

# PROSPECTUS 2011

With Application Form  
for Admission to the Course



National Institute of Open Schooling  
A-24/25, Institutional Area,  
Sector-62, NOIDA - 201309  
(Uttar Pradesh)

**Certificate in  
Construction Supervision (Civil)  
(Course Code -620)**



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# NIOS:

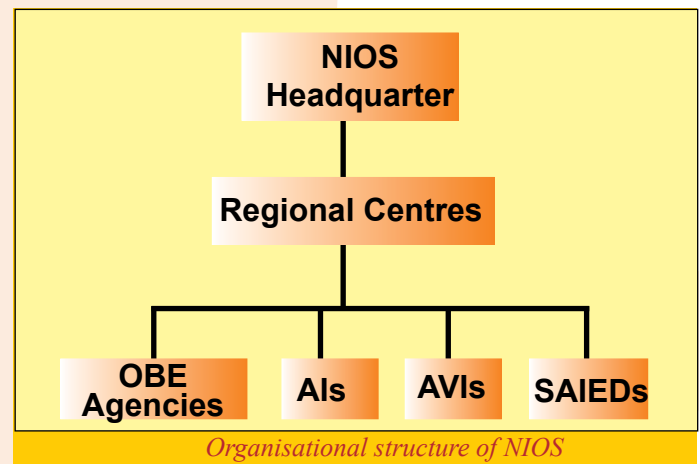
## *An Introduction*

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.

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 physically and mentally, challenged and other disadvantaged groups.

### 1.1 Functioning of NIOS

- NIOS operates through a network of 15 Regional Centres, 2 subcentres and five departments at Headquarter and more than 3,000 Accredited Institutions (AIs) about 1,425 Accredited Vocational Institutes (AVIs) in India, Nepal and Middle East.
- NIOS has some Special Accredited Institutions for Education of the Disadvantaged (SAIED) to cater to the needs of physically and mentally challenged people, 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 round the year. One can seek admission in Vocational Courses through AVI or can directly register one self through On-line mode.
- Self Learning package is provided to the learners which include printed material, audio and video programmes.
- Selected Academic and Vocational Education programmes are telecast nationwide on Doordarshan Channel.
- Practical Training Programmes (PTPs) is conducted by the AVIs/SAIEDs.
- Public Examinations are held twice a year in April-May and October-November.



### 1.2 Salient Features

- **No Age Limit:** There is no upper age limit for registration to NIOS courses.
- The minimum age for enrolment in Secondary Courses and for Vocational Courses is 14 years and for Senior Secondary Courses is 15 years (completed on or before 31st July of the year of admission).
- **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 included 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 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 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 the fresh admission, if these subjects were passed during last ten years.

Level A: equivalent to class 3

Level B: equivalent to class 5

Level C: equivalent to class 8

### 1.3.2 Secondary Course

This course is equivalent to 10<sup>th</sup> 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. The course may be completed in a minimum period of one year to a maximum of 5 years.

### 1.3.3 Senior Secondary Course

This Course is designed for those who have passed X standard or equivalent examination and would like to continue their education towards a Senior Secondary Certification, equivalent to XII standard. The course is recognized by many boards of school education and by several universities for admission to higher education.

### 1.3.4 Vocational Education Programmes

NIOS also offers vocational education courses at school level keeping in view the needs of target groups. Presently 80 courses are on offer in the broad areas of Agriculture, Engineering and Technology, Health and Paramedical, Home Science and Hospitality Management, Computer and Information Technology, Business and Commerce and Teacher Training etc.

### 1.3.5 Life Enrichment Courses

NIOS offers some subjects as Life Enrichment Courses viz., Paripurna Mahila (Women Empowerment), Yog, and Hindustani Music etc. These courses are meant for self development and enrichment of knowledge. No examination is conducted for these courses.


## 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 following courses to meet the needs and requirements of such group of learners (However it needs to be made clear that open schooling is for all learners of the society and offers the promise of being the mainstream learning system like the present day formal schooling system at some point of time in future).

