

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Student Evaluation Division
(Assignment Section)

No.: IG/SED/SO(AS)/2019
Dated: 23rd December, 2019

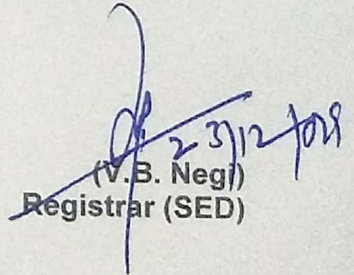
NOTIFICATION

As per the Ordinance on "Assignment In IGNOU – Procedures & Operations" under Point-13.5 & 13.7, all Tutor Marked Assignments (TMAs) are to be submitted at the Study Centre/Programme Centre to which a student is attached and the Study Centers/Programme Centers will distribute these TMAs to the approved counselors/evaluators for getting them evaluated.

Under the existing provision, the "Assignment Awards" will be accepted by Student Evaluation Division from the Regional Centers or Faculties of the concerned Programmes through "On-line Mode" i.e. IGNOU Student Management System (Assignment Records Submission Management System (ARSMS) and updated based on the validity of the concerned Course/Programme. The Logging ID for On-line Entries of "Assignment Awards" have already been provided to the Regional Centres and Faculties but in case, if they feel any difficulty or problem for "Logging ID or On-line Entries" they may ask the Head, Computer Division or Deputy Director (Soft), Computer Section of SED for resolving the same.

In order to adhering to above procedure & avoiding in ordinary delay in sending the Assignment Marks to SED, it has also been decided that henceforth "**Back-Log**" of "**Assignment Awards**" being forwarded by the Regional Centres through On-line (ARSMS) will not be entertained. However, the same Back-Log of Assignment Awards will be accepted through "Hard-Copies" forwarded by the Regional Centre duly signed & recommended by the Regional Directors only, provided that all such cases should be sent to the Registrar, Student Evaluation Division with proper justification & specific reason of delay in sending the Assignment Marks to SED. The copies "Award-Sheet" along with "Letter of the LSC/PSC" mentioning the "Session" for which the said assignment marks are forwarded for consideration, are essentially required duly attested each page by the Regional Directors.

The Regional Directors are also requested to ensure the proper maintaining the records of "Original Award-Sheets" and keeping them under safe custody of the Regional Centres for Legal, RTI and further reference purposes, as and when required.


(V.B. Negi)
Registrar (SED)

CC for information & further action:-

1. All Directors of Schools
2. All Regional Directors of Regional Centres --
3. Dy. Director of VCO
4. Director, Research Unit
5. Director, Regional Services Division
6. Head, Computer Division
7. Dy. Director (Soft), Computer Section of SED
8. SPA to R (SED)
9. All AR of SED

With a request to convey the above information to All Co-ordinators, of the Learning Study Centre or PSCs for following the procedure