

To,  
 The Regional Director  
 IGNOU, Regional Centre  
 Bikash Bhawan, North Block, 4<sup>th</sup> Floor, Salt lake,  
 Kolkata – 700 091

**FOR BDP (BA/BCOM/B.SC./BTS):**  
**Change of Medium:** Rs 300 per course plus Rs 300 per 2/4 credit course and Rs 600 per 6/8 credit course.  
**Change of Elective:** Rs 300 per 2/4 credit course and Rs 600 per 6/8 credit course.  
**Change of Programme:** Rs 500 per course plus Rs 300 per 2/4 credit course and Rs 600 per 6/8 credit course.

**SUB: CHANGE OF PROGRAMME / MEDIUM / ELECTIVE OF STUDY**

Enrolment No. \_\_\_\_\_ Programme:- \_\_\_\_\_

Change of Programme: From \_\_\_\_\_ To \_\_\_\_\_

Please change of my Medium / Elective of Study as per following details:

Course offered	Medium / Elective	
	From	To
Foundation Courses		
Elective Courses		

**Fee Details**

Demand Draft No. \_\_\_\_\_ Date \_\_\_\_\_

Amount Rs. \_\_\_\_\_ Drawn on \_\_\_\_\_

N.B.: Draft should be Drawn in favour of **IGNOU**, payable at **Kolkata**.

**FOR MASTER'S DEGREE**  
**Change of Medium:** Rs 300 per course plus Rs 500 per 2/4 credit course and Rs 1000 per 6/8 credit course.  
**Change of Elective:** Rs 500 per 2/4 credit course and Rs 1000 per 6/8 credit course.  
**Change of Programme:** A student has to pay the full fee for the new programme and he/she has to forfeit the fee paid for the earlier programme opted by him/her.

Signature

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Mob. No. \_\_\_\_\_