### 1.3.1 Open Basic Education (OBE)

The NIOS has introduced the Open Basic Education (OBE) Programme as an alternative educational programme to align with the objective of Ministry of Human Resource Development (MHRD), Government of India, to provide Basic Education to all 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 the following three levels:





# How to Study in **NIOS**

1. You should clearly understand that NIOS is not a kind of regular school which you might have attended earlier.
2. In NIOS you have to learn on your own through self learning material provided by NIOS. Collect your study material from your AVI.
3. Study your material carefully. This has been especially prepared for self learning. Make your notes, mark section which you do not understand and follow the instructions given in the material.
4. Please note that Personal Contact Programme (PCPs) are not the kind of classes which you might have attended in your schools. Here you may clarify your doubts, ask for guidance, and get your assignments/projects/practicals/records book corrected. You will also meet your peer group for support in learning.
5. Your AVI will also organize Practical Training Programmes for you. Here you will get practical trainings in your course of study.
6. Please make use of the library, audio-video programmes and other facilities at your AVI.
7. Internal Assessment (if any) and your practical examinations will be conducted at your AVI.
8. Deposit your examination fee through AVI.
9. Collect Date-Sheet for examination from your AVI.
10. You will also receive Hall Ticket from NIOS.
11. Your result and certificates will be sent to your AVI after declaration of result.
12. You may also visit NIOS website for various information e.g.; Date Sheet, Hall Ticket, Results at: [www.nios.ac.in](http://www.nios.ac.in)
13. Collect Identity Card from your AVI.
14. The programme fee you have paid includes cost of study material, PCPs and practical training. You do not have to pay separately for that.



# About Construction Supervision Course

## 2.1 Introduction to the Course

In the current scenario the construction industry in India is growing at a very high rate largely due to government concessions in taxes, growth in per capita income of people, and urbanization. The industry, however, is facing acute shortage of skilled manpower at the middle level. NIOS is having feedback of demand for such type of courses/programs. Keeping the above in view the vocational department of NIOS is offering the Course "Certificate in Construction Supervision (Civil)". The course code is 620.

## 2.2 Objectives of the Course

- To enable the learners to work in construction industry
- To develop skills and competencies in the area of construction
- To maintain a standard equivalence with industry and market demand
- To enable the learners to take up jobs/professions in Construction field at the level of Supervisor

## 2.3 Eligibility Criteria

The entry qualification is 10th pass from any recognized Board of School Education. There is no upper age limit for admission however minimum age limit is 15years. as on 31st December 2011.

## 2.4 Course Duration

The minimum duration of the course is six months. However, one can complete this course within five years of registration as per NIOS norms.

## 2.5 Course Outline

### 1. Introduction to Drawing and Surveying

- Importance of Drawings
- Types of Drawing

- Scales of drawing
- Types of Surveying
- Leveling

### 2. Construction Work

- Need of foundation
- Site Inspection and Marking
- Digging and Filling (Earthwork)
- Loose and close Timbering
- Prevention from timbering and Seepage
- Methods of security check
- Introduction to Building Material

### 3. Brick Work

- Brick Work
- Method of Preparation of Mortar
- Different types of Bond
- Different types of Arch
- Plinth Beam

### 4. Concrete Work

- Preparation of Concrete
- Construction joint
- Curing
- Expansion Joints
- Reinforced cement concrete
- Shuttering

### 5. Roof Work

- Types of Roof
- Drainage from roofs

### 6. Finishing and Polishing

- Cement Plaster
- Dry Distemper
- Material used in Paints
- Measurement of Paints
- Painting and Polishing on wood
- Painting on Iron

### 7. Flooring

- Types of Flooring

- Watering, Grinding and Polishing
- Tile work
- Kota stone flooring

#### 8. Wood and Iron Work

- Shutters or Doors/ Windows
- Joint in Frame
- Fitting or Doors/ Windows
- Glass Work
- Iron Work

#### 9. Drainage and Sewer Construction

- Types of Drainage
- Method of Drainage Construction
- Shape of Pipes
- Manholes and Sanitary Installation

#### 10. Road Work

- Formation level of roads
- Main part of the roads
- Sub grade and compaction
- Types of roads
- Construction of cement concrete road.

#### 11. Project Work

### 2.6 Medium of Instruction

The medium of instruction is Hindi and English both. The course is offered through a multimedia approach comprising the following:

- Self-instructional print material
- Face to face counseling
- Hands on Experience/Practical facilities at the Study center
- Project work at construction site

### 2.7 Admission Procedure

- The application form and prospectus can be purchased either from NIOS or its selected study centres (AVIs) on payment of Rs. 100/- in cash /demand draft.
- Form can also be downloaded from NIOS website ([www.nios.ac.in](http://www.nios.ac.in)).
- Before filling in the application form please read the instructions given in appendix A carefully.
- The filled in application form along with relevant documents and requisite course fee should be submitted to the AVI / study centres, before the last date for a particular session.
- Last cutoff date for taking admission for this course is 31st January, 2012.
- Application for admission must be made in the prescribed form in duplicate given in Appendix 'C'.
- The AVI / study centre will give you provisional admission which will be confirmed by NIOS by issue of identity card through your study centre / AVI.

