



# PROGRAMME GUIDE

**2019-20**

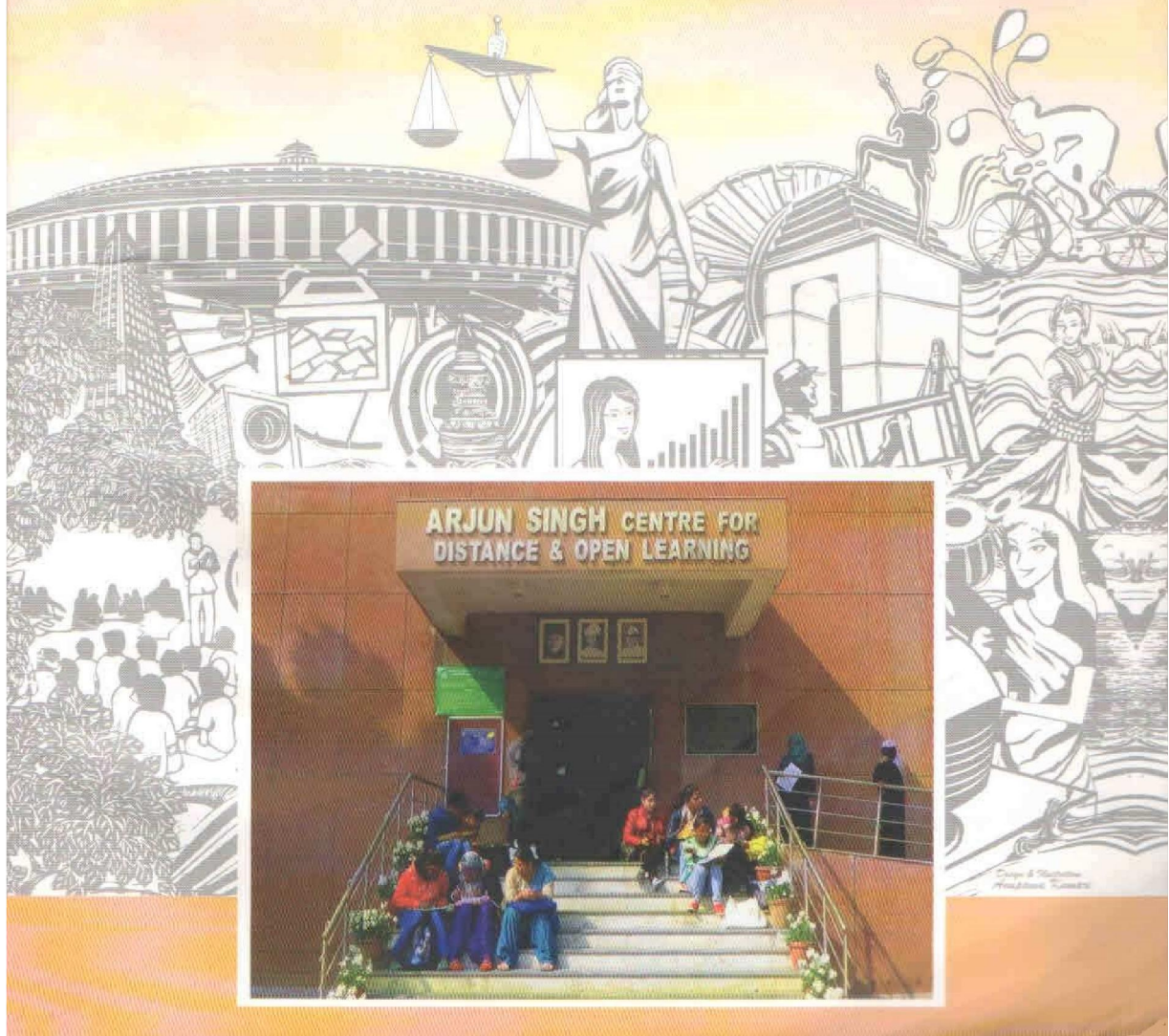
**MA History (MAH)**

**CENTRE FOR DISTANCE AND OPEN LEARNING**

**Jamia Millia Islamia**

**(A Central University by an Act of Parliament)**

**NAAC Accredited Grade "A"**



## **CDOL MESSAGE**

Dear Students,

It is a pleasure welcoming you to Jamia Millia Islamia for the **M.A. History** under distance mode being offered at the Centre for Distance and Open Learning.

Education, needless to reiterate, is a *sine qua non* for the growth of a nation and personality development of its citizens. Plagued by the existence of various structural problems and prejudicial practices leading to divisiveness in the social order, various governments that have struggled to evolve an egalitarian order based on Gandhiji's dream of social justice and Nehru's meditations on equity have finally found an answer in education. Distance education is, one of the many, multi-pronged instrument adopted to promote literacy across India. It aims not just to foster social mobility and lifelong education but also to uphold the core values of the Indian society, that is, democracy, secularism, social justice and equality of opportunity.

The Jamia Millia Islamia in its endeavor to endorse and promote these values and advance literacy, has pledged to take education to the doorsteps of the learners.

We wish you success in your educational endeavors.

**Prof. R.P. Bahuguna**  
**Hony. Director (Administration)**

**Prof. Ahrar Husain**  
**Hony. Director (Academics)**

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## PROGRAMME COORDINATOR & IN-CHARGE

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### **Dr. Abdullah M. Chishti**

Centre for Distance and Open Learning

Jamia Millia Islamia

New Delhi-110025

Phone: 26981717 Extn. 4222

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## 1. ABOUT THE PROGRAMME

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### **1.1 Introduction of the Programme**

Master's degree in History being offered at Centre for Distance and Open Learning, Jamia Millia Islamia aspires to acquaint students of their past knowledge, culture and civilizational attainments that mankind has made from the time of its evolution. Furthermore, it also intends to give students a comprehensive view of the evolution of the human society and their political structure since antiquity to present times. History happens to be the study of the past of the various societies and how it emerged from the traditions that produced it. The post graduate course in history being offered by Centre for Distance and Open Learning hopes to bring about an understanding to the students of the forces that shaped various cultures of the country and world over.

### **1.2 Duration of the Programme**

Minimum duration of the Programme: 2 Years

Maximum duration of the Programme: 5 Years

### **1.3 Medium of Instruction: English/Hindi/Urdu**

(The SLMs will be provided in English & Hindi both. Annual Examination Papers and Assignments will be provided in English only however students are free to write their answers in English/Hindi/Urdu).

### **1.4 Programme Fee**

Previous Year	Rs. 10000/-
Final Year	Rs. 10000/-

## 1.5 Brief Programme Structure

### First Year

Programme Code	Programme Title	Evaluation Scheme			
		Credits	Theory	Assignment	Total
MAH-01	State Formation in Medieval India 1000-1526	4	70	30	100
MAH-02	Colonial State and Government in India 1740-1858	4	70	30	100
MAH-03	The World Powers and Diplomacy 1870-1945	4	70	30	100
MAH-04	Trends in Historiography	4	70	30	100
MAH-05	Early Medieval India Historical Survey, From 6 <sup>th</sup> to 13 <sup>th</sup> Century	4	70	30	100
<b>Total</b>		<b>20</b>	<b>350</b>	<b>150</b>	<b>500</b>

### Final Year

Programme Code	Programme Title	Evaluation Scheme			
		Credits	Theory	Assignment	Totals
MAH-06	State, People and Culture in India 1200-1750	4	70	30	100
MAH-07	The Indian State and Economy 1200-1707	4	70	30	100
MAH-08	History of the Mughals 1526-1707	4	70	30	100
MAH-09	The Eighteenth Century in India	4	70	30	100
MAH-10	Indian Nationalism and Political Processes 1875 to 1956	4	70	30	100
<b>Total</b>		<b>20</b>	<b>350</b>	<b>150</b>	<b>500</b>

## 1.6 Detailed Programme Structure

### (Previous Year)

#### **MAH-01: State Formation in Medieval India 1000-1526**

##### **Block-1: Concepts of State**

- Unit 1: Islamic and Indian Antecedents
- (a) Emergence of the concept of State in the Islamic Societies.
  - (b) Political Ideas of Al-Mavardi and Nizamul Mulk Tusi
  - (c) Indian political system with special reference to Indian Feudalism
- Unit 2: Indo-Persian Historiography in Medieval India
- (a) Minhaj-us Siraj
  - (b) Amir Khusrau
  - (c) Ibn-i-Batuta
  - (d) Ziauddin Barani
  - (e) Shams Siraj Afif
  - (f) Malfuz Literature

