

# Prospectus

## 2016-17

(With Application Form  
for Admission)

**Academic Courses**  
**Secondary and**  
**Senior Secondary**



**NATIONAL INSTITUTE OF OPEN SCHOOLING**

(ISO 9001 : 2008 Certified)

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

# WELCOME TO NIOS



Dear Learner,

The process of education has witnessed change globally and is undergoing rapid transformation constantly. The focus of educational process has shifted from the teacher to the learner. Education is now learner centric instead of what it has traditionally been - teacher centric. The learner is now expected to be more responsible for his/her choice of subjects and also process of education than before. A large number of adolescents decide to pursue education not through the classroom teaching process but on their own, at their own pace and place, and learn from the on-line courses and recorded lectures available on the internet. The advent and ready availability of communication technologies has transformed our lives and as a corollary schooling. Learners who wish to try something beyond

curricular areas, like sports or want to take greater academic challenge to excel in life decide to pursue education through distance mode – largely depending upon self-instructional material.

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

**I congratulate you on your decision to follow your education through the NIOS. You are now a proud and privileged member of the NIOS community. Welcome to NIOS!**

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

On receiving your fees, in fact even before confirming admission, the NIOS will dispatch your study material. This will be sent through Speed Post Service of the Post & Telegraph Department. You will not have to pay any money for it. It will be delivered free of cost at your given address. The cost of the study material is included in the fees. Go through the study material as soon as possible, as you will get intimation from your AI about the **Counselling Schedule**. If you don't hear from your AI, then you yourself call them or go to the allotted AI and find out about the counselling sessions. During the counseling, you can clarify your doubts about any of the topics in your study material. You can also hear live lectures on the **Mukta Vidya Vani, web-radio of NIOS**. It is available through the website of NIOS. Search for it and listen to the lectures and you can raise your queries and get their solution on the spot. Make best use of it. You will keep receiving SMS alerts at each step. You can also reach us through our toll free number **1800-180-9393** and e-mail: **lsc@nios.ac.in**. In case, you wish to share something with me then you can write to me on my email id **cbsharma@nios.ac.in**.

Welcome once again to the NIOS fraternity.



(Prof. Chandra B. Sharma)  
Chairman, NIOS

# PROSPECTUS

2016-17

With Application Form for Admission

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## SECONDARY AND SENIOR SECONDARY EDUCATION COURSES



विद्याधनम् सर्वधनं प्रधानम्

### NATIONAL INSTITUTE OF OPEN SCHOOLING

ISO 9001:2008 Certified

(An autonomous Institution under Deptt. of School Education &  
Literacy, MHRD, Government of India)

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

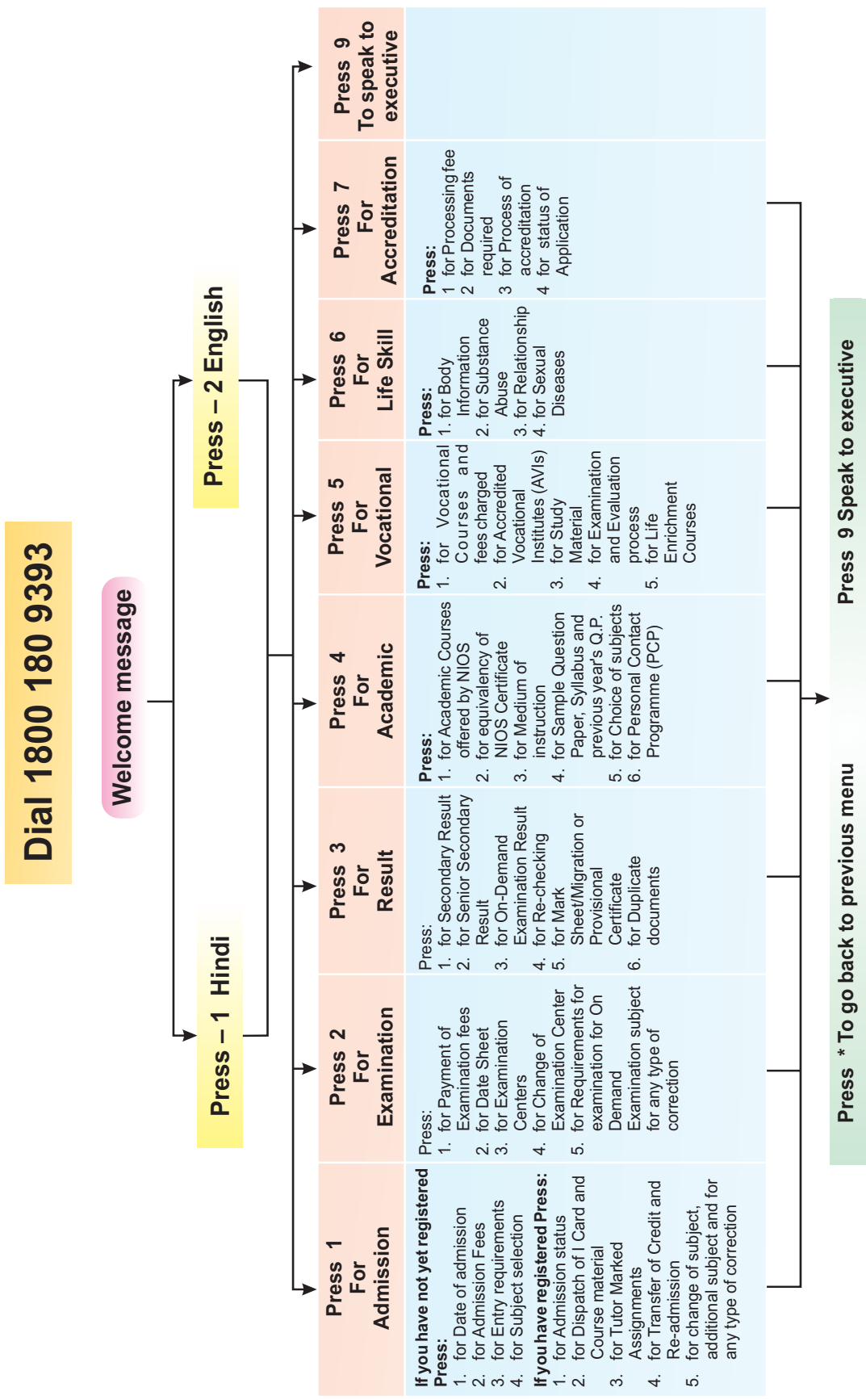
**Website:** [www.nios.ac.in](http://www.nios.ac.in)

**Learner Support Centre Toll Free No.:** 1800 180 9393, **E-mail:** [lsc@nios.ac.in](mailto:lsc@nios.ac.in)

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

# Learner Support Centre (LSC)

NIOS believes and hopes that learners do not face any problem and do not have any grievance during their study. Nevertheless, NIOS has established the Learner Support Centre (LSC) to redress all learners related issues through email, Interactive Voice Response System (IVRS) and Toll Free No.



# Reasons to Make National Institute of Open Schooling Learner's Choice

## 1. Freedom To Learn

With a motto to '*reach out and reach all*', NIOS follows the principle of freedom to learn i.e., what to learn, when to learn, how to learn and when to appear in the examination is decided by Learner. There is no restriction of time, place and pace of learning.

## 2. Flexibility

The NIOS provides flexibility with respect to :

- **Choice of Subjects:** Learner can choose subjects of his/her choice from the given list keeping in view the passing criteria.
- **Admission:** Learner can take admission Online under various streams or through Study Centres, Facilitation Centre, Regional Centre for the Secondary and the Senior Secondary Education Courses.
- **Examination:** The Public Examinations are held twice in a year. Nine examination chances are offered to learner in five years. Learner can take any examination during this period as and when Learner is well prepared can avail the facility of credit accumulation.
- **On Demand Examination:** Learner can also appear under the On-Demand Examination System (ODES) of NIOS at the Secondary and the Senior Secondary levels at the NIOS Headquarter, NOIDA and at All the Regional Centres (Except RCs at Ranchi and Dharamshala) of NIOS as and when Learner are ready for the examination after first public examination.

## 3. Relevance

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

## 4. Transfer of Credits

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

## 5. Recognised Quality Education

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

# Frequently Asked Questions (FAQ)

## About NIOS and its Programmes

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

**Ans:** NIOS has introduced 100% On-line admission at the Secondary and the Senior Secondary level in order to facilitate learners in registering themselves with it.

Under this scheme, learners have three options:

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

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

**Ans:** A learner who has passed class VIII and has valid proof of attaining 14 years of age can apply for registration to the Secondary Course.

A learner given self certificate "I have studied enough to be able to pursue secondary course" is also eligible for admission to the Secondary Course.

A learner who had studied at the secondary level can also seek admission in NIOS either to complete his course or to improve his performance.

A residential proof of the learner.

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

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

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

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

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

**Ans:** Fee concession is provided to females and SC/ST/Ex-Servicemen and differently abled candidates as per NIOS norms.

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

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

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

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

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

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

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

**Ans:** Hindi, English, Urdu, Sanskrit, Bengali, Odia, Marathi, Telugu, Gujarati, Kannada, Punjabi, Assamese, Nepali, Malayalam, Arabic, Persian, Tamil, Mathematics, Science and Technology, Social Science, Economics, Business Studies, Home Science; Psychology, Indian Culture and Heritage, Painting, Data Entry Operations & Accountancy. (28 subjects including 17 languages).

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

**Ans:** Hindi, English, Bengali, Odia, Tamil, Urdu, Sanskrit, Gujarati, Punjabi, Mathematics, Physics, Chemistry, Biology, History, Geography, Political Science, Economics, Business Studies, Accountancy, Home Science, Psychology, Computer Science, Sociology, Painting, Environmental Science, Mass Communication, Data Entry Operations, Introduction to Law, Library and Information Science. (29 subjects including 09 languages).

**11. Can I change my subjects during the validity period of my admission?**

**Ans:** Yes, Learner can change one or more subjects, provided the total number of subjects does not exceed seven. However, such a change is permissible within four years of your registration, so that Learner can appear in the Public Examination within the validity period of admission. No change/addition of subjects will be allowed in the first examination. Subjects already passed cannot be changed.

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

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

**13. Can I seek admission in additional subjects also?**

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

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

**Ans:** The latest fee structure for registration and examination is given on NIOS website and in the prospectus.

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

**Ans:** Yes, if Learner have completed the Secondary/Senior Secondary Course from any National/State Board of School Education and want to take admission in NIOS for the same course, Learner will be allowed to take admission in NIOS in upto four subjects. On successful completion, Learner will get only the mark sheet. No certificate is issued under the dual/part admission scheme.

**16. How do I get confirmation of my admission?**

**Ans:** Admission to a particular course is normally confirmed by NIOS by issuing an identity card having his/her admission particular as per the records available with NIOS. On confirmation of admission, enrolment number is also informed to the candidate.

**17. How do I get the self-instructional material?**

**Ans:** The specially designed printed Self Learning Material for different subjects alongwith other support material will be provided to Learner through post at your home address. Learner its therefore expected to give his/her correct and complete home address.

**18. How can I procure my study material in case my parcel is not delivered?**

**Ans:** In case of undelivered parcel of study material, Learner shall be required to pay Rs. 100/- (Rupees one hundred only) by way of Demand Draft in favour of Secretary, NIOS, Payable at Delhi for re-despatch of study material at your residence to the Dy. Director, Material Distribution Unit, C/o CWC, G T Karnal Road, Rana Pratap Bagh, Delhi-110033

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

**Ans:** Since the admission is 100% online, the learners are requested to be careful in making entries in the application forms. However, the correction will be done as per Guideline hosted on NIOS website.

**20. Do NIOS issue duplicate identity card?**

**Ans:** Yes, In case of loss of Identity card, a duplicate Identity Card can be issued after lodging an FIR with the concerned police station by the learner. One should apply on plain paper to the concerned Regional Centre of NIOS along with the original copy of FIR, the bank draft of Rs. 100/- and two photographs. Detailed guidelines can be seen on NIOS website in this regards.

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

**Ans:** A learner can choose subjects of his/her choice from the list provided at NIOS website and prospectus keeping in view the passing criteria and Certification criteria, as also the requirement of other Boards/Universities for further education.

**22. Can a learner take vocational subjects along with academic courses at the Secondary and the Senior Secondary level?**

**Ans:** Yes, in order to make NIOS courses more meaningful, vocational courses are offered independently or in combination with academic subjects at the Secondary and the Senior Secondary level.

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

**Ans:** Yes, NIOS has entered into an MOU with CSC e-Governance India Ltd., Ministry of Information and Technology, Government of India. Under this MOU, All the Common Services Centres throughout the country will be acting as Facilitation Centres of NIOS where any prospective candidates can avail various online facilities of NIOS at the prescribed rates. These rates are given at pages 15 to 16 of the Handbook. The list of the CSC placed at Appendix-C. The amount as per these rates is to be paid by the candidate and will be in addition to the registration fee of NIOS.

## Learner's Responsibilities : At a Glance

- ➔ Do not fill up the Application Form for Admission without **reading the instructions**.
- ➔ Do not leave any **column blank** in the Application Form for Admission.
- ➔ Do not forget to write his/her name and registration number at the back of Photograph before affixing it on the Form and Demand Draft of fee, if fee 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 his/her success**.
- ➔ Do not forget to enclosed original Marksheet if applying for Transfer of Credit (TOC).
- ➔ **Do not pay to anyone extra amount for admission and examination over and above the prescribed fee as mentioned in the Application Form for Admission.**
- ➔ Do not miss out the Personal Contact Programmes (PCPs) in each subject which all AIs have to provide on compulsory basis.
- ➔ **Do not indulge in unfair means** such as copying, impersonation etc.
- ➔ Provide valid E-mail ID and the mobile number for SMS alerts.

**A learner seeking admission through Stream-1 in Block I and Block II in 2016-17, can appear first time only in April-May and October-November Examinations respectively in the year 2017.**

Most of the 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](http://www.nios.ac.in)

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



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

## *The National Institute of Open Schooling Today*

- ❖ The largest Open Schooling system in the world with cumulative enrolment of 2.78 million (for last 5 years).
- ❖ 3.30 million learners have been certified in the Secondary, Senior Secondary and the Vocational Education Courses since 1991.
- ❖ More than 5,52,000 learners were admitted during 2014-15 in various courses.
- ❖ Reaches out through a network of 20 Regional Centres, Two Sub Regional Centres and more than 6620 Study Centres (AIs/AVIs) spread all over the country and abroad.
- ❖ Imparts education through Open and Distance Learning (ODL) Mode using a media mix of self-instructional print materials, audio, video and supported by Personal Contact Programmes at AIs. These are further supplemented by Radio broadcast T.V. programmes and Mukta Vidya Vani (Audio streaming through internet on NIOS website).

# NIOS: A Schooling System with a Difference

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

## 1.1 Features and Flexibilities in NIOS

- ❖ **Age Limit:** There is no upper age limit for admission. However, the minimum age for enrolment is 14 years for the Secondary course and 15 years for the Senior Secondary course as per information given in the entry requirements in **Table-3**.
- ❖ **Choice in Medium of Instructions:**
  - Hindi, English, Urdu, Marathi, Telugu, Gujarati, Malayalam, Tamil and Odia mediums at the Secondary stage.
  - Hindi, English, Urdu, Bengali, Gujarati and Odia mediums at the Senior Secondary stage.
- ❖ **Choice of Subjects:** Learner can choose any subject combination from the list of subjects offered as per the criteria given in the **Scheme of Studies in Table-I**.

If learner wish to use NIOS certificate for higher studies, it is in his/her own interest that he/she keep in mind the requirements of the Boards/Universities he/she wish to join after passing Secondary/Senior Secondary course from NIOS. Some Boards / Universities require specific subject combinations for admission to the Institutions affiliated to them. For example, for medical course, various institutes will expect you to have passed with a combination of Chemistry, Physics and Biology/ Bio-technology or any other two as languages. The learners who wish to join formal School Board in class XI after passing NIOS examination of class X may opt for subjects combinations

### NOTE

You should think and choose your subjects carefully keeping in view your plans for higher studies, specific jobs, and requirement of the concerned Board, etc.

