

STUDENT HANDBOOK AND PROSPECTUS

**Bachelor of Architecture
(B. Arch)**



**SCHOOL OF ENGINEERING AND TECHNOLOGY
INDIRA GANDHI NATIONAL OPEN UNIVERSITY
MAIDAN GARHI, NEW DELHI-110 068**

IMPORTANT NOTES

- This Student, Handbook and Prospectus (SHP) is applicable for July 2010 session.
- Bachelor of Architecture is a full time programme and is delivered in face-to-face regular classroom mode at respective IGNOU centre of Studies in Architecture. Minimum attendance of 75% is mandatory. Presently, this Programme is not available in distance learning mode.
- The degrees will be awarded by Indira Gandhi National Open University.

IMPORTANT DATES

- Last date for receipt of Application : 20th July, 2010
- Display of Merit List and Schedule of Admission Counseling : 23rd July, 2010
- Counselling and Admission Date : 26th – 30th July, 2010
- Programme Commences on : 05th August, 2010

Note : The merit list will be displayed on IGNOU Website (www.ignou.ac.in) as well as the Websites of the respective Institutes.

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RECOGNITION

IGNOU is a National University established by an Act of Parliament in 1985 (Act No. 50 of 1985), IGNOU Degrees/Diplomas/Certificates are recognised by all the members of the Association of Indian University (AIU) and are at par with Degrees/Diplomas/Certificates of all Indian Universities/Deemed Universities/ Institutions vide UGC No. F. 1-8/92 (CPP) dated February 1992 and AIU Circular no. EV/B(449)/94/176915-177115 dated January, 1994.

As per letter No. CA/5/Academic/IGNOU dated March 27, 2010 IGNOU's programme of Architecture is recognized by the Council of Architecture, New Delhi.

1.0 THE UNIVERSITY

1.1 Introduction

Indira Gandhi National Open University was established in September, 1985 by an Act of Parliament, with a view to democratise education and improve the quality of life of our people. It covers large segments of population, vocations and professions. The primary emphasis is on innovation, flexibility and cost effectiveness. Thus, it is a university with a difference.

The major objectives of the University are :

- democratising higher education by taking it to the doorstep of the learners,
- providing access to high quality education to all those who seek it irrespective of age, region or formal qualifications,
- offering need-based academic programmes at affordable cost in emerging engineering, professional and vocational areas, and
- promoting and developing distance education and maintaining standards in distance education in the country.

Student support services are provided by the University through a network of Study Centres scattered all over the country. Study Centres are the actual focal points to enable you to receive regular information and learning support. Each Study Centre provides you with library, audio and video facilities to further help you in the learning process. Senior and experienced academics are engaged in face-to-face counselling at Study Centres. Each Study Centre is supervised by a Coordinator. Regional Centres have been set up in different parts of the country to coordinate the functioning of the Study Centres.

1.2 The Schools of Studies

With a view to develop interdisciplinary studies, the University operates through Schools of Studies. Each School is headed by a Director who arranges to plan, supervise, develop and organize its academic programmes and courses in coordination with the School staff and the different academic, administrative service wings of the University. The emphasis is on providing a wide choice of courses at different levels.

The School of Studies in operation currently are as follows :

- School of Computer and Information Sciences
- School of Continuing Education
- School of Education
- **School of Engineering and Technology**
- School of Health Sciences
- School of Humanities
- School of Management Studies
- School of Sciences
- School of Social Sciences
- School of Agriculture

- School of Law
- School of Journalism and Mass Studies
- School of Gender and Development Studies
- School of Tourism Hospitality Service Sectoral Management
- School of interdisciplinary and Trans-disciplinary Studies
- School of Social Work
- School of Vocational Education and Training
- School of Extension and Development Studies
- School of Foreign Languages
- School of Translation Studies and Training
- School of Performing and Visual Arts

1.3 Academic Programmes Ongoing

The University offers both short-term and long-term programmes leading to Certificates, Diplomas or Degrees, covering conventional as well as innovative programmes. Most of these programmes have been developed after an initial survey of the demand for such studies. They are launched with a view to fulfill the student's needs for :

- certification,
- improvement of skills
- acquisition of professional qualification,
- continuing education and professional development at work place,
- self-enrichment, and
- diversification of knowledge, etc.

