

UNIVERSITY OF JAMMU

NOTIFICATION

(21/Feb/GEN/13)

It is hereby notified for the information of all concerned that the Vice-Chancellor, in anticipation of the approval of the Competent Bodies, has been pleased to authorize adoption of the revised Statutes and the Scheme for Two Year B.Ed. Programme (Self Financing) to be offered by the Directorate of Distance Education, University of Jammu from the Academic Session 2020-21 onwards.

The above Statutes are available on the University Website:
www.jammuuniversity.ac.in.

Sd/-
DEAN ACADEMIC AFFAIRS

No. F. Acd/I/21/ 5932-62

Dated: 12-02-2021

Copy to:-

1. Special Secretary to the Vice-Chancellor, University of Jammu for the kind information of the Vice-Chancellor please.
2. Sr. P.A. to the Dean Academic Affairs
3. Sr. P.A. to the Registrar/Controller of Examinations/Director, CDC/DDE
4. Asstt./Dy. Registrar, Exam.Prof./Eval.Prof.
5. I/c University Website for uploading the notification alongwith its annexure.
6. Guard File.

Sumitasharma
Deputy Registrar (Acad.)
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Statutes and the Scheme for Two year B.Ed. Programme (Self Financing) to be offered by the Directorate of Distance Education, University of Jammu leading to Bachelor of Education (B.Ed) Degree.

1. **Preamble:** The Bachelor of Education, generally known as B.Ed., is a professional programme that prepares teachers for upper primary (class VI-VIII), secondary (Classes IX-X) as well as senior secondary (classes XI-XII) levels.

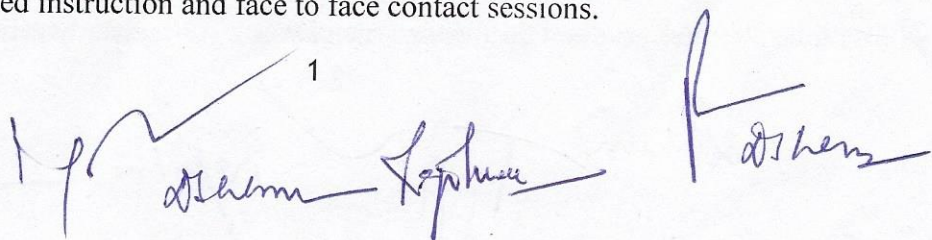
The Bachelor of education programme (B.Ed) in ODL mode, is a professional Programme for in-service teacher, a second degree in teacher education, primarily intended for upgrading the professional competency of working teachers in the upper primary, secondary schools and senior secondary level who have entered the profession without formal secondary teacher training. It aims at preparing in-service teachers for secondary stage of education, in accordance with the notifications of the NCTE with regard to minimum qualifications for recruitment as a teacher. The Programme shall use blended learning modality for design, development and delivery of the programme.

2. **Eligibility of Institutions and Territorial Jurisdiction**

The institutions or academic units specially established for offering ODL programmes like the National Open University, State Open Universities and Directorates/School of Open and Distance Learning in UGC recognised universities shall be eligible to offer this teacher education programme. The university /offering teacher education programme through ODL will have territorial jurisdiction as defined in its Act or as decided by the concerned UT Administration. The study centres of the University shall also be located in its territorial jurisdiction.

3. **Duration:** B.Ed. programme offered through the DDE is of two year duration (four semesters). However, as per the Regulation 3 of NCTE Norms and Standards for Bachelor of Education Programme through Distance Learning System, students shall be permitted to complete the components of the degree within a maximum period of five years. The commencement and completion of the programme shall be so regulated that two long spells of action (summer/Winter/staggered) are available to the learners for guided/supervised instruction and face to face contact sessions.

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4. Intake Capacity: The intake capacity for the two year B.Ed. Programme in the DDE in a given academic session shall not be exceeded 500 students subject to the condition that one study centre shall enroll not more than 50 students in a given session.

5. Mode and procedure of Admission: The admission to two year B.Ed. Programme (04 Semesters) shall be made on the basis of merit of the candidate. Admission shall be made through Counselling on the basis of properly filled in forms. Incomplete forms shall be rejected. The Counselling schedule shall be notified separately. No separate invitation for Counselling shall be sent individually to the candidates. The candidates have to be present personally at the time of Counselling.

