passing separately in all the components i.e. Theory, Practical and Internal Assessment (if any) is necessary.

If you pass in a component (practical, theory, or internal assessment), your marks in that component will be retained. You need not appear in that component again. You have to appear only in the remaining component(s). However, you have to pay complete examination fee.

4.7 Credit Accumulation

You can avail multiple chances to take examinations. NIOS will keep and accumulate your pass credits in a particular module till you clear all the required modules for certification.

4.8 Combination of Credits in Academic Courses

If you pass a stand alone vocational subject(s) (only one) listed in Table I on page 21-28, its credit(s) can be

combined with the credits of academic courses for the purpose of certification as Secondary/Senior Secondary level. The request for this may be sent on a plain paper to:

The Director (Evaluation), NIOS
A-24/25, Institutional Area, Sector-62
NOIDA, Uttar Pradesh-201309

or

The Concerned Regional Centre

Please enclose your original Secondary/Senior Secondary mark sheet and the photocopy of the mark sheet of the vocational subject for this purpose.

4.9 Improvement of Performance

NIOS will allow you to apply again in a course, which you have already passed for improvement of performance. **This facility is given only once.**

4.10 Scrutiny of Marks (Theory)

If you are not satisfied with your result of a public examination, you may apply for Scrutiny of marks **within 30 days** from the date of declaration of results. You may apply in the prescribed proforma or on a plain paper with prescribed fees (through a bank draft) to the concerned Regional Centre of NIOS.

4.11 Issue of Certificates

You may receive your mark sheet from your AVI/SAIED after declaration of the result. Your certificate will be sent to the AVI/SAIED after three to four months.

Please note that NIOS does not issue any migration certificate to its learners of Vocational Education Courses.

You should do the following

- ☑ Read the Prospectus carefully. Preserve it for future reference.
- ☑ Select course/subject(s) carefully as per your need and future plans i.e. higher studies or job requirements etc.
- ☑ Ensure that you fulfill the eligibility criteria given in the Prospectus for the course you are applying for.
- ☑ Fill in the application form yourself giving correct information about your name, address, date of birth etc.
- ☑ Ensure that all the supporting documents are attached with the application form.
- ☑ Pay the prescribed amount of fee for admission and examination and collect receipts from the AVI/SAIED.
- ☑ Collect your Study Material from your AVI/SAIED after confirmation of admission, without paying any extra money, if not received at your residential address.
- ☑ Attend Personal Contact Programmes, and Practical Training Sessions at your AVI/SAIED as per the Time Table finalized by it.
- ☑ Register for the examination at the appropriate time.

5. Vocational Stream

In our country, the dropout rate after primary schools is very high, perhaps due to economic and cultural reasons. Hence, it is important that an option be provided for meaningful and locally relevant education to such learners who can then be able to stand up on their feet. Some illustrative sectors, where vocational education can make meaningful contribution to the developmental efforts are Agriculture and Animal Husbandry, Handlooms, Handicraft, IT, Retail, Beauty and Wellness etc. The students at the Secondary and Senior Secondary level must be fully equipped with basic knowledge, technical skills, appropriate attitude and entrepreneurship ability so that they can undertake self employment or skilled wage work.

It is visualised that many students would like to go in for vocational courses at Secondary and Senior Secondary level through the open learning system as it provides freedom to combine subjects in the scheme of examination. Open learning system is increasingly becoming popular because of its capacity to provide academic and vocational education in a flexible and learner friendly manner,

particularly to those learners who could not get access to the formal education system.

NIOS is introducing a Vocational Stream at **Secondary and Senior Secondary Level** whereby concentrated efforts will be put on skill training in the same or related areas combining it with two academic subjects to earn a Secondary or Senior Secondary certificate alongwith individual certificates for each vocational course.

Initially the Vocational Stream will be available in the areas of Agriculture and Animal Husbandry, Home Science and Hospitality at Secondary and Computer and IT, Engineering and Technology, Business and Commerce, Ayurveda and Yoga areas at Senior Secondary level. The courses are being developed currently alongwith finalization of AVIs and a notification would be issued regarding their availability.

Choice of subjects

The following is the list of subjects in different areas for Vocational Stream:-

Secondary Level

(i) Beauty and Wellness <ul style="list-style-type: none">➤ Beauty Therapy➤ Hair Care and Styling➤ Hand and Foot Care	These three Vocational subjects alongwith any one Academic subject and one language being offered at the Secondary level shall lead to secondary certification.
(ii) Agriculture and Animal Husbandry <ul style="list-style-type: none">➤ Bee Keeping➤ Paddy Farming➤ Poultry Farming	These three Vocational subjects alongwith any one Academic subject and one language being offered at the Secondary level, shall lead to secondary certification.
(iii) Handloom Weaving <ul style="list-style-type: none">➤ Fibre to Fabric➤ Handloom Weaving➤ Design Development➤ Dyeing and Printing➤ Entrepreneurship for Handloom Weavers	Any four Vocational subjects from the five and combining it with one language shall lead to secondary certification.

Senior Secondary Level

<p>(i) Ayurveda and Yoga</p> <ul style="list-style-type: none"> ➤ Ayurveda Assistant ➤ Panchkarma Assistant ➤ Yoga Assistant 	<p>These three Vocational subjects alongwith one Academic subject and one language can be taken for Senior Secondary certification.</p>
<p>(ii) IT and ITES</p> <ul style="list-style-type: none"> ➤ Web Development ➤ Computer Hardware Assembly and Maintenance ➤ CRM Domestic Voice 	<p>These three Vocational subjects alongwith one Academic subject and one language can be taken for Senior Secondary certification.</p>

In the scheme of study, the courses will be offered in three areas such as (a) language subjects (b) core subjects (NSQF Compliant) and (c) elective subjects consisting of any relevant subject from the academic pool. The learner will have a choice to select minimum five and can opt for maximum seven subjects as per individual career needs.

Instructional Time: 240 hours per subject (including self-study, Personal Contact Programmes (PCP), audio-video, teleconferencing, and practical).

Scheme of Studies

Theory weightage	-	30 %
Practical or hands on training	-	70 %

Instructional Strategy

The courses will be offered through a variety of approach comprising the following:

- Self-instructional print material, face to face counselling
- Hands on Experience/Practical facilities at the Study centre
- Project work, On the job training / internship
- Assignment, Portfolio development

Eligibility Criteria

Secondary level

- For stream I - 14 years as on 31st July 2018 (born on or before 31/07/2004)

- For Stream II - 14 years as on 31st January 2018 (born on or before 31/01/2004)
- Certificate of Class VIII pass, or
- Self Certificate (as mentioned at the back of Admission Form)

Senior Secondary level

1. Secondary pass from any recognized Board.
2. 15 years of age

Course Fee

For the complete package of Vocational Stream consisting of two academic subjects and three core vocational subjects the fee is Rs 10,000 /-including the cost of study material and practical facilities that will be provided by the study centres. The share between the study centre and NIOS is 60% and 40% respectively.

Admission Procedure

Admission to the courses will be done through online mode. However one can take admission in offline mode also, in the prescribed application form available with the 'Prospectus' which can be procured from NIOS Regional Centers or its Study Centers. A soft copy of the prospectus will also be available on NIOS website at www.nios.ac.in. Students can submit their application form throughout the year as per the cut off dates given below:

- 1st Block 1st March to 31st August 2017
- 2nd Block 1st September current year to 28th February next year

Evaluation Strategy

- a) Learner will be required to secure minimum 33% marks for passing in an academic course. Both theory and practical have to be cleared separately with minimum passing marks.
- b) For vocational courses the passing criteria will be 50% separately for Theory and Practical.
- c) Learner would be given 9 chances to clear the course over a period of 5 years.

Examination fee

For appearing in public examination, learners have to apply on the prescribed format for the examination by paying a requisite amount of fee.

- Examination fee of Rs. 370 each for the three skill courses /subject
- Rs 250 per subject for academic subjects and additional Rs 120 /- per subject for the practicals.
- Late fee as per the norms of NIOS, to be paid by demand draft, in favour of Secretary NIOS, payable at respective Regional Centres.

6. Education for Weavers

NIOS has entered into a MoU with Ministry of Textiles to impart education and training to *Handloom Weavers and their Children* through open schooling. Secondary level Course in Handloom Weaving is meant for giving an opportunity to the general learners and handloom weavers to earn a Secondary and Vocational Certificate including skills like Fibre to Fabric, Design Development,

Dyeing & Printing, Handloom Weaving and Entrepreneurship for Handloom Weavers.

6.1 Scheme of Studies

Education of Handloom Weavers shall be done at Secondary level. Under this scheme, the learner may take one language and any four vocational courses as below for getting certified. The proposed scheme of studies is as follows:

Courses	Total Study Hrs.	PCP(in hours)		PCP (RPL)*(in hours)	
		Theory	Practical	Theory	Practical
Any one Language(to be taken from the secondary academic pool) (Compulsory)	240	30	-	NA	
Fibre to Fabric	240	30	90	NA	NA
Handloom Weaving	240	30	90	12	18
Design Development	240	30	90	NA	NA
Dyeing and Printing	240	30	90	12	18
Entrepreneurship for Handloom Weavers	240	30	90	NA	NA

For all the subjects the distribution of weightage will be as:

- ➔ Theory- 30%
- ➔ Practical- 30%
- ➔ OJT/RPL-20%
- ➔ Student Portfolio- 20%

6.2 Fee

The fee structure for this vocational stream is Rs. 10,000/- with 60:40 fee sharing between AVI and NIOS.

6.3 Batch Size: 50 X 2 batches

6.4 Fee Concession

75% of course fee is waived off by Ministry of Textiles for Handloom Weavers and their Children belonging to SC/ST, BPL and Women.

NIOS will provide 25% fee concession to the Handloom Weavers and their Children belonging to SC/ST, BPL and Women.

Note: Currently, RPL assessment is for two courses only i.e. Handloom Weaving and Dyeing and Printing. This would be expanded later to other vocational courses too.

7. General and Specific Provisions (Disability wise) during NIOS Examinations

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.

7.1 Procedural Requirements

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 examination 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 will 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 is required for specific provisions to 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 will write his/her disability on the top of the answer book as mentioned in the certificate. This will be authenticated by the concerned Centre Superintendent of the Examination Centre.

7.2 General Provisions

7.2.1 Provision of Additional Time

The condition of all learners with disabilities will have to be certified as per approved procedure as mentioned in para 8.1 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 8.1 above requires short break, *a break of not more than ten minutes per hour will be permitted in addition to above.*

7.2.2 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 8.1.
 - i) Learners with poor hand function and speech and hearing impairments may be provided amanuensis who can understand their communication including sign language.
 - ii) Learners with hand injury may be provided with the facility of amanuensis.
 - iii) In case of sudden illness resulting in temporary disability, services of amanuensis will be allowed on furnishing duly certified Medical Certificate specified in para 8.1
 - iv) The learners with disabilities who may choose to use the amanuensis may be permitted to draw the diagrams etc., themselves if they so desire.
 - v) Learners with disabilities may be provided with Lab Assistant as per requirement of the particular subject.
 - vi) Learners with disabilities may be provided with the service of a Reader as and when required.
 - vii) In case the 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 the learner needs the 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 relatives, 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 of which will have 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 and can also be provided by the Centre Superintendent. The procedure of approval and eligibility of amanuensis is subject to provisions indicated in this chapter.
- v) Lab Assistant to be provided by the Centre Superintendent only.

7.2.2 (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 the 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 provisions are granted to the learner and inform 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 Director with a report giving full particulars of the learner and of the amanuensis, reader, lab assistant for consideration and approval.

7.2.2 (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 8.2.2 (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.

7.2.3 Use of Computers

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.

7.2.4 Seating Arrangements and Other Support

- a. Wheel Chair user and mobility impaired learners will be given 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.

7.2.5 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 7.1.**

Table 7.1 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

7.2.6 The learners with Specific Needs registered under 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 disability appearing in examinations in centres other than the SAIED centres.

7.3 Specific Provisions¹

These are specific provisions in addition to the general provisions mentioned under section 8.2

7.3.1 Learners with blindness and low vision

- i. Learners with blindness and low vision will be provided with alternate questions in the theory papers in place of the question 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. Equipment 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.

7.3.2 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.

7.3.3 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.

7.3.4 Learners with Learning Disability

Provision of amanuensis, use of computer and additional time is permitted as per the procedure specified under section 8.1 and also as mentioned under general conditions.

7.3.5 Leprosy-Cured Learners

General provisions will be applicable to leprosy cured learners on submitting Medical Certificate as mentioned under Section 8.1.

Note: Any learner with disability, who is not 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

Director (Evaluation)
NATIONAL INSTITUTE OF OPEN SCHOOLING
 A-24-25, Institutional Area, Sector-62,
 NOIDA-201309, Uttar Pradesh

¹ 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.