School of Engineering and Technology has launched the following programmes :

1. Doctor of Philosophy in Engineering and Technology
2. Bachelor of Technology in Civil (Construction Management) (BTCM)
3. Bachelor of Technology in Civil (Water Resources Engineering) (BTWRE)
4. Bachelor of Technology – Mechanical Engineering (Computer Integrated Manufacturing) (BTME)
- 5. Bachelor of Architecture (B. Arch.)**
6. Bachelor of Technology in Aerospace Engineering (BTAE)
7. Post Graduate Diploma in Industrial Safety, Health and Environment Management (PGDISHEM)
8. Advance Diploma in Construction Management (ADCM)
9. Advance Diploma in Water Resource Engineering (ADWRE)
10. Advanced Diploma in Computer Integrated Manufacturing (ADCIM)

11. Diploma in Computer Integrated Manufacturing (DCIM)
12. Diploma in Industrial Safety Health and Environment Management (DISHEM)
13. Diploma in Civil Engineering (Army Personnel) (DCLE)
14. Diploma in Electrical and Mechanical Engineering (Army Personnel) (DEME)
15. Diploma in Civil Engineering (DCLE-G)
16. Diploma in Mechanical Engineering (DME)
17. Advanced Certificate in Power Distribution Management (ACPDM)
18. Post Graduate Certificate in Project Management (PGCPM)
19. Certificate in Craft and Design (CCDP)
20. Certificate in Shoe Upper Cutting (CSUC)
21. Certificate in Shoe Upper Stitching (CSUS)
22. Certificate in Shoe Lasting and Finishing (CSLF)
23. Competency Certificate in Power Distribution (CCPD)
24. Competency Certificate(s) in various Trades in Construction (CWWQP)
25. Certificate in Motorcycle Service and Repair (CMSR)

2.0 INSTRUCTIONAL SYSTEM

Bachelor of Architecture is a full time programme. Teaching learning process is done in regular face-to-face mode at Architecture Institutes. Classes are held generally from 9.00 AM to 5.00 PM.

In addition to the classroom teaching, lecturers are arranged through Video Conferencing. Study tours and field visits are also arranged to learn various aspects of Architecture.

3.0 BACHELOR OF ARCHITECTURE PROGRAMME (B. ARCH)

3.1 Nature of Programme

Bachelor of Architecture is full time five years programme. The teaching learning is done in regular classroom mode. The classes are held in the Study Centres specially made for Architecture programme in the Institutes of Architecture and Design.

3.2 Eligibility for Admission to Bachelor of Architecture Programme (B. Arch)

Candidate must possess 50% marks in aggregate at 10+2 level or equivalent with Mathematics as one of the subjects at 10+2 level.

Or

10th + 3 years Diploma (any stream) recognized by Central/State Governments with 50% aggregate marks.

Or

International Baccalaureate Diploma, after 10 years of schooling, with not less than 50% marks in aggregate and with Mathematics as compulsory subject of examination.

Candidates seeking admission to B. Arch. Programme should have a valid NATA score obtained in National Aptitude Test in Architecture (NATA) conducted by the Council of Architecture.

Admission Procedure

- Application Form, completed in all respects duly filled in shall be submitted to IGNOU.
- One set of attested copies of Mark Sheet and Certificate of qualifying examination must be attached with the Application Form. Attested copy of valid NATA Score Card must also be enclosed with the Application Form.
- In case of reserved category students, Caste Certificate, Caste Validity Certificate shall also be submitted in duplicate duly attested by Gazetted Officer.
- All students shall pay Application Processing Fee through Demand Draft of Rs. 100/- drawn in favor of IGNOU payable at New Delhi and shall be attached to the Application Form.
- Admission will be done on Merit basis for which the merit list will be prepared based on marks obtained in qualifying examination and NATA Test. Merit list will be available on IGNOU Website www.ignou.ac.in as well as on Website of respective Institutes.
- Students whose names appear in the merit list will be called for counseling. The successful candidates should submit a Demand Draft of Rs. 75,000/- drawn in favor of IGNOU payable at New Delhi for confirmation of admission. If the student does not confirm his admission by paying the Demand Draft of the said amount before due date of admission, the seat will be offered to the next student in the waiting list.
- The classes will commence from 5th August, 2010.
- The students and parents are bound by the rules, regulation, terms and conditions laid down by the University from time-to-time.