6. Time of Admission: Admission to B.Ed. Programme through distance mode by the Directorate of Distance Education, University of Jammu shall start ordinarily in the first week of July every year.

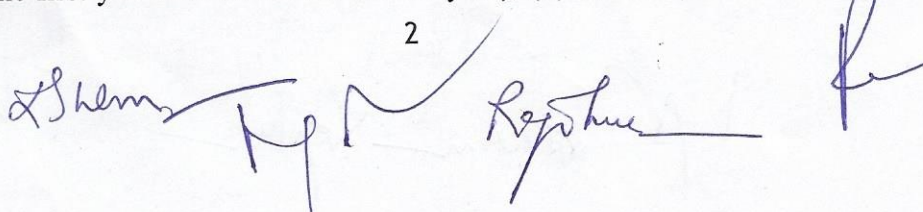
7. Eligibility:

The following categories are eligible to be students of B.Ed (ODL)

- i) Trained in-service teachers in elementary education
- ii) Candidates who have completed a NCTE recognized teacher education programme through face-to-face mode
- iii) The reservation and relaxation in marks for SC/ST/OBC/PWD and other categories shall be as per the rules of the central government/UT administration, whichever is applicable.

8. Eligibility for a study Centre

- a) Only the following category of institution shall qualify to become a study center:
Existing Teacher Education Institutions recognized by NCTE for offering the same programme in face-to face mode and having all the requisite infrastructure and staff as per NCTE norms; institutions having offered the relevant teacher education course for at least five years. Institutions declared as study centre for one programme by a university shall not be the study centre for any other programme of the same or any other university/Institution.
- b) (i) The number of students allotted to a study centre shall not exceed one hundred (50 for the first year and 50 for the second year), (ii) the study centre shall provide to the

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distance learners (allocated to it) access to the library, laboratories and other physical facilities, (iii) The Head quarters of the institution may also function as study centre at least for one hundred (50 first year and 50 second year) students.

- c) Teacher educators/Supervisors/academic counsellors engaged for various activities of the study centre shall be fully qualified as per the NCTE Norms.
- d) All the functionaries associated with the activities of the study centres must be oriented by the open university/institution in the practice of the ODL system from time to time, but at least once in a year.
- e) The request of additional unit of intake in any programme shall be examined by the NCTE on the basis of availability of required facilities in respect of study centres and related support in the territorial jurisdiction of the institution. Laid down procedures shall be followed for seeking recognition of additional intake.

9. Curriculum, Programme Implementation

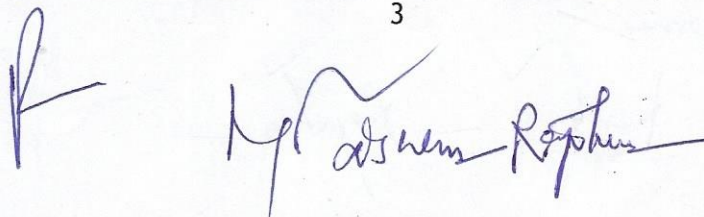
9.1 Curriculum

The curriculum of B.Ed offered through the face to face mode will be the curriculum of the ODL mode in this programme, hence the nomenclature of this programme shall be same and will be referred to as B.Ed. However, Since the ODL mode will cater to the in-service school teachers, the curriculum will be transacted to systematize and structure the past teaching experiences gathered while teaching. The Programme shall use blended learning modality for design, development and delivery of the programme. The syllabus of B.Ed. for the face to face programme shall be transformed into distance mode consisting of Blocks/Units as per credit hours of the Study. The self learning materials developed by the institution shall be approved by the Distance Education Bureau.

9.2 Programme Implementation

The B.Ed. ODL programme aims to prepare teachers who are able to continuously assess and improve their professional practices as teachers critically reflecting on it, who can understand that teaching is embedded in the social context of the learner and who can engage with content the subject matter that they will be teaching.

- a) The university institution shall develop curriculum based audio video resources on its own or adapt such resources from other institutions or OERs and make those Audio Visual resources available at Head Quarter and Study Centres. Teleconferencing facilities available in the SRCs, State government and open universities may also be



utilized.