8. Courses of Study

NIOS offers a number of vocational education courses in different areas. These have been carefully selected and designed to meet the prevailing demands of the job market and interest of the learners. A list of the courses on offer is given in the Table I below together with course code, essential contact hours, medium of study, duration, entry requirements and course fee.

Table I : Courses Offered by Vocational Education Department

Sl. No.	Name of the Course <i>Medium & Batch Size</i> <i>(Number of students × Number of batches)</i>	Modules/Subjects	Course Code	Essential Contact Hrs		Entry Level	Course Fee (in Rs.) (60% AVI Share+ 40% NIOS Share)
				Theory	Practical		
A. Agriculture & Animal Husbandry							
Six Months Certificate Courses							
1.	Mushroom Production <i>(Hindi/English/Urdu) (25 × 2)</i>		618	100	200	8 th pass	600 (360 + 240)
2.	Vermicomposting <i>(Hindi/English/Urdu) (25×2)</i>		621	100	200	Literate	800 (480 + 320)
One Year Stand Alone Certificate Courses							
Secondary Level Courses (10th Standard)							
3.	Bee Keeping <i>(Hindi/English) (30 × 2) (Revised)</i>		650	80	160	Literate	3000 (1800+1200)
4.	Paddy Farming <i>(Hindi/English) (30 × 2)(New)</i>		652	80	160	Literate	3000 (1800+1200)
5.	Poultry Farming <i>(Hindi/English) (30 × 2)(Revised)</i>		653	80	160	8 th Pass	3000 (1800+1200)
Senior Secondary Level Courses (12th Standard)							
6.	Plant Protection <i>(Hindi/English) (30 × 2)</i>		351	100	200	10 th pass	700 (420 + 280)
7.	Water Management for Crop Production <i>(Hindi/English) (30 × 2)</i>		352	100	200	10 th pass	700 (420 + 280)
8.	Soil and Fertilizer Management <i>(Hindi/English) (30 × 2)</i>		362	100	200	10 th pass	700 (420 + 280)
B. Business and Commerce							
I. One Year Certificate & Diploma Courses							
9.	Diploma in Modern Secretarial Practice <i>(Hindi/English) (25 × 2)</i>	(i) Secretarial Procedure	412	40	20	12 th pass	4500 (2700 + 1800)
		(ii) Computer Applications in Office	413	50	100		
		(iii) Business Communication	414	40	–		
		(iv) Shorthand Writing (English)	415	50	100		

Sl. No.	Name of the Course Medium & Batch Size (Number of students × Number of batches)	Modules/Subjects	Course Code	Essential Contact Hrs		Entry Level	Course Fee (in Rs.) (60% AVI Share+ 40% NIOS Share)
				Theory	Practical		
10.	Secretarial Practice (PA/PS) (English/Hindi) (25 × 2)	(i) e-Typewriting (Hindi) Or e-Typewriting (English) Or Typewriting (Urdu)	483	30	70	10 th pass	3500 (2100 + 1400)
			484	30	70		
			464	20	100		
		(ii) Stenography (Hindi) Or Stenography (English)	424	30	100		
			425	30	100		
			426	50	20		
11.	Diploma in Insurance Services (English/Hindi)(25x2)	(i) Business Environment	456	60	40	12 th Pass	5500 (3300 + 2200)
			457	60	40		
		(ii) Principles of Insurance	458	60	40		
			459	60	40		
		(iii) Practice of Life Insurance	460	70	30		
			(iv) Practice of General Insurance	460	70		
(v) Legal Framework	460	70	30				

One Year Stand Alone Certificate Courses

Secondary Level Courses (10th Standard)

12.	Typewriting (Hindi) (20 × 5)	217	20	80	8 th Pass	1000 (600 + 400)
13.	Typewriting (English) (20 × 5)	218	20	80	8 th Pass	1000 (600 + 400)
14.	Typewriting (Urdu)(20 × 5)	221	20	80	8 th Pass	1000 (600 + 400)

Senior Secondary Level Courses (12th Standard)

15.	e-Typewriting (Hindi) (20 × 5)	383	30	70	10 th Pass	2500 (1500+1000)
16.	e-Typewriting (English) (20 × 5)	384	30	70	10 th Pass	2500 (1500+1000)
17.	Typewriting (Hindi) (20 × 3)	322	20	100	10 th Pass	1400 (840 + 560)
18.	Typewriting (English) (20 × 3)	323	20	100	10 th Pass	1400 (840 + 560)
19.	Typewriting (Urdu) (20 × 5)	364	20	100	10 th Pass	1400 (840 + 560)
20.	Secretarial Practice (Hindi/English) (20 × 5)	326	50	200	10 th Pass	1400 (840 + 560)
21.	Stenography (Hindi) (20 × 5)	324	30	100	10 th Pass	1400 (840 + 560)
22.	Stenography (English) (20 × 5)	325	30	100	10 th Pass	1400 (840 + 560)
23.	Stenography (Urdu) (20 × 5)	329	30	100	10 th Pass	1400 (840 + 560)
24.	Employability Skills and Entrepreneurship (English) (20 X 5) (i) The employee Everyone would like to employ (ii) Expression and Communication (iii) Going Digital (iv) Be your Own Boss **(Course under development)	350			10 th Pass	1500 (900+600)
			48	12		
			44	11		
			40	10		
			60	15		

C. Computer and Information Technology

Six Months Certificate Courses

25.	Basic Computing (Hindi/English/Urdu) (25 × 2)	608	40	100	Literate	1200 (720 + 480)
26.	Desk Top Publishing (DTP) (English) (10 × 2)	613	40	100	10 th Pass	2500 (1500+1000)
27.	Web Designing and Development (English) (10 × 3)	622	60	100	10 th Pass	4000 (2400 + 1600)
28.	Computer & Office Applications (English) (10 × 2)	631	40	100	10+2 Pass or CCA from NIOS	3000 (1800+1200)

Sl. No.	Name of the Course Medium & Batch Size (Number of students x Number of batches)	Modules/Subjects	Course Code	Essential Contact Hrs		Entry Level	Course Fee (in Rs.) (60% AVI Share+ 40% NIOS Share)
				Theory	Practical		
29.	Data Entry Operations English (25x2)		632	30	70	10 th pass	3000 (1800+1200)
30.	Advanced Web Designing (English) (10 x 2)		633	60	100	10+2 pass or Certificate in Web Designing from NIOS	5000 (3000+2000)
31.	IT Essentials: PC Hardware and Software in collaboration with CISCO((On-line Course) (English)		651	40	80	10 th pass	4000 (2400+1600)
One Year Certificate Course							
32.	Certificate in Computer Applications (CCA) (English) (20x3)	(i) Basic Computing Skills (ii) Computer Applications	711 712	80 80	160 160	10 th pass	3500 (2100 + 1400)
One Year Stand Alone Certificate Courses							
Senior Secondary Level Courses (12th Standard)							
33.	Web Development (New course) (English)(10 x 3)		660	80	160	10 th Pass	3000 (1800 + 1200)
34.	CRM Domestic Voice (New course) (English) (10 x 3)		661	80	160	10 th Pass	3000 (1800 + 1200)
35.	Computer Hardware Assembly and Maintenance (Revised) (English) (10 x 3)		663	80	160	10 th Pass	3000 (1800 + 1200)
D. Engineering and Technology							
Six Months Certificate Courses							
36.	House Wiring and Electrical Appliance Repairing (Hindi/English) (25 x 2)		601	100	400	10 th pass or 8 th pass with 2 year experience in relevant area	2000 (1200+800)
37.	Motor and Transformer Rewinding (Hindi / English) (25 x 2)		602	100	300		2000 (1200+800)
38.	Radio and Tape Recorder Repairing (Hindi/ English /Urdu) (25 x 2)		603	100	200		2000 (1200+800)
39.	TV Repairing (Hindi/English / Urdu) (25 x 2)		604	100	400		2000 (1200+800)
40.	Plumbing (English/Urdu/Hindi) (20 x 2)		611	100	200	8 th Pass	1000 (600 + 400)
41.	Construction Supervision (Civil) (English/Hindi) (25x2)		620	60	240	10 th Class Pass	12,500 (7,500 + 5000)
42.	Fourwheeler Chassis Mechanism (Hindi/English/Urdu) (25 x 2)		623	100	300	8 th class pass	2000 (1200 + 800)
43.	Fourwheeler Engine Mechanism (Hindi/English/Urdu) (25 x 2)		624	100	300	8 th class pass	2000 (1200 + 800)
One Year Package Courses							
44.	Electrical Technician (Hindi/English) (25 x 2)	(i) House Wiring & Electrical Appliances Repairing (ii) Motor and Transformer Rewinding	701 702	100 100	400 300	10 th pass or 8 th pass with 2 years experience in relevant area	4000 (2400 + 1600)

Sl. No.	Name of the Course Medium & Batch Size (Number of students × Number of batches)	Modules/Subjects	Course Code	Essential Contact Hrs		Entry Level	Course Fee (in Rs.) (60% AVI Share+ 40% NIOS Share)
				Theory	Practical		
45.	Radio and T.V. Technician (Hindi/English/Urdu) (25 × 2)	(i) Radio and Tape Recorder Repairing (ii) TV Repairing	703	100	200	10 th pass or 8 th pass with 2 years experience in Radio and TV repair	4000 (2400 + 1600)
			704	100	400		
46.	Refrigeration and Air Conditioning (Hindi/English) (25 × 2)	(i) Refrigeration (ii) Air Conditioning	709	100	300	8 th Pass with 2 yrs. experience in relevant area or 10 th pass	4000 (2400 + 1600)
			710	100	400		
47.	Certificate in Two Wheeler Mechanism (English/Hindi/Urdu) (25 × 2)		713	100	300	5 th Pass	2000 (1200 + 800)
48.	Certificate in Footwear Design and Production (CFDP) Hindi/English (10 × 2)	Footwear Design and Production	716	200	600	10 th pass	12,500 (7,500 + 5000)
49.	Certificate in Four Wheeler Mechanism (Hindi/English/Urdu) (25 × 2)	(i) Four Wheeler Chassis Mechanism (ii) Four Wheeler Engine Mechansim	723	100	300	8 th pass	4000 (2400 + 1600)
			724	100	300		
One Year Stand Alone Certificate Courses							
Secondary Level (10th Standard)							
50.	Carpentry (English / Hindi) (25 × 2)		252	100	200	8 th pass	1400(840 + 560)
51.	Solar Energy Technician (English/ Hindi) (25 × 2)		253	100	200	8 th pass	800 (480 + 320)
52.	Bio-Gas Energy Technician (English/Hindi) (25 × 2)		254	100	200	8 th pass	800 (480 + 320)
53.	Welding Technology (English/ Hindi / Urdu) (25×2)		257	100	200	8 th pass	3000(1800+1200)
Senior Secondary Level (12th Standard)							
54.	Furniture and Cabinet Making (Hindi / English) (30 × 2)		354	100	200	10 th pass	1400 (840 + 560)
55.	Electroplating (Hindi/English) (30 × 2)		355	100	200	10 th pass	1200 (720 + 480)
E. Health and Paramedical Sciences							
Six Months Certificate Courses							
56.	Yog (Hindi / English) (50 × 2)		614	50	150	8 th pass	1000 (600 + 400)
One Year Certificate Courses							
57.	Care of Elderly (CCE) (For Health Workers) (English/Hindi) (25 × 2)	(i) Basic Life Sciences	445	25	75	10 th pass or 8 th pass with two years experience	3500 (2100 + 1400)
		(ii) Aspects of Aging	446	25	75		
		(iii) General Care and Specific Needs of Elderly	447	25	75		
		(iv) Yog for Elderly	448	25	75		