### 2.8 Evaluation Procedure

For evaluation of students 70% weightage will be given to Practical and 30% weightage to theory in the public examination. In order to pass, the learner has to secure 50% marks separately in theory and practical.

Certificate will be awarded on the basis of performance in theory and practical examinations. After successful completion of the course a learner will be awarded certification as per NIOS norms.

### 2.9 Course Fee

A student will pay Rs. 12,500/- towards course fee, which includes the cost of material and practical facilities at the study centres. The total fee will be collected by AVI and 80% of the fee, i.e, Rs.10,000/- will be retained by AVI and 20%, i.e Rs.2,500/- will be submitted to NIOS. The practical will be conducted through its AVIs / Study Centers as per norms and conditions. The fee should be paid to the AVI through a Bank Draft only. The bank Draft should be drawn in favour of "Coordinator (Name of AVI)", where you are seeking admission.

### 2.10 Course Delivery Mechanism

The AVIs will be responsible for imparting training skills and competencies of a qualitative standard by adopting suitable training methods, strategies and systems. The AVIs will provide at least 60 hours for face to face interaction cum counseling and 240 hours of hands-on experience to the learners.

### 2.11 Examination Fee

For appearing in public examination students have to apply for the examination form in the prescribed format given at Appendix B as per dates notified by NIOS. Examination fee of Rs.150/- for the course to be paid by demand draft, in favour of Secretary NIOS, payable at respective Regional centres.



## 2.12 List of Study Centres(AVIs)

### 1. Skill Development & Computer Centre (AVI No.-590072)

Jilla Panchayath Bhavan , Civil Station,  
Kozhikode-673020, Kerala  
Ph. No. 0495-2370026, 0944742473  
E- mail: sdckozhikode@reddiff.com

### 2. St. Antony's Mission ITC (AVI No.-590047)

Morning Star Building  
Post Box-1920, Kacheripady , Kerala  
Ph. No.0484- 2390852, 0484-2384754

### 3. R.G. Institute of Professional Studies (AVI code: 710200)

Gaur Plaza, B-7, Shalimar Garden, Extention-II  
Sahibabad, Ghaziabad, Uttar Pradesh  
Mobile No- 9312656271, 9582279404  
Email- rgips1@gmail.com

### 4. Malwa Medical Institute (AVI No. 600091)

E-2868, Sudama Nagar,  
Indore, Madhya Pradesh  
Ph. 09827532219

### 5. Medicare Institute of Medical Science (AVI No.- 600126)

Sarangpur Ganesh Vihar Colony, A B Road,  
Tal: Sarangpur,Distt.- Rajgarh (BIO), Madhya Pradesh  
Ph. No.07371-223333, 09425049713  
E-mail: medicare\_sar@netone.in

### 6. IPC Academy (AVI No. 600059)

T-10,Goyal Niket, Press Complex,  
Zone-1, M.P. Nagar, Bhopal, Madhya Pradesh  
Ph. 09302970126

### 7. Human Welfare Society (AVI No. 600139)

15-Ghat Karper Marg APM  
Chamber, 2nd Floor, Freeganj,  
Ujjain, Madhya Pradesh  
Ph. 09926393777

### 8. Manjusha Institute of Paramedical Technology (AVI No. 790021)

Q.No. 251, Near Telephone Office, Sundar Nagar,  
Raipur, Chhattisgarh  
Ph. 08871521243





## 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 will be forfeited.

Submit your Application Form and deposit fee only in the AVI 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
- 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 official record. It shall also fit in the Box provided for it.

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

Item No.	Title	Instructions
1.	Name of the Candidate	Mention your name as already recorded in your previous school certificate
2&3.	Names of the Parents	Father's as well as Mother's name is to be written. It should tally with your previous records. This will be recorded in your Certificate. No change will be permitted later on.
4.	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.

5.	<b>Permanent Address</b>	<b>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.</b>
6.	<b>Date of Birth</b>	<b>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.</b>
7, 8, 9, & 10	<b>Sex, Category, Disability, Disadvantaged Group</b>	<b>Please tick (✓) in the appropriate box.</b>
11.	<b>Category of Course</b>	<b>Provide (a) category of the course, (b) name of the course and Applied for (c) subject code no(s).</b>
12, 13, 14.	<b>Medium of Study, Nationality, Your Previous Qualification,</b>	<b>Please tick (✓) in the appropriate box. Attach attested copy</b>
15.	<b>Year of Passing X &amp; XII Exam</b>	<b>Write the name of the Board from where you have passed your Examination.</b>
16.	<b>Amount of Admission Fee Paid</b>	<b>Refer to the course fee 2.9 at page no 5.</b>