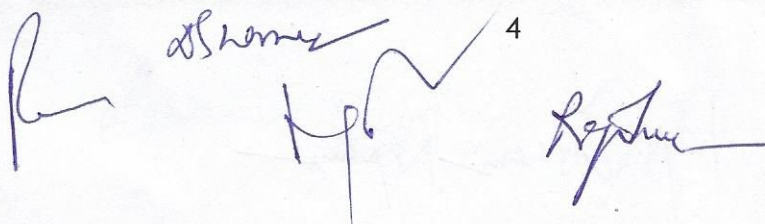
- b) The programme shall be delivered in a blended mode by Judiciously mixing the components of resource based self learning, face to face counseling and workshops , and the technology enabled interaction and learning.
- c) **Self Learning Material:** The programme shall be conducted with full professional expertise. Self learning materials, both print and non print, must be based on the principles of instructional design and the pedagogy of self learning, and be duly approved by DEB. A blended learning approach (integration of methods and media should be applied. The course materials shall be modular and credit based.

The study material shall be made available to the learners in the beginning of the session itself either in a one go or in a phased manner as per the requirement of the programme.

- d) **Personal Contact Programme:** Apart from the school based actives and practice teaching, in a programme of two years duration, the PCP shall cover counseling and workshops, seminar presentations report writing etc. and must be conducted at the Head quarter and or Study centres convenient to the learners for a total period of Six months. The PCP shall be conducted as detail given below. Remuneration @ Rs 2000/- per PCP shall be paid to the Programme Director, Personal Contact Programme at the PCP centres outside the DDE.

e) Practical Components

- **Internship/School Based Activities:** The student teachers pursuing B.Ed programme through the distance mode by the Directorate of Distance Education shall be involved in activities which a teacher is supposed to perform in the school. These activities shall be conducted in the recognized institutions of the School Education Department like Elementary Schools, Anganwadi centres, SIE, DIETS, High and Higher Secondary Schools. As per Regulation 6.2 (g) of NCTE Norms and Standards for Bachelor of Education Programme through Distance Learning System, the student-teacher shall interact with a faculty member (a senior and experienced teacher/principal/faculty of the school where the student teacher is working) to work on school based activities. Thus, a student-teacher

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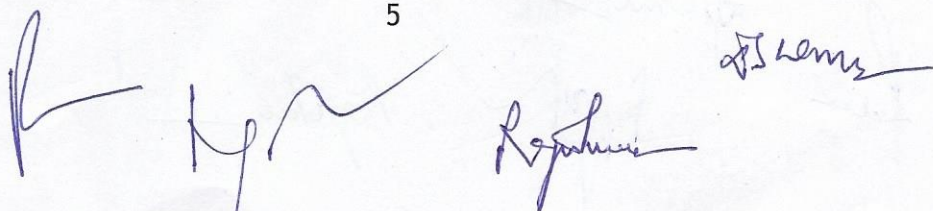
shall be supervised/guided by the mentor for the school based activities. The activities of the student-teacher shall be monitored by a team comprising three senior teacher-educators, constituted in consultation with Dean and coordinator concerned. The team shall visit the venue when internship and teaching practice are in progress.

- **Practice of Teaching:** A learner enrolled in the B.Ed Programme shall go through a teaching practice for three months, in the schools where He/She works under the supervision of Senior teacher/ academic counselor as per Regulation 6.2 (h) of NCTE Norms and Standards for Bachelor of Education Programme through Distance Learning System, this activity shall be conducted in the recognized schools of the School Education Department where the student teacher works, under supervision of senior teacher/ headmaster/principal of the school concerned. The student teacher shall be provided constructive feedback on his/her performance by the supervisors/ teacher educators. The student teacher shall discuss with supervisors/teacher educators the preparation of the lesson plans, delivery of lessons and feedback on the lessons delivered. Each student teacher shall receive personal supervision and feedback on his/her teaching practice from the teacher. Considerable emphasis will be given on skill development and pedagogy.

