

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY REGIONAL
CENTRE DELHI-1**

Please submit your assignment only at ONE place/link (Online or Offline)

Session December, 2025 Term End Examination

Dear Students,

As you know that assignment is a compulsory component of any programme/course for which you are enrolled in IGNOU. Before every Term End Exam (June and December) the learners are required to submit their assignments in their respective learner support centre (Study Centre). As December, 2025 Term End Exam is approaching you are advised to submit your assignments latest by **31st October, 2025** or till the University / LSC may permit you.

The following guidelines may please be taken into consideration while submitting your assignments for TEE December, 2025 session:

1. Please ensure that you are eligible for submission of assignment for TEE December, 2025 session before submitting your assignments.
2. Please ensure that you are submitting your assignments **in your allotted study center** only failing which your assignment shall not be evaluated and no further correspondence will be entertained in this regard.
3. If you are not sure about your study centre please contact your Regional Center concerned either through mail or through personal visit to get it confirmed.
4. The assignment should be submitted once in your allotted study center and not any other Regional Center / Study Center and strictly avoid multiplication of submission. It will create problems in evaluation and grading of the marks.
5. Read the list of LSCs and mode of submission of assignments **carefully and follow the timing days (in Offline mode) and the link** (in online mode) wherever applicable.
6. The 1st page of each assignment should consist of the name of the learner, enrolment number, study centre code, course code, and Mobile number and email ID of the student (both offline and online mode) followed by I Card, question paper and response.
7. The assignments should be hand written and scanned properly if submitting online at your study center. The scan copy should be very clear in nature.
8. For each course the assignment response should be scanned in single PDF file which means if there are 5 questions in one assignment then there should not be 5 PDF files it should be one single PDF (not exceeding 10 MB) containing all five responses of the assignment in case of online submission.
9. The file name should start with your enrolment number followed by your course for example if your enrolment number is 2564879528 and you intend to submit your MEG1 assignment then the file name should be given as 2564879528 MEG1.
10. If you have already submitted your assignment at your study centre please ignore.
11. Please contact the officials of your allotted Study Center/ Regional Center for any further clarification / doubts.
12. The students should NOT send any assignment at any email of the Regional Centre Delhi-1 or any where else, it will not be considered. No email in this regard will be responded individually.

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13. Give your CORRECT Email address in the Google Form for Online Acknowledgement/Receipt and any other communication if and when required.

14. You will automatically receive Online Acknowledgement/Receipt from Google Forms instantly by revert EMAIL at the EMAIL address given by YOU. So, give your CORRECT Email address. Please keep this Online Acknowledgement/Receipt safe with you. No separate acknowledgement/receipt will be given in this regard for online submission of assignments through this Google Form. You are also advised to check your email SPAM folder regarding acknowledgement and keep safe with you. :-

S. No.	Code and Location	Address	Mode of Assignments Submission
1.	0700 Mathura Road	The Coordinator, IGNOU Study Centre Regional Centre, Delhi-1, J-2/1, Block B-1, Mohan Cooperative Industrial Estate, Mathura Road, New Delhi-110044	Link: https://docs.google.com/forms/d/e/1FAIpQLScd--Jm7Rnz6OIOHRDsLUZHPy7hfooavg4_XYzcwi9aP-8zFw/viewform?pli=1 Please submit through Google Form only at above link.
2.	0707 Jamia Nagar	The Coordinator, IGNOU Study Centre, Department of Commerce and Business Studies, Jamia Millia Islamia, Jamia Nagar, New Delhi-110025	Submit Offline/Hardcopy at Study Centre only on Saturday and Sunday. 10.00 AM to 02.00 PM entry Gate No-7. First floor, near IBN- e- cina Block, Old Dr. zakir Hussain building Jamia Millia Islamia, New Delhi-110025 Mr. Shadab Ahmad = BAM, BAFUD, BAPSH Mr. Tauqeer Ahmad Khan = BLIS, CLIS and Certificate in Yoga Mr. Syedadeem Mansoor = BCOM, MAJMC, PGJMC Mr. Syed Hisamullah Khan = BSFW AND MSW Mr. Shamim Ahmad = MSK, MAPC, MPS, MHD
3.	0710 Kalkaji	The Coordinator, IGNOU Study Centre, Deshbandhu College, Kalkaji, New Delhi-110019	1. Assignment Submission Mode- Offline only. 2. Staff responsible for handling assignments: i) Ravi Kumar ii) Shiv Kumar 3. Entry Gate for IGNOU learners - Main Gate. 4. Assignment Collection - All Days (11 AM-3 PM) 5. Assignments may also be sent by post at the following address.