### 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 सूचनाएं 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.

1. परिवार में सदस्यों की संख्या / Number of members in your family : \_\_\_\_\_
2. परिवार की वार्षिक आय / Total family income per year :
  1. 12,000 रु. तक
  2. 24,000 रु. तक
  3. 36,000 रु. तक
  4. 36,000 रु. से अधिक।
  1. Upto Rs. 12,000
  2. Upto Rs. 24,000
  3. Upto Rs. 36,000
  4. Above Rs. 36,000
3. पिता की शैक्षिक योग्यता  
Father's Educational qualification :
 

<input type="checkbox"/> 1. अनपढ़	<input type="checkbox"/> 2. प्राइमरी तक	<input type="checkbox"/> 3. आठवीं तक	<input type="checkbox"/> 4. दसवीं तक	<input type="checkbox"/> 5. कॉलेज तक।
<input type="checkbox"/> 1. No Education	<input type="checkbox"/> 2. Upto Primary	<input type="checkbox"/> 3. Upto Middle	<input type="checkbox"/> 4. Upto Secondary	<input type="checkbox"/> Upto College
4. माता की शैक्षिक योग्यता  
Mother's educational qualification :
 

<input type="checkbox"/> 1. अनपढ़	<input type="checkbox"/> 2. प्राइमरी तक	<input type="checkbox"/> 3. आठवीं तक	<input type="checkbox"/> 4. दसवीं तक	<input type="checkbox"/> 5. कॉलेज तक।
<input type="checkbox"/> 1. No Education	<input type="checkbox"/> 2. Upto Primary	<input type="checkbox"/> 3. Upto Middle	<input type="checkbox"/> 4. Upto Secondary	<input type="checkbox"/> Upto College
5. आप कहाँ रहते हैं?  
Where do you live?
 

<input type="checkbox"/> 1. शहर	<input type="checkbox"/> 2. ग्राम
<input type="checkbox"/> 1. Urban	<input type="checkbox"/> 2. Rural
6. आपके घर में कमरों की संख्या  
Number of rooms in your residence:
 

<input type="checkbox"/> 1. एक	<input type="checkbox"/> 2. दो	<input type="checkbox"/> 3. तीन	<input type="checkbox"/> 4. तीन से अधिक
<input type="checkbox"/> 1. One	<input type="checkbox"/> 2. Two	<input type="checkbox"/> 3. Three	<input type="checkbox"/> 4. More than three
7. आपके घर में इनमें से कौन-कौन सी चीजें हैं?  
Which of the following do you have at home?
 

<input type="checkbox"/> 1. बिजली	<input type="checkbox"/> 2. पंखा	<input type="checkbox"/> 3. रेडियो/ट्रान्जिस्टर	<input type="checkbox"/> 4. टीवी	<input type="checkbox"/> 5. कैसेट/सीडी प्लेयर
<input type="checkbox"/> 1. Electricity	<input type="checkbox"/> 2. Fan	<input type="checkbox"/> 3. Radio/Transistor	<input type="checkbox"/> 4. TV	<input type="checkbox"/> 5. Cassette/CD Player
<input type="checkbox"/> 6. साइकिल	<input type="checkbox"/> 7. स्कूटर	<input type="checkbox"/> 8. कार	<input type="checkbox"/> 9. रसोई गैस	<input type="checkbox"/> 10. वीसीआर/वीसीपी
<input type="checkbox"/> 6. Cycle	<input type="checkbox"/> 7. Scooter	<input type="checkbox"/> 8. Car	<input type="checkbox"/> 9. Cooking Gas	<input type="checkbox"/> 10. VCR/VCP
<input type="checkbox"/> 11. जनरेटर/इनवर्टर	<input type="checkbox"/> 12. मल्टीमीडिया कंप्यूटर	<input type="checkbox"/> 13. टेलीफोन	<input type="checkbox"/> 14. कंप्यूटर	<input type="checkbox"/> 15. केबल
<input type="checkbox"/> 11. Generator/Inventor	<input type="checkbox"/> 12. Multimedia Computer	<input type="checkbox"/> 13. Telephone	<input type="checkbox"/> 14. Computer	<input type="checkbox"/> 15. Cable Connection
8. आप काम करते हैं या बेरोजगार हैं?  
Are you employed or unemployed?
 