Note: The overall supervision of both these activities i.e., internship as well as internal practice of teaching shall be carried out by the course coordinator concerned including the concerned faculty (Education) of the Directorate.

f) **Guidance and Counseling:** Guidance and Counselling plays a vital role in guiding the distance learners with respect to their academic problems. Academic Counseling shall be spread over the entire duration of the B.Ed. programme and be conducted on regular basis depending on the needs and convenience of the learner. The counseling shall be meant for providing personalized guidance to the enrolled students regarding content difficulty, internship, practice of teaching, field work, assignments etc. For face to face guidance and counseling, learners will be advised to contact their Course Co-ordinator/ Teacher In-charge.

g) **Workshop/s:** The DDE shall organize the orientation workshop (one in each semester) related to the various Components/Skills for the academic excellence and professional development of the enrolled trainees. The duration of workshop shall be of two days. The



workshop shall be conducted at Headquarter of the DDE/centres identified by the DDE.

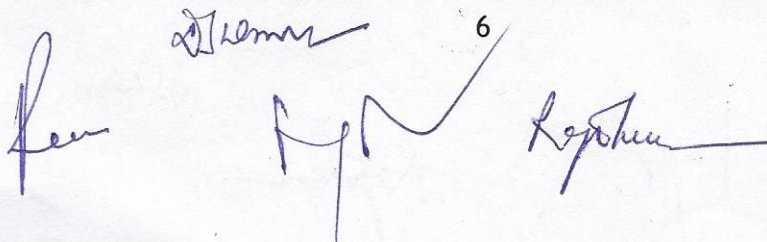
h) Medium of Instructions and Examination: English shall be the medium of instruction and examination in all papers except in Modern Indian Languages, where the medium of instruction and examination shall be the language concerned.

i) Attendance: In order to earn eligibility to sit in the semester end examination, each pupil teacher is required to obtain 80% attendance of the total lectures delivered during the PCP including workshop in each course offered by him/her in that semester. 90% attendance shall be compulsory for practical components of the Programme like Internship and Internal Practice of teaching. Regarding the attendance of contact programmes, the attendance records shall be maintained by the resource person concerned and the record of the attendance of the practical components of the course i.e., internship and internal practice of teaching shall be maintained by the senior teacher/headmaster/principal of the practice teaching school allotted to the trainee/ where the student teacher is working.

j) Shortage of Attendance & Condoning the shortage: The Course Coordinator in consultation with the Director/Competent Authority may condone shortage of a student in attendance in a particular contact programme for special reasons, to be recorded in writing, up to 5% of the lectures delivered. But the internship and internal practice of teaching is to be done by the student, for which no condoning is effective. The internship and practice of teaching is compulsory.

k) Eligibility for Examinations:

1. At the end of every semester, semester/term end examination would be held by the University as per the academic calendar/schedule. All the candidates who have fulfilled the conditions of attendance, internals as well as Internship cum Teaching Practice, shall be allowed to take examination.
2. Examinations in the 1st and 3rd semester courses will be held ordinarily in the November and examination in the 2nd and 4th semester courses will be held ordinarily in the May every year or on such dates as may be approved by the Vice-Chancellor.
3. The examination shall be open to the student teacher who:
 - a/ has a good conduct and character;
 - b/ has completed 80 % of attendance in each subject in theory and 90% for school internship in each semester .
 - c/ has completed school internship as per the norms laid down for the same ;

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Ex-students i.e. persons who after having undergone a course of study and having completed all conditions of eligibility for appearance in a course or courses in a semester end examination including minimum attendance requirement and having secured D grade in sessional work and having either failed to pass the semester examination in that course(s) or has been unable to appear in the examination in that course(s) will be eligible to appear as a private candidate in a examination by submitting his/ her application on the prescribed form along with prescribed fees to reach the controller of examinations within the dates fixed for this purpose.

Notwithstanding anything contained in these Statutes, the Syndicate shall have the power to exclude any candidate from appearing in any examination if it is satisfied after issuing a show-cause notice to the candidate and holding an inquiry, that such a candidate is not a fit person to be admitted thereto.

10. Admission in the next Semester

Admission in the II, III and IV Semester in B.Ed Two year (four semesters) program in operation shall be made on the prescribed forms to be filled up by every student seeking continuation of admission to the next semester.