3.3 Reservation

The University provides reservation of seats for Scheduled Castes, Scheduled Tribes, Other Backward Classes and Other Categories as per the Government of India Rules.

4.0 FEE STRUCTURE

A student has to pay Rs. 75,000/- towards Programme Fee for each year. The fees of Rs. 75,000/- will be paid in advance before the start of the academic year by Demand Draft drawn on any nationalized bank in favor of IGNOU payable at Delhi.

5.0 DURATION OF THE PROGRAMME

Minimum Duration : 5 Years

Maximum Duration : 7 Years

6.0 PROGRAMME STUDY CENTRES (INSTITUTES OF ARCHITECTURE)

B. Arch is being offered in face-to-face mode through the Study Centres (Institutes) given below :

- (1) ISE Vastu Kala Academy, College of Architecture
Secular House, (Opposite JNU East Gate)
Institutional Area
1, Aruna Asaf Ali Marg
New Delhi-110 067

Phone No. : 91-11-26965643/26568523
Fax No. : 26560108
Website : www.vakaarchitecture.org
- (2) MBS School of Planning and Architecture
Sector 9
PSP Area
Dwarka,
New Delhi-110 075

Phone No. : 91-11-32219668-69
Website : www.mbsarchitecture.org
- (3) Vidya Vardhan's Institute of Design, Environment and Architecture (IDEA),
593, Mazilvaddo
Raia, Salcette
Goa-403 716

Phone No. : 0832-2770792/09822055188
Website : www.vidyavardhan.org
- (4) K. R. Mangalam School of Architecture and Planning
N-Block, Greater Kailash-I
New Delhi-110 048

Phone No. : 011-29239271/29242667
Fax No. : 011-29242666
Website : www.krmangalam.org

7.0 AVAILABILITY OF SEATS AT THE PROGRAMME STUDY CENTRES

Availability of Seats at the Study Centres (Institutes) are given below :

- | | | |
|--|---|----------------|
| (1) Vastu Kala Academy, New Delhi | : | 80 Seats |
| (2) MBS School of Planning and Architecture, New Delhi | : | 40 + 40* Seats |
| (3) Vidya Vardhan's IDEA, Goa | : | 40 Seats |
| (4) K. R. Mangalam SAP, New Delhi | : | 40* Seats |

* Subject to the approval as it is in process.

8.0 GUIDELINES FOR FILLING-UP THE APPLICATION FORM

Here are some specific instructions that will help in filling-up the **APPLICATION FORM FOR ADMISSION**. The instructions are aimed at getting the correct and accurate information from you so that you do not face the risk of rejection of your candidature when the computer processes the information.

Please fill up the Application Form and submit to IGNOU along with self attested copies of certificates to the address given at the top of the Application Form. Incomplete application and the application received after the last date as notified are summarily rejected without giving any intimation to the candidate.

Instructions for filling-up of Application Form are given below :

1. The Programme Code for Bachelor of Architecture (B. Arch). It is already filled in the Application Form.
2. Leave it blank. University will allot the Enrolment No.
3. Please attach a Bank Draft amounting Rs. 100/- with the Application Form. The draft can be made from any bank. The Demand Draft should be in favour of "IGNOU" payable at New Delhi. You must fill the Draft No., date and name of the bank on Application Form carefully. Please also write your Name, Father's Name and Programme Code at the back of the Demand Draft.
4. Write 1/2/3/4 as per your preference for Study Centres (Institute of Architecture) in the given box against the name of Institute.
5. Write your name here as given in your certificates. Please leave one blank space after each word. If your name is MUKESH KUMAR SHARMA, then write it as follows :

