

PROGRAMME GUIDE

Master of Sociology (MAS)

Centre for Distance and Online Education
Jamia Millia Islamia
A Central University NAAC Accredited A++ Grade



Centre for Distance and Online Education
JAMIA MILLIA ISLAMIA
Maulana Mohammed Ali Jauhar Marg, Jamia Nagar, New
Delhi 110025

CDOE MESSAGE

Dear Students,

It is a pleasure welcoming you to Jamia Millia Islamia for the **M.A. Sociology** under distance and online mode being offered at the Centre for Distance and Online Education.

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 idea on equity have finally found an answer in education. Distance and online education are, one of the many, multi- pronged instruments 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. M. Moshahid A. Rizvi
Dean
CDOE, JMI

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PROGRAMME COORDINATOR

Dr. Shushwi Ke

(Assistant Professor)

Centre for Distance and Online Education

Jamia Millia Islamia

New Delhi-110025

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Extn. 4222

1. ABOUT THE PROGRAMME

Introduction of the Programme

Centre for Distance and Online Education has introduced the M.A-Sociology (Distance Mode & Online Mode) Programme, keeping in mind the heterogeneous nature and varied needs of that section of our society which for some reason or the other has missed or has not had the opportunity for further studies in conventional mode in colleges or universities, or belong to far flung areas. This Programme caters to develop human resource as well as enhance understanding and bring in self-enrichment. It aims to give the learner a sound base in language as well as to give him/her exposure to a wide range of literature, with options for specialization in a particular area of interest. The learner at the end of the Programme would hopefully acquire linguistic competence as well as develop confidence in his/her critical, analytical and comprehensive abilities.

Duration of the Programme

Minimum duration of the Programme: 4 Semesters

Maximum duration of the Programme: 8 Semesters

Medium of Instruction: English.

(The SLM, Assignments Questions and Semester End Question Papers will be provided *only* in English)

Programme Fee

Rs. 11,000/- (Eleven Thousand) per annum (Two Semesters) to be paid in advance in the beginning of each academic year.

Centre for Distance and Online Education
Jamia Millia Islamia
New Delhi-110025
M.A. (Sociology) Academic Session: 2025-26

Total Number of Credits: 80

Semester I

Programme Code	Programme Title	Evaluation Scheme			
		Credits	Theory	Internal Assignment	Total
MAS-101	Classical Sociological Theory	4	75	25	100
MAS-102	Methodological Orientations and Methods in Research	4	75	25	100
MAS-103	Ethnicity, Minorities and Multiculturalism	4	75	25	100
MAS-104	Ecology and Society	4	75	25	100
MASX-105	Sociology of Tribes and Indigenous People (CBCS)	4	75	25	100
	Total	20	375	125	500

Semester II

Programme Code	Programme Title	Evaluation Scheme			
		Credits	Theory	Internal Assignment	Total
MAS-201	Indian Society: Structure and Processes	4	75	25	100
MAS-202	Contemporary Sociological Theory-I	4	75	25	100
MAS-203	City and Society	4	75	25	100
MAS-204	Social Thinkers in India	4	75	25	100
MASX-205	Quantitative Research Methods (CBCS)	4	75	25	100
	Total	20	375	125	500

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Semester III

Programme Code	Programme Title	Evaluation Scheme			
		Credits	Theory	Internal Assignment	Total
MAS-301	Contemporary Sociological Theory-II	4	75	25	100
MAS-302	Sociology of Development and Globalisation	4	75	25	100
MAS-303	Sociology of Religion	4	75	25	100
MAS-304	Sociology of Agrarian Society	4	75	25	100
MASX-305	Critical Thinking (CBCS)	4	75	25	100
	Total	20	375	125	500

Semester IV

Programme Code	Programme Title	Evaluation Scheme			
		Credits	Theory	Internal Assignment & Viva Voice	Total
MAS-401	Sociology of Gender	4	75	25	100
MAS-402	Cultural Studies	4	75	25	100
MAS-403	Contemporary Political Sociology	4	75	25	100
MASX-404	Social Movements (CBCS)	4	75	25	100
MAS-405	Dissertation	4	75	25	100
	Total	20	375	125	500