<input type="checkbox"/> 1. काम करते हैं	<input type="checkbox"/> 2. अपना रोजगार	<input type="checkbox"/> 3. बेरोजगार हैं
<input type="checkbox"/> 1. Employed	<input type="checkbox"/> 2. Self-employed	<input type="checkbox"/> 3. Unemployed

9. घोषणा Declaration

मैं प्रमाणित करता हूँ कि / Certified that:-

- क) 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.
- ख) मैंने विवरणिका में दी गई योग्यता शर्त पढ़कर समझ ली है। मैं इसके योग्य हूँ। b) I have read and understood the eligibility conditions as laid down in the Prospectus. I fulfil these criteria.
- ग) मैंने सारी जरूरी सूचनाएं और दस्तावेज सही-सही दे दिए हैं। मैं जानता 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.
- घ) मैं एनआईओएस के सभी नियमों का पालन करूंगा और एवीआई / 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.
- ङ) मैंने किसी एवीआई / एसएआईडी में किसी अन्य एनआईओएस व्यावसायिक पाठ्यक्रम में दाखिला नहीं लिया है। e) I have not taken admission in any other NIOS Vocational Education Course at any AVI/SAIED.

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

पता / Address \_\_\_\_\_

उम्मीदवार के हस्ताक्षर  
Signature of Candidate

Date .....

पिन PIN \_\_\_\_\_

संलग्नकों की जाँच सूची सही बाक्स में (✓) चिह्न लगाएँ। CHECKLIST OF ENCLOSURES Please tick (✓)

प्रवेश पत्र 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 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



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

jkVfr eDr fo | ky; h f'k'k l lFlku] uls Mk ¼m-½  
National Institute of Open Schooling, NOIDA (U.P.)  
Q kol k; d i kB; Øela ea çosk ds fy, vlonu i =k-2011  
Application Form for Admission to Vocational Courses-2011

बॉक्स के आकार का फोटो यहाँ  
चिपकाएँ  
जो सत्यापित न हो।  
PASTE HERE  
PHOTOGRAPH OF  
THE STUDENT OF THE  
SIZE OF THIS BOX ONLY  
DO NOT ATTEST

फार्म हिंदी या अंग्रेजी के बड़े वर्णों में भरें। केवल नीले या काले बॉल प्वाइंट 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 Numerals only

महत्वपूर्ण : फार्म विद्यार्थी द्वारा दो प्रतियों में भरा जाए। शुल्क तथा प्रमाणपत्रों की सत्यापित फोटो कॉपी के साथ पूरा फॉर्म भरकर अंतिम तिथि या उससे पहले मान्यता प्राप्त संस्था में जमा करें। फार्म अधूरा भरे जाने पर विद्यार्थी को सूचित किए बिना उसे रद्द कर दिया जाएगा तथा शुल्क भी नहीं लौटाया जाएगा।  
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.

विद्यार्थी के हस्ताक्षर Signature of the Student

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

भाग-क / PART-A

- विद्यार्थी का पूरा नाम/Name of Candidate in full in CAPITAL Letters
- पिता या अभिभावक का पूरा नाम/Father's or Guardian's Name in CAPITAL Letters
- माता या हितैषी माता का पूरा नाम/Mother's or Mentor Mother's Name in CAPITAL Letters
- पत्र-व्यवहार के लिए पता/Postal Address in CAPITAL Letters
- स्थायी पता/ Permanent Address

पिन कोड PIN Code      एस.टी.डी. कोड STD Code      दूरभाष Telephone Mobile

6. जन्मतिथि / Date of birth      7. लिंग / Sex      8. श्रेणी / Category

9. विकलांगता / Disability      10. वंचित वर्ग / Disadvantaged Group

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

12. अध्ययन का माध्यम / Medium of Study      13. राष्ट्रियता / Nationality

14. आपकी पूर्व योग्यता / Your Previous Qualification      15. दसवीं और बारहवीं बोर्ड परीक्षा उत्तीर्ण करने का वर्ष Year of Passing X and XII Class Examination

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

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

Received application form with Bank Draft No. dt. from Mr./Ms. for Course(s)/Code(s)

समन्वयक के हस्ताक्षर मुहर सहित Signature of Coordinator with Stamp

## भाग (ख) (पृष्ठभूमि सूचनाएं 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.

1. परिवार में सदस्यों की संख्या / Number of members in your family : \_\_\_\_\_
2. परिवार की वार्षिक आय / Total family income per year :
  1. 12,000 रु. तक
  2. 24,000 रु. तक
  3. 36,000 रु. तक
  4. 36,000 रु. से अधिक।
  1. Upto Rs. 12,000
  2. Upto Rs. 24,000
  3. Upto Rs. 36,000
  4. Above Rs. 36,000
3. पिता की शैक्षिक योग्यता  
Father's Educational qualification :
 

