

SHIMLA P.G. COLLEGE OF EDUCATION



PROSPECTUS

*(Recognised by NCTE, Approved by H.P. Government &
Affiliated to H.P. University, Shimla &
H.P. Board of School Education, Dharamshala)*



Message

Dear Students,

I appreciate your interest in doing M. Ed./B. Ed. /D. El. Ed. (JBT) and choosing Shimla College of Education, Shimla Bypass, Sanjauli, Shimla-6, I extend a warm welcome to you in the college.

During the last few years, an unprecedented explosion has taken place in major areas of knowledge and Technology. Such developments will have a great impact on education system and its content, objectives and Methodology. The education system developed to serve the needs of an agrarian and industrial society is now expected to serve the new needs of a cybernetic society. In this fast changing scenario, the role of education and educational institute has to be redefined and restated.

It is a well accepted and recognised fact that quality of life in a society depends upon the quality of education it imparts which in turn depends upon the quality of teachers it produce. The very opening sentence of the Education commission (1964-66) highlights the most eminent role of teachers in shaping the country destiny :-

"The destiny of India is now being shaped in her class rooms. This, we believe, is no more rhetoric."

B. Ed. college like ours plays a crucial role in producing good teachers. All out efforts would be made for the successful conduct of B. Ed. D. El. Ed. course in an excellent manner. For this purpose, execution of a chart of programs and activities would be organised during the Session. In addition, practice and processes would be followed in the college which will make the Teacher Education Program an experience building program instead of merely being a degree earning program. May God bless us all in the pursuit of education

Dr. R. K. Shandil
Chairman

ABOUT THE COLLEGE

Shimla College of Education managed by Shimla Educational Society Trust, is one of the best and biggest Colleges of in Education In Himachal Pradesh. It is located on NH-22, at Shimla Bye Pass Sanjauli in a truly commanding site of famous Shimla City. The site presents a unique picturesque mountain view, abundant natural beauty and bliss. The atmosphere in general is salubrious, clean and fresh than any other location. This gives congenial and pollution free environment for studies. As it is situated on National Highway, it provides adequate transport facility is available.

INFRASTRUCTURE

The College has a five storey building designed to have all the facilities necessary for a healthy teacher Education Institution. Situated in an idyllic environment, It is housed in a spacious pollution free campus of over 4000sq. mt. and have following Infrastructure :

- (a) Large, airy and naturally well lighted Class-rooms.
- (b) Multipurpose Hall with seating capacity of 200 students and a dias (2000 sq.ft.).
- (c) Library-cum-Resource Centre
- (d) ICT Resource Centre.
- (e) Psychology Resource Centre.
- (f) Art and Craft Resource Centre.
- (g) Health and Physical Education Resource Centre.
- (h) Science and Mathematics Resource Centre.
- (i) Principal's Office.
- (j) Administrative Office.
- (k) Staff Room.
- (l) (a) Girl's Common Room. (b) Boy's Common Room.
- (m) Seminar Room.
- (n) Canteen.
- (o) Separate toilet facility for Boys and Girls.
- (p) Multipurpose playfield.
- (q) Open space for additional accommodation.

LIBRARY

To cater to the academic demands of students, the college has rich library equipped with 1500 (One Thousand Five Hundred Titles) and 5000 (Five thousand) books. It include text books on Teacher Education, Educational Technology, Educational Psychology, Education administration & Management, Health Education and books on general interest. The process is continuous to enrich the library with more topics enabling students to get information they need. There are 14 Educational and Research Journals regularly subscribed. Daily newspapers, and weekly magazines are available.

ICT RESOURCE CENTRE

- (A) Computer Laboratory : The college has a computer laboratory which has been upgraded. The collegesha 15 Desktop Computers. The students can work independently on power point projects, Excel Spread Sheet, surf the **NET** and create their own programmes or projects.
- (B) Curriculum Laboratory : To facilitate an environment for all round development of the Student teacher,

- College has Curriculum laboratory with all the equipments which include T.V., Overhead Projector, VCR, Radio, Audio Cassette, Slide-Film-Strip projector, Cameras, DVD, Art material for preparation of charts and slides, material for transparencies, globes, Science Kits, etc.
- (C) Communication Laboratory : The college is well equipped with language laboratory to develop the communication skill in the student-teacher.

HEALTH AND PHYSICAL RESOURCE CENTRE

The college has facility for outdoor sports and physical activities on the ground. Games like Basketball, Volleyball, Kabbadi, Kho-Kho, Badminton Relay races are regularly arranged. The following Indoor activity items are available in the college :

- Table Tennis
- Carom Boards
- Chess
- Yogic exercises

ART AND CRAFT RESOURCE CENTRE

The college has Art resource centre which provide students access to equipments and material useful for their artistic exploration and studies

HOSTEL

Hostel facility is available for girls in the college.

(M.Ed. Course) SCHEDULE OF ADMISSION

The number of seats for admission to M.Ed. Course is 50 students.

Scheme of Examinations

(General Objectives, Scheme of Examinations and Courses of Study for M.Ed. Programme)

1. General Objectives

The curriculum is designed to achieve the following general objectives of the M. Ed. Programme:

- 1) To acquire the core competence and knowledge related to teacher education
- 2) To have a coherent perspective i.e. Socio-historical, political, economical, philosophical and technological.
- 3) To develop skills related to independent study of literature, research, academic writing, professional communication and team work.
- 4) To develop a critical awareness of professional ethics.
To deepen the knowledge and understanding of education, specialize in select areas ; develop research facilities.

Duration and working Days

Duration

The M.Ed. programme shall be of a duration of two years (spread over four semesters) including field attachment for a minimum of 04 weeks and research dissertation. Students shall be permitted to complete the programme requirements of the two-year programme within a maximum period of three years from the date of admission to the programme. The summer / winter vacations should be used for field attachment/other activities.

Working Days

There shall be atleast two hundred working days each year, exclusive of the period of admission and inclusive of classroom transaction, practicum, field study and conduct of examination. The institution shall work for a minimum of thirty six hours in a week (five or six days) during which faculty and students concerned with the conduct of the programme shall be available for interaction, dialogue, consultation and mentoring students.

The minimum attendance of students shall be 80% for theory Courses and Practicum, and 90% for field attachment.

3. Eligibility and Procedure of Admission:

The candidates seeking admission to the M.Ed. programme should have obtained at least 50% marks or an equivalent grade in the following programmes:

1. B.Ed.
2. B.A.B.Ed., B.Sc.B.Ed.
3. B.El.Ed.
4. D.El.Ed. with an undergraduate degree (with 50 % marks in each)
b. Reservation and relaxation for SC/ST/PWD and other applicable categories shall be as per the rules of the central Government/ State Government whichever is applicable.

Note: No relaxation, even 0.01 percent in the above prescribed percentage of marks shall be granted under any circumstances. (Para 3.2 of Appendix IV of NCTE Notification No. F-51F1/2007-NCTE (N & S) dated 27-11-2007).

4. Admission Procedure

Admission shall be made on merit on the basis of marks obtained in the entrance test or any other selection process as per the policy of the state government / central government/ Himachal Pradesh University by **applying 120 reservation point roster of H. P. University, Shimla.**

Age limit

There is no upper age limit for the candidates applying to the M.Ed. course of two years.

