

STATUTES & SCHEME FOR THE TWO YEAR B.ED COURSE 2015

1.Course

The course for the Degree of Bachelor of Education shall extend over a period of two academic years, having four semesters. This course is designed variously under theory lectures / Methodology lessons /school internship or field work (different components) / Reflective Journal

1.2 Mode of Admission

The admission to B.Ed course(two years) shall be made on Entrance Test/Merit basis.

1.3 Intake Capacity

There shall be the intake of a basic unit of 50 students with a maximum of two units per year. The Unit intake capacity for B.Ed (two year) will be 100 candidates for 1st semester.

1.4 Time of Admission

Admission to the said course shall start on July 1 and shall be completed by July 31 every year.

1.5 Semesters & Vacations

The terms and vacations for the course shall be as under :-

First semester - August 01 to December 24 (Including Exam Days)

Inter Semester Break -Dec 25 to 5th Jan. (next Year)

Second Semester - January 06 to June 15(Including Exam Days)

Inter Semester Break-June 16 to July 31

IIIrd Semester- August 01 to Dec 24th of the academic year

Winter break - December 25 to January 5

IV Semester- Jan 06 to June 16 of the academic year

1.6 Theory & Practice Duration

A total of 200 working hours are to be academically fulfilled with 36 hrs class per week.

A total of 20 weeks internship cum teaching Practice is to be achieved (spread over two years) having 4 weeks in the First year of the program and 16 weeks in the second year. The 4 weeks internship is to be in two semesters having 2 weeks internship in each semester of the first year whereas the 16 weeks is to be spread over third and Fourth semester of the 2nd Year of the B.Ed program.

The Semester examination for the two year Degree of Bachelor of Education shall be held in December for Ist,3rd Semester & in June for IInd & IVth semester at Jammu and other places as may be fixed by the Vice-Chancellor.

2. Eligibility

Admission to B.Ed. course in Colleges of Education, other than the Govt College of Education, in and off site campuses of the University of Jammu shall be open to such candidates who have passed Bachelor Degree and/or Master Degree Examination with 50% aggregate marks for General Category and 45% marks for the reserved categories of SC/ST and Others(as per the rules of the state govt.) in the Faculties of Arts, Science, Social Sciences, Commerce or Faculty of Music and Fine Arts, conducted by the University of Jammu or an examination of any other University recognized as equivalent thereto or Bachelor's Degree examination of 4-year duration in a recognised University. The admission can be granted :-

- a. Provided that a candidate who has been placed under reappear category in one course/paper of an examination, other than the qualifying examination, or was scheduled to appear in the examination (other than the qualifying examination) either as a regular or private candidate before the commencement of class work of B.Ed. course but could not do so on account of delay in the conduct of said examination, for reasons beyond his control, shall be eligible to appear in the examination, even though he/she has been duly admitted to B.Ed. course.
- b. Any person in employment or self-employment or engaged in a business or profession is not eligible for admission to B.Ed. course in Non- Government colleges.
Such a person may, however, be considered for admission, provided-
 - (i) he/she produces a certificate from his/her employer that the employer has no objection to his/her employee pursuing whole time B.Ed course and that the employee is on authorised leave for the purpose;
 - (ii) in the case of self-employed-person or a person engaged in business or a profession, the person concerned gives an undertaking in writing that he/she will devote his/her whole time for studies as a student during the period he/she remains on roll of the College for the course and shall not engage in any business or profession or avocation during this period or engage in any other activity which is likely to interfere with his/her studies in the college.

3. Medium of instruction 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.

4. Eligibility for Examinations

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. A person, so long as he/she is a student of B.Ed course, shall not be eligible to attend any other course of instruction or appear in any other examination of the University

The concerned Principal of the College/Institution shall issue a certificate in the regard of the fulfilment of the conditions laid out for students and completion of syllabus.

