



# GUIDELINES FOR DISTANCE LEARNERS

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*Centre for Distance & Online Education  
(CDOE)*

**International Institute for Population Sciences**

(Deemed to be University)

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# **Centre for Distance & Online Education (CDOE)** **International Institute for Population Sciences** (Deemed to be University)

## **GUIDELINES FOR DISTANCE LEARNERS**

### **GENERAL INFORMATION ABOUT THE PROGRAM**

**Hello** and **welcome** to the Centre for Distance and Online Education (CDOE) at IIPS-Mumbai-INDIA. We congratulate you being a member of IIPS Family. The Interactional Institute for population Sciences (IIPS), Mumbai (formerly known as Demographic Training and Research Centre) was established at Mumbai in July 1956 with joint collaboration of the United Nations Population Fund (UNFPA), Government of India and Sir Dorabji Tata Trust to serve as the regional Institute for training and research in population studies for the countries of Asia and the Pacific region. The University Grants Commission has recognized IIPS as Deemed University on 14<sup>th</sup> August 1985. Currently, IIPS is a Deemed University under the administrative control of the Ministry of Health and Family Welfare, Government of India. The Institute is the hub of population related work in India. This is the only Institute of its kind exclusively devoted to teaching and research in population and related areas. The Institute is well known in the world arena in creating a large number of professionals, demographers through conducting various post graduates courses. It is prideful to mention that many of the IIPS alumni are holding key positions in various Government and non-government institutions/universities and various departments and playing important roles in addressing various population issues in the country and outside the country. Because of its uniqueness, IIPS although a Deemed University has given permission to start a Distance Education Programme to promote the discipline of population studies and IIPS has been offering the distance education mode for the last 29 years by starting Department of Extra Mural Studies and Distance Education **rename as Centre for Distance & Online Education (CDOE)**.

**You** are going to be a distance learner of IIPS for the next two to four years. Try to develop the habit of learning new things by way of reading relevant documents. Let this information material mark the beginning of your journey of distance learning.

Please go through carefully the matter contained in this note as this is important information for the smooth conduct and successful completion of your course. You should allocate sufficient time for study so that you can complete the course within the stipulated duration. This would also help you in planning for your own progress towards obtaining the Master Degree.

**Detailed information about the program is enclosed as appendix to this note:**

- Appendix – I:** Tentative Time Schedule of Activities for complete cycle of one batch of MA Population Studies Distance Learning course (including extensions period if required by the distance learners)
- Appendix-II:** Details of Study Materials Dispatch (43 modules).
- Appendix-III:** Guidelines for preparation and submission of Assignments. (Assignments are sent along with the study materials).
- Appendix-IV:** Guidelines for Term Paper Preparation. (Distance Learners are required to prepare a Term Paper as a partial fulfilment to the completion of this course)
- Appendix-V:** Information related for the M.A. Distance Learning Course.

## APPENDIX – I

### Tentative Time Schedule of Activities for complete cycle of one batch of MA Population Studies Distance Learning course (including extension period if required by the distance learners)