5. **Evaluation:**
The performance of a student in each course will be evaluated in terms of percentage of marks with a provision for conversion to grade points. Evaluation for each course shall be done by continuous comprehensive assessment by the concerned course teacher and end session examination and will be consolidated at the end of the course. The evaluation system of the students has the following two components:-

- Continuous Comprehensive Assessment (CCA) accounting for 20% of the total marks assigned to a particular course; and
- End-Session Examination (ESE) accounting for the remaining 80% of the total marks assigned to a particular course.

5.1 **Continuous Comprehensive Assessment (CCA)** would include the following components:

- **Classroom Attendance** – Each student will have to attend a minimum of 80% Lectures / Tutorials / Practicals. A student having less than 80% attendance will not be allowed to appear in the End Session Examination (ESE).
- However, the exemption from 80% attendance will be given to those participating in prescribed co-curricular activities (e.g. NCC, NSS, Youth Festivals, Sports etc.) to the extent of 20% (making the necessary attendance as 60% in these cases). The claim for this exemption should be supported by authenticated certificate from the concerned University/college authorities.
- The students having attendance between 70% and 79% will apply for exemption on a prescribed form accompanied by clear reason(s) for absence to the competent authority.
- Those students getting the exemptions, except for those getting exemptions for co-curricular activities will not be entitled for getting the CCA marks for classroom attendance as given below.

- **Classroom Attendance Incentive:** Those having greater than 80% attendance (for those participating in Co-curricular activities, 20% will be added to per cent attendance) will be awarded CCA marks as follows:-

>80% but $\leq$ 83%	1 marks
>84% but $\leq$ 87%	2 marks
> 88% but $\leq$ 91%	3 marks
> 92% but $\leq$ 95%	4 marks
> 96% and above	5 marks

- Remaining 15 marks of CCA component in each course will be awarded on the basis of theory assignments / sessional activities to be assigned by the concerned course teacher.

The continuous comprehensive assessment (CCA) will have the following components:

Sr.	Component No	When	Marks
A.	Classroom attendance	During the 200 days instructional time	05
B.	Theory Assignments/ sessional work in each course		15
GRAND TOTAL (A+B)			20

End-Session Examination:

- The remaining 80% of the final marks assigned to a student in a course will be on the basis of an end-session examination (ESE) that will be for three hours duration. The end-session examination (ESE) will cover the whole syllabus of the course.
- A set of question papers for the end-session examination (ESE) will be got set by the Controller of Examinations, H. P. University, Shimla -5
- The question paper for the End-Session Examination (ESE) (having 80 marks) will have following pattern:

Section A

Compulsory of 16 marks consisting of 8 short answer type questions of 2 marks each covering whole of the syllabus.

Section B (UNIT I)

The paper setter will set two questions out of which the candidate will attempt one question. Each question will carry 16 marks. Each of these questions may contain sub parts and will be long answer type.

Section C (UNIT II)

The paper setter will set two questions out of which the candidate will attempt one question. Each question will carry 16 marks. Each of these questions may contain sub parts and will be long answer type.

Section D (UNIT III)

The paper setter will set two questions out of which the candidate will attempt one question. Each question will carry 16 marks. Each of these questions may contain sub parts and will be long answer type.

Section E (UNIT IV)

The paper setter will set two questions out of which the candidate will attempt one question. Each question will carry 16 marks. Each of these questions may contain sub parts and will be long answer type.

Total marks (A + B + C + D+E) $16 + 16 + 16 + 16 + 16 = 80$ marks

- A candidate must obtain not less than 40% of the total number of marks in each course and 45% marks in aggregate of all the prescribed courses.
- Candidates reappearing in a subsequent examination shall be examined in accordance with the Scheme and syllabus in force.
- If a candidate fails in not more than 50% of the courses shall be declared as reappear and shall be required to appear in only those courses. The candidate who fails in more than 50% courses shall be declared fail and shall be required to appear in all the courses.
- A candidates who fails in practical examination or absents from the practical examination may present for re-examination as an ex-student, after getting his/her case recommended by the Chairperson Department of Education, HPU Shimla-5

6. Medium of Instruction and Examinations:

- The medium of instruction for the M. Ed. programme will be English or Hindi. The colleges can make arrangements and are permitted to do so by the university.
- The medium of the examination shall be English or Hindi.

A candidate is required to take following courses during four semesters of the M. Ed. Programme:

Sr. No	Course Code	Name of the Course	Theory Marks	Internal Assessment Marks	Total Marks	Credits
M. Ed. Semester- I						
1	Paper I	Philosophical Foundations of Education	80	20	100	4
2	Paper II	Psychology of Development and Learning	80	20	100	4
3	Paper III	Methodology of Educational Research	80	20	100	4
4	Paper IV	Statistics in Educational Research	80	20	100	4
		Practicum-cum-Field Work				
		Selection of Research Problem and Preparation of Research Proposal				2
		Field Work: Visit to schools and teacher education institutions (TEIs) and prepare a field report				3
TOTAL					400	21

Semester - II

1	Paper V	Historical and Sociological Basis of Education	80	20	100	4
2	Paper VI	Political and Economic Basis of Education	80	20	100	4
3	Paper VII	Teacher Education - I (Institutions, System and Structure in Teacher Education)	80	20	100	4
4	Paper VIII	Introduction To Educational Studies	80	20	100	4
		Practicum-cum-Field Work				
		Data Collection : Tool development and sampling				2
Total					400	18

Semester- III

1	Paper IX	Teacher Education - II (Curriculum, Policy, Practices and Continuing Professional Development)	80	20	100	4
2	Paper X	Curriculum Studies	80	20	100	4
3	Paper XI	Life Skills Education	80	20	100	4
4	Paper XII	Educational Technology	80	20	100	4
		Practicum-cum-Field Work : Data collection M.Ed. students will observe and supervise B.Ed. students during internship / practice teaching in schools				3
Total					400	19

Semester - IV

Specializations (Any three of the following)				
Paper XIII	Curriculum, Assessment Pedagogy and	80	20	100
Paper XIV	Educational Administration, Management and Leadership	80	20	100
Paper XV	Principles and Procedures of Guidance and Counseling	80	20	100
Paper XVI	Inclusive Education	80	20	100
Paper XVII	Dissertation and Viva-Voce (Compulsory)	100	Dissertation = 75 Viva-Voce = 25	
Practicum-cum-Field Work				4
Academic Work: Seminar, Workshop, Reporting, Writing Research				4
Articles/Papers				4
Total				20
Total Marks in M. Ed. 1 st , 2 nd , 3 rd and 4 th			1500+100=1600	400
Semester				20
Grand Total Marks for M. Ed. Course				1600
Theory Based Examination				1500
15 Theory Papers + Dissertation				1500 + 100 (64 Credits)
Practicum cum Field Work				Grading (14 Credits)
Grand Total				1600 Marks + Grade (78 Credits)

Credit: Each credit in a taught course is equated to one hour of teaching or two hours of seminars / group work / tutorials / lab. Work / practical work / field work / workshops per week for 16 weeks. Thus, a four credit course entails four hours of regular teaching per week or as much as 8 hours of teaching and other programme activities.

Evaluation in the Practicum-cum-field work will be done by the Departmental Council by assigning grades to the students on four points rating scale ranging from grade A, B, C and D.