1. There shall be an examination called the semester examination at the end of each semester in the prescribed courses for students having undergone a regular course of study college of Education or in and the off site campuses . Examinations in the 1st and 3rd semester courses will be held ordinarily in the December and examination in the 2nd and 4th semester courses will be held ordinarily in the June every year or on such dates as may be approved by the Vice-Chancellor.
2. A semester examination for the B.Ed Degree Programme shall be open to the following categories of persons:
 - (A) A regular student i.e. a person who has undergone a regular course of study in an affiliating college of education or in and the off site campuses for the period specified for that course of study by having been on the rolls of the College immediately preceding the examination and has his/her name submitted to the Controller of Examinations by the Principal where he has pursued the course for the examination and has fulfilled the following conditions to be certified by the principal concerned:
 - i/ he/she has been a person of good conduct;
 - ii/ he/she has attended not less than 80% of the lectures delivered including seminars, tutorials etc., in each course offered by him in that semester;
 - iii/ In the case of a internship , he/she has attended not less than 90% of the internship(attendance)
 - iv/ he/she has paid the prescribed fees.
 - (B) Ex-students i.e. persons who after having undergone a regular course of study and having completed all conditions of eligibility for appearance in a course or courses in a semester 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 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 examination within the dates fixed for this purpose.
The said candidate has to complete the Course with the all components(theory papers as well as the Internship) in maximum of the 3 years of the enrolment in the course. However , university guidelines for PG Semester System shall be applicable to the B.Ed candidates as well for the awarding of the internals in proportionate to the mark obtained in the theory examination for the reappear or private candidates.
3. The exact date for the external examination as well as the evaluation of theory as well as for the Internship shall be notified by the Controller of Examinations in consultation with the Principals of the Colleges.
The examination shall be open to any person who –
 - i/ has been on the rolls of an affiliated (permanent /temporary) college for every semester;
 - ii/ has passed the Bachelor’s Degree Examination In any Faculty of this University as recognized or an examination of any other University recognised as equivalent there to.
 - iii/ produces the following certificate signed by the Principal of the College he/ she
 - a/ has a good conduct and character;
 - b/ of having completed 80 % of attendance in each subject in theory and 90% for school internship in each semester .
 - c/ having completed school internship as per the norms laid down for the same ;

4.4 Admission in the next Semester

Admission in the II, III and IV Semester courses in B.Ed Two year semester 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 Principal concerned 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.

4.5 Cancellation /Shortage of Attendance & Condoning the shortage

I. The Principal, shall be competent to cancel the admission of a student enrolled in B.Ed program in the college affiliated with the University of Jammu, if ;

- i) The student teacher / trainee/ intern remains absent without the permission of the Principal for a period of 1month continuously ; or
- ii) The student teacher fails to attend the 50% or more of the total lectures delivered in the Ist semester after an opportunity has been given to him/her to explain as to why such an action be not taken against him/her
- iii) All these actions if taken, need to be vetted by the Competent Body of the University.

In case if the student teacher/ trainee/ intern has a some shortage than the required needed lectures for the eligibility, the Principal in consultation of Managing Committee, may condone shortages of a student in attendance in a semester for special reasons, to be recorded in writing, up to 6 % of the lectures delivered. But the internship part is to be done by the student, for which no condoning is effective. The internship is compulsory.

A student, whose deficiency in lectures in a course is not condoned by the principal in consultation of Managing Committee or is not condonable, shall not be eligible to appear in the semester examination in the B.Ed course.

II. On Duty

A student who participates in games, cultural and other co-curricular activities, as defined below, with the prior approval of the Principal in consultation of Managing committee concerned. Such student/students for the purpose of condoning deficiency in attendances incurred by him/her on account of the participation in the inter university /interstate/regional Meet/National Meet, be treated as present on all the working days during the days of his/her absence on such account for a period not exceeding 08 working days in a semester for the theory papers but not for the internship:-

- 1/ State representation in International/All India Competitions organised by agencies which are recognised by the Board of Sports and Youth Welfare / any other co-curricular meet.

- 2/ Participation in Inter-University Competitions held under the auspices of a University or any other recognised institution as a member of the University team;
- 3/ Participation in Inter-Collegiate Competitions organised by the University as a member of the teams of participating institutions;
- 4/ Participation in the N.C.C., N.S.S. and National Integration Samitis activities as a member of the recognised institutions;
- 5/ Participation in the Coaching Camps/Rehearsals prior to participation as a member of State or University team in the National/All India/Inter-University Competitions; and
- 6/ Participation in the Mountaineering/Hiking/ Trekking/Skiing/Rock climbing or other such activities organised under the auspices of the State Government/University as a member of the Institution affiliated/recognised by the University.

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 there to.

5. EXAMINATIONS :

The Examination is a continuous process and the formative and summative techniques would be used to complete the process of examinations. The Semester End or the term end examination would be held in the following components

- a. **Theory Papers**
- b. **Teaching Practice cum Internship.**

5.I Theory examination.

The Theory comprises of the Core subjects and the Content cum Methodology papers irrespective of the weight age of the credits for it. The theory examination will be held as per the University Date-sheet at the designated centers and students need to write the examination as per rules and regulations of the University. The Unit-IV in all the theory subjects deal with the sessional work which is to be a part of internship. The Sessional work shall constitute the content for theory examination as well as for the internship. But for the theory examination, the entire sessional work is also to figure for the written theoretical examination. Candidates will require a minimal of 40% marks for passing the theory examination.

5.II Internship cum Teaching Practice Examination

It is continuous assessment of the student teacher performance in the classroom and outside the classrooms. In the school internship, 4 weeks are to be devoted to school based related activities and 16 weeks are to be devoted to practice teaching and the other activities of the school like all the routine work of the full teacher. The trainees are expected to work as full time teachers during this period. The internship taken up in schools would be fully recorded in the form of Reflective Journal (RJ). The Reflective Journal is to be a compendium of all the activities of the student

teacher which he/she would perform/enact in the classroom in the practicing school/on a field trip/performing any community service etc.