Sl. No.	Name of the Course Medium & Batch Size (Number of students × Number of batches)	Modules/Subjects	Course Code	Essential Contact Hrs		Entry Level	Course Fee (in Rs.) (60% AVI Share+ 40% NIOS Share)				
				Theory	Practical						
58.	Community Health (English/ Hindi) (25 × 2)	i) Basic Life Sciences	449	34	100	10 th pass	5000 3000 + 2000)				
		ii) Maternal and Child Health Care	450	33	100						
		iii) Prevention & Management of Diseases & Emergency	451	33	100						
59.	Homeopathic Dispensing (Hindi/English/Urdu) (25 × 2)	(i) Introduction to Homeopathy	718	260	100	10 th pass	6000 (3600 + 2400)				
		(ii) Introduction Homeopathy Dispensing	719								
60.	Ayurvedic Therapy (For Panchkarma Technician) (English/ Hindi) (25 × 2)	(i) Introduction to Fundamentals of Ayurveda	721	50	80	12 th pass with Science	10,000 (6000 + 4000)				
		(ii) Introduction to Different Therapies in Ayurveda	722	70	100						
61.	Yoga Teachers Training Programme(New course) (20×4)	(i) Philosophy & Physiology of Yoga	495	100	—	12 th Pass	10000 (6000+4000)				
		(ii) Human Body, Diet and Cleansing	496	100	—						
		(iii) Applied Yoga	497	100	—						
		(iv) Yogic Practice and Training	498	—	300						
		(v) Yoga Teaching Skill	499	—	120						
III. Two Year Diploma Course											
62.	Diploma in Radiography (English) (10 × 1)	(First Year)		430	90	110	12 th pass (in Science subjects)	14000 (8400 + 5600) (For two years)			
		(i) Orientation to X-ray Department	430								
		(ii) Radiation Physics	431						120	80	
		(iii) Human Anatomy and Physiology	432						120	80	
		(Second Year)							433	80	120
		(iv) Dark Room Layout and Practices	433								
(v) Regional Radiography and Contrast Media	434	90	110								
(vi) Advanced Imaging and Special Diagnostic Procedures	435	100	100								
63.	Diploma in Medical Imaging Technology (English) (25 X 2) (In Collaboration with Indian Medical Association)	(i) Basic Human Anatomy and Physiology Orientation to X-ray Department Dark, Room Procedures	471	100	300	12 th Pass with 40%	25000 (17500+3750+3750) (AVI + NIOS + IMA)				
		(ii) Basic and Radiation Physics Regional Radiography Radiation Hazards and Protection Contrast Media	472	300	340						
		(iii) Recent Advance Imaging Special Diagnostic Procedures	473	200	240						
64.	Diploma in Medical Laboratory Technology (English)(25 × 2) (In Collaboration with Indian Medical Association)	(i) Hematology & Blood Bank Techniques	474	100	300	12 th pass with 40%	25000 (17500+3750+3750) (AVI + NIOS + IMA)				
		(ii) Histology and Cytology	475	100	300						
		(iii) Microbiology	476	100	300						
		(iv) Biochemistry	477	100	300						

Sl. No.	Name of the Course Medium & Batch Size (Number of students × Number of batches)	Modules/Subjects	Course Code	Essential Contact Hrs		Entry Level	Course Fee (in Rs.) (60% AVI Share+ 40% NIOS Share)
				Theory	Practical		
One Year Stand Alone Certificate Courses							
Senior Secondary Level Courses (12th Standard)							
65.	Ayurveda Assistant (New Course) (Hindi/English) (25 X 2)		665	80	160	10 th Pass	3000 (1800 + 1200)
66.	Panchakarma Assistant (New Course) (Hindi/English) (25 X 2)		666	80	160	10 th Pass	3000 (1800 + 1200)
67.	Yoga Assistant (New Course)(English) (25 X 2)		667	80	160	10 th Pass	3000 (1800 + 1200)
F. Home Science & Hospitality							
Six Months Certificate Course							
68.	Cutting and Tailoring (Hindi/English/Urdu) (25 × 2)		605	40	160	Literate	1000 (600 + 400)
69.	Dress Making (Hindi/English/Urdu) (30 × 2)		606	40	160	Literate	1000 (600 + 400)
70.	Beauty Culture and Hair Care(Hindi/English/Urdu) (20×2)		612	100	270	8 th pass	1000 (600 + 400)
71.	Certificate in Indian Embroidery (English/Hindi/Urdu) (25x 2)		628	60	100	8 th pass	800 (480 + 320)
One Year Package Course							
72.	Cutting, Tailoring and Dress Making Hindi/English/Urdu (25 × 2)	(i) Cutting and Tailoring (ii) Dress Making	705 706	40 40	160 160	Literate	2000 (1200 + 800)
73.	Certificate in Children's Wear (Hindi/English) (25 × 2) *	(i) Basic Sticking Skills (ii) Children's Wear	461 462	40 40	160 160	8 th Pass	4000 (2400 + 1600)
74.	Certificate in Ladies Wear Hindi/English (25×2) *	(i) Basic Sticking Skills (ii) Ladies Wear	461 463	40 40	160 160	8 th Pass	4000 (2400 + 1600)
75.	Certificate in Men's Wear (Hindi/English) (25 × 2) *	(i) Basic Sticking Skills (ii) Men's Wear	461 494	40 40	160 160	8 th Pass	4000 (2400 + 1600)
One Year Stand Alone Certificate Courses							
Secondary Level (10th Standard)							
76.	Laundry Services (English / Hindi) (25 × 2)		255	40	260	8 th Pass	400 (240 + 160)
77.	Bakery and Confectionery (English/Hindi/Urdu) (25 × 2)		256	80	320	8 th Pass	3500(2100+1400)
78.	Beauty Therapy (New course)(English/Hindi) (20x2)		640	80	160	8 th Pass	3000 (1800 + 1200)
79.	Hair Care and Styling (New course)(English/Hindi) (20x2)		641	80	160	8 th Pass	3000 (1800 + 1200)
80.	Hand and Foot Care (New course)(Hindi / English) (20x2)		642	80	160	8 th Pass	3000 (1800 + 1200)
Senior Secondary Level (12th Standard)							
81.	House-Keeping (Hindi/English/Urdu) (30 × 2)		356	40	260	10 th Pass	1500 (900+600)
82.	Catering Management (Hindi/English/Urdu) (30 × 2)		357	40	260	10 th Pass	2000 (1200+800)
83.	Food Processing (Hindi/English/Urdu) (30 × 2)		358	40	260	10 th Pass	1500 (900+600)
84.	Hotel Front Office Operations (Hindi/English) (30 × 2)		360	40	260	10 th Pass	2000 (1200+800)
85.	Preservation of Fruits and Vegetables (Hindi/English/U2rdu) (30 × 2)		363	40	260	10 th Pass	3000 (1800+1200)

Sl. No.	Name of the Course <i>Medium & Batch Size</i> (Number of students × Number of batches)	Modules/Subjects	Course Code	Essential Contact Hrs		Entry Level	Course Fee (in Rs.) (60% AVI Share+ 40% NIOS Share)
				Theory	Practical		
Two Year Diploma Course							
86.	Diploma in Dress Designing* (Hindi/English) (25 X 2)	i) Basic Sticking Skills ii) Children's Wear iii) Ladies Wear iv) Men's Wear	461 462 463 494	40 40 40 40	160 160 160 160	8 th Pass	8000 (4800 + 3200)
G. Teachers Training							
One Year Certificate Courses							
87.	Certificate in Early Childhood Care and Education (ECCE) (Hindi/English/Urdu) (25 x 2)	(i) Understanding the Child (ii) Early Childhood Care and Education : Principles and Processes (iii) Organising and Managing an Early Childhood Care and Education Centre	439 440 441	190 190 220	110 110 80	10 th pass	3000 (1800 + 1200)
88.	Certificate in Toy Making and Joyful Learning (Hindi/English/Urdu) (30 x 1)	(i) Learning through Toys (ii) Art of Toy Making (iii) Toy Making as an Industry	416 417 418	120 120 120	180 180 180	10 th class pass	3500 (2100+1400)
H. Vocational Stream**							
Secondary Level							
89.	Agriculture and Animal Husbandry	(i) Bee Keeping (ii) Paddy Farming (iii) Poultry Farming	650 652 653	80 80 80	160 160 160	Literate	10000 (6000+4000)
90.	Beauty and Wellness	(i) Beauty Therapy (ii) Hair Care and Styling (iii) Hand and Foot Care	640 641 642	80 80 80	160 160 160	Literate	10000 (6000+4000)
91.	Handloom Weaving	(i) Fibre to Fabric (ii) Handloom Weaving (iii) Design Development (iv) Dyeing and Printing (v) Entrepreneurship for Handloom Weavers	668 669 670 671 672	30 30 30 30 30	90 90 90 90 90	8 th Pass	10000 (6000+4000)
Senior Secondary Level							
92.	Ayurveda and Yoga (English / Hindi)	(i) Ayurveda Assistant (ii) Panchakarma Assistant (iii) Yoga Assistant	665 666 667	80 80 80	160 160 160	10 th Pass	10000 (6000+4000)
93.	IT & ITES (English)	(i) Web Development (ii) CRM Domestic Voice (iii) Computer Hardware Assembly & Maintenance	660 661 663	80 80 80	160 160 160	10 th Pass	10000 (6000+4000)
I. Miscellaneous Courses							
Six Months Certificate Courses							
94.	Security Service (English/Hindi) (50 x 4)		615	100	200	8 th pass	600 (360 + 240)
95.	Fire Prevention and Industrial Safety (English/Hindi) (25 x 2)		626	90	210	8 th pass	7000 (4200 + 2800)
96.	Diamond Grader & Assorter (Gujarati) (25 x 2) (New Course) (Course under development)		639	60	140	10 th Pass	10000 (6000+4000)

Sl. No.	Name of the Course Medium & Batch Size (Number of students × Number of batches)	Modules/Subjects	Course Code	Essential Contact Hrs		Entry Level	Course Fee (in Rs.) (60% AVI Share+ 40% NIOS Share)
				Theory	Practical		
One Year Package Courses							
97.	Certificate in Library Science (CLS) (English/Hindi/Urdu) (25 × 4)	(i) Libraries: Functions and Services	436	50	50	10 th pass	1500 (900 + 600)
		(ii) Organisation of Library Materials	437	50	50		
		(iii) Records of Library	438	50	50		
Two Year Diploma Course							
98.	Diploma in Basic Rural Technology (English/Hindi) (25 × 2)	First Year				8 th Pass	4000 (2400 + 1600)
		i) Our Health	452	50	80		
		ii) Agriculture & Animal Husbandry	453	70	100		
		Second Year					
iii) Rural Engineering	454	50	100				
iv) Our Home Environment	455	50	100				
Collaborative courses with ITDC*** (1 Year Courses) (In English)							
99.	Diploma in Food Production Management (Cookery)		725	220	500	10 th Pass	60000 (54000+6000)
100	Diploma in Food and Beverage Operations		726	220	500	10 th Pass	36000 (32400+3600)
101	Diploma in Housekeeping and Maintenance		727	220	500	10 th Pass	36000 (32400+3600)
102	Diploma in Front Office Operations		728	220	500	10 th Pass	36000 (32400+3600)
103	Diploma in Bakery and Confectionery		729	220	500	10 th Pass	60000 (54000+6000)

* After getting certificate of 1 year, the learner will have the option to pursue another optional module for securing another certificate in six months. For example, if a learner does one year course on "Certificate in Children's Wear" and then wants to take "Certificate in Ladies Wear" he/she has to do only six months module on "Ladies Wear" and credits of the compulsory Module "Basic Stitching Skills" will be automatically transferred. After completion of 1 year certificate course, for taking additional modules the learner will have to fill the admission form again and has to fill his/her previous enrolment number. Only the module on Basic Stitching Skills (461) is compulsory.

** Vocational courses under development. Notification will be issued when they are commenced.

*** A separate prospectus is available for these collaborative courses at Ashok Institute of Hospitality and Tourism Management, C-12/A, Qutab Institutional Area, Delhi-110016

AVIs are free to charge less than the amount prescribed as AVI's share, at their discretion, but in no case student should be charged extra. AVIs are also free to charge this amount in convenient installments at their discretion.

TABLE II : SCHEME OF EXAMINATIONS

Code No.	Name of the Subject	Time (in hrs.)		Marks			Total
		Theory	Practical	Theory	Practical	Internal Assessment	
1. Agriculture & Animal Husbandry							
Six Months Certificate Courses							
618	Mushroom Production	2 ½	3	60	100	40	200
621	Vermicomposting	2 ½	3	60	100	40	200
One Year Stand Alone Certificate Courses							
Secondary Level (10th Standard)							
650	Bee Keeping	1 ½	3	30	70	—	100
652	Paddy Farming	1 ½	3	30	70	—	100
653	Poultry Farming	1 ½	3	30	70	—	100
Senior Secondary Level (12th Standard)							
351	Plant Protection	2	3	60	40	—	100
352	Water Management for Crop Production	2	3	60	40	—	100
362	Soil and Fertilizer Management	2	3	60	40	—	100
2. Business and Commerce							
One Year Certificate & Diploma Courses							
Diploma in Modern Secretarial Practice							
412	Secretarial Procedure	3	2	70	30	—	100
413	Computer Applications in Office	2	2½	30	70	—	100
414	Business Communication	3	—	100	—	—	100
415	Shorthand Writing (English)	1½	1½	30	70	—	100
Secretarial Practice (PA/PS)							
483	e-Typewriting (Hindi)	1½	1½	30	70	—	100
484	e-Typewriting (English)	1½	1½	30	70	—	100
464	Typewriting (Urdu)	1½	1½	30	70	—	100
424	Stenography (Hindi)	1½	1½	30	70	—	100
425	Stenography (English)	1½	1½	30	70	—	100
426	Secretarial Practice	3	1½	70	30	—	100
Diploma in Insurance Services							
456	Business Environment	3	2	80	20	—	100