##### **Block-2: Process of Conquests and Expansions**

- Unit-3 Ghorid conquests and role of Turkish elements; achievements of Aibak, Iltutmish and Balban, Causes and impact of Turkish conquest.
- Unit-4 Khaljis and Tughlaqs- expansion of the Sultanate
- Unit-5 Disintegration of the Sultanate and rise of the regional Kingdoms

##### **Block-3: Institutional formation**

- Unit-6 Concept of Kingship: Iltutmish to Balban; Khaljis, Tughlaqs and the Lodis' concept of Kingship
- Unit-7 Nobility- social composition and organization
- Unit-8 Administration- central and provincial, powers and the duties of wazir

##### **Block-4: Economy of Delhi Sultanate**

- Unit-9 Iqta and revenue free grants
- Unit-10 Agrarian economy and revenue administration
- Unit-11 Growth of Urban Centers
- Unit-12 Trade and Commerce

##### **Block-5: Social Process in the Formation of State**

- Unit-13 Madrasas, mosques, Khanqahs.
- Unit-14 Concept of Tasawwuf and silsilahs; sufis, relations with state; impact on society
- Unit-15 Bhakti movement: various traditions, Nirgun and Sagun Bhakti, Monotheistic Movement.

#### **MAH-02: Colonial State and Government in India 1740-1858**

##### **Block-1: Features of Eighteenth Century India**

- Unit-1 Modern Historiography: Approaches and different schools of thought
- Unit-2 Decline of the Mughal Power: Theories and Events
- Unit-3 Transformation of Mughal Provinces and Growth of New States

- Block-2: Colonialism in India**  
 Unit-4 Origins, versions and stages of colonialism  
 Unit-5 Mercantilism: principles and policies  
 Unit-6 European overseas trade with India  
 Unit-7 European Conflicts for Monopoly of Indian trade
- Block-3: Early British Expansion in India and Consolidation of British Rule.**  
 Unit-8 British conquest of Bengal and Formation of Political Centres in Coromandel, Malabar and western India  
 Unit-9 Formation of British Colonial State  
 Unit-10 Administrative and Military structure, British Revenue system  
 Unit-11 British Policy towards Native States
- Block-4: British Imperialism in India**  
 Unit-12 Origins of British Imperialism: commercial, Financial and Strategic Considerations  
 Unit-13 Direct and Indirect Rule: Subsidiary Alliance system and annexation Policy
- Block-5: Modernization of Indian Society**  
 Unit-14 Revenue Policies, Judiciary and Law, Social Legislation  
 Unit-15 English Education, Emergence of Social Classes
- Block-6: Resistance to Colonial Rule and Aftermath of the Revolt**  
 Unit-16 Nature and Forms of Resistance, Pre 1857 Civil Rebellions  
 Unit-17 Revolt of 1857, nature, character and causes  
 Unit-18 Significance of the Revolt  
 Unit-19 Re-organisation of the British Government under the Crown  
 Unit-20 British Policies from 1858

### **MAH-03: The World Powers and Diplomacy 1870-1945**

- Block-1: Emergence of Nation states**  
 Unit-1 Germany: Role of Bismarck in Unification; Domestic Policy of Bismarck; Church and State; foreign policy; fall of Bismarck; developments in Germany 1890-1914  
 Unit-2 Italy: Political Instability; economic developments; socialism and social reforms
- Block-2: The Third Republic**  
 Unit-3 the Paris Commune; social and economic changes; the Boulanger affair; the Dreyfus affair  
 Unit-4 Church and State; labour movement; development until 1914
- Block-3: Imperialism and European diplomacy and the alliances system**  
 Unit-5 European Nations and Imperialism; their rivalries in Africa, sphere of influence in Africa and its partition;  
 Unit-6 Imperialistic power in South East Asia and the pacific; America's road to Empire  
 Unit-7 Bismarck and his alliances-Dual Alliance; Triple Alliance; three Emperors League  
 Unit-8 Franco-Russian alliance 1894; Triple Entente; alliances on the eve of first world war

- Block-4: Liberalism, Parliamentary democracy and the First World War**  
 Unit-9 Growth of Liberalism; the pattern of parliamentary democracy in western and central Europe  
 Unit-10 Social reforms  
 Unit-11 Causes of the war; factors behind the defeat of the central powers  
 Unit-12 The peace settlements of 1919; the League of Nations, causes of its failure
- Block-5: Emergence of Fascist dictatorship and diplomacy**  
 Unit-13 Fascism in Italy; Italy after First World War; failure of Italian socialism; political economic and social upheavals; social base of fascism, Mussolini and rise of fascism; causes of its failure.  
 Unit-14 Nazism in Germany; Role of economic and political crisis in the rise of Hitler; socio-economic policies of the Nazi state responsible for the outbreak of second world war.  
 Unit-15 Falange in Spain; Political and economic crisis in Spain after first world war; civil war; General Franco as a dictator; his policies; Spain and the second world war.  
 Unit-16 Japanese Fascism; causes of rise; its course of action; conflict with China
- Block-6: The second World War and its aftermath**  
 Unit- 17 The Axis triumphant 1939-42; German invasion of Russia  
 Unit-18 America's participation in the war; war with Japan; the defeat of the Axis; the war in the pacific  
 Unit-19 The peace negotiations; the beginning of the cold war

#### **MAH-04: Trends in Historiography**

- Block-1: Approaches to History in Modern times- I**  
 Unit-1 Positivism  
 Unit-2 Marxism and Marxist History Writing
- Block-2: Approaches to History in Modern times- II**  
 Unit-3 The Annales: moving towards structure and processes  
 Unit-4 Structuralism
- Block-3: Understanding New Trends.**  
 Unit-5 Return of the Narrative  
 Unit-6 Post Modernism  
 Unit-7 Feminism  
 Unit-8 Quantitative History  
 Unit-9 Changing Trends in Historical research: Class, Culture, Gender, Language, Environment, Demography, Oral History, Medicine, Micro-History and Ethno History
- Block-4: Approaches and Themes in Indian Historiography**  
 Unit-10 Perspectives on Indian History  
 Unit-14 Debates in History- Representative study of at least three major debates in the Indian History



## **MAH-05: Early Medieval India Historical Survey, From 6<sup>th</sup> to 13<sup>th</sup> Century**

### **Block-1: Understanding Early Medieval India**

- Unit-1 Transition from Early Historical to Early Medieval India: Historiography with reference to the perceptions of continuity and change; problems of periodization into 'ancient' 'medieval' and 'modern'; the position of early medieval India and fixing of the chronology.
- Unit-2 Concept of a region, Historical geography and configuration of regions; changing processes of state formations and emergence of regional kingdoms
- Unit-3 Historiographical Approaches to Early Medieval India: Theories and Perspectives, Early Medieval India in pre-1940s works; Marx and Orientalism; segmentary state concept; patrimonial bureaucracy

### **Block-2: Structure of Regional Polities, Evolution and Changing Power Configurations**

- Unit-4 Formation of Regional Polities, New Royalty; Landholding and clan structures and relationships; consolidation of lineage families as ruling elites; landholding rights and integration through hierarchy.
- Unit-5 Forms of Royal Legitimation and Control; Brahmana-Ksatriya network, acculturation of local and tribal population and brahmanical ideology; networks of royal control through religious, agrarian and other types of institutions.
- Unit-6 Islam and Early Medieval India; conquest of Sindh; aspects of interaction with West Asia and the regional states in early medieval India.

### **Block-3: Regional States and Economy**

- Unit-6 Structure of agrarian Society; Social Change and Agrarian Expansion; settlement patterns; their expansion and the role of irrigation, land grants and land rights; peasantization of tribes and nature of peasant stratification, relations of productions.
- Unit-7 Trade and Urbanisation; problem of urban decline, trading communities; rise of urban centres including temple cities and royal capital; patterns of trade.