In case of the non sufficient time in completing the internship , the internship activities including the teaching practice may be taken up in the Inter semester break. RJ is to be properly recorded and preserved by the student teacher.

All the activities performed need to be authenticated by the Principal and the Teacher In charge of the Group/ individual student. All the activities performed during the Internship program from Semester 1 to Semester IV would be documented in the Reflective Journal. The Activities which can't be documented in writing must be photographed through timed videography (CD/DVD evidence to be appended).On the proper completion and its authentication by the concerned College Faculty, the External Examiners cum Observers would undertake the external evaluation of the students submitted by the University for the award of the Grades. All the activities performed under internship need to be evaluated and awarded with marks which would be converted into Grades as per the formula charted out at 16. Besides, other activities of the internship, the following activities are must & can't be excluded from the schedule of the activities to be performed for Internship by the concerned Academic Coordination Committee (ACC) of the College.

The following activities besides to other activities are must in the component of the Internship.

- i. Differential Function of the school system.
- ii. System of Managing the classrooms by another teacher(if the teacher is on leave).
- iii. System of Managing Internal & External Evaluation.
- iv. System of maintain School records and Registers (in physical form or in the computer).
- v. System of Managing curriculum activities.

6. SCHEME OF EVALUATION

6.1A Theory External Evaluation

The evaluation of the student teachers would be done continuously throughout stay in the college. The theory papers would be evaluated out of 60 marks through external evaluators as per the guidelines and value points set forth.

6.1 B. Internal Assessment

Internal assessment marks are 40. The 5 marks are to be awarded for the attendance percentage which student teacher has earned in proportion to the number of the classes attended for each subject. The attendance record is to be maintained on daily basis and the Academic Coordination Committee should observe its objectivity as well as malpractices be notified.

The other 5 marks are to objectively awarded on the basis of the observations which a teacher educator would do for each student as per procedure. The following activities are to be basis other than many other activities which ACC may authorize the college , to conduct for awarding 5 marks to the student teachers:

- i) **Peer Leadership (Behavioural)**: Taking up the challenges of leading others (leading in discussion in classroom, making others to join in the group talk etc, peer reformist) **1mark**
- ii) **Social Responsibility (social)**-takes the social cause as the personal responsibility be it the Clean India, Green India, Traffic management , HIV awareness etc. **1mark**
- iii) **Technology use in teaching learning**- makes use of the technological intervention in teaching learning process rather the conventional methods of banking on the books which is helpful in the curriculum transaction. **1mark**
- iv) **Environment Friendly**- protects the trees and encourages others to do so; involves in the clean water and air campaigns which benefits the society at large.. **1mark**
- v) **Co curricular Contributor**- Member of the different In house academic activities like member of the Editorial team; a poet /singer/painter/dancer etc./any other such activity which may be helpful in conduct of the teaching in the classroom.

Besides to it, 20 marks are meant for the Internals. The internals includes test/ tests and the Tutorial/ seminar/ on spot questions etc. It is based upon 1mark answer , which is to be written as a very short answer. The test activity can be held twice in one semester with 5 marks each. The teacher educator will maintain the feedback exhibiting the performance. There is chance to improve upon the score.

The other 10 marks will constitute the activity of semester/tutorial/ on spot question etc. activity (involving student teachers application of knowledge and learning of the curriculum). Both of the activities are to be constructed objectively and should be in accordance of the syllabus in hand. The record properly documented is to be shown to each student by the college, if asked, by the ACC for the Inspection purposes or by the student teacher. The proper justification of its value points is to be done very clearly.

6.I.C Internship cum Teaching Practice

- a. Internship cum teaching Practice at the end of every semester , is to be evaluated on the value points. At the end of the IVth semester, the internship of all the four semesters is to be reflected through Reflective Journal. The Unit-IV in all the subjects for the theory deal with the sessional work which also constitutes internship.
- b. The subjects offered by the students at the graduation and post graduation levels will form the basis for the selection of both teaching subject course at B,Ed level.
- c. The teaching Practice will take place in two semesters (3rd & 4th) for the two subjects selected by the student teacher in the IInd Semester. The teacher In charge / teacher Educator would observe the lesson on the Five point scale (**Very Satisfactory, Satisfactory, Average, Needs Amendments, Re-teaching**)

“Very Satisfactory” is such a delivery of lesson which has the complete unison of content and pedagogy as per the plan drawn out and the teaching aids are innovative and naturalized adopted to the needs of teaching .

“Satisfactory ” delivery of lesson means which has the complete unison of content and pedagogy as per the plan drawn out and the teaching aids are cost effective and are suited to the needs of teaching.

The “Average” delivery of lesson means which has the complete unison of content and pedagogy as per the plan drawn out and the teaching aids are not required but are used / enforced upon (out of place) in context of teaching.

“Needs Amendments” is such a delivery of lesson where the content and pedagogy match is missing.