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			To, The Coordinator, IGNOU SC- 0710 Deshbandhu College, Kalkaji, New Delhi -110019.
4.	0711 Siri Fort Road	The Coordinator, IGNOU Study Centre, Gargi College, Siri Fort Road, New Delhi-110048.	Link: https://forms.gle/72aHuzAEECadkBun6 Please submit through Google Form only at above link.
5.	0713 Chanakya Puri	The Coordinator, IGNOU Study Centre, Jesus & Mary College, Chanakya Puri, New Delhi- 110021	it Offline / Hardcopy at Study Centre n Sunday 09.00 AM to 01.00 PM Room No-101 & 104
6.	0723 (P) Andrews Ganj	The Programme Incharge, IGNOU Programme Study Centre, R.A.K College of Nursing, Andrews Ganj, New Delhi-110024	Submit Offline/Hardcopy at Study Centre only on Monday to Friday 02.00 AM to 05.00 PM, Principal Office
7.	0735 (P) Jamia Nagar	The Programme Incharge, IGNOU Programme Study Centre, Faculty of Education, Jamia Millia Islamia, Jamia Nagar, New Delhi-110025	Submit Offline/Hardcopy at Study Centre only on Sunday 10.00 AM to 02.00 PM Mr. Jamal Akhtar Room No-24 Ground Floor, TTI Building,
8.	0758 (P) NSIC Okhla (This Study Centre is shifted to LSC 7162)	The Programme Incharge, IGNOU Programme Study Centre, NSIC - TSC, Okhla Industrial Estate – III, New Delhi-110020.	Submit Offline/Hardcopy at Study Centre only on Sunday 10.00 AM to 02.00 PM
9.	0765 (P) Jamia Nagar	The Programme Incharge, IGNOU Programme Study Centre, Department of Biotechnology, JamiaMillia Islamia, Jamia Nagar, New Delhi – 110025	Submit Offline / Hardcopy at Study Centre only on Sunday at 10.00 AM to 02.00 PM at Room No.507, Gate No.23
10.	0787 Hauz Khas Enclave	The Coordinator, IGNOU Study Centre Institute of Home Economics, F-4, Hauz Khas Enclave, New Delhi-110 016	Submit Offline/Hardcopy at Study Centre on Monday/ Wednesday/ Friday - 10:00am to 1:00pm and 2:00pm to 4:00 pm to Mr. Subhash, Mr. Tanuj, Mr Anwar Hussain in the Administration Office.

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11.	1007 Faridabad	The Coordinator, IGNOU Study Centre, Pandit J.L.N. Government College, Faridabad-121001, Haryana	(1) Name(s) of the LSC staff responsible for handling assignments. : Anurag Kumar (2) Room number: Room No. 3 (3) Days on which assignments will be collected: Only Sundays, (10:00 AM – 2:00 PM).
12.	1042 Faridabad	The Coordinator, IGNOU Study Centre, Govt. College for Women, Sector-16-17, Faridabad – 121001. Haryana	Submit Offline/Hardcopy at Study Centre on All Working Days 02.00 PM to 04.00 PM Sunday 10.00 AM to 02.00 PM Room No- 604,
13.	07129 Maidan Garhi	The Programme Incharge, IGNOU Programme Study Centre School of Agriculture, (SOA), New Academic Complex , IGNOU, Maidan Garhi New Delhi-110068	Submit Offline/Hardcopy at Study Centre on Monday to Friday - 11:00am to 5:00pm (Except Saturday/Sunday / Gazetted Holidays)
14.	07133 (P) Faridabad	The Programme Incharge, IGNOU Programme Study Centre Balaji College of Education, Adarsh Nagar, Ballabgarh, Faridabad-121004, Haryana	Submit Offline/Hardcopy at Study Centre on All Working Days 10.00 AM to 03.00 PM Room No-01,
15.	07139 (P) Maidan Garhi	The Programme Incharge, IGNOU Programme Study Centre C/o Director SOJNMS (Gyan Vani), Indira Gandhi National Open University, Maidan Garhi, New Delhi – 100 068	Link: https://docs.google.com/forms/d/e/1FAIpQLScd--Jm7Rnz6OIOHRDsLUZHPy7hfooavg4_XYzcwi9aP-8zFw/viewform?pli=1 Please submit through Google Form only at above link.
16.	07162 (P) Qutab Institutional Area	The Programme Incharge, IGNOU Programme Study Centre Mohyal Education and Research Institute of Tech. (MERIT), A-9, Qutab Institutional Area, USO Road, Near JNU, New Delhi- 110067	Link: https://forms.gle/CBdPhuQzRVAfxRLA7 Please submit through Google Form only at above link.
17.	07164 (D) Faridabad Only Jail Inmates	The Coordinator, IGNOU Special Study Centre District Jail, P.O- Neemka, Faridabad-121001,Haryana	Offline mode applicable to Jail students only.
18.	07173 (P) Hamdard Nagar	The Program Incharge, IGNOU Programme Study Centre Department of Pharmaceutical Chemistry, Faculty of Pharmacy, Jamia Hamdard, New Delhi- 110062	Submit Offline/Hardcopy at Study Centre on Monday to Friday 11.00 AM to 02.00 PM at Department of Food Technology Office