Detail Programme Structure

First Semester

MAS-101: Classical Sociological Theory

Block 1: Emergence of Sociology

Unit 1: The Enlightenment

Unit 2: The Revolutions

Unit 3: Early Sociological Thought: Ibn- Khaldun, Saint Simon Auguste Comte and Herbert Spencer

Block 2: Emile Durkheim

Unit 4: Rules of Sociological Method

Unit 5: Division of Labour

Unit 6: Religion and Society

Block 3: Karl Marx

Unit 7: Historical and Dialectical Materialism

Unit 8: Class and Class Struggle

Unit 9: Alienation

Block 4: Max Weber

Unit 10: Types of Action

Unit 11: Power and Authority

Unit 12: Religion and Economy

Block 5: Georg Simmel

Unit 13: Modernity and Socation

Unit 14: Metropolis and Mental Life

MAS-102 Methodological Orientations and Methods in Research

Block 1: Perspectives in Social Science Research

Unit 1: Sociology and Common Sense

Unit 2: Positivism

Unit 3: De-colonising Methodologies

Unit 4: Paradigm Shift

Block 2: Methodological Perspective I

Unit 5: Interpretivism

Unit 6: Phenomenology

Unit 7: Ethnomethodology

Block 3: Methodological Perspective II

Unit 8: Dialectics

Unit 9: Semiotics

Unit 10: Feminist

Block 4: Research Techniques

Unit 11: Research Design

Unit 12: Sampling

Unit 13: Statistical Methods (Measures of Central Tendency, Dispersion and Variability
Correlation, Regression)

Unit 14: Graphical Presentation of Data

Block 5: Observation and Ethnography

Unit 15: Interview

Unit 16: Case Studies and Focus Group Discussion

Unit 17: Triangulation

Unit 18: Ethics of Research

MAS-103: Ethnicity, Minorities and Multiculturalism**Block 1: Understanding Ethnicity: Concept and Perspective**

Unit 1: Ethnicity and Diversity: Religion, Race, Tribe and Language

Unit 2: Cultural Heterogeneity and Politics

Block 2: Pluralism and Multiculturalism

Unit 3: Contextualising Minorities

Unit 4: From Minority to Marginality

Unit 5: Minority Rights and Policies

Block 3: Ethnic Conflict and Identity Assertion

Unit 6: Diversity, Differences and Conflict

Unit 7: Understanding Ethno-Enclaves

Unit 9: Global Rights Movement

Block 4: Preserving Diversity

Unit 10: State and Cultural Response

Unit 11: Civil Society Intervention

Unit 12: Feminist Initiatives

MAS 104- Ecology and Society**Block 1: Ecology and Environment**

Unit 1: Ecosystem (Ecological Determination: Possibilism)

Unit 2: Cultural Ecology

Unit 3: System Model

Block 2: Perspectives

Unit 4: Indigenous Perspective

Unit 5: Marxist

Unit 6: Eco-feminism

Block 3: Ecological Democracy

Unit 7: The Environmental-Ecological Crisis

Unit 8: Ecological Movements

Unit 9: Conservation, Development and Ecological sustainability

Block 4: Climate Change and Anthropocene

Unit 10: Consumption and Lifestyle

Unit 11: Geological Agencies

MASX-105 Sociology of Tribe and Indigenous People

Block 1: Tribe and the Problem of Definition

Unit 1: Colonial Construction

Unit 2: Anthropological Perspective

Unit 3: Indian State and Tribes

Block 2: Contemporary challenges and Issues

Unit 4: Exploring Indigeneity

Unit 5: Territories and Questions of Political Autonomy

Unit 6: Ecology: Conservation and Conflict

Unit 7: State and the Politics of Resistance

Block 3: Tribal Situation in India: Emerging Challenges

Unit 8: Tribes and Indian Society: Antiquity, Academic and Administrative Significance