The “Re-Teaching” delivery of lesson is to happen when the teaching of the content is wrong/ the pedagogy applied is not as per the requirement of the content. The student teacher’s style of teaching lacks confidence in handling the content , methodology as well as the class.

- d. The awarding of 60 teaching Practice component (40 lessons in each subject +20 lessons (10 On spot lessons +8 Observations lessons of the peers+ 2 criticism lessons) is to be done out of 60 marks (internal) out of 100 marks allotted for each subject whereas the 40 Marks are to be awarded by the external Examiners through the ACC after deliberations and Viva Voce.
- e. The External Examiners appointed by the Hon’ble Vice Chancellor is to award 40 marks on the basis of :
- i. Interviewing the student teacher on the basis of the Pedagogy undertaken. **5 Marks**
 - ii. The effectiveness of the technology used.
(RJ reflections in this context are to be properly documented) **5Marks**
 - iii. Any Innovation done while teaching for the learning among the students
(Transaction Ease) .(authenticated in RJ by the respective teacher) **10 marks**
 - iv. Any report of misbehavior / use of corporal punishment during teaching **(-5Marks)** would be deducted.
 - v. Use of Cost effective /waste material products used as aids / home made aids (minimum 20 aids) **10 marks.**
 - vi. Social Behaviour and responsibility (to share the resources, helpfulness, courteousness to the students). **5 marks**

6.1D A candidate for the degree of Bachelor of Education (B. Ed.) must have:

- a. completed two Semesters (the First Semester and the Second Semester) for the school Internship as given in the syllabus and must have requisite the attendance as per the statutes to go for the next year internship.
- b. In no case the candidate is exempted of / relaxation in the Internship. All the candidates pursuing B.Ed program, hereby to be known as “Student Teacher/ Trainees” /Interns of the B.Ed.
- c. completed a course of Internship extending over four Semesters to the satisfaction of the Principal of the College in which the candidate is studying

6.1 E The Internship will be observed as per the following Schedule

| First Semester(August-December) INT 1 | | | | |
|---|--|-----------------|----------------|--------------|
| INT1 | Activity | Duration | Credits | Marks |
| | Visit Cum observation to | 2 Weeks | 2 | 50 |
| | a) Aganwadi (neighbouring centre) | 2 Days | | 8 |
| | b) Nursery School (Observation of 5 Lessons) | 2 Days | | 8 |
| | c) DIET(7 wings) | 2days | | 8 |
| | d) Innovative Centre(Pry & Middle schools) | 2 days | | 8 |
| | e) Pry School(Observation of 5 Lessons) | 2days | | 8 |
| | f) Middle School | 2 days | | 10 |

| Second Semester(Jan-June) INT 2 | | | | |
|--|---|-----------------|----------------|----------------|
| INT 2 | Activity | Duration | Credits | Marks50 |
| | Visit Cum observation to | 2 Weeks | 2 | 50 |
| | a) High schools(Observation of 8 Lessons) | 4Days | | 15 |
| | b) Hr.Secondary schools Observation of 5 Lessons) | 4Days | | 15 |
| | c) SIE(7 branches) (Observation of 2 Lessons) | 2 days | | 10 |
| | d) Innovative Centres | 2 days | | 10 |

| IIIrd Semester (August -December) INT 3 | | | | |
|---|---|-----------------|----------------|-------------------------------|
| INT3 | Activity | Duration | Credits | Marks |
| | Internship cum Teaching Practice | 8 wks | 10 | 250 |
| | a) School Internship (all mentioned activities to be performed as per clause No 5.II | 8 wks | 2 | 50 |
| | b) Teaching Practice (TP1A) comprises of delivery of 40 lessons on one chosen subject in addition to 20 lessons (10 on spot lesson+8 Observation lessons of the peers and 2 Criticism lessons) | 8 wks | 4 | 100(60 Internal+40 external) |
| | c) Teaching Practice (TP1B) comprises of delivery of 40 lessons on other choosen subject in addition to 20 lessons (10 on spot lesson+8 Observation lessons of the peers and 2 Criticism lessons) | 8 wks | 4 | 100(60 Internal+40 external) |

| Fourth Semester (Jan-June) INT 4 | | | | |
|--|---|-----------------|----------------|-------------------------------|
| INT4 | Activity | Duration | Credits | Marks |
| | Internship cum Teaching Practice | 8 wks | 10 | 250 |
| | a) School Internship (all mentioned activities to be performed as per clause No 5.II to be | 8 wks | 2 | 50 |
| | b) Teaching Practice (TP2A) comprises of delivery of 40 lessons on one chosen subject in addition to 20 lessons (10 on spot lesson+8 Observation lessons of the peers and 2 Criticism lessons) | 8 wks | 4 | 100(60 Internal+40 external) |
| | c) Teaching Practice (TP2B) comprises of delivery of 40 lessons on other choosen subject in addition to 20 lessons (10 on spot lesson+8 Observation lessons of the peers and 2 Criticism lessons) | 8 wks | 4 | 100(60 Internal+40 external) |