<input type="checkbox"/> 1. अनपढ़	<input type="checkbox"/> 2. प्राइमरी तक	<input type="checkbox"/> 3. आठवीं तक	<input type="checkbox"/> 4. दसवीं तक	<input type="checkbox"/> 5. कॉलेज तक।
<input type="checkbox"/> 1. No Education	<input type="checkbox"/> 2. Upto Primary	<input type="checkbox"/> 3. Upto Middle	<input type="checkbox"/> 4. Upto Secondary	<input type="checkbox"/> Upto College
4. माता की शैक्षिक योग्यता  
Mother's educational qualification :
 

<input type="checkbox"/> 1. अनपढ़	<input type="checkbox"/> 2. प्राइमरी तक	<input type="checkbox"/> 3. आठवीं तक	<input type="checkbox"/> 4. दसवीं तक	<input type="checkbox"/> 5. कॉलेज तक।
<input type="checkbox"/> 1. No Education	<input type="checkbox"/> 2. Upto Primary	<input type="checkbox"/> 3. Upto Middle	<input type="checkbox"/> 4. Upto Secondary	<input type="checkbox"/> Upto College
5. आप कहाँ रहते हैं?  
Where do you live?
 

<input type="checkbox"/> 1. शहर	<input type="checkbox"/> 2. ग्राम
<input type="checkbox"/> 1. Urban	<input type="checkbox"/> 2. Rural
6. आपके घर में कमरों की संख्या  
Number of rooms in your residence:
 

<input type="checkbox"/> 1. एक	<input type="checkbox"/> 2. दो	<input type="checkbox"/> 3. तीन	<input type="checkbox"/> 4. तीन से अधिक
<input type="checkbox"/> 1. One	<input type="checkbox"/> 2. Two	<input type="checkbox"/> 3. Three	<input type="checkbox"/> 4. More than three
7. आपके घर में इनमें से कौन-कौन सी चीजें हैं?  
Which of the following do you have at home?
 

<input type="checkbox"/> 1. बिजली	<input type="checkbox"/> 2. पंखा	<input type="checkbox"/> 3. रेडियो/ट्रांजिस्टर	<input type="checkbox"/> 4. टीवी	<input type="checkbox"/> 5. कैसेट/सीडी प्लेयर
<input type="checkbox"/> 1. Electricity	<input type="checkbox"/> 2. Fan	<input type="checkbox"/> 3. Radio/Transistor	<input type="checkbox"/> 4. TV	<input type="checkbox"/> 5. Cassette/CD Player
<input type="checkbox"/> 6. साइकिल	<input type="checkbox"/> 7. स्कूटर	<input type="checkbox"/> 8. कार	<input type="checkbox"/> 9. रसोई गैस	<input type="checkbox"/> 10. वीसीआर/वीसीपी
<input type="checkbox"/> 6. Cycle	<input type="checkbox"/> 7. Scooter	<input type="checkbox"/> 8. Car	<input type="checkbox"/> 9. Cooking Gas	<input type="checkbox"/> 10. VCR/VCP
<input type="checkbox"/> 11. जनरेटर/इनवर्टर	<input type="checkbox"/> 12. मल्टीमीडिया कंप्यूटर	<input type="checkbox"/> 13. टेलीफोन	<input type="checkbox"/> 14. कंप्यूटर	<input type="checkbox"/> 15. केबल
<input type="checkbox"/> 11. Generator/ Inverter	<input type="checkbox"/> 12. Multimedia Computer	<input type="checkbox"/> 13. Telephone	<input type="checkbox"/> 14. Computer	<input type="checkbox"/> 15. Cable Connection
8. आप काम करते हैं या बेरोजगार हैं?  
Are you employed or unemployed?
 

<input type="checkbox"/> 1. काम करते हैं	<input type="checkbox"/> 2. अपना रोजगार	<input type="checkbox"/> 3. बेरोजगार हैं
<input type="checkbox"/> 1. Employed	<input type="checkbox"/> 2. Self-employed	<input type="checkbox"/> 3. Unemployed
9. घोषणा Declaration  
मैं प्रमाणित करता हूँ कि / Certified that:-
  - क) 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.
  - ख) 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.
  - ग) मैंने सारी जरूरी सूचनाएं और दस्तावेज सही-सही दे दिए हैं। मैं जानता 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.
  - घ) मैं एनआईओएस के सभी नियमों का पालन करूँगा और एवीआई /एसएआईईडी के अनुशासन और मर्यादा को बनाए रखूँगा/रखूँगी। d) I shall abide by all the rules and regulations of NIOS and shall maintain discipline and decorum at the AVI/SAIED.
  - ङ) मैंने किसी एवीआई/एसएआईईडी में किसी अन्य एनआईओएस व्यावसायिक पाठ्यक्रम में दाखिला नहीं लिया है। e) I have not taken admission in any other NIOS Vocational Education Course at any AVI/SAIED.