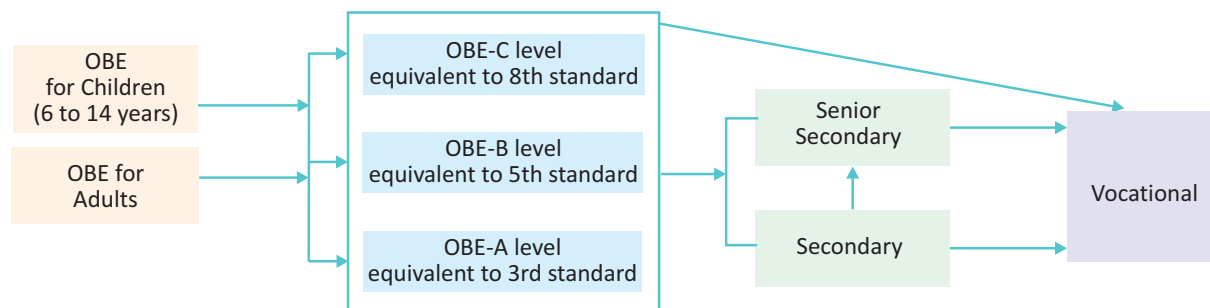
(in 5 or 6 subjects as the case may be) which are acceptable in class XI by such formal School Board, without prejudice to the rights of NIOS.

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

centres in Jails all over India. Full fee exemption (Admission and Examination fee) has been given to Jail inmates.

## 1.2 Programmes, Courses and Pathways

NIOS offers the following courses and programmes :



### 1.2.1 NIOS Virtual Open Schooling

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



The VOS platform of NIOS has a Learning Management system (LMS) for the direct interaction between the learners and teachers, Online Admissions, Discussion Forum, Blogs, Online Classes through Video Conferencing, Online Assessment, etc.

Following are the advantages of the Virtual Open Schooling (VOS):

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

Currently, NIOS is offering two vocational courses under VOS

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

For more details, kindly download the VOS programme guide from this link i.e. : <http://vos.nios.ac.in/niosvirtual/VOSProgrammeGuide.pdf>

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

### 1.3 Scheme of Studies

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

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

<b>Secondary Level</b>		<b>Senior Secondary Level</b>	
<b>S.No. Code</b>	<b>Subject</b>	<b>S.No.Code</b>	<b>Subject</b>
<b>Group 'A'</b>		<b>Group 'A'</b>	
1. (201)	Hindi	1. (301)	Hindi
2. (202)	English	2. (302)	English
3. (206)	Urdu	3. (306)	Urdu
4. (209)	Sanskrit	4. (309)	Sanskrit
5. (203)	Bengali	5. (307)	Gujarati
6. (204)	Marathi	6. (303)	Bengali
7. (205)	Telugu	7. (304)	Tamil
8. (207)	Gujarati	8. (305)	Odia
9. (208)	Kannada	9. (310)	Punjabi
10. (210)	Punjabi	Examination of these subjects will be held on same day and same time .	
11. (228)	Assamese		
12. (231)	Nepali	<b>Group 'B'</b>	
13. (232)	Malayalam	1. (311)	Mathematics
14. (233)	Odia	2. (321)	Home Science*
15. (235)	Arabic	3. (328)	Psychology
16. (236)	Persian	4. (316)	Geography*
17. (237)	Tamil	5. (318)	Economics
		6. (319)	Business Studies
		7. (332)	Painting*
		8. (336)	Data Entry Operations*
<b>Group 'B'</b>		<b>Group 'C'</b>	
1. (211)	Mathematics*	9. (312)	Physics*
2. (212)	Science and Technology*	10. (315)	History
3. (213)	Social Science	11. (339)	Library and Information Science*
4. (214)	Economics	Examination of these subjects will be held on same day and same time.	
5. (215)	Business Studies		
6. (216)	Home Science*	<b>Group 'D'</b>	
7. (222)	Psychology	12. (313)	Chemistry*
8. (223)	Indian Culture & Heritage	13. (317)	Political Science
9. (224)	Accountancy	14. (335)	Mass Communication*
10. (225)	Painting*	Examination of these subjects will be held on same day and same time.	
11. (229)	Data Entry Operations*		
		<b>Group 'E'</b>	
		15. (314)	Biology*
		16. (320)	Accountancy
		17. (338)	Introduction to Law
		Examination of these subjects will be held on same day and same time.	
		<b>Group 'F'</b>	
		18. (330)	Computer Science*
		19. (331)	Sociology
		20. (333)	Environmental Science*
		Examination of these subjects will be held on same day and same time.	
<ul style="list-style-type: none"> <li>➤ Five subjects with either one or two languages from Group A and the remaining subjects from Group B.</li> <li>➤ Two additional subjects can be taken from either of the two groups with additional fees as per NIOS norms.</li> </ul>		<ul style="list-style-type: none"> <li>➤ Five subjects with either one or two languages from Group A and the remaining subjects from Group B, C, D, E and F (only one subject from each group C, D, E and F).</li> <li>➤ Two additional subjects can be taken from any group (only one subject from each group C, D, E and F) with additional fees as per NIOS norms.</li> </ul>	

**Note : 1.** Subjects with asterisk \*have theory as well as practical work.  
**Note : 2.** Learner can opt only one subject from each of Group C, D, E and F.

## 1.4 Combination of Vocational and Academic Subjects

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

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

Secondary Level					
S.No.	Code	Subject	S.No.	Code	Subject
1.	(217)	Typewriting (Hindi)	6.	(253)	Solar Energy Technician
2.	(218)	Typewriting (English)	7.	(254)	Bio Gas Technician
3.	(221)	Typewriting (Urdu)	8.	(255)	Laundry Services
4.	(251)	Jute Production	9.	(256)	Bakery & Confectionery
5.	(252)	Carpentry	10.	(257)	Welding Technology

Senior Secondary Level					
S.No.	Code	Subject	S.No.	Code	Subject
1.	(322)	Typewriting (Hindi)	12.	(355)	Electroplating
2.	(323)	Typewriting (English)	13.	(356)	House Keeping
3.	(324)	Stenography (Hindi)	14.	(357)	Catering Management
4.	(325)	Stenography (English)	15.	(358)	Food Processing
5.	(326)	Secretarial Practice	16.	(359)	Play Centre Management
6.	(329)	Stenography (Urdu)	17.	(360)	Hotel Front Office Operation
7.	(364)	Typewriting (Urdu)	18.	(361)	Poultry Farming
8.	(351)	Plant Protection	19.	(362)	Soil and Fertilizer Management
9.	(352)	Water Management for Crop Production	20.	(363)	Preservation of Fruits and Vegetables
10.	(353)	Oyster Mushroom Production			
11.	(354)	Furniture and Cabinet Making			

### **IMPORTANT INFORMATION**

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

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

## On-line Admission for 2016-17 session

### 2.1 Procedure for On-line Admission

NIOS has introduced 100% On-line admission in order to facilitate learners in registering themselves with it.

Under this scheme, learners have four options :

- (i) Learner can register On-line directly by following the procedure laid down in **section 2.2**.
- (ii) Learner may visit nearest AI (Study Centre)/Facilitation Centre and take their help for On-line registration. The list of Accreditation Institutions (AIs) is available in separate booklet.
- (iii) Learner may visit their Regional Centre of NIOS and take help for on line-registration. The list of Regional Centres is given at **Appendix-B**.
- (iv) Learner can visit Common Services Centres (CSCs) of the Ministry of Information and Technology, Govt. of India. List of CSCs with what name they are known in different states is at **Appendix D**.

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

**2.1.1 On-line Admission for all learners (Stream-1):** This stream for On-line Admission is open for all the learners as per the laid down eligibility criteria for the Secondary and the Senior Secondary courses. The dates for Online Admission for **stream-1** throughout the year (24×7) from the admission session 2016-17 and onwards are as follows:

Block for Online Admission	Dates of Online Admission Stream-1	Fee	Examination in which the students can appear first time
Block-1	16 <sup>th</sup> March - 31 <sup>st</sup> July 2016 1 <sup>st</sup> August - 15 <sup>th</sup> August 2016 16 <sup>th</sup> August - 31 <sup>st</sup> August 2016 1 <sup>st</sup> September - 15 <sup>th</sup> September, 2016	without late fee with late fee of Rs. 200/- with late fee of Rs. 400/- with late fee of Rs. 700/-	April/May, 2017
Block-2	16 <sup>th</sup> September 2016 - 31 <sup>st</sup> January 2017 1 <sup>st</sup> February - 15 <sup>th</sup> February 2017 16 <sup>th</sup> February - 28 <sup>th</sup> February 2017 1 <sup>st</sup> March - 15 <sup>th</sup> March 2017	Without late fee with late fee of Rs. 200/- with late fee of Rs. 400/- with late fee of Rs. 700/-	October/November, 2017

Learners seeking admission through On-line under Stream-1 will be attached to the AI (Study Centre) as per preference given by them at the time of admission.



- 2.1.2 On-line Admissions for learners who want to appear in October-November, 2016 examinations (Stream-2):** This stream for On-line admission is **open from 01.05.2016 to 30.06.2016** for all those learners who had appeared but could not clear or who were eligible but could not appear in the Public Examination of Secondary/Senior Secondary level from any recognised Examination Board and entry requirement of age, address proof as per **table 3**. The learners of this stream will be eligible to appear in the October-November, 2016 Secondary/Senior Secondary Public Examinations of NIOS on the basis of **original failed marksheet/admit card (Hall Ticket)** issued by the Parent Board.
- 2.1.3 On-line Admission for learners who want to appear under the On Demand Examination System (ODES) of NIOS for Secondary level (Stream-3):** This stream for On-line admission is open throughout the year for those learners who have already passed Secondary Examination from recognised Board and want to take part admission in one subject or up to 4 subjects for updating their qualification, or learners who had appeared but could not clear, or who were eligible but could not appear in the Public Examination of Secondary level from any recognised Board and want to appear through On Demand Examination System of NIOS for Secondary level only and entry requirement of age, address proof as per **table 3**. The learner has to submit his/her admission form along with the **original failed marksheet/admit card (Hall Ticket)** issued by the Parent Board for confirmation of the admission. Subjects available for appearing through ODES at Secondary level are Hindi (201), English (202), Sanskrit (209), Mathematics (211), Science & Technology (212), Social Science (213), Economics (214), Business Studies (215), Home Science (216), Psychology (222), Indian Culture & Heritage (223), Painting (225) and Data Entry Operations (229).
- 2.1.4 On-line Admission for learners who want to appear under the On Demand Examination System (ODES) of NIOS for Senior Secondary level (Stream-4):** This stream for On-line admission is open throughout the year for those learners who have already passed Senior Secondary or above from any recognized Board/University and want to take part admission in one subject or up to 4 subjects for updating their qualification; or learners who had appeared but could not clear; or who were eligible but could not appear in the Public examination of Senior Secondary level from any recognized Board and want to appear through On Demand Examination System of NIOS at the Senior Secondary level and entry requiremnt of age, address proof as per **table 3**. The learner has to submit his/her admission form along with the **original failed marksheet/admit card (Hall Ticket)** issued by the Parent Board for confirmation of the admission. **This scheme is presently valid in the following subjects viz.,** Hindi (301), English (302), Sanskrit (309), Mathematics (311), Physics (312), Chemistry (313), Biology (314), History (315), Geography (316), Political Science (317), Economics (318), Business Studies (319), Accountancy (320), Home Science (321), Psychology (328), Sociology (331), Painting (332), Environmental Science (333), and Data Entry Operations (336).

- Note :**
- (i) Learners registering under Stream-3 and Stream-4 will **be allowed to appear in the Examination only through On Demand Examination** mode. They **will not be allowed to appear in the Examination through the Public Examination** conducted by NIOS during October/November and April/May.
  - (ii) The learners registered under any stream will be eligible for TOC as per guidelines and conditions given in **Section 2.6**.
  - (iii) **Learners registering under Stream-2, Stream-3, Stream-4 and desire to take different subjects or additional subject from parent boards, the learners will have to pay Rs. 600/- per subject in addition to Admission/Registration Fee, Exam. Fee and TOC fee.**

## **2.2 Procedure for On-line Admission directly by learners**

The procedure for On-line Admission for all above four streams is as follows :

- ❖ Log on to NIOS website **www.nios.ac.in**
- ❖ Complete the information about online Admission/Examination including the fees details and its submission is displayed.

- ❖ Learner registers himself with NIOS website by submitting an e-mail ID and password.
- ❖ Access/display of Online Admission Form and filling-up of the Admission Form and attaching the image of the student's photograph as indicated.
- ❖ Mention correct postal address where I-card, Self Learning Material etc., could be delivered by NIOS.

### ➤ Fees for On-line Admission

There will be three options for the payment of fees:

- (A) The fee can be deposited On-line through Credit Card / Debit Card / Net Banking.
  - (B) Through Bank Draft of any nationalised bank only in favour of Secretary, NIOS payable at respective Regional Centres of NIOS as per **Appendix-B** in case of Streams-1 & 2 and payable at Noida only in case of Streams-3 and 4 received within a week of Online registration.
  - (C) If admission is done through Common Services Centres, fee could be paid Electronic Wallet of CSCs.
- ❖ Once an application is submitted for processing to NIOS, an **Acknowledgement Receipt** is generated and sent back to the learner, e-mail ID indicating his/her unique Reference Number, his/her personal details, fees details, etc.
  - ❖ The learner will be required to send a print-out of the internet filled in Application Form (not the acknowledgement receipt) along with demand draft in case of payment option (B) and relevant documents at the address given in the instructions within a week of registration. Candidate must mention their names and registration number on the back of the photograph before affixing and also on the back of Bank Draft of fee if fee is paid through Bank Draft. Confirmation of admission of On-line learners will be subject to the receipt of the Application Form alongwith the required documents and requisite fees. If the form is not received within another Ten days at NIOS Regional Centre, your admission may be cancelled.
  - ❖ It is informed that after final submission of data, print out of computer generated application form (NIOS Copy), acknowledgment receipt (Learner's Copy), instructions to be followed by the Learners and a address slip of the addressee at which the application to be sent would be printed. **Learners are advised to read the instructions carefully before application is dispatched to the NIOS. While application form is dispatched to NIOS, it may be ensured that only NIOS copy of the admission form alongwith the enclosures may be sent. The application and the enclosures may be kept carefully in a good quality envelope on which the address slip printed from the computer may be pasted. The Learners copy shall be retained by the Learner for future reference.**
  - ❖ **Learners are advised to dispatch the Application Form through speed post services of the Postal Department and keep the original receipt issued by Post Office for future reference. This is to ensure delivery of the Application Form timely.**

## 2.3 Procedure for On-line Admission through AI (Study Centre)/Common Service Centre/Authorised Facilitation Centre

All AIs/Study Centres of NIOS are authorised to open on On-line registration counter for facilitating learners in taking On-line admission. They will also help the learners in pre-admission counselling, choice of Study Centres/Course, Medium of Instruction, Transfer of Credit, Credit Accumulation and other flexible features of NIOS etc. **The AI will follow the same procedure for On-line registration as mentioned in section 2.2 above. The AI and other agencies will provide a copy of acknowledgement**

containing the reference number generated by computer to students for future correspondence with NIOS. Further with a view to reach far flung areas, NIOS has signed an MOU with the Common Service Centre (CSCs), Ministry of IT, Govt. of India and other Facilitation Centres. Now more than 1 lakh CSCs NIOS Facilitation Centres will provide On line services of NIOS to the candidates at a pre-fixed charges. The details of the pre-fixed charges are available on NIOS website.

## 2.4 Entry Requirements

**Table-3 : Entry Requirements**

Requirement	Cut off Dates	Secondary Course	Senior Secondary Course
<b>(a) Admission</b> Stream-1 (Block-I) Stream 2,3&4	16/03/2016 to 15/09/2016	14 years as on 31 <sup>st</sup> July 2016 (born on or before 31/07/2002)	15 years as on 31 <sup>st</sup> July 2016 (born on or before 31/07/2001)
	Stream-1 (Block-II)	16/09/2016 to 15/03/2017	14 years as on 31 <sup>st</sup> January 2017 (born on or before 31/01/2003)
<b>Supporting Documents</b>		(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. <b>OR</b> (ii) Attested copy of Passport Issued by Govt. of India <b>OR</b> (iii) Original Transfer Certificate/School Leaving Certificate showing applicant's date of birth, issued by the last school attended by the applicant. In case of Govt. schools, the transfer certificate/school leaving certificate should be signed by the Principal while in the case of Private schools, it should also be countersigned by the competent education authority of State/or District Education Officer.	Attested copy of the Certificate of Matriculation/ Secondary Examination having a record of the Date of Birth. (No other proof of age will be accepted for Sr. Secondary admission).
<b>Note:</b> (i) In case of Orphan/Juvenile/Street Children, the Medical Legal Certificate alongwith affidavit issued by Ist class Magistrat or copy of Aadhar Card may be provided as proof of Date of Birth. (ii) Date of birth once given in the Admission Form shall not be changed. Please check and state the correct date of birth in Admission Form.			
<b>(b) Minimum Educational Qualifications</b>		<ul style="list-style-type: none"> <li>• Certificate of Class VIII pass, or</li> <li>• Self Certificate (as mentioned at the back of Admission Form)</li> </ul>	Copy of the Certificate of the Secondary Examination passed from a recognised Board of Secondary Education, duly attested by a Gazetted Officer
<b>(c) Proof of Residence</b> <b>Proof of residential address is essential for all. Attach a copy of any one of the following.</b>			
1. Ration Card, or Adhar Card, or appointment letter from the Employer on letter head, or water/telephone/electricity bill/statement of running bank account or income tax assessment order/ Election Commission's Voter Identity Card, Parents Passport in case of minor.			