Code No.	Name of the Subject	Time (in hrs.)		Marks			Total
		Theory	Practical	Theory	Practical	Internal Assessment	
457	Principles of Insurance	3	2	80	20	—	100
458	Practice of life Insurance	2½	2	60	40	—	100
459	Practice of General Insurance	2½	2	60	40	—	100
460	Legal Framework	3	2	80	20	—	100
One Year Stand Alone Certificate Courses							
Secondary Level (10th Standard)							
217	Typewriting (Hindi)	1½	1	30	70	—	100
218	Typewriting (English)	1½	1	30	70	—	100
221	Typewriting (Urdu)	1½	1	30	70	—	100
Senior Secondary Level (12th Standard)							
383	e-Typewriting (Hindi)	1½	1½	30	70	—	100
384	e-Typewriting (English)	1½	1½	30	70	—	100
322	Typewriting (Hindi)	1½	1½	30	70	—	100
323	Typewriting (English)	1½	1½	30	70	—	100
364	Typewriting (Urdu)	1½	1½	30	70	—	100
326	Secretarial Practice	3	1½	70	30	—	100
324	Stenography (Hindi)	1½	1½	30	70	—	100
325	Stenography (English)	1½	1½	30	70	—	100
329	Stenography (Urdu)	1½	1½	30	70	—	100
350	Employability Skills and Entrepreneurship (i) The employee everyone would like to employ (ii) Expression and Communication (iii) Going Digital (iv) Be your Own Boss	3	—	80	—	20	100
3. Computer and Information Technology							
Six Months Certificate Courses							
608	Basic Computing	2	2	40	60	—	100
613	Desk-Top Publishing (DTP)	2	2	40	60	—	100
622	Web Designing and Development	3	3	80	70 + 30	20	200
631	Computer and Office Applications	2	2	40	60	—	100
632	Data Entry Operations	2	3	30	70	—	100
633	Advanced Web Designing	2	2	40	60	—	100
651	IT Essentials: PC Hardware and Software in Collaboration with CISCO (English)	Online	2	40	60	—	100

Code No.	Name of the Subject	Time (in hrs.)		Marks			Total
		Theory	Practical	Theory	Practical	Internal Assessment	
One Year Certificate Course							
Certificate in Computer Applications (CCA)							
711	Basic Computing Skills	2	2	40	60	—	100
712	Computer Applications	2	2	40	60	—	100
One Year Stand Alone Certificate Course							
Senior Secondary Level (12th Standard)							
660	Web Development (New)	1½	3	30	70	—	100
661	CRM Domestic Voice (New)	1½	3	30	70	—	100
663	Computer Hardware Assembly and Maintenance (Revised)	1½	3	30	70	—	100
4. Engineering and Technology							
Six Months Certificate Courses							
601	House Wiring and Electrical Appliance Repairing	1 ½	3	30	90	80	200
602	Motor and Transformer Rewinding	1 ½	3	30	90	80	200
603	Radio and Tape Recorder Repairing	1 ½	3	30	90	80	200
604	TV Repairing	1 ½	3	30	90	80	200
611	Plumbing	1 ½	3	30	90	80	200
620	Construction Supervision (Civil)	2	2½	30	70	—	100
623	Four Wheeler Chassis Mechanism	3	4	80	150	20T + 50Pr	300
624	Four Wheeler Engine Mechanism	3	4	80	150	20T + 50Pr	300
One Year Package Courses							
Electrical Technician							
701	House Wiring & Electrical Appliances Repairing	1 ½	3	30	90	80	200
702	Motor & Transformer Rewinding	1 ½	3	30	90	80	200
Radio and TV Technician							
703	Radio & Tape Recorder Repairing	1 ½	3	30	90	80	200
704	T V Repairing	1 ½	3	30	90	80	200
Refrigeration and Air Conditioning							
709	Refrigeration	1 ½	3	30	90	80	200
710	Air Conditioning	1 ½	3	30	90	80	200

Code No.	Name of the Subject	Time (in hrs.)		Marks			Total
		Theory	Practical	Theory	Practical	Internal Assessment	
Certificate in Two Wheeler Mechanism							
713	Two Wheeler Mechanism	2	3	30	70	—	100
Certificate in Footwear Design and Production							
716	Footwear Design & Production	3	5	100	200	—	300
Certificate in Four Wheeler Mechanism							
723	Four Wheeler Chassis Mechanism	3	4	80	150	20T + 50Pr	300
724	Four Wheeler Engine Mechanism	3	4	80	150	20T + 50Pr	300
One Year Stand Alone Certificate Courses							
Secondary Level (10th Standard)							
252	Carpentry	2	3	30	70	—	100
253	Solar Energy Technician	2	3	30	70	—	100
254	Bio-gas Energy Technician	2	3	30	70	—	100
257	Welding Technology	2	3	30	70	—	100
Senior Secondary Level (12th Standard)							
354	Furniture and Cabinet Making	2	3	30	70	—	100
355	Electroplating	2	3	30	70	—	100
5. Health and Paramedical Sciences							
Six Months Certificate Courses							
614	Certificate in Yog	2	2	40	60	—	100
One Year Certificate Course							
Care of the Elderly							
445	Basic Life Sciences	2	3	40	50	10	100
446	Aspects of Aging	2	3	40	50	10	100
447	General Care and Specific Needs of Elderly	2	3	40	50	10	100
448	Yog for Elderly	2	3	40	50	10	100
Community Health							
449	Basic Life Sciences	3	4	70	100	10T+20Pr	200
450	Maternal & Child Health care	3	4	70	100	10T+20Pr	200
451	Prevention & Management of Diseases	3	4	70	100	10T+20Pr	200
Homeopathy Dispensing							
718	Introduction to Homeopathy	2½	3	60	40	—	100
719	Introduction to Homeopathy Dispensing	2½	3	60	40	—	100

Code No.	Name of the Subject	Time (in hrs.)		Marks			Total	
		Theory	Practical	Theory	Practical	Internal Assessment		
Ayurvedic Therapy								
721	Introduction of Fundamentals of Ayurveda	3	3	80	100	20	200	
722	Introduction to Different Therapies in Ayurveda	3	3	80	100	20	200	
Yoga Teachers Training Programme								
495	Philosophy & Physiology of Yoga	3	—	50	—	—	50	
496	Human Body, Diet and Cleansing	3	—	50	—	—	50	
497	Applied Yoga	3	—	50	—	—	50	
498	Yogic Practice and Training	—	5	—	200	—	200	
499	Yoga Teaching Skill	—	3	—	150	—	150	
Two Year Diploma Course								
Diploma in Radiography								
430	Orientation to X-ray Department	3	—	50	—	—	50	
431	Radiation Physics	3	6	50	100	—	150	
432	Human Anatomy and Physiology	3	—	50	—	—	50	
433	Dark Room Layout and Practices	3	6	50	100	—	150	
434	Regional Radiography and Contrast Media	3	6	50	100	—	150	
435	Advanced Imaging and Special Diagnostic Procedures	3	6	50	100	—	150	
Diploma in Medical Imaging Technology Viva								
471	Basic Human Anatomy & Physiology Orientation of X-Ray Department Dark Room Procedures	3	3	75	75	10	25T	450
472	Regional Radiography Basic & Radiation Physics Radiation Hazards & Protection Contrast Media	3	3	75		20	25T	
473	Recent Advances Imaging Special Diagnostic procedures	3	3	75		20	25T	
Diploma in Medical Laboratory Technology Viva								
474	Hematology & Blood Bank Techniques	3	3	75	40	20	25T + 10 Pr.	200
475	Histology & Cytology							
476	Microbiology	3	3	75	40	15	25T+10Pr	200
477	Biochemistry	3	3	75	40	15	25T+10Pr	200

Code No.	Name of the Subject	Time (in hrs.)		Marks			Total
		Theory	Practical	Theory	Practical	Internal Assessment	
One Year Stand Alone Certificate Courses							
Senior Secondary Level Courses (12th Standard)							
665	Ayurveda Assistant	1 ½	3	30	70	—	100
666	Panchakarma Assistant	1 ½	3	30	70	—	100
667	Yoga Assistant	1 ½	3	30	70	—	100
4. Home Science and Hospitality							
Six Months Certificate Course							
605	Cutting and Tailoring	1 ½	3	30	90	80	200
606	Dress Making	1 ½	3	30	90	80	200
612	Beauty Culture and Hair Care	1 ½	3	30	90	80	200
628	Certificate in Indian Embroidery	2	3	40	50	10	100
One Year Package Course							
Cutting, Tailoring and Dress Making							
705	Cutting and Tailoring	1 ½	3	30	90	80	200
706	Dress Making	1 ½	3	30	90	80	200
Certificate in Children's Wear							
461	Basic Stitching Skills	1 ½	3	30	90	80	200
462	Children's Wear	1 ½	3	30	90	80	200
Certificate in Ladies Wear							
461	Basic Stitching Skills	1 ½	3	30	90	80	200
463	Ladies Wear	1 ½	3	30	90	80	200
Certificate in Men's Wear							
461	Basic Stitching Skills	1 ½	3	30	90	80	200
494	Men's Wear	1 ½	3	30	90	80	200
One Year Stand Alone Certificate Courses							
Secondary Level (10th Standard)							
255	Laundry Services	2	3	40	60	—	100
256	Bakery and Confectionery	2	3	40	60	—	100
640	Beauty Therapy	1 ½	3	30	70	—	100
641	Hair Care and Styling	1 ½	3	30	70	—	100
642	Hand and Foot Care	1 ½	3	30	70	—	100
Senior Secondary Level (12th Standard)							
356	House-Keeping	2	3	40	60	—	100
357	Catering Management	2	3	40	60	—	100
358	Food Processing	2	3	40	60	—	100
360	Hotel Front Office Operations	2	3	40	60	—	100
363	Preservation of Fruits and Vegetables	2	3	40	60	—	100

Code No.	Name of the Subject	Time (in hrs.)		Marks			Total
		Theory	Practical	Theory	Practical	Internal Assessment	
Two Year Diploma Course							
Diploma in Dress Designing							
461	Basic Stitching Skills	1 ½	3	30	90	80	200
462	Children's Wear	1 ½	3	30	90	80	200
463	Ladies Wear	1 ½	3	30	90	80	200
494	Men's Wear	1 ½	3	30	90	80	200
7. Teachers Training							
One Year Certificate Courses							
Certificate in Early Childhood Care and Education (ECCE)							
439	Understanding the Child	3	2	70	30	—	100
440	Early Childhood Care and Education : Principles and Processes	3	2	70	30	—	100
441	Organising and Managing an Early Childhood Care and Education Centre	3	2	70	30	—	100
Certificate in Toy Making and Joyful Learning							
416	Learning through Toys	2	2	40	60	—	100
417	Art of Toy Making	2	2	40	60	—	100
418	Toy Making as an Industry	2	2	40	60	—	100
8. Vocational Streams							
Secondary Level (10th Standard)							
Agriculture and Animal Husbandry							
650	Bee Keeping	1 ½	3	30	70	—	100
652	Paddy Farming	1 ½	3	30	70	—	100
653	Poultry Farming	1 ½	3	30	70	—	100
Beauty and Wellness							
640	Beauty Therapy	1 ½	3	30	70	—	100
641	Hair Care and Styling	1 ½	3	30	70	—	100
642	Hand and Foot Care	1 ½	3	30	70	—	100
Handloom Weavers							
668	Fibre to Fabric	1 ½	3	30	50	20	100
669	Handloom Weaving	1 ½	3	30	50	20	100
670	Design Development	1 ½	3	30	50	20	100
671	Dyeing and Printing	1 ½	3	30	50	20	100
672	Entrepreneurship for Handloom Weavers	1 ½	3	30	50	20	100
Senior Secondary Level (12th Standard)							
Ayurveda and Yoga							
665	Ayurveda Assistant	1 ½	3	30	70	—	100
666	Panchakarma Assistant	1 ½	3	30	70	—	100
667	Yoga Assistant	1 ½	3	30	70	—	100

Code No.	Name of the Subject	Time (in hrs.)		Marks			Total
		Theory	Practical	Theory	Practical	Internal Assessment	
IT and ITES							
660	Web Development	1 ½	3	30	70	—	100
661	CRM Domestic Voice	1 ½	3	30	70	—	100
663	Computer Hardware Assembly & Maintenance	1 ½	3	30	70	—	100
9. Miscellaneous Courses							
Six Months Certificate Courses							
615	Security Service	2	2	40	60	—	100
626	Fire Prevention and Industrial Safety	3	4	80	150	20T+50P	300
639	Diamond Grader & Assorter (Gujarati) (Course under development)	1 ½	3	30	50	20	100
One Year Package Courses							
Certificate in Library Science (CLS)							
436	Libraries: Functions and Services	3	—	60	—	40	100
437	Organisation of Library Material	3	—	60	—	40	100
438	Records of Library	3	—	60	—	40	100
Two Year Diploma Course							
Diploma in Basic Rural Technology							
452	Our Health	1	2	30	50	20	100
453	Agriculture & Animal Husbandry	1	2	30	50	20	100
454	Rural Engineering	1	2	30	50	20	100
455	Our Home Environment	1	2	30	50	20	100
Collaborative Courses with ITDC (1 year courses) (In English)							
725	Diploma in Food Production Management (Cookery)	2	4	60	140	—	200
726	Diploma in Food and Beverage Operations	2	4	60	140	—	200
727	Diploma in Housekeeping and Maintenance	2	4	60	140	—	200
728	Diploma in Front Office Operations	2	4	60	140	—	200
729	Diploma in Bakery and Confectionery	2	4	60	140	—	200