Unit 9: Development and Marginalisation

Unit 10: Constitutional Safeguards/ Provisions

Second Semester

MAS-201 Indian Society: Structure and Processes

Block 1: Understanding Indian Society

Unit 1: Perspectives: Structural-functional, Indological, Marxist and Subaltern

Unit 2: Debates on Indian Society

Unit 3: Diversity and Social Inequality

Block 2: Social Institutions

Unit 4: Marriage, Family and Kinship

Unit 5: Religion

Unit 6: Economic Institutions

Unit 7: Political Institutions

Block 3: Social Stratification and Mobility

Unit 8: Caste

Unit 9: Class

Unit 10: Gender

Unit 11: Tribe

Block 4: Social Interaction and Processes

Unit 12: Identity: Exclusion and Inclusion

Unit 13: Dissent and Protest

Unit 14: Legislation and Social Change

MAS 202: Contemporary Sociological Theory-I

Block 1: Social Systems and Processes

Unit 1: Structure, System and Functions: Talcott Parsons, R. K. Merton

Unit 2: Systems Theory: Niklas Luhmann

Block 2: Culture and Political Economy

Unit 3: Frankfurt School: Theodor W. Adorno, Max Horkheimer, Herbert Marcuse, Walter Benjamin

Unit 4: Communicative Action: Jurgen Habermas

Unit 5: Neo-Marxism: Louis Althusser, Antonio Gramsci

Block 3: Structuralism

Unit 6: Structure as a model

Unit 7: Exchange

Block 4: Self, Structure and Social Action

Unit 8: Symbolic Interactionism: George Herbert Mead, Erving Goffman Unit 9:

Duality of Structure and Agency: Anthony Giddens

Unit 10: Practice: Pierre Bourdieu

MAS-203: City and Society

Block 1: Concepts

Unit 1: Definitions and Concepts

Unit 2: City from Antiquity to Modern Times

Block 2: Experiencing the Urban

Unit 3: Modernity and Urbanism (Max Weber, Georg Simmel, Louis Wirth)

Unit 4: Urban Planning and Design (Le-Corbusier, Howard, Whyte, Jacobs)

Unit 5: Space, Place and Identity (Lefebvre, Sassen, Zukin)

Block 3: Production and Politics of Urban Space

Unit 6: Public space and the right to the city (urban restructuring, economics of agglomeration, appropriation and privatization)

Unit 7: Urban Development, Re-development and Informality (resettlement policies, informal urbanization and housing)

Unit 8: Placemaking (slums rebuilding communities and public realm)

Block 4: Spatialisation of Class, Culture and Difference

Unit 9: Consumer Culture (spaces of consumption, gentrification, gated communities of inclusion and exclusion)

Unit 10: Represented City (visual culture, cinema, street culture)

Unit 11: Gendered Spaces (flaneur, mobility, urban fear, sexual geography)

Unit 12: Global Cities and Smart Cities

MAS-204: Social Thinkers in India

Block 1: Early Modern Reformist and the Colonial Context

Unit 1: Bengal Renaissance

Unit 2: Ram Mohan Roy and Dayanand Saraswati

Unit 3: Syed Ahmad Khan and Mohammad Iqbal

Block 2: Modern Social Thinkers

Unit 4: Rabindranath Tagore: Nationalism and Internationalism

Unit 5: M. K. Gandhi: Swaraj and Non-Violence

Unit 6: Jawaharlal Nehru: Modern India

Unit 7: Savarkar and his idea of India

Block 3: Social Justice and Social Change

Unit 8: Caste: Jyotiba Phule, B. R. Ambedkar and Narayana Guru

Unit 9: Gender: Pandit Ramabai, Tarabai Shinde and Ismat Chughtai

Unit 10: Social Transformation: M.N. Roy, Jayaprakash Narayan and Vinoba Bhave

Block 4: Early Indian Sociologist

Unit 11: Patrick Geddes

Unit 12: G. S. Ghurye

Unit 13: D. P. Mukherjee

Unit 14: D. N. Majumdar

MASX 205: Quantitative Research Methods (CBCS)

Block 1: The Scientific Paradigm and Social Research

Unit 1: Logic of social inquiry

Unit 2: Formulation of research problem and selection of research questions and operationalization of concepts, measurement (Nominal, Ordinal, Interval, Ratio), Scaling (Thurston, Luckman, Guttman)

Unit 3: Research Design: Experimental, Explanatory

Block 2: Data Collection

Unit 4: Sources: Census, NSSO, District Gazetteers, Economic Surveys, Statistical Abstracts, National Family Health Survey (NFHS)

Unit 5: Survey Method: Types of Social Surveys, Sampling, and Observation

Unit 6: Construction of Questionnaire and Interview Schedule

Block 3: Basic Descriptive Statistics and Data Analysis

Unit 7: Frequency distribution, measures of central tendency

Unit 8: Bivariate and Multivariate analysis, Variance, Standard Deviation, Range.

