

**INTERNATIONAL CENTRE FOR DISTANCE EDUCATION AND OPEN LEARNING  
HIMACHAL PRADESH UNIVERSITY, SUMMER-HILL, SHIMLA-171005  
LIBRARY MEMBERSHIP FORM**

BY REGISTERED POST

The Asstt. Librarian,  
ICDEOL Library,  
H.P. University, Shimla-5

Sir,

I have gone through the library rules and undertake to observe the same during studentship with the ICDEOL, Himachal Pradesh, University, Shimla-5.

I hereby remit a sum of ₹ ..... as library security by bank draft IPOs No..... dated .....in favour of Director, ICDEOL, Shimla-5. or vide cash receipt No.....

**My Particulars are as under:**

- a) Name in Full (capital letters) Mr./Ms.....
- b) Father's Name .....
- c) Registration No. .... Class .....
- d) Subject..... Semester.....
- e) State if admitted direct to IIInd semester, Yes/No.....
- f) ICDEOL Roll No. ....
- g) Correspondence Address (capital letters) .....  
.....  
.....Pin Code.....
- h) Permanent Address (capital letters) .....  
.....  
.....Pin Code.....

I enclose herewith my two passport size photographs alongwith membership form duly attested by ..... Designation.....  
Address .....

I pledge that I will not misuse the library facilities and in case of any default, I shall be liable to pay the penalty imposed by the Director. .

It is certified that I am not employed and the official address of my parents/guardian is given as under

Name ..... Relation.....  
Official Address .....Pin Code.....

It is certified that I am employed in govt./public sector/private concern as .....  
(designation) official address .....

I may therefore. be enrolled as a local/outstation member of the library.

Yours faithfully,

Dated.....

Signature of Student

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Please do not forget to attach with this the library membership card duly filled in. The same is available with perforation mark with forms DE-14 & DE-15.

## FOR OFFICE USE

The particulars of Mr./Ms. ....  
Class.....Subject .....ICDEOL Roll No.....  
Semester ..... have been verified from the relevant  
admission record of the student and are correct. He/She is a bonafied student of the ICDEOL. Necessary "no  
dues certificate" will be obtained from the library at the time of migration/final examination/termination of  
connection by the student from ICDEOL.

\_\_\_\_\_  
Dealing Asst.

\_\_\_\_\_  
Section Officer

\_\_\_\_\_  
Asst./Dy.Registrar ICDEOL

## FOR LIBRARY USE

Library membership enrolment form of Mr./Ms.....  
is in order. The requisite security amount. ( ₹ ..... ₹ ..... )  
only has been paid by the applicant and necessary entry made in the library security register at  
Sr. No ..... dated ..... and he/she is enrolled as local/outstation  
member of the library under borrower no .....

Signature of Circulation Asstt.

Asstt. Librarian  
ICDEOL Library  
H.P. University, Shimla-5

**Note:** Prescribed Security deposit:  
(For all classes/ courses)

₹ 300/- (Refundable)

**Note:** Please Include Prescribed Cost of Form While Sending This Internet Downloaded Form  
**International Centre for Distance Education and Open Learning**  
**Himachal Pradesh University, Summer Hill, Shimla-5**

Borrower No .....

**LIBRARY SECURITY REFUND-FORM**

(Column NO.1 & 6 to be filled and signed by the student.)

(This form duly completed should be sent direct to the Asstt. Librarian along with Pass-book-cum-Identity Card)

- 1. Name of the applicant .....
- Father's name .....
- Class ..... ICDEOL Roll No .....
- Year/Session of joining the ICDEOL .....

I certify that nothing is due against my name and therefore, request that the amount of library security deposited by me vide ICDEOL receipt No ..... dated ..... Rs .....may kindly be refunded to me.

Dated ..... Signature of the Student

- 2. Library Security deposited vide receipt No. .... dated . .... for Rs. ....has been entered in the library security refund register at sr. No .....dated ..... and verified for payment of Rs ..... (Rupees.....) only  
Nothing is due from the student.

**Signature of Circulation Asstt.**

**Asstt. Librarian  
ICDEOL Library, Shimla**

**FOR OFFICE USE**

- 3. ACADEMIC BRANCH (ICDEOL)

Nothing is due from the student.

Signature of the

Dealing Asstt. (ICDEOL)

Signature of the Supdt./Section Officer

- 4. REFUND ALLOWED

Director (ICDEOL)

- 5. ACCOUNT BRANCH (ICDEOL)

Passed for payment of Rs..... (Rupees .....)

bill/voucher No ..... cheque No ..... date.....

**Dealing Asstt.**

**Supdt./S.O.**

**Asstt./Dy. Registrar (ICDEOL)**

6. **FOR STUDENT USE**

**PRE-RECEIPT**

Received a sum of Rs ..... (Rupees..... only)  
from the Director, ICDEOL, Shimla-5, on account of payment of Library security amount refund.

Postal address of the student  
on which the cheque is to be sent:

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Signature of the Student

**Note:** Please Include Prescribed Cost of Form While Sending This Internet Downloaded Form  
**International Centre for Distance Education and Open Learning  
Himachal Pradesh University, Summer Hill, Shimla-5**

ICDEOL Roll No .....

Exam. Roll No.....