TABLE III : PASS CRITERIA

Course Code	Name of the course	Certification criteria (in percentage)			
		Theory	Practical	Internal Assessment	Aggregate (in each Paper/Module)
1. Agriculture & Animal Husbandary					
Six Months Certificate Courses					
618	Mushroom Production	40	60	60	—
621	Vermicomposting	40	60	60	—
One Year Stand Alone Certificate Courses					
Secondary Level Course (10th Standard)					
650	Bee Keeping	50	50	—	—
652	Paddy Farming	50	50	—	—
653	Poultry Farming	50	50	—	—
Senior Secondary Level Course (12th Standard)					
351	Plant Protection	33	33	—	33
352	Water Management for Crop Production	33	33	—	33
362	Soil and Fertilizer Management	33	33	—	33
2. Business and Commerce					
One Year Certificate & Diploma Courses					
412-415	Diploma in Modern Secretarial Practice	40	50	—	—
424-426, 464, 483,484	Secretarial Practice	33	33	—	33
456-460	Diploma in Insurance Services	40	50	—	50
One Year Stand Alone Certificate Courses					
Secondary Level Courses (10th Standard)					
217, 218, 221	Typewriting (<i>English, / Hindi/Urdu</i>)	—	—	—	33
Senior Secondary Level Courses (12th Standard)					
383, 384	e-Typewriting (<i>Hindi /English</i>)	33	33	—	33
322, 323, 364	Typewriting (<i>Hindi /English/ Urdu</i>)	33	33	—	33
326	Secretarial Practice (<i>Hindi & English</i>)	33	33	—	33
324,325,329	Stenography (<i>Hindi /English /Urdu</i>)	33	33	—	33
350	Employability Skills and Entrepreneurship (English)	33	33	—	—
3 Computer and Information Technology					
Six Months Certificate Courses					
608	Basic Computing	50	50	—	50
613	Desk Top Publishing (DTP)	50	50	—	50
622	Web Designing and Development	50	50	50	50
631	Computer and Office Applications	50	50	—	50

Course Code	Name of the course	Certification criteria (in percentage)			
		Theory	Practical	Internal Assessment	Aggregate (in each Paper/Module)
632	Data Entry Operations	50	50	—	50
633	Advanced Web Designing	50	50	—	50
651	IT Essentials: PC Hardware and Software	50	50	—	50
One Year Stand Certificate Course					
Certificate in Computer Applications (CCA)					
711	Basic Computing Skills	50	50	—	50
712	Computer Applications	50	50	—	50
One Year Stand Alone Certificate Courses					
Senior Secondary Level Courses (12th Standard)					
660	Web Development (New)	50	50	—	—
661	CRM Domestic Voice (New)	50	50	—	—
663	Computer Hardware Assembly & Maintenance (Revised)	50	50	—	—
4. Engineering and Technology					
Six Months Certificate Courses					
601	House Wiring and Electrical Appliance Repairing	40	50	40	50
602	Motor and Transformer Rewinding	40	50	40	50
603	Radio and Tape Recorder Repairing	40	50	40	50
604	TV Repairing	40	50	40	50
611	Plumbing	40	50	40	50
620	Construction Supervision (Civil)	50	50	—	50
623	Four wheeler Chassis Mechanism	40	60	40T + 60P	—
624	Four wheeler Engine Mechanism	40	60	40T + 60P	—
One Year Package Courses					
Electrical Technician					
701	House Wiring & Electrical Appliances Repairing	40	50	40	50
702	Motor and Transformer Rewinding	40	50	40	50
Radio and T.V. Technician					
703	Radio and Tape Recorder Repairing	40	50	40	50
704	TV Repairing	40	50	40	50
Refrigeration and Air Conditioning					
709	Refrigeration	40	50	40	50
710	Air Conditioning	40	50	40	50
Certificate in Two Wheeler Mechanism					
713	Certificate in Two Wheeler Mechanism	40	50	—	—
Certificate in Footwear Design and Production(CFDP)					
716	Certificate in Footwear Design and Production(CFDP)	50	50	—	50

Course Code	Name of the course	Certification criteria (in percentage)			
		Theory	Practical	Internal Assessment	Aggregate (in each Paper/Module)
Certificate in Four Wheeler Mechanism					
723	Four Wheeler Chassis Mechanism	40	60	40T + 60P	—
724	Four Wheeler Engine Mechanism	40	60	40T + 60P	—
One Year Stand Alone Certificate Courses					
Secondary Level (10th Standard)					
252	Carpentry	—	—	—	33
253	Solar Energy Technician	—	—	—	33
254	Bio-Gas Energy Technician	—	—	—	33
257	Welding Technology	—	—	—	33
Senior Secondary Level (12th Standard)					
354	Furniture and Cabinet Making	33	33	—	33
355	Electroplating	33	33	—	33
5. Health and Paramedical Sciences					
Six Months Certificate Courses					
614	Yog	50	50	50	50
One Year Certificate Courses					
445-448	Care of Elderly (CCE)	40	60	60	—
449-451	Community Health (for Community Health Workers)	40	60	40T+ 60P	—
718-719	Homeopathic Dispensing	40	50	—	—
721-722	Ayurvedic Therapy (For Panchakarma Therapy Technicians)	40	50	50	—
495-499	Yoga Teachers Training Programme	50	50	—	—
Two Year Diploma Course					
430-435	Diploma in Radiography	50	50	—	50
471-473	Diploma in Medical Imaging Technology	40	40	40	40
474-477	Diploma in Medical Laboratory Technology	40	40	40	40
6. Home Science & Hospitality					
Six Months Certificate Course					
605	Cutting and Tailoring	40	50	40	50
606	Dress Making	40	50	40	50
612	Beauty Culture and Hair Care	40	50	40	50
628	Certificate in Indian Embroidery	40	50	50	—
One Year Package Course					
705-706	Cutting, Tailoring and Dress Making	40	50	40	50
461, 462	Certificate in Children's Wear	40	50	40	50
461, 463	Certificate in Ladies Wear	40	50	40	50
461, 494	Certificate in Men's Wear	40	50	40	50

Course Code	Name of the course	Certification criteria (in percentage)			
		Theory	Practical	Internal Assessment	Aggregate (in each Paper/Module)
One Year Stand Alone Certificate Courses					
Secondary Level (10th Standard)					
255	Laundry Services	—	—	—	33
256	Bakery and Confectionery	—	—	—	33
640	Beauty Therapy	50	50	—	—
641	Hair Care and Styling	50	50	—	—
642	Hand and Foot Care	50	50	—	—
Senior Secondary Level (12th Standard)					
356	House-Keeping	33	33	—	33
357	Catering Management	33	33	—	33
358	Food Processing	33	33	—	33
360	Hotel Front Office Operations	33	33	—	33
363	Preservation of Fruits and Vegetables	33	33	—	33
Two Year Diploma Course					
Diploma in Dress Designing					
461	Basic Stitching Skills	40	50	40	50
462	Children's Wear	40	50	40	50
463	Ladies Wear	40	50	40	50
494	Men's Wear	40	50	40	50
7. Teachers Training					
One Year Certificate Courses					
439-441	Certificate in Early Childhood Care and Education (ECCE)	33	33	—	33
416-418	Certificate in Toy Making and Joyful Learning	40	50	—	—
8. Vocational Streams					
Secondary Level (10th Standard)					
Agriculture and Animal Husbandry					
350	Bee Keeping	50	50	—	—
652	Paddy Farming	50	50	—	—
653	Poultry Farming	50	50	—	—
Beauty and Wellness					
640	Beauty Therapy	50	50	—	—
641	Hair Care and Styling	50	50	—	—
642	Hand and Foot Care	50	50	—	—

Course Code	Name of the course	Certification criteria (in percentage)			
		Theory	Practical	Internal Assessment	Aggregate (in each Paper/Module)
Handloom Weavers					
668	Fibre to Fabric	33	50	—	—
669	Handloom Weaving	33	50	—	—
670	Design Development	33	50	—	—
671	Dyeing and Printing	33	50	—	—
672	Entrepreneurship for Handloom Weavers	33	50	—	—
Senior Secondary Level (12th Standard)					
Ayurveda and Yoga					
665	Ayurveda Assistant	50	50	—	—
666	Panchakarma Assistant	50	50	—	—
667	Yoga Assistant	50	50	—	—
IT and ITES					
660	Web Development	50	50	—	—
661	CRM Domestic Voice	50	50	—	—
663	Computer Hardware Assembly & Maintenance	50	50	—	—
9. Miscellaneous Courses					
Six Months Certificate Courses					
615	Security Service	50	50	—	50
626	Fire Prevention and Industrial Safety	40	60	40T+ 60P	—
639	Diamond Grader & Assorter (Gujarati) (Course under Development)	50	50	—	—
One Year Package Courses					
436-438	Certificate in Library Science (CLS)	33	—	33	33
452-455	Diploma in Basic Rural Technology	40	50	40	50
Collaborative Courses with ITDC (1 year courses) (In English)					
725	Diploma in Food Production Management (Cookery)	40	50	—	—
726	Diploma in Food and Beverage Operations	40	50	—	—
727	Diploma in Housekeeping and Maintenance	40	50	—	—
728	Diploma in Front Office Operations	40	50	—	—
729	Diploma in Bakery and Confectionary	40	50	—	—

Appendix - A

Instructions for filling up the Application Form for Admission

GENERAL INSTRUCTIONS

1. Apply for admission only on the forms available in the Prospectus (or downloaded from the NIOS website).
2. Forms are provided in duplicate. Fill in both the forms giving same particulars. In case of any variation, particulars filled in the original Form will be treated as final.
3. Ensure your eligibility before filling up the form. You will not get admission in case any of the eligibility criteria is not fulfilled and fee will be forfeited without any intimation.
4. Fill in the form legibly in CAPITAL letters English or Hindi only. Avoid overwriting.
5. Leave one box blank between parts of Name, Father's Name, etc. Do not write Mr., Mrs., Shri, Kum., etc. before any name.
6. Incomplete admission form without supporting documents will be summarily rejected and fee forfeited.

Submit your Application Form and deposit fee only in the AVI/SAIED where you wish to seek admission, and obtain proper receipt.

SPECIFIC INSTRUCTIONS

PART A of the Form

You need to affix your two recent passport size photographs on each application form. Photograph pasted on left side of the forms has to be attested by anyone of the following persons:

- Coordinator of NIOS AVI/SAIED
- Principal of a recognized school/college or institution
- District Magistrate
- Gazetted Officer
- Pradhan, Gram Panchayat
- Sarpanch of a Village/ Tehsildar

The photograph on the right side shall not have any mark as it will be scanned for record. It shall also fit in the Box provided for it.

Sign in the box provide below this place. Don't sign outside the box.

1. **Name of the Candidate :** Mention your name as already recorded in your previous school certificate.

V I S H A L C H A N D E N S O D H I

- 2&3. **Father's and Mother's Name:** Write your father's and mother's names in **block letters, in English** as per specimen given below. Do not write Shri, Smt., Mr. or Mrs. before the name.

N I H H A L C H A N D E N S O D H I

Your Father's and Mother's name should tally with your previous records. This will be recorded in your Certificate. No change will be permitted later on.