Time Period	Activities
November 2022	Dispatch of first communication letter containing enrollment number along with CDOE Guidelines and Identity Card.
December 2022	<b>Dispatch of the First Lot of study materials</b> containing 13 modules with Assignments for the papers namely; MSP-1F, MSP-2F, MSP-3C, MSP-4C & MSP-12C.
February 2023	<b>Submission of Assignments</b> by distance learners for the Assignments of First Lot papers.
April 2023	<b>Dispatch of the Second Lot of study materials</b> containing 11 modules of with Assignments for the papers namely; MSP-5C, MSP-6C, MSP-7C, MSP-8C & MSP-9C.
June 2023	<p><b>Submission of Assignments</b> by distance learners for the Second Lot papers.</p> <p><b>Contact Programme followed by examination at IIPS (in case of pandemic situation both the activities will be held through online).</b> The distance learner will be eligible to write the examinations for the papers MSP-1F, MSP-2F, MSP-3C, MSP-4C, MSP-12C, MSP-5C, MSP-6C, MSP-7C, MSP-8C &amp; MSP-9C provided he/she has submitted the Assignments for the above papers. He/she can also present the Term Paper proposal if appeared in the examination of MSP-12C: “Research Methodology” paper.</p>
July 2024	Declaration of results of June examination
August 2023	<b>Dispatch of the Third Lot of study materials</b> containing 11 modules with Assignments for the papers namely; MSP-10C, MSP-11C, MSP-13C, & MSP-14C.
October 2023	<b>Submission of Assignments</b> by distance learners for the Assignments of Third Lot papers.
December 2023	<b>Examination at IIPS (in case of pandemic situation the examinations will be held through online).</b> The distance learner will be eligible to write the examinations for the papers MSP-1F, MSP-2F, MSP-3C, MSP-4C, MSP-12C, MSP-5C, MSP-6C, MSP-7C, MSP-8C & MSP-9C provided he/she has submitted the Assignments for the above papers. He/she can also present the Term Paper proposal if not appeared in the examination of MSP-12C “Research Methodology” paper OR not presented earlier:
December 2023	<b>Dispatch of the Fourth Lot of study materials</b> containing 8 modules with Assignments for the papers namely; MSP-15C, MSP-16C, MSP-17C, & MSP-18E.
January 2024	Declaration of results of December examination
February 2024	<b>Submission of Assignments</b> by distance learners for the Assignments of Fourth Lot papers.

June 2024	<p><b>Examination at IIPS (in case of pandemic situation the examinations will be held through online).</b> The distance learner will be eligible to write the examinations for all the papers <u>only on the submission of Assignments.</u> He/she can also present the Term Paper proposal if not appeared in the examination of MSP-12C “Research Methodology” paper OR not presented earlier:</p> <p>If the distance learners have completed all the formalities i.e. written and cleared examinations for all the papers and completed 80 percent of the term paper work in consultation (online) of assigned faculty guide*, then he/she will be eligible to face the viva-voce examination in June 2024.</p> <p>*The faculty guide is assigned to the distance learner after presenting the term paper proposal. Remember the term paper proposal presentation can be done only after writing the written examination of MSP-12C “Research Methodology” paper.</p>
May 2025	<b>Award of degree of MA in (Population Studies) Distance Learning Course for the distance learners who have completed all the academic formalities by June 2024.</b>
July 2024- December 2025	Repeat of all the above activities except the dispatch of study materials for those distance learners who have not completed all the academic formalities in June 2024.

## APPENDIX - II

### Details of Study Materials Dispatch (43 Modules)

#### 1. First lot modules to be dispatched in December 2022

Code	Name of the Paper	Number and Name of Modules
MSP-1F	Sociology, Psychology and Anthropology	Block-1: Sociology and Anthropology Block 2: Psychology
MSP-2F	Economics and Geography	Block 1: Economics Block 2: Geography
MSP-3C	Basic Statistical Methods for Population Studies	Block 1: Some Basic Mathematical Tools Block 2: Basic Measures of Statistics, Elements of Probability Theory and Probability Distributions Block 3: Statistical Methods Used in Population Data Analysis Block 4: Sampling Designs and Statistical Inference
MSP-4C	Introduction to Demography and History of Population	Block 1: Introduction to Population Studies and History of Population Block 2: Sources of Population Data Block 3: Age-Sex Structure
MSP-12C	Research Methodology	Block 1: Basic Concepts and Sampling Techniques Block 2: Research Methods
Total 13 Modules with Assignments in first lot		

#### 2. Second lot modules to be dispatched in April 2023

Code	Name of the Paper	Number and Name of Modules
MSP-5C	Fertility and Nuptiality	Block 1: Nuptiality: Concepts and Measures Block 2: Basic Concepts and Measures of Fertility and Reproduction Block 3: Framework for and Synthesis of Fertility Analysis Block 4: Fertility Transition in Some Developed and Developing Countries
MSP-6C	Evaluation, Adjustment of Demographic Data and Population Projection	Block 1: Evaluation and Adjustment of Demographic Data Block 2: Population Estimates and Projections
MSP-7C	Introduction to Demographic and Statistical Software	Block 1: Introduction to Demographic and Statistical Software
MSP-8C	Migration and Urbanization	Block 1: Spatial Distribution: Measures and Patterns Block 2: Migration: Concepts, Measures, Determinants and Consequences Block 3: Urbanization: Concepts, Measures, Patterns and Consequences
MSP-9C	Historical Demography	Block 1: Historical Demography
Total 11 Modules with Assignments in first lot		