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19.	07174 Nehru Nagar	The Coordinator, IGNOU Study Centre PGDAV College, Ring Road, Nehru Nagar, New Delhi-110065	offline mode on Sunday only from 9:00 AM- 2:30 PM in room no T-7 at our study centre (07174) in PGDAV College, New Delhi -110065.
20.	07175 Lodhi Road	The Coordinator, IGNOU Study Centre Dyal Singh College, Lodhi Road, New Delhi- 110003	Link: https://sites.google.com/site/ignou07175/assignment-submission-jan-jul-session Please submit through Google Form only at above link.
21.	07183 Hodal	The Coordinator, IGNOU Study Centre, Govt. College, Hodal, Punhana Chowk, Hodal, District Palwal-121106, Haryana	Submit Offline / Hardcopy at Study Centre on All days of week at 12.00 PM to 02.00 PM IGNOU Office,
22.	07184 (P) Hamdard Nagar	The Programme Incharge, IGNOU Programme Study Centre HAHC Hospital, HIMSR, Jamia Hamdard, Deemed University, Hamdard Nagar, New Delhi- 110062	Submit Offline/Hardcopy at Study Centre on Monday to Friday 11.00 AM to 05.00 PM Nursing Faculty
23.	07185 Kalkaji	The Coordinator, IGNOU Study Centre, Ramanujan College, Kalkaji, New Delhi-110019	Submit Offline/Hardcopy at Study Centre on Saturday & Sunday Only 10.00 AM to 03.00 PM, IGNOU Office,
24.	07187 (P) IGNOU Campus	The Programme Incharge, IGNOU Programme Study Centre SOPVA, Indira Gandhi National Open University, Block-15 G, IGNOU, Maidan Garhi, New Delhi -110068	Link: https://docs.google.com/forms/d/e/1FAIpQLScd--Jm7Rnz6OIOHRDsLUZHPy7hf0oavg4_XYzcwi9aP-8zFw/viewform?pli=1 Please submit through Google Form only at above link.
25.	07189 Malviya Nagar	The Coordinator, IGNOU Study Centre, Sri Aurobindo College Morning University of Delhi, Landmark : Malviya Nagar Metro Station Shivalik, Malviya Nagar, New Delhi-110017,	Link: https://forms.gle/U3eRkb8YEB7aPpDJ8 Please submit through Google Form

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26.	07190 (P) Qutub Institutional Area	The Coordinator (P), IGNOU Study Centre Shri Lal Bahadur Shastri Rashtriya Sanskrit Vidya Peetha Deemed University, B-4, Qutub Institutional Area, New Delhi- 110016	Submit Offline / Hardcopy at Study Centre on Monday to Friday a n d S u d n a y Only 11.00 AM to 04.00 PM (Except Saturday) Mr. Mahesh Panchal Room no-07, Swarn Jayanti Sadan, No.
27.	07191 Govindpuri, Kalkaji	The Coordinator, IGNOU Study Centre Acharya Narendra Dev College (University of Delhi), Govindpuri, Kalkaji, New Delhi-110019	Mode of collection: Offline Mr. Vikas Rawat: 9811334876 Gate no. 2: IGNOU room near gate no. 2 Assignment Collection: 7 Days (Except gazetted Holiday)s Time of Collection: 10 am to 2 pm
28.	07192 NIT Faridabad	The Coordinator, IGNOU Study Centre NH-3, NIT, Faridabad, Haryana-121001	Submit Offline / Hardcopy at Study Centre only on Monday to Friday 09.00 AM to 04.00 PM 1) Name(s) of the LSC staff responsible for handling assignments- Mr Praveen Nanda Specific Entry Gate for IGNOU learners- Academic block, Room no 408
29.	IHM 5057	BHM Learners only	Link: https://docs.google.com/forms/d/e/1FAIpQLScd--Jm7Rnz6OIOHRDsLUZHPy7hf0oavg4_XYzawi9aP-8zFw/viewform?pli=1 Please submit through Google Form only at above link.

Special Note:

Link for Assignment Submission Cover Page-2025: <http://rcdelhi1.ignou.ac.in/Ignou-RC/userfiles/file/Format%20for%20Assignment%20Cover%20Page-2024%20onwards.pdf> **Duly Filled in Assignment Submission Cover Page should be attached on top of every assignment for submission by the learners.**

Note:

The old learners, who do not find their LSC code in the list given below, may submit their pending assignment (if any) in alternative LSCs which can be accessed through the following link <http://rcdelhi1.ignou.ac.in/Ignou-RC/userfiles/file/Alternate%20LSCs%20for%20academic%20support%20in%20lieu%20of%20LSCs%20kept%20in%20abeyance.pdf>.