





**Employment Certificate**  
(To be provided by the Principal/Headmaster/Headmistress)

This is to certify that Mr./Ms. .... has been teaching in this School since ..... as Post Graduate/Graduate/Primary/Assistant Teacher teaching at Sr. Sec./Secondary/Primary level and he/she is a full time temporary/permanent teacher of this school. He/She has ..... years of teaching experience. This school is Govt./Govt. aided/unaided and is duly recognised by the central or a state government or a union territory.

Place : ..... Signature of Principal/Headmaster/Headmistress  
Date : ..... Name : .....  
Designation : .....  
Name of the school : .....  
Registration No. of the school : .....  
Address of the school : .....  
.....  
(Seal /Stamp) .....

**Category Certificate (I)**

**(i) SC/ST Candidates**

This is to certify that Mr./Ms./Mrs. ....son/daughter/wife of Shri ..... of Village ..... Town ..... Distt. .... State/U.T. .... belongs to ..... Caste which is recognised as Scheduled Caste/Scheduled Tribe under the Constitution.

(Scheduled Caste Part C States) Order 1951 read with the SC/ST list (Modification Order, 1956).

Mr./Ms./Mrs. .... and his/her family reside in Village/Town ..... District ..... State/U.T. ....

(Signature of Tehsildar/Commissioner/District Magistrate)

Place : ..... Signature .....  
Date : ..... Seal/Stamp .....

**Category Certificate (II)**

**(ii) OBC Candidates (only non-creamy layer)**

This is to certify that Mr./Ms./Mrs. ....son/daughter/wife of Shri ..... of Village ..... Town ..... Distt. .... State/U.T. .... belongs to ..... Caste who are eligible for availing the benefits as per Central list of 5 to 13 Cs/OBC as per Resolution No. 12011/68/93-DCC(C) of Ministry of Social Justice & Empowerments as modified from time to time by that Ministry based on the advice of the National Commission for Backward Classes. (NCBC).

Mr./Ms./Mrs. .... and his/her family reside in Village/Town ..... District ..... State/U.T. ....

(Signature of Tehsildar/Commissioner/District Magistrate)

Place : ..... Signature .....  
Date : ..... Seal/Stamp .....

**Certificate**

This certificate duly filled-in and signed is to be submitted to the Regional Centre concerned after receiving the letter of offer for admission to B.Ed. after entrance test.)

I hereby undertake that the school will provide facilities to Mr./Ms. .... needed for carrying practical work for the B.Ed. programme. This school is Secondary/Higher/Senior Secondary School.

Place : ..... Signature of Principal/Headmaster/Headmistress  
Date : ..... Name : .....  
Designation : .....  
Name of the school : .....  
Address of the school : .....  
.....  
(Seal /Stamp) .....

Enrolment No. ....

Name of the Programme .....

Name .....

Father's/Husband's/Mother's Name .....

Address (in Capital Letters) .....

Pin Code .....

Full Signature of the Candidate

PASTE  
  
LATEST PHOTOGRAPH  
TO BE PASTED WHICH  
WILL  
BE  
ATTESTED BY  
UNIVERSITY OFFICERS

Attested By  
Regional Director \_\_\_\_\_  
Indira Gandhi National Open University

## INDIRA GANDHI NATIONAL OPEN UNIVERSITY

### ACKNOWLEDGEMENT CARD

Dear Student,

*Thank you for joining IGNOU Programme. We acknowledge the receipt of your application form. Please mention Enrolment Number and course applied for in all your future correspondence with the University.*

#### To be filled in by the Student.

Course Applied for : .....

DD/Challan No. : .....

DD/Challan Date : .....

Amount : .....

DD Drawn on : .....

For Office  
Use Only  
  
Your Enrolment Number is

## INSTRUCTIONS

1. This card should be produced on demand at the Study Centre and Examination Centre or any other Establishment of IGNOU to use its facilities.
2. The facilities would be available only relating to the course or courses for which the Student is actually registered.
3. Duplicate Identity Card will be issued by the Regional Director, on payment of Rs. 100/- by way of Demand Draft only in favour of IGNOU payable at the city where Regional Centre is located.
4. Loss of Identity Card is to be reported Immediately to the nearest Police Station.
5. Identity Card is to be submitted to the issuing authority after completion of the said programme.



**STUDENT CARD**

**(FOR USE OF IGNOU FACILITIES ONLY)**

**Please mention your full postal address at the space allocated**

To

From  
The Regional Director,  
IGNOU Regional Centre

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CITY: \_\_\_\_\_

STATE: \_\_\_\_\_

PIN:

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Affix  
Postage  
stamp for  
Rs 6/-