(B.Ed. Course)

SCHEDULE OF ADMISSION

The number of seats for admission to B.Ed. Course is two units each of 50 students. These units are allowed by the N.C.T.E. Stream-wise distribution of seats is as under:

Streams	No. of Seats
Medical	25
Non-Medical	25
Arts/Commerce	50

However, the above distribution of seats is subject to change as per the availability of students in particular streams. The vacant seats in Medical / Non-Medical streams shall be filled from students from Arts and Commerce streams.

Admission to fill up the above seats is on merit basis for which the counseling is done by the H.P. University as well as by the college.

ELIGIBILITY AND PROCEDURE OF ADMISSION

(a) For Admission through Regular Mode:

- The candidates with at least 50% marks either in the Bachelor's Degree (Medical / Non-medical / Commerce / Arts) and / or in the Master's Degree in the Sciences / Social Sciences / Humanities / Commerce, Bachelor's in Engineering or Technology with specialization in Science and Mathematics with 55% marks or any other qualification equivalent thereto, and 45 percent marks in case of SC/ST/OBC/Physically handicapped categories in the aforesaid Bachelor's Master's Degree and 50% marks for Bachelor's in Engineering or

technology from a recognized University established by law in India are eligible for admission in the programme.

Note : No relaxation, even 0.01 percent in the above prescribed percentage of marks shall be granted under any circumstances. (Para 3.2 of Appendix IV of NCTE Notification No. F-51F1/2007-NCTE (N&S) dated 27-11-2007).

- (b) Post graduation is considered only to make those candidates eligible who are not eligible on the basis of qualifying examination but the post graduation will not be the merit criteria. The Post graduation must be in one of the school subjects and the subject offered at Post Graduation level should be the same as at graduation level.
- (c) The reservation of seats for SC/ST/OBC/Ex-serviceman and Physically handicapped categories will be as per the existing rules of Himachal Pradesh Government.
- (d) The admission will be made strictly on the basis of the merit of entrance test conducted by Himachal Pradesh University. The minimum eligibility condition will be the attainment of 35% marks in the entrance test (Govt. of Himachal Pradesh Letter No. EDN-A-F(7))5/2013 Dated 18th March 2013). However, in case of SC/ST, 30% marks in the entrance test would be the minimum qualifying criteria (Hon'ble High Court of Himachal Pradesh CWP 4533 of 2013). The Entrance Test will consist of 150 items of one mark each on General awareness of the candidate about India, Himachal Pradesh, Freedom movement, Knowledge about various Commissions and Committees on Education, general mental ability and proficiency in the languages of Hindi and English.

(B) Division of Seats

- (a) 85% seats will be reserved for the candidates from within the state and 15% will be open to candidates of other states /UTs on all India Basis. The eligibility criteria for 85% seats will be that the candidate must be a bonafide / domicile resident of Himachal Pradesh. Each candidate would be required to submit a certificate to this effect from the SDM / Tehsildar of the area concerned.
- (b) 10% out of 85% state quota seats in un-aided self-financing institutions shall be treated as management quota seats and shall be brought out of the purview of centralized counselling to be conducted by the university. The management of the institute shall fill up management quota seats on the basis of the merit of entrance test through its own counseling in a transparent manner. There shall be no reservation, whatsoever, in respect of the prescribed management quota seats. The basic eligibility criteria shall remain the same as in case of other students.
- (c) 85% seats reserved for the bonafide / domicile candidates of Himachal Pradesh will be filled by applying 100 point Reservation Roster of Himachal Pradesh Government (Dep'tt. of Higher Education, Govt. of Himachal Pradesh Letter No. EDN-A-Ga (18)-7/06-L Dated 13th July 2009).

(C) Admission to the B.Ed. course is subject based :

At the time of admission, each candidate shall opt for two teaching subjects. A candidate can opt only those teaching subjects, which he/she has studied at graduation / post graduation level. The candidate must have studied the subjects of the subject combination for at least three years at Bachelor's level and two years at Master's level.

Honour's students shall opt for teaching subjects (one major subject in which they have obtained honour, and the other subsidiary subject which should have been studied at least for one year/one semester).

The candidates who have passed additional subjects at graduation level can opt for only those teaching subjects, marks of which are taken into account for the purpose of calculating percentage of marks at graduation level.

The following will be the teaching subject for the students of different streams as under :

- + B. Com/M.Com students shall opt following teaching subjects :
 - i. Teaching of one of the languages i.e. English/Hindi/Sanskrit.
 - ii. Teaching of Commerce.
- + B.Sc. (Medical) graduates shall opt the following two teaching subjects.
 - i. Teaching of Life Sciences
 - ii. Teaching of Physical Sciences
- + B.Sc. (Non-medical) graduates shall opt the following two teaching subjects :
 - i. Teaching of Physical Science
 - ii. Teaching of Mathematics
- + B.A./M.A. Students shall opt the following two teaching subjects :
 - i) Teaching of Social Sciences :
 - a. History b. Geography c. Political Science d. Sociology e. Economics f. Public Administration
 - OR

Teaching of Mathematics.

It shall be opted by the graduates who have taken mathematics as one of the subjects at their graduation level.

Teaching of any one of the languages i.e. English, Hindi and Sanskrit provided the candidate has studied the subject at the graduation level.

(D) Duration (Time Frame) :

The B.Ed. programme through regular mode shall be of a minimum period of two academic years (spread across four semesters) and a maximum of three academic years from the date of admission of the candidate. There shall be at least 100 working days in each semester exclusive of the period of examinations and admissions with 600 teaching clock hours (each working day having 6 teaching clock hours). The minimum attendance of students shall be 80% for Theory Courses and Practicum and 90% for Field Attachments / School internship / Practice Teaching.

(E) Evaluation :

The performance of a student in each course will be evaluated in terms of percentage of marks. Evaluation for each course shall be done by Continuous Comprehensive Assessment by the concerned course teacher and ESE and will be consolidated at the end of the course. The evaluation system of the students has the following two components :

- i) Continuous Comprehensive Assessment (CCA) accounting for 20% of the total marks assigned to a particular course; and
- ii) End-Semester Examination (ESE) accounting for the remaining 80% of the total marks assigned to a particular course.

Continuous Comprehensive Assessment (CCA):

A For the students through Regular Mode : This would include the following components :

- ▶ **Classroom Attendance :** Each student will have to attend a minimum of 80% Lectures/Tutorials/ Practicals. A student having less than 80% attendance will not be allowed to appear in the End Semester Examination (ESE).
- ▶ However, the exemption from 80% attendance will be given to those participating in university, national and International Tournaments (e.g. NCC, NSS, Youth Festivals, Sports etc.) to the extent of 20%. However the claim for this exemption should be supported by authenticated certificate from the concerned University/ college authorities.
- ▶ The students having attendance between 70% and 79% attendance will apply for exemption on prescribed

form accompanied by clear reason (s) for absence to the competent authority.

