




# S.N.M. TRAINING COLLEGE

MOOTHAKUNNAM, ERNAKULAM (DISTRICT), KERALA



**HAND BOOK & CALENDAR**  
**2018 - 2019**

20. Literary Club : Dr. K.S. Krishnakumar,  
Smt. Heera K.S.
21. Social Science Club : Smt. Sudha K.P.
22. Teaching Practice : Dr. Susmitha P.S.,  
Smt. Sudha K.P.
23. Placement Cell : Dr. Susmitha P.S.,  
Dr. Laya A.B.,  
Dr. Rinu V Antony
24. Anti-Drug/De-addiction Club : Dr. Seeja K.R.
25. Counselling Cell : Dr. Seeja K.R.
26. Extension Club : All faculty members
27. Sree Narayana Academy of Value  
Education (SAVE) : Dr. K.S. Krishnakumar
28. UGC Co-ordinator : Dr. Susmitha P.S.
29. RUSA Co-ordinator : Dr. K.S. Krishnakumar
30. **Planning Board**
- Principal in charge (Head) : Dr. Asha O.S.
- IQAC Co-ordinator : Dr. Susmitha P.S.
- Associate Professor : Dr. K.S. Krishnakumar
- Librarian : Mr. Martin C.J.
- Head Accountant (Acct Dept Rep) : Mr. Dileepkumar P.G.
- University Representative
31. **Internal Quality Assurance Cell (IQAC)**
- Principal in charge (Chairperson) : Dr. Asha O.S.
- Co-ordinator(Secretary) : Dr.Susmitha P.S.
- 5 Senior faculty members : Dr. K.S. Krishnakumar  
: Dr. Seeja K.R.  
: Smt. Sudha K.P.  
: Dr. Bisini P.S.  
: Dr. Rinu V Antony  
: Smt. K.P. Seena
- Junior Superintendent  
(Management/Industry/Local 2 Rep) : Smt. K.P. Seena
- Grama Panchayat President : Mr. K.M. Ambrose
- Grama Panchayath Member : Mr. V.D. Deepulal
32. **Research Assessment Committee**
- Principal in charge : Dr. Asha.O.S
- Department Head 1 : Dr. Susmitha.P.S
- Department Head 2 : Dr. C.K.Sankaran Nair
- Subject Expert 1 (external) : Dr. K.P.Anilkumar
- Subject Expert 2 (Internal) : Dr. Seeja.K.R

# S.N.M. TRAINING COLLEGE

MOOTHAKUNNAM

NORTH PARUR, ERNAKULAM (Dist.)

KERALA-683516

(Estd. 1960)

Accredited by NAAC at B++ Level

Ph: 0484-2482084, 2482115, Fax: 0484-2482497

E-mail: [snmtrainingcollegemkm@gmail.com](mailto:snmtrainingcollegemkm@gmail.com)

[www.snmtrainingcollege.org](http://www.snmtrainingcollege.org)

Students helpline : 0484 - 2484660

Management : HMDP Sabha, Moothakunnam

(Founded on Thursday, 8th June, 1882)

(Affiliated to Mahatma Gandhi University, Kottayam)

Recognised by National Council for Teacher Education, New Delhi

Directorate Zone :

Deputy Director of Collegiate Education, Ernakulam

## HAND BOOK & CALENDAR

2018-2019

Name :

Programme :

B.Ed / M.Ed

Optional Subject :

Address :

Phone :

## **SNM TRAINING COLLEGE, MOOTHAKUNNAM**

### **Staff in Charge of various activities for the year 2018-2019**

1. Staff Association Secretary : Dr. Susmitha P.S.
2. Staff Advisor to College Union & Arts Club : Dr. K.S. Krishnakumar
3. Staff Advisor to Magazine Committee : Dr. Rinu V Antony, Smt. Heera K.S.
4. Academic Programme Co-ordinator : Dr. Bisini P.S.
5. Morning Assembly : Dr. Bisini P.S., Dr. Seeja K.R., Smt. Saritha V.K.
6. SC-ST Monitoring Cell : Smt. Sudha K.P.
7. Women's cell : Smt. Sudha K.P., Dr. Seeja K.R.
8. Grievance Redressal Cell : Dr. Susmitha P.S., Dr. K.S. Krishnakumar
9. Film Club : Dr. K.S. Krishnakumar, Smt. Heera K.S.
10. Anti Ragging Cell : Smt. Sudha K.P., Smt. Heera K.S.
11. Ethics Committee : Smt. Sudha K.P., Dr. A.S. Suneethi
12. Documentation Desk : Dr. Bisini P.S., Dr. Rinu V Antony
13. Publication Wing : Dr. K.S. Krishnakumar, Smt. Heera K.S., Mr. Martin C.J.
14. Parent Teachers Association : Dr. Bisini P.S., Dr. Rinu V Antony
15. Alumni : Dr. Laya A.B., Smt. Saritha V.K., Dr. Seeja K.R.
16. Eco Club : Dr. A.S. Suneethi, Dr. Laya A.B.
17. Science Club : Dr. Susmitha P.S., Smt. Saritha V.K.
18. Mathematics Club : Dr. Asha O.S.
19. Commerce Club : Dr. Rinu V Antony

**SNM TRAINING COLLEGE, MOOTHAKUNNAM**

**Academic calender,  
2017 - 2019 Batch**

**III & IV Semester**

<b>Commencement of III Semester</b>	:23.07.2018
Practice Teaching (16weeks)	:26.07.2018 to 20.11.2018
<b>Practical submission</b>	
Core	:25.10.2018
Optional	:30.10.2018
Health & Phy.Edn. Drama & Art	:05.11.2018
Mark submission	:20.11.2018
Practical Examination	:27.11.2018
LAC Model Examination	:04.12.2018
LAC Theory Examination	:07.12.2018
<b>Commencement of IV Semester</b>	:10.12.2018
Sports day	:14.12.2018
Arts day	:18,19-12.2018
Christmas celebration	:21.12.2018
Tour	:08,09,10-01.2019
Camp	:29,30,31,01,02,-02.2019
Extension	:05.02.2019 (on or before)
Documentary submission	:28.02.2019

**2018-2020 Batch**

**I & II semester**

Admission process	:June 2018
Commencement of I Semester	:02-07-2018
Completion of Practical works	:Before 15th October
Model Examination	:November I st week
Internal mark submission	:15.11.2018
I Sem University Examination	:Around 3rd week of November
Closure of I Semester	:17.11.2018
Commencement of II Semester	:19.11.2018
School Internship (4 weeks duration)	:02.01.2019 to 01.02.2019
Practical work submission	:15.02.2019
Model Examination	:March 2nd week
II Sem University Examination	:2019 March last and April first week

**CALENDAR 2018-19**

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● Grievance Redressal Cell	
● Women's Cell	

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## INSTITUTIONAL ACADEMIC CALENDER 2018-2019

MARCH 2019		
Fri	1	Zero Discrimination Day
Sat	2	
Sun	3	World Wild Life Day, National Defence Day
Mon	4	
Tue	5	
Wed	6	
Thu	7	
Fri	8	International Women's Day
Sat	9	
Sun	10	
Mon	11	
Tue	12	
Wed	13	
Thu	14	
Fri	15	World Consumer Rights Day
Sat	16	
Sun	17	
Mon	18	
Tue	19	
Wed	20	
Thu	21	World Day of Forests & World Poetry day
Fri	22	World Day for Water
Sat	23	
Sun	24	
Mon	25	
Tue	26	
Wed	27	World Theatre Day
Thu	28	
Fri	29	
Sat	30	
Sun	31	
Mon		
Tue		
Wed		
Thu		
Fri		