- 4a. **Postal Address :** Provide your complete address with House No., Father's Name (if required), Ward No., Village and Post Office, Tehsil, District, State and Pin Code. **NIOS will not be responsible for non-delivery of items/letters/materials if any, to the candidate, due to incomplete address.**

- 4b. **Permanent Address :** Provide your complete address with House No., Father's Name (if required), Ward No., Village and Post Office, Tehsil, District, State and Pin Code. **NIOS will not be responsible for non-delivery of items/letters/materials if any, to the candidate, due to incomplete address.**
5. **Date of Birth :** Mention your date of birth correctly in figures only e.g. 05.08.1967 instead of 5th August 1967. **Attested copy of certificate as proof of date of birth should be attached with the admission form.**

1	9
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DATE

0	6
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MONTH

1	9	8	4
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YEAR

6. **Gender:** Write 1 for Male, 2 for Female and 3 for Third Gender in the box provided.
7. **Category:** Write 1 for General, 2 for SC, 3 for ST, 4 for Ex-Servicemen and 5 for Handicapped, 6 for OBCs (Others Backward Classes) in the box provided.
8. **Disability:** Write 1 for Locomotor Disability, 2 for Visually Impaired, 3 for Hearing Impaired, 4 for Leprosy Cured, 5 for Mentally Retardation, 6 for Mental Illness, 7 for Multiple Disabilities, 8 for Spastic/Cerebral Palsy, 9 for Learning Disabilities, 10 for Autism and 11 for Not Applicable, in the box provided.
9. **Disadvantaged Group:** Write 1 for Street Children, 2 for Working Children, 3 for Rural Women, 4 for Slum Dwellers and 5 for Not applicable, in the box provided.
10. **Category of Course Applied for :** Provide (a) category of the course. Please tick (✓) in the appropriate box. (b) name of the course and (c) subject code no(s). Refer to Table I on page 5 onwards.
11. **Medium of Study:** Write 1 for Hindi Medium and 2 for English Medium in the box provided.
12. **Nationality:** Write 1 for Indian and 2 for any other, in the box provided.
13. **Religion :** Write 1 for Hindu, 2 for Muslim, 3 for Christian, 4 for Sikh, 5 for Jain, 6 for Buddhist, 7 for Parsi, 8 for Jews.
14. **Your Previous Qualification, :** Please tick (✓) in the appropriate box. **Attach attested copy of marks sheet as proof of educational qualifications.**
15. **Year of Passing X & XII Exam. :** Write the name of the Board from where you have passed your Examination.
16. **Amount of Admission Fee Paid :** Fill in details of fee remitted. Amount of fee to be remitted is given in Table I on Pages 5 onwards. **Do not pay any extra amount over and above what has been prescribed by NIOS.**

PART B of the Form

17. Fill in this section which will help us develop appropriate strategies for you.
18. Signatures of the Candidate and Counter Signatures of Parent/Guardian (if required) with date be clearly put at the appropriate place.

भाग (ख) (पृष्ठभूमि सूचना) PART B (BACKGROUND INFORMATION)

17. नीचे दी गई सूचनाएं सही-सही भरें। सही बाक्स में (✓) चिह्न लगाएँ।

Please fill in the following information correctly. Put tick mark (✓) in appropriate box.

- परिवार में सदस्यों की संख्या / Number of members in your family : _____
- परिवार की वार्षिक आय / Total family income per year :
 - 12,000 रु. तक
 - 24,000 रु. तक
 - 36,000 रु. तक
 - 36,000 रु. से अधिक।
 - Upto Rs. 12,000
 - Upto Rs. 24,000
 - Upto Rs. 36,000
 - Above Rs. 36,000
- पिता की शैक्षिक योग्यता
Father's Educational qualification :
 - अशिक्षित
 - प्राइमरी तक
 - आठवीं तक
 - दसवीं तक
 - कॉलेज तक।
 - No Education
 - Upto Primary
 - Upto Middle
 - Upto Secondary
 - Upto College
- माता की शैक्षिक योग्यता
Mother's educational qualification :
 - अशिक्षित
 - प्राइमरी तक
 - आठवीं तक
 - दसवीं तक
 - कॉलेज तक।
 - No Education
 - Upto Primary
 - Upto Middle
 - Upto Secondary
 - Upto College
- आप कहाँ रहते / रहती हैं?
Where do you live?
 - शहर
 - ग्राम
 - Urban
 - Rural
- आपके घर में कमरों की संख्या
Number of rooms in your residence:
 - एक
 - दो
 - तीन
 - तीन से अधिक
 - One
 - Two
 - Three
 - More than three
- आपके घर में इनमें से कौन-कौन सी चीजें हैं?
Which of the following do you have at home?
 - बिजली
 - पंखा
 - रेडियो/ट्रांजिस्टर
 - टीवी
 - कैसेट/सीडी प्लेयर
 - Electricity
 - Fan
 - Radio/Transistor
 - TV
 - Cassette/CD Player
 - साइकिल
 - स्कूटर
 - कार
 - रसोई गैस
 - वीसीआर/वीसीपी
 - जनरेटर/इनवर्टर
 - Cycle
 - Scooter
 - Car
 - Cooking Gas
 - VCR/VCP
 - Generator/ Invertor
 - मल्टीमीडिया कंप्यूटर
 - टेलीफोन
 - कंप्यूटर
 - केबल
 - Multimedia Computer
 - Telephone
 - Computer
 - Cable Connection
- आप काम करते / करती हैं या बेरोजगार हैं? 1. काम करते / करती हैं 2. अपना रोजगार 3. बेरोजगार हैं
Are you employed or unemployed? 1. Employed 2. Self-employed 3. Unemployed

9. **Declaration**

मैं प्रमाणित करता / करती हूँ कि / Certified that:-

- मेरे पास पाठ्यक्रम के लिए आवश्यक न्यूनतम शैक्षिक योग्यता है / मैंने एनआईओएस के आठवीं कक्षा पास तक की योग्यता वाले पाठ्यक्रम के लिए अध्ययन करके पर्याप्त योग्यता प्राप्त कर ली है। a) I possess the minimum educational qualification for the course / I have studied enough to pursue NIOS Vocational Education Courses where entry level qualification is upto class VIII pass.
- मैंने विवरणिका में दी गई योग्यता शर्तें पढ़कर समझ ली हैं। मैं इसके योग्य हूँ। b) I have read and understood the eligibility conditions as laid down in the Prospectus. I fulfil these criteria.
- मैंने सारी जरूरी सूचनाएं और दस्तावेज सही-सही दे दिए हैं। मैं जानता / जानती हूँ कि यदि ये सूचनाएं गलत या भ्रम में डालने वाली होंगी, तो एनआईओएस द्वारा मेरी उम्मीदवारी समाप्त कर दी जाएगी। c) I have furnished the necessary information/documents correctly. I understand that my candidature is liable to be cancelled by NIOS if this information is found incorrect or misleading.
- मैं एनआईओएस के सभी नियमों का पालन करूंगा / करूंगी और ए वी आई / एसएआईईडी के अनुशासन और मर्यादा को बनाए रखूंगा / रखूंगी। d) I shall abide by all the rules and regulations of NIOS and shall maintain discipline and decorum at the AVI/SAIED.
- e) I have not taken admission in any other NIOS Vocational Education Course at any AVI/SAIED.

18. माता पिता / अभिभावक के प्रतिहस्ताक्षर (तिथि सहित)
Countersignatures of Parent/Guardian Date.....
पता / Address _____

शिक्षार्थी के हस्ताक्षर
Signature of Candidate Date

पिन PIN _____

आवृत्त सूची (✓) की जाँच, A CHECKLIST OF ENCLOSURES Please tick (✓)

प्रवेश फॉर्म की दूसरी प्रति Duplicate copy of the admission form शैक्षिक योग्यता संबंधी प्रमाण पत्र Certificate of Educational qualification अच्छी तरह से चिपकाई गई फोटो Photograph duly pasted अनुभव प्रमाणपत्र (यदि लागू हो) Experience Certificate, if applicable जन्मतिथि प्रमाणपत्र Certificate of Date of Birth

तिथि Dated :

Full Signature with seal of Co-ordinator of the AVI/SAIED
ए वी आई / एसएआईईडी के समन्वयक के पूर्ण हस्ताक्षर मुहर सहित

यहां फोटो चिपकाएँ जो कि समन्वयक/
प्रधान/सरपंच/प्रधानाचार्य या
राजपत्रित
अधिकारी द्वारा सत्यापित हो।
PASTE PHOTOGRAPH HERE OF THIS
BOX SIZE DULY ATTESTED BY
COORDINATOR/PRINCIPAL/
PRADHAN/SARPANCH OR
GAZETTED OFFICER

राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान, नोएडा (उ.प्र.)
National Institute of Open Schooling, NOIDA (U.P.)
व्यावसायिक पाठ्यक्रमों में प्रवेश के लिए आवेदन फॉर्म-2018
Application Form for Admission to Vocational Courses-2018

फार्म हिंदी या अंग्रेजी के बड़े वर्णों में भरें। केवल नीले या काले बॉल पाइंट पेन का ही प्रयोग करें। एक खाने में केवल एक वर्ण लिखें। खानों से बाहर कहीं भी कुछ न लिखें। इस फार्म की फोटो कॉपी का प्रयोग न करें। केवल अरबी अंकों का प्रयोग करें जैसे 1, 2, 3... Write in Hindi or English (CAPITALS). Use only Blue/ Black Ball Point Pen. Write one letter in one Box. Do not write outside the boxes. DO NOT USE PHOTOCOPIY OF THIS FORM. Use Arabic Numericals only

चिपकाएँ यहाँ
छवि की फोटो
PASTE HERE
PHOTOGRAPH OF
THE STUDENT OF THE
SIZE OF THIS BOX ONLY
DO NOT ATTEST

egloiwz%QWZf'k{WfHj }ijk nlsifr;laeatkjk tk,A 'Wcd rFk cek.ki=lach lR; kfr QW/sclWth ds l kfk ijk QWZHjcdj viRe frfRk ; k ml l s igysell; rk cMr l kfk ea
tek djA QWZ v/jk Hjs tkus ij f'k{WfHj dks l fpr fd, fcuk ml sji dj fn;k tk,xk rFk 'Wcd Hh ughayWk; k tk,xkA
IMPORTANT: To be filled by the Candidate in DUPLICATE. Completed forms with attested photo copies of certificate and fees should be deposited with Accredited Vocational Institution on or before the last date. Incomplete admission forms will be summarily rejected and fee forfeited without any intimation to the candidates.

f'k{WfHj ds glRk{lj Signature of the Student

नामांकन संख्या (एवीआई/एसएआईईडी द्वारा दी जाएगी) / Enrolment Number (to be given by AVI/SAIED)

Hx&d@ PART-A

1. शिक्षार्थी का पूरा नाम (स्पष्ट अक्षरों में) / Full Name of Candidate in CAPITAL Letters

2. पिता या अभिभावक का पूरा नाम (स्पष्ट अक्षरों में) / Father's or Guardian's Name in CAPITAL Letters

3. माता या हितैषी माता का पूरा नाम (स्पष्ट अक्षरों में) / Mother's or Mentor Mother's Name in CAPITAL Letters

4a. पत्र-व्यवहार के लिए पता (स्पष्ट अक्षरों में) / Postal Address in CAPITAL Letters

पता / Address

जिला / District

राज्य / State

ई-मेल / E-mail

एसटीडी कोड / STD Code

दूरभाष / मोबाइल / Telephone/Mobile

4b. स्थायी पता / Permanent Address

पता / Address

जिला / District

राज्य / State

आधार संख्या (यदि है तो) / Aadhar No. (if available)

5. जन्मतिथि / Date of birth

तिथि Date माह Month वर्ष year

6. लिंग / Gender

8. विकलांगता / Disability

7. श्रेणी / Category

9. वंचित वर्ग / Disadvantaged Group

10 a. जिस पाठ्यक्रम के लिए आवेदन किया है उस खाने में चिह्न लगाएँ
Category of the Course Applied for (Mark ✓):

पैकेज Package छह माह Six-Month एक साल One year दो साल Two year जीवन समृद्धि Life Enrichment पृथक रूप वाले Stand Alone

b. पाठ्यक्रम का नाम / Name of the Course

c. विषय कोड संख्या / Subject Code No.

11. अध्ययन का माध्यम / Medium of Study

12. राष्ट्रियता / Nationality

14. आपकी पूर्व योग्यता सही खाने में करें।
Your Previous Qualification Put inside the Appropriate Box.

V VI VII VIII IX X XI XII तथा उससे ऊपर & above

15. दसवीं और बारहवीं बोर्ड परीक्षा उत्तीर्ण करने का वर्ष
Year of Passing X and XII Class Examination

दसवीं X बारहवीं XII

बोर्ड का नाम / Name of the Board:
i) दसवीं कक्षा के लिए / For Class X
ii) बारहवीं कक्षा के लिए For Class XII

16. दी गई प्रवेश शुल्क की राशि / Amount of Admission Fee paid : Rs.

(शिक्षार्थी को दी जाने वाली रसीद / Receipt to be given to the candidate)

बैंक ड्राफ्ट नं. सहित आवेदन पत्र प्राप्त किया/Received application form with Bank Draft No. दिनांक/dt. नकद/Cash Rs.
श्री/सुश्री/from Mr./Ms. से/for पाठ्यक्रम/कोड/Course(s)/Code(s)

Signature of Coordinator with Stamp

भाग (ख) (पृष्ठभूमि सूचना) PART B (BACKGROUND INFORMATION)

17. नीचे दी गई सूचनाएं सही-सही भरें। सही बाक्स में (✓) चिह्न लगाएँ।

Please fill in the following information correctly. Put tick mark (✓) in appropriate box.