### **Block-4: Religion and Society, Regional and Pan Regional Issues**

- Unit-9 Social Changes in Early Medieval India; Changing material base and the new social order; emergence of new social groups; different notions of hierarchy and power and issues of caste mobility.
- Unit-10 Religion and Society; the concept of Bhakti and issues of dissent and dominance; regional devotional cults and tantricism; religion as a means of social legitimation.
- Unit-11 Religion as Ideology of Royal Power; Symbols and modes of royal legitimation; development of cult centers; temple complexes and consolidation of pilgrimage network as institutions of power and control

### **(Final Year)**

## **MAH-06: State, People and Culture in India 1200-1750**

### **Block-1: Social Formation in early Medieval India**

- Unit 1: Primitive Societies; Tribalism to religion; religious conflicts; emergence of state: religious and secular ideology; materialism v/s spiritualism.
- Unit 2: Survey of socio-cultural trends in Indian society till the establishment of Delhi sultanate.

- Block-2: Social Formation in Medieval India**
- Unit-3 State: Orthodoxy and Liberalism-theoretical status of Brahman and ulema in the Society; orthodox ulema; Differences between orthodox ulema and state.
- Unit-4 Sufis and Indian Society: various silsilahs and their different outlook; conflicting trends between the Chishti and the Suhrawardi; environmental role for the different trends
- Unit-5 Indigenous socio-religious responses; monotheistic ideology; traditionalists: Tulsi and Sur, Mirabai; Alvars and Nayanars in South.
- Block-3: Muslim Sects: An anti thesis of Milli or Umma Unity**
- Unit-6 Reactionary Mahdavis: the philosophy, religious Puritanism, causes of rise and fall of movement in India.
- Unit-7 Non-conformist Raushanyas; social and religious base of the Raushanyas; Raushanya philosophy; conflict between the state and the Raushanyas.
- Unit-8 Lesser-known sects: the Nuqtavis; the Hurfis; the Zikris; the Ilahis; the Ishraqis
- Block-4: State and its definite direction to the socio religious trends in the 16<sup>th</sup> and 17<sup>th</sup> Century**
- Unit-9 Akbar: from traditional conservative to rational and progressive vision; resistance from Shaikh Ahmad sirhindi representing sunni orthodoxy; Nurullah Shustri representing shia orthodoxy- a threat to state; consequences
- Unit-10 Dara Shikoh's attempt to create oneness of two cultures; assertion of orthodoxy under Aurangzeb; consequences.
- Block-5: Religious Conversions**
- Unit-13 Different explanations of conversion to Islam; sufis and conversion.
- Unit-14 Christian missionaries and conversion
- Unit-15 role of State; converts and their cultures
- Block-6: Social Classes and Gender in History**
- Unit-16 Social Classes and their role in the process of production and share in the wealth; royal families; nobles; zamindars; the middle classes-representatives of high cultural life; ordinary people and their little cultures.
- Unit-17 Women from tribal to religious societies; creation of gender bias; women in religious literatures; subordination to men; power; commodity status in the society; ordinary women's contribution to family labour and economy.
- Block-7: Education**
- Unit-18 Social significance of education and religion as inseparable twins in Indo-Muslim societies; state and education
- Block-8: Formation of Indo-Muslim Art and Architecture**
- Unit-19 Painting: Central asian, Persian and Christian Influence; new trends under Akbar, Jahangir's miniature paintings
- Unit-20 Architecture: Delhi Sultan's buildings; introduction of new construction material; specialized professionals and formation of new castes; special architectural features during the period.

## MAH-07: The Indian State and Economy 1200-1707

- Block-1: Continuity and Change in the Economy during the Sultanate of Delhi**  
Unit-1 Economy and the caste system during the pre-Sultanate period  
Unit-2 Introduction of new techniques and emergence and formation of new professional castes  
Unit-3 Commodity production; expansion of trade and urbanization
- Block-2: Technological Changes from the 13<sup>th</sup> to the 17<sup>th</sup> Century**  
Unit-4 Techniques either indigenous or foreign during the 13<sup>th</sup> and 14<sup>th</sup> Century  
Unit-5 Techniques diffused in Mughal India  
Unit-6 Techniques innovated in Europe in 1500; responses to these in India
- Block-3: Agrarian Economy and the state**  
Unit-7 Nature of Land rights in Mughal India  
Unit-8 Ownership of the Land; views of the contemporary officials  
Unit-9 European travelers and British administrators on Land ownership in Mughal India
- Block-4: The village and the village community**  
Unit-10 Classification of villages; settlement pattern; the village community and its Interpretation by early British officials  
Unit-11 Indian village community and the theory of Asiatic Mode of production  
Unit-12 Agriculture and Non-Agricultural Production; Extent of cultivation and Land Utilization; means of irrigation and cultivation  
Unit-13 Trends in agricultural production and the artisans; Karkhanas
- Block-5: Material Condition of Peasantry**  
Unit-14 Origin and Stratification; general description of peasant life in various Mughal Provinces; famines and the peasantry  
Unit-15 Crisis of the agrarian economy and description of various peasant revolts
- Block-6: Agrarian Relations and Land revenue system**  
Unit-16 Magnitude of land revenue; methods of assessment and collection of Land revenue; other agricultural taxes; Land revenue administration  
Unit-17 Ijara system; the jagirdars; the zamindars and their relations with the peasants
- Block-7: Trade, Commerce and Monetary System**  
Unit-18 Inland trade, Monetary System and Commercial Organizations; Long Distance trade and local trade; means of transportation; bills of exchange (hundis), banking system; usury and rates of exchange  
Unit-19 Foreign Trade in Mughal India; European trade with India, Portuguese, dutch, French and British  
Unit-20 Potentialities of capitalist growth

## MAH-08: History of the Mughals 1526-1707

- Block-1: Establishment of Mughal Empire in North india and its significance**  
Unit-1 Babur's conquest of Hindustan; Humayun's struggle for empire and his Difficulties;  
Unit-2 Mughal theory of kingship  
Unit-3 Rise of Surs and founding of the second Afghan empire; Stages of Sher Shah's Rise to power; the Sur administration

- Block-2: Consolidation of Mughal rule (1556-1605)**  
 Unit-4 Akbar's period of "Regency", his struggle with nobility, administrative reforms  
 Unit-5 Akbar and Religion; Growth and development of his religious policy
- Block-3: Expansion of the Mughal Empire**  
 Unit-6 Expansion from Akbar to Shahjahan  
 Unit-7 Political development under Jahangir and Shahjahan  
 Unit-8 Political development under Aurangzeb
- Block-4: North-West and Deccan Policy of the Mughals**  
 Unit-9 Mughals and the North West Frontier; Determinants of Akbar's policy towards the north-west frontier; conquests of Afganistan, Kashmir, Baluchistan and Sindh  
 Unit-10 Mughal Policy towards the Deccan; The Deccan "Problem": Akbar's policy Towards the Deccan kingdoms; phases of conquests of the Deccan under the 'Great Mughals'; rise of the Marathas
- Block-5: Mughal Relations with Iran and central Asia**  
 Unit-11 Nature of relations with Iran; Problem of Qandhar  
 Unit-12 Relations with Central Asian Powers and expedition to Balkh and Badakshan
- Block-6: Mughal Administration**  
 Unit-13 Central structure; provincial administration, Army  
 Unit-14 Jagirdari and Mansabdari system
- Block -7: Theories of decline and Sources of the Period**  
 Unit-15 Theories of the decline of the Mughal empire  
 Unit-16 Official and non-official chronicles: Baburnama; Tuzuk-i-Jahangiri; Akbar Nama; Muntakhab-ul-Lubab; Shah-Jahan nama; Maasir-i-Alamgiri.

### MAH-09: The Eighteenth Century in India

- Block 1: Historiography**  
 Unit 1 'The Dark Age': the century viewed in the shadow of the Mughal Empire  
 Unit 2 The 'economic prosperity' viewpoint; reconfiguration of the imperial regime at the regional level.  
 Unit 3 The interface of regional political orders with the English East India Company; continuity or change?
- Block 2: Decline of the Mughal Empire in the early 18<sup>th</sup> Century**  
 Unit 4 The Delhi Agra Centric view; the institutional and administrative crisis  
 Unit 5 Jagirdari Crisis; agrarian crisis  
 Unit 6 The region centric view; the reorganization of the imperial regime at the regional level; the emergence of new social groups and their relationship with the Mughal centre.
- Block 3: The political, social and economic transition in the early 18<sup>th</sup> century**  
 Unit 7 The emergence of regional political orders; Awadh, Bengal, Hyderabad, Punjab and the Marathas  
 Unit 8 Continuity or change with the Mughal regime?

