

To
1st Merit List candidates of BSCN-January 2021
(All categories)

**Sub: Call letter for Admission Counselling to Post Basic B.Sc (Nursing) Programme, January 2021
Session by Regional Centre Visakhapatnam - reg.**

Dear Candidate, **Hearty congratulations to you for your merit in the Entrance Test.**

This is with reference to the Entrance Test held on 11th April 2021, we are pleased to inform you that you are provisionally selected for admission to Post Basic BSc Nursing Programme for January 2021 Admission Session based on the merit in the entrance examination.

Considering the difficulties in conducting “offline/Face to face” counselling for admission into the BSC (N) programme due to the prevailing pandemic situation, University has adopted an online procedure to complete the Admissions counselling. You are required to follow the given below guidelines without fail to get the admission successfully with in the schedule.

1. Send the scanned colour copies of the Original documents as indicated at **B** below by email to the Regional Centre for verification by **27.08.2021**. The email ID of RC, Visakhapatnam is rcvisakhapatnam@ignou.ac.in
 2. Send a full set of self-attested photocopies of all required documents and a copy of your recent colour passport size photograph to the Regional Centre, Visakhapatnam by Post/Courier (Preferably Speed Post) so as to reach us strictly by **27.08.2021**. The Address of the Regional Centre is: The Regional Director, IGNOU Regional Centre, 2nd Floor, VUDA Complex, Ushodaya Junction, MVP Colony, Visakhapatnam-530017.
 3. **The above mentioned documents in desired formats are to be sent to Regional Centre strictly by 27.08.2021.** Regional Centre will inform the candidates about the confirmation of admission after tallying the scanned documents submitted by email with the self-attested documents received by post and the Master Data.
 4. After receiving the confirmation, you are required to pay the fee by the way of Demand Draft drawn in Favour of IGNOU payable at Visakhapatnam and send the draft to RC, Visakhapatnam at the address given above.
 5. **“If needed or felt necessary, you will have to present all your original documents for verification at the Regional Centre. Your admission shall be liable to be cancelled without any refund of admission fees paid, if at any stage of the admission any discrepancy is detected in your submitted documents”**
- A) **Important guidelines:-**
- a) Your rank in the merit list is given on the address label of this letter.
 - b) Counselling will be carried out strictly as per the Merit list, Category wise Quota and guidelines of the University.
 - c) The fees once deposited shall not be refunded under any circumstances.
 - d) Change of category will not be entertained under any circumstances.
 - e) Reservation policy will be followed according to Central Government list for reserved categories including EWS.
 - f) Students will be allowed for Counselling as per merit list only. No relaxation will be given to any candidate in case of any exigencies.
- B) **Documents that are required to be submitted (original scanned copies by email and self-attested copies by Post/Courier) by the Applicants to the Regional Centre:**
- (i). **By All Applicants:**
 - 1). Original Admit Card for Entrance Test, signed by the Invigilator.

- 2). 10th Class or Matriculation or equivalent Certificates.
- 3). 10+2 Class Certificate.
- 4). Valid RNRM Registration Certificate (In case registration is done form more than one council, all such certificates).
- 5). Experience Certificate (s) on Letter Head of the competent authority with full name, date and signature with stamp).
- 6). GNM Diploma Certificate and Marks Sheets for all years.
- 7). Certificate from the organisation, where the candidate is presently working to ensure the candidate is in service.
- 8). In lieu of mid-wifery, the male nurses produce the certificate in any nursing course of 6-9 months duration as recognized by Indian Nursing Council. The candidates should produce relevant documents authenticating that such nursing course is recognized and approved by the Indian Nursing Council.
- 9). Original Anti-ragging Affidavits in the prescribed formats duly Notarised and signed by Parents and Applicant separately, as given in the Prospectus.
- 10). A Demand Draft of Rs.20,000/-in favour of **Indira Gandhi National Open University (IGNOU)** and payable at **Visakhapatnam** towards the **programme fee**. (To be submitted only after confirmation of admission)

(ii). **By Applicants claiming reserved seat/applied with category mentioned:**

- 11). Category (SC/ST) Certificate for claiming SC/ST Seat
- 12). OBC-Non creamy Layer Certificate along with Income Certificate for claiming OBC (Non-creamy Layer) Seat. The Certificate, not older than 3 years, should be in the format as given in the Student Handbook and Prospectus of the Post Basic B.Sc (Nursing) Programme.
- 13). Certificate of Physically Handicapped for claiming PH Category seat, with a minimum of 40% disability.
- 14). War-widow Certificate for claiming War Widow Seat.
- 15). Kashmiri Migrant Certificate for claiming KM Seat.
- 16). EWS as per MHRD, GOI/Indian Nursing Council orders 1-5/2018-INC dated 09/08/2019.

(iii). **By the Applicants whose name is changed after High School (all documents listed below):**

- 17) In case any change in the name (other than the one mentioned in his/her High School Certificate), then it is mandatory for the prospective learners to furnish legal evidence of having Changed his/her name/surname while submitting the admission form, as given below:
 - a. Attested copy of the Notification issued in the daily newspaper notifying the change of name.
 - b. Attested copy of the Affidavit filed before the 1st class Magistrate specifying the change in the name.
 - c. An attested copy of the Marriage Card/Marriage certificate in case of women candidates for change in **Surname**.
 - d. Attested copy of the Gazette Notification reflecting the change of name/surname.

“This offer of admission is provisional and is based on the documents in respect of qualification and other eligible criteria submitted by you along with the application form. If at a later stage, it is found that the document(s) submitted by you is/are false, your admission shall stand cancelled forthwith and no fee refund will be admissible in the event of such cancellation of admission.”

With best wishes

(Regional Director)