- I. Observe 30 directed lessons (15 in first semester and 15 in second semesters) as per the schedule to be given by other candidates/ peers and demonstration lessons by the teachers of the institution for honing the self-skills in teaching. Before embarking upon the teaching the students in the real classrooms, the trainee must have attended the demonstration and discussion lessons. He /She should have attended lectures and guidance for the discussion of theory courses, and Completed internship components .
- II. Teaching practice (a component of School Internship) of not less than 80 lessons (40 in first and 40 in the second subject and 20 lessons (10 on spot lesson + 8 observations lesson and 2 criticism lesson on each of the choosen subject) taken up for the pedagogical mastery on the content basis in the IInd Semester to be distributed over Standards VI to IX of the recognized elementary / secondary/ higher secondary schools in the 3rd Semester of the curriculum.
- III. On spot lessons are the delivery of lessons which are not to be pre planned by the student teachers but are to be delivered as and when asked to be delivered by the concerned teacher In charge of the Internship. It is to be planned on spot at a short notice.The On spot Lessons are to be delivered by the trainees after having a sufficient on hands experience of teaching in the real classroom situations. The Teacher In charge is to be reasonably satisfied of the performance of the trainee before inducting the trainee for on spot lesson delivery.
- IV. The teacher In charge shall document the change reflected in the trainee on the attainment of the pedagogical skill from the time of the initiation into the classroom to on spot delivery of the lesson.
- V. The Teacher In charge is /are to ensure the veracity of the content to be delivered as well as the optimal performance of the trainee.
- VI. Likewise in the Fourth Semester ,the trainee would deliver teaching practice(A component in the school Internship) 40 lessons for the two subjects each and 20 lessons (10 on spot lesson + 8 observations + 2 criticism lessons) is to be delivered separately in each of the two subjects selected) for Standards VI to IX of the recognized elementary / secondary/ higher secondary schools. The trainee would showcase all the practical work(all components of the school Internship) through the Reflective Journal as suggested above.
- VII. The Teacher In-charge would profusely document in the RJ the evidence and the quantity of change in the teaching style and the methods used, as witnessed in every trainee under his / her mentor ship since the last two sessions (since 3rd semester to 4th semester).

The examination for the degree of B. Ed. shall consist of division of marks, credit and allotment of time to each component of syllabus as shown in Table No.1

| THIRD SEMESTER | | | | | | | | |
|----------------|--|---|--|--------|-------|-----|----------|--|
| B.EdNo. | Subject/Course Component | Credits | Inst. Hour/Wk | Marks | | | | Total |
| | | | | Theory | Pract | | | |
| | | | | | Tr | Int | Ext Exam | |
| INT3 | School Internship | 10 (2 credits for Routine work in school as a Teacher & 4 credits each for the Teaching Practice in two subjects. | Continued & Combined Internship as shown in 6.IE | | | | | 250=50 Routine work+ 100 (TP1)+100 (TP2) Marks |
| 301 | Methodology of Teaching Language -II English/Hindi/Punjabi/Urdu/Dogri/Sanskrit | 4 | 4 | 60 | 5+5 | 20 | 10 | 100 |
| 302 | Methodology of Teaching subject-II S.St./Physical Science/Biological Science/Home Science/Commerce/Performing Art/Visual Art/Computer Education/Health & Physical Education/Maths. | 4 | 4 | 60 | 5+5 | 20 | 10 | 100 |
| 303 | Envt Education & Disaster Management | 4 | 4 | 60 | 5+5 | 20 | 10 | 100 |

| FOURTH SEMESTER | | | | | | | | |
|-----------------|---|--|---|-------|-------|-----|-----|---|
| No. | Subject/Course Component | Credits | Inst. Hour/Wk | Marks | | | | Total |
| | | | | Theo | Pract | | | |
| | | | | | Tr | Int | Obs | |
| INT4 | School Internship | 10 (2 credits for Routine work in school as a Teacher & 4 credits each for the Teaching Practice in two subjects. | Continued& Combined Internship as shown in 6.IE | | | | | 250=50 Routine work+ 100 (TP1)+100 (TP2)Marks |
| PR | Project Work | 4 | | | | | | 100 |
| 401 | Teacher Education | 4 | | | | | | 100 |
| 402 | Optional Papers (any one) | 4 | | | | | | 100 |
| | A. History of Education B. Health and Physical Education C. Value & Peace Education D. Guidance and Counselling E. Comparative Education F. Computer Education G. Curriculum Development H. Contemporary India & Education | | | | | | | |