#### 3. Third lot modules to be dispatched in August 2023

Code	Name of the Paper	Number and Name of Modules
MSP-10C	Gender and Reproductive Health	Block 1: Gender Issues in Population Studies Block 2: Reproductive Health
MSP-11C	Population and Development	Block 1: Population and Development: Concepts, Measures and Linkages Block 2: Divergent Views of Population and Development Block 3: Population and Development: Natural, Capital and Human Resources Block 4: Social Development and Environment: Concepts and Implications
MSP-13C	Concepts and Measures of Global Health	Block 1: Concepts, Measures and Determinants of Global Health Block 2: Health Care Delivery Systems and Policies
MSP-14C	Population Policies, Programme and Evaluation of HFW Programme	Block 1: Population Policies and Programmes Block 2: Population Programme Management Block 3: Evaluation of Family Planning Programme
Total 11 Modules with Assignments in first lot		

#### 4. Fourth lot modules to be dispatched in December 2023

Code	Name of the Paper	Number and Name of Modules
MSP-15C	Advanced Statistical Packages and Applications in Large-Scale Data	<b>Block 1:</b> Advanced Statistical Packages and Applications in Large-Scale Data
MPS-16C	Morbidity, Mortality and Public Health	<b>Block 1:</b> Basic Concepts and Measures of Morbidity <b>Block 2:</b> Basic Concepts and Measures of Mortality <b>Block 3:</b> Life Table and Indirect Methods of Mortality Estimation
MSP-17C	Population Ageing and Health Transition	<b>Block 1:</b> Life Course Perspective and Socio-demographic Dynamics of Ageing <b>Block 2:</b> Health Transition, Health Care System and Health Financing <b>Block 3:</b> Elder Care and Policies
MSP-18E (one to be chosen)	Urbanization, Space and Planning OR	<b>Block 1:</b> Urbanization, Space and Planning
	Biostatistics and Epidemiology	<b>Block 1:</b> Biostatistics and Epidemiology
Total 8 Modules with Assignments in first lot		

## APPENDIX – III

### Guidelines for Preparation of Assignments

Along with each set of course study materials, you will find a set of Assignments for each module, separately, which you are required to complete during the course. **Assignments carry 20% weightage in each paper.**

1. You will be required to complete the Assignments and send back to Centre for Distance & Online Education (CDOE) **within two months from the date of receipt of course materials**. The deadline of two months for sending the Assignments is kept in order to help you to follow the course in sequential manner, as it has been designed. You would notice that every subsequent paper, by and large, builds upon the previous one. Hence, by preparing you to complete the Assignments of previous one, we would ensure that you have reached a minimum understanding of the subject matters covered till then. Consequently, you would get our feedback too on the completed Assignments, if required.
2. You are required to complete the Assignments and submit to Centre for Distance & Online Education (CDOE) prior to appearing the examination in any of the theory papers. **It is important to note that submission of Assignments is a pre-requisite for writing examination in any theory paper. Your access to writing examination will be denied if you have not submitted the Assignments before examination. In case of pandemic situation, the online submission of Assignments is allowed.**
3. You are also advised to maintain separately a proper filing of the documents, related to each paper/block viz., Assignments etc. It will not only be helpful in self-management but also in updating your own progress.

#### While sending the completed Assignments, please take care of the following points:

- The Assignments should be in your **own handwriting only**.
- It is advised that before writing the Assignments, you should read and understand the modules completely.
- You should write the answer of each question in your **own words**.
- Prepare the Assignments on an **A4** size paper (not more than 21c.m. by 29c.m.) and **keep a Xerox copy with you** to avoid the misplacement by postage or courier services.
- While completing the Assignments, please **leave some space after each question**, which would be utilised for comments, if necessary.
- Please attach a **Self Addressed Postcard** with every correspondence if you wish to receive the acknowledgement, **particularly for the Assignments**.
- Any change in your '**Present Communication Address**' should be communicated immediately to the Department either through post or electronic mail (**distanceeducation@iipsindia.ac.in** or **dept.ems@iipsindia.ac.in**)
- Please be in touch with your **post office/courier services** as this course heavily relies on the postal/courier services.
- Assignments for each block should be written separately and should contain your enrolment number, assignment number, title of the paper and block number clearly as given below:

<b>Enrolment No</b>		<b>Name of the Distance Learner</b>	
<b>Code No. of the Paper</b>		<b>Name of the Paper</b>	
<b>Block Number</b>		<b>Name of the Block</b>	



## APPENDIX – IV

### Guidelines for Term Paper Preparation

Distance Learners are required to prepare a Term Paper as a partial fulfilment to the completion of this course. Term paper is intended to test your understanding of the subject in a holistic manner. After going through all the course materials, you might develop a keen interest in one of the topics among fertility, mortality, migration, urbanization, family planning, nuptiality, reproductive health, gender issues, projections, population policies, etc. As a matter of fact, you may also decide to do this course with specific intention of specialising in a specific theme. The 'term paper' gives you an opportunity to expose your acquired skills, of knowledge in the art of writing, analysing the subject matter, applying a mathematical/statistical tool, etc. In other words, the term paper is an excellent opportunity to express your point of view in a scientific manner by undertaking innovative research. The term paper also gives you an idea about, how to prepare an article for a journal, a conference paper, or a proposal for further research, and makes you well prepared whenever an opportunity arises.

1. As a partial fulfilment to the requirement of this course, you are required to prepare a term paper under the guidance of a faculty of the Institute. Initially, you are required to submit a proposal in your area of interest in term of PPT in the students-faculty seminar held on the last day of each examination.
2. Your proposal will be discussed in a student-faculty seminar; you will be informed the name of the **faculty for giving guidance** to you on your research topic. You are required to work on your term paper under the guidance of the allotted faculty. Once the final 'Term Paper' is ready in all respects, you should submit the four spiral bound copies duly signed by your faculty guide or his/her approval to the Centre for Distance & Online Education (CDOE) for evaluation. Remember, your guide will also be giving grade for your term paper considering the interest/initiatives taken by you during the completion of term paper.
3. The 'Term Paper' will be sent to subject specialists (other faculty members of IIPS) for evaluation. **In case the 'Term Paper' submitted by you do not satisfy the minimum requirements and the evaluators suggest modifications, you may be asked to resubmit the work after incorporating the suggestions made by the evaluators.** As such, you should adhere strictly to the guidelines given by us in preparing the 'Term Paper' in order to avoid disappointment later.

## Instructions for preparing your Term paper are given below:

### ☞ How to select a 'Term Paper' topic?

While selecting a topic for your 'Term Paper', please question yourself at the first instance:

- Whether the topic selected is relevant to the field of population?
- Whether it is feasible to complete the paper within the stipulated time period?
- Whether the required data are available at your place of work or can be collected/managed from some other place without much difficulty?
- Whether the results of the analysis can lead to good and meaningful conclusions and make you a person with better understanding of the subject of population studies?

If your answer is **Yes** to all the above questions, then you may select that topic as your term paper topic without any problem.

### ☞ How to prepare a 'Term Paper' Proposal?

After selecting a topic, prepare a '**Term Paper' Proposal** not exceeding 3 typed pages. Your proposal should contain the following sections:

- A clear title of the topic selected for the 'Term Paper';
- Rationale for selecting the topic;
- Objectives;
- Hypothesis (if any);
- Data Sources & sampling (if necessary);
- Methods of data collection (if on primary data);
- Methods of Analysis and findings;
- Implications of the paper on the specific population problem selected.
- References

### ☞ How to submit your 'Term Paper'?

- The 'Term paper' submitted by you **should not be more than 30 typed pages** (excluding the Appendix and Tables). The 'Term Paper' should be typed on one side of a A4 size paper in double line spacing. The left hand margin and the right hand margin should be identical.
- Tables, Maps, Graphs may be given on separate sheets.
- Written matter should be supported with relevant data, tables and selected references (if needed).

## ☞ **How to prepare a Reference list using APA 6<sup>th</sup> Edition?**

The following style should be carefully adhered in preparing references:

- (a) **For Books:** Surname of the author, followed by initials, (Year of publication), Title of the book in italics or underlined for italics, with initials of main words in capitals, Place of publication, Name of the publisher. (If desired, end with mention of volume and page alluded to).

