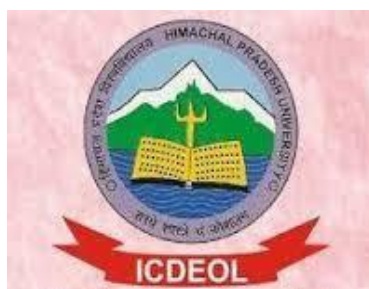


INTERNATIONAL CENTRE FOR DISTANCE EDUCATION AND OPEN LEARNING

H. P. UNIVERSITY SUMMER HILL, SHIMLA - 171005 (INDIA)
NAAC Accredited "A" Grade University

INFORMATION BROCHURE



Admission to B.Ed. (ODL Mode)

Recognized by NCTE: F.NRC/NCTE/F-3/HP-Seats/2000/3884 dt.14-07-2000

Academic Year 2023-24
(Academic Session beginning July- August 2023)

No. of Seats: 450

Duration of Programme: Two Years

Last Date for Applying through Online Mode	12th August, 2023
Online Application Form and Processing Fee	Online Application form fee (Rs. 700/-) Processing fees (Rs. 1000/-); Total = Rs1700/-
Date of Physical Counselling at ICDEOL Building, Ground Floor (Lecture Hall -1), H.P. University Summer Hill, Shimla-5	18th August to 26th August, 2023. The candidate has to deposit their admission fees for B.Ed. course by Online Mode at the time of admission counselling. (Kindly bring your credit/debit card)

For any query please visit:

Website: <http://hpuniv.ac.in>. Or <https://admission.hpushimla.in>

Academic-III (B.Ed./M.A. Education) Branch (3rd Floor, Room No. 403)

Faculty of Education, ICDEOL H.P. University Summer Hill, Shimla (on all working days from 10.00am to 5.00 pm) Or Email: director.icdeol@gmail.com



संदेश

आधुनिक सामाजिक परिवेश में परिवर्तन की गति तेज और तुरन्त लक्षित होने वाली है। ज्ञान के प्रचार – प्रसार के माध्यम निरन्तर बढ़ते जा रहे हैं। कुछ सीखने के लिए आज किसी के पास जाने की आवश्यकता नहीं है। आधुनिकतम संचार साधनों के द्वारा सभी प्रकार का ज्ञान ग्रहण करने की गति तेज़ हुई है। अतः मानवीय विकास की इस प्रक्रिया के साथ शिक्षा का सामंजस्य भी आवश्यक है।

शिक्षा एक मानवीय क्रिया है, यह अपना वास्तविक उद्देश्य तभी पूरा कर पाती है जब शिक्षार्थी को मानवीय मूल्यों और संवेदना से अनुप्रणित कर सके। शिक्षा का प्रयोजन किसी तकनीकी या व्यवसाय विशेष में दक्षता पैदा करने तक सीमित नहीं है, बल्कि जीवन में मूल्यबोध और मूल्यनिष्ठा की सहजता विकसित करना इसका प्रथम उद्देश्य होना चाहिए।

इसलिए शिक्षा की प्रतिक्रिया में भी निरन्तर परिवर्तन हो रहे हैं इस स्थिति के रहते शिक्षा व्यवस्था में वैश्विक स्तर दूरवर्ती शिक्षा प्रणाली का महत्त्व बढ़ रहा है। दूरवर्ती शिक्षा प्रत्येक आयुवर्ग और विभिन्न भौगोलिक स्थिति में रहने वाले लोगों को शिक्षा की सुविधा उपलब्ध कराने की दिशा में प्रभावी और उपयोगी सिद्ध हो रही है। इसके कारण मुक्त विद्यालयों से लेकर मुक्त एवं दूरवर्ती शिक्षा विश्वविद्यालयों का प्रसार बढ़ा है।

वास्तव में दूरवर्ती शिक्षा आज के समय की आवश्यकता है। जहाँ जनसंख्या में वृद्धि हो रही है वहीं दूसरी ओर साक्षरता और शिक्षा के प्रति प्रत्येक क्षेत्र का नागरिक जागरूक हो गया है। प्रत्येक नागरिक को शिक्षा प्रदान करने का लक्ष्य भी दूरवर्ती शिक्षा के माध्यम से प्राप्त किया जा सकता है।

मुझे यह जानकर प्रसन्नता है कि हमारे विश्वविद्यालय का अन्तर्राष्ट्रीय दूरवर्ती शिक्षा एवं मुक्त अध्ययन केन्द्र शहर से लेकर गाँव तक के शिक्षार्थियों को उच्च स्तरीय शिक्षा प्राप्त करने के लिए अच्छे अवसर प्रदान कर रहा है। इसमें कुछ नये व्यवसायिक पाठ्यक्रम भी शामिल किए गए हैं। मेरी कामना है कि हिमाचल प्रदेश विश्वविद्यालय का यह अन्तर्राष्ट्रीय दूरवर्ती शिक्षा एवं मुक्त अध्ययन केन्द्र वास्तव में अन्तर्राष्ट्रीय ख्याति प्राप्त करें।