- Block 4: Coming of the English East India Company**  
 Unit 9 The coming of the English East India Company and its encounter with the Mughals and the regional political orders.  
 Unit 10 The ideological, social and economic referants of the new company regime  
 Unit 11 Continuity or change from the pre colonial regional political orders.  
 Unit 12 Tradition and transition in 18<sup>th</sup> century India

### **MAH 10: Indian Nationalism and Political Processes 1875 to 1956**

- Block 1: Nation and Nationalism**  
 Unit 1 The meaning of the nation and nationalism, typology of nationalism; anti Colonialism and nationalism  
 Unit 2 Various historical interpretations of Indian nationalism
- Block 2: Nationalist Consciousness**  
 Unit 3 Growing nationalist consciousness; Pan Indian Associations and founding of the Indian National Congress in 188; politics of conflict and collaboration; social base of early nationalism  
 Unit 4 Emerging pattern of the nationalist movement; religio cultural resources of Indian nationalism; communal, communitarian and the caste movements and their relationship with nationalist movement; revolutionaries
- Block 3: Constitutional changes and Growing Communalization**  
 Unit 5 Constitutional changes and Political accommodation; the Council Act of 1909, granting of separate electorates; founding of the Muslim League and communal politics; Hindu Mahasabha; emergence of Hindu Right Wing.  
 Unit 6 Home Rule League Movements; Pan Islamism and Indian Nationalism, the Khilafat built up; the government of India Act of 1919 and Dyarchy; struggle for accommodation in the emerging power structures; growing communalization of society and politics.
- Block 4: Era of Gandhi and Mass Politics**  
 Unit 7 Gandhi and the era of mass politics; Gandhi's early experiments with mass politics; Rowlatt Satyagrah, the Non cooperation and Khilafat movement; the civil disobedience movements.  
 Unit 8 Popular upsurge and the rise of the left in the 1920s and 1930s; the Indian National Congress and the working class and peasant movements; the Congress Socialist Party and the left radicalism within Indian National Congress; Capitalist class and Indian nationalism  
 Unit 9 The Government of India Act of 193 and the Provincial autonomy; the elections of 1937 and the working of provincial governments.  
 Unit 10 Political Developments during the Second World War; the Quit India Movement of 1942; Subhash Chandra Bose and INA; the Royal Naval Mutiny.
- Block 5: Towards Freedom**  
 Unit 11 Towards freedom 1940s; 'Two Nation Theory' and the Pakistan Movement; The Cripps and the Cabinet Missions'  
 Unit 12 1946 elections; communal polarization of society and politics; the interim government and the Mountbatten Plan; Independence and Partition

<b>Block 6:</b>	<b>Integration of Indian States</b>
Unit 13	Integration of Indian states, adjustment and accommodation; the making of making of sovereign India's constitution; abolition of zamindari and laying the foundation of industrial Infrastructure.
Unit 14	Regional aspirations and the linguistic reorganization of Indian provinces; social agenda of Indian state; uplifting of women, Dalits and other deprived sections, democracy and various social groups.

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## 2. COUNSELLING SESSION

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Counseling sessions are held at the Learner Support Centre normally on weekends within the general academic schedule of the Programme. **It may be noted that the counseling sessions are not conventional classroom teaching. Lectures will be largely based on discussions which will help to overcome difficulties faced by the candidates while going through the SLMs.**

**In these sessions candidates must try to resolve subject related difficulties if any. Before you proceed to attend the counseling sessions, please go through your Self Learning Materials and identify of the points to be discussed.** The detailed schedule of the counseling sessions will be available on the University Website: <https://www.jmi.ac.in/cdol/cschedule>

Counseling session will be organized in all theory / practical courses. There will be 4 counseling session of 2 hours each. Attending the counseling session is not mandatory, nevertheless is always in the interest of learner to attend these session.

### 2.1 MODE OF INSTRUCTION

It is based on Self-Learning Study Material prepared and supplied by CDOL, besides counseling sessions and other exercises such as assignments etc.

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## 3. SMS ALERT

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The CDOL, JMI has an SMS Alert Service, wherein a student gets connected with the Centre by receiving messages such as updates regarding academic activities pertaining to their Programme. However, students are advised not to depend completely on SMS rather they should remain in touch with their respective Learner Support Centre continuously for any updated information. Further, they should follow the Academic Calendar provided to them for the current academic year.

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## 4. ACADEMIC CALENDAR

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The academic calendar provides important dates and other relevant information corresponding to activities such as Counseling, Assignments, and Examinations etc. **Try to keep an eye on the important dates given in your academic calendar for different activities. You can view and download your academic calendar from JMI website - <https://www.jmi.ac.in/bulletinboard/academic-calendar/cdol> as well as on the notice board of Centre for Distance and Open Learning / Learner Support Centres.**

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## 5. LEARNER SUPPORT CENTRES

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The Learner Support Centre to which you have been admitted will remain your Learner Support Centre till you clear all components of the programme during maximum from duration of the programme. No student would be permitted to change his/her Learner Support Centre at any point of time. All the activities related to Counselling, Assignments and Annual Examinations will be held at the Learner Support Centre only. However, the CDOL, JMI reserves the right to discontinue/change the Examinations/ Learner Support Centre at any point of time as it deem appropriate.

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## 6. EVALUATION SYSTEM

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### 6.1 Assignments

Assignments are a part of continuous evaluation system. The submission of assignments is compulsory. Assignments of a course carry 30% weightage in terms of marks. Assignments are designed in such a way as to help you concentrate mainly on the printed course material (SLM). However, access to other books and sources will be an added advantage in your academic pursuits.

Assignments should be hand written. Typed or printed assignments **shall not be** entertained.

For your own record it is advisable to retain a copy of all the assignment responses.

You have to submit the Assignments to the Learner Support Centre on or before the last date of submission mentioned in the Academic Calendar.

Write your Name and Roll Number correctly and legibly on the Assignment Booklet. Getting pass percentage in assignments is mandatory. If you do not get passing marks in any assignment, you have to submit a fresh assignment in consultation with the Programme Coordinator. However, once you get the passing marks in an assignment, you cannot re-submit it for improvement of marks.

### 6.2 Annual Examinations

Annual Examination is the major component of the evaluation system and it carries 70% weightage in final result. You must fill in the Annual Examination Form and send to the Centre for Distance and Open learning, **Jamia Millia Islamia, Jamia Nagar, Okhla, New Delhi-110025.**

#### 6.2.1 Annual Examination Form

Examination forms pertaining to Annual Examinations, Admit Card and Student's Record Card are provided with the Programme Guide as 'Form A', 'Form B' and 'Form C' respectively. For appearing in the subsequent Annual Examinations, same forms A and B will be submitted except Form 'C'. The filled-in Examinations Form along with a self addressed envelope with Rs. 45/- postal stamp pasted on it is to be submitted to the "Director, CENTRE FOR DISTANCE AND OPEN LEARNING, JAMIA MILLIA ISLAMIA, JAMIA NAGAR, NEW DELHI 110025" with a caption 'Annual Examination Form' on top of the envelope. The examination forms should be submitted on or before the last date mentioned in the **Academic Calendar.**

## 6.2.2 Annual Examination Date-sheet

On receipt of your Examination Form, the Admit Card will be dispatched 15 days before the commencement of the Annual Examination. In case you fail to receive the Admit Card before the commencement of examination, you may contact your Examinations Centre / Learner Support Centre. A duplicate admit card will be issued at the time of Examination.

Examinations Date-sheet will be uploaded on the website much in advance before the commencement of the Examination at [https://www.jmi.ac.in/cdol/examination\\_datesheet](https://www.jmi.ac.in/cdol/examination_datesheet)  
**While submitting your Examination Form for the Annual Examinations, it is your responsibility to check whether you are registered for the programme and eligible to appear for that examination. If any of the above requirements are found missing, your examination is liable to be cancelled.**

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## 7. ANNUAL EXAMINATION RESULT

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The evaluation consists of two parts (i) Assignments (ii) Annual Examination. In the final result all the Assignments of a course will carry 30% weightage while 70% weightage will be given to the Annual Examination.

### 7.1 Declaration of Result

To pass a Programme under distance mode, a candidate must obtain:

- (a) At least 33% marks in each component of theory papers i.e. in assignments and Semester Examination, separately;
- (b) An aggregate of at least 40% marks based on all theory papers and assignments, to obtain the degree;
- (c) If a student fails to qualify any component of a paper or a course he/she can repeat the same during the subsequent years, up to the maximum duration provided for the Programme from the date of registration; and
- (d) On the basis of the marks obtained, division will be awarded in the following way:
  - (i) Distinction to those who obtain 75% marks or more in the aggregate.
  - (ii) First division to those who obtain 60% marks or more in the aggregate.
  - (iii) Second division to those who obtain less than 60% marks in the aggregate But not less than 50% marks.
  - (iv) Third division to those who obtain less than 50% marks in the aggregate but not less than 40% marks.