- परिवार में सदस्यों की संख्या / Number of members in your family : _____
- परिवार की वार्षिक आय / Total family income per year :
 - 12,000 रु. तक
 - 24,000 रु. तक
 - 36,000 रु. तक
 - 36,000 रु. से अधिक।
 - Upto Rs. 12,000
 - Upto Rs. 24,000
 - Upto Rs. 36,000
 - Above Rs. 36,000
- पिता की शैक्षिक योग्यता
Father's Educational qualification :
 - अशिक्षित
 - प्राइमरी तक
 - आठवीं तक
 - दसवीं तक
 - कॉलेज तक।
 - No Education
 - Upto Primary
 - Upto Middle
 - Upto Secondary
 - Upto College
- माता की शैक्षिक योग्यता
Mother's educational qualification :
 - अशिक्षित
 - प्राइमरी तक
 - आठवीं तक
 - दसवीं तक
 - कॉलेज तक।
 - No Education
 - Upto Primary
 - Upto Middle
 - Upto Secondary
 - Upto College
- आप कहाँ रहते/रहती हैं?
Where do you live?
 - शहर
 - ग्राम
 - Urban
 - Rural
- आपके घर में कमरों की संख्या
Number of rooms in your residence:
 - एक
 - दो
 - तीन
 - तीन से अधिक
 - One
 - Two
 - Three
 - More than three
- आपके घर में इनमें से कौन-कौन सी चीजें हैं?
Which of the following do you have at home?
 - बिजली
 - पंखा
 - रेडियो/ट्रांजिस्टर
 - टीवी
 - कैसेट/सीडी प्लेयर
 - Electricity
 - Fan
 - Radio/Transistor
 - TV
 - Cassette/CD Player
 - साइकिल
 - स्कूटर
 - कार
 - रसोई गैस
 - वीसीआर/वीसीपी
 - जनरेटर/इनवर्टर
 - Cycle
 - Scooter
 - Car
 - Cooking Gas
 - VCR/VCP
 - Generator/ Invertor
 - मल्टीमीडिया कंप्यूटर
 - टेलीफोन
 - कंप्यूटर
 - केबल
 - Multimedia Computer
 - Telephone
 - Computer
 - Cable Connection
- आप काम करते/करती हैं या बेरोजगार हैं?
Are you employed or unemployed?
 - काम करते/करती हैं
 - अपना रोजगार
 - बेरोजगार हैं
 - Employed
 - Self-employed
 - Unemployed

9. ?k?k.kk Declaration

मैं प्रमाणित करता/करती हूँ कि / Certified that:-

- मेरे पास पाठ्यक्रम के लिए आवश्यक न्यूनतम शैक्षिक योग्यता है / मैंने एनआईओएस के आठवीं कक्षा पास तक की योग्यता वाले पाठ्यक्रम के लिए अध्ययन करके पर्याप्त योग्यता प्राप्त कर ली है। a) I possess the minimum educational qualification for the course / I have studied enough to pursue NIOS Vocational Education Courses where entry level qualification is upto class VIII pass.
- मैंने विवरणिका में दी गई योग्यता शर्तें पढ़कर समझ ली हैं। मैं इसके योग्य हूँ। b) I have read and understood the eligibility conditions as laid down in the Prospectus. I fulfil these criteria.
- मैंने सारी जरूरी सूचनाएं और दस्तावेज सही-सही दे दिए हैं। मैं जानता/जानती हूँ कि यदि ये सूचनाएं गलत या भ्रम में डालने वाली होंगी, तो एनआईओएस द्वारा मेरी उम्मीदवारी समाप्त कर दी जाएगी। c) I have furnished the necessary information/documents correctly. I understand that my candidature is liable to be cancelled by NIOS if this information is found incorrect or misleading.
- मैं एनआईओएस के सभी नियमों का पालन करूंगा/करूंगी और ए वी आई /एसएआईडी के अनुशासन और मर्यादा को बनाए रखूंगा/रखूंगी। d) I shall abide by all the rules and regulations of NIOS and shall maintain discipline and decorum at the AVI/SAIED.
- e?us fcl h , ohvkb?@ , l , vkbBh ea fcl h vU; , uvkb?k? l 0; kol kf; d i kB; ?e ea nkf[kyk ugha fy; k g? e) I have not taken admission in any other NIOS Vocational Education Course at any AVI/SAIED.

18. माता पिता/अभिभावक के प्रतिहस्ताक्षर (तिथि सहित)
Countersignatures of Parent/Guardian Date.....
पता / Address _____

शिक्षार्थी के हस्ताक्षर
Signature of Candidate Date

पिन PIN _____

! yXudkadh tkp l ph l gh ckDI ea (✓) fpgu yxk, ? CHECKLIST OF ENCLOSURES Please tick (✓)

प्रवेश फॉर्म की दूसरी प्रति Duplicate copy of the admission form शैक्षिक योग्यता संबंधी प्रमाण पत्र Certificate of Educational qualification अच्छी तरह से चिपकाई गई फोटो Photograph duly pasted अनुभव प्रमाणपत्र (यदि लागू हो) Experience Certificate, if applicable जन्मतिथि प्रमाणपत्र Certificate of Date of Birth

तिथि Dated :

Full Signature with seal of Co-ordinator of the AVI/SAIED
ए वी आई /एसएआईडी के समन्वयक के पूर्ण हस्ताक्षर मुहर सहित



राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान
National Institute of Open Schooling

Appendix - D

ए-24/25, इंस्टीट्यूशनल एरिया, सेक्टर-62, नोएडा-201309/A-24/25, Institutional Area, Sector-62, NOIDA-201309

अंकतालिका और मूल प्रमाणपत्र की दूसरी प्रति प्राप्त करने हेतु आवेदन फॉर्म।
Application Form for Obtaining Duplicate Certificate/Marks Statements etc.

1. अनुक्रमांक/Enrolment No.
 2. शिक्षार्थी का नाम (सफ अक्षरों में)
Name of the student (in CAPITAL letters)
 3. पिता/माता का नाम
Father's/Mother's Name
 4. उस प्रमाणपत्र का नाम जो चाहिए
Name of Certificate Required
 5. परीक्षा का नाम और वर्ष
Name and Year of Exam
 6. परीक्षा परिणाम/Result
 7. शुल्क का स्वरूप : नकद/बैंक ड्राफ्ट
बैंक ड्राफ्ट संख्या राशि दिनांक बैंक का नाम
Mode of Payment : Cash/Bank Draft
B.D. No. Amount Date Bank
- (निर्देश: बैंक ड्राफ्ट सचिव, राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान, नोएडा के पक्ष में तथा नोएडा में देय होना चाहिए।)
(N.B.: Bank Draft Must be drawn in favour of Secretary, NIOS, NOIDA, payable at NOIDA.)
8. पता/Address (in CAPITAL letters)
..... पिन कोड (PIN Code)
- स्थान/Place :
दिनांक/Date:

शिक्षार्थी के हस्ताक्षर/Signature of the Student

केवल कार्यालय प्रयोग के लिए
FOR OFFICE USE ONLY

- अनुक्रमांक/Enrolment No
शिक्षार्थी का नाम/Name of the Student
- प्राप्तांक विवरण/Marks Obtained
- | | विषय कोड
Subject Code | सिद्धांत
TH | प्रयोग
PR | आंतरिक
INT | योग
Total |
|----|--------------------------|----------------|--------------|---------------|--------------|
| 1. | | | | | |
| 2. | | | | | |
| 3. | | | | | |
| 4. | | | | | |
| 5. | | | | | |
| 6. | | | | | |
- परिणाम/RESULT :

कार्यालय सहायक के हस्ताक्षर/Signature of D.A.

आवश्यक निर्देश/Important Notes

आवेदन फॉर्म को भरने से पहले निर्देशों को सावधानी से पढ़ें: / Read the Instructions carefully before filling the form

1. प्रत्येक प्रमाणपत्र के लिए अलग-अलग फॉर्म का प्रयोग करें। Use separate form for each certificate.
2. प्रमाणपत्र की दूसरी प्रति के लिए आवेदन नीचे दिए गए निर्देशानुसार प्रथम श्रेणी मजिस्ट्रेट द्वारा सत्यापित शपथ पत्र के साथ प्रस्तुत करें। The application for duplicate passing certificate must be accompanied with an affidavit executed in front of a 1st class Magistrate in the format given below.
3. मूल प्रमाणपत्र की तृतीय प्रतिलिपि तब तक जारी नहीं की जाएगी, जब तक निदेशक (मूल्यांकन) प्रमाण पत्र की द्वितीय प्रतिलिपि के वास्तव में खोने/नष्ट होने की पुष्टि से पूर्णतः संतुष्ट न हों। Triplicate copy of the passing certificate shall not be issued unless the Director (Eva.) is satisfied that duplicate copy has been actually lost/destroyed.
4. साधारणतः पूर्ण और ठीक तरह से भरे गए आवेदन पत्र के आधार पर माँगे गए प्रमाणपत्र दो हफ्तों (अवकाशों को छोड़कर)के बाद जारी किए जाएँगे। The documents applied for will ordinarily be issued after two weeks (excluding holidays) from the date of receipt of the application form and fee, provided the application is found complete in all respects.
5. यदि आवेदक शुल्क जमा करने के बाद तीन महीने के भीतर भी प्रमाणपत्र प्राप्त नहीं करता है, तो उन्हें दिए गए पते पर साधारण डाक से भेज दिया जाएगा। आवेदन पत्र में पता न लिखने की स्थिति में प्रमाणपत्र निरस्त कर दिया जाएगा और शिक्षार्थी को उसके लिए पुनः आवेदन करना होगा। In case the documents is not collected by the applicant within three months from the date of depositing the fee it will be sent by-ordinary post at the address given. In case the address is not given the documents will be cancelled and the student will have to apply afresh.

सभी प्रमाणपत्र किसी भी कार्य-दिवस में अपराह्न 3 बजे से 5 बजे तक शुल्क की रसीद एवं अनुक्रमांक को दिखाने के बाद जारी किए जाएँगे। शुल्क सभी कार्य-दिवसों में प्रातः 10 बजे से अपराह्न 4 बजे तक जमा किया जा सकता है। All Certificates will be delivered on the production of receipt of payment with Enrolment No. between 3.00 P.M. to 5.00 P.M. on working days. The fee can be deposited between 10.00 A.M. to 4.00 P.M. on all working days.

प्रमाणपत्रों के लिए निर्धारित शुल्क निम्न प्रकार हैं: / Fees prescribed for various certificates are as follows :

1. प्रमाणपत्र की दूसरी प्रति/Duplicate copy of Certificate : Rs. 200.00
2. अंकतालिका की दूसरी प्रति/Duplicate copy of the Statement of Marks : Rs. 200.00
3. डाक शुल्क (यदि प्रमाणपत्र पंजीकृत डाक द्वारा चाहिए)/Postal Charges (if the documents is required by Regd. post) : Rs. 40.00

टिप्पणी : अंकतालिका की दूसरी प्रति तुरन्त प्राप्त करने का निर्धारित शुल्क 400 रु. है तथा ये दस्तावेज़ आवेदन प्राप्त की तिथि से 48 घंटे के अंदर उपलब्ध करा दिया जाते हैं।

Note : Prescribed fee for the issue of urgent Duplicate Marksheet is Rs. 400/- and these documents will be issued within 48 hours from the date of receipt of application.

शपथ पत्र 2.00 रूपए के स्टाम्प पेपर पर प्रथम श्रेणी मजिस्ट्रेट द्वारा सत्यापित होना चाहिए। (केवल उन शिक्षार्थियों के लिए जिन्हें मूल प्रमाणपत्र की दूसरी प्रति के लिए आवेदन करना है) ओथ कमिश्नर/नोटरी द्वारा हस्ताक्षरित/सत्यापित शपथ-पत्र स्वीकार नहीं किया जाएगा। Form of Affidavit to be executed on Non-judicial Stamp Paper of Rs. 2.00 (For Candidate applying for duplicate copy of qualifying certificate) The affidavit attested by oath Commissioner/Notary is not acceptable.

मैं पुत्र/पुत्री शपथपूर्वक घोषणा करता/करती हूँ कि मेरा राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान (इससे पूर्व राष्ट्रीय मुक्त विद्यालय) दिल्ली की परीक्षा मई/नवम्बर का मूल प्रमाण-पत्र नष्ट हो गया/खो गया है। उपर्युक्त दिए गए सभी तथ्य मेरी जानकारी में पूर्णतः सही हैं।

I Son/Daughter of declare on oath that my certificate of having passed the Exam. of May/Nov. from National Institute of Open Schooling, (Formerly National Open School) Delhi, has been lost/destroyed certified that the fact stated above is true to the best of my knowledge and belief.

अनुक्रमांक/Roll No.

शिक्षार्थी के हस्ताक्षर/Signature of the Student.

दिनांक/Date

पता/Address.

स्थान/Place

.....

न्यायालय की मोहर : प्रथम श्रेणी मजिस्ट्रेट/Court Seal : Sworn before me 1st Class Magistrate.