डा० सत प्रकाश बंसल

कुलपति

हिमाचल प्रदेश विश्वविद्यालय, शिमला



संदेश

वर्तमान समय की उच्च शिक्षा प्रणाली का एक उल्लेखनीय क्षेत्र शिक्षक शिक्षा है। यह सत्य है कि किसी देश की प्रगति शिक्षा की गुणवत्ता पर निर्भर करती है, जो शिक्षा के सभी स्तरों पर शिक्षकों की गुणवत्ता पर निर्भर करती है। शिक्षक शिक्षा समग्र स्कूल प्रणाली का एक अभिन्न अंग होने के कारण पारंपरिक और स्थिर नहीं रह सकती है जबकि शिक्षा स्वयं अपने चरित्र में गतिशील है। इसलिए, इसे खुद को एक प्रगतिशील, गतिशील और उत्तरदायी प्रणाली में बदलना होगा। अन्तर्राष्ट्रीय दूरवर्ती शिक्षा एवं मुक्त अध्ययन केन्द्र राष्ट्रीय अध्यापक शिक्षा परिषद के मानकों के अनुसार ही विद्यार्थियों को शिक्षा प्रदान कर रहा है।

दूरस्थ माध्यम से शिक्षक शिक्षा कार्यक्रम सैद्धांतिक और व्यावहारिक क्षेत्रों को अपनाकर शिक्षक शिक्षा के उद्देश्यों को प्राप्त करने का कार्य करता है। दूरस्थ माध्यम से शिक्षक शिक्षा के लिए शिक्षण पद्धति में प्रिंट सामग्री, ऑडियो-वीडियो कार्यक्रम, असाइनमेंट, आमने-सामने शैक्षणिक परामर्श सेवाएं, परियोजना कार्य, व्यक्तिगत संपर्क कार्यक्रम, सामुदायिक कार्य सहित स्कूल आधारित गतिविधियां शामिल हैं।

मैं आपको इस संस्थान में उच्च शिक्षा ग्रहण करने के लिए आमंत्रित करता हूँ तथा आपके उज्ज्वल भविष्य के लिए अपनी हार्दिक शुभकामनाएं प्रेषित करता हूँ।

डॉ० राजेन्द्र वर्मा

प्रति-कुलपति

हिमाचल प्रदेश विश्वविद्यालय, शिमला



Director's Message

The International Centre for Distance Education and Open Learning (ICDEOL), Himachal Pradesh University welcomes you for your keen interest in Distance Education Programmes offered by us. The Himachal Pradesh University established in the year 1970 set up a Directorate of Correspondence Courses in the year 1971. Ever since the Himachal Pradesh University has been a popular destination for the students in North India and the Directorate of Correspondence Courses is now rechristened International Centre for Distance Education and Open Learning. The primary objective of ICDEOL has been to extend its services and disseminate knowledge to students belonging to far-flung areas through sustainable, open and distance learning system.

Institutions can prepare students for jobs that have not yet been created and for handling future technologies. International Centre for Distance Education and Open Learning is dedicated to equip learners with competencies to shape their own lives and contribute to society meaningfully. In anticipation of emerging needs of students, businesses and our nation, ICDEOL regularly modifies its academic work culture and offers innovative additional programmes as well. Our website is updated regularly and displays important information about admissions and examinations.

My role is to assist the learners in achieving their academic and career-related goals by providing supportive academic ecosystem that fosters learning and overall student development.

I wish a successful and bright future to all the learners.

A handwritten signature in blue ink, reading "Sanju Karol".

Professor Sanju Karol
Director (ICDEOL)

Email id: director.icdeol@gmail.com

INTERNATIONAL CENTRE FOR DISTANCE EDUCATION AND OPEN LEARNING

HIMACHAL PRADESH UNIVERSITY

(Established in 1970 by an Act of the Himachal Pradesh Legislative Assembly)

NAAC Accredited "A" Grade University

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FACULTY PROFILE

Dr. Kuldeep Singh Katoch, Incharge (katoch31hp@hpuniv.ac.in)	Professor	94184-58245
Dr. Surender Kumar Sharma (sharmasuren@hpuniv.ac.in)	Professor	94184-73578
Sh. Rajesh Kumar Sharma (rajeshsharma78hpu@gmail.com)	Associate Professor	94185-87640
Dr. Shashi Kant Sharma (drskant08@hpuniv.ac.in)	Associate Professor	70180-46325
Dr. Ritika Sharma (rsharma@hpuniv.ac.in)	Associate Professor	95400-48353
Dr. Monika Sood (soodmonika36@hpuniv.ac.in)	Assistant Professor	94182-55124
Dr. Pardeep Singh Dehal (drdehal@gmail.com)	Assistant Professor	94590-50971
Dr. Ruchi Malhotra (malhotraruchi@hpuniv.ac.in)	Assistant Professor	94181-83408

