

OVERSEAS FACILITATOR FOR PROMOTING ONLINE PROGRAMMES

Indira Gandhi National Open University (IGNOU), world's largest University established by an Act of Parliament of India in 1985 has currently its presence **in 15 countries through 25 Overseas Study Centres (OCSs)**. The University has been accredited by the National Assessment and Accreditation Council (NAAC) as **A++**. The University started its international operations in 1997 to promote its educational programmes in the international arena and to promote bilateral and multilateral collaborations. At present, IGNOU is offering its Open and Distance Learning (ODL) programmes in India as well as abroad. It received recognition as **Centre of Excellence in Distance Education by the Commonwealth of Learning (1993)** and **Award of Excellence for Distance Education Material by Commonwealth of Learning (1999)**

2. The University has started offering its programme online internationally and at present 40 online programmes are on offer. The University shall be increasing the number of online programmes in a phased manner and all the programmes on offer will also be extended for international students as well.

3. The University has launched a scheme of "**Overseas Facilitator**" for promoting its online programmes. The details are as under.

(a) The Overseas Facilitator shall be responsible for publicity of IGNOU's online programmes in their respective locations and the promotional material used for this purpose shall be vetted by IGNOU.

(b) The Overseas Facilitator should provide pre-admission counselling to the prospective students interested in joining the University's online programme like choosing the right programme and its future prospects etc.

(c) The Overseas Facilitator will facilitate students in their admission online through the University's portal.

(d) The overseas Facilitator shall also be responsible for providing post-admission counselling to the online students of IGNOU like online submission of assignment/projects, online filling up of examination forms on time etc.

(e) The Overseas Facilitator shall be responsible for taking up various student related issues on day-to-day basis with the University.

(f) The Overseas Facilitator is required to have the following infrastructure facilities for facilitating the students for online counselling, assignment submission, project submission, online examination etc. wherever required: (i) Total area 500 sq.ft; (ii) Number of classrooms/examination hall – 3 or 4; (iii) Library with details of books available (disciplinewise); and (iv) Computer labs with at least five computers along with configuration and other ICT enabled facilities for Student Support.

(g) Overseas Facilitator is also required to have some technical/administrative staff to facilitate the learners in case of any eventuality towards admission/re-registration assignment submission, conduct of term end exam etc.

(h) The full programme fees of online international students shall be credited in IGNOU's account and its 25% share shall be released to the Overseas Facilitator on production of an invoice subject to satisfactory performance.

(i) The link for the programmes offered by the University for intentional students through online mode is <https://iop.ignouonline.ac.in/internationalStudents/0>.

4. Those interested may contact Prof. Jitender Kumar Srivastava, Director, International Division, Indira Gandhi National Open University, New Delhi at directorid@ignou.ac.in or intentional division@ignou.ac.in, Tel +91 11 29533987 or 29571683.