

INFORMATION BROCHURE

Admission to B.Ed.(Correspondence) Session: 2017-19



No. of Seats: 800
Duration of Course: Two Years (Four Semesters)
Recognized by NCTE: F.NRC/NCTE/F-7/CH-24/10216

Last date of applying online form:	September 8th, 2017
Online application form fee	Rs. 800 /- (For General Category) Rs. 400/- (For SC/ST/Persons with Disability)
Date of face to face counselling at USOL, Panjab University	September 20th - 21st, 2017. (Rs. 500/- will be charged as counselling fees) <u>The candidate has to deposit the total fee of Rs.16892/*- (B.Ed. Ist Semester)</u> by draft at the time of admission in the counseling after getting the admission slip from the 'Admission Committee' there. The Bank Draft should be made in favour "Registrar, Panjab University, Chandigarh" payable at State Bank of India, Sector 14, Chandigarh.

For any query please:

Email: usolbed@pu.ac.in or Visit Office of Education Department (3rd Floor), University School of Open Learning, Panjab University, Chandigarh (on all working days from 9.00 am to 5.00 pm)

**UNIVERSITY SCHOOL OF OPEN LEARNING
PANJAB UNIVERSITY
CHANDIGARH**

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1. ELIGIBILITY CONDITIONS AS PER NCTE NORMS 2014:

The following categories of candidates are eligible to apply for admission.

- (i) Trained in – service teachers in elementary education.
- (ii) Candidates who have completed a NCTE recognized teacher education programme through face-to-face mode.

Explanation :

A. A person who possesses the following qualifications shall be eligible to join the course:

1. The candidates who entered in teaching profession on the basis of **Diploma/ Certificate in primary/elementary teacher training and are intended to improve their competence by obtaining degree in secondary teacher training programme** can take admission in B.Ed (ODL) programme, provided they have graduation/post graduation degree in humanities/science/social science/commerce with minimum 50% marks or degree in engineering/technology with specialization in science and mathematics with minimum 55 % marks

2. Candidates who have **completed NCTE recognized teacher training programme through face-to-face mode and not in teaching profession** are also eligible for admission in B.Ed. ODL programme provided they possess graduation/post graduation degree in humanities/science/social science/commerce with minimum 50% marks or degree in engineering/technology with specialization in science and mathematics with minimum 55 % marks

- **In case of students belonging to Scheduled Castes/ Scheduled Tribes/ Backward Class/Person with Disabilities (PWD), the requirement of 50 per cent marks shall be reduced by 5 percent provided they have obtained minimum pass marks prescribed by the regulations.**

NOTE: For calculating percentage of marks in case of students who have passed B.A. examination by parts, the following procedure will be adopted:

- (i) Average percentage of marks obtained in Prabhakar / Giani or an equivalent MIL Examination, English and in two more elective subjects. (If more than two subjects have been cleared, the score in which he/ she scored higher marks will be taken into account.).

Prabhakar or Giani will be considered as an elective subject and brought at par with one elective subject in respect of maximum marks.

- (ii) For candidates who have received their B.A. degree after doing Shastri or an equivalent Oriental Title examination, marks obtained in Shastri examination or an equivalent OT examination will be considered as scored out of two subjects (elective) and calculated on the basis of the marks obtained in **two** elective subjects to the best advantage of the candidate.

2. ADMISSION CRITERIA

Admissions to 800 seats in B.Ed.(correspondence) for session 2017-2019 will be done on merit prepared on the basis of marks obtained in the qualifying examination only.

3. RESERVATION POLICY

The Seats are reserved as per Panjab University, Chandigarh rules. The category wise distribution is given below:

S. No.	Category	%age of seats	500 Seats (for Punjab & Chd. UT)	300 Seats (for all India including Punjab & Chd. (UT)	Total
1	SC	15	75	45	120
2	ST	7.5	(37.5)=38	(22.5)=23	61
3	B.C.	5	25	15	40
4	Person with disabilities (PWD)	3	15	9	24
5	Defence	5	25	15	40
6	Riot Victims and Terrorist affected	2	10	6	16
7	Wards of Freedom Fighters	2	10	6	16
SUB TOTAL (of reserved categories)		39.5	198	119	317
8	General	60.5	302	181	483
TOTAL			500	300	800

4. TEACHING SUBJECTS COMBINATIONS

Important Note: Admission in the B.Ed. Semester course will be subject based.

i. Admission to B.Ed. course is subject based. At the time of admission, each candidate shall opt for two teaching/pedagogical subjects, which has been studied at graduation/post-graduation level. The candidate must have studied the Major subject of the teaching combination for at least 3 years at graduation level or 2 years at Master's level. The minor subject should have been studied for at least for one year/one semester.

ii. The candidates having honours course shall opt for major subject in which they have obtained honours. The minor subject should have been studied at least for one year/one semester.