Unit 9: Graphic and tabular presentation and writing of Research Report

Third Semester

MAS 301: Contemporary Sociological Theory- II

Block 1: Emergence of Post-structuralism and Post-Modernism: Text and Context

Unit 1: Postmodern condition: Jean- Francois Lyotard

Unit 2: Deconstruction & Difference: Jacques Derrida

Unit 3: Power/ Knowledge: Michel Foucault

Block 2: Late Modernity and its Contradictions

Unit 4: Cultural logic of Late Capitalism: Fredric Jameson

Unit 5: Risk: Ulrich Beck

Unit 6: Liquid Modernity: Zygmunt Bauman

Block 3: Contemporary Perspectives

Unit 7: Postcolonialism: Edward Said

Unit 8: Posthumanism (*Transhumanism*): James Hughes

Unit 9: Consumerism & Consumer Culture: Mike Featherstone

MAS-302: Sociology of Development and Globalisation

Block 1: Conceptualising Development

Unit 1: Theories of Development

Unit 2: Post-development and Post-modern critique

Block 2 Dimensions of Globalisation

Unit 3: Techno-economic

Unit 4: Political & cultural

Block 3: Transnationalism and Migration: Diaspora & Refugees

Unit 5: Diaspora & Refugees

Unit 6: Creolization & Hybrid societies

Block4: Development: Dilemmas and Violence

Unit 7: Displacement of livelihood: Big Dams & SEZs Unit

8: Degradation of livelihood: Precarity

MAS-303: Sociology of Religion

Block 1: Religion as Worldview

Unit 1: Ideas, Institutions and Practices

Unit 2: Sociological approach to Religion

Block2: Religion in the Everyday

Unit 3: Religion & Non-Religion and Multiplicities Within

Unit 4: Comparing Religions: Identity and Ethics

Block3: Intersectionality

Unit 5: Caste and Gender

Unit 6: Sects, Saints and Shrines

Block 4: Contemporary Issues

Unit 7: Secularism, Communalism and Fundamentalism Unit8:

Religion and Creativity

Block 5: Futures of Religion

Unit 9: Religion in the Virtual Realm

Unit 10: Novel forms of Religiosity

MAS-304: Sociology of Agrarian Society

Block 1: Introduction to Agrarian Society

Unit 1: Agricultural practices and society

Unit 2: Provisions of goods and services

Block 2: Social Institutions and Access to Resources

Unit 3: Caste, Class and Gender

Unit 4: Land, Labour and Power

Block 3: Agrarian Structure and Relations

Unit 5: Social Network

Unit 6: Credit and Social Entrapments

Block 4: Agrarian Crisis and Transformation:

Unit 7: Biodiversity and Food Security

Unit 8: Agrarian Distress and Farmer Suicide

Block 5: Peasant movements in India

Unit 9: Colonial Period: Champaran Satyagraha, Bardoli Satyagraha, Tebhaga

Unit 10: Post-Colonial Period: Telangana, Naxalbari

MASX-305: Critical Thinking (CBCS)

Block 1: Understanding Critical Thinking

Unit 1: Idea of Questioning: Socrates and Plato (Republic)

Unit 2: Enlightenment and Rationality: Kant (What is Enlightenment?)