**Application form for the supply of  
Consolidated Marks Card/Provisional Certificate**

Incomplete form will not be entertained nor an interim query relating thereto will be replied

The Controller of Examinations  
Himachal Pradesh University,  
Shimla-171 005

Dear Sir,

I have passed. . . . . Examination from the H. P. University, in the  
month of ..... year .....I request you to kindly  
supply me a consolidated marks card/provisional certificate. I am remitting prescribed fee  
Rs. .... through IPOs/DD drawn in favour of the **Finance Officer, Himachal  
Pradesh University, Shimla-5.**

**My particulars are as under:**

- 1. Name of the candidate .....
- (in block letters) .....
- 2.Father's name .....
- 3.Examination passed ..... month ..... Year.....
- 4.Examination Roll No.....marks obtained .....

<b>Title of Course</b>	<b>Pass marks</b>	<b>Marks obtained</b>	<b>When passed</b>
1. ....	.....	.....	.....
2. ....	.....	.....	.....
3. ....	.....	.....	.....
4. ....	.....	.....	.....
5. ....	.....	.....	.....
6. ....	.....	.....	.....
7. ....	.....	.....	.....
8. ....	.....	.....	.....
9. ....	.....	.....	.....
10. ....	.....	.....	.....

- 11. ....
- 12. ....
- 13. ....
- 14. ....
- 15. ....
- 16. ....

Address for dispatch of certificate \_\_\_\_\_  
 \_\_\_\_\_

Dated..... Signature of the candidate

Particulars given above are verified and there is no objection for issuance of the desired detailed marks card/provisional certificate/consolidated marks card.

Director, ICDEOL

Dated. .... (with office stamp)

**FOR OFFICE USE**

Particulars checked:  
 Consolidated marks card/provisional certificate/duplicate certificate bearing Sr No.  
 .....  
 Issued on .....

**Dealing Asstt.** **Supdt./S.O.**

- Note:**
1. Please add prescribed cost for form while sending this Internet downloaded form.
  2. The application form is to be submitted to the Director, ICDEOL for attestation and transmission to the Controller of Examinations.
  3. The incomplete form will not be entertained nor an interim query relating thereto will be replied.
  4. Separate form for each certificate with separate remittance of fee be submitted.
  5. The DD/IPO's should be drawn in favour of the **Finance Officer, H.P. University, Shimla-171005.**
  6. Form without proper fee and attestation will not be entertained.
  6. One self-addressed envelope 10x23 cms. be attached with the form.

**Note:** Please Include Prescribed Cost of Form While Sending This Internet Downloaded Form  
**International Centre for Distance Education and Open Learning**  
**Himachal Pradesh University, Summer Hill, Shimla-5**

**APPLICATION FORM  
FOR THE DEGREE IN ABSENTIA**

The Controller of Examinations,  
Himachal Pradesh University,  
Shimla-171 005.

Sir

I intend to take my degree of .....in absentia and request that I may be admitted to the same. I am sending herewith an Indian Postal Order/Bank Draft worth Rs. ....or I have deposited Rs.....with the university cashier vide receipt No ..... dated .....

**My particulars are as under**

1. Name of the applicant ((in capital English letters)  
.....  
(in Hindi).....
2. Father's Name ((in capital English letters) .....  
(Hindi).....  
(in capital letters)
3. Enrolment No .....
4. Exam. Roll No. ....
5. Examination passed ..... year .....
6. Subject.....
7. ICDEOL Roll No ..... Session .....Month.....
8. Permanent address .....

Date .....

Signature of Applicant

**Attestation by the Director, ICDEOL, H.P. University with official stamp.**

Name and Designation with  
Official stamp

**Note:** Please Include Prescribed Cost of Form While Sending This Internet Downloaded Form  
**International Centre for Distance Education and Open Learning  
Himachal Pradesh University, Summer Hill, Shimla-5**

**Application Form for University Duplicate Marks Card/Certificate/Degree  
for Undergraduate classes and Post graduate classes**

**NOTE :**

1. Read directions carefully before filling this form
2. Use separate form for each certificate  
The certificate given below may be signed by any one of the following :
  - a. Gazetted Officer or the First Class Magistrate or Principal of High/Higher Secondary School
  - b. Director ICDEOL, in case of ICDEOL students
  - c. Candidates applying for Duplicate Degree should submit affidavit from the First Class Magistrate
  - d. All particulars given below should be filled carefully, neatly and accurate in block letters by the candidate. The office will not be responsible for any delay in case the form is not completed in all respects.

- (a) Name (English) .....  
(Hindi) .....
- (b) Father's Name (English) .....  
(Hindi) .....
- (c) Man / Woman .....
- (d) State the nature of Certificate required i.e. duplicate of the Detailed Marks Certificate / Merit / Provisional Certificate / Degree etc.
- (e) Reason for applying .....
- (f) Name of the college from which appeared  
.....
- (g) Date of Birth .....
- (h) Address for Correspondence  
.....  
.....  
.....



Name of the Examination / Session / Year.....

Roll No. .... Subject Offered .....

1. ....2. ....3. ....

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

7. ....8. ....9. ....

10. ....11. ....12. ....

Marks ..... Division .....

Position in Merit if certificate required

.....

Amount of fee sent Rs. .... IPOs / Bank draft No. ....