- ▶ Those students getting the exemptions, except for those getting exemptions for co-curricular activities will not be entitled for getting the CCA marks for classroom attendance as given below:-
- ▶ Classroom Attendance Incentive : Those having greater than 80% attendance (for those participating in Co-curricular activities, 20% will, be added to percent attendance) will be awarded CCA marks (In case of courses with a total of 100 marks) as follows :

>80% but ≤83%	1 mark
>84% but ≤87%	2 marks
>88% but ≤91%	3 marks
>92% but ≤95%	4 marks
>96% and above	5 marks

The marks on the basis of attendance (in case of courses with a total of 50 marks) will be awarded as follows.

>80% but ≤86%	1 mark
>87% but ≤93%	2 marks
>94% & above	3 marks

- ▶ The continuous comprehensive assessment (CCA) will have the following components.

Sr. No.	Component	Courses with 100 Marks	Courses with 50 Marks
A.	Classroom Attendance	05	03
B.	Mid-term Test Theory Assignments	15	07
Total Marks (CCA)		20	10

(F) Internship in Teaching / Practice Teaching (For Regular Candidates):

- ▶ The Students are required to go through a school internship for five months (20 weeks) during two years in the schools under the supervision of a teacher educator.
- ▶ The school internship of one month (4 Week) duration will be held in second semester. The school internship (practice teaching) of four months duration will be held in the third semester. Final examination of teaching practice / internship in teaching will take place in third semester after the completion of mandatory lessons i.e. 50 macro lessons in each of the teaching subject.
- ▶ The school internship shall be of one month (4 weeks) duration during second semester of the course. These four weeks shall include an initial phase of one week meant for orientation of student-teachers about the school, its management & Organization structure, functioning and organization of co-curricular activities. The second week of practice teaching will include study of maintenance of various school records (eg. CCE records, admission-withdrawal registers, attendance records, stock registers etc.). The student-teachers will prepare separate reports on school management, its functioning and maintenance of different records by both the school authorities. The third and fourth weeks will include observation of senior teachers of the school by the student teachers. The candidates will write twenty observation lessons (10 in each teaching subject) and get them verified from the concerned senior teacher. Feedback will be provided to the

candidates on his/her performance by the school teachers and teacher educator of the institution concerned in which the student is studying.

During the third semester of the course, the practice teaching shall be of four months (16 weeks) duration. During these sixteen weeks, the candidates are required to deliver 100 lessons (50 in each teaching subject) under the supervision of the teacher educator. In addition, the student-teachers are required to observe 60 observation lessons (30 in each teaching subject) of their peer student-teachers in the concerned teaching subjects. If a candidate, who does not deliver mandatory number of lessons and any other activities related to teaching practice and practical work, he/she will not be allowed to appear in external assessment of practice teaching (i.e. final teaching practice examination). The macro/practice lessons will be supervised / assessed by the concerned teacher educator and feedback will be provided to the candidates on his/her performance by the school teacher and teacher educator.

(G) Activities to be done in the College:

I. Pupil Teacher will prepare 20 Micro Teaching Lessons (four per Teaching Skill) in the 2nd Semester i.e. two micro lessons in each teaching subject per teaching skill.

**II. School Internship/ Practice Teaching - (I)
(Duration - 1 Month) in the 2nd Semester.**

Activities to be done in school as under :

► Pupil Teachers will write Report on School Organization and Management Structure:

(a) Managements Structure:

(i) Prepare of flowchart of Management Structure of the concerned school.

(ii) Prepare a report on maintenance and organization of Mid - Day - Meal Scheme in the concerned school.

(iii) Prepare a report on procedure of Continuous and Comprehensive Evaluation (CCE) as done in the school.

(iv) Prepare a report on functioning of School Management Committee (SMC).

(b) School Organization :

Pupil Teachers will Write the report and prepare scrap book on the following:

(i) School Campus

(ii) School Building

(iii) Classrooms

(iv) Infrastructure

(v) Students Admitted

(vi) Teaching Staff

(vii) Non - Teaching Staff

} Will show in flowchart

(viii) List of Extra - Co - curricular activities done in the school and prepare a report on the Strength and weaknesses on observed activities during school internship as under:

(i) Morning Assembly

(ii) Sports Activities

(iii) Cultural Activities

(iv) Other Activities

(c) Pupil Teachers will prepare various School Records

(i) Teacher's Diary

(ii) Time Table of the School

(iii) Teacher's Attendance Register

(iv) Student's Attendance Register

(v) Admission and Withdrawal Register

(vi) Stock Register

(vii) School Academic and Co-curricular Calendar

III. Pupil Teachers will observe 20 Lessons (10 per Teaching Subject) of the School Teachers in the concerned school and will write report on learning experiences gained by the students out of the observed lessons.

School Internship / Practice Teaching - (II)

(Third Semester)

IV. In the beginning of 3rd Semester pupil Teacher will prepare 20 Simulated Teaching Lessons in the Department i.e 10 lessons per teaching subject.

(Practice Teaching in School - Duration = 4 Month or 16 Weeks)

Pupil Teacher will prepare and deliver

(a) 50 Macro Lessons in each Teaching Subject (Total = 100)

(b) 30 Observation Lesson in each Teaching Subject (Total = 60)

(c) For final Teaching Practice the Candidate must prepare two lessons one related to each of the teaching subject.

(d) Students will produce three hand written copies of final lesson Plans in each teaching subjects at the time of final teaching practice examination.

(H) Courses of Study.

A Candidate shall be required to take the following courses in B.Ed. programme

Sr. No.	Course Code	Name of the Course	Theory Marks	Internal Assessment Marks	Total Marks
B. Ed. First Semester					
1.	Paper I	Childhood and Development Years	80	20	100
2.	Paper II	Contemporary India and Education	80	20	100
3.	Paper III	Language Across the Curriculum	40	10	10
4.	Paper IV	Understanding Disciplines and Subjects	40	10	50
5.	Paper V	Text Reading and Reflections	40	10	50
Total Marks in B.Ed. First Semester			280	70	350
B.Ed. Second Semester					
1.	Paper VI	Learning and Teaching	80	20	100
2.	Paper VII	Assessment for Learning	80	20	100
3.	Paper VIII	Drama and Art in Education	40	10	50

Candidates are required to choose any two of the following subjects in Second Semester in accordance with the subjects studied at graduation level.

4.	Paper IX-A	Pedagogy of School Subjects (Part-1)			
	(i)	Teaching of Physical Science	40	10	50
	(ii)	Teaching of Life Science	40	10	50
	(iii)	Teaching of Mathematics	40	10	50
	(iv)	Teaching of Social Science	40	10	50
	(v)	Teaching of Commerce	40	10	50
	(vi)	Teaching of English	40	10	50
	(vii)	Teaching of Hindi	40	10	50
	(viii)	Teaching of Sanskrit	40	10	50
5.	Paper- X	School Internship/School Experiences (4 weeks Duration)	Grading (on Four Points Letter Grades) will be done on the basis of reports submitted by the students.		
Total Marks in B.Ed. Second Semester			280	70	350

B.Ed. Third Semester

Candidates will continue with same two Teaching subjects in Third Semester which they have opted in the Second Semester