7. Project Work

The project work to be undertaken by each trainee under the directions of the teacher educator and the student teachers are to complete the following components

| No | Activity | Completion Period | Internal Marks | External Marks | Marks |
|------|---|---------------------|----------------|----------------|------------------|
| i) | Each one teach one | Two Years | 15 | 15 | 25 Marks |
| ii) | Plant and own Tree | Do | 15 | 15 | 25 Marks |
| iii) | Psychological testing | 4 th Sem | 15 | 15 | 25 Marks |
| iv) | Portfolio | Two Years | 15 | 15 | 25 Marks |
| | a) Development of the Self as a person | | 5 | 5 | |
| | b) Development of self as a Teacher | | 5 | 5 | |
| | Development of the Wholistic & Integrated Understanding to handle Different situations. | | 5 | 5 | |
| | | | Total | | 100 Marks |

8. Credits

The term 'Credit' refers to the weight age given to a course, usually in relation to the instructional hours assigned to it. For the Foundational Courses and teaching courses, four hours theory course per week is given four credits and two hours theory course per week is given two credits. The total minimum credits, required for completing a B.Ed. programme is 90 credits. The details of credits for individual components and individual courses are given in the schema given above in the table No I.

9. External Examiners

The Vice Chancellor by the powers vested in him would appoint Two External Examiners for the Semester end evaluation of the components (Internship/Project work/Teaching Practice /Internal Assessment) undertaken in the Semester as well as to be the members of ACC.

Duties & Responsibilities of the External Examiner:

- I. Should have an teaching experience of more than 10 years(for Professor/Associate Professor) and Asstt.Professor (as per the prescribed rules).
- II. Should have either B.Ed /M.Ed / MA(Education)as a basic qualification .
- III. Should have worked / been working either in an autonomous Institute or an affiliating institute of Education to JU
- IV. Would undertake a review of the activities taken up in the Reflective Journal of every student teacher before awarding for the said semester.
- V. Would Interact with the faculty as well as the student teacher to understand the mechanism behind the award allotment by the internal team.
- VI. The awarding scheme should reflect objectivity rather arbitrariness.

VII. The student teachers are to be shown the grades awarded and students teachers are to be satisfied for it.

9. Attendance

Every student teacher has to have 200 working days in the entire course work spread in four semesters. The percentage of attendance earned by the student teacher will be awarded in set procedure which as follows:

| | | |
|---|---|---|
| Above 95% and above | = | 5 |
| Less than 95 and above 90% | = | 4 |
| Less than 90% and above 85% | = | 3 |
| Less than 85% and equal or above to 80% | = | 2 |

10. External Examination / Observation

The entire internship done in a semester is to be evaluated through a committee of senior faculty of college mediated by the two External Examiners from the University / college/ other University. The External Examiners are to be the person of the discipline of education and has a minimum of 10 years experience of teaching in B.Ed / M.Ed / MA(Education).The college faculty should have a minimum of 4 years of teaching experience in the college. The focus is to award the student objectively and as per the value points. The External examiners will be paid TA/DA and the remuneration as per the University rules.

11. Experimental School

Every College of Education must have an attached school which would serve the needs of the student teachers pursuing degree in B.Ed.

12. Practicing Schools

Every College of Education must have minimum 15 identified practicing schools. The list of these schools should be submitted to office of Convener /Dean Faculty of Education. The student teachers should have practice teaching of 20 weeks in these identified schools.

13. Qualifications of Faculty and Staff

13.1 Principal: The Principal should possess the following qualification to be eligible for Principal of College of Education.

Essential Qualification

- i) M.Ed /M.A.(Education) & B.Ed degree with minimum of 55% marks.
- ii) Ph.D in Education.
- iii) 10 years of teaching experience at similar College of Education with above qualification.

The NET/SET along with above qualifications constitute desirable qualification.

13.II FACULTY

For Core Subjects:

The following qualifications are essential to be the faculty of core subject.

- i) M.Ed /M.A.(Education)&B.Ed degree with a minimum of 55% marks
- ii) Ph.D in Education

NET/SET along with the above mentioned qualification constitutes the desirable qualification.

13. III. For Teaching subjects (Pedagogy Subjects) :

The following qualifications are essential to be the faculty for teaching content and Methodology.

- i) A Master degree in the concerned/related discipline/subject with a minimum of 55% marks.
- ii) B.Ed as a qualification along with the (i) qualification

NET/SET/M.Ed constitutes a desirable qualification in addition to above mentioned (i) & (ii) as mentioned above.

Besides to above, the College should have one faculty of each :

| | |
|-----------------------------|----|
| Fine Arts | 01 |
| Performing Arts | 01 |
| Health & Physical Education | 01 |

For an intake of two basic units of 50 students each, that is total strength of 200, there shall be 16 full time faculty members. The distribution of faculty across different curricular areas shall be as under

| | |
|--|-----------|
| Principal | 01 |
| Faculty of Core subjects | 04 |
| Faculty of Pedagogy subjects | 08 |
| (Math, Science, Social Science & language) | |
| Lecturer of Health & Physical Education | 01 |
| Lecturer of Performing Art | 01 |
| (Music/Dance/Theater) | |
| Lecture of Fine Arts | 01 |

Note : (i) The faculty positions listed under different subject categories may teach course (s) in the Teacher Education programme across curricular areas specified, and can cater to both foundation and pedagogy course (s). If the student' strength for two years is one hundred (with one basic unit) only, the number of faculty shall be reduced to 8.

