INSTRUCTIONS FOR SUBMISSION OF ASSIGNMENTS FOR DECEMBER-2020-TERM END EXAMINATION

General Instruction for all students:

1. *Download Assignment Questions from: https://webservices.ignou.ac.in/assignments/*
2. *Assignments are to be hand-written using A4-size paper (ruled or un-ruled);*
3. *For Each Course the First-page is a cover-page. It must have Student Details: (a) Enrolment Number and (b) Student Name, (c) Programme Code, (d) Course Code (e) Study Centre Code, and (f) Student Signature;*
4. *Students who have already submitted assignments under June-2020 Exam, for a given course, need not to re-submit the assignment.*
5. *We have suggested THREE METHODS of submission of assignments. Students are advised to follow **any one method for submission**:*
   1- by hand at Study Centre (or)
   2- by post to study centre (or)
   3- through Google Form.

 Hand-written Scanned Copy through Google Form:
   1) Read the General Instructions given above carefully;
   2) If you have submitted Hand-written Assignments under **Method-1: Hard Copy in person to your study centre or Method-2: Hard Copy by Post to your study centre,** you are not eligible to submit using ONLINE link under Method-3;
   3) For Each Course the First-page is a cover-page. It must have Student Details: (a) Enrolment Number and (b) Student Name, (c) Programme Code, (d) Course Code (e) Study Centre Code, and (f) Student Signature;
   4) For Each Course, scan the hand-written assignment as a single file in .pdf format;
   5) The File name for Scanned assignment response should be Enrollment number_Programme Code_Course Code. (example: 123456789_BA_FST1)
   6) The Google-Form will accept course-wise scanned assignment responses one by one only, in .pdf format;
   7) So, for each course, fill-in the Google form and submit course-wise scanned assignment file;
   8) Once you have submitted Assignment responses through Google-form for a given course, DO NOT re-submit by post/by email/in person at study centre
   9) So, do not make mistake in submitting the assignment;
   10) Once a student submit the Assignment through Google-Form, Course-wise, for each submission the student will receive an Acknowledgement from Google to the student email, hence, RC-Aligarh WILL NOT send any separate acknowledgement;
   11) **Click the below for Submit the assignment through Google Form:**
      -> https://forms.gle/zFjVsBwenwkzVMGg7