**Ex:** Caldwell, John C. (1982). *Theory of Fertility Decline*. New York: Academic Press.

- (b) **For Articles from a Journal:** Name of the author(s), (Year of publication), Title of the article, without quotation marks, Capital letters for first word and for proper name, if any; Title of the Journal, in italics or underlined for italics; Place of publication, Volume number, (Issue number); Use Arabic figures for volume numbers; Page number(s).

**Ex:** Caldwell, John C. (1976). Toward a restatement of demographic transition theory. *Population and Development Review* (New York), Vol.2, No. 3-4 (September/December), pp. 321-366.

- (c) **For Unpublished Works, Reports, Theses:** Name of the author(s), (Year of publication), Title of the article, without quotation marks, Capital letters for first word and for proper name, if any;

**Ex:** Atoh, Makoto (1988). Changes in family patterns in Japan. Paper presented at the Seminar on Theories of Family Change, Tokyo, 29 November-2 December 1988. Liege: International Union for the Scientific Study of Population; and Tokyo: National Institute for Research Advancement. Mimeographed.

### **TERM PAPER SHOULD HAVE FOLLOWING SECTIONS**

1. Cover page
2. Certificate of Approval by guide
3. Acknowledgements (Optional)
4. Abstract (maximum 300 words)
5. Introduction
6. Objectives and Hypothesis (if any)
7. Sources of data
8. Methodology
9. Major findings and Discussions
10. Summary and Conclusions
11. References
12. Appendix Tables, Maps, Graphs (in any).

**The outline of the first two pages of your term paper should be as follows:**

**Cover Page (First Page):**

(Title of the paper) \_\_\_\_\_

Term paper submitted for the partial fulfilment of the degree of Master in Arts (M.A.) in Population  
Studies  
(through Distance Education)

Submitted by

(Name) \_\_\_\_\_

(Enrolment No. ....)



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**International Institute for Population Sciences**  
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Maharashtra-INDIA

## Second Page

### DECLARATION

The term paper entitled “.....” is carried out by me under the guidance of Dr.....  
(Name and designation). I declare that this work has not been submitted in part or full to any University or  
Institute for any Degree or Diploma.

Signature of the Distance Learner : \_\_\_\_\_

Date:

Name of the Distance Learner : \_\_\_\_\_

I certify that the above declaration is true to the best of my knowledge and belief.

Signature of the guide: \_\_\_\_\_

Name of the guide : \_\_\_\_\_

Designation : \_\_\_\_\_

Department : \_\_\_\_\_

Date:

## APPENDIX – V

### General Rules for the M.A. Distance Learning Course

**The Institute reserves the right to change the rules from time to time. However, latest rules will be applicable to all the distance learners irrespective of the year of registration.**

#### 1. Admission Criteria

Admission to this course is open to all those with a Bachelor's degree in any social science subject/Health/Maths/Stats or any similar degree recognized by Indian/Foreign universities with 50 percentage marks for general candidates and 45 percentage marks for the candidates belonging to SC/ST/OBC/EWS and PWD category. Candidates having master's degree and also those who are having work experience will be given due weightage. The cut off percentage can further be reduced by the admission committee for candidates with any additional qualifications. Candidates appearing for the final semester examinations and/or waiting for final results can also apply.

After successfully completing all academic requirements given in the guidelines, the registered distance learner will be awarded degree of "M.A. in Population Studies" irrespective of any discipline he/she come from graduate level

#### 2. Selection Procedure

Selection of candidates to this program is done by a selection committee constituted by the Director of the Institute. The selection is done on the basis of merit and past experience in the relevant field.

#### 3. Duration of the Course

The duration of MA distance course is **minimum two years** and it can be completed within a **maximum four years'** period. **Registration will get cancelled automatically on completion of four academic years.** It may be noted that if a distance learner completes all the course formalities in two years' duration, the degree will be awarded in the third subsequent year.