## INSTITUTIONAL ACADEMIC CALENDER 2018-2019

### FEBRUARY 2019

Fri	1	
Sat	2	
Sun	3	
Mon	4	World Cancer Day
Tue	5	
Wed	6	
Thu	7	
Fri	8	
Sat	9	
Sun	10	
Mon	11	
Tue	12	
Wed	13	World Radio Day
Thu	14	Valentine's Day
Fri	15	
Sat	16	
Sun	17	
Mon	18	
Tue	19	
Wed	20	World Day of Social Justice
Thu	21	International Mother Language Day
Fri	22	
Sat	23	
Sun	24	
Mon	25	
Tue	26	
Wed	27	
Thu	28	National Science Day
Fri		
Sat		
Sun		
Mon		
Tue		
Wed		
Thu		
Fri		

### COLLEGE PRAYER

#### ദൈവദേശകം

ദൈവമേ! കാത്തുകൊൾകങ്ങു കൈവിടാതിങ്ങു ഞങ്ങളെ;  
 നാവികൻ നീ ദ്വാബ്ധിക്കൊരാവിവൻ തോണി നിൻപദം  
 ഒന്നെന്നായെണ്ണിയെണ്ണിത്തൊട്ടെണ്ണും പൊരുളൊടുങ്ങിയാൽ  
 നിന്നിടും ദൃക്കുപോലുള്ളും നിന്നിലസ്പന്ദമാകണം  
 അന്നവസ്ത്രാദി മുട്ടാതെ തന്നു രക്ഷിച്ചു ഞങ്ങളെ  
 ധന്യരാക്കുന്ന നീയൊന്നുതന്നെ ഞങ്ങൾക്കു തമ്പുരാൻ  
 ആഴിയും തിരയും കാറ്റും ആഴവും പോലെ ഞങ്ങളും,  
 മായയും നിൻമഹിമയും നീയുമെന്നുള്ളിലാകണം  
 നീയല്ലോ സൃഷ്ടിയും സ്രഷ്ടാവായതും സൃഷ്ടിജാലവും  
 നീയല്ലോ ദൈവമേ, സൃഷ്ടിക്കുള്ള സാമഗ്രിയായതും  
 നീയല്ലോ മായയും മായാവിയും മായാവിനോദനും  
 നീയല്ലോ മായയെ നീക്കി സായുജ്യം നൽകുമാര്യനും  
 നീ സത്യം ജ്ഞാനമാനന്ദം നീതന്നെ വർത്തമാനവും  
 ദൂതവും ദാവിയും വേദല്ലോതും മൊഴിയുമോർക്കിൽ നീ  
 അകവും പുറവും തിങ്ങും മഹിമാവാർന്ന നിൻപദം  
 പുകഴ്ത്തുന്നു ഞങ്ങളങ്ങു ദഗവാനേ! ജയിക്കുക  
 ജയിക്കുക മഹാദേവ! ദീനാവനപരായണ!  
 ജയിക്കുക ചിദാനന്ദ! ദയാസിന്ധോ! ജയിക്കുക  
 ആഴമേറും നിൻമഹസ്സാമാഴിയിൽ ഞങ്ങളാകവേ  
 ആഴണം വാഴണം നിത്യം വാഴണം വാഴണം സുഖം

*ശ്രീനാരായണ ഗുരുദേവൻ*

### Profile of the college

S.N.M Training college is owned by Hindu Matha Dharma Paripalana Sabha, a voluntary organisation formed in 1882 by the spirited youth of backward Ezhava Community in the Vadakkekara region under the guidance of Ashtavadhani Parisudha Vishista Paranatha Khanadana Venkatagiri Sasthrikal, an Andhrith theologian who pioneered Hindu Matha Parishath Movement, with an aim of promoting vigorous campaign for social justice and liberation from social bondage.

The college was established in 1960 as an arduous task of imparting teacher education to the weaker sections of the society. The college is situated at Moothakunnam on the banks of the mighty Periyar river in the vicinity of the famous Sankaranarayana Temple. As the college is by the side of NH 17 and is just 4 km away from Kodungallur the very famous ancient port town of Musiris, it is easily accessible by road. The nearest railway station is at Aluva 15 km away. The calm and serene atmosphere is quite and conducive for intellectual pursuit.

In December 2005 our college started post graduate course in Education, (M.Ed.) with an intake of 25 students. From 2011 onwards the intake has been increased to 35 students. The college has set up a tradition of its own with regard to the decorum and decency of its student teachers.

### Our Mission

We try to spread the reverberation of the words '*Vidyakundu prabudharakuvin*' that served as a panacea to instill pride & self confidence in the minds of the downtrodden and outcasted sections of people of our state in the 19th century, to the young minds of 21st century.

The ushering in of an integrated and mature personality who always upholds the values of universal brotherhood and sustainable progress of humanity is the ultimate mission of our institution.

## INSTITUTIONAL ACADEMIC CALENDER 2018-2019

### JANUARY 2019

Fri		
Sat		
Sun		
Mon		
Tue	1	
Wed	2	
Thu	3	
Fri	4	
Sat	5	
Sun	6	
Mon	7	
Tue	8	
Wed	9	
Thu	10	
Fri	11	
Sat	12	National Youth Day
Sun	13	
Mon	14	
Tue	15	
Wed	16	
Thu	17	
Fri	18	
Sat	19	
Sun	20	
Mon	21	
Tue	22	
Wed	23	
Thu	24	National Girl Child Day, Dr. Sukumar Azhikode Memorial Day
Fri	25	
Sat	26	Republic Day
Sun	27	
Mon	28	
Tue	29	
Wed	30	Gandhi Martyr Day
Thu	31	
Fri		

## INSTITUTIONAL ACADEMIC CALENDER 2018-2019

### DECEMBER 2018

Fri		
Sat	1	World AIDS Day
Sun	2	
Mon	3	International Day of Differentrally Abled
Tue	4	
Wed	5	World Soil Day
Thu	6	
Fri	7	
Sat	8	
Sun	9	
Mon	10	Human Rights Day
Tue	11	
Wed	12	
Thu	13	
Fri	14	
Sat	15	
Sun	16	
Mon	17	
Tue	18	
Wed	19	
Thu	20	
Fri	21	
Sat	22	
Sun	23	
Mon	24	
Tue	25	Christmas
Wed	26	
Thu	27	
Fri	28	
Sat	29	
Sun	30	
Mon	31	
Tue		
Wed		
Thu		
Fri		

### Our Vision

*“Avanavan Atmasukhathinacharippava  
Aparanu Sukhathinayvarenam”*

### Our objectives

The objectives of the institution are enumerated as

- To develop competent and committed teachers.
- To develop teachers who uphold the value of universal brotherhood and non-violence.
- To inculcate in the teacher trainees the skills and attitudes to serve the community and nation.
- To familiarize the prospective teachers with global trends in technology and environmental education.
- To equip the teacher trainees to help the progress and prosperity of the locality and backward community by providing quality education.
- To inspire the teacher trainees to propogate the idea of educating the pupils for liberation from ignorance, poverty and superstitions.
- To propogate the concept of universalisation of education at teacher education level.

