

Rules & Regulations:

(Applicable to all enrolled students, study centres, and related stakeholders of the All India Council for Open Education)

General Guidelines

1. **Admission Responsibility:** Students and guardians are advised to thoroughly review and understand all information regarding AICOE's non-formal education programs before seeking admission. The Council shall not be held responsible for any misunderstandings after enrollment.
2. **Non-Refund Policy:** All fees paid at the time of admission are non-refundable and non-transferable, under any circumstances.
3. **Compliance:** All enrolled students are bound to follow the rules and regulations of the Council, including any amendments made from time to time.
4. **Autonomous Nature:** AICOE operates non-formal, self-employment-oriented educational programs. We do not provide any guarantee for acceptance of our certificates for further education or employment.
5. **Document Authenticity:** If any document submitted during admission is found to be false, the admission and associated results will be cancelled immediately, without prior notice.
4. **Fee Default:** Failure to pay fees within the due date may result in cancellation of admission. No amount paid will be refunded.
7. **Postal Loss:** AICOE is not responsible for any loss or delay of documents (study materials, certificates, etc.) in transit or postal delivery.
8. **Disputes & Arbitration:** Any dispute involving students, centres, or staff will be resolved by a committee appointed by AICOE at its Registered Office. All matters shall be governed under the Indian Arbitration Act, 1940, and direct court action is not permitted.

Examination Conduct & Use of Unfair Means

1. **Unfair Means:** Any student found involved in cheating, copying, impersonation, or attempting to unfairly influence examination outcomes will have their entire examination cancelled and may face permanent debarment.

2. **Supervisory Authority:** Invigilators have full authority to seize answer sheets, report misconduct, and take disciplinary action on the spot. Candidates may be allowed to continue the exam on separate sheets at the invigilator's discretion.
3. **Disorderly Conduct:** Any student involved in disturbance, violence, or misbehavior during or near examination centres will be expelled immediately and barred from future exams.
4. **Impersonation or False Representation:** Any student found guilty of impersonation or providing false information will have their admission and results cancelled, and the matter may be reported to local law enforcement.
5. **Mass Cheating or Centre Misconduct:** If mass malpractice is detected at any examination centre, the Council reserves the right to cancel results of all students at that centre.

Result Declaration & Certificate Validity

1. **Right to Alter Results:** The Chairman and Secretary General of AICOE reserve the right to correct, alter, or cancel any result or certificate found to be affected by error, malpractice, tampering, or misrepresentation.
2. **Certificate Tampering:** Any certificate found to be altered or forged without proper authorization will be declared void.

Duplicate Documents & Re-Issuance

If a student loses any original document (ID card, Hall Ticket, Marksheet, Certificate, etc.), the following procedure must be followed:

- Submit a photocopy of the lost document (if available)
- Provide valid address proof
- Pay INR 500/- as re-issuance charge to the official AICOE bank account
- Email all documents and payment slip to: info@aicoe.in

Duplicate documents will be issued within 30 working days of receiving the complete request.

Disclaimer:

The All India Council for Open Education (AICOE) is a non-formal, autonomous educational trust. It does not claim recognition, affiliation, or equivalence with any Government Board, University, or formal educational authority. Our programs are designed solely for self-learning, motivational development, and self-employment awareness.

AICOE does not guarantee that completion of its courses or issuance of certificates will lead to admission in any formal educational institution or university, nor does it guarantee any employment or job placement. Students and guardians are advised to understand and accept these conditions before enrolment.