**Grace Marks:** A maximum of three (3) grace marks shall be given only to those students who by obtaining them are able to either pass the examination or improve to get a division. Only minimum grace marks as required shall be awarded. The grace marks awarded shall be counted in Grand total.



## 7.2 Promotion to the next year of the Programme

Students registered for a Programme will automatically be promoted to the next year of the Programme. The student can clear all un-cleared theory papers and assignments within the maximum time limit allowed to complete the Programme. The students will be declared successful for award of Degree only after clearing all theory papers and assignments required within the maximum time period inclusive of the year of admission. A student who does not appear in any component (Annual Examination and assignments) in the minimum duration provided for the Programme, he/she will have to seek re-registration by submitting the prescribed fee through Demand Draft if he/she wishes to continue through the Programme.

## 7.3 Re-evaluation of Answer Scripts

- (i) Any student intending to apply for re-evaluation of answer scripts of any programme of his/her written examination, may do so on the **prescribed application form within 30 days from the date of issue of mark sheet.**
- (ii) Re-evaluation of scripts will not be allowed in more than one third of the written papers of an annual examination.
- (iii) The original statement of marks issued to the candidate shall accompany each application for re-evaluation.
- (iv) Re-evaluation shall not be permitted in the case of practical examinations, viva voce, project examination, assignments/internal assessment, etc.
- (v) The candidate applying for re-evaluation shall be required to pay the prescribed fee per paper.
- (vi) Merit list, declared in the results of the respective examination, shall not be prejudiced owing to re-evaluation of scripts.
- (vii) If there will be any change in the result of the examination due to re-evaluation of answer scripts, no examinee can complain in the court of law, nor any action can be initiated against the examiner(s) concerned.
- (viii) If the award of the re-evaluator (second examiner) varies from the original award up to and including  $\pm 5\%$  of the maximum marks secured earlier, the original award shall stand.
- (ix) If the award of the re-evaluator varies from the original award to more than  $\pm 20\%$  of the maximum marks secured earlier, the answer script shall be sent to the second re-evaluator (third examiner).
- (x) The average of the marks awarded by the second and third examiner shall be final.
- (xi) Applications for re-evaluation of answer scripts only for annual examination shall be accepted.
- (xii) Answer scripts of those examinees who appeared for improvement of division or percentage of marks shall be final and shall not be re-evaluated.

## 7.4 Improvement of Result

A student may be allowed to appear in the examination for improving his/her result provided that:

- (i) The student has successfully completed all the requirements/clearance of all papers required for the award of the Degree;

- (ii) The student can apply for improvement in a maximum one third of the theory papers in the successive year (Annual Examination) following the declaration of his/her result of respective year.
- (iii) Better of the two marks obtained by the student will be considered as final;
- (iv) In case of students who apply for improvement but do not appear in desired paper(s), their previous marks in these paper(s) shall be counted; and
- (v) The students will have to appear in the improvement examination on the basis of the current syllabus in the same paper. However if the paper is changed (title & contents) then the student would appear as per the old syllabus of the paper(s).

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## 8. GENERAL REGULATIONS

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### Programme Fee, Re-Registration, Late fee and other Charges

- **Programme Fee:** The Programme fee is payable in advance each year, irrespective of results through a demand draft drawn in favor of **Jamia Millia Islamia**, payable at **New Delhi** on or before the date fixed by CDOL, Jamia Millia Islamia. No refund of fees is allowed in any case.
- **Re-Registration Fee:** A student who does not appear in any component (i.e. theory and assignment) of the Programme during the minimum period and wishes to continue the Programme, then he/she will have to re-register by paying the prescribed re-registration fee; given in the table on next page.
- **Late Fee:** A student who doesn't submit his/her Assignments and Examination Form on time may submit the same with the prescribed late fee; and
- Candidates are required to intimate the relevant authorities, sufficiently in advance, if there is any change of address/mobile number etc.

**9. RENEWAL AND OTHER FEE APPLICABLE FOR M.A. HISTORY (DISTANCE MODE)**

S. No.	MA History (Distance Mode)	Fees/Charges (Rs.)
1.	Programme/Renewal Fees (to be paid for final Year)	10000/-
2.	Submission of Assignments with late fees up to the maximum period of 4 weeks	100/- (Per Assignment)
3.	Submission of Assignments in the following years (In case of absence/fail if any)	200/- (Per Assignment)
4.	Submission of Annual Examination form with late fees up to 4 weeks.	250/-
5.	Submission of Annual Examination form with late fees beyond 4 weeks up to the next 4 weeks.	600/-
6.	Re-appearing in Annual Examination (In case of absence/fail/improvement)	500/- (Per paper/course)
7.	Re-Registration Fee*	3000/-
8.	Provisional Certificate	50/-
9.	Migration Certificate	50/- (after passing exam)
10.	Migration Certificate	200/- (before passing exam)
11.	Duplicate Statement of Marks (Attach a copy of FIR)	200/-
12.	Duplicate Identity Cards (Attach a copy of FIR)	200/-
13.	Change of Address in ID Card	50/-
14.	Re-evaluation of (current) Answer Script	500/- (Per course/paper)
15.	Change of Course / Papers after collecting SLM however before the commencement of Semester End Examinations.	1500/- (per Course /paper)

**Note:** \* If a candidate fails to appear in any of the prescribed components of the Programme within the stipulated period of 2 years and desires to continue the Programme after the lapse two years he/she should re-register for the Programme by depositing the above mentioned re-registration fee. The Fee once paid will not be refunded or adjusted under any circumstances.

All the fees/charges wherever, applicable will be payable only in the form of **demand draft** drawn in favour of **Jamia Millia Islamia** payable at **New Delhi**.

All the aforesaid fee is subjected to revision during the academic year as per University rules.

**Centre For Distance and Open learning  
Jamia Millia Islamia, New Delhi – 110025**

**Admission Renewal Form**

**M.A. History, Final Year**

**(Distance Mode) Session .....**

**Roll No. .... Enrolment No. ....**

Name of the Learner Support Centre .....

Learner Support Centre Code No. ....

Name of the Candidate .....  
(Block Letters)

Father's Name & Address .....

.....

.....Mob.....

I wish to take admission in ..... Year .....  
(Name of Course)

**Subject Code** 1. .... 2. .... 3. ....

4. .... 5. .... 6. .... 7. ....

**Mobile No.** .....

.....

**(Date of Submission)**

.....

**(Signature of the Candidates)**

The Candidate has been promoted to ..... And the fee of Rs. ....

has been deposited through DD No. .... Date.....

Bank .....

.....

**(Signature of the Programme In-Charge)**

.....

**(Signature of the Verifying Officer)**



**Centre for Distance and Open learning**  
**JAMIA MILLIA ISLAMIA**  
(A Central University by an Act of Parliament)

*Distance Mode*

**Application Form for Re-registration**

**(Particulars should be filled in by the Candidate in his/her own handwriting)**

The Hony. Director  
Centre for Distance & Open Learning  
Jamia Millia Islamia  
New Delhi-110025

Affix an attested  
photograph

Sir,

I seek re-registration to the programme..... (Distance Mode),  
Session ..... As I could not appear in any component in the Semester  
..... Session.....

I certify that I am the same person who took admission in this programme in  
session.....

Yours Faithfully

(Signature of the Applicant)

Re-registration fee Rs. .... by DD No. .... Drawn on  
Bank ..... Dated ..... is enclosed  
herewith.

**Particulars**

**Candidate's Name (in Block Letters)** .....  
Candidate's Name in Urdu or Hindi: .....  
Father's Name: (in Block Letters): .....  
Father's Name in Urdu or Hindi : .....  
Present Postal Address : .....  
..... Phone No. ....  
Name of the Programme Admitted..... Semester ..... Year .....  
Roll No. .... Enrolment No. ....  
Programme Centre Code & Name .....

(For Office Use Only)

Received application form of Ms/Mr ..... Roll No. ....  
for re-registration to the programme ..... (Distance Mode) Session .....  
DD No. .... Bank ..... Date .....  
of Amount .....