### Office Bearers of the H.M.D.P. Sabha

President

**SRI. K.V. ANANTHAN**

Office : 0484-2482360, Mob: 9446932032

Manager

(SNM group of Educational Institutions)

**Sri. K.C.SATISH**

Mob: 9446442124

Secretary

**Sri.T.S. SHINE**

Mob: 9496269626

Ph: 0484-2482360(Office)

Ph: 0484-2482497 (Office)



### Succession list of Principals

<i>Sri. G. Ramanathan</i>	<i>1960-1961</i>
<i>Sri. K. Ramavarma Raja</i>	<i>1961-1962</i>
<i>Sri. (Prof) Sukumar Azhikode</i>	<i>1962-1971</i>
<i>Smt. E.V. Sarala</i>	<i>1971-1972</i>
<i>Prof. V.K. Sugathan</i>	<i>1972-1991</i>
<i>Dr. P.N. Gopalakrishnan Nair</i>	<i>1991-1992</i>
<i>Prof. C. Viswesari Amma</i>	<i>1992-1993</i>
<i>Prof. P.V. Suraj Babu</i>	<i>1993-2006</i>
<i>Dr. K.P. Anilkumar</i>	<i>2006-2011</i>

### Faculty Members

#### Principal

#### Dr.M.P.Anitha

Msc(Zoology), MEd, Ph.D, PDGHE(IGNOU) PGDC (Govt of Kerala)  
Office: 0484-2482115, Resi: 0484-2483811

#### Teaching staff

#### Dr. O.S.Asha

MSc.(Mathematics Education), MEd, PGDHE(IGNOU) Ph.D  
(Associate Professor in Mathematics Education)  
Ph: 0484-2483170

#### Dr.P.S.Susmitha

MSc, Physics, M.Ed, PGDMLD, Ph.D  
(Assistant Professor in Physical Science Education)  
Ph: 0480-2792424

#### Dr.K.S.Krishnakumar

M.A.(Malayalam) M.Ed(Tech) Ph.D, PGDSBSA.  
(Associate Professor in Malayalam Education)  
Ph 0487-2509040

#### Dr.Seeja K.R.

MSc. (Physics) M.Ed. IDGC. (NCERT), Ph.D  
(Assistant Professor in Education)  
Ph: 9847519235

## INSTITUTIONAL ACADEMIC CALENDER 2018-2019

### NOVEMBER 2018

Fri		
Sat		
Sun		
Mon		
Tue		
Wed		
Thu	1	Kerala State Formation Day
Fri	2	
Sat	3	
Sun	4	
Mon	5	
Tue	6	Deepavali
Wed	7	
Thu	8	
Fri	9	
Sat	10	
Sun	11	
Mon	12	
Tue	13	
Wed	14	Children's Day
Thu	15	World Philosophy Day
Fri	16	International Day for Tolerance
Sat	17	
Sun	18	
Mon	19	
Tue	20	Nabi Dinam, Universal Children's Day
Wed	21	World Television Day
Thu	22	
Fri	23	
Sat	24	
Sun	25	International Day for Elimination of Violence Against Women
Mon	26	
Tue	27	
Wed	28	
Thu	29	
Fri	30	

## INSTITUTIONAL ACADEMIC CALENDER 2018-2019

### OCTOBER 2018

Fri		
Sat		
Sun		
Mon	1	International Day of Older Persons
Tue	2	Gandhi Jayandhi
Wed	3	
Thu	4	
Fri	5	World Teachers Day
Sat	6	
Sun	7	
Mon	8	
Tue	9	World Post Day
Wed	10	World Mental Health Day
Thu	11	International Day of the Girl Child
Fri	12	
Sat	13	
Sun	14	
Mon	15	World Students Day
Tue	16	World Food Day
Wed	17	
Thu	18	Mahanavami
Fri	19	Vijayadasami
Sat	20	
Sun	21	
Mon	22	
Tue	23	
Wed	24	U.N. Day
Thu	25	
Fri	26	
Sat	27	
Sun	28	
Mon	29	
Tue	30	
Wed		
Thu		
Fri		

**Smt.K.P.Sudha**

M.A. (History)M.Ed,M.Phil  
(Assistant Professor in Social Science Education)  
Ph:04828-280522

**Dr.Bisini.P.S.**

MSc. (Botany),M.Ed.MSc.(Psychology) Ph.D  
Assistant Professor in Education  
Ph:0484-2440448

**Dr. Laya A.B.**

MSc(Physics),M.Ed., DIM, Ph.D  
Assistant Professor in Education  
Ph: 9048531232

**Dr.Rinu V Antony**

M.Com.,M.Ed., Ph.D  
(Assistant Professor in Commerce Education )  
Ph:9446341235

**Smt.Heera K.S.**

M.A.(English),MEd,PGDTE(CIEFL)  
(Assistant Professor in English Education  
Ph:0484-2801909

**Dr. Suneethi. A. S.**

**M.Sc** (Botany) M.Ed, M.Phil, Ph.D. PGDCA  
(Assistant Professor in Natural Science Education)  
Ph:9446903318

**Smt. Saritha V.K.**

MSc, (Physics), M.Ed, MA (Sociology)  
(Asistant Professor in Physical Science Education)  
Ph: 9446481381

**Smt. Neethu Mohandas**

M.PEd (Guest Lecturer in Physical Education)  
Ph: 8086707272

**Library**

**Sri. Martin.C.J**

M.Lisc, M.Phil  
Librarian (Phone: 9447530085)

## Faculty Members of Post Graduate Department

### Reader

#### Dr. C.K. Sankaran Nair

Msc (Botany) MA (Sociology) MSc. (Yoga)

MA.(Psychology), M.Ed , Ph.D, Ph : 0484 2839034, 9446271534

### Teaching Staff

#### Smt. Nithya. P. G.

M.Sc (Chemistry) M. Ed

Lecturer in Physical Science Education, Ph : 9400941585

### Administrative staff

**Smt. Seena K.P.** Junior Superintendent Ph:8281796074

**Sri. Dileepkumar.P.G.** Head Accountant Mob:9947616841

**Smt.T.A.Anitha** LD Clerk Ph:0484-2484305,9645186145

**Sri. K.B. Devadas** LD Clerk Mob: 9447530027

**Smt. T. Bindu** LD Typist (H.G) Ph:0484- 2483541,9495814432

**Sri. Anish C.N** Last Grade Staff Ph:8592866089

### MAHATHMA GANDHI UNIVERSITY, KOTTAYAM CURRICULUM DESIGN OF TWO YEAR B.Ed. PROGRAMME- 2015

The Board of Studies in Education (U.G.) proposed the Curriculum Design of Two Year B.Ed. programme in tune with the guidelines of NCFTE (2009), NCTE (2014), and NCERT. The restructured programme is implemented with effect from 2015-17 academic year. The layout of the new programme is conceived as comprising of three broader areas as follows:

**A.PERSPECTIVES IN EDUCATION** - Learner Studies, Contemporary Studies, Educational Studies

**B.CURRICULUM AND PEDAGOGIC STUDIES** - Curriculum Studies and Pedagogic Studies

**C.ENGAGEMENT WITH THE FIELD** - Professional capacities, Teacher sensibilities and skills. (School Internship)

## INSTITUTIONAL ACADEMIC CALENDER 2018-2019

### SEPTEMBER 2018

Fri		
Sat	1	Teacher's Day, International Day of Charity
Sun	2	
Mon	3	
Tue	4	
Wed	5	
Thu	6	
Fri	7	
Sat	8	World Literacy Day
Sun	9	
Mon	10	
Tue	11	
Wed	12	
Thu	13	
Fri	14	
Sat	15	
Sun	16	World Ozone Day
Mon	17	
Tue	18	
Wed	19	
Thu	20	Muhram
Fri	21	International Day of Peace, Sree Narayana Guru Samadhi
Sat	22	
Sun	23	
Mon	24	
Tue	25	
Wed	26	
Thu	27	World Tourism Day
Fri	28	
Sat	29	World Rivers Day
Sun	30	
Mon	31	
Tue		
Wed		
Thu		
Fri		

## INSTITUTIONAL ACADEMIC CALENDER 2018-2019

### AUGUST 2018

AUGUST 2018		
Fri		
Sat		
Sun		
Mon		
Tue		
Wed	1	
Thu	2	
Fri	3	
Sat	4	
Sun	5	International Friendship Day
Mon	6	
Tue	7	
Wed	8	
Thu	9	
Fri	10	
Sat	11	
Sun	12	International Youth Day
Mon	13	
Tue	14	
Wed	15	Indian Independence Day
Thu	16	
Fri	17	
Sat	18	
Sun	19	World Humanitarian Day, World Photography Day
Mon	20	
Tue	21	
Wed	22	Bakrid
Thu	23	
Fri	24	
Sat	25	
Sun	26	
Mon	27	Sree Narayana Guru Jayanthi
Tue	28	
Wed	29	National Sports Day
Thu	30	
Fri	31	

### I. PROGRAMME FRAMEWORK

Semester	Working Days	Working Hours	Marks		Credits		Total	
			Theory	Practical	Theory	Practical	Marks	Credit
I	100	600	440	160	22	8	600	30
II	100	600	380	220	19	11	600	30
III	100	600	60	540	3	27	600	30
IV	100	600	260	340	13	17	600	30
Total	400	2400	1140	1260	57	63	2400	120

### Consolidated Structure of B.Ed. Programme

#### II. COURSE STRUCTURE OF THE PROGRAMME

##### A. Theory Courses :

Courses	Sem I	Sem II	Sem III	Sem IV
Core Courses	EDU 101 EDU 102 EDU 103	EDU 201 EDU 202 EDU 203		EDU 401 EDU 402
Pedagogic Courses	EDU 104 EDU 105	EDU 204 EDU 205	-----	EDU 403
Associate Courses	EDU 106	-----	EDU 301	

##### B. Engagement with the field (Practical): Comprised of College Based, School Based and Community Based Practicals

Courses	Sem I	Sem II	Sem III	Sem IV
Core- EPC1,EPC2,EPC3,EPC4	EDU 107.1	EDU 206.1	EDU 302.1	EDU 404.1
Pedagogic- EPC1,EPC2,EPC3,EPC4	EDU 107.2	EDU 206.2	EDU 302.2	EDU 404.2
Health & Physical Education, EPC4	EDU 107.3	EDU 206.3	EDU 302.3	EDU 404.3
Drama and Art in Education-EPC2	EDU 107.4	EDU 206.4	EDU 302.4	EDU 404.4
Communicative English- EPC 1	-----	-----	-----	EDU 404.5

##### NB: *EPC-Enhancing Professional Capacities*

- EPC 1-Reading and Reflecting on Texts
- EPC 2-Drama and Art in Education
- EPC 3-Critical Understanding of ICT
- EPC 4- Understanding the Self

### III. SEMESTER WISE PROGRAMME FRAME

#### Semester 1

Category	Course Code	Course Name	Instructional Hours		Marks		Credit
			External	Internal	Total		
Theory	Core EDU101	Contemporary India and Education	100	80	20	100	5
	Core EDU102	Childhood and Growing Up	100	80	20	100	5
	Core EDU103	Development and Resources in Educational Technology	60	50	10	60	3
	Pedagogic EDU104	Understanding the Discipline of Education	60	50	10	60	3
	Pedagogic EDU105	Learning to function as.....teacher	60	50	10	60	3
	Associate-EDU 106	Elective	60	50	10	60	3
Practical/ Engagement with the field	EDU 107.1	Core- EPC1, EPC2, EPC3, EPC4	40	—	40	40	2
	EDU 107.2	Pedagogic-EPC1, EPC2,EPC3, EPC4	80	—	80	80	4
	EDU 107.3	Health & Physical Education-EPC4	20	—	20	20	1
	EDU 107.4	Drama and Art in Education- EPC2	20	—	20	20	1
Semester Total			600	360	240	600	30

### INSTITUTIONAL ACADEMIC CALENDER 2018-2019

#### JULY 2018

JULY 2018		
Fri		
Sat		
Sun	1	
Mon	2	
Tue	3	
Wed	4	
Thu	5	
Fri	6	
Sat	7	
Sun	8	
Mon	9	
Tue	10	
Wed	11	World Population Day
Thu	12	
Fri	13	
Sat	14	
Sun	15	World Youth Skills Day
Mon	16	
Tue	17	
Wed	18	
Thu	19	
Fri	20	
Sat	21	
Sun	22	
Mon	23	
Tue	24	
Wed	25	
Thu	26	
Fri	27	
Sat	28	
Sun	29	
Mon	30	
Tue	31	
Wed		
Thu		
Fri		

## INSTITUTIONAL ACADEMIC CALENDER 2018-2019

### JUNE 2018

Fri	1	
Sat	2	
Sun	3	
Mon	4	
Tue	5	World Environment Day
Wed	6	
Thu	7	
Fri	8	HMDP Sabha Foundation Day
Sat	9	
Sun	10	
Mon	11	
Tue	12	World day against Child Labour
Wed	13	
Thu	14	World Blood Donor Day
Fri	15	
Sat	16	
Sun	17	
Mon	18	
Tue	19	Day of Reading
Wed	20	
Thu	21	International Yoga Day, International Music Day
Fri	22	
Sat	23	
Sun	24	
Mon	25	
Tue	26	International Day Against Drug Abuse
Wed	27	
Thu	28	
Fri	29	
Sat	30	
Sun		
Mon		
Tue		
Wed		
Thu		
Fri		

### Semester II

Category	Course code	Course name	Instructional Hours	External	Marks Internal	Total	Credit
Theory	Core EDU201	Knowledge and Curriculum	100	80	20	100	5
	Core EDU202	Learning and Teaching	100	80	20	100	5
	Core EDU203	Assessment for learning	60	50	10	60	3
	Pedagogic EDU204	Pedagogical Dimensions of...	60	50	10	60	3
	Pedagogic EDU205	Curriculum and Resource Development in....Education	60	50	10	60	3
	Practical/Engagement with the field (Includes School Internship-Phase I)	EDU206.1	Core-EPC1,EPC2, EPC3,E PC4	80	--	80	80
EDU206.2		Pedagogic-EPC1, EPC2, EPC3,EPC4	100	--	100	100	5
EDU206.3		Health & Physical Education-EPC4	20	--	20	20	1
EDU206.4		Drama and Art in Education- EPC2	20	--	20	20	1
<b>Semester Total</b>			<b>600</b>	<b>310</b>	<b>290</b>	<b>600</b>	<b>30</b>