2. For applicant living in rented accommodation, any proof of permanent address along with any proof of present rented accommodation will be accepted.
3. For applicants belonging to the category of street children/destitute/migrants/slum dwellers/orphans who are without any residential address of their own at present, they will have to furnish a self certificate stating their category (from the above) and certify that they do not have their own residential address and for the purpose of correspondence with NIOS, they would furnish a contact address. This self certificate will have to be countersigned by the sponsoring Guardian including NGO/Orphan Homes and attested by any Govt. Servant/ Panchayat Level Officials/Nagar Nigam Officers/Block Level Officers/District Level Officers or higher level Officers. Both the sponsoring and the attesting authorities are required to furnish their complete name, designation and address with their official stamp.

- Note:**
- (i) Admission Forms received without required supporting documents will be rejected and fee will not be refunded.
  - (ii) If the Secondary level examination is not passed from a recognised Board, admission at Sr. Secondary level will not be considered. List of recognised Boards is given at **Appendix 'C'**.
  - (iii) If you possess a High School/Secondary Certificate from any Foreign Board/University and want to take admission to Senior Secondary course of NIOS, you will be required to attach a certificate from the concerned Embassy to the effect that the examination passed by you is equivalent to the Indian High School/Secondary Examination.
  - (iv) If a candidate has been debarred by any other Board for using unfair means at any stage, he/she will not be eligible for admission in NIOS.
  - (v) The learners concealing the information, their admission will be cancelled, even at later stage.

## 2.5 Re-admission of Ex-NIOS Learners

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

The learners of NIOS at Secondary/Senior Secondary level who have completed their validity period of five years of admission, but could not complete the course, are eligible to take Re-admission with NIOS. The credit of subjects passed (maximum of four subjects) in the previous admission will be transferred on submission of the original marksheet for seeking fresh admission, if these subjects

are passed by the learners through NIOS during the last ten years (i.e., if passed during 2007 or later). The learner is required to pay TOC fee as per details in **Table-6A** by mentioning Code No. "9901 National Institute of Open Schooling".

## 2.6 Transfer of Credit (TOC)

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

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

S.No.	Code No.	Name of the Board
1.	0103	Andhra Pradesh Open School Society, Hyderabad, Andhra Pradesh
2.	0201	Assam Higher Secondary Education Council, Guwahati, Assam
3.	0301	Bihar Intermediate Education Council, Patna, Bihar
4.	0302	Bihar School Examination Board, Patna, Bihar
5.	0401	Gujarat Secondary & Higher Secondary Education Board, Gandhinagar, Gujarat
6.	0502	Haryana Open School, Bhiwani, Haryana
7.	0601	Himachal Pradesh Board of School Education, Dharmasala
8.	0702	J&K State Open School, Srinagar
9.	0801	Department of Pre-University Education, Government of Karnataka
10.	0803	Karnataka Open School, Mysore, Karnataka
11.	0903	Kerala State Open School, Thiruvananthapuram

12.	1001	Madhya Pradesh Board of Secondary Education, Bhopal, Madhya Pradesh
13.	1002	M.P. State Open School, Bhopal, Madhya Pradesh
14.	1101	Maharashtra State Board of Secondary and Higher Secondary Education, Pune
15.	1301	Meghalaya Board of School Education, Meghalaya
16.	1601	Punjab School Education Board, Mohali, Punjab
17.	1602	Punjab Open School, Punjab
18.	1701	Madhyamik Shiksha Board, Ajmer, Rajasthan
19.	1702	Rajasthan State Open School, Jaipur, Rajasthan
20.	2001	Tripura Board of Secondary Education, Agartala, Tripura West
21.	2101	UP Board of Secondary Education, Allahabad, U.P.
22.	2201	W.B. Board of Secondary Education, Kolkata, West Bengal
23.	2202	West Bengal Council of higher Secondary Education, Kolkata, West Bengal
24.	2203	West Bengal Council for Ravindra Open Schooling
25.	2601	Jharkhand Academic Council, Ranchi, Jharkhand
26.	2801	Goa Board of Secondary and Higher Secondary Education, Goa
27.	2901	Chhattisgarh Madhyamik Shiksha Mandal, Raipur, Chhattisgarh
28.	2902	Chhattisgarh State Open School, Raipur
29.	3401	Uttarakhand Board of Examination, Nainital, Uttarakhand
30.	9809	International Baccalaureate - Asia Pacific
31.	9901	National Institute of Open Schooling (See Section 2.5)
32.	9902	Central Board of Secondary Education (CBSE), Delhi
33.	9903	Council for the Indian School Certificate Examinations (CISCE), Delhi

**In addition to the above 33 boards, the learners who have passed at least one subject, but have not qualified in the course from recognised State Boards (as published in COBSE, New Delhi) may seek TOC facility in maximum of two subjects provided their result data are available in the concerned Boards official website for verification. In case the result data is not available on the website, the learner will get his/her Transfer of Credit (TOC) data verified from the concerned Board and will submit the same with the Admission Application Form.**

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

- (i) Learner will have the option to get the credit transferred up to a maximum of two subjects from the parent Board, provided these subjects are passed with 33% marks in the last five years (i.e., passed during 2012 or later).
- (ii) In addition to the above 33 Boards of School Education, the learners who have passed from recognized State Boards (as published by COBSE New Delhi) will be awarded TOC in two subjects within two years (during 2014 or later) after passing Secondary and Senior Secondary Examination subjects provided the data are available in the websites of the concerned Boards.
- (iii) The credits will be given only in those subjects which are included in NIOS Scheme of Studies and the Scheme of Examination. TOC in the subjects having practicals at the Senior Secondary level will be allowed only when you are pass in theory and practical separately.
- (iv) Learner will have to give complete details of the TOC subjects, marks obtained, roll no. etc., in the Admission Form.
- (v) Learner will have to **attach the original mark sheet** issued by the Parent Board. Laminated Marksheet will not be accepted.
- (vi) Learner will have to pay requisite fee for transfer of credit for the number of subjects in which TOC is required. Details of fee are given in **Table 6A**.
- (vii) Detail Standard Operating Procedures (SOPs) have been issued separately and hosted on **NIOS website**. More details about TOC are given in SOPs.

## 2.7 Dual Enrolment and Part Admission

Under this provision, if you are studying in a regular school, or have already passed Secondary/Senior Secondary examination or any other higher course from any recognised Board/University, you may opt for upto four subjects of your choice, to update knowledge and educational qualifications. However, on passing, only the Marksheet will be issued and no other certificate will be issued. The entry requirement for dual enrolment and part admission will be as per NIOS admission rule (Table-3 Entry Requirement).

## 2.8 Fee Structure for Admission

### NOTE

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

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

### NOTE

The admission fee does not include the examination fees. The examination fees must be paid separately within the specified dates, if learners wish to appear in examination.

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

Course	General Category		Exempted Category*
	Male	Female	SC/ST, Ex-Servicemen, Persons with Disabilities(PWD)
<b>Secondary Course</b>			
(i) for 5 subjects	Rs. 1485/-	Rs. 1210/-	Rs. 990/-
(ii) for each additional subject	Rs. 600/-	Rs. 600/-	Rs. 600/-
<b>Senior Secondary Course</b>			
(i) for 5 Subjects	Rs. 1650/-	Rs. 1375/-	Rs. 1075/-
(ii) for each additional subject	Rs. 600/-	Rs. 600/-	Rs. 600/-

\*For claiming exemption, SC/ST, Ex-servicemen and Persons with Disabilities (PWD) should submit supporting documents alongwith the Application Form duly attested by Gazetted Officer with seal clearly indicating the name of the officer, designation and office address as given in the **Table - 5**. In case unattested documents, Admission Form is liable to be rejected.

***Free Education to Jail Inmates :** NIOS has special facility of free Education for Jail Inmates so that during their stay in jails, it could help them in earning their livelihood and bringing them into the mainstream of society after they are released from jails.*

**Table - 5 : Supporting Documents required from the Exempted Categories**

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

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

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

Course	Registration Fee	Cost of Course Material for each Subject	Fee for Transfer of Credit (TOC)*.
Secondary	Rs. 400/- (per subject)	Rs. 300/- (Mandatory)	Rs. 150/- Per Subject
Senior Secondary	Rs. 400/- (per subject)	Rs. 330/- (Mandatory)	Rs. 150/- Per Subject

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

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

S.No.	Course	Registration Fee	Exam Fee	TOC Fee	*Change/ additional Subject Fee
1.	Secondary/Senior Secondary (under Stream-2) Online admission	Rs. 400/- (per subject)	<ul style="list-style-type: none"> <li>Rs. 250/- per subject for Theory.</li> <li>Additional Rs. 120/- for Practical per subject.</li> </ul>	Rs. 150/- (per subject)	Rs. 600/- (per subject)
2.	Secondary (under Stream-3) Online admission	Rs. 400/- (per subject)	<ul style="list-style-type: none"> <li>Rs. 500/- per subject for Theory.</li> <li>Additional Rs. 200/- for Practical per subject.</li> </ul>	Rs. 150/- (per subject)	Rs. 600/- (per subject)
3.	Senior Secondary (Under Stream-4) Online admission	Rs. 400/- (per subject)	<ul style="list-style-type: none"> <li>Rs. 500/- per subject for Theory.</li> <li>Additional Rs.200/- for Practical per subject.</li> </ul>	Rs. 150/- (per subject)	Rs. 600/- (per subject)

\*Learners registering under Stream-2, Stream-3, Stream-4 and desire to take different subjects or additional subject from parent boards, the learners will have to pay Rs. 600/- per subject in addition to Admission/Registration Fee, Exam. Fee and TOC fee.

**Note :** In addition to above Fee, Rs. 50/- (Rs. Fifty Only) will be added as cost of online application form for all Streams (Stream 1, 2, 3 and 4).

**(c) How to Pay the Fee**

**Fees for On-line Admission :** There will be three options for the payment of fees:

- (A) The fee can be deposited On-line through Credit Card /Debit Card/Net Banking.
- (B) Through Bank Draft of any nationalised bank only in favour of Secretary, NIOS payable at respective Regional Centre of NIOS as per **Appendix-B** in case of Streams-1 & 2 and payable at NOIDA only in case of Streams-3 and 4 received within a week of Online registration.
- (C) If admission is done through Common Services Centres, fee could be paid via Electronic Wallet of CSCs.

**NOTE**  
Learners must choose their Study Centre very carefully.

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

Cancellation of Admission	Refund of Admission Fee
<p>Your admission will be cancelled:</p> <ul style="list-style-type: none"> <li>➤ if the admission form is incomplete,</li> <li>➤ if the fee paid is short,</li> <li>➤ if the supporting documents are not complete,</li> <li>➤ *if false documents have been submitted, if incorrect or wrong information is given,</li> <li>➤ if required educational qualifications are not fulfilled,</li> <li>➤ if the minimum age criteria is not fulfilled,</li> <li>➤ if the Secondary examination is not passed from a recognised Board.</li> <li>➤ if residential proof is not attached.</li> </ul> <p>Note: Admission once cancelled will not be re-considered.</p> <p>* Fee will not be refunded in such cases.</p>	<p>In the event of cancellation of Admission Form of a learner by NIOS, refund of fee can be made as per the policy and norms of NIOS.</p> <p>It is mandatory to provide Bank details including (i) Name &amp; Address of the Bank, (ii) Name of Account Holder, (iii) Saving Bank Account No., and (iv) IFSC Code of the Bank in the Application Form for refund of fee. In case the Form is rejected by NIOS, refund will only be made electronically.</p>

## 2.9 Confirmation of Admission

Admission to a particular course is normally confirmed by NIOS by issuing an **Identity Card** having your admission particulars as per the record available in NIOS. **If any discrepancy is noticed at any stage of admission and even if the Identity Card is issued, the admission will be cancelled and result will not be declared even if you have appeared in examination.**

**Do check the particulars given in the Identity Card.** Discrepancies, if any, may be brought to the notice of the concerned Regional Centre through AI immediately. Learner should retain your Identity Card carefully till learner complete his/her study in NIOS.

**Correction in the admission record will be made as per rules only which are available on NIOS website.**

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

## 2.10 Other Facilities after Admission

### (a) Issue of Duplicate Identity Card

In case of loss of Identity Card, a duplicate Identity Card can be issued. For obtaining Duplicate Identity Card, first lodge an FIR with the concerned Police Station. Then apply on a plain paper to the concerned Regional Centre of NIOS as listed in **Appendix-'B'** along with (i) the copy of FIR, (ii) Bank Draft of Rs. 100/- drawn in favour of the “Secretary, NIOS”, payable at the concerned Regional Centre, and (iii) two photographs out of which one photograph and your specimen signatures should be duly attested by the Coordinator of AI or a Gazetted Officer.



## **(b) Change of Subject/Additional Subject**

### **(i) For Streams-1 and 2**

During the admission period of five years, learner can change one or more subject(s), provided the total number of subjects does not exceed seven. **However, such a change is permissible within four years of your registration, so that learner can appear in Public Examinations within the validity period of admission. No change/addition of subjects will be allowed for the first examination.** Subject(s) already passed by a learner cannot be changed.

#### **NOTE**

**Remember that the Dates to apply for CHANGE OF SUBJECTS or for ADDITIONAL SUBJECTS are from 1st January to 15th April to appear in Oct.-Nov. Examination and from 1st July to 15th October to appear in April-May Examination.**

For change of subject/additional subject, learners are required to submit their application on plain paper to the concerned Regional Centre of the NIOS through your AI along with the prescribed fee as given below :

For Secondary Course	<b>Rs. 600/- per subject</b>
For Senior Secondary Course	<b>Rs. 600/- per subject</b>

#### **NOTE**

In case your AI stands cancelled, you may send your application to the concerned Regional Centre of NIOS as listed at Appendix - B.

The fee should be paid through a Bank Draft drawn in favour of “Secretary, NIOS” payable at the concerned Regional Centre. **No application requesting change in subject/additional subject will be accepted in the NIOS Headquarters at NOIDA.**

The concerned Regional Centre of NIOS will confirm such change or addition of subjects at your mailing address under intimation to your AI. Do keep in contact with your AI and ensure that the desired changes have been made.

### **(ii) For Streams-3 and 4**

For change of subject/additional subject, learners are required to submit their application as per schedule available on website alongwith prescribed fees given below:

For Change of Subject (Secondary/Senior Secondary)	:	<b>Rs. 600/- per subject</b>
For Additional Subject (Secondary/Senior Secondary)	:	<b>Rs. 600/- per subject</b>

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

The learners must choose their Study Centres/AIs very carefully. In case a learner wants change of his/her Study Centre from one centre to another centre, then after giving valid reasons and submitting proper documents, an additional amount of Rs. 400/- (Four Hundred) is charged from each learner. Detailed guidelines in this regards have been hosted on NIOS website ([www.nios.ac.in](http://www.nios.ac.in)).

## **2.11 About your AI/Study Centre**

The Accredited Institute (i.e., the Study Centre) chosen by you at the time of admission will provide the following services **without any additional charges**:

- Issuing Prospectus at the prescribed cost.
- Accepting the examination form and examination fees.

- Holding upto a maximum of 30 Personal Contact Programmes (PCPs) as per NIOS Norms by AI and practical classes as prescribed by NIOS. **The learners should visit their Study Centres to know the PCP time table or view the same on NIOS website.** However, the learners may also ask to resolve their subject related queries through e-mail to: *lsc@nios.ac.in*
- Evaluation of Tutor Marked Assignments (TMA).
- Counselling to solve learners problems/queries related to the course.
- Accept application for change of subject(s) or additional subject(s) and forward the same to the Regional Centre of NIOS.
- Informing the dates of payment of fees, examination date sheet, examination centre and other important information.
- Display of results of Public Examinations.