- i) Admission for the II & IV semesters shall be completed by the Directorate within 15 days from the date of termination of the I/III semester examination. However, admission in the 3rd Semester of B.Ed shall be subject to having passed at least 50% of the courses of the Ist Semester, appearance in at least in the two courses of the IInd Semester and having secured minimum of D grade in the Internals and must have completed the Internship of the Ist & IInd Semesters.
- ii) Provided that a late fee as per the notification issued from time to time shall be paid by each student seeking admission after the last prescribed date, up to 3 days maximum delay and thereafter no admission for continued enrolment shall be made. Notwithstanding anything contained above the Vice-Chancellor shall be competent to alter the above schedule of continued enrolment.
- iii) There will be carry-on system in the Two year B.Ed Programme and supplementary examination in the 3rd & 4th semesters of Two year B.Ed Programme (as approved by the university council).

11. EXAMINATION:

The Examination is a continuous process and the formative and summative techniques would be used to complete the process of examinations. The Semester End Examination will be conducted at the end of each semester by the Controller of Examinations as in the case of regular students. The Examination would be held in the following components:

a. Theory Papers (External Examination): The theory comprises the core subjects and the content-cum-methodology papers. The theory examination will be held as per the date sheet notified by the Controller of Examinations. The minimal pass percentage for a student shall as same as is in vogue in the colleges of education affiliated to the University of Jammu. The scheme of evaluation of the students shall be based on internal and external modes of evaluation. The evaluation shall be as per the scheme approved by the Board of Studies in Teacher Education, University of Jammu and as in vogue for regular colleges of education.

b. Internship- cum- Teaching Practice Examination (External Examiners): The competent authority by the powers vested in him/her would appoint External Examiners for the evaluation of various components pertaining to practical course work like practice of teaching, internship, project work etc from the panel submitted by the convener, Board of Studies in Teacher Education. The qualification and eligibility for an external examiner shall be the same as is in vogue for the colleges of education affiliated to the University of Jammu.

12. Award of Degree: The successful candidate of the B.Ed. programme through the distance mode by the Directorate of Distance Education, University of Jammu shall be awarded the same degree as is awarded to the successful regular candidate of college of education affiliated to the University of Jammu. A candidate shall be eligible for the Award of the Degree of B.Ed. only if he/she has earned the required credits for the programme prescribed.

	Greater		Less		Grade Awarded
	or	Equal	Than	%	
	to	%of	Of		
	Marks		Marks(<		

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	(>/=))		
1	80		-	A+
2.	75		80	A
3.	68		75	B+
4.	60		68	B
5.	50		60	C
6	40		50	D
7.	36		40	E
8.	20		36	F

Those who gain A+ to D Grades are considered successful whereas the below D (i.e.E) is to be considered fail or dropped for the Different Components

- i) Core /Foundational Courses
- ii) Pedagogy Cum Content Courses
- iii) Internship-cum-Practice Teaching &Project work

The final results shall be displayed in Grades as approved by the Competent Body.

I. A candidate, who passes, in theory but not successful in Internship examination will not be a successful candidate to earn the Degree as the candidate has to be successful in all the three components(Core/ Foundation Courses, Teaching Courses and the Internship) simultaneously irrespective of the minimum of grades earned.

II. A candidate, who is successful in Internship examination but not successful in Theory Part (Foundational courses and the teaching courses) of the examination, shall be required to take the examination again in theory to earn the minimum grades to be declared eligible for award of B.Ed. Degree.

III. Students pursuing the said course shall be permitted to complete the program within a maximum period of five years from the date of the admission to the program.

IV. In no case the Internship could be exempted fully or partially. It is to be done as suggested.

13. Monitoring and Supervision: The DDE shall put in place a monitoring mechanism for the academic excellence and welfare of its learners. Various strategies for monitoring the academic activities like periodic visits to the PCP centres/ practice teaching schools by the concerned course coordinator/faculty, collection of regular feedback both from the students & I/C PCP programme and supervisor of TP programme, interaction with learners through electronic media,

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etc and maintaining specified records by the DDE shall be some of the components of the Monitoring and Supervision system.