ICDEOL ADMINISTRATION

Director	Prof. Sanju Karol	0177-2831327, 2833401
Sr. P.A. to Director	Sh. Rajkumar	0177-2831327, 2833402
Asstt. Registrar, Admn.	Sh. Satish Sharma	0177-2833404, 2831274
Liaison-cum-Public Relations Officer	Dr. K.G. Thakur	0177-2833409
Section Officer (Administration)	Sh. Narender K. Nepta	0177-2833405
Section Officer (Accounts)	Sh. Jaswinder Pal	0177-2833414, 2833416
Section Officer (Academic-I)	Sh. Narender K. Nepta	0177-2833407, 2833423
Section Officer (Academic-II) (MA. -English, Hindi, History, Sanskrit, Music & Political Science, M.A. Eco., Pub. Admin., Sociology)	Smt. Monika Mishra	0177-2833406, 2833410
Section Officer (Academic-III) (DYS, DTG)	Sh. Narender K. Nepta	0177-2833411
Section Officer (Academic IV) (M. Com)	Smt. Monika Mishra	0177-2833412
Section Officer (R & I Section)	Smt. Monika Mishra	0177-2833413, 2830141
Incharge Library	Smt. Sunita Devi	0177-2833417, 2833418
Clerk (Inquiry)	Sh. Kewal Krishan	0177-2833444, 2832239
Senior Editor	Dr. Dalel Singh Thakur	0177-2833438
Senior Editor	Sh. Pardeep Sharma	-----
Senior Editor	Sh. Desh Raj Pathania	-----
Editor	Sh. Rohit Sharma	-----
Computer Center (ICDEOL)	Sh. Vijayant Thakur	0177-2833419

Himachal Pradesh University

Himachal Pradesh University, a premier institution of teaching and research in the country was established in 1970 by an Act of the Himachal Pradesh Legislative Assembly. The Government of Himachal Pradesh and the University Grants Commission wholly finances it. The University is situated at Summer Hill, a quiet suburb of Shimla City in the vicinity of the Indian Institute of Advanced Study. The University offers courses in various disciplines under the faculties of Commerce and Management Studies, Education, Languages, Law, Sciences, Social Sciences, Engineering & Technology, Ayurveda and Performing & Visual Arts etc. The University also runs Human Resource Development Centre (HRDC), which offers orientation and refresher courses for university and college teachers. As many as Two Hundred Seventy Four colleges/Institutions (Govt. /Private) within the State of Himachal Pradesh are affiliated to the University in addition to Centre for Evening Studies and College of Legal Studies situated on The Mall and at Ava-Lodge, Shimla respectively, besides a Regional Centre at Dharamshala.

International Centre for Distance Education and Open Learning

Immediately on its establishment in 1970, the Himachal Pradesh University took a bold step for proliferation of knowledge and democratization of educational opportunities by setting up a Directorate of Correspondence Courses. The University has played a pioneering role in launching the programme of distance education at post-graduate level. It was the first to impart instruction at post-graduate level in social sciences, humanities, commerce and teacher training through the mode of distance education. Over the years, the Directorate of Correspondence Courses has been moving towards absorbing the emerging philosophy of distance education and adopting multimedia approach to impart instruction. In view of this, the Directorate of Correspondence Courses has been rechristened as the **International Centre for Distance Education and Open Learning (ICDEOL)**. It is located in the campus of the University at Summer Hill, a suburb at the Western end of Shimla at a distance of 4 kilometres from the main town. Summer Hill Railway Station is at five minutes' walk from the ICDEOL building. Transport facilities i.e. local buses, trains and university buses are available at short intervals from Summer Hill to the main town and vice-versa.

1. ELIGIBILITY CONDITIONS (AS PER NCTE NORMS 2014)

The candidates who wish to apply for B.Ed. course (Distance Education mode) should fulfil following criterion:

- a. The candidate should fall under any of the following two criteria:
 - i) Trained in-service teacher in elementary education. As per clarification given by Directorate of Elementary Education, Government of Himachal Pradesh vide letter no. EDN-H(Ele)(u)- 2/2015 (P&D), dated 26th August, 2015, Shastri Teachers with OT training, Language Teachers with LT training, Drawing Masters/Art and Craft Teachers with 2 years diploma, PET/PTI with 2 years diploma are trained teachers as considered by their parent department and thus, are eligible for admission in B.Ed. Course.
 - ii) Candidates who have completed a NCTE recognized teacher education programme through face-to face mode. As per NCTE regulation, 2014 Diploma in Pre-school Education (DPSE); D.El.Ed./J.B.T; B.El.Ed.; D.P.Ed.; B.P.Ed.; M.P.Ed. & Diploma in arts education (Visual/Performing Art) are NCTE recognized teacher education programmes.
- b. In addition to anyone of above eligibility conditions,

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

50% marks for Bachelor's in Engineering or technology from a recognized University established by law in India are eligible for admission to the programme.