**Centre for Distance and Open Learning**

**Dated** .....



**ARJUN SINGH CENTRE FOR DISTANCE & OPEN LEARNING**  
**JAMIA MILLIA ISLAMIA**  
 (A Central University by an Act of Parliament)  
 Jamia Nagar, New Delhi-110025

*Distance Mode*

**APPLICATION FOR RE-EVALUATION OF ANSWER SCRIPT(S)**

*(Particulars should be filled in by the candidate in his/her own handwriting)*

- A. Name of candidates (in Block letters) .....  
 Roll No. .... Enrolment No. ....  
 Name of the Programme/Exam..... Part.....  
 (Annual 200..... Particulars of papers in which Re-evaluation is required is given below:

	Course/Paper (see Paras 5&12)	<u>MARKS</u> Obtained out of	<u>Aggregate</u>	<u>Result</u>
1.	.....	.....	.....	.....
2.	.....	.....	.....	.....

**Note:** Original Statement of Marks (Marks-sheet) together with a Photostat copy should be attached herewith.

**B. DECLARATION:**

- (i) I have carefully read ordinance regarding re-evaluation and I agree to abide by the same.  
 (ii) I also undertake to accept the final result to be declared by the Controller of Examinations, Jamia

Date .....  
 Signature of Candidate

Present Address .....  
 .....  
 .....

- C. Amount of Fee of Rs. ....paid Vide Receipt No./DD No.....  
 Name of the Bank ..... Date..... (Receipt/DD attached)

(see Paras 1, 3 & 6 printed-verleaf)

Received application from of Mr./Ms. ....  
 Class..... (Distance Mode) for Re-evaluation.

Date ..... For Controller of Examination

## **ORDINANCE FOR RE-EVALUATION OF ANSWER-SCRIPTS**

1. (a) Any candidate intending to apply for Re-evaluation for Answer script(s) of any Paper, Subject of his/her written examination, may do so on the prescribed application form within ONE MONTH of the declaration of the result in each case.  
  
(b) However, the Re-evaluation of scripts will not be allowed in more than ONE-THIRD of written papers up to the maximum of three papers (whichever is less) of an Annual Examination.
2. The application for Re-evaluation shall be made once only in respect of the papers of an examination in which re-evaluation is required.
3. No application for re-evaluation shall be, entertained beyond the prescribed time limit under any circumstances whatsoever.
4. Each application for re-evaluation shall be accompanied by the "ORIGINAL STATEMENT OF MARKS issued to the candidate. The photo copy of the statement of marks/grades will be returned to the candidate after proper endorsement of the same to the effect that the candidate's result is under consideration and that he/she will accept the final result to be declared by Jamia as a result of re-evaluation applied for by him/her.
5. Re-evaluation shall not be permitted in the case of Practical Examination, internal evaluation, Viva-Voce, as also the answer scripts of any examination which have already been valued in full by joint Examiners/Board of Examiners.
6. The candidate applying for Re-evaluation shall be required to pay a fee of Rs.500/- per paper or part thereof. No refund will be made in any case.
7. The merit list, declared in the result of the respective examination will not be disturbed due to re-evaluation of scripts.
8. If there be any change in the result of the Examination due to Re-evaluation of answer scripts, no examinee can complain in the Court of Law or any action can be taken against the examiner concerned.
9. If the award of the re-evaluator varies from the original award up to and Including + 5% of the maximum marks, secured earlier, the original award will stand, If a candidate secures more than + 5% and less than or equal to 20% of marks, the marks awarded by the re-evaluator will be final. if a candidate secures more than 20% of marks (plus or minus) in re-evaluation the answer- script will be sent to the 3rd examiner. The average of the marks awarded by the 2nd and 3rd examiners will be taken and it will be final.
10. All cases of re-evaluation of script shall be reported to the Examination Committee.
11. Application for re-evaluation of answer-scripts of only Annual Examination shall be accepted.
12. Answer-scripts of those who appeared for Improvement of the Division or Percentage shall be final and are not subject to Re-evaluation.

**NOTE:** (a) Demand Draft of Rs. 500/- per course should be in favour of “Jamia Millia Islamia , New Delhi” and payable at New Delhi. Please send all the documents and demand draft for re-evaluation to “The Controller of Examinations, Jamia Millia Islamia, New Delhi.”

(b) Students must fill separate forms attaching separate Demand Draft for papers of different parts.

(c) Postal Charges: If the certificate / Marksheet etc is required by post then you must send your forms accompanied by a self addressed envelope bearing Indian stamps of Rs. 45/-only.



# JAMIA MILLIA ISLAMIA

(A Central University by an Act of Parliament)

## APPLICATION FOR CERTIFICATE

The Controller of Examination  
Jamia Millia Islamia, New Delhi - 110025

Sir,

I request you to please issue me the Certificate mentioned below. I certify that I am the same candidate who appeared at the following examination. My signature and particulars given below are attested by the Programme In-Charge / Director, Centre for Distance and Open Learning / Gazetted Officer.

Yours faithfully,

.....  
CANDIDATE

### **PARTICULARS**

1. Candidate's Name.....  
(in Block Letters)
2. Candidate's Name in Hindi or Urdu.....
3. Father's Name.....  
(in Block Letters)
4. Father's Name in Hindi or Urdu.....
5. Present Postal Address.....  
.....Phone / Mobile No.....
6. Name of the Examination.....Semester.....Year.....
7. Roll No.....Enrolment No.....Previous Enrolment No if any.....
8. Date of admission (in the Centre for Distance and Open Learning).....  
(To be filled when the Migration Certificate is required)
9. Certificate Required .....

.....  
Attested by the Director, Centre for Distance and Open Learning / The Programme Incharge / Gazetted Officer (Office Stamp)

**NOTE: FOR PROVISIONAL/MIGRATION, PLEASE ATTACH A PHOTOSTATE COPY (ATTESTED) OF THE MARKSHEET OF FINAL EXAMINATION**

Received the Certificate mentioned above

.....  
CANDIDATE

Amount of Fee of Rs. ....paid Vide Receipt No / DD No.....Name of the Bank.....Date.....(Receipt/DD attached). I authorize..... to collect my.....Certificate.

The Specimen Signature of Messenger is given below:

.....  
Specimen Signature of Messenger

.....  
CANDIDATE

Received application form of Mr./ Ms.....Class.....(Distance Mode) for.....Certificate.

Date.....

For Controller of Examination



## FEES FOR ISSUING MIGRATION, PROVISIONAL & OTHER CERTIFICATES

	RUPEES
<b>1. PROVISIONAL CERTIFICATE</b>	<b>50</b>
<b>2. DUPLICATE MARKSHEET / MIGRATION / PROVISIONAL</b> (For above – mentioned Duplicate Certificate attach a copy of F.I.R)	<b>200</b>
<b>3. MIGRATION CERTIFICATE</b>	
a) After passing the examination for which the applicant was studying	<b>50</b>
b) Before passing the examination for which the applicant was studying	<b>200</b>

#### **4. CHANGE OF NAME:**

A student applying for change of his/her name in the Register of students shall submit his/her application to the Controller of Examinations accompanied by:

- a) The prescribed fee Rs. 150/- by demand draft.
- b) An affidavit relating to his / her present and proposed name, duly sworn in the presence of a Magistrate by himself/herself.
- c) A publication from a newspaper in which the proposed change of name has been advertised. However the provision relating to publication shall not be applicable in case where a woman candidate is wanting to change her name following her marriage.

The Examination Committee on considering such applications and taking decisions thereon shall report to the Majlis-I-Talimi (Academic Council)

	Minimum Time required (working days)
i) Provisional Certificate	----- 20 days
ii) Migration	----- 20 days
iii) Duplicate Marksheet	----- 20 days
iv) Change of Name	----- 6-7 days

#### **5. TIME REQUIRED FOR PREPARATIONS/ISSUE OF THE MARK-SHEET/CERTIFICATE PROVIDED ALL OTHER REQUIRED DOCUMENTS ARE ATTACHED.**

- Note:**
- a) Old cases of more than 3 years will require more time.
  - b) Students must fill separate forms and attach separate Demand Drafts for each certificate to be issued.
  - c) Demand Draft of an appropriate amount per certificate etc. should be in favour of “**Jamia Millia Islamia**”. and payable at New Delhi . Please send all the documents and demand draft for the required certificates to “**The Controller of Examinations, Jamia Millia Islamia, Jamia Nagar, New Delhi-110025**”.
  - d) Postal Charges: If the Certificate Marksheets etc is required by post, then you must send your form accompanied by a self-addressed envelope bearing Indian Postal Stamps of Rs. 30/- Only.



