## Course-wise Registration and Certification Scheme (CRCS)

The University offers a scheme of Course-wise Registration and Certification (CRCS). Under this scheme, one can register for a single course or a limited number of courses, subject to a **maximum of 16 credits**. The rules of CRCS are as under:

- 1. The eligibility for registering for a course under the Scheme shall be same as the eligibility for admission to the Programme from where the course(s) are drawn.
- 2. The Scheme shall be offered in both Cycles of Admission, subject to the provision that the courses are on offer in the particular admission cycle.
- 3. Registration for all courses of all the academic programmes shall be open for registration under the Scheme except the courses offered under Research Degree Programmes and Awareness/Appreciation level Programmes.
- 4. Courses offered in combination shall have to be taken together by the student.
- 5. Course(s) once opted shall not be changed or withdrawn by the student.
- 6. The minimum and maximum period allowed for completion of the course(s) registered would be six months and two years, respectively.
- 7. There will be no separate counselling or lab-work schedule for students registered under the Scheme. The registered students under the Scheme shall be advised to be in touch with the Learner Support Centre allocated in order to know the schedule of theory/practical counselling sessions and participate in the sessions accordingly.
- 8. Candidates registering under the Scheme, for successfully completing the course(s) opted, shall be required to fulfil all the academic requirements as prescribed by the University from time to time.
- 9. Candidates successfully completing the course(s) opted shall be provided with a Certificate of Completion of Course indicating the score obtained in continuous/term-end assessment and credits earned.
- 10. The fee chargeable under the Scheme shall be as under:

Credit weightage	of	each	Course
course			Fee
Up to 4 credits			Rs.1000/-
Above 4 credits			Rs.2000/-

The fee shall be calculated per course and not on the basis of total number of credits taken. The Course Fee shall be subject to revision and shall be linked with the revision of Programme fee. In addition to the course fee, Registration fee as decided by the University from time shall be chargeable. Fee once paid shall be non-refundable or non-adjustable. Examination fee, as notified by the University from time to time, shall be charged over and above the course fee and registration fee.

- 11. Candidates shall be allowed to seek transfer of credits earned under the Scheme by taking admission in a Programme of IGNOU subject to the following conditions:
  - a. Fulfilment of all the conditions as notified by the University from time to time for that particular academic programme.

- b. A maximum of 50% of the credits earned under the Scheme shall be allowed at the time of taking admission in the relevant programme.
- c. Credits earned for Project or Internship shall not be transferred.
- d. Transfer of credits earned under the Scheme for an academic programmes that falls under the purview of a Regulatory Authority shall be governed by the rules and regulations of the concerned Regulatory Authority.
- e. Credit transfer of a course shall be permitted on application with requisite fee after taking admission in a programme.
- f. Credit transfer shall be given only in the courses offered in that programme. In case the completed course under the Scheme is revised, credit transfer shall not be permitted.
- g. Transfer of credits earned under the Scheme to an academic programme offered by the University in collaboration/under MoU with other Institutions, shall be governed by the terms of collaboration/MoU.
- h. The UGC framework for Credit Transfer shall be applicable for transfer of credits.
- i. Application for CRCS can be made on the online on the Online Admission Portal of the University.

Registration under the Scheme has been made live on the Samarth Admission Portal (https://ignouadmission.samarth.edu.in/index.php/site/index). The Scheme is visible under **Certificate Programmes**. Refer to the Common Prospectus Page No: 15 (Para: 1.17) for details.