Drawn in favour of the **FINANCE OFFICER, HP UNIVERSITY, SHIMLA - 171005.**

**Signature of the candidate**

Particulars as given above are re-verified and there is no objection to issue of the desired detailed marks card / provisional certificate / Consolidated Marks Card / Degree

Dated .....

**Director, ICDEOL  
With Office Stamp**

Particulars checked consolidated certificate/provisional certificate/duplicate certificate / Degree Bearing Serial No. ....

**Dealing Asstt.....**

**Section Officer .....**

**International Centre for Distance Education and Open Learning  
Himachal Pradesh University, Summer Hill, Shimla-5**

**APPLICATION FORM FOR PERMISSION TO  
CHANGE THE EXAMINATION CENTRE**

**Note:**

1. Please Include Prescribed Cost of Form While Sending This Internet Downloaded Form
2. To Be Sent To Controller Of Examination, H.P. University, Shimla-5

**ICDEOL Roll No.....  
(if received)**

1. Name (in block letters) .....
2. Father's Name .....
3. Name of Examination .....
4. University receipt No ..... Dated.....
5. Name of college (If regular candidate) .....
6. Name of district (if private student).....
7. Subject offered (i)..... (ii) ..... (iii) .....
8. Centre of examination as given in the admission form .....
9. Centre at which the candidate now desires to appear .....
10. University receipt No. and date of payment of fee at the counter.....
- 11.. Indian Postal Order/Bank Draft No. and date if remitted by post.....
12. Reasons for change .....

Signature of applicant.....

Address .....

.....

Dated .....

**Certified that the particulars and reasons stated above by the applicant for change are correct.**

Signature of Attesting Officer

(Seal of Officer)

## REPORT BY THE EXAMINATION BRANCH

1. Whether photo duly signed & attested received or not .....
2. Discrepancy in the application if any .....
3. Necessary provision and accommodation exits.....
4. Centre may be changed from ..... to .....

Dealing clerk/Asstt. Registrar

Superintendent/S. O. (Exams)

Asstt./Dy. Registrar

Allowed/not allowed.

**FINAL ORDERS**

**Controller of Examination**

## RULES FOR CHANGE IN THE ALLOTTED CENTRE

1. A change in the allotted centre of examination may be permitted by the Controller of Examinations in the following circumstances.
  - a) If the candidate or his/her father/guardian is transferred and the fact of transfer is certified by the concerned head of the office or the department as the case may be. .
  - b) If the change is necessitated by reasons of a candidate's ill health and the fact, of illness is supported by a certificate from a Govt. Medical Officer not below the rank of an Asstt. Surgeon.
  - c) To avoid hardship in exceptional cases not covered by (a) & (b)
2. An application for change in allotted centre shall be made on the prescribed form and accompanied by two passport size photographs of the candidate, bearing on their back the candidate's signature in full. Photo should be attested by a gazetted officer.
3. No application for change is allowed unless it reaches the C.O.E. at least 21 days before the commencement of such examination. Provided that the Vice-Chancellor may in the circumstances enumerated in para 1 for reasons to be recorded by him in writing, permits the application of a candidate for a change in the allotted centre for the examination or for the practical examination to be entertained by the C.O.E. upto seven days before the commencement of the exam. or the practical.
4. Prescribed fee shall be required to be paid alongwith application. The DD/IPO's be **drawn in favour of the Finance Officer, H.P. University, Shimla-171005.**

**Note:** Please Include Prescribed Cost of Form While Sending This Internet Downloaded Form  
**International Centre for Distance Education and Open Learning  
Himachal Pradesh University, Summer Hill, Shimla-5**

S.No. H. P.U .....  
(To be left blank for office use)

**FORM FOR APPLYING FOR  
INTER-UNIVERSITY MIGRATION CERTIFICATE/COPY OF ENTRIES FROM REGISTER OF  
STUDENT**

**Note:**

- 1. **Please Include Prescribed Form Cost While Sending This Application Form.**
- 2. To Be Sent To the Director, ICDEOL, HPU, Shimla-5

- 1. Name of the applicant .....
- 2. Father's Name .....
- 3. Registration No .....
- 4. Particulars of last examination of this university he/she appeared/passed.. .....  
Examination : ..... year .....  
Session ..... Roll No .....Result.....
- 5. Name of institution or district in case of private students. (From where the applicant appeared in the last examination) .....
- 6. Name of institution where the applicant is now studying. ....
- 7. Fee of Rs .....remitted by postal  
Order/Bank Draft/cash receipt No ..... dated  
..... The Postal Order/Bank Draft should be crossed and drawn in favour of the Finance Officer, Himachal Pradesh University, Shimla-5 and should be sent along with this form under registered cover.
- 8. Address to which the certificate should be sent  
.....  
.....

Dated ..... Signature of candidate

**FOR OFFICE USE**

Fee received vide university receipt No .....  
Dated .....  
Cashier .....

Particulars verified, May be sanctioned

**Dealing Clerk / Assistant  
Supdt./Section Officer  
Sanctioned**

**Asstt./Dy. Registrar**

## CERTIFICATE NO.1

For applicant who are on the rolls of the ICDEOL of the university or had left the **ICDEOL** without appearing in the university examination or whose names were struck off from the rolls or who have appeared in. examination.