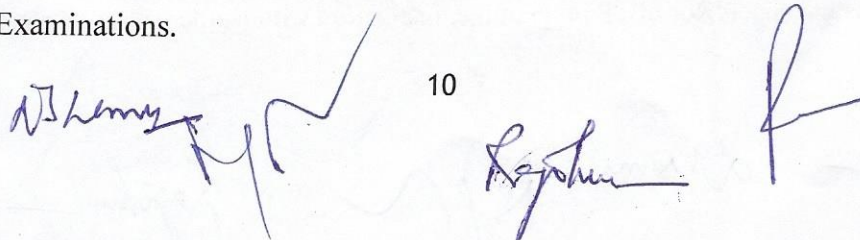
14. Academic Coordination Committee (ACC): There will be Academic Coordination Committee on the pattern of affiliated colleges of education, which will comprise two teachers from the faculty (education) of the DDE and two other teacher educators on the rotational basis.

Remuneration to ACC members/External Examiner will be paid by the DDE as per the norms below:

S.No	Sessional & Internship Activities	Practice of Teaching
1..	Rs 1500 per Day per Member (Upto 50 Examinees)	Rs 1500 per Day per Member (Upto 50 Examinees)
Note: Any additional Examinee above 50 will constitute a subsequent Unit. TA / DA Will Be paid by the DDE.		

15. Duties of the Coordinator: The Coordinator of B.Ed. Programme shall perform the following duties:

- a) To supervise and coordinate academic work of the programme.
- b) To ensure that enrollment is completed.
- c) To get the study material prepared in accordance with the syllabus prescribed for the programme by the University and gets that delivered to the students.
- d) To plan the holding of Personal contact Programme classes, make arrangements for resource persons, frame the time table, organization of instructional work of the Programme and draw allowances for the purpose of PCPs and maintenance of attendance record of the students.
- e) To take up instructional work in Personal contact Programme at least one period a day.
- f) To arrange evaluation of assignments/test papers and maintain internal assessment record of candidates and to ensure its safe custody.
- g) To plan holding and organization of internship and internal practice of teaching component to maintain assessment record of internal practice of teaching.
- h) To forward the Internal assessment awards of the candidates to the Controller of Examinations.



- i) To provide academic and informative support to the enrolled students.
- j) To supervise the books of the Programme in the Library and to ensure provision of adequate number of text books and reference books of the Programme in the Library.
- k) To perform such duties as are assigned under statutes of the University and other academic, administrative work as may be assigned to him/her by the Director of the Directorate from time to time.
- l) In case a coordinator is required to work on Saturdays, Sundays and Holidays in the Personal Contact Programme/ Workshop/ Practice of Teaching/ Internship, he/she will be permitted to avail himself/herself of compensatory leave.

16. Duties of a Teacher: Duties of a teacher in the Programme shall be:

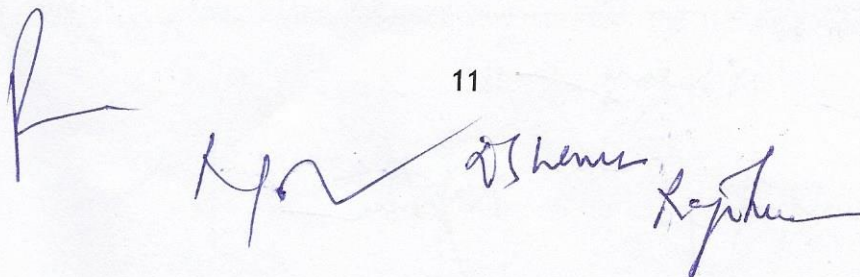
- a) Organization and supervision of internship teaching during Personal contact Programme providing academic guidance to the students and such other teaching work as may be assigned by the Coordinator/Director of the Directorate.
- b) To take instructional work in Personal Contact Programme.
- c) In case a teacher is required to take classes on Saturdays, Sundays and Holidays in the Personal Contact Programme/ Workshop/ Practice of Teaching/ Internship, he/she will be permitted to avail himself/herself of compensatory leave.
- d) Checking of Students' assignments/test papers.
- e) Maintenance of record of work done, maintenance of Internal Assessment record of the students and timely submission of such record to the Coordinator.
- f) To perform such duties as are assigned under statutes of the University and other academic, administrative work as may be assigned to him/her by the Director of the Directorate from time to time.

17. Remuneration: Remuneration on account of lesson writing, proof reading, PCP classes, Evaluation of Assignments shall be paid at the rates which shall be approved by the competent authority of the University from time to time for the said course.

