<u>Standard Operating Procedure(SOP) for registration of students for three</u> <u>month online Hindi Awareness Course by ICCR in coordination with Indira</u> <u>Gandhi National Open University(IGNOU) and Central Hindi Directorate(CHD)</u>

- ICCR in coordination with IGNOU and CHD is likely to start third batch of three month online Basic Hindi Awareness Course from 17th August 2024(Saturday). It will be of three months duration and will be held at 04:00 PM (IST) on Saturday and Wednesday every week.
- 2. The Mission/Post/ICC to advertise the course through their social media sites and seek registrations.
- 3. The Mission/Post/ICC will seek participants who are interested and agree to deposit equivalent of US\$50 in the Mission/Post/ICC for the same.
- The amount of contribution by the participant (equivalent of US\$ 50) to be deposited in ICC's bank account or Mission/Post under the "Head 8443 Civil Deposits – Deposits for work done for public bodies or Private Individuals". Head of Account for the same is "8443-00-117-02-00-00 – Deposits from ICCR".
- 5. The Mission/Post/ICC will have to send complete registration list (including full name, gender, email, contact number, address and country) of the participants who have deposited their fees on the email Id email Id iccsection.iccr@nic.in latest by 31st July 2024.
- 6. The link, username and password for classes will be shared by IGNOU before commencement of classes on receipt of list of participants alongwith the confirmation of payment by the Mission/Post/ICC concerned.
- 7. Participation certificate will be issued by IGNOU on successful completion of the course.
- 8. This is a Hindi Awareness Course. Kindly note that this course is for those with nil or very basic Hindi Knowledge. Syllabus of the course is attached and can also be accessed through the following link: https://www.chdpublication.education.gov.in/ebook/Deskbook on Orthograph

y_of_Devanagari_Script/html5forpc.html?page=0.

9. The Course will accommodate maximum of 400 students on first come first serve basis.

Format for the details of students registered for three month online Hindi Awareness Course								
Sr. No.	Name of Student	Gender	Contact Mobile Number	Email Id	Address	Amount of fees deposited	Date of deposit of fees	Mission/ Post/ICC

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