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

iv. B.Com./B.B.A./M.Com. graduates /postgraduates may opt for two teaching subjects- one is teaching of commerce and the other shall be teaching of economics/mathematics/any one language i.e. teaching of English/Hindi/Punjabi/Sanskrit. Note: B.Com/B.B.A. graduates shall be considered in commerce stream only, even they have passed additional arts subjects unless they have passed Masters in Arts.

v. B.C.A. graduates may opt for teaching of Computer science as one subject. The other subject shall be teaching of Mathematics or any one language (English/Punjabi/Hindi/Sanskrit)

vi. B.E./B.Tech. graduates shall opt for any two subject combination out of teaching of Mathematics, Computer Science, Science , Languages.

vii. B.Sc.(Home Science) graduates shall opt for two teaching subjects. One is Teaching of Home Science, other may be subject studied at graduate level i.e. Science or any one language (English/Hindi/Punjabi/Sanskrit).

viii. B.Sc(Medical) graduates shall opt for two teaching subjects out of the following: (a) Teaching of Science/ Life Science; (b) Teaching of Physical Science; (c) Teaching of any one language i.e. English/Hindi/Punjabi/Sanskrit.

ix. B.Sc(Non-Medical) graduates shall opt for two teaching subjects out of the following: (a) Teaching of Science/Physical Science; (b) Teaching of Mathematics/Computer Science; (c) Teaching of any one language i.e. English/Hindi/Punjabi/Sanskrit.

x. Arts Graduates may opt for any two pedagogical subjects one each from the following (a) and (b):

8 (a) Teaching of Social Studies/Economics/History/Geography/Political Science/Sociology/Public administration/Fine Arts/Physical Education/ Music/Home Science.

(b) Teaching of any one language i.e. English, Punjabi, Hindi, Sanskrit provided that the candidate has studied the subject at the graduation/post graduation level.

xi. Graduates with Fine Arts/Music/Computer Science/Home Science/Physical Education/Mathematics/Statistics/Quantitative techniques shall opt for any of these subjects with the other subject combinations available in the college.

Note: Teaching of Fine Arts shall be offered to a candidate who had taken up Fine Arts/Performing Arts/Fashion Design/Fashion Technology or B.A. with Diploma in Drawing and Painting or Arts and Craft Teacher's course from a recognized institution.

xii. Teaching of Social Studies shall be opted by those who have studied any one of these subjects at B.A./M.A. level i.e. (i) History (ii) Geography (iii) Political Science(iv) Sociology (v) Economics (vi) Public Administration(vii) Philosophy (viii) Psychology (ix) Education(x) Defence Studies (xi) Religious Studies

xiii. B.A.LL.B. Graduate shall opt for two teaching subjects which they have studied during the course, major for at least two years and minor for at least one year.

Note: 1.The candidates shall be given the required subject combination depending upon their availability in the colleges.

2. Candidates who have passed Shastri/Gyani/Parbhakar/Honours in a language/Elective subjects in languages can opt for two language combinations provided they have studied the other language for at least one year/one semester at graduation/post-graduation level.