Note:

- Only those candidates who fulfil the eligibility criteria as mentioned in the Information Brochure should apply to this course. The original certificates/documents/testimonials etc. will be checked at the time of counselling. Any information supplied by the candidates, if found false at any stage, shall make them liable for cancellation of their candidature/admission. The admissions to the B.Ed. Programme through ICDEOL will be made solely on the basis of academic merit in qualifying examination in concerned stream of study of the eligible candidate.
- The In-Service Teachers serving in government schools (Shastri/ Vishisht Shastri/ Acharya/ Jyotishacharya and Language Teachers/ Prabhakar) without OT Training and LT Training respectively are eligible for admission to B.Ed. course through ODL mode only after the submission of "Trained In-Service Teachers Certificate" issued, as per the orders of Hon'ble High Court O.A. No. 5923/ 2017 dated 27-11-2017, by the respective Deputy Directors in the state of Himachal Pradesh. **(Sample of the certificate has been attached for reference Annexure -IV)**

2. ADMISSION CRITERIA

Admissions to 450 seats in B.Ed. (ODL) for Academic Year 2023-24 (Academic Session beginning July-August, 2023) will be done on merit prepared on the basis of marks obtained in the qualifying examination only.

3. RESERVATION POLICY

1. The relaxation in marks for SC/ST/OBC/Physically handicapped categories will be as per the existing rules of Himachal Pradesh University.
2. Further, Himachal Pradesh University Latest Reservation Roaster i.e. 120-point reservation roaster is being followed for making admissions to B.Ed. course. It will include GEN, SC, ST, PH, CUL, SP, EWS categories only.

4. DISTRIBUTION OF SEATS

(i)	Medical Stream	=	25 Seats
(ii)	Non-Medical Stream	=	25 Seats
(iii)	Commerce Stream	=	25 Seats
(iii)	Arts Stream	=	375 Seats
Total		=	450 Seats

5. ONLINE ADMISSION PROCEDURE

The candidates have to follow the steps given below:

Step 1: Register online at <http://hpuniv.ac.in>. Note down login id and password.

Step 2: Login to your account using your login id and password and complete your online form by uploading your latest passport size photograph, signature and other necessary details and take the print out of the form.

Step 3: Schedule of Counselling will be displayed on website and also intimated through sms.

Step 4: Bring the print out of application form, one set of all documents (photocopies) and requisite original documents at the time of counselling.

Before Proceeding to Apply, please ensure that you have:

- 1- **Scanned copy of applicant's recent photograph with following specifications.**
Photograph should be in formals.
Photograph must be a passport size colour picture.
Photograph must be taken in full face view directly facing the camera.
Photograph should have no shadows and red eyes.
Maximum size 100 KB.
Photo format should be .jpg or .jpeg format only. File name should be of 10 characters maximum.
- 2- **Scanned copy of applicant's signature with following specifications.**
Applicant should sign with black ink on a white paper and get the signature scanned.
The signature must be signed only by the applicant and not by any other person in PDF format only.
Maximum size 100 KB.
Scanned signature format should be .jpg or .jpeg format only. File name should be of 10 characters maximum.
- 3- **Upload documents with following specifications.**
Important Instruction- Applicant should upload all relevant mark sheets/certificates which are necessary to decide their eligibility to the course in one PDF of Maximum size 2MB.
Scanned signature should be in PDF format only. File name should be of 10 characters maximum.
- 4- **Create an email account if you already do not have one.**
- 5- **You must give a mobile number in basic details. If you do not have mobile number, please enter your parents/guardian's mobile number for any further correspondence in this regard.**
- 6- **All mandatory fields marked with red star are required to be filled by the candidate.**
- 7- **Procedure for Online Payment**
*Prospectus Fees and Counseling fees will be deposited through online payment Gateway
 - a) If you select online payment mode, click on 'make payment'
 - b) On the next page select your payment gateway.
 - c) Click on 'continue for payment'
 - d) Choose among the given options (debit card, credit card, net banking etc.- kindly check the available banks and card types)

* Students are requested to bring their Debit/ Credit cards at the time of counselling for the payment of Admission fee. (No payment will be accepted through cash/ Draft or any other offline mode/online mode.)

* Kindly go through UGC Public notice F.No. 1-14/ 2022 (DEB) Dated 23rd August 2022 regarding precautions to be taken by the students before enrolling for programmes offered under Open and Distance Learning (ODL) and/or online learning mode.