# JAMIA MILLIA ISLAMIA

(A Central University by an Act of Parliament)

*Distance mode*

## FOR ISSUE OF DEGREE/DIPLOMA/CERTIFICATE

The Controller of Examination  
Jamia Millia Islamia,  
New Delhi-110025

Affix an attested  
photograph

Sir,

I request you to please issue me the Degree/Diploma/Certificate mentioned below. I certify that I am the same candidate who appeared at the following examination. My particulars are as follows

1. Candidate's Name.....  
(in Block Letters)
2. Candidate's Name in Hindi or Urdu.....
3. Father's Name.....  
(in Block Letters)
4. Father's Name in Hindi or Urdu.....
5. Mother's Name.....
6. Present Postal Address.....  
.....Phone / Mobile No.....
7. Name of the Examination.....Semester.....Year.....
8. Roll No.....Enrolment No.....Previous Enrolment No if any.....

Previous Enrolment No if any.....

Yours Faithfully,

Verified from the records and certified that Mr./ Ms.....  
whose signature & photograph are attested above, has signed In my presence  
and is a genuine candidate. He/She has no dues.

(Signature of Candidate)

\_\_\_\_\_  
Signature with Seal  
Dean/Principal/Headmaster/Director (Concerned)

\_\_\_\_\_  
Received the Degree/Diploma/Certificate

\_\_\_\_\_  
Candidate/Messenger Signature with date

I authorize.....to collect my above mentioned Degree/Diploma/Certificate.

The Specimen Signature of Messenger is given below:

\_\_\_\_\_  
Specimen Signature of Messenger

\_\_\_\_\_  
(Signature of Candidate)

**(See instruction overleaf)**





**Declaration:**

I hereby solemnly affirm that I have submitted/will submit all the required number of assignments prescribed for the above course(s) within the deadlines prescribed by the University, to the appropriate authority for evaluation.

I am aware that submission of assignments prescribed for these courses is a pre-requisite for taking Term-End-Examination. In case my above statement regarding submission of assignment is found to be untrue, the University may cancel the result of my above mentioned Term-End-Examination and I undertake that I shall have no claim whatsoever in this regard. I also undertake that I shall abide by the decision, rules and regulations of University. I have signed this undertaking on this..... day of.....

**Signature of the Candidate.....**

**Declaration:**

I hereby declare that all the entries made in the form and copies of documents attached herewith are correct to the best of my knowledge. If any falsification is found in this connection, the Jamia Millia Islamia has the right to cancel the examination at any time.

.....  
**Signature of Candidate**

.....  
**Signature of Father/Mother/Guardian**

**CERTIFICATE**

Certified that the above named student is a Distance Mode student. His /her conduct is satisfactory and that he/she is eligible to appear at the examination noted above. The information furnished by him/her on Forms A, B and C is correct. Photographs & Signatures of the candidate on forms A, B and C are attested.

Date .....

.....  
**Hony. Director**  
**Centre for Distance & Open Learning**

To be filled if applicant:

Fee of Rs..... paid vide DD No..... Name of the Bank..... Date..... DD is attached.

Note: Required for Clear-Remaining/Improvement of Result papers etc. Please read Programme Guide for fee and rule.



**INSTRUCTION TO CANDIDATES FOR EXAMINATION  
(Ordinance X Para 30, 31)**

- 30.1 The doors of the Examinations Hall shall be opened half an hour before the commencement of the Examination on the first day and quarter of an hour before on subsequent days.
- 30.2 A candidate may not be admitted into the Examination hall if he/she fails to present to the invigilator his/her Admission card and / or satisfy the Superintendent of examination that it will be produced within a reasonable time.
- 30.3 All candidates shall come to the Examination Hall before the time fixed for the examination. The candidate arrives not later than 30 minutes after the time fixed for the examination, the invigilator may allow him/her to appear at the examination with the permission of Superintendent of Examination. No candidate shall be allowed to appear in the examination not later than 30 minutes after the time fixed.
- 30.4 The candidate shall strictly obey and follow all the instructions given to them from time to time by the Superintendent of Examination or Invigilators of any Official of the University connected with the Examinations.
- 30.5 The candidate shall maintain and observe strict disciplines in and /or near the Examination Central /Hall and shall not in any such not as misbehaviour / noise which causes any obstruction and /or disturbance or disruption in the conduct of Examination.
- 30.6 No candidate shall be allowed to leave the Examination Hall, until an hour has cleared after the distribution of the Question Paper.
- 30.7 No candidate shall leave his/her place to go out of the Hall without the permission of the invigilator, unless he/she has handed over answer book to the Invigilator concerned.
- 30.8 If a candidate desires to go out of the Examination Hall for a while, a reliable person shall be sent with him/her to see that he/she does not communicate with any person or use unfair means for answering the Question Paper.
- 30.9 A soon as the time prescribed for the Question Paper Expires, the candidates shall have to hand over their answer book to the invigilator concerned.
- 30.10 A candidate appearing at an Examination shall give a specimen signature for purpose of identification, if asked by the Superintendent of Examination or the Invigilator in the Examination Hall.
- Use of Unfair means / Misbehaviour:**
- 31.1 No candidate shall bring with him/her in the Examination Hall any book, paper, notes or other materials, which may be used by him/her in connection with the Examination, nor shall he/she communicate to or receive from any other candidate or person any information in the Examination Hall.
- 31.1 No candidate shall move or write any thing on the blotting paper or Question Paper or on any other object/material, except the answer book supplied to him/her.
- 31.2 No candidate shall assist or receive from any other candidate or person at an Examination or make use of any dishonest or unfair means in connection with the Examination.
- 31.4 Any candidate, detected cheating or making use of any dishonest or unfair means in connection with an Examination shall be reported to the Controller of Examinations by the Superintendent of Examination or through him by an Invigilator or an Official of the University if the may be. The Controller of Examinations shall place the aforesaid matter before the Examination Committee for consideration, which may if satisfied that
- 31.6 Any candidate bringing any book, paper, notes or other material to the Examination Hall shall be reported to the Examination Committee for consideration by the Controller of Examinations, as reported by the Superintendent of Examination or through him by an Invigilator or by an Invigilator or by an Official of the University, as the case may be, and use examination committee may, if satisfied that the facts alleged are true. But that the candidate has not made any use thereof, disqualify the candidate from passing that Examination.
- 31.7 Any candidate who in the opinion of the Superintendent of Examinations is guilty of an misconduct in the Examination Hall, other than the misconduct within the meaning of the aforesaid Sub Para 31.1, 31.2, 31.3, 31.4, 31.5 and 31.6 of this Ordinance, may be expelled by the Superintendent of examinations for the Paper and shall be reported to the Examinations Committee by the Controller of Examinations. The said committee may, if satisfied that the facts alleged are true, disqualify him/her from passing that Examination for that year.
- 31.8 Any candidate approaching an Examiner directly or indirectly or seeking ways or means or bringing pressure to be as on the Examiner, so the higher marks may be awarded to him/her than his/her answers justify or attempting to influence the Controller of Examinations or any person employed in this office for the same purpose shall be deemed to have used unfair means. Such a case shall be reported to the Examination. The Examination Committee may, if satisfied that the facts alleged are true, disqualify the candidate from passing that Examination for a period not less than one year.
- 31.9 Any candidate found guilty of seeking way and means or harassing or pressurizing or using or threatening to use force to make any Superintendent of Examination or Invigilator or any Official of the University desert from his duties relating to the conduct of Examination shall be deemed to have used unfair means and indulged in gross misconduct. Such a case shall be reported to the Examination Committee by the person concerned if satisfied that the facts alleged are true, disqualify him/her from passing that Examination for that year.
- 31.10 Any candidate who has been punished under Sub para 31.4, 31.5, 31.6, 31.7, 31.8 and 31.9 above shall not be admitted to any Course as a Regular Student. Such a student may be allowed to appear at the next Annual Examination only, in which he/she is entitled to appear as Ex-Student after the expiry of the period of punishment.
- 31.11 In case, a person who is not bonafide candidate is found to be taking an examination on behalf of a bonafide candidate. It will be founded that this impersonation is being done at the instance and with the connivance of the bonafide candidate and mention against such person and such bonafide candidate would be taken as under
- (i) The bonafide candidate who did not take the Examination himself/herself shall be debarred from pursuing any course of studies or from appearing at any Examination of the University in future.
- (ii) In case the person who has impersonated the bonafide candidate is a student of the University, he/she shall be debarred from taking any Examination of the University in future.
- (iii) If the person, who has impersonated the bonafide candidate is not a student of the University, he/she may be handed over to the police for appropriate action.
- 31.12 In case, a candidate is appearing at the Examination for improvement of Division/Percentage of Marks and is found to be using unfair mean, the result of his/her Examination in the Paper(s) in which he/she has already appeared, would also be cancelled, in addition to the action that might be taken against him/her for using unfair means, while reappearing for improvement of his/her Division/Percentage of Marks.
- 31.13 Any punishment imparted on the carrying student shall be following due consideration of the defence prescribed by him/her.