Appendix -E

List of the Regional Centres of NIOS

Name of the Region	Address of the Regional Centre	Jurisdiction
1. ALLAHABAD	National Institute of Open Schooling 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	National Institute of Open Schooling Regional Centre Lakhara House, Munshiganj Road, Sarvanpur-227405, Amethi, (Uttar Pradesh) Email: rcamethi@nios.ac.in	Amethi & Gauriganj
3. BENGALURU	National Institute of Open Schooling 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	National Institute of Open Schooling 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	National Institute of Open Schooling Regional Centre ELTI Campus Maitrivihar, Chandrashekhar Pur, Bhubaneswar-751023 Ph. No. 0674-2302688 Email.: rcbbsr@nios.ac.in Website: http://rcbbsr.nios.ac.in	Odisha
6. CHANDIGARH	National Institute of Open Schooling 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, Palwal & Jhajjar) Punjab, Jammu & Kashmir and Chandigarh
7. CHENNAI	National Institute of Open Schooling Regional Centre Lady Willington Campus, Kamraj Salai, Triplicane, Chennai-600005, Tamilnadu Ph. no. 044-28442237 Fax: 044-28442239 e-mail: rcchennai@nios.ac.in	Tamil Nadu, Pondicherry
8. DEHRADUN	National Institute of Open Schooling 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	National Institute of Open Schooling 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	National Institute of Open Schooling 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>
11. GANDHI NAGAR	National Institute of Open Schooling 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
12. GANGTOK	National Institute of Open Schooling 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
13. GUWAHATI	National Institute of Open Schooling 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
	NIOS Cell Shillong Directorate of Educational Research & Training Campus (DERT), Laithumkhrum Shillong, Meghalaya-793011 e-mail: trilokes@gmail.com	Meghalaya
14. HYDERABAD	National Institute of Open Schooling 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
15. JAIPUR	National Institute of Open Schooling Regional Centre D-11-12 Roop Vihar Colony, Mohan Marg, Opp. Karoli Garden, New Sanganer Road, Sodala, Jaipur (Rajasthan) – 302019 Ph.: (O) 0141-2292818, 2290057 Fax.: 0141-2292819 e-mail: rcjaipur@nios.ac.in	Rajasthan
	Sub Regional Centre Kota 2nd Floor, 2-PA-1, Vigyan Nagar Main Road, Kota-324005 E-mail : srckota@nios.ac.in Ph. No. 0744-2428555	
16. KOCHI	National Institute of Open Schooling 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
17. KOLKATA	National Institute of Open Schooling 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
	NIOS CELL PORT BLAIR Adult Education in the Directorate A&N Administration Shiksha Sadan A&N Island, Port Blair	Port Blair
18. PATNA	National Institute of Open Schooling 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

<i>Name of the Region</i>	<i>Address of the Regional Centre</i>	<i>Jurisdiction</i>
19. PUNE	SUB-REGIONAL CENTRE DARBHANGA Mohalla Kadirabad, Near Bus Stand (West of Pashu Palan Vibhag) Beside Churi Market Distt. Darbhanga-846004	
	National Institute of Open Schooling 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
20. RAIPUR	National Institute of Open Schooling 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
21. RANCHI	National Institute of Open Schooling 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
22. VISAKAPATNAM	National Institute of Open Schooling Regional Centre 5th Floor, B Block, VUDA Complex, Siripuram, Visakapatanam, Andhra Pradesh Ph.: 0891-2564584, E-mail : srcvisakhapatnam@nios.ac.in	Andhra Pradesh

Appendix - F

List of Recognised and Non-Recognised Boards of Secondary and Senior Secondary Education

As per available information, Boards are established by:

(i) An Act of Central/State Government, (ii) A Gazette Notification of Central/State Government, (iii) Executive orders issued by Central/State Government.

Following Boards have been established as per above details.

Code No.	Name of the Board	Code No.	Name of the Board
01.	ANDHRA PRADESH	09.	JAMMU & KASHMIR
0101	Andhra Pradesh Board of Intermediate Education, Hyderabad	0701	J&K State Board of School Education, Jammu
0102	Andhra Pradesh Board of Secondary Education, Hyderabad	0702	J&K State Open School, Srinagar
0103	Andhra Pradesh Open School Society, SCERT Campus, Hyderabad	10.	JHARKHAND
02.	ASSAM	2601	Jharkhand Academic Council, Ranchi
0201	Assam Higher Secondary Education Council, Bamunimaidan, Guwahati	11.	KARNATAKA
0202	Assam Board of Secondary Education, Guwahati	0801	Karnataka Board of the Pre-University Education, Bangalore
0203	Assam Higher Secondary Education Council, Assam State Open School Bamunimaidan, Guwahati	0802	Karnataka Secondary Education Examination Board, Bangalore
03.	BIHAR	0803	Karnataka Open School, J.S.S. Maha Vidya Peeth, Mysore
0301	Bihar Intermediate Education Council, Patna	12.	KERALA
0302	Bihar School Examination Board, Patna	0901	Kerala Board of Public Examinations, Pareeksha Bhawan, Thiruvananthapuram
0303	Bihar Sanskrit Shiksha Board, Patna	0902	Kerala Board of Higher Secondary Education, Thiruvananthapuram
0304	Bihar Board of Open Schooling & Examination, Patna	0903	Kerala State Open School, Thiruvananthapuram
04.	CHHATISGARH	13.	MAHARASHTRA
2901	Chhatisgarh Board of Secondary Education, Raipur	1101	Maharashtra State Board of Secondary and Higher Secondary Education, Pune
2902	Chhatisgarh Board of Secondary Education & State Open School, Raipur	14.	MADHYA PRADESH
2903	Chhattisgarh Madarsa Board, Chattisgarh	1001	Madhya Pradesh Board of Secondary Education, Bhopal
05.	GOA	1002	M.P. State Open School, Bhopal
2801	Goa Board of Secondary & Higher Secondary Education, Goa	1003	Madhya Pradesh Madarsa Board, Madhya Pradesh
06.	GUJARAT	15.	MANIPUR
0401	Gujarat Secondary & Higher Secondary Education Board, Gandhi Nagar	1201	Manipur Council of Higher Secondary Education, Imphal
0402	Gujarat State Open School, Gandhinagar, Gujarat	1202	Manipur Board of Secondary Education, Imphal
07.	HARYANA	16.	MEGHALAYA
0501	Haryana Board of Education, Hansi Road, Bhiwani	1301	Meghalaya Board of School Education, Meghalaya
0502	Haryana Open School, Bhiwani	17.	MIZORAM
08.	HIMACHAL PRADESH	3001	Mizoram Board of School Education Chaltlan, Aizawl
0601	Himachal Pradesh Board of School Education, Dharamshala	18.	NAGALAND
0602	Himachal Pradesh State Open School, Dharamshala, Kangra	1401	Nagaland Board of School Education, Kohima
		19.	ODISHA
		1501	Odisha Council of Higher Secondary Education Bhubaneswar
		1502	Odisha Board of Secondary Education, Cuttack

20. PUNJAB

1601 Punjab School Education Board, Mohali

21. RAJASTHAN

1701 Rajasthan Board of Secondary Education, Ajmer

1702 Rajasthan State Open School, Jaipur

22. TAMIL NADU

1901 Tamil Nadu Board of Secondary Education, Chennai

1902 Tamil Nadu Board of Higher Secondary Education, Chennai

1903 Tamil Nadu State Open School, Chennai

23. TRIPURA

2001 Tripura Board of Secondary Education, Agartala, Tripura West

24. UTTAR PRADESH

2101 U.P. Board of High School & Intermediate Education, Allahabad

2102 Board of Madrasa Education, Uttar Pradesh

25. UTTARAKHAND

3401 Uttarakhand Vidhyaleye Shiksha Parishad (UBSE), Ramnagar, Nanital.

26. WEST BENGAL

2201 West Bengal Board of Secondary Education, Calcutta

2202 West Bengal Council of Higher Secondary Education, Calcutta

2203 West Bengal Council for Rabindra Open Schooling

2204 West Bengal Board of Madrasa Education

27. ALL INDIA BOARDS

9901 National Institute of Open Schooling (formerly National Open School), New Delhi

9902 Central Board of Secondary Education, Delhi

9903 Council for Indian School Certificate Examinations, New Delhi

Other Institutes Recognised for Secondary/Senior Secondary level

9801 Rashtriya Sanskrit Sansthan, New Delhi.

9802 Gurukul Kangri Vishwavidyalaya, Haridwar,

9803 Directorate of Army Education, New Delhi.

9804 Aligarh Muslim University, Aligarh.

9805 Jamia Millia Hamdard University.

9806 Banasthali Vidyapith, Banasthali, Rajasthan

9807 Jamia Millia Islamia, New Delhi.

9808 IGCSE Programme from University of Cambridge (International Exam)

five passes with grade A, B & C.

9809 International Baccalaureate - Asia Pacific

9810 Sampurnanand Sanskrit Vishwavidyalaya, Varanasi (Poorva Madhyama Examination)

9811 Edexcel Board

9999 Any recognised Board of foreign countries

For learners who possess a High School/Secondary Certificate from any Foreign Board/University and take admission in Senior Secondary course of NIOS are required to attach a certificate from the Association of Indian Universities to the effect that the examination passed is equivalent to the Indian High School/Secondary Examination.

**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.

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

Appendix - H

**The Army HQ Command will work under
NIOS Regional Centre as listed below :**

S.No.	Army HQ Command	Concerned NIOS Regional Centre
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



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

तार Telegram : 'फार्मकाउंसिल' 'FARM COUNCIL'
दूरभाष Telephone : 23239184, 23231348
फैक्स Fax : 011-23239184
ई-मेल E-Mail : pci@ndb.vsnl.net.in
वेबसाईट Website : www.pci.nic.in

संयुक्त परिषद् भवन Combined Councils' Building
कोटला रोड Kotla Road
ऐवान-ए-गालिब मार्ग Aiwan-E-Ghalib Marg
पोस्ट बॉक्स नं. 7020 Post Box No. 7020
नई दिल्ली - 110002 New Delhi - 110002

By-hand+E-mail

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

16017-18

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 97th 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

CONTACT ADDRESSES FOR GRIEVANCES/PROBLEMS/COMPLAINTS

We sincerely believe and hope that during your studies at NIOS, you will not face any problem or grievance. However, in case you do face a problem, you may contact the following.

For Suggestion or Clarification to Vocational Education Programme

1. Regional Director (as per Appendix F)
2. For any Information, Contact on Toll Free No. 1800 180 9393

For non-receipt of I-Card

Your AVI/SAIED will issue the I-Card. If the AVI/SAIED does not respond then contact the concerned Regional Center. (List given in Appendix - F).

For non-receipt of Study Material

Incharge

Material Distribution Unit (MDU)

Rana Pratap Bagh, New Delhi

Ph. No. 011-27416329, 27240012

Email : mpdd@nios.ac.in

For Academic/Study related problems

Director

Vocational Education Department

National Institute of Open Schooling

A-24/25, Institutional Area, Sector-62

NOIDA - 201309 (U.P.)

Ph.: 0120-4089832

Email: dirvoc@nios.ac.in

For Date-sheet and Examination Intimation Card

Your AVI/SAIED will provide you information about the examination schedule and the examination center. In case of no response from it, you may contact the concerned Regional Director.

For issue of Marks Statement and Certificate

Your AVI/SAIED will issue the marks statement and the certificate. For obtaining duplicate copy of marks statement or the certificate, please apply on the prescribed form (available at Appendix-E) with requisite fee to:

The Section Officer (M&M)

Evaluation Department

National Institute of Open Schooling

A-24/25, Institutional Area, Sector-62

NOIDA - 201309 (U.P.)

*In case any of your problem/grievance is not redressed
related to Vocational Courses,
please write to:*

Director, Vocational Education

National Institute of Open Schooling

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

E-mail: dirvoc@nios.ac.in Ph. No. 0120-4089832

Fax: 0120-4089818

Most of the information you may need during course of your studies is available on our Website. Please make full use of the same at: www.nios.ac.in

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 and binding.
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 i.e. Saturday/Sunday the next working day will automatically be treated as the last date for the purpose.
4. Any dispute arising out of the application of these provisions, practices and rules or matters arising out of them will be subject to the jurisdiction of Courts in Delhi only.
5. Every care has been taken to print correct information to the minutest possible level. NIOS, however is not responsible for any inadvertent mistakes cropping up during printing and publishing of the Prospectus.

Important Dates to Remember

1. Admission are open throughout the year.
The cut off Dates for count of study period are : 30th June & 31st December
2. **Registration for Public Examination**
(with examination fee) with the Concerned AVI/SAIED
 - (A) April-May Examination : Upto 15th January
 - (B) October-November Examination : Upto 15th July
3. Declaration of Result of Examination : 8 to 10 weeks after exam.
4. Scrutiny of Marks : Within 30 days from the declaration of results

Note: Merely purchase of Prospectus or filling up of Application Form does not vest any right with 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 AVI/SAIED by the NIOS.

The Largest Open Schooling System in the World



NATIONAL INSTITUTE OF OPEN SCHOOLING

(An autonomous Institution under MHRD, Govt. of India)

A-24-25, Institutional Area, Sector-62, NOIDA, UP

Website: www.nios.ac.in, Toll Free No. 1800 180 9393