## 2.12 Procedure for correction in the Admission Records

- ❖ The admission to a particular course is confirmed by NIOS by issuing an identity card having details of learner's name, Date of Birth, Subject opted etc. These details are same as filled-in by the learners at the time of admission in NIOS. Learners are requested to check their details immediately:-
  - (i) On learners copy of application form.
  - (ii) On website in learners corner.
  - (iii) On receiving E-mail for confirmation of admission
  - (iv) On receiving of I-card.

In case, there is any discrepancy in learners personal details, address, photo etc., the same should be brought to the notice of the concerned Regional Centre of NIOS through the allotted study centre or as per latest instructions issued in this regard.

Correction in the admission records, name including the spelling errors, factual errors in candidate's name, Father's name and Mother's name, address and photo to make it consistent with the actual records.

- ❖ Application for correction in the admission and prior to appearing in the first examination of learner will be considered only within 3 years from the date of registration for admission alongwith documentary proof. However, it is desired that correction, if any, may be requested for in such a manner that the same may be done before the issue of Admit Card for appearing in examination so that passing documents are issued with correct details.
- ❖ No request for correction will be accepted after 3 years from the date of registration and after appearing in examination.
- ❖ Applicable fee for above corrections in addition duplicate document fee as per NIOS norms will be charged.
- ❖ Latest correction rules will be applicable at the time of making request for correction in the record.
- ❖ Please note that the revised corrected documents will be issued only if you have submitted the original documents (Marksheet, Migration Certificate or Provisional Certificate or Final Certificate) with incorrect details issued to you by NIOS along with your application and requisite fee.

## Fees for Correction in Admission Record

S. No.	Type of Correction	Amount
1	Correction in learner's name / Father's name / Mother's name / Guardian's name after admission	100/-
2	Correction in the Date of Birth of the learner	100/-
3	Change in Learner's name / Mother's Name / Father's name/ Guardian's name	200/-
4	Change in the Date of Birth of the learner ( as per rule)	200/-
5	Correction of Photograph	100/-
6	Change in learner's address	100/-
7	Change of Study Centre	400/-
8	Transfer of Credit fee ( per subject)	150/-
9	Transfer of Credit fee (per subject ) in case the request for TOC is made after registration (as per rule)	500/-

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

### CONTACT ADDRESS FOR GRIEVANCES/PROBLEMS

We believe and hope that during your studies at NIOS, you will not face any problem and will not have any grievance. However, in case you face some problem, you may contact your Study Centre (AI) or your Regional Centre (See Appendix-B). Frequently Asked Question are also available on NIOS website.

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

**The Director (SSS)**  
**National Institute of Open Schooling**  
A-24-25, Institutional Area, Sector-62, NOIDA-201309, Uttar Pradesh  
or send email to: [lsc@nios.ac.in](mailto:lsc@nios.ac.in)  
OR  
Call at Toll Free No. 1800-180-9393

## Instructional Process at NIOS

*In NIOS, learner has to learn on his/her own i.e., he/she is a self-learner. He/She can learn at his/her own pace and convenience. The instructional process comprises of studying self-instructional print materials, listening and viewing audio and video programmes, attending Personal Contact Programmes at the Study Centre, and doing Tutor Marked Assignments.*

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

#### 3.1 Self Instructional Material

##### NOTE

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

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

Learner must give her/his correct postal address in the Application Form. For undelivered parcel of study material, she/he shall be required to pay Rs. 100/- (Rupees One hundred only) by way of Demand Draft in favour of

the Secretary, NIOS payable at Delhi for re-despatch of study material at your residence address to the **Deputy Director, Material Distribution Unit, C/o CWC, G.T. Karnal Road, Rana Pratap Bagh, Delhi -110033.**

#### 3.2 Personal Contact Programmes (PCPs)

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

##### NOTE

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

***Detailed guidelines for internal assessment are hosted on website. Learners are advised to read the guidelines carefully for taking optimum benefit.***

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

#### 3.3 Audio and Video Programmes

**NIOS has produced several audio and video programmes of academic, vocational and general nature to supplement your learning.**

NIOS offers **web based PCP programme** -

### 3.4 Mukta Vidya Vani

The Mukta Vidya Vani is a web based platform where an audio service from NIOS is being streamed 24x7. Since three years of its achievement had driven existence in the field of using Streaming Audio for educational purpose which has now become an effective and popular platform for the learners pursuing education across the globe. In its commendable journey from an exploratory mode to an effective and popular platform among the large and diverse groups of Open Distance Learning (ODL) across the globe, it has created a new milestone.

The main objective of Mukta Vidya Vani programmes is to empower the learners of Secondary, Senior Secondary and Vocational streams of NIOS studying various course materials through web streaming 24X7 Live Personal Contact Programmes.

<b>Timing:</b>	Monday – Friday	2:00 pm – 5:00 pm
	Saturday & Sunday	10:30 am – 12:30 pm
	Gazettes holiday	10:30 am – 01:30 pm

You can reach to us: Toll free - 1800 180 2543 & Landline - 0120 4626949.

#### 3.4.1 Community Radio

Welcome to voice on Community Radio FM 91.2 MHz of NIOS, launched on 25 December 2015. NIOS devoted to bringing our listeners and learners a variety of programme in the field of education. NIOS is committed to fulfilling all the aspiring learners across the country. The goal is to help spread the educational programmes. We hope to help, teach and encourage learners in and around the areas to some extent reaching through Community Radio of NIOS.

As per the guidelines of Ministry of Information & Broadcasting, Govt. of India, NIOS will aim the Community Radio programme is to address crucial social issues at a community level, such as poverty, social exclusion, empower marginalized rural groups, democratic processes, development efforts and the opportunity to any member of the community to initiate communication and participate in programme making, management of the station.

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

### 3.5 Tutor Marked Assignments

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

serve as an academic tool to prompt you to take part in the PCPs and develop rapport between you and the tutors at the Study Centres. There is only one Assignment in each subject. **You should submit the assignments on time.** For more details, please see Chapter 5 and also guidelines hosted on website.

### 3.5 For Online Admissions under Streams-2, 3 and 4

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

## Evaluation System

*The National Institute of Open Schooling has certain features in its evaluation system such as freedom to answer the questions in Public Examinations in any one of the scheduled regional languages, although the Question Papers supplied would generally be in English and Hindi/available Regional mediums only. Intimation letters and Certificates have scanned photographs of the learners and the information about Examination Centres and results are made available on the NIOS website. Besides, NIOS has been doing innovations in the evaluation system to maintain its credibility and standards. The On Demand Examination System at the Secondary and the Senior Secondary levels for the registered candidates is one such innovation.*

### 4.1 Public Examinations

The Public Examinations are held twice a year in the months of April-May and October-November on the dates fixed by the

#### NOTE

**Only One Answer Book containing 28 pages to be issued to the candidate in a subject to complete the Answer. No additional Answer Sheet will be provided.**

NIOS. However, you are also eligible to appear through On Demand Examination at Secondary Level and Senior Secondary level in those subjects only in which you have taken admission in NIOS.

#### NOTE

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

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

To appear for the NIOS examination, you must register yourself by filling up the Examination Form and paying requisite examination fee as given in **Table 7** as per schedule given below through your AI.

##### (i) For April-May Examination:

- 1st December to 31st December (Without late fee)
- 1st January to 10th January (With late fee of Rs. 100/- per subject)

##### (ii) For October-November Examination:

- 1st June to 30th June (Without late fee)
- 1st July to 10th July (With late fee of Rs. 100/- per subject)

#### NOTE

The Examination Form is attached with the prospectus. Also a photocopy of this may be used for subsequent examinations. It can also be obtained free of cost from your AI or download from NIOS website.

Learner can also register online for Public Examinations. The examination fee can be paid through Credit Card/Debit Card/Net Banking or through Bank Draft drawn in favour of “Secretary, NIOS” payable at the concerned Regional Centre (Appendix ‘D’) within a week from the date of the submission of Online Application Form.

**(b) Provision for registration for examination with consolidated late fee**

After the prescribed dates, learner still has the opportunity to register yourself by paying the requisite examination fee along with **consolidated late fee of Rs. 1500/** . This payment will be accepted through Credit Card/Debit Card/Net Banking or a Bank Draft drawn in favour of the “Secretary, NIOS”, payable at the concerned Regional Centre (**Appendix “B”**) **upto 20th January for April-May examination and 20th July for Oct.-Nov. examination.**

**There will be no registration for the examination thereafter.**

**(c) Procedure for Registration through AIs**

- (i) To register for the Public Examination of NIOS being held in April-May and October-November, you have to go to your AI within the prescribed time schedule.
- (ii) Fill up the Examination Form and deposit it with the Coordinator of your AI along with the prescribed examination fee as mentioned in the **Table-7**, within the prescribed dates in person or through your representative.
- (iii) The Examination Form is attached with the Prospectus, a photocopy of which may be used for subsequent examinations. It can also be obtained from your AI free of cost or downloaded from NIOS website.
- (iv) You must fill up the correct codes of the subjects (you wish to appear) in the Examination Form. You can register for examination only in those subjects which you had selected at the time of admission or eligible otherwise. Do check the subject codes you have filled in the Examination Form carefully.

**NOTE**

You are not allowed to deposit examination fee at AI other than the AI allotted to you. If you deposit the examination fee in an AI other than the one allotted to you, you may not be allowed to take examination.

**Important To Note**

- ❖ **Learners admitted to Senior Secondary Course must ensure that for the purpose of obtaining a certificate at the Senior Secondary level, a two-year gap is essential from the year of passing the Secondary examination.** If you do not have the requisite gap of two years, you can appear in a maximum of four subjects only in the forthcoming April- May examination and subsequent October-November Examination. In case registered for more than 4 subjects, then first 4 subject shall be considered for appearing in the examination. You will be eligible to appear in the remaining subjects only on completion of the two years gap. In the absence of the two years gap, your examination fee will be adjusted for the first four opted subjects and the remaining fee, if paid for other subjects, will be forfeited.
- ❖ No examination fee will be accepted at NIOS Headquarters.
- ❖ In case, AI stands cancelled/ non functional, you may pay your examination fee online in the prescribed form at the concerned Regional Centre of the area as listed in “**Appendix-B**” within the prescribed dates in person or by post along with the bank draft. The Bank Draft is to be drawn in favour of “Secretary, National Institute of Open Schooling,” payable at the concerned Regional Centre.
- ❖ Contact concerned AI or log on to NIOS website about two weeks prior to commencement of examination for finding out details regarding Examination Centre and date sheet.
- ❖ Fixation of Examination Centre is the prerogative of NIOS. However, the Examination Centres are normally fixed in District Headquarters, Sub-Divisional Headquarters and other available places nearest to the AIs.
- ❖ Learner has to appear in the Examination Centre allotted to you by NIOS. The decision of NIOS with regard to allotment of Examination Centre will be final.
- ❖ In case learner appear in an Examination Centre other than the one allotted by NIOS, his/her result will not be declared and his/her case will be treated as having resorted to unfair means.



## NOTE

### Provisions for Persons with Disabilities during Examination

- A written request alongwith Medical Certificate indicating the nature and extent of disability from a Government Hospital to be submitted at the time of registraion for a specific examination.
- Provision of an Amanuensis (writer).
- One hour additional time will be allowed to visually impaired or Differently Abled Persons or spastic candidates.
- Provisions for candidates suffering from sudden illness/accident.
- Seperate sitting arrangement.
- Disabilitywise provisions to candidates with Locomotor/Orthopedic disability, Visually and Hearing Impaired, Multiple Disability/Cerebral Palsy, Mentally Retarded, Autism and Leprosy-cured.
- For detailed information, please see **Chapter 6**.
- The provision is available in theory examination only not in practical.
- In case of On Demand Exam, the candidate has to arrange a Writer/Amanuensis. However, only one hour extra time can only be allowed for the examination and no other facilities are available in NIOS ODE Exam.

## 4.2 On Demand Examination System (ODES)

If you are already a registered learner of NIOS at the Secondary or the Senior Secondary level, you have the option to appear in the Examination through NIOS On-Demand Examination System (ODES). You can appear in the examination through ODES as per your wish and preparation as and when you feel ready for the examination, subject to availability of the seats in the examination.

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

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

The On-Demand Examination (Secondary and Sr. Secondary) for the above said subjects is conducted at NIOS, A-31, Institutional Area, Sector 62, Noida - 201309, Distt. Gautam Budh Nagar (U.P) and at Regional Centres of NIOS: Allahabad, Bengaluru, Bhopal, Bhubaneshwar, Chandigarh, Chennai, Dehradun, Gandhi Nagar, Guwahati, Hyderabad, Jaipur, Kochi, Kolkata, Patna, Pune, Raipur, and Visakapatnam.

### Registration for ODES

- In order to avail the facility of ODES, learner has to be a registered candidate as bonafide student of NIOS having an Enrolment Number and a valid Identity Card;
- The registration for ODES is available for existing learners through **Online** only. To know the ODE registration procedure, you may visit the NIOS website: [www.nios.ac.in](http://www.nios.ac.in) (click on On Demand Examination System – thereafter click on online ODE registration for existing learners);

- ➔ The learners of Stream-1 Blocks I & II can seek online ODE registration only after April/May, 2017 and October/November 2017 public examinations;
- ➔ For appearing in the ODE, the learner must bring the Original Identity Card issued by the NIOS along with any other valid photo identity proof e.g., Driving Licence, Voter Card, Passport, Aadhar Card etc., and the complete print out of the Computer generated ODE registration application;
- ➔ The Examination fee for ODE is as under :
  - Secondary level                                   Rs.500/- + Rs.200/- extra for subject involving practical
  - Senior Secondary level                       Rs.500/- + Rs.200/- extra for subject involving practical
- ➔ On Demand Examinations are held at NIOS Headquarters at Noida and its Regional Centres. A candidate can appear for ODE at his/her Regional Centre or NIOS Headquarters at Noida. Candidates of Delhi Region can appear for ODE at NOIDA. Overseas candidates can appear from any of the ODE Centres of NIOS.
- ➔ On Demand Examination fee can be paid either through credit card , debit card, net banking or Bank Draft at the time of online ODE registration. The Bank Draft should be in favour of the “Secretary”, NIOS” and should be payable at concerned Regional Centre/NOIDA, where he/she is willing to appear.
- ➔ The Bank Draft alongwith the print out of the online ODE registration application and a copy of the Identity Card may be sent immediately after the online ODE registration to: Assistant Director (ODES), NIOS, On Demand Examination Unit, A-31, Institutional Area, Sector 62, Noida – 201309. **or** Incharge (ODES Unit) on the address of concerned Regional Centre of NIOS.
- ➔ **The mark sheet and other documents will be prepared only for overall pass candidates by M&M Unit and will be sent to the concerned Regional Centre for dispatch to the individual candidate. The other candidates wanting mark sheet can send their request through an application attaching the Internet print out and bank draft of Rs. 100/- in favour of Secretary, NIOS, payable at NOIDA to the Assistant Director (M&M Unit), National Institute of Open Schooling, A-24-25, Institutional Area, Sector-62, NOIDA, UP-201309.**
- ➔ The learners will be allowed to appear in the ODE only after the receipt of the Bank Draft with requisite documents by the respective offices;
- ➔ Seeking ODE online registration twice a month in a particular subject is not permissible;
- ➔ In case of difficulty in registration, the learners may send their mail to: [lsc@nios.ac.in](mailto:lsc@nios.ac.in) or dial 18001809393

### 4.3 Credit Accumulation

Learner can avail as many as nine chances to appear in the Public Examinations spread over a period of five years within the validity of the admission. NIOS will keep and accumulate your credit in particular subjects in its database till you clear all the required subjects for certification. Avail this flexible scheme of examination to learn well and to get better results.

It may, however, become necessary for NIOS to revise the syllabus of different courses from time to time and in that case the decision of NIOS will be binding.

## Part Credit

- (a) As a Senior Secondary learner, if you pass in practical but fail in the theory of a subject, your practical awards will be retained and you can appear again in theory examination. However, if you re-appear in practical, then better of the two results including theory and practical will be taken into account.

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

### NOTE

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

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

## 4.4 Improvement of Performance

NIOS allows learner to apply again in a subject which you have already passed for improvement of performance but only once in Public Examination.

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

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

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

## 4.5 Issue of Marksheet and Certificate for Public Examination

Learner shall receive a Marksheet on declaration of result through your AI. Provisional and Migration Certificate will be issued to successful candidates only. The passing certificate will be issued in about six months after declaration of the result.