**INSTRUCTION TO CANDIDATES FOR EXAMINATION  
(Ordinance X Para 30, 31)**

- 30.11 The doors of the Examinations Hall shall be opened half an hour before the commencement of the Examination on the first day and quarter of an hour before on subsequent days.
- 30.12 A candidate may not be admitted into the Examination hall if he/she fails to present to the invigilator his/her Admission card and / or satisfy the Superintendent of examination that it will be produced within a reasonable time.
- 30.13 All candidates shall come to the Examination Hall before the time fixed for the Examination Hall. The candidate arrives not later than 30 minutes after the time fixed for the examination, the invigilator may allow him/her to appear at the examination with the permission of Superintendent of Examination. No candidate shall be allowed to appear in the examination not later than 30 minutes after the time fixed.
- 30.14 The candidate shall strictly obey and follow all the instructions given to them from time to time by the Superintendent of Examination or Invigilators of any Official of the University connected with the Examinations.
- 30.15 The candidate shall maintain and observe strict disciplines in and /or near the Examination Central /Hall and shall not in any such not as misbehaviour / noise which causes any obstruction and /or disturbance or disruption in the conduct of Examination.
- 30.16 No candidate shall be allowed to leave the Examination Hall, until an hour has cleared after the distribution of the Question Paper.
- 30.17 No candidate shall leave his/her place to go out of the Hall without the permission of the invigilator, unless he/she has handed over answer book to the Invigilator concerned.
- 30.18 If a candidate desires to go out of the Examination Hall for a while, a reliable person shall be sent with him/her to see that he/she does not communicate with any person or use unfair means for answering the Question Paper.
- 30.19 A soon as the time prescribed for the Question Paper Expires, the candidates shall have to hand over their answer book to the invigilator concerned.
- 30.20 A candidate appearing at an Examination shall give a specimen signature for purpose of identification, if asked by the Superintendent of Examination or the Invigilator in the Examination Hall.
- Use of Unfair means / Misbehaviour:**
- 31.1 No candidate shall bring with him/her in the Examination Hall any book, paper, notes or other materials, which may be used by him/her in connection with the Examination, nor shall he/she communicate to or receive from any other candidate or person any information in the Examination Hall.
- 31.3 No candidate shall move or write any thing on the blotting paper or Question Paper or on any other object/material, except the answer book supplied to him/her.
- 31.4 No candidate shall assist or receive from any other candidate or person at an Examination or make use of any dishonest or unfair means in connection with the Examination.
- 31.4 Any candidate, detected cheating or making use of any dishonest or unfair means in connection with an Examination shall be reported to the Controller of Examinations by the Superintendent of Examination or through him by an Invigilator or an Official of the University if the may be. The Controller of Examinations shall place the aforesaid matter before the Examination Committee for consideration, which may if satisfied that
- 31.14 Any candidate bringing any book, paper, notes or other material to the Examination Hall shall be reported to the Examination Committee for consideration by the Controller of Examinations, as reported by the Superintendent of Examination or through him by an Invigilator or by an Invigilator or by an Official of the University, as the case may be, and use examination committee may, if satisfied that the facts alleged are true. But that the candidate has not made any use thereof, disqualify the candidate from passing that Examination.
- 31.15 Any candidate who in the opinion of the Superintendent of Examinations is guilty of any misconduct in the Examination Hall, other than the misconduct within the meaning of the aforesaid Sub Para 31.1, 31.2, 31.3, 31.4, 31.5 and 31.6 of this Ordinance, may be expelled by the Superintendent of examinations for the Paper and shall be reported to the Examination Committee by the Controller of Examinations. The said committee may, if satisfied that the facts alleged are true, disqualify him/her from passing that Examination for that year.
- 31.16 Any candidate approaching an Examiner directly or indirectly or seeking ways or means or bringing pressure to be as on the Examiner, so the higher marks may be awarded to him/her than his/her answers justify or attempting to influence the Controller of Examinations or any person employed in this office for the same purpose shall be deemed to have used unfair means. Such a case shall be reported to the Examination. The Examination Committee may, if satisfied that the facts alleged are true, disqualify the candidate from passing that Examination for a period not less than one year.
- 31.17 Any candidate found guilty of seeking way and means or harassing or pressurizing or using or threatening to use force to make any Superintendent of Examination or Invigilator or any Official of the University desert from his duties relating to the conduct of Examination shall be deemed to have used unfair means and indulged in gross misconduct. Such a case shall be reported to the Examination Committee by the person concerned if satisfied that the facts alleged are true, disqualify him/her from passing that Examination for that year.
- 31.18 Any candidate who has been punished under Sub para 31.4, 31.5, 31.6, 31.7, 31.8 and 31.9 above shall not be admitted to any Course as a Regular Student. Such a student may be allowed to appear at the next Annual Examination only, in which he/she is entitled to appear as Ex-Student after the expiry of the period of punishment.
- 31.19 In case, a person who is not bonafide candidate is found to be taking an examination on behalf of a bonafide candidate. It will be founded that this impersonation is being done at the instance and with the connivance of the bonafide candidate and mention against such person and such bonafide candidate would be taken as under
- (i) The bonafide candidate who did not take the Examination himself/herself shall be debarred from pursuing any course of studies or from appearing at any Examination of the University in future.
- (ii) In case the person who has impersonated the bonafide candidate is a student of the University, he/she shall be debarred from taking any Examination of the University in future.
- (iii) If the person, who has impersonated the bonafide candidate is not a student of the University, he/she may be handed over to the police for appropriate action.
- 31.20 In case, a candidate is appearing at the Examination for improvement of Division/Percentage of Marks and is found to be using unfair mean, the result of his/her Examination in the Paper(s) in which he/she has already appeared, would also be cancelled, in addition to the action that might be taken against him/her for using unfair means, while reappearing for improvement of his/her Division/Percentage of Marks.
- 31.21 Any punishment imparted on the carrying student shall be following due consideration of the defence prescribed by him/her.



**Form 'C'**  
**JAMIA MILLIA ISLAMIA**  
**STUDENT'S RECORD CARD**

(To be filled in by the applicant in his/her own handwriting)

**Examination/programme:.....Year.....Distance Mode**

**Name (in full)**

**Marital Status\*** Married  Unmarried  **Gender** Female  Male  Transgender

Name in Urdu or in Hindi .....

Father's Name.....

Permanent Address.....

.....

Present Address.....

.....

Date of Birth  (in words also) .....

Place of Birth.....Nationality.....

Date of Admission (Present Programme)..... Medium of Exam\* Urdu  Hindi  English

Member of Scheduled Caste\*  or Scheduled Tribe\*  Or Physically Handicapped\*   
(\*Put a tick mark (✓) in the appropriate Box)



**Enrolment No.**

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<b>Certificate Issued</b> <b>(Office use only)</b>	<b>Programme</b>	<b>Year</b>
Provisional.....	.....	.....
Migration.....	.....	.....
Degree/Diploma.....	.....	.....
Age.....	.....	.....
Merit.....	.....	.....

Paste Firmly within the space Provided, a recent passport size (3x2") photograph duly attested on the front side

I hereby declare that all the entries made in this card are correct to the best of my knowledge.

Information furnished by the student, his/her photo and specimen signatures are attested.

Date ..... Specimen signature of the candidate

Date .....

Hony. Director



**CENTRE FOR DISTANCE AND OPEN LEARNING**

**Jamia Millia Islamia**

Maulana Mohammed Ali Jauhar Marg, Jamia Nagar, New Delhi-110065  
<http://jmi.ac.in/cdol>