6. DOCUMENTS REQUIRED AT THE TIME OF COUNSELLING

The eligible candidates will be called as per merit ranks for the Physical Counselling at **ICDEOL Building, Ground Floor (Lecture Hall -1), H.P. University Summer Hill, Shimla**. At the Time of Counselling, candidate is required to bring the following documents:

i)	Print out of filled ONLINE Application form along with the photocopies of all the relevant documents.
ii)	Original Matriculation Certificate

iii)	Original Detail Marks Cards (DMCs) of qualifying examinations (First Year, Second Year and Final Year) and also of Post-Graduation if any. If any candidate has passed his/her UG or PG from other than H.P. University, he/she should bring with them UGC or UGC-DEB Recognition Letter) <i>(Strictly as per the UGC Letter (Sample of H.P. University) available as Annexure- III)</i>
iv)	Original DMC of Diploma/Certificate in Primary/Elementary Teacher Training or any other course approved by NCTE
v)	Passport size Photographs
vi)	Employment Certificate in Original (For in-service Teachers Only) Strictly as per the Performa <i>(available as Annexure -I)</i>
vii)	Original Certificates/Documents supporting the claim for reservation under SC/ST/OBC/PH/EWS from the Competent Authority a) For SC/ST/OBC category - certificate issued by SDM/Tehsildar b) For PH category - certificate issued by the competent Medical Authority/Board and UDID (Unique Disability ID) issued by Department of Empowerment of Persons with Disabilities) c) For EWS category- certificate issued by SDM/Tehsildar
viii)	Appointment Letter (Original), Joining Report & Experience Certificate
ix)	Character Certificate from Competent Authority.
x)	If any candidate unable to attend physical counseling, he/she can authorize some person to attend counseling on his/her behalf. <i>(Strictly as per Authority Letter format available as Annexure II)</i>
xi)	Teachers working in Government schools of H.P. and issued Special Trained-in- Service Teacher certificate shall require to bring original certificate duly signed by Deputy Director (Elementary). <i>(Strictly as per format available as Annexure IV.)</i>
xii)	The candidate who has done two-year diploma through NIOS need to produce teaching experience of that particular tenure /period of diploma. Further, these candidates along with Drawing teacher/ Art and Craft teacher/Physical Education Teacher have to be presently working as a teacher and have to produce school affiliation letter, copy of their joining report and teaching experience of the school where they are working.
xiii)	In service employees shall have to produce No Objection Certificate (NOC) from their employer for pursuing higher studies at the time of physical counselling.

Note:

- (i) The candidates shall have to submit self-attested copies of the above documents.
- (ii) The incomplete documents in any respect shall not be accepted and admission will not be given.

7. FEE STRUCTURE FOR B.Ed. COURSE

- a) For the candidates who are already registered with the H.P. University, the fee for B.Ed. is Rs. 14800/- per annum. The fee given herein includes the tuition fee, admission fee, PCP fee and mailing charges etc. This fee is subject to revision and revised fee shall be charged from the current annual academic session onwards.
- b) In addition to above fee, the registration fee (RME) shall be payable once at the time of examination form by all those students.
 - (i) Registration fees after completion of Degree up to period one year is Rs. 4,000/-.
 - (ii) Registration fees after one year up to 3 years from completion of Degree is Rs. 10,000/-.
- c) After the counselling, the selected candidates will be required to deposit their fee through credit/ debit cards only.
- d) The above fee structure includes only admission fee, tuition fee, PCP fee etc. The examination & HPU registration fee shall be charged by the Controller of Examinations, H.P. University at the time of filling online RME/ examination form.

ONLINE EXAMINATION FORM

Note: The students of B.Ed. have to fill the online examination form which is available on ICDEOL Website www.hpuniv.ac.in. Or directly go to the link <https://exams.hpuniv.ac.in>.

Refund of Fee

- Excess fee, (migration fee, registration fee etc.) wrongly deposited by a student shall be refunded as per University rules.
- If it is found that the candidate is not eligible for admission, the amount initially received from him/her as online application fees of Rs 700/- and processing fee of Rs. 1000/- shall not be refunded.
- The fee shall neither be adjusted in subsequent year nor shall any refund be permissible on any ground if a student discontinues with his/her studies or is declared ineligible on account of not attending of PCPs etc. to appear in the examination or fails to appear in the examination.
- The above fee structure is subject to revision from time to time. The revised fee, if any shall be applicable for the current session.

Note:-Students found to have been involved in the act of ragging will be dealt with as per provision of statute 23-A and recommendations of the Committee constituted by the Hon'ble Supreme Court of India in SLP No. 24295 of 2006 (Raghvan's Committee Report).

8. STUDY MATERIAL & SUBJECTS OFFERED IN B.Ed.

The study material will be provided to the students during counselling.

Subjects offered in Bachelor of Education (B.Ed.): A learner is required to take following courses in B. Ed. Programme in first and second year;

First Year

Paper-I	Childhood and Development Years (100 Marks)
Paper-II	Contemporary India and Education (100 Marks)
Paper-III	Language across the Curriculum (50 Marks)
Paper-IV	Understanding Disciplines and Subjects (50 Marks)
Paper-V	Text Reading and Reflections (50 Marks)
Paper-VI	Learning and Teaching (100 Marks)
Paper-VII	Assessment for Learning (100 Marks)
Paper-VIII	Drama and Art in Education (50 Marks)

Candidates are required to choose any two of the following subjects in First Year in accordance with the subjects studied at Graduation Level.