5. ADMISSION PROCEDURE

The candidates have to follow the steps given below:

- Step 1: Register online at <http://usolbed.puchd.ac.in>. Note down login id and password.
- Step 2: Login to your account using your login id and password and complete your form by uploading your latest passport size photograph, signature and other necessary details.
- Step 3: After completing your form, take the print out of SBI Bank slip. After one day of printing the bank slip, deposit the fee using this bank slip at any SBI branch.
- Step 4: Login again after 24 Hours of depositing fee and take the print out of your completed application form.
- Step 5: Send the print out of application form along with the requisite documents(By hand/ By post) to **Assistant Registrar (Establishment), Room no. 103, Ground Floor, University School of Open Learning, Panjab University, Chandigarh-160014 on or before 14th September, 2017.**
- Step 6: The tentative merit list will be displayed on website on September 18, 2017 (5.00 pm)
. Check the merit list and in case any of the candidate finds any discrepancy in the merit list, (like name of the candidate, Father's name, Mother's name, marks obtained in Graduation, Category claimed etc) should send an e-mail on Email-id: *usolbed@pu.ac.in* by 12 pm on September 19, 2017 for making the necessary corrections. Provisional list will be displayed on website on September 19, 2017 (5.00 pm)
- Step 7: If the name of candidate appears in merit list, then he/she has to attend the counseling scheduled on September 20 to 21, 2017 at USOL as per the schedule which will be displayed on the website.

6. COUNSELLING FOR ADMISSION

The eligible candidates will be called as per merit ranks for the Face-to-face counseling at University School of Open Learning, Panjab University, Chandigarh. The counseling will be held on September 20 to 21, 2017.

At the time of counseling, candidate is required to bring the following documents:

- Original Mark-sheets of Part I, II and III (Graduation Level and Post-graduation Level Part I and II, (if any) along with self attested copies.
- Proof of Date of Birth (Matriculation Certificate).
- Only Original Certificate for claiming seat against the reserved category.
- Teaching experience certificate if any

- Three copies of photographs with name and father's name written on the back of each photograph.
- Original DMC of Diploma/ Certificate in primary/elementary teacher training approved by NCTE.

7. FEES

The total fee for **B.Ed.** shall be deposited in four installments, one installment per semester.

The candidate has to deposit the total fee of Rs.16892/*- (B.Ed. Ist Semester) by draft at the time of admission in the counseling after getting the admission slip from the 'Admission Committee' there.

The Bank Draft should be made in favour "Registrar, Panjab University, Chandigarh" payable at State Bank of India, Sector 14, Chandigarh.

The students are also required to pay the following fee as applicable to them along with above mentioned fee.

1. **Registration Fee= Rs. 150/- (To be paid by those students who are not already registered with Panjab University).**
2. **Eligibility Fee= Rs. 75/- (To be paid by those students who have passed the lower examination from the University other than Panjab University).**
3. **Migration Fee= Rs. 300/- (To be paid by those students who have passed the lower examination from other University).**
4. **Special Fee= Rs. 275/- (To be paid by those students who apply for a admission from a place outside the jurisdiction of Panjab University (i.e. Distt. Ludhiana, Hoshiarpur, Moga, Ferozepur, Chandigarh and Muktsar Tehsil of Faridkot are in jurisdiction of Panjab University).**

The **second installment** of fee of B.Ed. IInd semester Rs. 11850/- should be deposited before **15th February 2018** by cash/Demand Draft. **The candidates are advised to show the receipt of fee deposited in the deptt. in room No. 107, Ground floor, USOL to avoid any difficulty related to examination etc. at later stage.**

Approximately same fee will be charged from the candidates during B.Ed. second year (with annual 5% increase as per P.U. rule).

Mode of Payment for second installment

- Fee can be deposited in cash at State Bank of India, PU Extension Counter , Administrative Block, Panjab University, Sector 14, Chandigarh.
- Fee can be deposited through Bank Draft. The Bank Draft should be made in favour "Registrar, Panjab University, Chandigarh" payable at State Bank of India, Sector 14, Chandigarh.
- **Fee can be deposited "ONLINE" through Inter-Net Banking.**

8. STUDY MATERIAL

The study material will be provided to the students in English language only.

9. PERSONAL CONTACT PROGRAMME (PCP)

Those admitted to the course shall be required to attend two personal contact programmes of 15 days each per year i.e. one PCP per Semester at allotted study centers as per NCTE norms.

Personal Contact Programme of B.Ed. I Semester will be held from October 23rd to November 6th, 2017.