Unit 3: Logical Thinking: Four Principles of Logic

Block 2: Critical Thinking in Sociology

Unit 4: Thinking Sociologically: Zygmunt Bauman

Unit 5: Critical Theory and Critique of Capitalist Society

Unit 6: Reflexivity: Pierre Bourdieu

Block 3: Critical Thinking as Deconstruction of Society

Unit 7: Critiquing Caste and Religion: Kabir Das

Unit 8: Critical thinking and Education J. Krishnamurti

Unit 9: Gender as Social Construction (The Second Sex): Simone De Beauvoir

Fourth Semester

MAS 401: Sociology of Gender

Block-1: Social Construction of Gender

Unit 1: Sex, Gender and Sexuality

Unit 2: Forms of Patriarchy

Block 2: Feminist Theory & Intersectionality

Unit 3: Contemporary Feminists Theories

Unit 4: Queer Theory, Gender Continua and Counter narratives

Block 3: Gender and Development

Unit 5: Development Approaches

Unit 6: Policy and Practices

Block 4: Gender Empowerment

Unit 7: Education and Work

Unit 8: Equity and Equality: Appraisal

MAS 402: Cultural Studies

Block 1: Introduction to Cultural Studies

Unit 1: Development and Context

Unit 2: Culturalism to Cultural Materialism

Block 2: Sites of Culture I

Unit 3: New Cultural Studies

Unit 4: Cultures of Consumption

Block 3: Sites of Culture II

Unit 5: Cultures of Space

Unit 6: Cultures of Communication

Block 4: Cultures of Everyday life

Unit 7: Culture as Text

Unit 8: Culture as Experience

Block 5: Culture and Conflict

Unit 9: Culture, Politics and Identity

Unit 10: Intersectional Identities

MAS 403: Contemporary Political Sociology

Block 1: Introduction

Unit 1: Power and Authority

Unit 2: Subject and Power

Block 2: Political Formation

Unit 3: Nation State

Unit 4: Public Sphere

Block 3: Sites of Contestation

Unit 5: Governmentality

Unit 6: Ideological State Apparatus

Block 4: Politics of Representation

Unit 7: Interface between Identity, Culture and Citizenship

Unit 8: Social Justice

Block 5: Contemporary Concerns

Unit 9: Subaltern Studies

Unit 10: Post-colonial & De-colonial Studies

MASX 404: Social Movements (CBCS)

Block 1: Concepts and Perspectives

Unit 1: Perspectives: Marxian, Liberal and Gandhian

Unit 2: Identity and Exclusion

Block 2: Social Structure and Mobilization

Unit 3: Morphology of Social Movements

Unit 4: Social Background of Social Movements

Block 3: Collective Action and Protest

Unit 5: Dissent and Protest

Unit 6: Collective Resentment and Mobilisation

Block 4: New Social Movements I

Unit 7: Ideology, Identity and Justice

Unit 8: Environmental Movements

Block 5: New social Movements II

Unit 9: LGBT Movement& Disability

Unit 10: Caste and Region

MAS 405: Dissertation**Objectives**

All students are expected to use their learning in the paper “Quantitative Research Methods” (Semester II) to write a dissertation under supervision of a counselor.

The dissertation will be in three parts. Credit distributions are given below.

1. Discussion on the research questions, theme and problem selected for the dissertation (One Credit).
2. Review of literature (One Credit).
3. Collection of Data, analysis and presentation (Two Credits).

2. COUNSELLING SESSION

Counselling session held at the study centre for distance mode learners and online for online mode learners on weekends within the general academic scheduled of the Programme. **It may be noted that the counselling 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 SLM.**

In these sessions candidates must try to resolve subject related difficulties if any. Before you proceed to attend the counselling sessions, please go through your programme materials and make a plan of the points to be discussed. The detailed schedule of the counselling sessions will be made known to you by the Coordinator of your Study Centre. The detailed schedule of the counseling sessions will be available on the University Website. <https://www.jmi.ac.in/cdoe/cschedule>

Counselling sessions will be organized in all theory programmes. The counselling duration will be of 2 hours in each of the six sessions. Attending the counselling sessions is not mandatory, nevertheless is always in the interest of learners to attend these sessions.

MODE OF INSTRUCTION

It is based on Self-Learning Study Material prepared and supplied by CDOE, besides counselling sessions and other exercises such as assignments etc. (The SLM, Assignments Question and End semester Examination Question Papers will be provided only in English.)