### Semester III

Category	Course code	Course name	Instructional Hours	External	Marks Internal	Total	Credit
Theory	EDU 301	Language Across the Curriculum	60	50	10	60	3
Practical/Engagement with the field(Includes School Internship-Phase II)	EDU302.1	Core-EPC1,EPC2, EPC3,EPC4	80		80	80	4
	EDU302.2	Pedagogic-EPC1,EPC2, EPC3, EPC4	360		360	360	18
	EDU302.3	Health & Physical Education-EPC4	40		40	40	2
	EDU302.4	Drama and Art in Education-EPC2	20		20	20	1
			Viva-voce	40	—	40	2
<b>Semester Total</b>			<b>600</b>	<b>90</b>	<b>510</b>	<b>600</b>	<b>30</b>

### Semester IV

Category	Course code	Course name	Instructional Hours		Marks		Credit
			External	Internal	Total		
Theory	Core EDU401	Gender, School and Society	100	80	20	100	5
	Core EDU402	Personality Dynamics in Education	100	80	20	100	5
	Pedagogic EDU403	Professional Development of Teacher	60	50	10	60	3
Practical/ Engagement with thefield	EDU404.1	Core-EPC1,EPC2, EPC3,EPC4	140	—	140	140	7
	EDU404.2	Pedagogic-EPC1,EPC2, EPC3, EPC4,	120	—	120	120	6
	EDU404.3	Health& Physical Education- EPC4.	20	—	20	20	1
	EDU404.4	Drama and Art in Education-EPC2	20	—	20	20	1
	EDU404.5	Communicative English- EPC 1	40		40	40	2
Semester Total			600	210	390	600	30
Programme Total			2400	970	1430	2400	120

#### IV. SCHEME OF ASSESSMENT

A . Internal evaluation of theory courses

a. Theory Courses with Credit 5

Title	No of Tasks @course	Marks	Total Marks
Internal Test	2	10	<b>20</b>
Practicum	1	10	

b. Theory Courses with Credit 3

Title	No of Tasks @course	Marks	Total Marks
Internal Test	2	5	<b>10</b>
Practicum	1	5	

**NB: A detailed report of the Practicum is to be prepared by each student teacher for each course.**

### Form of Application for Leave

1. Name of the student
2. Optional class
3. Class No:
4. Number of days and period of leave required
5. Reason for leave
6. No. of days of leave already availed
7. Date of Application
8. Signature of Applicant

Recommended/not Recommended  
Class Teacher

Granted/not Granted  
Principal

## Form of Application for Certificates

1. Name of the student

2. Optional class

3. Class No:

4. Year of study

5. Description of certificate required

Date of Application

Signature

## B. External evaluation of Theory Courses

### Semester 1

Course code	Course name	Duration of examination External (Hrs)	Marks		
			External	Internal	Total
Core EDU 101	Contemporary India and Education	3	80	20	100
Core EDU 102	Childhood and Growing up	3	80	20	100
Core EDU 103	Development and Resources in Educational Technology	2	50	10	60
Pedagogic EDU 104	Understanding the Discipline of – Education	2	50	10	60
Pedagogic EDU 105	Learning to function as --- Teacher	2	50	10	60
Associate EDU 106	Elective	2	50	10	60

### Semester II

Course code	Course name	Duration of examination External (Hrs)	Marks		
			External	Internal	Total
Core EDU 201	Knowledge and Curriculum	3	80	20	100
Core EDU 202	Learning and Teaching	3	80	20	100
Core EDU 203	Assessment for Learning	2	50	10	60
Pedagogic EDU 204	Pedagogical Dimensions of .....Education	2	50	10	60
Pedagogic EDU 205	Curriculum and Resource Development in.....Education	2	50	10	60

### Semester III

Course code	Course title	Hours	Externalmarks	Internal marks	Total marks
Associate Course EDU301	Language Across the Curriculum	2 hours	50	10	60



### Semester IV

Course code	Course name	Duration of examination External (Hrs)	Marks		
			External	Internal	Total
Core EDU 401	Gender, School and Society	3	80	20	100
Core EDU 402	Personality Dynamics in Education	3	80	20	100
Pedagogic EDU 403	Professional Development of.....Teacher	2	50	10	60

#### C. Pattern of Questions

Form of questions	Number of questions		Total marks	
	Courses with Credit 5	Courses with Credit 3	Courses with Credit 5	Courses with Credit 3
Very short answer	10	10	10	10
Short answer	10/12	5/6	20	10
Short Essay/ Problem Solving	6/8	4/6	30	20
Essay/Higher Order Thinking	2/4	1/2	20	10
Total	34	24	80	50

### Form of Application for refund of Caution deposit

1. Name (in block letters)
2. Optional subject
3. Roll No / class No:
4. Year of study in the college
5. Amount of caution deposit to be refunded
6. No: and date of receipt received in taken; of having made the deposit
7. Whether T.C has already been taken, if so, state No & date obtained
8. Permanent Address.  
Date of Application

Signature of  
applicant

### Major Co-curricular Activities

Students of different courses are expected to participate in the various Co-curricular Activities of the Science club, Nature Club, Mathematics Club, Social Science Club, Tourism Club, Literary Club, Commerce club, Health & Fitness Club, Literary Club, Cultural Club, Mid Summer Camp, Extension Services and Community Services

### Awards & Endowments:-

#### Dr. Sukumar Azhikode prize-

For Top scorer of the college in the university exam.

#### Prof. V.K. Sugathan Award -

Top scorer in theory papers

#### Prof V.K. Sugathan Endowment

Top scorer of the college in the university exam.

#### Prof Viswesari Amma Memorial gold Medal

Top scorer of the college in the university exam.

#### Prof E.V Sarala Memorial Prize

Highest mark in Malayalam optional class.

#### Prof P.V. Suraj Babu award

Top scorer in theory papers

Merit Award Sponsored by Alumni association for the top Scorer of the college in the university exam of B.Ed & M.Ed Courses

#### College union Awards for

Top scorer from	English optional class
„	Maths optional class
„	Physical science optional class
„	Natural science optional class
„	Social science optional class
„	Commerce optional class

### Structure of the M.Ed. Programme

Programme Duration	4 Semesters
Minimum Credits Required for successful completion of the Programme	80
Minimum credits required for Common core courses (11 courses) and field Internship	48
Minimum credits required for specialization courses (5 courses) and field Internship	24
Dissertation and Viva-Voce	8
Minimum Attendance Required	80%
Minimum attendance required for internship	90%

#### 10.1 Programme Structure

Two year programmes in four semesters.

##### Semester I

5 Courses : 5 Common core courses - 5 X 4 = 20 Credits  
(includes 3 perspective courses, one tool course and one teacher education course)

##### Semester II

5 Courses : 5 Common core courses - 5 X 4 = 20 credits  
(includes 3 perspective courses, and a tool course)

##### Semester III

4 Courses : 1 Common core course - 1 X 4 = 4 Credits  
(Teacher Education Course)  
3 Specialization courses - 3 X 4 = 12 Credits  
(includes one Specialisation core course and two Theme based Specialisation courses.)  
Field Internship - 4 Credits  
Total = 20 Credits

#### Semester IV

2 Courses : 2 Specialization courses- 2 X 4 = 8 Credits

( one Specialisation core course  
and one Theme based specialisation course.)