18. Admission Fee and Programme Fee:

The breakup of the fee shall be as follows:-


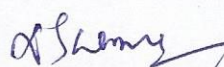
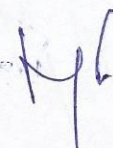

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S.No.		Amount
01	Academic Fee	Rs.8970/-
02	PCP Fees	Rs.3350/-
03	Teaching Practice	Rs.940/-
04	University Corpus Fund	Rs.220/-
05	Stationery Fee	Rs.260/-
06	Printing Fee	Rs 2240/-
07	Enrolment Fee	Rs.1560/-
08	Development Fund (DDE)	Rs 2240/-
09	B.Ed. Contingency Fund	Rs.1130/-
10	Infrastructure Fund (DDE)	Rs.450/-
11	Study Material Fee	Rs.2200 /-
12	Digitalization and Networking Fund	Rs.220/-
13	Students Insurance Fee	Rs. 120/-
14	Miscellaneous Fee	Rs. 190/-
15	Degree Fee	Rs810/-
	Total	Rs.24,900 /-

Support Services and Miscellaneous Fee:

1.	Postage and Publicity Fee	Rs. 675/-
2.	Medical Assistance Fee	Rs.120/-
3	NSS Fee	Rs.130/-
4	DIQA Fee	Rs.220/-
5.	Prospectus -Cum-Brochure Fee	Rs. 275/-
6.	Students Support Fee	Rs. 550/-
7.	Project Fee	Rs1100/-


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8.	Cultural Literary Fee	Rs. 150/-
	Total	Rs.3,220/-

Examination Related Fee:

1.	Examination Fee	Rs.1080/-
2.	Cost of Examination Form	Rs.100/-
3.	Examination Development Fund	Rs1210/-
4.	Exam Maintenance Service Fee	Rs. 140/-
	Total	Rs.2,530 /-

Library and Reading Room Fee:

1.	Library Security(Refundable)	Rs.790/-
2.	Reading Room Fee	Rs.150/-
3.	Cost of Smart Card	Rs.130/-
4.	Library Fee	Rs.220/-
5.	Library Development Fund	Rs.440/-
	Total	Rs.1,730 /-

Grand Total = 24,900+3,220+2,530+1,730= Rs 32,380/-

Every Candidate shall also have to pay registration, Eligibility and such other fee as are prescribed by the University.

Note: - The Fee Structure indicated above is subject to revision after obtaining necessary permission from the competent authority.

19. Refund of Fee: No refund of fee is permissible once a candidate has been admitted to the B.Ed. programme admitted/ enrolled.

NOTE:

- I. The applicant declared ineligible for admission must submit an application for refund to the Director, Directorate of Distance Education within 15 days after being declared as ineligible, after which no request for refund shall be entertained.
- II. If a candidate is found ineligible and not enrolled, the fee paid by him/ her shall be

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- refunded after deducting Rs 200/- to cover remittance and other charges.
- III. If the applicant is not enrolled because of his/her having not submitted the required certificates by the date fixed for the purpose or has submitted bogus or forged documents, his/her admission shall be cancelled and fee paid shall not be refunded.

20. Staff

20.1 Head Quarters

- (i) The institution/University offering this teacher education programme through the ODL system shall have an exclusive core full time faculty of seven members with expertise in relevant disciplines like Education, Science, Mathematics, Social Sciences and language. Qualifications in distance education will be desirable.

The break up the faculty will be as follows

Professor:	One
Associate Professor:	Two
Assistant Professor:	Four

- ii) The faculty shall be responsible for course designing, learning resources development, assessment of assignments, orientation of academic and other staff of the study centres, monitoring and supervision of the study centres maintenance/revision of the courses, programme evaluation, and other activities as decided by the university.
- iii) The faculty strength shall be increased by one for every additional unit of five hundred students or part thereof.
- iv) One faculty member shall be designated as Programme Coordinator for this ODL programme for coordination among faculty members and the Head Quarters and Study Centres.
- v) Teacher Educators/Supervisor engaged for various activities at the study centres shall be qualified as per NCTE norms for the B.Ed Programme.