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

**(i) For the Secondary and the Senior Secondary Public Examinations**

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

## (ii) Other Miscellaneous Fees

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

- Note:**
- The revised duplicate documents fees will be charged as mentioned above.
  - The examination fee is required to be paid by all learners.
  - It is same for both the Secondary and the Senior Secondary Courses.
  - The fee once paid for examinations will not be refunded or adjusted under any circumstances.
  - For obtaining duplicate copy of Marksheet, Certificate and Migration Certificate, download the Application Form from NIOS website or obtain it from concerned Regional Centres/Sub-Centres/AI (Study centre).
  - The prescribed fee for the issue of Provisional Certificate, Migration Certificate and Duplicate Mark Sheet on urgent basis is Rs. 400/- for each certificate except passing certificate; and these documents will be issued within 48 hours from the date of receipt of application.
  - In case the duplicate certificate/document/identity card need to be despatched through speed post, additional charge of Rs. 50/- is to be paid by the learner alongiwth the fee.
  - Duplicate I-card will not be issued to certified candidate.
  - In case of duplicate certificate, affidavit of Ist class magistrate required.

In case you pass in additional subject(s) or improvement of performance in one or more subjects, no fresh migration or passing certificate will be issued; you shall be issued only a Marksheet. **No Migration Certificate will be issued to the learners unless they complete their course of study.**

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

## 4.6 Certification Criteria

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

**Table-9: Certification Criteria**

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

### 4.7 Scheme of Examinations

The scheme of examination highlighting the No. of papers, maximum marks and duration of examination for each subject is given in **Table-9**.

**Table-9: The Scheme of Examination**

a) Secondary Examination						b) Senior Secondary Examination					
S.No.	Code	Subject	No. of Papers	Max. Marks	Duration (hours)	S.No.	Code	Subject	No. of Papers	Max. Marks	Duration (hours)
<b>Group A</b>						<b>Group A</b>					
1.	201	Hindi	1	100	3	1.	301	Hindi	1	100	3
2.	202	English	1	100	3	2.	302	English	1	100	3
3.	206	Urdu	1	100	3	3.	306	Urdu	1	100	3
4.	209	Sanskrit	1	100	3	4.	309	Sanskrit	1	100	3
5.	203	Bengali	1	100	3	5.	307	Gujarati	1	100	3
6.	204	Marathi	1	100	3	6.	303	Bengali	1	100	3
7.	205	Telugu	1	100	3	7.	304	Tamil	1	100	3
8.	207	Gujarati	1	100	3	8.	305	Odia	1	100	3
9.	208	Kannada	1	100	3	9.	310	Punjabi	1	100	3
10.	210	Punjabi	1	100	3	<b>Group B</b>					
11.	228	Assamese	1	100	3	1.	311	Mathematics	1	100	3
12.	231	Nepali	1	100	3	2.	321	Home Science	(Th) 1 (Pr) 1	80 20	3 3
13.	232	Malayalam	1	100	3	3.	316	Geography	(Th) 1 (Pr) 1	80 20	3 3
14.	233	Odia	1	100	3	4.	318	Economics	1	100	3
15.	235	Arabic	1	100	3	5.	319	Commerce/Business Studies	1	100	3
16.	236	Persian	1	100	3	6.	328	Psychology	1	100	3
17.	237	Tamil	1	100	3	7.	332	Painting	(Th) 1 (Pr) 3	30 70	1½ 6
<b>Group B</b>						8.	336	Data Entry Operations	(Th) 1 (Pr) 1	40 60	2 2
1.	211	Mathematics	(Th) 1 (Pr) 1	85 15	2½ 3	<b>Group C*</b>					
2.	212	Science & Technology	(Th) 1 (Pr) 1	85 15	2½ 3	9.	312	Physics	(Th) 1 (Pr) 1	80 20	3 3
3.	213	Social Science	1	100	3	10.	315	History	1	100	3
4.	214	Economics	1	100	3	11.	339	Library and Information Science	(Th) 1 (Pr) 1	80 20	3 3
5.	215	Business Studies	1	100	3	<b>Group D*</b>					
6.	216	Home Science	(Th) 1 (Pr) 1	85 15	2½ 3	12.	313	Chemistry	(Th) 1 (Pr) 1	80 20	3 3
7.	222	Psychology	1	100	3	13.	317	Political Science	1	100	3
8.	223	Indian Culture and Heritage	1	100	3	14.	335	Mass Communication	(Th) 1 (Pr) 1	80 20	3 3
9.	224	Accountancy	1	100	3	<b>Group E*</b>					
10.	225	Painting	(Th) 1 (Pr) 1	30 70	1½ 3	15.	314	Biology	(Th) 1 (Pr) 1	80 20	3 3
11.	229	Data Entry Operations (E)	(Th) 1 (Pr) 1	40 60	2 2	16.	320	Accountancy	1	100	3
						17.	338	Introduction to Law	1	100	3
						<b>Group F*</b>					
						18.	330	Computer Science	(Th) 1 (Pr) 1	60 40	3 2
						19.	331	Sociology	1	100	3
						20.	333	Environmental Science*	(Th) 1 (Pr) 1	80 20	3 3

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

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

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

## 4.8 Re-checking of Answer Scripts

If learner has appeared in one of the Public Examinations and you are not satisfied with your result, NIOS provides you an opportunity for re-checking of your answer scripts in which re-totalling of marks is done and it is also ensured that no question is left unevaluated. Remember that **the answers are not re-evaluated during re-checking**. You may apply for re-checking of the Answer Script in any subject **within**

**15 days** from the date of declaration of results. Application may be made online or apply to the Regional Director of the concerned Regional Centre, NIOS on a plain paper or in the prescribed proforma for re-checking of the Answer Script (which can be downloaded from the NIOS website). **You have to pay the prescribed fee of Rs. 300/-** (Rupees Three Hundred only) per subject to the NIOS through Credit Card/Debit Card/Net Banking or through Bank Draft drawn in favour of the Secretary, NIOS, payable at the concerned Regional Centre. The re-checking will be completed within 30 days from the last date of application. This facility is available in theory marks only.

### NOTE

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

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

For re-evaluation of Answer Scripts at the Senior Secondary level, learner may apply for Re-evaluation of the Answer Script in any subject **within 15 days** from the date of declaration of the NIOS Public Examinations results. Application may be made online or apply to the Regional Director of the concerned Regional Centre, NIOS on a plain paper or in the prescribed proforma for Re-evaluation of the Answer Script (which can be downloaded from the NIOS website). **Learner has to pay the prescribed fee of Rs. 800/-** (Rupees Eight Hundred only) per subject to the NIOS through Credit Card/Debit Card/Net Banking or through Bank Draft drawn in favour of the Secretary, NIOS, payable at the concerned Regional Centre. The Re-evaluation will be completed within 45 days from the last date of application. This facility is available in theory marks only.

**For re-evaluation of Answer Scripts for ODES at the Senior Secondary level:** learner may apply for re-evaluation of the Answer Script in any subject **within 15 days** from the date of declaration of the NIOS ODES Examinations results. Apply to the Regional Director of the concerned Regional Centre, NIOS on a plain paper or in the prescribed proforma for Re-evaluation of the Answer Script (which can be downloaded from the NIOS website). **For re-evaluation of ODES Answer Scripts at the Senior Secondary level, you have to pay the prescribed fee of Rs. 1000/-** (Rupees One Thousand only) per subject to the NIOS through a Bank Draft drawn in favour of the Secretary, NIOS, payable at the concerned Regional Centre. The Re-evaluation will be completed within 45 days from the last date of application.

## 4.9 Unfair Means (UFM)

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

## 4.10 Standard of Education and Recognition

There are 3 National Boards viz., NIOS, CBSE and CISCE. Whereas NIOS is offering school education through Open and Distance Learning Mode, the other two boards are offering school education in Face to Face Mode. The National Institute of Open Schooling is an autonomous institution of the Ministry of HRD, Government of India. It is vested with the authority to impart pre-university programmes, conduct examination and certification thereof. As all the National/State boards are following National Curriculum Framework brought out by National Council of Education Research and Training (NCERT), hence the certificates awarded by all Boards are at par. The same is the case with the NIOS. The certificates awarded by NIOS are recognised for higher education, Government jobs and for all other purposes. Based on the eligibility criteria, some of the Boards and universities who have recognized NIOS courses are given at Appendix A & B respectively.

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

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

## 4.12 Awards and Scholarships for NIOS Learners

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

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

- (ii) **Dr. Ambedkar National Scholarship Scheme for meritorious students belonging to Scheduled Castes/Scheduled Tribes** The Scholarship Scheme was started by Dr. Ambedkar Foundation set up under the aegis of the Ministry of Social Justice & Empowerment in 1992 with a view to recognise, promote and assist meritorious students belonging to Scheduled Castes and Scheduled Tribes for enabling them to pursue higher studies. This is a one time cash award and is given to 3 students scoring highest marks in class X level examination conducted by the Education Board/Council. This is separate for SC and ST. In case none of the first three eligible students is a girl, the girl student scoring the highest marks gets a special award.

The eligibility criteria for Dr. Ambedkar scholarship:

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

## Internal Assessment Tutor Marked Assignments (TMA)

NIOS has developed several means and strategies to help the learners to learn well and be successful. TMA is one such tool which plays a very important role in the learning process through Open and Distance Learning (ODL) System. TMAs help learners to know their progress and attainment level and develop regular study habits. They also help in designing diagnostic and remedial teaching strategy during Personal Contact Programmes (PCPs).

Learner's Internal Assessment shall be done through one Tutor Marked Assignment in each subject which will be in a booklet form. The subject tutors at the AIs will correct the assignments and provide his/her feedback and suggestions for improvement. The TMA will also be uploaded on NIOS website from where learners can download them.

### NOTE

Do not pay any additional amount for submitting TMA at Study Centre.

Internal Assessment (IA) in Secondary/Senior examination will carry 20% weightage of theory as continuous and comprehensive evaluation. These marks will be shown in the mark-sheet along with the marks of external examination which will carry 80% weightage in each subject.

TMA is applicable for admission through Stream-1 only. TMA should be submitted before appearing in the Public Examination of the particular subject. TMA will not be accepted after passing of the subject.

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

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

### MOST IMPORTANT

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

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

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

**If last date so specified happens to be a public holiday/Saturday/Sunday, the next working day will automatically be treated as last date for the purpose.**



**Table-B: List of Subjects for Tutor Marked Assignments (TMA)**

Secondary			Sr. Secondary Level		
S. No.	Subject Code	Subject	S. No.	Subject Code	Subject
1.	201	Hindi	1.	301	Hindi
2.	202	English	2.	302	English
3.	203	Bengali	3.	303	Bengali
4.	204	Marathi	4.	304	Tamil
5.	205	Telugu	5.	305	Odia
6.	206	Urdu	6.	306	Urdu
7.	207	Gujarati	7.	309	Sanskrit
8.	208	Kannada	8.	307	Gujarati
9.	209	Sanskrit	9.	310	Punjabi
10.	210	Punjabi	10.	311	Mathematics
11.	228	Assamese	11.	312	Physics
12.	231	Nepali	12.	313	Chemistry
13.	232	Malayalam	13.	314	Biology
14.	233	Odia	14.	315	History
15.	235	Arabic	15.	316	Geography
16.	236	Persian	16.	317	Political Science
17.	237	Tamil	17.	318	Economics
18.	211	Mathematics	18.	319	Business Studies
19.	212	Science and Technology	19.	320	Accountancy
20.	213	Social Science	20.	321	Home Science
21.	214	Economics	21.	328	Psychology
22.	215	Business Studies	22.	330	Computer Science
23.	216	Home Science	23.	331	Sociology
24.	222	Psychology	24.	332	Painting
25.	223	Indian Culture and Heritage	25.	333	Environmental Science
26.	224	Accountancy	26.	335	Mass Communication
27.	225	Painting	27.	336	Data Entry Operation
28.	229	Data Entry Operation	28.	338	Introduction to Law
			29.	339	Library and Information Science

## General and Specific Provisions (Disability wise) during NIOS Examinations

In NIOS examination, learners with disabilities are provided general provisions and also the facility of amanuensis, technological devices, calculators etc. according to their disabilities as per the procedure notified by NIOS from time to time.

### 6.1 Procedural Requirements

Candidates with disabilities as defined in the persons with Disabilities Act.1995 and A learner who wishes to avail the concession in the Examination is required to submit an application to the concerned Centre Superintendent of the Exam. Centre or to the Regional Director along with medical certificate of a Govt. Hospital/Medical Institution indicating the nature of his/her disability and the extent of the disability well in advance from the wage of the commencement of the evaluation alongwith full details and photograph of the Amanuensis. ***The medical/disability certificate should clearly mention the type of support that will be required by the learner.***

While appearing in the Examination, the learner will write his/her disability on the top of the answer book as mentioned in the medical certificate specified at 6.1. This will be authenticated by his/her Centre Superintendent.

### 6.2 General Provisions

**6.2.1 Provision of Extra Time:** The condition of all learners with disabilities will have to be certified as per approved procedure specified at 6.1 for determining requirement of additional time. *An additional 20 minutes per hour for each of the subject<sup>1</sup> will be provided.* Condition of fatigue while dictating to scribe, using Amanuensis, sitting continuously etc. if indicated in the medical certificate specified at 6.1; *short breaks of not more than ten minutes per hour will be permitted in addition to above.*

**6.2.2 Provision of Amanuensis:** The service of amanuensis can be availed for theory papers only as per requirement of subjects concerned. The following learners will be eligible for the said facility:

- i) Learners with Autism, Cerebral Palsy, Mental Retardation, Multiple disabilities, Visual Impairment those suffering from speech or hearing defects, Dyslexic and any other disability (such as learners with learning disability) specified as per procedure at 6.1 will be provided services of amanuensis **free of charge.**
- ii) Learners with poor hand function but having speech disorders will have scribes who can understand the sign language (other than the subject teacher, parents or siblings).
- iii) Upper limb polio affected learners and those in case of hand injury may be provided with the facility of amanuensis/scribe.
- iv) In case of sudden illness resulting in temporary disability, service of amanuensis will be allowed on furnishing of duly certified medical certificate specified at 6.1
- v) The candidates may be permitted to draw the diagrams etc. themselves. If desired by them.

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

- i. The learner with disability may apply for amanuensis to the Regional Director concerned or to the Centre Superintendent of the Examination Centre concerned well in advance from the date of his/her

<sup>1</sup> Learners with Locomotor /Orthopedic Disabilities are to be considered as non-disabled learner and they will not require any special provision during the Examination.

commencement of the examination with full detail and photograph of the amanuensis. The Centre Superintendent will ensure the provisions and obtain and submit a certificate to this effect.

- ii. There shall be no restriction in the age or qualification for selecting the amanuensis. However the invigilation should be strengthened so that the learner using amanuensis do not indulge in malpractice during the examination.
- iii. The learner may opt for his/her own amanuensis or the Centre Superintendent of Examination Centre concerned will choose a suitable person from the school as far as possible and the learner be allowed to meet the amanuensis a day before the examination so that the learner get a chance to check and verify whether the amanuensis is suitable or not. The Centre Superintendent may forward the name with photograph of the amanuensis immediately to the concerned Regional Director with a report giving full particulars of the learner and of the amanuensis for information and records.

#### **6.2.2 (b) Fee for Amanuensis/ Interpreter using sign language:**

- (i) A fee of Rs. 100/- per session of examination will be given to the amanuensis/ interpreter using sign language from other subjects per hall by the Superintendent of the Examination Centre. The learners under the category 6.2.2 (except for iv) will not be required to pay any charge/fee.
- (ii) Other learners with temporary disabilities using the facility of amanuensis will have to pay the fee themselves.

**6.2.3 Use of Computers:** Learners who have minimum hand function but having speech disorders will be allowed to use the computer for the examinations. This facility will also be available to such visually impaired learners, and learners with learning disability, Cerebral Palsy and any other such disability *who make this request in advance and submit proof of using this facility as means of communication from the authorized authority as specified at 6.1*

However, it will be the responsibility of the learner to bring laptops, ensure adequate battery support and functioning of equipments. Centre Superintendent will have the right to check the machines for no pre-fed information except the required software (including the Text Reading Software) to enter the response. *Learner will need to report one hour in advance to complete these formalities.*

**6.2.4 Sitting Arrangements:** Wheel chair bound and mobility impaired learners will be given facility to write the examination on the ground floor in case the examination room is inaccessible. The Centre Superintendent will make arrangements to sit maximum of four students in a separate Examination Room with a separate invigilator for supervision. The examination room should be well lit and ventilated and away from noise and minimize disturbances.