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

पता / Address \_\_\_\_\_

उम्मीदवार के हस्ताक्षर  
Signature of Candidate

Date .....

पिन PIN \_\_\_\_\_

संलग्नकों की जाँच सूची सही बाक्स में (✓) चिह्न लगाएँ। CHECKLIST OF ENCLOSURES Please tick (✓)

प्रवेश पत्र 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



# राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान National Institute of Open Schooling

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 पत्र।  
Application Form for Obtaining Duplicate Certificate/Marks Statements etc.

1. अनुक्रमांक / Enrolment No. ....
  2. विद्यार्थी का नाम (साफ 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 ..... रकम ..... 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: .....

विद्यार्थी के हस्ताक्षर / Signature of

the Student

केवल कार्यालय प्रयोग के लिए  
**FOR OFFICE USE ONLY**

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

कार्यालय सहायक के हस्ताक्षर / Signature of D.A.



## आवश्यक निर्देश/Important Notes

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

1. प्रत्येक प्रमाणपत्र के लिए अलग-अलग फार्म का प्रयोग करें। Use separate form for each certificate.
2. प्रमाणपत्र की दूसरी प्रति के लिए आवेदन पत्र 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 हो। 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 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 उसे 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 विद्यार्थी 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. 100.00 |
| 2. अंकतालिका की दूसरी प्रति/Duplicate copy of the Statement of Marks   | : Rs. 100.00 |
| 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 शुल्क 200 रु. है तथा यह दस्तावेज आवेदन प्राप्त होने से 48 घंटे के अंदर उपलब्ध करा दिया जाता है।

Note : Prescribed fee for the issue of urgent Duplicate Marksheet is Rs. 200/- and these documents will be issued within 48 hours from the date of receipt of application.

शपथ पत्र 2.00 रुपए के स्टाम्प पेपर पर प्रथम श्रेणी मजिस्ट्रेट द्वारा सत्यापित होना चाहिए। (केवल उन विद्यार्थियों 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 हूँ कि मेरा राष्ट्रीय मुक्त विद्यालय 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. .... विद्यार्थी 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.