20.2 Study Centres

1. Coordinator	one
2. Assistant Coordinator	one
3. Part Time Academic Counsellor	As per Need
4. Administrative Staff	As per Need

20.3. Qualifications

a) Teaching Staff

The academic and professional qualification of the academic staff shall be the same as prescribed in the case of the corresponding programme of B.Ed offered through face to face mode. In addition, the faculty with qualification in ODL/experience in the ODL system shall be preferred.

b) Non Teaching/Professional/Administrative Staff

The administrative and other support staff may be provided as per the norms outline below:

- | | | |
|------|---|-----|
| i) | Office manager/Superintendent | one |
| ii) | Software specialist/ Professional | one |
| iii) | Assessment and evaluation In charge | one |
| iv) | Computer Operator for maintaining database | one |
| v) | Office Assistant | one |
| vi) | Helper (for the dispatch of study material) | one |

20.4 Terms and Conditions of Service of Staff

The terms and conditions of service of teaching and non-teaching staff including selection procedure, pay scales, age of superannuation and other benefits shall be as per the policy of the UT administration/Affiliating Body

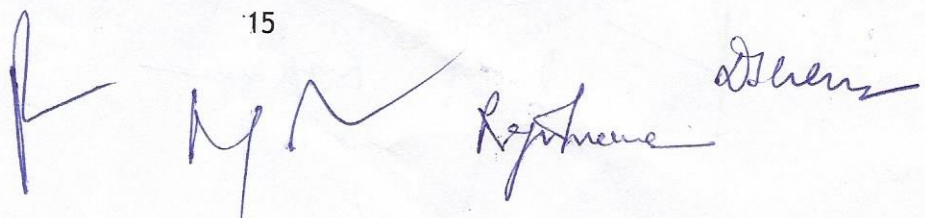
21. Facilities

21.1 At the Head Quarter

Adequate No of Seminar rooms and cabins for each of the faculty members, an office room with photocopiers, a large room for data entry operators for maintaining database of students, another room for production/process of learning materials, a large huge store for the storing and dispatch of learning materials, an audio video studio for recording lesson for recording of lessons and production of CDs, and large conferences Room for conducting meetings/teleconferencing. However, the institution offering teacher education through ODL/Blended Learning must put to use the centralized SMS facility, the online conferencing system, and the decentralized system of Audio-video/radio-TV CD-ROM and other technology enabled learning.

21.2 At the Study Centre

Curriculum Laboratory and learning resource centre, physical education room, Art and Craft Room, ICT and Educational Technology Laboratory for Workshop/Practical Work, Sufficient number of rooms for individual guidance of trainees in methodology subjects, availability of an elementary practicing school sufficient number of rooms for organizing contact classes other needed



facilities like telephone, fax, photocopier machine, internet connection, computers audio, video players, interactive multimedia CD, EDUSAT receive only (ROT) satellite or interactive terminal (SIT), LCD projector are required.

21.3 Library

a) Head Quarters Library: There shall be well equipped library with adequate number of Text books and reference books on school and secondary teacher education; learning resource centre Library, Psychological equipment, CDs, Encyclopedias, online resources, referred journals of secondary teacher education and Distance education. In addition, self Instructional materials in sufficient quantity shall be available in English/Hindi/Regional Language (s).

b) Study Centre Library: The Libraries/Laboratories and workshops of the institutions where study centres are located shall use by the student teachers during contact sessions.

22. Pre-requisites for applying for grant of recognition of the programme.

Before applying to the NCTE for recognition of B.Ed (ODL) Programme, the university institution shall complete the following:

- a) Preparation of the project document with details about the scope of the programme, fee structure, student enrolment, faculty, learning resources, study centres with facilities and tutor/counselors estimated expenditure for development and implementation of the programme, norms of payment for development and implementation of the programme, norms of payment to study centres and resource persons, additional faculties, resources to be provided to study centres and monitoring and supervision of the programme.
- b) Approval of the appropriate university body or UT administration for launching the Programme.
- c) Preparation of curriculum (course wise and unit wise structure) including scheme of evaluation/examination and support services, duly approved by the university.
- d) Preparation of self learning materials in print and non print, duly certified by the Distance Education Board (DEB)
- e) Undertaking from the identified Study centres in a prescribed format ensuring strict observation of B.Ed norms for the study centres.
- f) Initiation of staff selection process such as advertising, screening, interviewing and offering appointment to selected candidates.

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Handwritten signatures and initials:
A Shrivastava
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