

To

THE REGIONAL DIRECTOR
IGNOU RCD 3
F- 634-636, PALAM EXTENSION
NEAR RAMPHAL CHOWK
SECTOR-7, DWARKA
NEW DELHI - 110077

ENROLMENT NO. : _____

PROGRAMME : _____

MEDIUM : _____

NAME (IN CAPITAL LETTER): _____

MOBILE NO. : _____

1. DETAILS FOR CHANGE OF PROGRAMME/MEDIUM/ ELECTIVE COURSES

Change Required	Tick (v) Which is applicable	From	To
PROGRAMME			
MEDIUM A1 – ENGLISH B2 – HINDI			
COURSE / ELECTIVE			

Fee Payment Details:

Demand Draft No. : _____ Amount: _____

DD Date : _____ Drawn on: _____

Signature of Students

Change of Elective Course for BDP/BSW/BCOM/BED/BTS	Rs. 300/- per 2/4 credits course and Rs. 600/- per 6/8 credits
Change of Elective Course - MASTER DEGREE	Rs. 500/- per 2/4 credits and Rs. 1000/- per 6/8 credits
Change of Programme from BA to BCOM/BTS/BSW or BCOM to BA/BTS/BSW or BSC to BA/BCOM/BTS/BSW is permitted only in the 1st year	Rs. 500/- plus Rs. 300/- per 2/4 credits course Rs. 600/- per 6/8 credits course
Change of Programme for MASTER'S DEGREE (MEG/MHD/MPS/MAH/MPA/MSO/MEC/MARD/MCOM/MAPY/ MAPC) is permitted only in the 1st year	A student has to pay the full fee for the new programme and he/she has to forgo the fee paid for the earlier programme opted by him/her
Change of Medium - BA/BCOM/BSC/BTS	Rs. 300/- plus Rs. 300/- per 2/4 credit course and Rs. 600/- per 6/8 credits
Change of Medium - MASTER'S DEGREE	Rs. 300/- plus Rs. 500/- per 2/4 credits and Rs.1000/- per 6/8 credits
Change of Course - MANAGEMENT PROGRAMME (MP)	Rs. 1500/- per course
NOTE: All above is permitted within 30 days from receipt of first set of course material	