**6.2.5** The Centre Superintendent(s) will be directed to send the answer books of special category students in separate covers to the Regional Office concerned. A separate column will be provided on the title page of the answer book for indicating the category of physically challenged candidates so that these answer books could be segregated for sending them separately to the Regional Office of the Board.

**6.2.6 Learners with Specific Needs** registered under the SAIED AIs will have their study Centre as examination center 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 special student

### **6.3 Specific Provisions<sup>2</sup>: These are specific provisions in addition to the general provisions mentioned at 6.2**

#### **6.3.1 Learners with Visually Impairments**

- i. Visually Impaired Learners will be provided with alternate questions in the theory papers in the question related to marking and labeling of maps in construction of geometrical figures. This provision will be

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<sup>2</sup> Many learners with disability now request for question papers in alternative format. This involves policy decision and advance preparation. NIOS will announce it as and when mechanism is in place.

applicable in the subject of Economics, Sciences, Mathematics and social science at Secondary level and History, Economics, Mathematics and Geography at Senior Secondary level.

- ii. Visually Impaired Learners may be allowed to use amanuensis/take examination using Braille typewriter, or computer. When the student takes examination using Braille, NIOS will seek the assistance of an organization for the Blind to transcribe the papers into print and the regular examiners will evaluate the papers along with other papers. The learners should arrange to bring own Braille's, Typewriter, Computer etc., for examination purposes. Equipment such as talking calculator, abacus, Taylor frame and geometry drawing kit may be allowed in the Examination Hall.
- iii. For course requiring computer skills, the equipment shall be provided by the Centre conducting Examination.

### **6.3.2 Learners with Hearing Impairment**

- i. Interpreter using sign language may be allowed in the Examination Room to help the learner with hearing impaired 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.

### **6.3.3 Learners with Autism, Cerebral Palsy, Mental Retardation, Multiple Disabilities**

- i. Computers with adapted hardware like trackball instead of mouse, augmentative communication boards (illustrative and not exhaustive) may be allowed. Use of Calculator may also be allowed for learner with Dyscalculia. Learners will have to arrange for their own tools and equipment.
- ii. 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 the case of severely disabled children who need them.
- iv. Provision may also be made for reading out the questions wherever necessary.

### **6.3.4 Learners with Learning Disability**

Services of Amanuensis, use of computer and extra time may be provided as per the procedure specified at 6.1 and also as mentioned under general conditions.

### **6.3.5 Leprosy-Cured Learners**

General provision will be applicable for leprosy cured learners on submitting medical certificate as mentioned in 6.1

**Note :** If any learner with a disability not covered above approaches the Centre Superintendent of the Examination Centre for any provision, the case may be referred to the concerned  
Regional Director, NIOS  
or  
Director (Evaluation),  
NIOS, A-24/25, Sector-62, Noida-201309 (Uttar Pradesh).

## Appendix - A

### *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
<b>01.</b>	<b>ANDHRA PRADESH</b>	<b>09.</b>	<b>JAMMU &amp; KASHMIR</b>
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	<b>10.</b>	<b>JHARKHAND</b>
<b>02.</b>	<b>ASSAM</b>	2601	Jharkhand Academic Council, Ranchi
0201	Assam Higher Secondary Education Council, Bamunimaidan, Guwahati	<b>11.</b>	<b>KARNATAKA</b>
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
<b>03.</b>	<b>BIHAR</b>	0803	Karnataka Open School, J.S.S. Maha Vidya Peeth, Mysore
0301	Bihar Intermediate Education Council, Patna	<b>12.</b>	<b>KERALA</b>
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
<b>04.</b>	<b>CHHATISGARH</b>	<b>13.</b>	<b>MAHARASHTRA</b>
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	<b>14.</b>	<b>MADHYA PRADESH</b>
2903	Chhattisgarh Madarsa Board, Chattisgarh	1001	Madhya Pradesh Board of Secondary Education, Bhopal
<b>05.</b>	<b>GOA</b>	1002	M.P. State Open School, Bhopal
2801	Goa Board of Secondary & Higher Secondary Education, Goa	1003	Madhya Pradesh Madarsa Board, Madhya Pradesh
<b>06.</b>	<b>GUJARAT</b>	<b>15.</b>	<b>MANIPUR</b>
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
<b>07.</b>	<b>HARYANA</b>	<b>16.</b>	<b>MEGHALAYA</b>
0501	Haryana Board of Education, Hansi Road, Bhiwani	1301	Meghalaya Board of School Education, Meghalaya
0502	Haryana Open School, Bhiwani	<b>17.</b>	<b>MIZORAM</b>
<b>08.</b>	<b>HIMACHAL PRADESH</b>	3001	Mizoram Board of School Education Chaltlan, Aizawl
0601	Himachal Pradesh Board of School Education, Dharamshala	<b>18.</b>	<b>NAGALAND</b>
0602	Himachal Pradesh State Open School, Dharamshala, Kangra	1401	Nagaland Board of School Education, Kohima
		<b>19.</b>	<b>ODISHA</b>
		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. TAMILNADU

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

## 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 Association of Indian Universities (AIU) to the effect that the examination passed is equivalent to the Indian High School/Secondary Examination.

These have not been established as per above details.

## NON-RECOGNISED BOARDS/UNIVERSITIES NOT CONSIDERED FOR ADMISSION AT NIOS

1. Central Board of Higher Education, Aspati Bhawan, Uttam Nagar, New Delhi.
2. All India Board of Secondary Education, Gazipur
3. Central Board of Higher Education, East Patel Nagar, New Delhi.
4. Board of Adult Education and Training, Brahmipuri, Nagal Rai, New Delhi.
5. Akhil Bhartiya Shiksha Sansthan, New Delhi.
6. ACN International University, Raipur
7. Doon International University, Raipur
8. Hindi Sahitya Sammelan, Allahabad (recognised by the Govt. of India for purpose of employment)
9. Board of Higher Secondary Education, Delhi
10. Indian Council of Secondary Education, India
11. All India Board for Education Training, Delhi
12. All India Board for Secondary Education, Delhi
13. Board of Adult Education & Training, Delhi
14. Central Board of Higher Education, Delhi
15. Jamia Urdu, Aligarh
16. Gurukul Vishwavidyalaya Vrindaban, Mathura
17. Council of Secondary Education, Mohali
18. Mahashakti Sanskrit Vidyapeeth, Delhi
19. Council for the Indian Certificate Examination, Delhi
20. Bhartiya Shiksha Parishad, Lucknow
21. Board of Secondary Sanskrit Education, Lucknow
22. Mumbai Hindi Vidyapeeth, Mumbai
23. The Central Board of Higher Education, New Delhi
24. Dr. Ramgopalacharya Sanskrit Mahavidyalaya, Etah, U.P.
25. Board of Secondary Education Madhya Bharat, Gwalior
26. Council of Secondary Education Board, Mohali
27. Mahatma Gandhi Secondary and Senior Secondary Education Board, Delhi
28. Board of Secondary and Higher Secondary Open Education, West Bengal
29. Board of Youth Education, India
30. The Council of Basic and Technical Education, Ludhiana
31. Shiksha Parishad Madhyamik, Gwalior
32. Central Board of Education, Ajmer
33. Council of Higher Secondary Education, Delhi
34. Board of Secondary Education Madhya Bharat, Gwalior
35. Delhi Board of Senior Secondary Education, Delhi
36. Board of Technical and Secondary Education, Delhi
37. Indian Council Open School Certificate Examination, Maharashtra
38. Mahakoshal Board of Secondary Education, Jabalpur
39. National Board of Higher Secondary Education, Delhi
40. Board of Higher Secondary Open Education, Delhi
41. Board of School and Technical Education, Chhatisgarh
42. Board of Senior Secondary Education
43. Delhi Board of Senior Secondary Education
44. Intermediate Council of Schooling Education, Jalandhar, Punjab
45. All India Council for Open Education, New Delhi
46. Board of Secondary, High Secondary & Vocational Education, Mangal Bazar Road, Laxmi Nagar, Delhi
47. Council for Higher and Senior Secondary Education, Delhi
48. Indian Council of Secondary Education, India (Uttar Pradesh)

OR

49. Bhartiya Madhyamik Shiksha Parishad, Bharat (Uttar Pradesh)
50. Council of Secondary and Senior Secondary Education, Delhi
51. National Board of Secondary Education, India
52. Rural Institute of Open Schooling, Laxmi Nagar, Delhi
53. Madhyamik Shiksha Parishad of U.P. and Delhi
54. Swami Vivekanand Board of Secondary Education, Delhi
55. Board of Education for Senior Secondary & Technology, New Delhi
56. Board of Open Learning School, Delhi
57. Board of Secondary & Higher Secondary Education, Delhi
58. Urdu Education Board, New Delhi
59. Jamia Urdu Hind, Begusarai, Bihar
60. Uchhtar Madhyamik Shiksha Mandal, Delhi
61. All India Council of Open Schooling (AICOS), Vill. & P.O. Barunhat, P.S. Hasnabad, Distt. 24 PGS (N), W.B.
62. Central Board of Senior Secondary Education
63. Intermediate Council of Secondary Education, Sewak Park, Uttam Nagar, New Delhi - 110059
64. Delhi Academic Council for Higher Education

**Note:** More such institutions can be added once NIOS gets to know about them authoritatively.

## List of the Regional Centres of NIOS

<i>Name of the Region</i>	<i>Address of the Regional Centre</i>	<i>Jurisdiction</i>
<b>1. ALLAHABAD</b>	<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
<b>2. BENGALURU</b>	<b>National Institute of Open Schooling</b> Regional Centre Office of the Director (Vocational Education) 3rd Floor, PUE Bhawan, 18th Cross Sampige Road, Malleswaram, Bengaluru - 560012, Karnataka, Ph.: 23464223 Fax: 23464222 Email: rc bengaluru@nios.ac.in	Karnataka
<b>3. BHOPAL</b>	<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
<b>4. BHUBANESHWAR</b>	<b>National Institute of Open Schooling</b> Regional Centre ELTI Campus Maitrivihar, Chandrashekhar Pur, Bhubaneswar-751023 Ph. No. 0674-2302688 Email.: rc bbsr@nios.ac.in Website: <a href="http://rcbbsr.nios.ac.in">http://rcbbsr.nios.ac.in</a>	Odisha
<b>5. CHANDIGARH</b>	<b>National Institute of Open Schooling</b> Regional Centre YMCA Complex, Sector-11C, Chandigarh-160 001 Ph.:(O) 0172-2744915, 3950979 Fax : 0172-2744952 e-mail: rcchandigarh@nios.ac.in	Haryana (Excluding gurgaon, Faridabad & Jhajjar) Punjab, Jammu & Kashmir and Chandigarh
<b>6. CHENNAI</b>	<b>National Institute of Open Schooling</b> 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
<b>7. DEHRADUN</b>	<b>National Institute of Open Schooling</b> Regional Centre 69/106, Niranjapur, Opp. ITI Dehradun Dehradun - 248001 Ph.: (O) 0135-2629166, 2623929; 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.
<b>8. DELHI</b>	<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.
<b>9. DHARAMSHALA</b>	<b>National Institute of Open Schooling</b> Regional Centre 2nd Floor, Chamunda Complex, (Near Income Tax Office) Dari Road, Dharamshala, Distt. Kangra-176057, Himachal Pradesh, Ph. (O) 001892-222251 e-mail: rcdharamshala@nios.ac.in	Himachal Pradesh
<b>10. GANDHI NAGAR</b>	<b>National Institute of Open Schooling</b> Regional Centre Multi Storied Building, D Wing, 7th Floor, Sector-11, Near Pathikaashram, Gandhinagar-3820011, Gujarat, Ph.: 079-23220410, Fax: 079-23220411 Email: rcgandhinagar@nios.ac.in	Gujarat
<b>11. GUWAHATI</b>	<b>National Institute of Open Schooling</b> Regional Centre Building of Assam Publication Board, (Near Assam Board of Secondary Education) 1st Floor, Bamunimaidan, Guwahati-781021 (Assam) Ph. (O): 0361-2650541, 2651201 (Fax) 0361-2650542 e-mail: rcguwahati@nios.ac.in	Nagaland, Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram and Tripura

<i>Name of the Region</i>	<i>Address of the Regional Centre</i>	<i>Jurisdiction</i>
<b>12. HYDERABAD</b>	<b>National Institute of Open Schooling</b> Regional Centre House No. 17-26, Sree Nagar Colony, Rd. No. 5 Dilsukh Nagar, Hyderabad - 500039, Telangana Ph.: (O) 040-24162859, Fax : 040-24060712	Telangana
<b>13. VISAKAPATNAM</b>	<b>National Institute of Open Schooling</b> Regional Centre 5th Floor, B Block, VUDA Complex, Siripuram, Visakapatnam, Andhra Pradesh Ph.: 0891-2564584, E-mail : srcvisakhapatnam@nios.ac.in	Andhra Pradesh
<b>14. JAIPUR</b>	<b>National Institute of Open Schooling</b> 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  <b>Sub Regional Centre Kota</b> 2nd Floor, 2-PA-1, Vigyan Nagar Main Road, Kota-324005 E-mail : srckota@nios.ac.in Ph. No. 09889128555	Rajasthan
<b>15. KOCHI</b>	<b>National Institute of Open Schooling</b> Regional Centre 6th Floor, Kerala State Housing Board Building, Panampilly Nagar, Kochi-682036 Ph.: 0484-2310032, 4035540 (T/F) 0484-2310033 e-mail: rckochi@nios.ac.in	Kerala
<b>16. KOLKATA</b>	<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  <b>SUB-REGIONAL CELL PORT BLAIR</b> Adult Education in the Directorate A&N Administration Shiksha Sadan A&N Island, Port Blair	Sikkim, West Bengal and Andaman and Nicobar Island  Port Blair
<b>17. PATNA</b>	<b>National Institute of Open Schooling</b> Regional Centre Lalit Bhawan, Ground Floor, Jawahar Lal Nehru Marg, Bailey Road, Patna - 800001 (Bihar) Ph.: (O) 0612-2545051, 0612-2545470 e-mail: rcpatna@nios.ac.in  <b>SUB-REGIONAL CENTRE DARBHANGA</b> Moh- Khan Chowk Near Main Khan Chowk PO Lal Bagh Distt. Darbhanga-846004 Phone : 0627-2250628	Bihar
<b>18. PUNE</b>	<b>National Institute of Open Schooling</b> Regional Centre C/o Indian Institute of Education Campus, 128/2 JP Naik Road, Sriniketan Society, (Near Solaris Club) Kothrud, Pune-411029 (Maharashtra) Ph. (O) 020-25444667, 25439763 (Fax) 020-25456496 e-mail: rcpune@nios.ac.in	Maharashtra, Goa and Daman & Diu
<b>19. RANCHI</b>	<b>National Institute of Open Schooling</b> Regional Centre Schooling, Hostel Premises, Amar Shahid Thakur Vishavanath Shahdev Zila School, Zilla School Parishad, Ranchi e-mail: rcranchi@nios.ac.in	Jharkhand
<b>20. RAIPUR</b>	<b>National Institute of Open Schooling</b> Regional Centre B.T.I Ground, DIET Campus, Shankar Nagar Ph: (O) 0771-2442147, 2442167 Raipur-492001, Chhatisgarh e-mail: chhatisgarh@nios.ac.in	Chhatisgarh



## Appendix - C

### LIST OF NAMES OF COMMON SERVICE CENTRES (CSC) IN DIFFERENT STATES

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

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

New Delhi-110001  
11th December 2002

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

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

**Sir,**

The National Institute of Open Schooling (N.I.O.S.) (formerly National Open School (NOS)) is an autonomous organization set up the Ministry of Human Resource Development, Government of India, in 1989 as per the Resolution issued vide No. F 6-2/89-Sch. III dated 21.11.1989 to provide education upto pre-degree level to those who for one or the other reason could not make use of the formal education system. N.I.O.S. has also been vested with the authority to conduct and certify examinations for Secondary and Senior Secondary levels by the Government of India as per the resolution issued vide No. F 5-24/90-Sch. III dated 14.9.1990 (copy enclosed).

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

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

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

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

Yours faithfully,

**(Amit Kaushik)**  
**Director**  
Tel No. 23382604

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

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

**(Amit Kaushik)**  
**Director**

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

### RESOLUTION

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

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

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

### ORDER

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

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

D.M.DE. REBELLO  
Jt. Secy.

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

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

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

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

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

**Dear Sir.**

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

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

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

Thanking you,

**Yours faithfully.**

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

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

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

Dated : 14.09.12

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

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

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

Sir,

Please refer above captioned letters on the subject noted above.