3. UPDATES REGARDING ACADEMIC ACTIVITIES

Students are advised to remain in touch with their respective Learner Support Centre/programme coordinator and visit the CDOE and COE, JMI websites for the updates regarding academic activities pertaining to their Programme. Further, they should follow the Academic Calendar provided to them for the current academic year.

4. ACADEMIC CALENDAR

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 Online Education / Learner Support Centres.

5. LEARNER SUPPORT CENTRES

The Learner Support Centre to which you have been admitted will remain your Centre till you have cleared all courses within the maximum time allowed. No student would be permitted to change his/her Study Centre at any point of time. All the activities related to Counseling, Assignments and Semester End Examination will be held at the Study Centre only. However, the CDOE, JMI reserves the right to discontinue/change the Examination/Study Centre at any point of time as it deems appropriate.

6. EVALUATION SYSTEM

Assignments

Assignments are the part of continuous evaluation system. The submission of assignments is compulsory. Assignments of a course carry about 25% weightage.

The assignments are designed in such a way as to help you concentrate mainly on the printed course material. 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 Study Centre/Google Classroom on or before the last date of submission mentioned in the Academic Calendar. Write your Name and Roll Number correctly 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.

Semester Examination Form

You must fill in the Semester End Examination Form online through Distance Students Exam Portal as per the instruction given in the notification issued on Controller of Examination, JMI website <http://jmicoe.in/>. The examination forms should be submitted on or before the last date mentioned in the **Academic Calendar/Notice from the Controller of Examination JMI**.

Semester End Examination Date-sheet

After the successful submission of Examination Form, the Admit Card will be generated within 15 days before the commencement of the Semester End Examination. In case you fail to download the Admit Card before the commencement of examination, you may contact your Examinations Centre / Learner Support Centre.

Examinations Date-sheet will be uploaded on the website much in advance before the commencement of the Examination.

While submitting your Examination Form for the Semester End 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.

7. SEMESTER EXAMINATION RESULT

The evaluation consists of two parts (i) Assignments (ii) End Semester Examination. In the final result all the Assignments of a course will carry 25% weightage while 75% weightage will be given to the Semester End Examination.

Declaration of Result

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

- (a) at least 40% marks in each component of theory papers i.e. in assignments and End 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.
- (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.

Grievance committee:

- (i) VC Nominee (Subject)
- (ii) Hony. Director
- (iii) Subject Expert from concerned Department
- (iv) Academic Coordinator

Promotion to the next semester of the Programme

No candidate shall be permitted to move to the third semester if he/she has a backlog of more than 50% of the courses of the first and second semesters combined. 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 (Semester End 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 online portal/Demand Draft if he/she wishes to continue through the Programme.

Re-evaluation of Answer Scripts

No request for re-evaluation of the result declared in any course shall be entertained. However, the re- totaling of marks of an answer book will be permitted on submission of an application along with the prescribed fee by the candidate to the Controller of Examinations.

Improvement of Result

A student may be allowed to appear in the Semester End Examination for improving his/her result provided that: A student may be allowed to improve his/her grade in any two of the courses in the next semester. However, the improvement of the odd/even semester course will be permitted in the next odd/even Semester End Examination only.

Improvement examination will be held in Theory courses only.

The appearance at such an examination in the course will be allowed only once. No further chance will be given under any circumstances.

For the purpose of determining the final division/ grade, the grades obtained by the candidate in the improvement examination only will be taken into consideration.

8. GENERAL REGULATIONS

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

Programme Fee: The Programme fee is payable in advance each year, irrespective of results through **CDOE Online Fee Payment Portal** on or before the date fixed by CDOE, 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. Sociology (Distance Mode)

Sl. No.	M.A. Sociology (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 Semester Examination form with late fees up to 4 weeks.	250/-
5.	Submission of Semester Examination form with late fees beyond 4 weeks up to the next 4 weeks.	600/-
6.	Re-appearing in Semester Examination (In case of absence/fail/improvement)	500/- (Per paper/course)
7.	Re-Registration Fee* Provisional Certificate Migration	3000/-
8.	Certificate	50/-
		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) Change of	200/-
13.	Address in ID Card	50/-
14.		
15.	Re-evaluation of (current) Answer Script	500/- (Per Course)
16.	Change of Programmes / Papers after collecting SLM however before the commencement of annual examinations.	1500/- per programme /paper
	Change of medium of programme to be exercised in the application form.	1000/-

Note: * If a candidate fails to appear in any of the prescribed components of the Programme within the stipulated period of 2 years (4 Semester) and desires to continue the Programme after the lapse one year 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 through CDOE Online Fee Payment Portal
All the aforesaid fee are subjected to revision during the academic year as per University rules.