M	U	K	E	S	H		K	U	M	A	R		S	H	A	R	M	A
---	---	---	---	---	---	--	---	---	---	---	---	--	---	---	---	---	---	---

6. Please write your Father's/Husband's name. If the name is RAKESH KUMAR SHARMA, then write it as follows :

R	A	K	E	S	H		K	U	M	A	R		S	H	A	R	M	A
---	---	---	---	---	---	--	---	---	---	---	---	--	---	---	---	---	---	---

7. Please write your Mother's name. If the name is RAJESHWARI SHARMA, then write it as follows :

R	A	J	E	S	H	W	A	R	I		S	H	A	R	M	A
---	---	---	---	---	---	---	---	---	---	--	---	---	---	---	---	---

8. Fill in your full and correct address for correspondence where you would like to receive your study materials and all other correspondence. Do not give Post Box No. as your address. Leave one box blank between each unit of address like House No., Street Name, P.O., etc. Please do not repeat your name along with your address.
9. Write down your telephone no. with STD code (11 digits). It is a mandatory field.
10. Write down your mobile no. It is a mandatory field.
11. Write down your E-mail Address neatly in capital letters. It is a mandatory field.

12. Please follow the rule of Date/Month/Year, e.g. 1st February 1965 should be written as

0	1	0	2	1	9	6	5
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13. For Sex, put A1 for Male or B2 for Female.

14. For Nationality, put A1 for Indian and B2 for Any Other.

15. For Territory, put A1 for Urban, B2 for Rural and C3 for Tribal.

16. For Category, put A1 for General, B2 for SC, C3 for ST, D4 for OBC and E5 for others.

17. For Employment Status, put A1 for Unemployed, B2 for IGNOU employee, C3 for Employed and D4 for KVS Employee

18. If you belong to OBC category, tick the relevant box for Creamy layer or Non-Creamy layer.

19. Write the Qualification Code from the given list.

10+2 or Equivalent : 001

Three Years Diploma : 002

20. Give detail of NATA score, i.e. marks obtained and validity period.

9.0 WHERE TO SUBMIT THE APPLICATION FORM

Submit the filled-in Application Form along with all relevant documents to :

Programme Co-ordinator (B. Arch)
School of Engineering and Technology
IGNOU, Maidan Garhi
New Delhi-110 068

Phone No. : 011-29572930, 011-29573061, 011-29572917

E-mail : mbhardwaj@ignou.ac.in

9. Telephone No. (with STD Code)

10. Mobile No.

11. E-Mail Address (Compulsorily put in CAPITAL LETTERS)

12. Date of Birth
(As given in 10th exam certificate)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Date	Month	Year			

13. Sex : (Please enter the appropriate code)

<input type="text"/>	<input type="text"/>
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14. Nationality : (Please enter the appropriate code)

<input type="text"/>	<input type="text"/>
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15. Territory : (Please enter the appropriate code)

<input type="text"/>	<input type="text"/>
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16. Category : (Please enter the appropriate code)

<input type="text"/>	<input type="text"/>
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17. Employment Status :
(Please enter the code)

<input type="text"/>	<input type="text"/>
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18. If OBC (Tick the relevant box, to which you belong to) (Attach the supporting Document/Certificate in this regard)

Creamy Layer Non-Creamy Layer

19. Details of Qualifying Exam Passed (One which make you eligible for the programme)

Qualification Code	Main Subjects	Year of Passing	% of marks	Name of the Board/University
<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>	<input type="text"/> • <input type="text"/>	(The Board/University must be approved/recognized by the Government of India)

20. NATA Score **Valid upto** Date Month Year

DECLARATION BY APPLICANT

I hereby declare that I have read and understood the conditions of eligibility for the programme for which I seek admission. I fulfill the minimum eligibility criteria and have provided necessary information in this regard. In the event of any information being found incorrect or misleading, my candidature shall be liable to cancellation by the University at any time and I shall not be entitled to claim the refund of any fee paid by me to the University. Further, I have carefully studied the rules of the University pertaining to the programme as prescribed in the Student Handbook and Prospectus and I accept them and shall not raise any dispute in future over the same rules.

Date :

Signature of the Candidate

Signature of Guardian

CHECKLIST

Before submitting the APPLICATION FORM FOR ADMISSION, please ensure that you have affixed your photograph and signed over it and attached the following (Tick the relevant boxes) :

- Demand Draft for Application Processing Fee for Rs. 100/ in favour of IGNOU payable at New Delhi.
- Attested Certificates in support of your eligibility qualification (s). (Attach attested copies of relevant marks-sheets and certificates) and valid NATA Score.
- Attested Category Certificate for SC/ST/OBC/any other.