#### 4. Extension of Course Duration

In special cases, there is provision of extending the maximum duration by one academic year at a time (maximum two successive extensions) by paying the required extension fees which is half of the course fee for each extended year. However, the candidate has to produce justifiable reasons for seeking extension. **Registration will get cancelled automatically if extension is not availed prior to one month of completion period i.e. after four academic years.**

#### 5. Verification of Original Degree Certificate/Mark Sheets

All the admitted distance learners are required to bring original certificate/mark-sheet of the Master degree for verification at the time of first visit to IIPS either for attending contact programme/writing examination or at any other chance. However, you need not have to come to IIPS only for verification of your original certificates. **If you fail to show the original documents, your access to writing examination will be denied.** In any case, **admission to this course is provisional till original certificate and mark sheet are verified by the Centre for Distance & Online Education (CDOE).**

## 6. Study Materials

The **Centre for Distance & Online Education (CDOE)** will send study materials and Assignments to distance learners by speed/registered post/parcel in four lots over a period of one year. If a distance learner does not receive the same for any reason whatsoever the Institute will make efforts to trace the material on receiving complaint. However, the Institute shall not be held responsible for the same.

## 7. Change of Address

In case there is any correction/change in the address, the distance learners are advised to inform the **Centre for Distance & Online Education (CDOE)** immediately by e-mail/post time to time. The study materials would be despatched at the mailing addresses given by the distance learners on the proforma submitted by them. If the changed address is not informed by the distance learner to **Centre for Distance & Online Education (CDOE)** prior to sending the study material, and in case the study material returned back to **CDOE**, it is the responsibility of distance learner to arrange the collection of study material from the **CDOE**. In any case the study material will not be dispatched second time if change of address was not informed before dispatching the study material.

## 8. Contact Programs/Examination

The Contact Program & Examinations would be held at IIPS, Mumbai. The Contact Programs of two-week duration is held once in a year during June. However, the examinations are held twice in a year followed during June followed by Contact Programs in June; and only Contact Program in December.

## 9. Attendance in Contact Program

Each distance learner is required to attend **at least one contact program** during his/her course duration. However, one may attend more than one contact program as per individual requirements. The **Centre for Distance & Online Education (CDOE)** will intimate the time schedule of contact session/examination, usually about 6-8 weeks in advance by e-mail. Also, the same would be placed on Institute's Website.

## 10. Fees for attending Contact Program/Examination

The distance learners are required to pay a fee of Rs. 1000/- (100 US \$ for Foreign Students) for attending contact program. Also, for appearing in the examination, a fee of Rs.300/- per paper (10 US \$ for Foreign Students) is to be submitted along with filled-in proforma (Rs.600/- and 10 US \$ per paper for Indian Students and Foreign Students respectively for re-examination).

## 11. Accommodation Arrangements

During visit to the Institute for attending contact session or writing examination, the distance learners are required to make their **own arrangements** for stay at Mumbai. However, **subject to availability**, the Centre for Distance & Online Education (CDOE) may arrange accommodation in the Institute's Hostel, on payment basis, as per the rules **only during June**.

## 12. Refund of Fee

Fee once paid will not be refunded under any circumstances. Also, fee paid for attending contact session/examination is not adjustable against the fees payable for the next contact program/examination.

## 13. Visit of IIPS website

Distance Learners are advised to regularly visit the website of IIPS Centre for Distance & Online Education (CDOE) for announcements regarding Course fee, payments, contact program, schedule of examination, convocation etc.

### EVALUATION SYSTEM

1. Each distance learner will be evaluated on the basis of his/her performance in the written examination, Assignments, term paper and viva-voce examination. In order to qualify for the award of M.A. degree, it is essential that one should pass in both the written and oral examination (viva-voce) and satisfactory completion of the Term paper.
2. The evaluation will be done under the 10-points scale of direct grading system, which corresponds to letter grades viz., O, A+, A, B+, B, C, P, F, NA/AB. The grading system and its numerical grade point is given as below:

Final Grade	Grade Point	Grade Description
O Only	10	Outstanding
A Plus	9	Excellent
A Only	8	Very Good
B Plus	7	Good
B Only	6	Above Average
C Only	5	Average
P Only	4	Pass
F Only	0	Fail
NA/AB	0	Not attempted/Absent

3. A minimum of **P grade** is required for passing in each of the course subjects.

#### 4. Assignments

Each distance learner is required to complete the Assignments sent along with the course materials. **It is important to note that a distance learner cannot appear in the examination unless and until s/he completes all the Assignments enclosed with course materials.** Thus, the completion of Assignments will also be considered as a part of the evaluation for which a weightage of 30 have been allocated.