(ii) Faculty can be utilized for teaching in flexible manner so as to optimise academic expertise available.

There shall not be more than 25 student teachers/ trainees per teacher for a school subject for the Methods Courses and other practical components /Courses /activities of the program to facilitate participatory teaching learning.

IV. ADMINISTRATIVE STAFF

| | | |
|-----|--|----|
| (a) | Librarian (B.Lib with 55%) | 01 |
| (b) | Lab. Assistant (with 55% marks) | 01 |
| (c) | Office-cum-Account Assistant | 01 |
| (d) | Office Assistant-cum-Computer Operator | 01 |
| (e) | Store-keeper | 01 |
| (f) | Technical Assistant | 01 |
| (g) | Lab. Attendants/Helpers/Support Staff | 02 |

Qualifications

As prescribed by State Government as per the rules.

Note: In a composite institution, the Principal and academic, administrative and technical staff can be shared.

14. Academic Coordination Committee (ACC)

This committee will facilitate the local coordination & consultation of the academic arrangements at the college level as well as the optimal utilization of the Monetary and the physical resources for the promoting the cause of education among the stakeholders . The committee will be of three years tenure and after every three years the committee needs to be reconstituted.

14.A Members : The committee will have Four members in it namely-

- i) One nominated member Professor or Associate Professor (external Examiner/Observer) of the University/ from a college of Education / College having the 10 years expertise in the discipline of Teacher education/Education (it will be on Semester / term end basis).
- ii) Two senior faculty(One Principal & other faculty not less than 4 years stay) in the college of education.
- iii) One Assistant Professor to be nominated (either from the Govt. college or Dept of Education, Jammu University or any such faculty from an affiliating institution of Jammu University.

14.B Duties and Responsibilities :

- I. The Committee should meet twice or on need bases in an semester to take note of the resources and the smooth functioning of the college.
- II. The minutes are to be recorded and the academic arrangements in the college should go accordingly.
- III. The External Examiner / Observer and Assistant Professor are must in any evaluation of the Internals/Internship / Teaching Practice / project work as part of the examination. The Hon'ble Vice Chancellor will nominate these members on the Semester basis.
- IV. The Committee will deliberate upon the academic arrangement at least once at the beginning of the semester.

- V. The committee will have two local faculty from the college out of which Principal will act as the member secretary.
- VI. The nominated members of the University shall ensure complete transparency as well as fairness in awarding the grades to the student teachers of B.Ed.
- VII. The Committee shall act free of any biases and prejudices in awarding the Grades or taking any policy decision.
- VIII. The committee will strictly follow the guidelines as set forth for implementing the policies and program of the B.Ed.

15. FACILITIES TO BE PROVIDED IN COLLEGE

I. The Institution must have the following infrastructure (each item to include facilitation for PWD):

- i) One classroom for every 50 students
- ii) Multipurpose Hall with seating capacity of 200 and a dias (2000 sq.ft)
- iii) Library-cum-reading room.
- iv) ICT Resource Centre
- v) Curriculum Laboratory
- vi) Art and Craft Resource Centre
- vii) Health and Physical Education Resource Centre (including yoga education)
- viii) Principal's Office
- ix) Staff Room
- x) Administrative Office
- xi) Visitor's Room
- xii) Separate Common Room for male and female students
- xiii) Seminar Room
- xiv) Canteen
- xv) Separate Toilet facility for male and female students, for staff, and for PWD
- xvi) Parking Space
- xvii) Store Rooms (two)
- xviii) Multipurpose Playfield
- xix) Open space for Additional Accommodation
- xx) There shall be games facilities with a playground. Where there is scarcity of space as in the metropolitan town/hilly regions, separate facilities for yoga, small court and indoor games may be provided.
- xxi) Safeguard against fire hazard be provided in all parts of the building.
- xxii) The institution campus, buildings, furniture etc. should be barrier free.
- xxiii) Hostel for male and female students separately, and some residential quarters are desirable.
- xxiv) **Library-cum-Reading Room**
There shall be a library-cum-reading room with seating capacity for at least fifty percent students equipped with minimum 1000 (one thousand) titles and 3000 (three thousand) books including text and reference books relevant to the course of study, educational encyclopedias,

year books, electronic publications (CD-ROMs), online resources, and minimum five referred journals on education, and subscription to five other in related disciplines. The library holdings shall be augmented with addition of two hundred titles annually including books and journals. The library shall have photocopying facilities and computer with internet facilities for the use of faculty and student-teachers. Except in the case of textbooks and reference books there shall not more than there multiple copies of each title.

