

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
REGIONAL CENTRE BIJAPUR**

**GUIDELINES FOR PREPARATION AND SUBMISSION OF SCANNED COPY OF
ASSIGNMENT RESPONSES FOR DECEMBER, 2021**

Dear Learner,

The university has decided **to accept the scanned copies of the assignments through Google Form & Offline mode too**, In this connection you are advised to **read the instructions given below for submitting assignments**

1. Submit the scanned copies of your assignments in **pdf format** through the Google form with link given below.

Google Form Link for Master Degree :

<https://docs.google.com/forms/d/e/1FAIpQLScYwieIEX5z2YiIAsz1qa3USDQkTS3F9wqpzyoQaHTq2uL39Q/viewform>

Google Form Link for Bachelor Degree :

<https://docs.google.com/forms/d/e/1FAIpQLScOXfpcotd5oQccpMzhUFOjFxidNoNoKu7H2tSkrzzNtmGbzA/viewform>

Google Form Link for PG Diploma :

https://docs.google.com/forms/d/e/1FAIpQLSc1Gxacegtb_mVvsM79lteBRjE_qAyTyV598UxhiC_qhfkx9g/viewform

Google Form Link For Certificate Program :

https://docs.google.com/forms/d/e/1FAIpQLSe0iod8zch9Cc3HOPut8W8DjKRckZHmAcTh1nviykO2bQ3E_A/viewform

Google Form Link For Diploma Program :

https://docs.google.com/forms/d/e/1FAIpQLScQTy7Tu8-7 TPbJqvg1Kz_sz5_esOWITNWhNjvayfIQJ70PQ/viewform

2. Last date to accept the assignments in scanned copy is **31st December, 2021**, the link for **receipt of the assignments will be closed after 31st December, 2021**.
3. Separate Google form is to be filled for **each course code through the same link**.
4. The assignments should be hand **written only**. **Typed assignments will be rejected**.
5. Use the cover page attached herewith to enclose along with your assignment responses. Please ensure that your Name, Enrollment No and Program code should be legible.
6. **No need to submit the hardcopy of assignments again at your study centre if you have submitted assignments through link**.
7. Please note **those who have already submitted their assignments at their concerned study centre** for Term End Examination Dec 2021 should not submit the scanned copy through link.
8. The assignment response should contain the following while sending to the regional centre.
 - a. Attach the question paper
 - b. Cover page in the prescribed format
 - c. Assignment responses
9. The scanned handwritten assignment should be **legible /readable** for evaluation. No intimation will be given to submit again and evaluation will be done accordingly (use scanning apps like **cam scanner app at play store**).
10. Please do not send scanned assignments more than once for a particular course.
11. Before submitting, please select send me a copy of my responses to get acknowledgement in your mail. This will help you in future reference.

Sd/-
Regional Director