1.	Paper IX-B	Pedagogy of School Subjects (Part - 2)				
	(i)	Teaching of Physical Sciences	40	10	50	
	(ii)	Teaching of Life Sciences	40	10	50	
	(iii)	Teaching of Mathematics	40	10	50	
	(iv)	Teaching of Social Sciences	40	10	50	
	(v)	Teaching of Commerce	40	10	50	
	(vi)	Teaching of English	40	10	50	
	(vii)	Teaching of Hindi	40	10	50	
	(viii)	Teaching of Sanskrit	40	10	50	
(School Internship / Practice Teaching)						
2.	Paper XI-A	Skill in Teaching (School Subject - 1)	125			
3.	Paper XI-B	Skill in Teaching (School Subject - 2)	125			
Total Marks in B. Ed. Third Semester			Theory	Internal Assessment	Practice Teaching	Total
			80	20	250	350

B.Ed. Fourth Semester

1.	Paper XII	Knowledge and Curriculum	80	20	100
2.	Paper XIII	Gender, School and Society	40	10	50
3.	Paper XIV	Inclusive School	40	10	50
4.	Paper XV	ICT in Teaching-Learning Process	40	10	50

5.	Paper XVI	Understanding the Self	40	10	50
Candidates are required to choose any one of the following optional subjects in Fourth Semester					
6.	Paper XVII	Health and Physical Education	40	10	50
7.	Paper XVIII	Vocational and Work Education	40	10	50
8.	Paper XIX	Education for Peace	40	10	50
9.	Paper XX	Guidance and Counseling	40	10	50
Total Marks in B.Ed. Fourth Semester			280	70	50
Grand Total Marks for B.Ed. Course			1170	230	350
(Semester I + II + III + IV)					1400

(I) Examination

- The end Semester Examinations for Regular candidates will be held in the month of November/December and June each Year respectively.
- 80% of the final marks assigned to a candidate in a course will be on the basis of ESE that will be for three hours and one and half hour duration depending upon the marks assigned to the course.
- If a candidate, who does not deliver the required number fo micro/simulated/observation/macro/practice lessons and/or any other assigned activities in the PCP/practice teaching, he/she will not be allowed to appear in final assessment of practice teaching (i.e. final teaching practice examination). At the time of practice teaching examination, the external examiners shall give due weightage to different records of micro/simulated/observation/macro/practice lessons and other activities assigned to the candidates.
- Evaluation in the Practicum-cum-field work will be done by the college Council by assigning grades to the students on four points rating scale ranging from grade A, B, C and D.
- For school internship/final examination, the candidate will prepare two lessons- one related to each of the teaching subject.
- The Board of Examiners will consist of three external examiners and one internal examiner i.e. the teacher educator or the Principal/headmaster of the school internship programme. The panel of external examiners will be drawn by the Chairperson, Department of Education for Regular Mode students and will be duly approved by the Hon'ble Vice-Chancellor of the University. The Board of Examiners will comprise of the experts in science and arts teaching subjects.
- Medium of Instruction/Examination: The medium of instruction/Examination for the B.Ed. programme shall be English or Hindi.

Conditions for Qualifying the B.Ed. Course (Regular Mode):

- The pass percentage in each course of study will be 40 percent (both in theory and internal assessment respectively), 50 percent in school internship programme and 45% in aggregate in all the prescribed courses.
- It will be necessary for a candidate to pass each course separately in Internal and External Examinations.
- A candidate is required to pass all the courses of study. If a candidate fails in theory part of the paper of the university examination, he/she will have to re-appear in that theory course in the subsequent examination.
- If a candidate fails in internal assessment/sessionals, he/she will be required to improve his/her internal

- assessment/sessional marks/grades by doing extra work to the satisfaction of the Principal of the College concerned. Concerned Faculty Members who will assess the candidate for award of revised Internal assessment/sessional marks. The candidate will have to submit his/her assignment within 40 days from the day of declaration of the result of End Semester/session examination. If the candidate fails to submit within its stipulated period he/she shall be treated as re-appear student in that paper.
- (e) The result of the candidate will be declared when he/she will qualify in all the parts of the concerned paper (Theory+Internal assessment).
 - (f) For reappear students of regular mode, End Semester Examinations will be held in the months of December and June. For End Sessions Examinations (ICDEOL), these Examinations will be held in the month of June on the dates notified by the Controller of Examination.
 - (g) If a candidate fulfils the condition of 80% attendance in theory courses and 90% in school internship (school experience and teaching practice) and fulfill the conditions of internal assessment but, does not pass the examination (ESE) in any courses or due to some reasons i.e. his/her own serious illness, accident, or on account of the death of the near relative (Mother, Father, Brother, Sister), or the dates of states of national level examination falls on dates of the semester exams or delivery of child during the days of examination will be considered as "fail" shall be permitted to appear in such failed courses in odd/even semester/session only when the examination of that semester is due. However, such candidates will have to seek permission for appearing in the examination from Chairperson, Department of Education/Director: ICDEOL/Principal of the concerned college on the production of authenticated valid certificate/document from the competent authority.
 - (h) If a candidate fails to fulfil the condition of attendance of 80% in theory courses, 90% in school internship (school experience and teaching practice) and does not submit the assignments, he/she will not be allowed to appear in the concerned End Semester Examination/End Session Examination. However, he/she will be allowed to appear in the Odd/Even Semester examination only if he/she fulfils the conditions of 80% in theory courses and 90% in school internship (school experience and teaching practice) and fulfils the condition of internal assessment to the satisfaction of Chairperson Department of Education/Director : ICDEOL/Principal of the concerned college and concerned faculty members.
 - (i) A candidate who fails in or absents from the school internship (school experience and teaching practice) may present him/herself for re-examination as an ex-student at the time of organisation of the same programme next year in the school. He/She will be allowed for appearing in examination of school internship programme, after getting his/her case recommended by the Principal of the concerned affiliated college along with valid reason in case of affiliated colleges of education and finally approved by Chairperson Department of Education, HPU Shimla. In case of ICDEOL students, Director, ICDEOL will accord the final approved. Such students will have to pay a fee of Rs. 5000/- (Rs. Five Thousands Only) or as per the fee revised from the time to time in the account of Finance Officer, H.P. University/Director, ICDEOL, HPU, Shimla as the case may be. The letter of approval will be issued by the Chairperson/Director ICDEOL.
 - (j) Candidates reappearing in a subsequent examination shall be examined in accordance with the Scheme and syllabus in force at that time.
 - (k) A candidate shall not be declared successful in the B.Ed. Examination, unless he/she obtains specified pass

D.El. Ed. Courses

STATE COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING, SOLAN
DIPLOMA IN ELEMENTRY EDUCATION (D.El.Ed.)
1ST YEAR

Sr. No.	Paper	Course Title	Maximum Marks			Duration of Examination
			Ext.	Int.	Total	
I. Foundation Courses						
1	101	Understanding the Psychology of Children	70	30	100	3hrs.
2	102	Education in Contemporary Indian Society	70	30	100	3hrs
3	103	Education Society and Curriculum	70	30	100	3hrs
4	104	Pedagogy Across the Curriculum	70	30	100	3hrs
II. Pedagogical Courses						
5	105	Teaching of English Language	70	30	100	3hrs
6	106	Hindi Bhasha Shikshan	70	30	100	3hrs
7	107	Teaching of Mathematics	70	30	100	3hrs
8	108	Teaching of Environmental Studies	70	30	100	3hrs
III. Practical Courses						
9	109	Children's Physical and Emotional Health, School Health and Education-I	50	50	100	1Hr.30min
10	110	Creative Drama, Fine Arts and Education-I	50	50	100	1Hr.30min
11	111	Work Education	50	50	100	1Hr.30min
12	112	School Internship-I (30 to 35 days)	-	100	100	-
Total Marks			710	490	1200	