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

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

Yours faithfully,

Sd/-  
(Prof. Sanjay Shrivastava)  
Secretary



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

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

### By-hand+E-mail

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

1607-18

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 97<sup>th</sup> Central Council of the PCI in its meeting held in June, 2015 and decision is as under-

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

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

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

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

Yours faithfully

(ARCHANA MUDGAL)  
Registrar-cum-Secretary

## *Instructions for filling up the Application Form for Admission 2016–17*

Learners seeking Online admission through AI (Study Centre)/Regional Centre may fill the particulars such as Name, Father's Name, Address etc. in the form and give it to Study Centre/Regional Centre for On-line registration as per instructions given below.

### General Instructions:

1. Before filling up the application form, please ensure your eligibility for admission as given in **Table-3** in the Prospectus. Otherwise the Application Form will be cancelled and the fee paid by you will not be refunded. Neither any intimation will be sent to you, nor any correspondence will be entertained in this regard.
2. One Application Form for admission has been given at the end of this prospectus.
3. Information in the admission form should be filled in **English** only.
4. Please put your signature and paste a passport size photograph on the original Application Form. Attach the attested documents with Form and get the photographs attested on the photocopies from Principal/Co-ordinator or Gazatted Officer/Tehsildar/District Magistrate.
5. You should ensure that the particulars filled in the Application Form are correct. **Don't leave any column blank** in the Admission Form. **You have to submit original Form, photographs and signatures on the Form for admission at the AI (Study Centre) along with the duly filled in Provisional Admission Letter-cum-Receipt.**
6. Writing should be legible. Any cutting should be attested.

### Other Instructions:

**Your Reference Number:** It will be given by the Regional Centre.

1. **Name of Candidate:** Write your name in **block letters, in English**. Each letter should be written in a separate column, as per specimen given below, leaving one space between name, middle name and surname.

S U S H I L    C H A N D E R    J O S H I

You should mention your name as already recorded in your previous school or Board certificate.

- 2 and 3. **Father's Name 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.

K A M A L    C H A N D E R    J O S H I

Your father's and mother's name should tally with your previous records. This will be recorded in the Certificate. **No change will be permitted later on. The students who don't want their father's/mother's name to be printed on the certificate, kindly put cross xxxxxx upto 15 boxes given for father's or mother's name.**

4. **Guardian's/Institution's Name :** Write Guardian's/Institution's **name in case of Orphan**.
5. **Postal Address :** Please write your complete address in **block letters in English** with e-mail Id, telephone number and the mobile number for SMS alerts. Attach proof of residential address. Do not quote AI or any coaching centre for address proof.
6. **Date of Birth:** Mention your Date of Birth correctly. Attach the attested copies of documents as proof of date of birth as per the **Table-3** in the Prospectus. If, for example, your Date of Birth is 17<sup>th</sup> April 1986, it should be written as under.

1	7	0	4	1	9	8	6
DATE		MONTH		YEAR			

7. **Gender:** Write 1 for Male, 2 for Female and 3 for Third Gender in the box provided.
8. **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.
9. **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 Cerebral Palsy, 9 for Learning Disabilities, 10 for Autism and 11 for Not Applicable, in the box provided.
10. **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.
- 10a. **Orphan** Write 1 for Orphan, 2 for Institute for Orphan, 3 for Not Applicable.
11. **Course Applied for:** Write 1 for Secondary and 2 for Senior Secondary in the box provided.
12. **Medium of Study: (For Sr. Secondary):** Write 1 for Hindi Medium, 2 for English Medium, 3 for Urdu, 4 for Odia and 5 for Bengali Medium in the box provided.
- 12a. **(For Secondary):** Write 1 for Hindi Medium, 2 for English Medium, 3 for Urdu Medium, 4 for Marathi Medium, 5 for Telugu Medium, 6 for Gujarati Medium, 7 for Malayalam Medium, 8 for Odia Medium in the box provided.
13. **Mother Tongue :** Write 1 for Hindi, 2 for Urdu, 3 for Assamese/Asomiya, 4 for Bengali/Bangla, 5 for Bodo, 6 for Dogri, 7 for Gujarati, 8 for Kannada, 9 for Kashmiri, 10 for Konkani, 11 for Maithili, 12 for Malayalam, 13 for Manipuri, 14 for Marathi, 15 for Nepali, 16 for Odia, 17 for Punjabi, 18 for Sanskrit, 19 for Santhali, 20 for Sindhi, 21 for Tamil, 22 for Telugu, 23 for any other language.

14. **Nationality:** Write 1 for Indian and 2 for any other, in the box provided.
15. **Religion :** Write 1 for Hindu, 2 for Muslim, 3 for Christian, 4 for Sikh, 5 for Jain, 6 for Budhist, 7 for Parsi, 8 for Jews.
16. **Your previous qualification:** Write V, VI, VII, VIII, IX, X, XI, XII and above in the column. If you have not gone to the school write N in the box.
17. **Father's Educational Qualification :** Write 1 for No Education, 2 for upto Primary, 3 for upto Middle, 4 for upto Secondary and 5 for Graduate, 6 for Post Graduate.
18. **Mother's Educational Qualification :** Write 1 for No Education, 2 for upto Primary, 3 for upto Middle, 4 for upto Secondary and 5 for Graduate, 6 for Post Graduate.
19. **Where do you live:** Write 1 for Metropolitan City (Mumbai, Kolkata, Chennai, Delhi), 2 for other Cities, 3 for Rural and 4 for Semi-rural in the box provided.
20. **Your Geographical Area :** Write 1 for Hill Area, 2 for Remote Locality, 3 for Border Area, 4 for Tribal Area, 5 for Island, 6 for North-Eastern Region including Sikkim and 7 for Not Applicable, in the box provided.
- 21a. **Employment :** Write 1 for Employed and 2 for Unemployed in the box provided.
- 21b. **Extra Curricular Activities :** Write 1 for Fine Arts, 2 for Performing Arts, 3 for Sports and 4 for any other cultural activities in the box provided.
22. **Annual family income :** Write 1 for upto Rs. 50,000, 2 for upto Rs. 1, 00,000, 3 for upto Rs. 1,50,000 and 4 for Above 1,50,000.
- 22a. **Economically Backward Class (EBC) :** Write 1 for EBC for those whose family Annual income from all sources does not exceed Rs. 1.5 lakh per year. 2 for Not Applicable.
23. **Subject choices:** Write code No. of the subjects chosen as per the Table-1 in the Prospectus.
- 23a. **Part or Dual Enrolment:** Write 1 for yes or 2 for no. If you have opted for 'yes', please note that number of subjects will be restricted to 4 or less and no TOC is applicable.
24. **Details of X<sup>th</sup> board examination:** If you are seeking admission to the Senior Secondary Course, you should mention the following
- the year when you have passed the Secondary Examination,
  - the Roll Number of the Board,
  - the code of the Board from where you have passed the Secondary Examination as given in the **Appendix-A** in the Prospectus.
25. **Amount of Fee paid:** The admission fee is to be paid as per Table 4 & 6 *through Bank draft only in favour of the Secretary*, NIOS payable at the concerned Regional Centre. No fee should be paid through cash.
- Write the amount of admission fee, additional subject fee, TOC fee and total fee paid
  - Write Bank Draft No.
  - Write date of Bank Draft,
  - Write the name of Bank for issuing Bank Draft,
  - Write the unique number of Bank Challan
26. **Whether you are applying for Transfer of Credit (TOC):** Write 1 for Yes and 2 for No.
27. **Details for TOC Board:** Write **a)** Enrolment No. of examination for which TOC is required, **b)** Year of passing the subjects, **c)** Code of the TOC Board as per **Appendix-A** and section 2.5 & 2.6 of the Prospectus.
28. **Details of TOC subjects:** Please see section 2.5 & 2.6 and the Table-1 of the Prospectus.
29. For claiming refund of fee in the event of not confirmation of admission as per policy, please provide details of Account Number, IFSC Code of the Bank and Name and address of the Bank.
30. **Whether you wish to get admission in the Secondary Course of NIOS on the basis of Self Certificate :** Write 1 for yes and 2 for Not Applicable

### IMPORTANT NOTE:

- **Signature of the learner and Counter Signature of Parent/Guardian:** Learner and Parent/Guardian are requested to sign the Declaration with date as per column provided on back of the Application Form for admission.
- **Instructions for affixing Photograph:** Candidates are advised to strictly follow the following instructions:
  1. Photograph affixed on the application should not be more than six month old. **The date on which photograph is made along with Name of candidate and date should be reflected.**
  2. Write NIOS registration number and name of the candidate on the back of the photo before it is being affixed.
  3. Ensure that photograph is not deshaped.
  4. Candidate should affix Passport size (4 cm × 3 cm) photographs on all the Forms. Photograph affixed on the photocopies for Regional Centre and the Study Centre should be duly attested by any one of the following:
 

(a) Co-ordinator of NIOS Study Centre	(b) Principal of recognised School/College	
(c) District Magistrate	(d) Gazetted Officer	(e) Tehsildar





# EXAMINATION REGISTRATION FORM

## National Institute of Open Schooling

**Note : Please fill those subject codes, for which you have taken admission. Any error in this will lead to debarment from appearing in examination.**

*Form to register for appearing in Secondary / Senior Secondary Public Examination of NIOS and Depositing Examination Fees [to be submitted in the AI (Study Centre)/Regional Centre alongwith the requisite Examination fees]*

Please fill correctly the subjects in which you desire to appear in the Examination.

Only Cash/Bank Drafts from Nationalised Banks are acceptable. Cheques/Indian Postal Orders are not acceptable.

1. Enrolment No.

--	--	--	--	--	--	--	--	--	--	--	--

2. Name in full (Block Letters)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

3. Address .....

.....

PIN CODE 

--	--	--	--	--	--

Tel. No. ....

Code No.	Subject			
1. <table border="1"><tr><td></td><td></td><td></td></tr></table>				.....
2. <table border="1"><tr><td></td><td></td><td></td></tr></table>				.....
3. <table border="1"><tr><td></td><td></td><td></td></tr></table>				.....
4. <table border="1"><tr><td></td><td></td><td></td></tr></table>				.....
5. <table border="1"><tr><td></td><td></td><td></td></tr></table>				.....
6. <table border="1"><tr><td></td><td></td><td></td></tr></table>				..... (Additional subject if any)
7. <table border="1"><tr><td></td><td></td><td></td></tr></table>				.....

Exam. fee Rs. 250/- per subject. Additional fee of Rs. 120/- per subject involving practicals and late fee as applicable.

*(Signature of the Candidate)*

+ Candidates whose AIs stand cancelled or not functioning can deposit their examination fees at the respective Regional Centre by submitting Examination Form alongwith Bank Draft drawn in favour of "Secretary". NIOS, payable at respective Regional Centres.

\* The Application Forms will not be accepted after the prescribed dates.

The students may contact their AI/RC or NIOS for information regarding their Examination Centres. If a candidate appears from an Exam. Centre other than the one allotted to him/her on his/her own, his/her result will be withheld.

a) Candidate applying for with additional subjects/change of subjects may please attach photocopy of the permission letter of NIOS along with the examination fee paid.

b) The Sr. Secondary candidates, before depositing the examination fee, should ensure that there is two years gap after passing Secondary exam. in their cases. If they do not have requisite gap of two years, they will not be allowed to sit in more than four subjects. Then the registration for examination will be done only for the first four subjects in Examination and their fee for fifth subject will be forfeited as stated in the Prospectus.

NOTE. i) Examination Form with incomplete/wrong information shall be rejected.

ii) Strike off whichever is not applicable.

iii) Please see the Subject Code (s) on the reverse of the form.

### RECEIPT (TO BE ISSUED TO THE STUDENT)

Received the Examination Form with fee of Rs. .... from ..... Enrolment No. ....  
for the ..... Secondary/Sr. Secondary Examination of National Institute of Open Schooling in the following subject Codes:

--	--	--	--	--	--	--	--	--	--	--

Date.....

Signature  
Coordinator  
AI No./Regional Centre

## Subject Codes

Secondary Examination			Senior Secondary Examination		
S.No.	Code	Subject	S.No.	Code	Subject
1.	201	Hindi	1.	301	Hindi
2.	202	English	2.	302	English
3.	203	Bengali	3.	303	Bengali
4.	204	Marathi	4.	304	Tamil
5.	205	Telugu	5.	305	Odia
6.	206	Urdu	6.	306	Urdu
7.	207	Gujarati	7.	309	Sanskrit
8.	208	Kannada	8.	307	Gujarati
9.	209	Sanskrit	9.	310	Punjabi
10.	210	Punjabi	10.	311	Mathematics
11.	228	Assamese	11.	312	Physics
12.	231	Nepali	12.	313	Chemistry
13.	232	Malayalam	13.	314	Biology
14.	233	Odia	14.	315	History
15.	235	Arabic	15.	316	Geography
16.	236	Persian	16.	317	Political Science
17.	237	Tamil	17.	318	Economics
18.	211	Mathematics	18.	319	Commerce / Business Studies
19.	212	Science and Technology	19.	320	Accountancy
20.	213	Social Science	20.	321	Home Science
21.	214	Economics	21.	328	Psychology
22.	215	Business Studies	22.	330	Computer Science
23.	216	Home Science	23.	331	Sociology
24.	222	Psychology	24.	332	Painting
25.	223	Indian Culture and Heritage	25.	333	Environmental Science
26.	224	Accountancy	26.	335	Mass Communication
27.	225	Painting	27.	336	Data Entry Operations
28.	229	Data Entry Operations	28.	338	Introduction to Law
			29.	339	Library and Information Science



राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान  
NATIONAL INSTITUTE OF OPEN SCHOOLING  
A-24/25, Institutional Area, Sector-62, NOIDA-201309, Uttar Pradesh

फॉर्म संख्या  
Form No.....

प्रवेश के लिए आवेदन फॉर्म 2016-17 / Application Form for Admission 2016-17

संदर्भ संख्या / Reference Number

**IMPORTANT INSTRUCTIONS**

- Please fill in the Form **ONLY AFTER** reading the instructions given at Appendix 'I'. / कृपया परिशिष्ट 'झ' पर दिए गए निर्देशों को पढ़ने के बाद ही फॉर्म भरें।
- Follow these steps: (i) Fill in the form but do not sign it yet; (ii) Paste your photograph; (iii) Then sign the form and submit through Online or to the AI (Study Centre)/concerned Regional Centre of NIOS. / इन बातों का पालन करें (i) फॉर्म भरें किन्तु अभी हस्ताक्षर नहीं करें, (ii) मूल प्रति पर फोटो चिपकाएँ (iii) फॉर्म पर हस्ताक्षर करें और ऑनलाइन अथवा एनआईओएस के एआई (अध्ययन केन्द्र) / संबंधित क्षेत्रीय केन्द्र पर जमा करें।
- Use Blue/Black Ball Point Pen Only for filling up the form/फॉर्म भरने के लिए केवल नीला / काला बॉल पेन का प्रयोग करें।

केवल कार्यालयी उपयोग के लिए / For office use only. दिनांक हस्ताक्षर कर्मचारी का नाम  
जाँच की गई और सही पाया गया / Checked and verified. Dated: ..... Signature ..... (with name of the official .....

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

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

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

4. अनाथ के लिए अभिभावक / संस्था का पूरा नाम (स्पष्ट अक्षरों में) / Guardian's/Institution's Name in CAPITAL Letters for Orphan

5. पत्र-व्यवहार / अनाथालय के लिए पता / Postal Address in CAPITAL Letters/Orphan Home

Address

जिला / District

राज्य / State  पिन कोड Pin Code

E-mail

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

6. जन्मतिथि / Date of Birth       दूरभाष / Telephone        
दिन / Day मास / Month वर्ष / Year मोबाइल / Mobile

7. लिंग / Gender <input type="checkbox"/>	13. मातृभाषा / Mother Tongue <input type="checkbox"/>	19. रहने का स्थान / Place of Residence <input type="checkbox"/>
8. वर्ग / Category <input type="checkbox"/>	14. राष्ट्रियता / Nationality <input type="checkbox"/>	20. आपका भौगोलिक क्षेत्र / Your Geographical Area <input type="checkbox"/>
9. अक्षमता / Disability <input type="checkbox"/>	15. धर्म / Religion <input type="checkbox"/>	21a. रोजगार / Employment <input type="checkbox"/>
10. वंचित वर्ग / Disadvantaged Group <input type="checkbox"/>	16. आपकी पूर्व योग्यता / Your Previous Qualification <input type="checkbox"/>	21b. अन्य पाठ्य सहगामी क्रियाएं / Extra curricular activities <input type="checkbox"/>
10a. अनाथ / Orphan <input type="checkbox"/>	17. पिता की शैक्षिक योग्यता / Father's Educational Qualification <input type="checkbox"/>	22. परिवार की वार्षिक आय / Annual family income <input type="checkbox"/>
11. पाठ्यक्रम जिसके लिए आवेदन किया है / Course Applied for <input type="checkbox"/>	18. माता की शैक्षिक योग्यता / Mother's Educational Qualification <input type="checkbox"/>	22a. आर्थिक रूप से पिछड़ी श्रेणी / Economically Backward Class <input type="checkbox"/>
12. अध्ययन का माध्यम / Medium of Study <input type="checkbox"/>		

फोटो के पीछे अपना नाम और संदर्भ संख्या लिखें। इस बॉक्स में अपना 4x3 से.मी. आकार का फोटो चिपकाएँ। पिन अथवा स्टेपलर का प्रयोग न करें।  
WRITE YOUR NAME AND REFERENCE NUMBER ON THE REVERSE SIDE OF THE PHOTOGRAPH. PASTE HERE PHOTOGRAPH OF THE STUDENT OF 4 x 3 cm IN THIS BOX ONLY DO NOT USE PIN OR STAPLER.