## List of the Regional Centres of NIOS

Name of the Region	Address of the Regional Centre	States Covered
1. ALLAHABAD	<b>National Institute of Open Schooling</b> Regional Centre 19/17, Kasturba Gandhi Marg, Kachahari Road Allahabad - 211002 (Uttar Pradesh) Ph.: (O) 0532-2548154 (Fax) 0532-2548149 e-mail: rcallahabad@nios.ac.in	Uttar Pradesh (excluding Gautam Buddha Nagar [ Noida & Greater Noida] and Ghaziabad Districts of UP)
2. BHOPAL	<b>National Institute of Open Schooling</b> Regional Centre Manas Bhawan, Shyamla Hills, Bhopal - 462002 (M.P.) Ph.: 0755-2661842, 2660331 Fax : 0755-2661842 e-mail: rcbhopal@nios.ac.in	Madhya Pradesh and Chhatisgarh
3. BHUBANESHWAR	<b>National Institute of Open Schooling</b> Adivasi Exhibition Ground, Unit-I, Bhubaneshwar Orissa, Phone : 0674-2740208	Orissa,
4. CHANDIGARH	<b>National Institute of Open Schooling</b> Regional Centre YMCA Complex, Sector-11C, Chandigarh-160011 Ph.: (O) 0172-2744915, 3950979 Fax : 0172-2744952 e-mail: rcchandigarh@nios.ac.in	Haryana (Excluding Gurgaon, Faridabad & Jhajjar) Himachal Pradesh, Punjab, Jammu & Kashmir and Chandigarh
5. DEHRADUN	<b>National Institute of Open Schooling</b> 69/106, Niranjapur, Opp. ITI Dehradun Dehradun - 248001 Ph.: (O) 0135-2623929 Fax : 0135-2629166 e-mail: rcdehradun@nios.ac.in	Uttrakhand and Meerut, Bagpat Saharanpur , Muzaffar Nagar, Moradabad and J.P. Nagar (Amroha) districts of U.P.
6. DELHI	<b>National Institute of Open Schooling</b> Regional Centre A-31, Institutional Area, NH-24, Sector-62, NOIDA- 201309 Distt. - Gautam Buddha Nagar (U.P.) Ph: (O) 0120-2404914-15, Fax : 0120-2404916 e-mail: rcdelhi@nios.ac.in	NCT of Delhi and bordering Distts. of NCT in Uttar Pradesh and Haryana comprising of Distts. of Gautam Buddha Nagar (Noida and Greater Noida), Ghaziabad, Gurgaon Faridabad and Jhajjar.
7. GUWAHATI	<b>National Institute of Open Schooling</b> Regional Centre Building of Assam Publication Board, (Near Assam Board of Secondary Education) 1st Floor, Bamunimaidan, Guwahati-781021 (Assam) Ph. (O) : 0361-2650541, 2651201 (Fax) 0361-2650542 e-mail: rcguwahati@nios.ac.in	Nagaland, Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram and Tripura
8. HYDERABAD	<b>National Institute of Open Schooling</b> Regional Centre House No. 17-26, Sree Nagar Colony, Rd. No. 5 Dilsukh Na/gar, Hyderabad - 500060 Andhra Pradesh Ph.: (O) 040-24162859, Fax : 040-24060712 e-mail: rchyderabad@nios.ac.in	Karnataka, Andhra Pradesh except the districts Vishakhapatnam, Srikakulam, Vizianagram, East & West Godavari, Krishana and Khammam
9. VISHAKHAPATNAM	<b>National Institute of Open Schooling</b> Regional Centre 5th Floor, B Block, VUDA Complex, Siripuram, Visakhapatnam, Andhra Pradesh Ph.: 0891-2564584, E-mail: srcvisakhapatnam@nios.ac.in	Vishakhapatnam, Srikakulam, Vizianagram, East & West Godavari, Krishana and Khammam Districts of Andhra Pradesh
10. JAIPUR	<b>National Institute of Open Schooling</b> Regional Centre D-11-12 Roop Vihar Colony, Mohan Marg, Opp. Karoli Garden New Sangamer Road, Sodala Jaipur ( Rajasthan) – 302006 Ph.: (O) 0141-2292818, 2290057 Fax.: 0141-2292819 e-mail: rcjaipur@nios.ac.in	Rajasthan and Gujarat
11. KOCHI	<b>National Institute of Open Schooling</b> Regional Centre 34/2740 Mamangalam, P.O. - Palarivatton, Kochi-682025 (Kerala) Ph.: 0484-2335714, (T/F) 0484-2335533 e-mail: rckochi@nios.ac.in	Pondicherry, Tamilnadu, Kerala and Lakshadweep
12. KOLKATA	<b>National Institute of Open Schooling</b> Regional Centre 10/1/H, Diamond Harbour Road, Kolkata-700 027 (W.B.) Ph.: (O) 033-24797714, Fax : 033-24797707 e-mail: rckolkata@nios.ac.in	Sikkim, West Bengal and Andaman and Nicobar Islands
13. PATNA	<b>National Institute of Open Schooling</b> Regional Centre Lalit Bhawan, Ground Floor, Jawahar Lal Nehru Marg, Bailey Road, Patna - 800001 (Bihar) Ph.: (O) 0612-2545051, 0612-2545470 e-mail: rcpatna@nios.ac.in	Bihar, Jharkhand
14. SUB-CENTRE DARBHANGA	<b>National Institute of Open Schooling</b> Moh- Khan Chowk Near Main Khan Chowk, PO Lal Bagh Distt. Darbhanga-846004, Phone : 0627-2250628	
15. PUNE	<b>National Institute of Open Schooling</b> Regional Centre C/o Indian Institute of Education Campus, 128/2 JP Naik Road, Sriniketan Society, (Near Solaris Club) Kothrud, Pune-411029 (Maharashtra) Ph. (O) 020-25444667, 25439763 (Fax) 020-25444667 e-mail: rcpune@nios.ac.in	Maharashtra, Goa and Daman & Diu
16. GANDHI NAGAR	<b>National Institute of Open Schooling</b> Regional Centre Office of the Gujarat Secondary and Higher Secondary Education Board, 2nd Floor, Sector 10/B Near Old Sachivalaya-382010 Ph. (O) 0(079)-, 23220410 (Fax) 079-23220411 e-mail: rcgandhinagar@nios.ac.in	Gujarat

**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

## 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
2. For any Information, Contact learner support centre at Toll Free No. 1800 180 9393

### For non-receipt of I-Card

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

### For non-receipt of Study Material

Incharge  
Material Distribution Unit (MDU)  
Rana Pratap Bagh, New Delhi  
Ph. No. 011-27416329, 27240012

### For Academic/Study related problems

Director  
Student Support Services (SSS)  
National Institute of Open Schooling  
A-24/25, Institutional Area, Sector-62  
NOIDA - 201309 (U.P.)

### For Date-sheet and Examination Intimation Card

Your AVI 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 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-D) 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](mailto:dirvoc@nios.ac.in) Ph. no. 0120-4089832  
Fax: 0120-4089819

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](http://www.nios.ac.in)