STATE COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING, SOLAN
DIPLOMA IN ELEMENTRY EDUCATION (D.El.Ed.)
2ND YEAR

Sr. No.	Paper	Course Title	Maximum Marks			Duration of Examination
			Ext.	Int.	Total	
I. Foundation Courses						
1	201	Understanding the Learning and Cognition of Children	70	30	100	3 hrs
2	202	Teacher Identity, School Culture and Leadership	70	30	100	3hrs
3	203	Diversity, Gender and Inclusive Education	70	30	100	3hrs
II. Pedagogical Courses(Any Three: One Language Compulsory)						
4	204	English Education	70	30	100	3hrs
5	205	Hindi Shiksha	70	30	100	3hrs
6	206	Mathematics Education	70	30	100	3hrs
7	207	Science Education	70	30	100	3hrs
8	208	Social Science Education	70	30	100	3hrs
III. Practical Courses						
9	209	Children's Physical and Emotional Health, School Health and Education-II	50	50	100	1Hr.30min
10	210	Creative Drama , Fine Arts and Education-II	50	50	100	1Hr.30min
11	211	School Internship-II (50 to 55 days)	-	200	200	
		Total Marks	520	480	1000	

Internal Assessment

Class	Activity	Weightage	Activity	Weightage	Activity	Weight age	Total
D.El.Ed.-1	Assignments 1+1=2	10 marks	Internal Examinations	10 marks	Seminars Presentation & other activities	10 marks	30 marks
D.El.Ed.-1	Assignments 1+1=2	10 marks	Internal Examinations	10 marks	Seminars Presentation & other activities	10 marks	30 marks

Evaluation Process

Scheme of Examination and distribution of 70 marks in Theory Paper (External)

There will five Sections namely – I,II,III,IV and V In the 70 marks Theory Paper (External) as given below:

Section I– Compulsory Question (2 Marks x 7 Questions = 14 Marks)-

Eight questions will be given. Candidates will have to attempt any seven.

Each question carries 2 marks. This question will cover whole syllabus of Paper

Section II,III,IV and V- 14 Marks Each-

Two questions will be given in each section. Candidates will have to attempt any one in each section. Each question carries equal marks

Note:

- The questions given in the theory paper shall cover the entire syllabus of each subject.

- Internal assessment in each subject shall be given by the concerned teacher according to their criteria of assignments, projects, case studies, field visits etc.,attendance record ,House Test performance

**Criteria for internal assessment shall be displayed well in advance on the notice board by the concerned teacher.*

Paper: School Internship-I

Course: 112

Maximum Marks: 300

Year I: 100; Year II: 200

To be internally assessed

Year I

Specific Objectives

- To observe children and the teaching learning process in a systematic manner.
- To learn to relate to and communicate with children.
- To evaluate school textbooks and other resource material critically in the context of children's development and pedagogic approach used.
- To develop preliminary action research skills in education
- To develop a repertoire of resources which can be used by the intern later in his/her teaching - textbooks, children's literature, activities and games, excursions

These objectives can be achieved by the following components of the programme, with the proposed weightage for each:

	Weightage in Marks
Developing student profiles	10
Critical analysis of text book and other resource material	10
Developing support material	10
Action Research	10
Critical appraisal of CCE	10
Simulated Teaching	50
Total	100

Paper: School Internship-II
Course: 211

Maximum Marks: 200
Year I: 100; Year II: 200
To be Internally assessed

Year II

Specific Objectives

- To experience the school in its totality; activities in addition to classroom teaching include school activities and interaction with parents.
- To assume the role of a regular teacher with appropriate planning taking into account the diverse needs of students and the varying contexts that impact the teaching learning process.
- To be able to innovate within existing systemic limitations.
- To learn to conduct meaningful classroom activities by careful selection and organization of such activities. To critically reflect on her own school experiences and keep records of the same.
- To learn to assess different aspects of children's learning without a focus only on achievement.

These objectives require the following components in the programme with the stated weightage:

	Weightage in Marks
Planning and Teaching of teaching lessons	140

Reflective Journal and Record Keeping	60
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Total	200
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Planning 60 (Observation of 2 Demonstration Lessons, 2 Discussion Lessons)

Lesson Planning and Teaching 80 (Lesson Plan-No. of days x No. of Subjects)

Reflective Journal and Record Keeping 60 (Student- teachers are required to prepare a Teacher's Diary comprising of the following things:

Self Attendance Record

Students' Attendance Record

Topic of Lessons delivered per subject during Internship

Method of teaching used per lesson

Teaching Aid used/ Activity demonstrated

Cumulative record of the students

Celebration of important days

Morning Assembly

Various registers and records of co-curricular activities

The School Internship Programme would include visits by the interns to centers of innovative pedagogy and learning, wherever feasible; undertaking classroom-based research projects; developing and maintaining resources in the internship schools. School Internship is designed for interns to teach for 4 consecutive days per week for a minimum period of 12-20 weeks, including an initial phase of observing a regular classroom. The practice of teaching during school internship would include not more than 4 Unit Plans per subject. Planning of the Units would include a critical engagement with content from multiple sources including the school textbook, organization and presentation of subject-matter, formulating questions specifically to: (a) assess knowledge base and understanding of students; (b) further the process of knowledge construction and meaning-making in the classroom; and (c) assess students' learning to improve pedagogic practices and further enhance learning.

The intern will necessarily have supervisory support from the faculty in the form of general and subject supervision, who will also assess the intern. The intern will be required to develop unit plans for which he/she must choose and design appropriate activities. A record of these plans must be maintained. The intern is also expected to maintain a daily reflective journal in which the intern will reflect on his/her practice and also attempt to draw linkages between pedagogy and the theory courses she/he/she has studied.

Eligibility For University Examination :

Students must have put in 75% of attendance in each course in Theory as well as in Practical. Students not appearing in House Examination shall not be eligible for the Annual Examination. 75% attendance in each subject and 30% marks in each paper in House Examination are compulsory to enable the students to appear in the Annual Examination. Block Teaching as per University Norms is compulsory.

Prize Distribution

Prize distribution function is held annually to award the students having distinctions in studies, Games & Sports & other social and literary activities.

(A) Prizes and merit Certificates

Academic prizes are awarded on the basis of highest marks obtained in the B.Ed. University Exams as well as to the students who score highest marks in the House Examinations.

(B) Merit certificates will be awarded for following

1. Outstanding social work
2. Outstanding NSS Volunteer
3. Secretaries of various clubs and houses provided they organize at least 2 successful meetings and teacher-in-charge recommends for Merit - Certificate.
4. Winners of Trophies of prizes in the inter-house Contests.
5. Student-Editors of the college magazine provided they are recommended by the teacher-in-charge.

College Magazine

College Magazine "Shikharji" is published every year. Academic & Cultural activities arranged and coordinated by the students are reported in the Magazine. Magazine is managed by the students under the guidance of the Principal and Staff.