Forwarded with the remarks that I have no objection to the issue of the university migration certificate to the applicant.

**Director, ICDEOL**

Dated ..... Official Stamp.....

## CERTIFICATE NO II

(Affidavit to the sworn before a First Class Magistrate)

(For applicants who have lost the original migration certificate and require another one)

I solemnly declare that the migration certificate previously issued to me by the Registrar, Himachal

Pradesh University, Shimla-5 has been lost to enable me to join the another university and I did not join any university on the basis of the same.

Attested ..... Signature of the applicant

Signature .....

Address .....

## INSTRUCTIONS

1. All the required particulars should be carefully filled in by the applicant. The office will not be responsible for any delay in case the form is not complete in all respects.
2. Prescribed fee in the form of DD/IPO's should be **drawn in favour of the Finance Officer, H.P. University, Shimla-5.**
3. **Include Prescribed Form Cost While Sending This Application Form**

- Note:**
1. Migration Certificate to the students who have taken any examination from this university will be issued after declaration of their results.
  2. The certificate are usually issued within a fortnight of the receipt of the application form and fee provided that the application form is complete in all respect. No person shall be entitled to apply on behalf of another person or to receive his own or another person's certificate personally from the office.
  3. Migration fee is not refundable in any case.
  4. An attested copy of the detailed marks card of the last examination taken/passed be attached with the application form.

**INTERNATIONAL CENTRE FOR DISTANCE EDUCATION AND OPEN LEARNING  
Himachal Pradesh University, Summer Hill, Shimla-171005**

**RENEWAL FORM**

Centre for PCP 1 ..... 2 ..... 3 .....  
Centre for Exam 1 ..... 2 ..... 3 .....  
(In order of preference)

**(To be used for B.A./B.Com./B.C.A./M.A./M.Sc./M.Com./  
M.B.A./MMC/MCA and All PG Diplomas**

Class/course .....	ICDEOL Roll No.....
Year.....	Tel./Mobile No.....

Fees (₹..... (with late fee upto .....))  
(₹ ..... (with late fee upto .....))  
(For fee, please consult the fee structure section of Hand Book of Information)

Remittance **IPOs/Bank Draft be drawn in favour of the Director, International Centre  
for Distance Education & Open Learning, Shimla-171005**

**PARTICULARS OF THE STUDENT**

- Name (in block letters) ..... Male/Female.....
- Father's Name .....
- ICDEOL Roll No ..... Examination Roll No.....
- Registration No .....
- Address for correspondence .....  
.....Ph. No. ....E-mail.....
- Particulars of fee remitted Rs..... IPOs/Bank  
Draft No ..... dated.....
- Please mention the subject and option(where compulsory) 1 .....  
(OPTION ONCE EXERCISED IS FINAL) 2 .....  
3 .....  
4 .....  
5 .....

I solemnly declare that the information furnished above is correct to the best of my knowledge and that nothing has been concealed by me. I further declare that I am not pursuing simultaneously any other course of study from the Himachal Pradesh University or any other institution/university in any capacity. I am seeking admission to the ICDEOL with prior consent of my employer/guardian. I solemnly affirm that I will abide by all the regulations and instructions issued/to be issued to me regarding submission of assignments/contact programme/examinations etc. and will not do anything against the interest of the ICDEOL or the Himachal Pradesh University.

I further solemnly declare and affirm that no case of the use of unfair means in the examination is pending against me and that I have not been disqualified for the use of unfair means or rusticated or expelled from the Himachal Pradesh University or by any other university institution.

Signature of the Student

Dated.....

Class Roll No.....

- NOTE :**
1. Notwithstanding anything relating to the supply of a renewal admission form by the ICDEOL office, there may be instances where a student does not receive the renewal admission form for reason of non-declaration of his/her result or loss of the renewal form, in transit, the student is advised to use photostat copy of this form and submit the same to the ICDEOL in July/August along with the prescribed fee through IPOs/Bank Draft drawn in **favour of the Director, ICDEOL, H.P. University, Shimla-5.**
  2. The venue can be changed in case sufficient number of students or accommodation at a particular place of the PCP is not available.
  3. About 150 to 200 students will be accommodated at each personal contact programme centre on the basis of "first come first served" principle. Other students will have to attend the personal contact programme at the centre allotted by the ICDEOL.
  4. The exemption from attending the personal contact programme shall not be granted on any grounds except on medical grounds subject to the fulfilment of conditions as stipulated in the hand book of information/university rules in subjects where PCP is compulsory.
  5. No representation for the creation of a new centre for the personal contact programme at any other place will be entertained.
  6. No residential accommodation will be arranged by the ICDEOL during the personal contact programme. The candidate shall have to make their own arrangement.
  7. No admission shall be made after the expiry of the last date as specified.

**DE 9 to 16 are to be filled in by the students and submitted to ICDEOL along with fee**

**FOR B.A. / B.COM. UNDER (RUSA)**

**INTERNATIONAL CENTRE FOR DISTANCE EDUCATION AND OPEN LEARNING  
Himachal Pradesh University, Summer Hill, Shimla- 171 005**

Centre for PCP 1 ..... 2 ..... 3 .....

Centre for Exam 1 ..... 2 ..... 3 .....

