



# INDIRA GANDHI NATIONAL OPEN UNIVERSITY

Regional Centre Delhi II

Format for Assignment Submission

For Term End Exam: December - 2025



(Please read the instructions given below carefully before submitting assignments)

1. Name of the Student:

2. Enrollment Number:

3. Programme Code:

4. Course Code(s):

(Use this format course wise separately)

5. Study Centre Code:

6. Name of the Study Centre (with complete address):

7. Mobile Number:

8. E-mail ID:

9. Details if this same assignment has been submitted elsewhere also:

10. Above information is cross-checked and it is correct: Yes / No

Date of Submission:

Signature of the Student:

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• **Important Instructions:**

1. Do not send any assignment via email to the Regional Centre – it will not be considered.
2. Avoid duplication; do not re-submit the same assignment elsewhere or by other means.
3. Follow official instructions regarding submission methods.
4. Use **plain A4 sheets** for assignments – avoid plastic covers.
5. Write **your name and enrollment number** at the bottom of each assignment page.
6. Keep a **photocopy** of your submitted assignments and the **submission receipt**.
7. If marks are not updated within **9 months**, email: [rcdelhi2@ignou.ac.in](mailto:rcdelhi2@ignou.ac.in) with full details and proof of submission.

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• **Compulsory sequence of the Assignment Set:**

1. Duly filled **Assignment Submission Cover Page** (this format).
2. Copy of **IGNOU Identity Card**.
3. **Printout of valid** assignment question paper.
4. **Handwritten Assignment**, written on **both sides of A4 sheets**.