Paper-IX - A Pedagogy of School Subjects (Part – 1) (Each 50 Marks)

- (i) Teaching of Physical Sciences
- (ii) Teaching of Life Sciences
- (iii) Teaching of Mathematics
- (iv) Teaching of Social Sciences
- (v) Teaching of Commerce
- (vi) Teaching of English
- (vii) Teaching of Hindi
- (viii) Teaching of Sanskrit

Paper-X Practice Teaching / Internship in Teaching Practice
(4 Weeks during B. Ed. 1st Year)

(In Paper X, Grading (on Four Points Letter Grades) will be done on the basis of reports submitted by the students.)

Second Year

Candidates will continue with the same two Teaching subjects in Second Year which they have opted in the First Year

Paper-IX - B Pedagogy of School Subjects (Part – 2) (Each 50 Marks)

- (i) Teaching of Physical Sciences
- (ii) Teaching of Life Sciences
- (iii) Teaching of Mathematics
- (iv) Teaching of Social Sciences
- (v) Teaching of Commerce
- (vi) Teaching of English
- (vii) Teaching of Hindi
- (viii) Teaching of Sanskrit

School Internship/Practice Teaching:

Paper-XI - A	Skill in Teaching (School Subject – 1) (125 Marks)
Paper-XI - B	Skill in Teaching (School Subject – 2) (125 Marks)
Paper-XII	Knowledge and Curriculum (100 Marks)
Paper-XIII	Gender, School and Society (50 Marks)
Paper-XIV	Inclusive School (50 Marks)
Paper-XV	ICT in Teaching-Learning Process (50 Marks)
Paper-XVI	Understanding the Self (50 Marks)

Candidates are required to choose any one of the following optional subjects in B.Ed. 2nd Year

Paper-XVII	Health and Physical Education (50 Marks)
Paper-XVIII	Vocational and Work Education (50 Marks)
Paper XIX	Education for Peace (50 Marks)
Paper-XX	Guidance and Counselling (50 Marks)

Practice Teaching/ Internship in Teaching

The students are required to go through a teaching Practice for Two Months (8 Weeks) during second year of B. Ed. course.

9. PERSONAL CONTACT PROGRAMME (PCP)

Attendance in Personal Contact Programmes (PCPs) of B. Ed. Programme is compulsory for all the candidates and it shall be precondition for being permitted to appear in the University Examination. Students admitted to the course shall be required to attend two Personal Contact Programmes of 36 days (22 days classes + 14 days Practical work, Subject Activities & Record Verification) each year as per UGC-DEB/NCTE Norms/ HPU Ordinance. These PCP days shall be divided into 60:40 ratio for Theory and Practical work. However, for the Practical Work, Subject Activities and Record Verification students required to report for the same in Department of Education (ICDEOL), H. P. University, Shimla as per schedule uploaded on university website from time to time. Schedule of Personal Contact Programme of B.Ed. 1st and 2nd year will also be uploaded on University Website.

10. LIST OF APPROVED LEARNING RESOURCE CENTRES/STUDY CENTRES FOR CONDUCT OF PERSONAL CONTACT PROGRAMME OF B.Ed.

Learning Resource Centres For B.Ed.	
1.	ICDEOL Campus, H.P University, Summer Hill (H.P.)
2.	Regional Centre, H.P. University, Dharamshala, Kangra (H.P.)
3.	MLSM College, Sundernagar, Mandi (H.P.)

11. EXAMINATION CENTRES

The examination centres for B.Ed. (1st & 2nd Year) programme will be notified by the office of Controller of Examination (CoE) H.P. University in due course of time depending on the strength of candidates appearing in annual examination.

12. EMPLOYMENT CERTIFICATE (For in-service Teachers Only) Annexure-I

This is to certify that Mr./Ms. has been teaching in this school fromto till date. The school is affiliated to.....(attach school affiliation letter) and classes from to are being taught by her/him .

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.

13. AUTHORITY LETTER FORMAT (Annexure-II)

~~(Template for Authorization letter from candidate who will not be able to attend the Counselling process in person, for admission to Bachelor of Education program to be held at ICDEOL BUILDING, H.P. University campus w.e.f. 18th to 29th August, 2023, due to valid unavoidable circumstances beyond control)~~

To

ADMISSION COMMITTEE

Bachelor of Education,

H. P. University, Shimla.

Subject: Authorization Letter for attending the Counseling Process for Admission to Programme of Bachelor of Education

Dear Madam / Sir,

I,..... (Name of the applicant and Application/ Registration Number) for Bachelor of Education, will not be able to attend the Counseling process in person, to be held at ICDEOL BUILDING, H.P. University campus on..... (Date of Counseling).