(in order of preference)

Affix latest  
passport size  
photograph  
duly attested

**FOR OFFICE USE ONLY**

ICDEOL Roll No .....

Admitted provisionally subject to:

1..... 2..... 3.....

Dealing Assistant.....

Supdt/Section Officer

1. Course/Subject to which admission is sought..... Class..... Subject..... Semester.....
2. Name of the Applicant in English ..... Male/Female.....  
(In capital letters)  
in Hindi .....
3. Father's Name in English (in capital letters) .....  
(In capital letters)  
in Hindi .....
4. Permanent Home Address .....
5. SC/ST/Handicapped/BC/OBC .....
6. Correspondence Address ..... Pin Code..... Tel. No./Mob. No.....  
E-mail.....
7. Date of Birth .....  
(Attach attested copy of High School Certificate showing date of birth)
8. Are you Employed (Give Details) .....
9. Are you already registered as a student with H.P. University: if yes mention your Registration No.  
.....
10. Particulars of the last examination taken from any university/board.  
Name of the College/Institution last attended by you ..... Exam Passed .....  
Examination Roll No. .... Year ..... Session ..... Univ./Board.....
11. Examination previously passed (attach attested copy(s) of the certificate(s) and degree(s).

Exam Passed	Name of Univ/Board	Year	Roll No.	Max. Marks	Marks Obtained	Div %	Subject Studied
Matric							
10 + 2 or its equivalent							

12. Have you any compartment/re-appear to pass ? .....  
if yes, mention the class/courses/subject/Roll No. .... Year .....

13. Have you ever been disqualified/rusticated? If Yes: give details Class Roll No. .... Year .....
14. Do you belong to rural/urban area .....
15. Subjects to be opted for under graduate classes. The student may choose subject combination from structure of syllabus for B.A./B.Com and fill up his/her choice below :-

(a) B.A./B.Com-I

B.A.- II

B.A.- III

SEMESTER	COURSE	SEMESTER	COURSE
<b>I (ODD)</b>	Compulsory Course I..... Compulsory Course II (Skill Based)..... Major Core Course I..... Major Core Course II..... Minor Elective Course I..... Minor Elective Course II..... GI and H Course I	<b>II (EVEN)</b>	Compulsory Course III..... Compulsory Course IV (Skill Based)..... Major Core Course III..... Major Core Course IV..... Minor Elective Course III..... Minor Elective Course IV..... GI and H Course II.....
<b>III (ODD)</b>	Compulsory Course V..... Compulsory Course VI..... Major Core Course V..... Major Core Course VI..... Minor Elective Course V..... Minor Elective Course VI..... GI and H Course III	<b>IV (EVEN)</b>	Major Core Course VII..... Major Core Course VIII..... Major Core Course IX..... Minor Elective Course VII..... Minor Elective Course VIII..... Core/Elective Course (Additional)*.....
<b>V (ODD)</b>	Major Core Course X ..... Major Core Course XI..... Major Core Course XII..... Minor Elective Course IX..... Minor Elective Course X..... Core/Elective Course (Addl.)*.....	<b>VI (EVEN)</b>	Major Core Course XIII..... Major Core Course XIV..... Core/Elective Course (Addl.)*..... Core/Elective Course (Addl.)*..... Core/Elective Course (Addl.)*..... Core/Elective Course (Addl.)*..... Core/Elective Course (Addl.)*.....

(b) Medium in which lessons are required : **HINDI/ENGLISH**

(Applicable to undergraduate classes only)

16. Fee deposited/remitted ₹ ..... vide cash Receipt No. .... dated .....

IPOs/Bank Draft No. .... dt ..... ₹ .....

**(Write your name, address & class on the back side of Bank Draft)**

17. I declare that the particulars given above are correct. I fully understand that my admission will stand cancelled if it is discovered at any stage that I do not have the minimum qualification and any information supplied by me is found to be false. I have gone through the admission requirements as laid down by the university for the course. I agree to abide by rules and regulations framed by the University.

I further declare that I am not pursuing simultaneously any other degree from the H.P. University or any other Institutions/University at the same time.

**Signature of Father/Guardian**

**Signature of the Applicant**



12. Have you any compartment/re-appear to pass ? .....  
 if yes, mention the class/courses/subject/Roll No. .... Year .....
13. Have you ever been disqualified/rusticated? If Yes: give details Class Roll No. .... Year .....
14. Do you belong to rural/urban area .....
15. Subjects to be offered for under graduate classes .....

(a)	B.A./B.Com-I	B.A.- II	B.A.- III
	1. English	1. English	1. English
	2. ....	2. Hindi or Skt. (Core Subjects)	2. ....
	3. ....	3. ....	3. ....
	4. ....	4. ....	4. ....

(b) Medium in which lessons are required : **HINDI/ENGLISH**

(Applicable to undergraduate classes only)

16. Fee deposited/remitted ₹ ..... vide cash Receipt No. .... dated .....
- IPOs/Bank Draft No. .... dt ..... ₹.....

**(Write your name, address & class on the back side of Bank Draft)**

17. I declare that the particulars given above are correct. I fully understand that my admission will stand cancelled if it is discovered at any stage that I do not have the minimum qualification and any information supplied by me is found to be false. I have gone through the admission requirements as laid down by the university for the course. I agree to abide by rules and regulations framed by the University.