- xxv) There shall be a Curriculum Laboratory with materials and resources relating to different areas of school curriculum.
- xxvi) There shall be ICT facilities with hardware and software including computers, internet, TV, Camera; ICT equipment like ROT (Receive Only Terminal), SIT (Satellite Interlinking Terminal) etc.
- xxvii) There shall be a fully furnished Teaching-Learning Resource Centre for Arts and Work Experience.
- xxviii) Games and sports equipments for common indoor and outdoor games should be available.
- xxix) Simple musical instruments such as harmonium, table, Manjra and other indigenous instruments.

16. Conferment of the B.Ed. Degree :

- (i) A candidate shall be eligible for the conferment of the Degree of B.Ed. only if he/she has earned the required credits for the programme prescribed.

The successful candidates shall be classified as under:-

| | Greater or Equal to % of Marks (>/=) | Less than % of Marks(<) | Grade Awarded |
|----|--------------------------------------|--------------------------|---------------|
| 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+ -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) Methods Cum Content Courses
- iii) Internship & Projects

The final results shall be displayed in Grades as approved by the Competent Body on the pattern of Masters Degree program.

- I. A candidate, who passes, in theory but not successful in Internship examination will be a not successful candidate to earn the Degree as the candidate is 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 earned 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 three 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.
- V. The syllabi and courses of study shall be prescribed by the Academic Council. The resource material (Text Books/ Reference books /Articles) used by the students to write the assignments/ examinations are to be Plagiarism free and should be of the quality material fulfilling the research ethics.

As soon as possible after the termination of the examination, the Controller of Examinations shall publish a list of the candidates indicating against each his/her result. Each successful candidate shall be awarded a degree stating the Grade.

17. A candidate, who has already passed the examination for the degree of Bachelor of Education, may appear privately in anyone of the subjects mentioned in papers of 'Teaching of the subject' not already taken by him/her for this examination. The examination fee payable by such a candidate shall be one half of the total fee prescribed for the Bachelor of Education examination.
18. Every college of Education would sent in advance an Academic Calendar at the commencement of the session along with the list of the Schools to be engaged for the Internship. The group In charges as well as the student are to be informed accordingly in advance for the Internship venue and the roles and responsibilities.

The senior faculty is an asset of the Institution and a such should be retained, unless compulsive due to reasons beyond the intervention, for the good mentorship as well as for the internal academic coordination arrangement.

19. **Managing Committee:**

The Institution /college will have a Managing Committee on its own .The committee shall comprise representatives of the Management , One nominated member of the University(an educationist), a teacher Educator , preferably from the Senior Faculty of the Department of Education and a senior member of the staff including the Principal.

20. **DEFINITIONS :**

- I. Bachelor Degree” means Bachelor’s Degree in the faculties of Arts, Science, Social Sciences or Commerce (under 10+2+3 pattern) of the University of Jammu or Bachelor’s Degree in the Faculty of Music & Fine arts of the University of Jammu or a Degree of any other university recognised as equivalent thereto or Bachelor’s Degree of 4-year duration in the Faculty of Agriculture of a recognised University or any of the such faculty which is included or would likely be included by the University Act.
- II. Qualifying Examination” means Bachelor’s Degree Examination (on the basis of which the candidate becomes eligible for admission to B.Ed. course in) in the faculties of Arts, Science, Social Sciences, Commerce or Music and Fine Arts of the University of Jammu or any other examination recognised as equivalent thereto or, Bachelor’s Degree of 4-year duration in the Faculty of Agriculture and other Faculties approved by the University of Jammu.
- III. Merit means percentage of marks obtained by the candidate in the qualifying examination(Bachelor Degree).
- IV. Open Merit Category means consideration under Non-Reserved Category on the basis of inter-se merit.
- V. The University means the University of Jammu.
- VI. Incomplete Form means the Application Form which is wrongly filled in, gives incomplete/wrong/false information, has not been attested by the prescribed authority, is not accompanied by the requisite late fee in full (if applicable) or is deficient in respect of one or more requisite certificate(s)/documents(s)
- VII. Late Receipt means the Application Form not received in the University even by post during working hours on or before the last date notified for the purpose.
- VIII. College means a Colleges of Education affiliated to the University for imparting instruction in the B.Ed. course.
- IX. Authority to attest the Application Form and Photograph” is either the Principal of the Institution from where the candidate passed the qualifying examination or where he is studying at present or by a gazetted officer or as per the University guidelines.

- X. Candidate means the person seeking admission to B.Ed. course.
- XI. Internship is an integral component, of the B.Ed Course, which comprises of different activities like Teaching of Practice etc. as reflected in the details above.
- XII. Reflective Journal is a compendium of all evidences of the activities performed by the trainee during the B.Ed course completion. The documents is to be authenticated by the student, teacher, teacher incharge and the Principal.
- XIII. During the course, the candidates pursuing B.Ed program is a trainee/ Student teacher/Intern .