I am therefore authorizing Mr./Ms. (Name of the authorized

person), who is my (Relation of the authorized person to the candidate)

to attend the admission counseling process on my behalf. He /She will produce all the original documents required for the counseling and admission process. He /she is authorized to take decision, sign and pay required fee on my behalf and the decision taken by him / her will be treated as final decision of mine.

Date :

(Name & Signature of the Applicant)

Place :

Application/ Registration Number: _____

ATTESTATION

Signature of the authorized person *

Name of the authorized person *

Attested by
(Signature of the Applicant)

*** Note: Please attach copy of valid ID proof of applicant and authorized person with the authorization letter**

14. IMPORTANT DATES

1.	Last Date for Registration and Completion of OnlineForm on the University Website	12 th August, 2023
2.	Schedule of Counseling on University Website	12 th August, 2023 (5 PM).
3.	Physical Counseling at ICDEOL, Himachal PradeshUniversity Summer Hill, Shimla-5	18 th to 26 th August, 2023

Note: Kindly note simply filling the online admission form does not confirm the eligibility for admission. Eligibility will be checked and finally approved on the day of counseling by the expert members of admission committee.

Hostel Facility

The Hostel facility is provided to boys and girls during the PCPs and Examinations.

Number of seats for boys	40	
Number of seats for girls	40	
Hostel Warden for boys	Dr. Yog Raj	Contact no. 9418975201
Hostel Warden for girls	Dr. Usha Rani	Contact no. 8219943988

Note* Free Hostel Accommodation will be provided for person with disabilities as per section 21 of the right of Persons with Disabilities Act 2016 notified vide notification No. 3-1/78-HPU(Genl.) Vol-XXII, Dated 18/11/2021.

Note 1:- Students can submit their Grievances/ Queries on this link-

[https://hpushimla.in/\(S\(0me100sabammh540stkuc2vb\)\)/Grievance/LoginGrievance.aspx](https://hpushimla.in/(S(0me100sabammh540stkuc2vb))/Grievance/LoginGrievance.aspx)

15.SAMPLE OF UGC RECOGNITION LETTER FOR THE CANDIDATES WHO HAVE PASSED THEIR UG OR PG FROM OTHER THAN H.P. UNIVERSITY (Annexure-III)

www.ugc.ac.in/deb

UNIVERSITY GRANTS COMMISSION
DISTANCE EDUCATION BUREAU
35-FEROZE SHAH ROAD
NEW DELHI-110 001

1909-4D
25/3/2021

REGISTRAR'S OFFICE
Dy. No. 2199
Date: 25/3/21
HP-UNIVERSITY

395
25/3/21
Date: 25/3/21
SHIMLA

Speed Post

F. No. 21-42/2020 (DEB-II)

The Registrar,
Himachal Pradesh University
Gyan Path, Summer Hill
Shimla - 171 005

22 MAR 2021

Sub: Commission Order on the application, submitted online by the Higher Educational Institution for recognition of the programmes to be offered in Open and Distance Learning (ODL) mode from academic year 2020-21 and onwards, session beginning February-March, 2021 - regarding

Sir/Madam,

In exercise of the powers conferred by sub-sections (1) and (2) of section 26 read with clause (j) of section 12 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 had been notified in the Gazette of India on 4th September, 2020.

- The eligibility criterion for Higher Educational Institution is enumerated under Regulation 3 in Part II of the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020. The Regulation 4 and 5 describes the process of applications and the approval process for the Open and Distance Learning and Online Programmes whereas Regulations 6 describe provisions of right to appeal by the Higher Educational Institutions aggrieved with the order of the Commission and Regulations 7 describe the process of withdrawal of Recognition.
- In accordance with these Regulations, the Commission had invited online applications from the eligible Higher Educational Institutions for offering Open and Distance Learning and Online Programmes from the **academic session 2020-21, beginning February-March, 2021**. The **Himachal Pradesh University** had submitted its application for recognition of the Open and Distance Learning Programmes.
- Application received from **Himachal Pradesh University, Himachal Pradesh** had been scrutinized and deficiency(s) or defect(s) in application were communicated to HEI as per the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 to remove or rectify such deficiency(s) or defect(s) with relevant documentary evidence.
- The **Himachal Pradesh University, Himachal Pradesh** was invited for a Virtual Interface Meeting with the Expert Committee; constituted by the Chairman of the Commission; on **02/02/2021** in the UGC office, 35 Feroz Shah Road, New Delhi - 110 001.
- The Interface Expert Committee, based on the submitted application, compliance to deficiency(ies) or defect(s) communicated earlier, the presentation made by the Higher Educational Institution in the

Director ICDG

Pro

26.3.2021

virtual Interface Expert Committee Meeting, and as per the provisions of University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 made recommendations for the consideration of Competent Authority/ Commission.