I further declare that I am not persuing simultaneously any other degree from the H.P. University or any other Institutions/University at the same time.

**Signature of Father/Guardian**

**Signature of the Applicant**

**HIMACHAL PRADESH UNIVERSITY**  
**Summer Hill, Shimla-171 005**  
**APPLICATION FORM FOR**

**REGISTRATION AS A STUDENT OF THE UNIVERSITY**

(All entries should be filled in by the candidate)

Registration No.

The Registrar,  
Himachal Pradesh University,  
Shimla-171005 (to be allotted by the university)

**(Through : The Director, International Centre for Distance Education & Open Learning (ICDEOL)**

Sir,

I request for permission to be registered as a student of the university and submit the following statement duly filled in.

1. \*Name of the student (English..... (Hindi) .....  
(in block letters)
2. Father's Name (English..... (Hindi) .....  
(in block letters)
3. Date of Birth .....
4. Qualifying Exam passed for admission to the course ..... of the University/Board.....
5. College/institution joined: ICDEOL, H.P. University.....
6. Date of joining .....
7. Permanent Address :.....

Yours faithfully

Address for Correspondence :.....

..... Signature of the student

..... Class .....year .....

**CERTIFICATE (For Office use only)**

I certify that the above named candidate is not registered in Himachal Pradesh University earlier and has filled up the form himself/herself and I believe the above information to be true.

Dated .....

Fee (₹ .....

Against No.....

Received and entered

Director (ICDEOL)

DA/SO/AR(A/CS) FO

\* Name entered in this form should tally exactly with that entered in the Matriculation or equivalent examination certificate.



Sr. No.....

DE-11

## Himachal Pradesh University, Summer Hill, Shimla-171005

### EXAMINATION FORM FOR POST GRADUATE AND DIPLOMAS COURSES ONLY

ICDEOL Roll No .....

Examination Roll No.....

**APPLICATION FOR REGULAR EXAMINATION** ..... 2013-2014.....

1. Examination in which appearing .....
  2. Examination centre 1 ..... 2 ..... 3.....  
(In order of preference)
  3. Name of the candidate (in English) .....Male/Female.....  
(In block letters)  
(in Hindi) .....
  4. Father's Name : (in English) .....  
(In block letters)  
(in Hindi) .....
  5. Registration number .....
  6. Date of birth (figures & words) .....
  7. Do you belong to SC/ST/OBC/BC Yes/No (attach certificate)
  8. Are you blind/handicapped Yes/No (attach certificate)
  9. Particulars of the lower examination passed:  

Examination	Univ/Board	Session/Year	Roll No.	Subjects	Max.Marks	Percentage	Result	Remarks
.....	.....	.....	.....	1.....	.....	.....	.....	.....
.....	.....	.....	.....	2.....	.....	.....	.....	.....
.....	.....	.....	.....	3.....	.....	.....	.....	.....
.....	.....	.....	.....	4.....	.....	.....	.....	.....
  10. Are you simultaneously appearing in compartment/re-appear subjects?  
if yes, mention name of the examination ..... subjects ..... Roll No .....
  11. Subject(s) / course (s) in which to appear in the examination  
1 .....  
2 .....  
3 .....  
4 .....
- Medium .....

### HIMACHAL PRADESH UNIVERSITY, SUMMER HILL, SHIMLA-171005

(To be filled in by the candidate)

Space for  
photograph (duly  
attested) for all  
candidate

Roll No.....

(To be assigned by the office)

The candidate will be admitted to the examination hall on production and delivery of this Roll No. slip  
Admit (name of the candidate) .....  
Son/Daughter of Shri .....  
to the class/Subject/Semester/Year (.....)  
to be held in .....on the dates as given in the date  
sheet at Centre of Examination.

Signature of the Candidate.....

Controller of Exams.  
Himachal Pradesh University

12. Have you ever been disqualified by any board/university in any examination?  
 if yes : give detail.....Class ..... Roll No ..... year .....
13. Permanent home address .....
14. Correspondence address .....
15. Particulars of fee deposited: IPOs/B.D./University Receipt No.....  
 dated ..... amount .....
16. State to which you belong .....

I solemnly declare that the particulars given above are correct and that in case of any discrepancy, I shall be responsible for the consequences.

Signature of the Candidate

**CERTIFICATE**

1. Certified that the candidate has passed .....form .....  
 University or any other examination recognised equivalent thereto by the university.
2. The candidate has remained on the rolls of the ICDEOL for academic year/session preceding the examination.
3. The candidate has submitted 75% of the assignments and has obtained not less than 33% marks there in to earn eligibility to appear in the examination.
4. The candidate has attended the personal contact programme prescribed for the course.
5. The candidate bears a good moral character and that the statement made by him/her in this form is correct as per record of the ICDEOL.
6. The fee of the candidate has been remitted and his/her name has been included in the statement of fee.

Signature with Stamp of attesting authority  
 International Centre for Distance  
 Education & Open Learning

Dated.....