Houses

100 B.Ed Students are divided into 4 houses. The 4 houses of the college are named after the names of four learning Centers of Ancient India which are as under :

1. Nalanda 2. Ujjain 3. Patli Putra 4. Taxila

House system develops team spirit, leadership qualities, group dynamics and development of personality among the student-teachers. Inter house competitions will be held during the academic year.

Activities of the college

1. Morning Assembly
2. Cultural activities, Celebration of local festivals.
3. National service scheme.
4. Extension lecture by eminent educationists.
5. Seminars.
6. Inter House competition
7. Community Awareness Programme
8. Blood donation camps
9. Educational Trip / Excursions
10. Provision of guidance and counseling.
11. Annual sports meet
12. Computer Education

DRESS CODE

The student-teacher will have to wear uniform specified by the college right from the first day of the session

There will be two uniforms for both Boys and Girls. The details of uniforms shall be provided to the admitted student at the time of admission.

RULES AND REGULATION OF THE COLLEGE

The candidate must go through the rules and regulations of the college, given as under :

A) Fine Rules

- I. Every student must pay the college dues on the date notified from time to time.
- II. Failure to pay dues on due date will entail a fine of Rs. 10/day.
- III. In case of non payment of dues for long time, the name will be struck off.
- IV. Absence fine from morning assembly is Rs.10.
- V. Absence fine per period is Rs.10. Full day absence fine is Rs. 50.
- VI. Absence fine from Class Test, House Test, College Function / Activity is Rs. 100.
- VII. The name of the student will be struck off if he/she remains absent without leave for 10 or more days. Re-admission fee will be charged as per rules.

B) Discipline Rules

- I. Being prospective teachers, student teacher have to follow the principles of self-discipline, co-operation, respect for fellow beings and the college staff.
- II. Keep aloof from active politics in the college campus.
- III. The students shall give in writing a declaration to follow all rules and regulations of the college at the time of admission.
- IV. Any act of ragging in the campus or in around the hostel will be severely dealt with and the Principal of the college shall expel the guilty students from the college (Ragging includes any type of physical or mental torture done by the individual or group either directly or indirectly.)
- V. Every student should carry his/her identity card issued to the students after admission. It should be shown/produced on demand.
- VI. The under mentioned acts constitute acts of misconduct and indiscipline and will be punished with fine or expulsion or both :
 - (a) Writing obscene / dirty words on Black Boards, Walls or Furniture.
 - (b) Smoking, taking drugs/ alcohol and tobacco etc. in the college campus including canteen.
 - (c) Bringing outsiders / miscreants / anti-social elements in the campus.
 - (d) Misbehaving with lecturers and members of college.
 - (e) Any destructive activity or misconduct with the teachers of school allotted during teaching practice.
 - (f) Using cell phones during college hours.

(C) Leave Rules

- I. Leave for the absence from the college shall be applied for and got sectioned in advance.
- II. In case of Emergency, student should inform telephonically the college authorities and in that case the leave application must be submitted with in two days of their joining the college.

- III. Leave on account of sickness must be accompanied by certificate from Government Hospital. Frequent medical leave or long medical leave may indicate general poor health condition which may result in declaring a student medically unfit for training.
- IV. Leave during House Examination will be sanctioned by the Principal on recommendation of at least two lecturers in special case only. In that case, students have to re-appear in the House-Examination later on.
- V. Leave upto 2 days only is permitted in case of emergency.
- VI. Long leave of any kind including Medical leave is not allowed during the course.

(D) Library Rules

- I. Books may be drawn by a student for reading in the library during specified hours.
- II. Only two books at a time will be issued for 5 days including the day of issue.
- III. A fine of Rs.10 per day will be charged for books not returned on due date.
- IV. If a student fails to pay fine, he/she will not be allowed for further issue of books unless the fine is remitted.
- V. Books may be renewed on request if there is no demand by others.
- VI. If any books is damaged or lost, the borrower will replace the latest edition of the lost book or pay double the cost of book.
- VII. Periodicals, Dictionaries and special Reference Books shall not be issued to any member for reading at home. These will be available for study in the college library only.
- VIII Any books issued to a member may be recalled in case it is urgently demanded or for any other reason.
- IX. There should be no scribbling, writing, marking or tearing of pages. Check the book carefully when you borrow and point out damage to the librarian immediately.

(E) Rules of Teaching Practice

- I. Block teaching is compulsory for all the students.
- II. Every student shall have to teach for thirty days during their Block teaching.
- III. Only two lessons can be taught in a day.
- IV. Lesson plan must be approved by subject teacher.
- V. No student teacher is allowed to punish student in the class or outside.
- VI. Behave in a civilized manner with all members of the school adopted for teaching practice.
- VII. Do not use schools chalk and other study material; bring your own teaching aids.

F) Hostel Rules

The students staying in hostel shall follow the following rules :

- I. The hostellers will not be allowed to stay out after 7pm in summer and 6pm in winter.
- II. Only one day leave will be sanctioned by the Warden in off hours emergency.
- III. No outsider is allowed in hostel without the permission of Principal / Warden.
- IV. In case of any problem / difficulty the boarders should first approach hostel Warden.
- V. Hostel students to maintain discipline, silence and cleanliness in their premises. Random/ Surprise Checks will be carried out by the Warden / Principal.
- VI. T.V. room should be kept locked and only to be opened after college hours.
- VII. Strict mess timing should be followed by the hostel students.
- VIII. All mess problems should be addressed to Mess manager / Hostel Warden.

G) Conduct Rules

- I. Students will strictly adhere to the Rules and Regulations of the College.
- II. Students admitted to the college will not be allowed to study for any examination other than B.Ed.
- III. Every candidate admitted must ensure that the circumstance of his/her family is not likely to interfere with his/her studies during the period of training.
- IV. If in service, a student must produce a relieving certificate from His/Her employer.
- V. House/Class Test is compulsory. Any body absenting from these tests will be detained from Annual Examination.
- VI. The student will be required to adhere to the dress code of the college.
- VII. No one is allowed to meet the students during teaching hours of the college.
- VIII. Any student who misbehaves or creates nuisance in the college will be fined heavily or expelled.
- IX. Writing on Black-Board, furniture and walls etc. is a part of Indiscipline.
- X. At the time of admission each student is issued a library cum identity card. Which He/she has to keep with him/her be checked at anytime.
- XI. Do not miss your periods when you are present in the college. If you do so, you will be identified and action will be taken against you.
- XII. See the notice board daily. No Excuse will be entertained if a student fails to read any important notice. The consequences of this neglect will rest upon the student. Don't remove any notice from the notice board, which has been put up by the college. Such students, if identified, will be fined or liable to disciplinary action.
- XIII. Don't hold any meeting without the permission of authority.
- XIV. Any other rules and regulations as may be deemed necessary by the Principal according to the circumstances are to be observed by the students.

FEE STRUCTURE OF B.Ed.

The Fee Structure for B.Ed. has been notified by the Government of Himachal Pradesh Department of higher education vide Letter No. EDN-A-Chha (7)-26/2009 dated 18th May 2017. The fee structure as under.