80% attendance is mandatory during PCPs. **If any of the students fail to attend minimum of 80% classes then the examination roll no will not be issued by the university.**

The approved study centers for the conduct of Personal Contact Programs (PCP) are given below. The candidates will be allotted study centres in order of merit at the time of counseling. **Study Centre once allotted will not be changed.**

10. LIST OF APPROVED STUDY CENTERS FOR CONDUCT OF PERSONAL CONTACT PROGRAMME OF B.Ed. I to IV Semesters*

Sr. No.	Name of Colleges
1.	University School of Open Learning, Panjab University, Chandigarh.
2	Govt. College of Education, Sector 20-D, Chandigarh.
3	D.A.V.College of Education, Hoshiarpur.
4.	BCM College of Education, Urban Estate, Ludhiana
5.	Malwa College of Education for Women, Ludhiana
6.	Dev Samaj College of Education for Women, Ferozepur City

***The study center will conduct B.Ed. “Personal Contact Programme” only if a unit of 50 students are admitted in that centre.**

11. EMPLOYMENT CERTIFICATE

(To be provided by the Principal/ Headmaster/Headmistress of the school)

This is to certify that Mr./Ms.has been teaching in this school fromto till date .

Signature of Principal/ Headmaster/ Headmistress with stamp

Place.....

Name

Dated.....

Address.....

Please note: In case the teaching certificate of a candidate is found to be not genuine at any stage, his/her candidature will be cancelled and the candidate will be responsible for the consequences of submitting fake teaching certificate.

12. IMPORTANT DATES

1	Date of Availability of Online Application Form	August 10 th , 2017
2	Last Date for Registration and Completion of form on the website.	September 8 th , 2017
3	Last Date for deposit of Fees (Using website generated challan) in any branch of SBI	September 11 th , 2017 upto 4.00 p.m.
4	Last date for submission of printout of online filled application form along with requisite documents (by hand/by post) to the following address: Assistant Registrar (Establishment) Room no. 103, Ground Floor University School of Open Learning Panjab University, Chandigarh-160014	September 14 th , 2017 up to 4.30 p.m.
5	Display of Tentative Merit List	September 18 th , 2017 (5.00 pm)
6	Submission of objections (if any)	September 19 th , 2017 (12.00 pm)
7	Display of Provisional Merit List and Schedule of Counselling on the website	September 19 th , 2017 (5.00 pm)
8	Face-to-face Counseling at University School of Open Learning, Panjab University, Chandigarh	September 20 -21, 2017

Personal Contact Programme of B.Ed. I Semester will be held from October 23rd to November 6th , 2017.

13. DOCUMENTS TO BE SENT BY September 14th , 2017 to Assistant Registrar (Estt.) University School of Open Learning, Panjab University, Chandigarh.

1. Print out of filled ONLINE Application form
2. Self Attested copy of detail marks cards of qualifying examinations
3. Self Attested photocopies of documents supporting the claim for reservation categories.
4. Photocopy of employment certificate (only for in-Service Teachers).
5. Self Attested copy of the DMC of Diploma/ Certificate in primary/elementary teacher training approved by NCTE.

14. DOCUMENTS REQUIRED AT THE TIME OF COUNSELLING

(i)	Original Matriculation certificate
(ii)	Original copies of detail marks cards of qualifying examinations (First year, second year and final year) and also of post graduation if any.
(iii)	Original employment certificate
(iv)	Original Certificates/ documents supporting the claim for reservation other than SC/ST/BC from the Competent Authority
(v)	3 passport size photographs
(vi)	Original DMC of Diploma/ Certificate in primary/elementary teacher training approved by NCTE..

Note: The incomplete documents in any respect shall not be accepted and admission will not be given.

*The SC/ST students of Punjab state who are eligible for Post Matric Scholarship, whose family income is less than 2.5 lac are required to pay only 25% of the total admission fee for self finance Courses. The students have to submit their application with following documents.

- 1) Scholarship Form No.1 containing 7 pages available at website www.dpicolleges.punjab.org.
- 2) Original Income Certificate duly attested by the 1ST class Magistrate.
- 3) Photocopy of Residence proof.
- 4) Photocopy of Caste certificate.
- 5) Photocopy of Last class pass certificate.
- 6) Photocopy of Bank Account No. with IFSC code.
- 7) Photocopy of Aadhaar Card.

The fee schedule is as under :-

B.Ed-1 st Sem	- Total fees	16892/-
Library Security (Refundable)		- 800/-
Less Examination fee		- 2500/-

13592/-

25% of total admission fee

3398+800 = **4198**