ICDEOL Roll No. .... DE -13  
**ADDRESS SLIP**  
(To be filled by the Student)  
Name of the student .....  
Father's name .....  
Address .....  
.....  
Mobile No. ....  
Pin

ICDEOL Roll No. .... DE -13  
**ADDRESS SLIP**  
(To be filled by the Student)  
Name of the student .....  
Father's name .....  
Address .....  
.....  
Mobile No. ....  
Pin

ICDEOL Roll No. .... DE -13  
**ADDRESS SLIP**  
(To be filled by the Student)  
Name of the student .....  
Father's name .....  
Address .....  
.....  
Mobile No. ....  
Pin

ICDEOL Roll No. .... DE -13  
**ADDRESS SLIP**  
(To be filled by the Student)  
Name of the student .....  
Father's name .....  
Address .....  
.....  
Mobile No. ....  
Pin

ICDEOL Roll No. .... DE -13  
**ADDRESS SLIP**  
(To be filled by the Student)  
Name of the student .....  
Father's name .....  
Address .....  
.....  
Mobile No. ....  
Pin

ICDEOL Roll No. .... DE -13  
**ADDRESS SLIP**  
(To be filled by the Student)  
Name of the student .....  
Father's name .....  
Address .....  
.....  
Mobile No. ....  
Pin

ICDEOL Roll No. .... DE -13  
**ADDRESS SLIP**  
(To be filled by the Student)  
Name of the student .....  
Father's name .....  
Address .....  
.....  
Mobile No. ....  
Pin

ICDEOL Roll No. .... DE -13  
**ADDRESS SLIP**  
(To be filled by the Student)  
Name of the student .....  
Father's name .....  
Address .....  
.....  
Mobile No. ....  
Pin

**INSTRUCTIONS**

1. This card testifies the student's status as a student of ICDEOL of HPU subject to confirmation of his/her eligibility for the course.
2. This card is not transferable. The student should carefully keep this card with him/her. It should be available for inspection when demanded by Director or any other member of the staff authorised by the Director on his behalf.
3. The card should be carefully preserved, as no duplicate card will be issued.
4. This card is valid for the duration of the course only. It may be forfeited by the ICDEOL if the student is found guilty of misbehaviour or when any disciplinary action is taken against him/her or he/she discontinues the study.

International Centre for Distance  
Education and Open Learning  
H.P. University, Shimla-5

Sr. No. ....

DE-15

**International Centre for Distance  
Education and Open Learning  
H.P. University, Shimla-5**



**IDENTITY CARD**

**ACKNOWLEDGEMENT CARD**

DE-14

Fee of Rs. .... sent vide D.D./POs No. .... Dated .....  
(to be filled in by the student)

Your application for admission to this ..... course has been received. Your Roll No. is ..... Please quote this Roll No. in your future correspondence. The ICDEOL Roll No. has been allotted provisionally subject to confirmation of your eligibility.

**Discrepancies found in your form**

- (1) M.S. not received.
- (2) Lower exams mark sheet not received
- (3) Fee Rs. .... required
- (4) .....
- (5) ..... D.A./Supdt./Section Officer.

Borrower No ..... Valid Up to.....

**International Centre for Distance Education and Open Learning  
H.P. University, Shimla-5  
MEMBERSHIP FORM FOR STUDENTS**

Please enrol me as member of the ICDEOL library, I promise to obey all its rules:

Full Name (Block Letters) .....

Department ..... Class ..... Semester. .... Roll No.....

Correspondence Address .....

Father's/Guardian's name and permanent address.....

Dated..... Applicant's full Signature

Attach this card with Form DE-2

**SESSION 2013-2014**

**Must affix  
latest  
passport  
size  
unattested  
photograph**

ICDEOL Roll No..... Exam Roll No.....

Class/Semester.....

Name.....

Father's Name.....

Postal Address .....

.....

.....

Permanent home Address .....

.....

.....

.....  
*Signature of the student with date*

Date.....

*Director  
ICDEOL*

Date .....

Note : Student should fill in the above particulars  
except ICDEOL & Exam Roll No.

**ADDRESS TO BE FILLED IN BY THE STUDENT**



TO

.....

.....

.....Pin.....

From:  
**Director,  
International Centre for  
Distance Education and Open Learning  
H.P. University, Shimla-171005**

I recommend that the applicant be enrolled as a member of the ICDEOL Library. I undertake that the library security/detailed marks card will not be released/issued to him/her unless he/she produces clearance certificate from the library. The information furnished overfeat has been verified by my office.