Sr.No	Particulars of the Item	Approved Fee for two years B.Ed. Course		
		Total in Rupees	1st Year	2nd Years
I)	Tuition Fee	84000/-	42000	42000
II)	Annual Charges			
1	Admission Fee (in 1st Year)	1100/-	1100/-	0
2	Re-admission Fee	0	0	0
	Continuation fee	140/-	0	0
3	Building Fund	0	0	0
4	Repair & Replacement of furniture and books	550/-	275/-	275/-
5	House Exams	400/-	200/-	200/-
6	Magazine Fund	80/-	40/-	40/-
7	Identity Card	60/-	30/-	30/-
8	Medical Fund	70/-	35/-	35/-
9	Student Air Fund	280/-	140/-	140/-
10	Electricity & Water Charges	160/-	80/-	80/-
11	College Budget	60/-	60/-	30/-
12	Society Fund	60/-	30/-	30/-
13	Sport fee	120/-	60/-	60/-
14	Cultural activities Fund	120/-	60/-	60/-
	Total	3200/-	2110/-	1090/-

(III) Monthly Charges					
Sr. No.	Particulars of the Items	Per month w.e.f. 2019 for 2 years Course	Total for 24 Month	1st year	2nd Year
1	Amalgamated Fund	90/-x24	2160/-	1080/-	1080/-
2	Library & Reading Room Fee	60/-x24	1440/-	720/-	720/-
3	Practical for Science & other Subjects	75/-x24	1800/-	900/-	900/-
4	Other Student Activities	75/-x24	1800/-	900/-	900/-
5	Computer Fee	150x24	3600/-	1800/-	1800/-
	Total	460/-	10800/-	5400/-	5400/-
Grand Total I, II & III (Annual)			98000/-	49510/-	48490/-
(IV) Library Security Charges (Refundable after session)		1000/- (One time for complete B.Ed. Course)			
(V) University Charges		The levy Charges @ 07% on tuition fee will be charged by the H.P. University as per existing Rules of HPU ,			
		Examination Fee @ Rs. 1400/- per semester			

The above fee structure has been Fixed by the government for annual basics.

Note : Fee once deposited shall not be refunded any case.

This course of fee structure for B.Ed. Course shall further be subject to the conditions that concerned Colleges affiliated to H.P. university shall strictly adhere to:-

1. All conditions and norms of NCTE as well as norms and regulations of the affiliating University i.e. H.P. University, Shimla-5

2. The recommendations of the High Powered Commission on the Teacher Education Constituted by the Hon'ble Supreme Court of India under the Chairmanship of Justice J.S. Verma.

3. The report on Teacher Education and the norms recommendations/ conditions of NCTE as adopted by the affiliating University i.e. H.P. University.

4. The Committee unanimously decided that the fee already charged by the privately managed B.Ed. Colleges for the past years be allowed to be retained by them.

5. The fees Once paid will not be refunded in any case.

Fee Structure of D.El.Ed.

Fee structure in respect of subsidized/Non-subsidized seats for 2 years D.El.Ed. course session 2015-2017 for private institutes as approved by the Government of Himachal Pradesh department of Primary Education vide Notification No. EDN-H (Elc) (4) -4-2/2013 (D.El.Ed. Admn.) dated 7th August, 2015.

Sr. No.	Tuition Fee	Amount
1	Subsidized Seats	Rs. 16500/- PA
2	Non-Subsidized Seats	Rs. 27500/- PA

Annual Charges (Common for Subsidized and Non-Subsidized Seats)

1	Admission Fee	Rs. 2000/-
2	Re-admission Fee	Rs. 100/-
3	Building Fund	Rs. 1000/-
4	House Examination	Rs. 100/-
5	Magazine Fund	To be decided later
6	Identity Card	Rs. 50/-
7	Medical/Health fund	Rs. 10/-
8	Student Aid Fund	Rs. 150/-
9	Student Welfare Fund	Rs. 150/-
10	Electricity & Water Fund	Rs. 50/-
11	College/ Institution Badge	Rs. 10/-
12	Society Fund	Rs. 50/-
13	Sports Fund	Rs. 100/-
14	Cultural Activities Fund	Rs. 100/-

Monthly Charges (Common for Subsidized and Non-Subsidized Seats)

1	Amalgamated Fund	Rs. 50/-
2	Library & Reading Room	Rs. 50/-
3	Practical for Science and Music	Rs. 50/-
4	Other Student Activities	Rs. 100/-
5	Computer Fee (Only for those opt this subject)	Rs. 250/-

APPLICATION FORM

The application form issued with prospectus bears a printed application form number on the top left hand corner.

Filling up of the form

General Instructions

1. The application form be filled diligently and with due care to avoid inaccuracies.
2. Incomplete / wrongly filled applications will be rejected straightway and no correspondence will be entertained in this regard. Students are themselves responsible for any type of error or incomplete information in the form.
3. Please submit only photocopy of certificates - with the application.
4. If ineligibility of a candidate is detected at any stage, his/her admission will be cancelled without any notice.
5. Application Form received after the last date of submission will be cancelled without any notice.

Note: Please note that your name, your father's name, and your date of birth should be exactly the same as in your High School or your first Board / University examination certificate. Any default may lead to cancellation of your candidature whenever discovered. The information supplied by the candidate especially relating to date of birth, stream, category, state of domicile, and academic / qualifications shall be treated as final and no change shall be allowed to be made in this regard at a later stage. The applications shall be scrutinized strictly according to the information supplied by the candidate and the responsibility with regard to the accuracy of the information shall lie with the candidate himself / herself.

Write only one category in 'Category' column. If the applicant writes more than one category, he/she shall be placed in the General - Open category.

The relevant certificates / testimonials must be issued and signed from the authorities mentioned as under :

Sr. No.	Certificate/ Testimonial	Issued and Signed by
1.	Ward of Freedom Fighter certificate concerned	Assistant Commissioner of District
2.	IRDP certificates including the name of the candidate	Block Development Office
3.	Antyodaya certificates including the name of the candidate	Block Development Office
4.	OBC Certificate	Tehsildar or Executive Magistrate
5.	SC/ST certificates on parentage basis	Tehsildar or Executive Magistrate
6.	Physically Handicapped Certificate	Medical Officer
7.	Ex-Servicemen or ward of Ex-servicemen Certificate	The Deputy Director of the Concerned Sainik Welfare Board
8.	Bonafide / Domicile Certificate	Tehsildar or Executive Magistrate
9.	Sports / cultural Activity Certificate	Issued by Competent Authority

All the relevant certificates / testimonials in original along with attested photocopies should be brought at the time of admission and should consist of the following in the order given below :

- a) Bonafide / Domicile Certificate.
- b) Claim Consideration Certificate for admission under any of the Reserved Categories (The certificate should be the latest and signed by the competent authority as mentioned in the 'Instruction' except SC/ST).
- c) Matriculation Certificate or equivalent.
- d) Plus two Certificate or equivalent.
- e) BA/B.Sc/B.Com Part I,II,III or MA/M.Sc./M.Com. Certificates/Other Equivalent Examination.
- f) In case a student is not registered with Himachal Pradesh University, valid Migration Certificate must be obtained from the recognized university and handed over within 3 months from the date of admission in the college along with registration fee and Application Form for registration.

Submission of Application Form

The application duly filled on prescribed form must reach by Regd. Post or by hand on or before last date for submission of application form. The application form must be addressed to

Incharge
B.Ed. Admission
Shimla College of Education
Sheetal Kunj Estate, Branch P.O. Kamalanagar
Sanjauli, Shimla - 171006 (H.P.)