Field Internship	-	4 Credits
Dissertation	-	6Credits
VivaVoce	-	2Credits
<b>Total</b>	<b>=</b>	<b>20 Credits</b>

Total = 20 + 20 + 20 + 20 = 80 Credits

#### MAHATMA GANDHI UNIVERSITY

#### Course Summary of Two Year M.Ed. Programme

#### Semester - 1

Course Code	Course type	Course Name	Credits	Internal marks	External marks	Total marks
EDU 901	Common Core Course- Perspective course (Taught course and Practicum)	Philosophy of Education	4	20	80	100
EDU 902	Common Core Course Perspective course (Taught course and Practicum)	Advanced - Educational Psychology Learning and Development	4	20	80	100

#### Alumni Association

The college has an Alumni Association which meets annually. It provides opportunities for the old students to keep in contact with the institution in which they have studied and the members can render valuable service to the institution as resource persons and in conducting various curricular & co-curricular programmes. The Alumni Association reunions on second saturday of every January

#### Parent Teacher Association (PTA)

PTA includes all faculty members and parents of all students . Every year it raises a substantial amount from its members. The collections are recorded and proper accounts are kept. The association supports the various developmental programmes of the college.

#### Medical Inspection

An annual medical inspection is arranged for the students. The medical report is kept in the office and a duplicate copy is given to the students.

#### Ladies Hostel

Hostel facilities are available for the Lady students of the college.

#### College Union, Association & Committees

The following Association and committees are constituted every year

- The College Union
- Magazine Committee
- Arts Club
- Association for Sports and Recreation

**Students counselling centre:**

The college focusses on the personality development of each student of the college. Students are given opportunities to consult with experts in various fields and so that they can get a better perspective regarding their academic and professional aspects.

**Grievance Redressal cell.**

The grievance redressal cell generally discuss various basic problems of the students and any unhealthy relationship between the students and teachers or students and non teaching staff of the college and suggest and implement remedial measures.

**Women's cell.**

All the lady students are the members of this cell It organises discussions, Seminars and various other useful activities for the students.

**Placement cell.**

A placement cell functions in our college with a view to facilitate the placement of the students who complete the B.Ed course. Several school authorities both from kerala and outside contact this institution regularly for selection of teachers

**Anti Ragging cell**

Anti Ragging cell functions in the college with a view to prevent ragging in the campus and for monitoring the measures taken against ragging in the institution.

**Youth Red Cross Society**

A unit of youth Red Cross Society functions in the College to instill among the students the sense of love, service and international friendship to build up good Personality.

**Career corner**

A career corner is being maintained in the library. It offers Information about various courses offered by the colleges in the universities in kerala and neighbouring states regarding job prospects of each course. It gives information related to various competitive examinations in and outside the state.

EDU 903	Common Core Course Perspective course (Taught course and Practicum)	Introduction to Education Studies	4	20	80	100
EDU 904	Common Core Course Perspective course (Taught course and Practicum)	Introduction to Educational Research and Statistics	4	20	80	100
EDU 905	Common Core Course Perspective course (Taught course and Practicum)	Theoretical Bases of Teacher Education	4	20	80	100
Total			20			500
Inter Semester Break						

**Semester - II**

Course Code	Course type	Course Name	Credits	Internal marks	External marks	Total marks
EDU 906	Common Core Course Perspective course (Taught course and Practicum)	Sociology, History and Political Economy of Education	4	20	80	100
EDU 907	Common Core Course Perspective course (Taught course and Practicum)	Advanced Educational Psychology- Individual Differences	4	20	80	100

EDU 908	Common Core Course Perspective course (Taught course and Practicum)	Curriculum Development and Transaction	4	20	80	100
EDU 909	Common Core Course Perspective course (Taught course and Practicum)	Advanced Educational Research and Statistics	4	20	80	100
EDU 100 910	Common Core Course Tool course (Taught course and Practicum- internal evaluation only)	ICT and Skill Development 1)ICT 2)Communication Skill & Expository Writing 3)Academic Writing including Research Proposal 4)Self Development including Yoga	1  1  1 1	4	20	80
Total			20	500		

**Inter Semester Break**

Internal evaluation of each component course in ICT and Skill Development shall be done through workshops. Evaluation shall be made on the basis of theoretical (10 marks) and practical knowledge (15 marks) attained by the student in each component course.

**Health and Fitness Lab:**  
Our college has a health and fitness Lab with all the facilities like Multi Gym, Treadmill, Orbitrack required for general health and specific needs related to fitness.

**Educational Technology Laboratory**  
Technology lab is equipped with all the modern audio visual aids like LCD projector , slide projectors , Digital cameras, Video camera, O.H.P Computers, Projection screens, Public Address Systems.The college is well equipped with Wi-Fi Connectivity, Computer, Home theatre etc.

**ICT Resource Centre**  
ICT Lab has sufficient number of computers and 24 hours internet access . It has facilities for giving video lessons on various topics.

**Psychology Lab**  
Psychology lab posses many standardised psychological tools and equipments. Our M.Ed & B.Ed students regularly utilise this facility for their research works.

**Science Laboratories:**  
Our college has a fully equipped science laboratory . We have 2 different laboratories for conducting Natural Science& Physical Science experiments.

**Language Laboratory:**  
A well set Language Laboratory help students to learn the Phonetics of language accurately

**Music Room:**  
Students talented in fine arts desirous of developing their musical talents can make use of the music room in the college and few instruments are available there.

**SUPW workshop :**  
All the facilities for conducting classes in food preservation and canning , tailoring and embroidary, fabric painting, craft works, book binding ,gardening etc. are made available in the S.U.P.W. work shop.

## Activities and Services

*Student helpline : 9387093878*

<b>Extention Activities</b>	<b>Tourism Club</b>
<b>Ethics Committee</b>	<b>Literary club</b>
<b>Grievance Redressal cell</b>	<b>Eco club</b>
<b>Anti- ragging Cell</b>	<b>Science lab</b>
<b>SC ST Monitoring cell</b>	<b>Mathematics Club</b>
<b>Researchers' Forum</b>	<b>Commerce Club</b>
<b>Documentation desk</b>	
<b>Publication Wing</b>	
<b>Women's Cell</b>	
<b>Placement Cell</b>	
<b>Counselling centre</b>	
<b>Health and Fitness club</b>	
<b>Arts club</b>	
<b>Film Club</b>	

### Facilities Available

The following facilities are available in this college

#### Physical Education.

Considering the importance of Physical health and physical education for teacher trainees, the physical education department organises various indoor and outdoor programes. The college ground has facilities for volley ball & shuttle badminton. For other purposes the grounds of sister institutions are shared.