Section Officer

AR/DR ICDEOL  
Office Stamp

Asstt. Librarian

Incharge circulation

<p style="text-align: center;"><b>DE-16</b></p> <p style="text-align: center;"><b>STATE BANK OF INDIA</b></p> <p><b>PAY IN SLIP</b></p> <p><b>STUDENT COPY</b></p> <p><b>Payable at all Branches of SBI for Depositi of Fee only</b></p> <p>Credit to HPU ICDEOL Collection A/c No. 32311508209 at SBI Summer Hill, Shimla-5</p> <p><b>DETAILS TO BE FILLED BY APPLICANT/CANDIDATE</b></p> <p>Form No./Roll No.....Date of deposit.....</p> <p>1. Name of Candidate : .....</p> <p>2. Father's/Mother's Name : .....</p> <p>3. * Class &amp; Year/Semester : .....</p> <p>4. * Type of Fee : ..... <b>A</b> .....</p> <p>5. Amount of Fee : .....</p> <p>6. Bank Commission ₹ 30/-</p> <p>7. Total amount of fee.....</p> <p style="text-align: center;">Signature of Depositor/Candidate</p> <p><b>FOR SBI BRANCH USE ONLY</b></p> <p>Journal No. : .....</p> <p>**Branch Sig./Stamp : .....</p> <p>**Please ensure affixing of Bank stamp alongwith J number and amount in the form also</p> <p><b>Note</b></p> <p>1. Mere deposit of fee do not entitled any student to be eligible. It will be subject to fulfillment of other conditions also.</p> <p>2. Fee and other details are available on ICDEOL website <a href="http://www.icdeolhpu.org">www.icdeolhpu.org</a>.</p> <p>3. Students are advised to ensure remittance of fixed amount under appropriate heads.</p> <p>* Form No./Roll No. : Advertisement No. OR Notification No.</p> <p>* In Column 3 above fill Class &amp; Year e.g. B.A. I or M.A. Eng.0IV or B.Com.-II etc.</p> <p>* In Column 4 above fill type of fee e.g. ICDEOL Prospectus Cost, Admission fee of various courses/degree and other charges if any as asked by the ICDEOL</p>	<p style="text-align: center;"><b>DE-16</b></p> <p style="text-align: center;"><b>STATE BANK OF INDIA</b></p> <p><b>PAY IN SLIP</b></p> <p><b>ICDEOL COPY</b></p> <p><b>Payable at all Branches of SBI for Depositi of Fee only</b></p> <p>Credit to HPU ICDEOL Collection A/c No. 32311508209 at SBI Summer Hill, Shimla-5</p> <p><b>DETAILS TO BE FILLED BY APPLICANT/CANDIDATE</b></p> <p>Form No./Roll No.....Date of deposit.....</p> <p>1. Name of Candidate : .....</p> <p>2. Father's/Mother's Name : .....</p> <p>3. * Class &amp; Year/Semester : .....</p> <p>4. * Type of Fee : ..... <b>A</b> .....</p> <p>5. Amount of Fee : .....</p> <p>6. Bank Commission ₹ 30/-</p> <p>7. Total amount of fee.....</p> <p style="text-align: center;">Signature of Depositor/Candidate</p> <p><b>FOR SBI BRANCH USE ONLY</b></p> <p>Journal No. : .....</p> <p>**Branch Sig./Stamp : .....</p> <p>**Please ensure affixing of Bank stamp alongwith J number and amount in the form also</p> <p><b>Note</b></p> <p>1. Mere deposit of fee do not entitled any student to be eligible. It will be subject to fulfillment of other conditions also.</p> <p>2. Fee and other details are available on ICDEOL website <a href="http://www.icdeolhpu.org">www.icdeolhpu.org</a>.</p> <p>3. Students are advised to ensure remittance of fixed amount under appropriate heads.</p> <p>* Form No./Roll No. : Advertisement No. OR Notification No.</p> <p>* In Column 3 above fill Class &amp; Year e.g. B.A. I or M.A. Eng.0IV or B.Com.-II etc.</p> <p>* In Column 4 above fill type of fee e.g. ICDEOL Prospectus Cost, Admission fee of various courses/degree and other charges if any as asked by the ICDEOL</p>	<p style="text-align: center;"><b>DE-16</b></p> <p style="text-align: center;"><b>STATE BANK OF INDIA</b></p> <p><b>PAY IN SLIP</b></p> <p><b>BANKS COPY</b></p> <p><b>Payable at all Branches of SBI for Depositi of Fee only</b></p> <p>Credit to HPU ICDEOL Collection A/c No. 32311508209 at SBI Summer Hill, Shimla-5</p> <p><b>DETAILS TO BE FILLED BY APPLICANT/CANDIDATE</b></p> <p>Form No./Roll No.....Date of deposit.....</p> <p>1. Name of Candidate : .....</p> <p>2. Father's/Mother's Name : .....</p> <p>3. * Class &amp; Year/Semester : .....</p> <p>4. * Type of Fee : ..... <b>A</b> .....</p> <p>5. Amount of Fee : .....</p> <p>6. Bank Commission ₹ 30/-</p> <p>7. Total amount of fee.....</p> <p style="text-align: center;">Signature of Depositor/Candidate</p> <p><b>FOR SBI BRANCH USE ONLY</b></p> <p>Journal No. : .....</p> <p>**Branch Sig./Stamp : .....</p> <p>**Please ensure affixing of Bank stamp alongwith J number and amount in the form also</p> <p><b>Note</b></p> <p>1. Mere deposit of fee do not entitled any student to be eligible. It will be subject to fulfillment of other conditions also.</p> <p>2. Fee and other details are available on ICDEOL website <a href="http://www.icdeolhpu.org">www.icdeolhpu.org</a>.</p> <p>3. Students are advised to ensure remittance of fixed amount under appropriate heads.</p> <p>* Form No./Roll No. : Advertisement No. OR Notification No.</p> <p>* In Column 3 above fill Class &amp; Year e.g. B.A. I or M.A. Eng.0IV or B.Com.-II etc.</p> <p>* In Column 4 above fill type of fee e.g. ICDEOL Prospectus Cost, Admission fee of various courses/degree and other charges if any as asked by the ICDEOL</p>
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