Centre For Distance and Online Education
Jamia Millia Islamia, New Delhi – 110025

Admission Renewal Form

M.A. Sociology, 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. DateBank

.....

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

.....
(Signature of the Verifying Officer)



Centre for Distance and Open Education
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-110025Sir,

Affix an attested
photograph

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



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

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>	<u>Aggregate</u>	<u>Result</u>
	Obtained out of		

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,

PARTICULARS

.....
CANDIDATE

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
1. PROVISIONAL CERTIFICATE	50
2. DUPLICATE MARKSHEET / MIGRATION / PROVISIONAL (For above – mentioned Duplicate Certificate attach a copy of F.I.R)	200

3. MIGRATION CERTIFICATE	
a) After passing the examination for which the applicant was studying	50
b) Before passing the examination for which the applicant was studying	200

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 Marksheet 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.



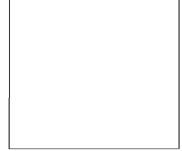
JAMIA MILLIA ISLAMIA

(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 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.....
6. Name of the Examination.....
7. 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 authorizeto 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)

INSTRUCTIONS

1. Attach photocopies of marks sheets of all years examination (passed) (in case of improvement, attach a photocopy of improved marksheet).
2. If the course is completed in more than minimum duration of course, attach photocopy of the combined marks sheet.
3. Photocopy of notification in case of Ph.D. Degree
4. The Candidate / Messenger must show his /her Identity at the time of receiving the degree/diploma/certificate.

Issue of Duplicate Degree / Diploma / Certificate:

Duplicate degree/diploma/ certificate can also be obtained on submitting an application along with the following:

1. An affidavit signed and certified by the First Class Magistrate
2. Cutting from the leading newspaper showing that the original has been lost or destroyed, or submit defaced/remaining portion of degree/diploma/certificate.
3. Prescribed fee of Rs. 100/-

Time required for preparation/issue of the certificate provided all other required documents are attached.

Degree / Diploma / Certificate	30 days
Duplicate Degree / Diploma / Certificate	60 days

Note : Old cases of more than 5 year will require more time.

I have read all above mentioned instruction carefully. I will abide by the rules and regulations or any instructions given by Examination Department.

.....
Signature
Candidate / authorized person



Form 'A'
Jamia Millia Islamia, New Delhi
Particulars of Forms A, B & C to be filled in by the candidate in his/her own
handwriting

Examination: (Distance Mode) Part I/II Year.....

The Controller of Examination
Jamia Millia
Islamia
New Delhi – 110025 Sir,

I request you to permit me to appear at the examination noted above. The examination fee has been deposited. I declare that I have not been debarred by any University or Board from taking any examination during the above mentioned year and that the entries made by me on the forms A, B, & C (attached) are true to the best of my knowledge and belief. I agree to abide by the Statutes, Ordinances and regulations existing and amended from time to time.

Yours Faithfully,

Candidate's signature (in full)

Date

Roll No.

Enrolment No.

LSC Code No......

**Candidate's
Photograph To
be pasted here**

Photo & Signature to be attested by the Hony.
Director Centre for Distance & Open Learning,
Jamia Millia Islamia

Course in which he/she wishes to be examined (Mentioned option of Courses, if any). Title of Courses

Course Code	Course Title

Specimen signature of the candidate (in full).....

1. Name of the Candidate

(BLOCK LETTERS)

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

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

Town

Distt.

State

4. Father's Name.....Occupation.....

5. Address (Present).....

.....

6. Enrolment No.....Medium of Examination.....

7. Whether you belong to SC/ST/PH.....

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.....
is

DD

attached.