## Semester 3

course Code	Course type	Course Name	Credits	Internal marks	External marks	Total marks
EDU 911	Common Core Course Teacher Education course (Taught course and Practicum)	Teaching, Research, Innovations and Issues in Teacher Education	4	20	80	100
EDU 912	Core Course within Elementary Specialisation course (Taught course and Practicum)	Context and issues of Elementary education	4	20	80	100
		Specialisation Course (one course from Thematic Cluster-A(913) shall be opted) Thematic Cluster-A( 913): Current Practices in Education				
EDU 913.1	Specialisation course (Taught course and Practicum)	Educational Evaluation	4	20	80	100
EDU 913.2	Specialisation course (Taught course and Practicum)	Educational Technology	4	20	80	100

EDU 913.3	Specialisation course (Taught course and Practicum)	Guidance and Counselling	4	20	80	100
EDU 913.4	Specialisation course (Taught course and Practicum)	Knowledge and Learning Management	4	20	80	100
EDU 913.5	Specialisation course (Taught course and Practicum)	Comparative Education	4	20	80	100
EDU 913.6	Specialisation course (Taught course and Practicum)	Material and Instructional Design	4	20	80	100
EDU 913.7	Specialisation course (Taught course and Practicum)	Early Childhood Care and Education	4	20	80	100
EDU 913.8	Specialisation course (Taught course and Practicum)	Higher Education	4	20	80	100
		Specialisation Course (one course from Thematic Cluster- B (914) shall be opted) Thematic Cluster-B (914).Emerging issues in Education				
EDU 914.1	Specialisation course (Taught course and Practicum)	Environmental Education	4	20	80	100

<ul style="list-style-type: none"> <li>Members shall not write upon, damage or mark any book belonging to the library.</li> <li>Users are not permitted to alter the arrangements of tables, chairs, etc., made in the library.</li> <li>Members shall not bring personal belongings (bags, text books, files, printed materials etc.) inside the library. Members may leave them at the property counter kept outside the library.</li> <li>The librarian reserves the right to suspend the membership of any member found misbehaving in the library.</li> <li>The members caught tearing pages of books/ stealing books will be suspended forthwith from using the library facilities and the library will recommend for further disciplinary action against them.</li> </ul> <p><b>Periodical section</b></p> <ol style="list-style-type: none"> <li>Periodicals will not be allowed to be taken out of the library. They can be consulted in the library. room during which the library remains open.</li> <li>Readers should enter their names and details of the periodicals consulted in the Periodical Issue Register. Before leaving, the readers must replace the periodicals properly in the Periodical Rack</li> </ol> <p><b>Career corner</b></p> <p>A career corner is being maintained in the library. Reference sources and study materials are available for course guidance and career guidance at the career corner of the library .</p> <p><b>Digital Library</b></p> <p>Internet, e-mail facility is available in the Library besides the ICT lab and DELNET</p> <p><b>Reprographic Services</b></p> <p>Reprographic Service is provided to students with reasonable charge.</p>
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### Conditions for Loan

Period of loan for general books will be 14 days. Books on loan can be renewed for 14 days. Renewal will not be permitted if the book is under reservation. CD-ROMs and Floppy are restricted to be used in the library. Overnight issue of reference text book is also allowed. The library staff may fix a shorter period of loan for a book that is in great demand or withdraw a book from circulation without assigning any reasons thereof. Defaulters will have to pay a fine of Rs.1 per day.

### Loan of Books

The borrowing facility is restricted to members only. They must borrow books personally.

- ★ Loose issues and bound volumes of periodicals are not issued out.
- ★ The librarian reserves the right to recall any book from any member at any time.
- ★ Books on loan may be renewed for further period provided that no other member had reserved the same.
- ★ Readers should verify the condition of the book, and should inform the librarian about the discrepancies, if any, before borrowing.

### ● Loss of Books

- In case of loss of book the borrower shall replace the book within 20 days, defaulters will be charged 3 times the price of the book.
- If a book from a multiple volume set is damaged or lost, the member is liable to replace the whole set or pay the cost of the entire set. However, the librarian has the discretionary power to take the final decision.

### ● General Rules

- All members are requested to maintain absolute silence in and around the library.
- Members shall not engage in conversation (including subject discussions) in any part of the library so as to cause annoyance to any other reader.

EDU 914.2	Specialisation course (Taught course and Practicum)	Inclusive Education	4	20	80	100
EDU 914.3	Specialisation course (Taught course and Practicum)	Non Formal Education	4	20	80	100
EDU 914.4	Specialisation course (Taught course and Practicum)	Education of the Marginalised	4	20	80	100
EDU 914.5	Specialisation course (Taught course and Practicum)	Educational Planning and Management	4	20	80	100
EDU 914.6	Specialisation course (Taught course and Practicum)	Economics of Education	4	20	80	100
EDU 914.7	Specialisation course (Taught course and Practicum)	Quality Assurance in Education	4	20	80	100
EDU 914.8	Specialisation course (Taught course and Practicum)	Human Rights and Value Education	4	20	80	100
EDU 915	Core Course - Field Internship	Field Internship In primary schools & Primary Teacher Education Institutions and field site relevant to area of specialisation opted from thematic clusters A & B.	4	20	80	100
		Total	20			500
Inter semester Break						



### Semester 4

course Code	Course type	Course Name	Credits	Internal marks	External marks	Total marks
EDU 916	Core within Secondary and Senior Secondary specialisation course (Taught course and Practicum)	Context and issues of Secondary and Senior Secondary Education	4	20	80	100
		Specialisation Course (one course from Thematic Cluster-C (917) shall be opted) Thematic Cluster-C (917): Advanced Methodology and Pedagogical Practices of Optional subjects in Secondary and Senior Secondary Education				
EDU 917.1	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Language Education - English	4	20	80	100
EDU 917.2	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Language Education - Malayalam	4	20	80	100

### Issue of certificates

Documents submitted at the time of admission will not be returned before the completion of the course. Sufficient number of attested copies of documents shall be procured before submission. However, in urgent cases, certificates could be returned temporarily on payment of Rs.10/- as search fee

Transfer certificate shall be issued only after the payment of all dues to the college.

### LIBRARY

#### Objectives

- ❖ To provide inspiration and stimulation to users by efficient and effective services.
- ❖ To enable the users to keep track of the significant developments in their respective fields of interests.
- ❖ To convert potential users into habitual users.
- ❖ To support educational, research & developmental activities of SNM Training College

#### Library Resources

The well balanced collection includes Books, Thesis, Periodicals, CD-ROMs Cassettes and Floppy discs.

The library has more than 25662 books and a collection of 1755 CD-ROMs and Cassettes

#### Working Hours

The library is kept open from **9.30 AM to 4.30 PM** on all working days.

#### Admission to the library

Admission to the library is restricted to members. However others who are desirous of evaluating the library may do so with the prior permission of the librarian.

#### Membership

Library membership is open to the staff and students of SNM Training College

### Attendance and leave rules

1. Each student is required to attend classes without fail.
2. The absence of student without leave for any single period would result in the loss of attendance for that course
3. A student who needs leave, shall apply in prescribed form to the principal with prior permission & signature of the class teacher. After sanctioning, the leave letter should be submitted to discipline committee chairman. Leave forms should be submitted usually on the previous working day. In unavoidable circumstances, the leave form shall be submitted on return after leave. Such cases should be reported by phone.
4. The principal can demand the production of medical certificate when the leave applied for is on medical grounds.
5. No leave will be granted in continuation of holidays, either before or after.
6. An absentee for 15 consecutive working days without leave application will automatically be removed from the rolls of the college without notice.
7. Shortage of attendance shall not be recommended for condonation.
8. The certificate of attendance & progress report required for admission to the university Examination will be granted only if:-
  - ❖ A student has more than 75% of attendance in the college in each semester
  - ❖ The student has completed the course to the satisfaction of authorities concerned.
  - ❖ The progress in studies and conduct in the college and outside have been satisfactory.