#### 5. Term Paper

A distance learner will be required to prepare a research paper under the guidance of a faculty member at the Institute. **The distance learners are required to present their proposals on selected topic for term paper within a period of 3-1/2 years from the date of registration. Also, they should have appeared in the “Research Methodology” (MSP-12C) paper prior to submission of their research proposals in the student-faculty seminar.** The Supervisor/Research Guide shall be assigned to the distance learner after assessing his/her area of interest for the term paper. The term paper will be evaluated by the Institute. The



Centre for Distance & Online Education (CDOE) will send the term paper to two evaluators among faculty of IIPS (internally). Your guide will also be giving grade for your term paper considering interest/initiatives taken by you during the completion of term paper and the average grade out of three grades i.e. two from evaluators and one from guide obtained will be calculated and awarded to the distance learner.

## 6. *Viva-voce*

It will be a part of the final examination to be held at the end of the term, where a distance learner will be evaluated by a panel of examiners, including an outside expert and Institute's faculty. The Director of the Institute will constitute a committee for evaluation in the viva-voce examination. The committee will consist of Director (as Chairperson) or his nominee, two faculty members, one external examiner and the course coordinator. Please note that distance learner can appear in the viva-voce examination only if he/she has completed all the required academic formalities and submitted **four** hard copies to Centre for Distance & Online Education (CDOE) after taking approval from the guide by e-mail or personally. If required by the distance learner, one copy of term paper duly signed by the Guide, can be collected from the Centre for Distance & Online Education (CDOE) at the time of Convocation.

## 7. *Re-examination*

If a distance learner fails to qualify in any paper, he/she is entitled to appear for re-examination only in the next examination after paying the re-examination fee of Rs.500/- (per paper) for the Indian distance learners and US\$ 50 (per paper) for the foreign distance learners. Only two attempts in any paper will be allowed.

This course is a 74-credit programme with non-credited subjects, main & elective subjects and, no credit award is done for the non-credited subjects. The overall grade is determined based on 74 credits including term paper and viva-voce examination.

## Course Curriculum

Paper Code	Paper Name	Blocks	Units	Credits
MSP-1F	Sociology, Psychology and Anthropology*	2	3	NC
MSP-2F	Economics and Geography*	2	10	NC
MSP-3C	Basic Statistical Methods for Population Studies	4	11	4
MSP-4C	Introduction to Demography and History of Population	3	6	4
MSP-5C	Fertility and Nuptiality	4	12	4
MSP-6C	Evaluation, Adjustment of Demographic Data and Population Projection	2	10	4
MSP-7C	Introduction to Demographic and Statistical Software	1	7	4
MSP-8C	Migration and Urbanization	3	12	4
MSP-9C	Historical Demography	1	6	3
MSP-10C	Gender and Reproductive Health	2	8	4
MSP-11C	Population and Development	4	12	4
MSP-12C	Research Methodology	2	9	4
MSP-13C	Concepts and Measures of Global Health	2	6	3
MSP-14C	Population Policies, Programme and Evaluation of HFW Programme	3	13	4
MSP-15C	Advanced Statistical Packages and Applications in Large-scale Data	1	3	3
MSP-16C	Morbidity, Mortality and Public Health	3	9	4
MSP-17C	Population Ageing and Health Transition	3	6	4
MSP-18E	Urbanization, Space and Planning	1	10	3
	Biostatistics and Epidemiology		5	
MSP-TP	Dissertation/Term Paper	-	-	10
MSP-VV	Viva-Voce	-	-	4
<b>Total</b>		<b>44</b>	<b>158</b>	<b>74</b>
*Not counted for calculation of final grade				
F-Foundation Course, C-Core Course, E-Elective course (one to be chosen), NC-Non-credited course, Voce, TP-Term Paper				

**NOTES:**



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(CDOE)*

**International Institute for Population  
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(Deemed to be University)

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