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



Form 'B'
ADMIT
CARD

JAMIA MILLIA ISLAMIA, NEW DELHI
Examination..... (Distance Mode) Part I/II Year.....

Candidate's Name
(Capital Letters)

Affix your recent photo
(Size 2x1.5) attested by the
Director, Centre for
Distance and Open
Learning or by the
Programme Incharge.
Photograph should be
pasted with gum and not
stapled or pinned.

Father's Name.....

.....

Examination..... Semester

.....

Medium of Examination Category: **Distance Mode**

All Courses/Papers in which the candidate wishes to appear this year

Course Code	Course Title	Course Code	Course Title
Practical and/or viva etc. prescribed			

.....

.....
Signature of the Candidate

Roll No.

.....

.....

.....
Hony. Director

Enrolment No.

.....

LSC Code No.....

.....

...

Specimen Signature of the Candidate

N.B. (a) The Examination will be held according to the 'Scheme of Examination' (Date Sheet) placed on the Notice Board of the Arjun Singh Centre for Distance and Open Learning Office and Controller of Examination, Jamia Millia Islamia and the Programme Centre
(b) Candidate must bring his/her own pen, pencil and identity card etc.
(c) Order of the question papers given in the date sheet shall not be guaranteed. (d) Read carefully and follow the 'Instructions for Candidates' (Printed overleaf)



Form 'B'
ADMIT
CARD

JAMIA MILLIA ISLAMIA, NEW DELHI

Examination..... (Distance Mode) Semester I/II/III/IV Year.....

Candidate's Name(Capital Letters)

Affix your recent photo
(Size 2x1.5) attested by the
Director, Centre for
Distance and Open
Learning or by the
Programme Incharge.
Photograph should be
pasted with gum and not
stapled or pinned.

Father's Name.....

.....

Examination.....Semester.....

.....

Medium of Examination Category: **Distance Mode**

All Courses/Papers in which the candidate wishes to appear this year

Course Code	Course Title	Course Code	Course Title
Practical and/or viva etc. prescribed			

.....

.....

Signature of the Candidate

.....

.....

Hony. Director

Roll No.

.....

Enrolment No.

.....

LSC Code No.....

.....

Specimen Signature of the Candidate

N.B. (a) The Examination will be held according to the 'Scheme of Examination' (Date Sheet) placed on the Notice Board of the Arjun Singh Centre for Distance and Open Learning Office and Controller of Examination, Jamia Millia Islamia and the Programme Centre
(b) Candidate must bring his/her own pen, pencil and identity card etc.
(c) Order of the question papers given in the date sheet shall not be guaranteed. (d) Read carefully and follow the 'Instructions for Candidates' (Printed overleaf)

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

- 30.1 The doors of the Examination 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 with in a reasonable time.
- 30.3 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 10 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 Invigilator of any Official of the University connected with the Examination.
- 30.5 The candidate shall maintain and observe strict discipline in and /or near the Examination Central Hall and shall not in any such not as misbehaviour / noisance 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 As 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 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 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 Examination is guilty of a 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 from the examination 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.
- 31.8 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 Examination or a 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 an 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 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 means, 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 imposed 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 with in 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 10 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 Invigilator of any Official of the University connected with the Examinations.
- 30.15 The candidate shall maintain and observe strict discipline in and /or near the Examination Central Hall and shall not in any such not as misbehaviour / noisance 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 As 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 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 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 Examination 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 examination 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 Examination 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 means, 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 imposed 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.....

.....

words also).....

								Place of
--	--	--	--	--	--	--	--	----------

Birth.....Nationality.....

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

☐

Hindi

☐

English

☐

Member of Schedule caste

or Scheduled Tribe* Or

Physically Handicapped*

(*Put a tick mark (☑) in the appropriate Box)

Enrolment No.

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Certificate Issued

(Office use only)

Provisional.....

Migration.....

Degree/Diploma.....

Age.....

Merit.....

Programme

.....

.....

.....

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Year

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.....

Paste Firmly within the space Provided, a recent passport size (3x2") on photograph duly attested 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 Online Education
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Website: www.jmi.ac.in