### Class Hours

Classes are conducted in two sessions. The morning session starts at 9.30 am and the afternoon session at 2.00 pm

Morning Session	-	9.30 am to 1.00 pm
Lunch break	-	1.00 pm to 2.00 pm
Afternoon session	-	2.00 pm to 4.20 pm

EDU 917.3	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Language Education - Hindi	4	20	80	100
EDU 917.4	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Language Education - Sanskrit	4	20	80	100
EDU 917.5	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Language Education - Arabic	4	20	80	100
EDU 917.6	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Mathematics Education	4	20	80	100
EDU 917.7	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Science Education	4	20	80	100
EDU 917.8	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Social Science Education	4	20	80	100

EDU 917.9	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of Commerce Education	4	20	80	100
EDU 917.10	Specialisation course (Taught course and Practicum)	Advanced Methodology and Pedagogical practices of IT Computer Science Education	4	20	80	100
EDU 917.10	Core Course-Field Internship	Field Inter Methodology Field Internship in Secondary and Senior Secondary schools & Secondary Teacher Education Institutions and field site relevant to the area of specialisation opted from Thematic cluster - C	4	20	80	100
EDU 919	Dissertation	Dissertation	6	150	150	150
EDU 920	Dissertation	Viva –Voce	2		50	50
		Total	20			500

Semester wise credits and marks

Semester	Credits	Marks
Semester 1	20	500
Semester 2	20	500
Semester 3	20	500
Semester 4	20	500
Total	80	2000

- show themselves as lovers of decency and decorum
- Students and staff shall co-operate with college authorities to ensure peaceful atmosphere congenial to the academic activities and overall developments of student and for the maintenance of discipline in the campus
  - Megaphones, Loudspeakers, Mobilephones etc. shall not be used. Posters, banners or boards should not be put up on the campus without permission of the principal.
  - Every student should carry his identity card and produce it on demand by the authorities or persons authorised to do that.
  - In case students have any grievance or complaints they shall approach the tutor first. If they are not satisfied they may put it in writing in the grievance Redressal Box and then if needed appeal to the principal.
  - For neglect of work or for misconduct of a serious nature student is liable for punishment
  - The Principal shall be the final authority in the interpretation of college rules. Matters not covered by the rules are left to the discretion of the principal. His decision shall be final.

#### Ethics Committee

As per the directions of Mahatma Gandhi university, the college should function under the guidelines of the Ethics committee constituted by each college

- Students are expected to be in their uniform on the prescribed days
- Students should get recommendation for leave from the optional teacher and permission from the principal before taking leave and the leave form should be submitted to the Discipline committee
- Use of mobile phone is banned in the college campus
- Late coming and early leaving is not permitted. In case of being late, due to unforeseen reason, the student shall avail permission from discipline committee chairman
- Students are expected to be in their respective classes at the ring of first bell itself

4. The application for refund of caution deposit shall be submitted in the prescribed form

### **General rules of discipline**

1. The day begins with a prayer at the college. During prayer, all the members of staff and students shall stand up and observe silence till the prayer is over. There shall be no movement of any kind in the college campus at this time
2. During free periods the students are not expected to indulge in any outdoor games or loiter about the verandahs. However they can make use of the facilities in physical education department. They should make use of library during free time. Those who prefer to sit in the class room to do academic work should not cause disturbance in any way to the neighbouring classes.
3. Students are expected to wear clean and respectable dress, to be punctual and regular in attendance and to be sincere in studies.
4. Every student should handle with care the property of the college and shall do everything in his power to preserve the cleanliness of building and furniture.
5. Unauthorised entry of outsiders into the campus is strictly prohibited, unless permitted by the college authorities. Students shall not bring or entertain outsiders within the campus.
6. Nobody shall collect money from others, attend or organise any meeting or agitation or to circulate any notice or petition among the students or exhibit them anywhere in the premises except by specific permission of the principal
7. All expressions of activities which are immoral, antisocial, communal and antinational are strictly prohibited in the college campus
8. Students should always be respectful to their teachers, seniors and superiors, polite and courteous to all and should

Candidate having 50 percentage of marks for the B.Ed Degree is eligible to apply for seeking admission to M.Ed. Degree Course. SC/ST and OBC candidates get usual relaxations as per rules of the Government and University.

### **Dissertation**

The Dissertation should be on some educational theme ordinarily related to the fields of education approved by the university and supervised by a member of the faculty of the school. This report should be approximately between 10,000 and 20,000 words depending upon the nature of the topic. Four copies of dissertation bound as per instructions will have to be submitted together with 3 copies of the summary during the second semester.

### **ADMISSION FOR B.Ed PROGRAMME**

1. Eligibility for admission, norms for admission, reservation of seats for B.Ed. Degree Programme shall be according to the rules framed by the university and NCTE from time to time.
2. The strength of the college is fixed at 50 students per year and total 100 for two batches.
3. The principal may send away any student who is not likely to prove a good teacher
4. No student shall be admitted unless he / she pays the fee as per rules & produce all the certificates of qualification mentioned below

1. Transfer certificate from the college last attended
2. S.S.L.C.
3. Degree / Diploma certificate & Mark list
4. Course & conduct certificate
5. Migration certificate (in case of graduates from other universities)
6. Community certificate in respect of backward class students

### Fees

1. Every student shall on admission pay the full amount of fees including special fees and caution deposit.
2. Receipts signed by the accountant will be issued on the realisation of all kinds of fees, fines and other dues
3. Students belonging to S.C./S.T., OBC are exempted from paying the caution deposit
4. Fee Concession : Students belonging to S.C./S.T./OBC can avail fee concession if they produce caste & income certificate at the beginning of the course and apply in the prescribed form. Students belonging to O.B.C. are eligible for fee concession only if their annual income comes in the prescribed limit as per the government norms

### Schedule of fees :-

#### Tuition fees

Rs. 2000 payable at the time of admission

### Special Fees

Special Fees Rs. 505 payable at the time of admission plus Rs. 50 in the case of Science students

Fees for the B.Ed Examination Ist Semester & IInd Semester-Rs. 1550

For considering application for recognition of an Examination of another university } - Rs. 150

Matriculation Fee - Rs. 100

University Affiliation fees - Rs. 300

GPAIP - Rs. 10

Caution Deposit - Rs. 360

University union fee - Rs. 30

Students welfare fund - Rs. 10

University sports affiliation fee - Rs. 75

Women students fund - (As decided annually by the governing body)

### Refund of Caution Deposit Rules

1. It shall be responsibility of the student to claim the refund of caution deposit paid by him / her for the particular course immediately after the closing date of the college after the expiry of the academic year in which the course is completed.
2. If the student takes T.C. before the completion of the course, the caution deposit will be refunded before the closing date of the college
3. All claims for refund of caution deposit shall be preferred before the re-opening date of the next academic year in which the course is completed. In the case of those who discontinued or left the institution during the tenure of a course, their claim shall be preferred before the reopening date of the next academic year, following the academic year in which they would have completed the course had they continued in institution. The caution deposit amount will be refunded only if the connected receipt issued from the college is produced along with the application for refund of the caution deposit. Failure to produce the original receipt will result in the forfeiture of the same