7. Based on the recommendations of Interface Expert Committee and its approval by Competent Authority/Commission, I am directed to issue this Order, thereby communicating the programme wise recognition for the programmes to be offered in **Open and Distance Learning mode** from academic year 2020-21 (academic session beginning February-March, 2021) by the **Himachal Pradesh University, Himachal Pradesh** as detailed in point no. 8 below. The assessment sheet duly approved by Competent Authority has already been communicated to the Higher Educational Institution through UGC-DEB portal on 19/02/2021.

8. **Programme wise recognition status**

(i) **Open and Distance Learning Programmes Recognized**

S. No.	Name of the ODL Programmes	Period of Recognition
1	BACHELOR OF ARTS (COMBINATION OF 3 SUBJECTS)-General (From UGC List)	2020-21 (Academic session beginning February-March, 2021) to 2024-25
2	BACHELOR OF COMMERCE - Commerce	
3	BACHELOR OF EDUCATION*	
4	MASTERS OF ARTS – Economics	
5	MASTERS OF ARTS – English	
6	MASTERS OF ARTS – Education	
7	MASTERS OF ARTS – Hindi	
8	MASTERS OF ARTS – History	
9	MASTER OF ARTS - Journalism & Mass Communication	
10	MASTERS OF ARTS – Music	
11	MASTERS OF ARTS - Political Science	
12	MASTERS OF ARTS - Public Administration	
13	MASTERS OF ARTS – Sanskrit	
14	MASTERS OF ARTS – Sociology	
15	MASTER OF COMMERCE – Commerce	

*Based on the NCTE recommendation/approval, the maximum intake and other conditions as per NCTE recommendation/approval letter

(ii) Open and Distance Learning Programmes Not Recognized

S. No.	Name of the ODL Programmes	Reason(s) for refusal
1	MASTER OF BUSINESS ADMINISTRATION – Marketing	1. Non submission of prior approval of respective Regulatory Authority. 2. Inadequate faculty. 3. PPR & SLM not provided. 4. Term End weightage is not as per UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020
2	MASTER OF BUSINESS ADMINISTRATION - Human Resource Management	
3	MASTER OF BUSINESS ADMINISTRATION - Finance Management	
4	POST GRADUATE DIPLOMA IN HUMAN RESOURCE DEVELOPMENT - Human Resource Development	One year PG Diploma programmes are not covered under UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020
5	POST GRADUATE DIPLOMA IN PERSONAL MANAGEMENT & LABOUR WELFARE - Personal Management & Labour Welfare	
6	MASTER OF SCIENCE – Mathematics	Not eligible to offer science programme as per UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020
7	BACHELOR OF COMPUTER APPLICATION - Computer Application	
8	MASTER OF COMPUTER APPLICATIONS - Computer Application	
9	POST GRADUATE DIPLOMA IN COMPUTER APPLICATION - Computer Applications	One year PG Diploma programmes are not covered under UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020
10	*DIPLOMA IN TOURIST GUIDE - Tourism Management	Not to be assessed as per provisions of UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020
11	*DIPLOMA IN YOGA STUDIES - Yoga Studies	

9. For the programmes recognized in 8(i) above, the Higher Educational Institution shall comply with all the provisions of the University Grants Commission (Open and Distance Learning Programmes and

Online Programmes) Regulations, 2020 while offering the programmes in Open and Distance Learning mode. Some specific provisions for compliance have been mentioned in **Annexure-I**.

10. For the programmes not recognized in 8(ii) above, the Higher Educational Institution may prefer an appeal if any, along with documentary evidence to the Commission and shall also be uploaded on UGC-DEB portal, as per the provision stipulated under Regulations 6 of Part-II of the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020. The appeal shall be accompanied by a copy of the order appealed against along with a fee of Rupees 10,000/- per programme in the form of demand draft drawn in favour of Secretary, UGC and **shall reach to the Joint Secretary, Distance Education Bureau (DEB), UGC, 35 Feroze Shah Road, New Delhi-110001 within a period of 30 days from the date of the communication already issued as per clause 7, above.**
11. As stipulated under Sub-Regulation 7 of Regulations 5 of the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020:
"No Higher Educational Institution shall offer any Open and Distance Learning Programme and/or Online Programme and admit learners thereto unless it has been granted recognition by the Commission and admission shall not be made in anticipation of the recognition".
12. In the event of any Higher Educational Institution found offering programmes in Open and Distance Learning mode and/or Online mode without recognition of the Commission or in violation to any of the provisions of these regulations and guidelines or orders made there under, the Commission may take actions as per Sub- Regulation 3 of Regulation 7 in Part -II of University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020.

Yours faithfully,


(Neethu S. Thuhaseedharan)
Education Officer

**16. SAMPLE OF SPECIAL TRAINED -IN-SERVICE
TEACHER CERTIFICATE
(Annexure-IV)**