शिक्षार्थी के हस्ताक्षर  
Signature of the Learner

23. विषय चुनें (न्यूनतम 5 तथा अधिकतम 7, तालिका-1 देखें) / Choose Subjects (Minimum 5 and Maximum 7, See table-1)

23a. क्या आप आंशिक प्रवेश अथवा दोहरे नामांकन के अंतर्गत आवेदन कर रहे हैं? / Are you applying under part admission or dual enrolment?

24. माध्यमिक परीक्षा / X Board Exam  
(क) उत्तीर्ण होने का वर्ष / (a) Year of Passing    (ख) अनुक्रमांक सं. / (b) Roll No.        
(ग) बोर्ड का कोड / (c) Code of the Board     परिशिष्ट 'क' पर दिए गए निर्देश के अनुसार कोड लिखें। / Write the code as per instruction mentioned at Appendix-A.

25. कुल देय शुल्क की राशि / Total amount of fee paid  
(a) प्रवेश शुल्क / Admission Fee  + अतिरिक्त विषय शुल्क / Additional Subject Fee  + टीओसी शुल्क / TOC Fee  = कुल शुल्क / Total Fee   
(b) बैंक ड्राफ्ट सं. / Bank Draft No.  (c) बैंक ड्राफ्ट की तिथि / Date of Bank Draft      
(d) बैंक ड्राफ्ट जारी करने वाले बैंक का नाम व स्थान / Name of the Bank & Place of issuing Bank Draft \_\_\_\_\_  
(e) सिंडिकेट / इंडियन बैंक की संदर्भ संख्या (यदि शुल्क चालान द्वारा भरा गया है) / Unique number of Syndicate/Indian Bank (If fees paid through Challan)

26. क्या आप क्रेडिट स्थानान्तरण (TOC) के लिए आवेदन कर रहे हैं? / Please Tick (✓) Whether you are applying for Transfer of Credit?

Yes	
No	

27. मात्र राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान / सीबीएसई / सीआईएससीई / राज्य मुक्त विद्यालय / भाग 2.6 में दिए गए राज्य शिक्षा बोर्ड के पूर्व शिक्षार्थियों के लिए  
For Ex-Students of NIOS /CBSE /CISCE /State Open School/State Board of Education as per section 2.6 only

(क) नामांकन संख्या

(ख) परीक्षा का वर्ष

(a) Enrolment No.

(b) Year of Exam.

(ग) टीओसी बोर्ड का कोड / (c) Code of the TOC Board

Write the code as per instructions mentioned in Appendix-A and section 2.5 & 2.6.

28. उत्तीर्ण किए गए विषयों का विवरण जिनके क्रेडिट स्थानान्तरण चाहते हैं / Details of Subjects passed for which transfer of credit is opted

क्र. सं. S.No.	विषय / Subjects(s)	एनआईओएस का विषय कोड Subject Code of NIOS	प्राप्तांक / Marks Obtained		
			सिद्धांत / Theory	प्रयोग / Practical	कुल / Total
1.		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
2.		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
3.		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
4.		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

29. शुल्क लौटाने के मामले में बैंक का विवरण दें / Provide Bank details in case of refund of fee: खाता धारक का नाम / Name of the Account Holder: ..... Saving Account Number / बचत खाता संख्या ..... IFSC Code of the Bank / बैंक का आईएफएससी कोड ..... Name and address of the Bank / बैंक का नाम और पता .....

30. क्या आप स्व-प्रमाण पत्र के आधार पर एनआईओएस के माध्यमिक पाठ्यक्रम में प्रवेश लेना चाहते हैं? यदि हाँ तो स्व-प्रमाण पत्र पर हस्ताक्षर करें। / Whether you wish to get admission in the Secondary Course of NIOS on the basis of Self Certificate. If yes, please sign the Self Certificate.

स्व-प्रमाणपत्र उन सभी के द्वारा हस्ताक्षर किया जाएगा जो विद्यालय छोड़ने का प्रमाणपत्र संलग्न नहीं कर रहे हैं

**SELF CERTIFICATE (to be filled by all those not enclosing School Leaving Certificate)**

मैं सत्यापित करता हूँ कि मैं माध्यमिक स्तर के पाठ्यक्रम पढ़ने में समर्थ हूँ

Certified that I have studied enough to be able to pursue the Secondary level course.

शिक्षार्थी के हस्ताक्षर / Signature of the Candidate

**आवेदक की घोषणा (सभी आवेदकों द्वारा भरा जाएगा) / DECLARATION BY APPLICANT (TO BE FILLED BY ALL APPLICANTS)**

I hereby declare that I have read and understood the conditions of eligibility and I fulfill the criteria for the course for which I seek admission. I have furnished all the necessary documents and information correctly. I have filled this form in my own handwriting. I understand that my candidature is liable to be cancelled by NIOS in the event of any information or document is found misleading or incorrect at any stage. I accept the rules as laid down in the Prospectus. मैं घोषणा करता / करती हूँ कि मैंने वे सभी योग्यता शर्तें पढ़कर समझ ली हैं जिस पाठ्यक्रम के लिए मैं आवेदन कर रहा / रही हूँ। मैंने सारी जरूरी सूचनाएँ और दस्तावेज सही-सही दिए हैं। मैंने यह आवेदन फॉर्म स्वयं भरा है। मैं जानता / जानती हूँ कि यदि ये सूचनाएँ गलत या भ्रम में डालने वाली होती हैं तो राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान द्वारा मेरी उम्मीदवारी समाप्त की जा सकती है। मैं विवरणिका में दिए गए सभी नियमों का पालन करूँगा / करूँगी।

तिथि / Date: .....

माता-पिता / अभिभावक के प्रतिहस्ताक्षर / Countersignature of Parent/Guardian .....

शिक्षार्थी के हस्ताक्षर / Signature of Candidate

स्थायी पता / Permanent Address .....

Bank details for Dr. Ambedkar National Scholarship (applicable for SA and ST only). For details please see section 4.11 .....

बैंक का नाम / Bank Name : .....

बैंक का पता / Bank Address : .....

पिन / Pin .....

**समन्वयक का प्रमाण पत्र / Certificate From the Coordinator**

उपरोक्त तथ्यों को एनआईओएस / सी.बी.एस.ई. / सी.आई.एस.सी.ई. / संबंधित राज्य बोर्ड / राज्य मुक्त विद्यालय द्वारा जारी मूल अंकसूची / प्रमाणपत्र से सत्यापित कर लिया गया है।  
Above Statements have been verified with the original Marksheet/Certificate issued by NIOS/CBSE/CISCE/concerned State Board/SOS.

संलग्नकों की जांच कीजिए, सही का निशान (✓) लगाएँ / CHECK THE ENCLOSURES, Please Tick (✓)

- |   |                          |  |                          |
|---|--------------------------|--|--------------------------|
| 1. मूल प्रवेश-पत्र<br>Original Admission Form   | <input type="checkbox"/> | 7. शैक्षिक योग्यता संबंधी स्व-प्रमाणपत्र<br>Self Certificate regarding educational qualifications  | <input type="checkbox"/> |
| 2. प्रवेश पत्र की दो प्रतियाँ दस्तावेजों के साथ<br>Two photocopies of Admission Form alongwith enclosures | <input type="checkbox"/> | 8. दसवीं परीक्षा उत्तीर्ण करने की अंक तालिका की प्रती<br>Photocopy of Marksheet of Class X Board Examination   | <input type="checkbox"/> |
| 3. जन्म तिथि प्रमाणपत्र<br>Certificate of Date of Birth   | <input type="checkbox"/> | 9. भूतपूर्व सैनिकों के लिए नियोक्ता से प्रमाण पत्र<br>Certificate from the Employer for Ex-Servicemen  | <input type="checkbox"/> |
| 4. अनुसूचित जाति / अनुसूचित जनजाति प्रमाणपत्र<br>Certificate for SC/ST                                    | <input type="checkbox"/> | 10. विकलांग व्यक्ति के लिए सरकारी अस्पताल से प्रमाण पत्र<br>Certificate from a Government Hospital for a handicapped person  | <input type="checkbox"/> |
| 5. पिछले विद्यालय का स्थानान्तरण प्रमाणपत्र<br>Transfer Certificate from the last school attended         | <input type="checkbox"/> | 11. टी ओ सी के लिए कक्षा दसवीं या बारहवीं बोर्ड फेल / कम्पार्टमेंट की मूल अंक तालिका और लेमिनेट की गयी अंक तालिका स्वीकार नहीं की जायेगी<br>Original failure/compartement Marksheet of class X or XII for TOC and Laminated Marksheet are not acceptable | <input type="checkbox"/> |
| 6. निवास स्थान के पते का प्रमाण-पत्र<br>Proof of Residence  | <input type="checkbox"/> |  |                          |

प्रमाणित किया जाता है कि उपर्युक्त संलग्नकों सहित शुल्क के साथ आवेदन फॉर्म सीधे शिक्षार्थी से प्राप्त हुआ है। / It is certified that Application Form with fee is received directly from the learner alongwith the above mentioned enclosures.

**शुल्क का विवरण / FEE STRUCTURE (In Rupees)**

पाठ्यक्रम Course	सामान्य वर्ग General Category		छूट प्राप्त वर्ग Exempted Category
	पुरुष Male	महिला Female	अनु जाति / अनु जनजाति / भूतपूर्व सैनिक / विकलांग SC/ST/Ex-Servicemen/ Handicapped
<b>माध्यमिक पाठ्यक्रम Secondary Course</b>			
(i) पांच विषयों के लिए For 5 subjects	1485/-	1210/-	990/-
(ii) प्रत्येक अतिरिक्त विषय के लिए For each additional subject	600/-	600/-	600/-
<b>उच्चतर माध्यमिक पाठ्यक्रम Senior Secondary Course</b>			
(i) पांच विषयों के लिए For 5 subjects	1650/-	1375/-	1075/-
(ii) प्रत्येक अतिरिक्त विषय के लिए For each additional subject	600/-	600/-	600/-

समन्वयक के मुहर सहित हस्ताक्षर  
Signature with seal of the Co-ordinator  
पूरा नाम / Full Name .....

**दोहरा नामांकन/आंशिक प्रवेश  
Dual Enrolment/Part Admission**

पाठ्यक्रम का स्तर Course level	नामांकन शुल्क Registration fee	प्रत्येक विषय के लिए पाठ्यक्रम सामग्री शुल्क Course Material fee for each subject	टीओसी के लिए शुल्क Fee for TOC
माध्यमिक स्तर Secondary	400/- per subject	300/-	150/- per subject
उच्चतर माध्यमिक स्तर Sr. Secondary	400/- per subject	330/-	150/- per subject



## Provisional Admission Letter-cum-Receipt for 2016

### National Institute of Open Schooling

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

Form No. \_\_\_\_\_

#### (To be filled in by the Accredited Institution)

Received Application Form from \_\_\_\_\_ for admission to Secondary/Sr. Secondary on \_\_\_\_\_  
alongwith a fee of Rs. \_\_\_\_\_ through Bank Draft No. \_\_\_\_\_ dated \_\_\_\_\_.

We are happy to inform you that you have been offered provisional admission in the Secondary/Sr. Secondary Course of NIOS in the current academic session *i.e.*, 2016-17 in the following subjects, subject to the confirmation and verification of your records/documents.

--	--	--	--	--	--	--	--	--	--	--	--

Your Reference No. is 

--	--	--	--	--	--	--	--	--	--	--	--

 Please note this number carefully as you have to quote this for communication with your AI (Study Centre)/concerned NIOS Regional Centre.

Dated \_\_\_\_\_

Signature \_\_\_\_\_

Name of the Official \_\_\_\_\_

Seal of AI (Study Centre) with AI. Code No.

#### Cancellation of Admission

Your admission will be cancelled :

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

**Note:** (i) Admission once cancelled will not be re-considered.  
(ii) If any discrepancy is noticed at any stage of admission even if the Identity Card is issued, the admission will be cancelled and result will not be declared even if appeared in examination.



## Notes

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

# Important Dates to Remember

## 1. Online submission of Admission Form for 2016-17

- i) On-line Admission for all Learners (Stream-1)
- |         |   |   |                            |
|---------|---|---|----------------------------|
| Block-1 | 16 <sup>th</sup> March - 31 <sup>st</sup> July 2016             | : | without late fee           |
|         | 1 <sup>st</sup> August - 15 <sup>th</sup> August 2016           | : | with late fee of Rs. 200/- |
|         | 16 <sup>th</sup> August - 31 <sup>st</sup> August 2016          | : | with late fee of Rs. 400/- |
|         | 1 <sup>st</sup> September - 15 <sup>th</sup> September 2016     | : | with late fee of Rs. 700/- |
| Block-2 | 16 <sup>th</sup> September 2016 - 31 <sup>st</sup> January 2017 | : | Without late fee           |
|         | 1 <sup>st</sup> February - 15 <sup>th</sup> February 2017       | : | with late fee of Rs. 200/- |
|         | 16 <sup>th</sup> February - 28 <sup>th</sup> February 2017      | : | with late fee of Rs. 400/- |
|         | 1 <sup>st</sup> March - 15 <sup>th</sup> March 2017             | : | with late fee of Rs. 700/- |
- ii) On-line Admission for learners wanting to appear in October-November, 2016 Examination (Stream-2) : 1st May, 2016 to 30th June, 2016
- iii) On-line Admission for learners wanting to appear under On Demand Examination system (ODES) of NIOS for Secondary Level (Stream-3) : Throughout the year
- iv) On-line Admission for learners wanting to appear under On Demand Examination System (ODES) of NIOS for Sr. Secondary Level (Stream-4) : Throughout the year

## 2. Registration for Public Examination

- |   |  |
|---|--|
| <b>i) First Public Examination</b><br>(April-May Examination) | <b>ii) Second Public Examination</b><br>(October-November Examination) |
| 1st December to 31st December (without late fee)              | 1st June to 30th June (without late fee)                               |
| 1st January to 10th January                                   | 1st July to 10th July  |
| (With late fee of Rs. 100 Per Subject)*                       | (With late fee of Rs. 100 Per Subject)*                                |

**Note:** Registration for Public Examination for Online Admissions will only be alongwith Online admission under Stream-2, 3 & 4.

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

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

- |  |   |  |
|--|---|--|
| (i) For April-May Examination  | : | 1st July to 15th October                                     |
| (ii) For October-November Examination                                | : | 1st January to 15th April                                    |
| <b>5. Re-checking of Answer Scripts</b>                              | : | Within 15 days from the declaration of result of examination |
| <b>6. Re-evaluation of Answer Scripts at Senior Secondary level.</b> | : | Within 15 days from the declaration of result of examination |

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

(\*The examination fee with **consolidated late fee of Rs. 1500/-** (Rupees One Thousand Five Hundred only) can be accepted through a Bank Draft drawn in favour of the "Secretary, NIOS", payable at the concerned Regional Centre (**Appendix "B"**) **upto 20th January for April-May examination and up to 20th July for Oct.-Nov. examination**). **The fee shall be accepted at NIOS Regional Centres only.**

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



## NATIONAL INSTITUTE OF OPEN SCHOOLING

(An autonomous Institution under MHRD, Govt. of India)  
A-24-25, Institutional Area, Sector-62, NOIDA-201309, U.P.  
Website: [www.nios.ac.in](http://www.nios.ac.in)  
Learner Support Centre Toll Free No.: 1800 180 9393

**Price : Rs. 50.00**