

UNIVERSITY OF JAMMU

BABA SAHEB AMBEDKAR ROAD, JAMMU

NOTIFICATION

(15/June/Gen/49)

It is hereby notified for the information of all concerned that the Vice-Chancellor in anticipation of the approval of the Competent Authority has been pleased to adopt the Statutes and Scheme for two years B.Ed. Course and two years M.Ed. Course as per the recommendations of Justice Verma Commission and National Curriculum Framework for Teacher Education (NCFTE), duly approved by the Board of Studies in Teacher Education from the academic session 2015-2016 (as given in Annexure), and endorsed by the Academic Council in its meeting held on 05.06.2015.

8/6/15
DEAN ACADEMIC AFFAIRS

No. F.Acd./I/15/ 3964-4163

Dated: 08/06/2015

Copy to:-

1. Special Secretary to Vice-Chancellor, University of Jammu/Kashmir.
2. Sr. P.A. to Dean Academic Affairs, University of Jammu.
3. Sr. P.A. to Dean Research Studies, University of Jammu
4. Deans of the Faculties of the University of Jammu
5. Sr. P.A. to Registrar/Controller of Examinations/Director, CDC/DDE, University of Jammu/Kashmir
6. Dean/Head, Department of Education
7. All Principals of B.Ed./M.Ed. colleges of the University.
8. I/c University Website for necessary action
9. Guard File.

Q2132
10/6/15

STATUTES & SCHEME FOR TWO YEARS 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 to be designed variously under lectures / lessons/school internship or field Work(different components)/ seminar /workshop/ assignments / term paper / Reflective Journal
- 1.2 **Mode of Admission :** The admission to B.Ed course(two years) shall be made on Entrance Test/Merit basis or as the Jammu University would decide.
- 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**

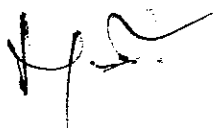
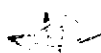
A total of 200 working hours are to be academically fulfilled with 36 hrs class per week.

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 1st,3rd Semester & in June for IIInd & 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 those candidates who have passed Bachelor 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.

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

- I.. 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.
- II. 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 has been a person of good conduct;
 - ii) he 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
 - iv) he 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 passed 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 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 5 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.

III. 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) The examination shall be open to a person who 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 has-
 - a) 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) of having school internship as per the norms laid down for the same ;
 - d) of having satisfactorily performed the work of the class

4.4 Enrolment in the next Semester

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

- i) Enrolment 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 and to the IIIrd semester within 15 days from the date the class work of III semester starts.
- 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.

4.5.1 Shortage of Attendance & Condoning the shortage

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 .

I. 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;
- 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 either by the Principal and the Teacher In charge of the Group/ individual student. All the activities performed during the Internship program from Semester I 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 to be 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 as decided by the University.

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 be 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, 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 and the class. **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 for each student, 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

- 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.
- The subjects offered by the students at the graduation and post graduation levels will form the basis for the selection of both Content cum Methodology paper at B.Ed. level.
- 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 where the content and pedagogy parallelism 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 style of teaching lacks confidence in handling the content , methodology as well as the class.

- 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
(-5 marks)
- v. Use of Cost effective /waste material products used as aids / home made aids (minimum 20)
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 statues 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
	<u>Visit Cum observation to</u>	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	2 days		10

Second Semester(Jan-June) INT 2				
INT 2	Activity	Duration	Credits	Marks50
	<u>Visit Cum observation to</u>	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
	<u>Internship cum Teaching Practice</u>	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)
	d)	8 wks		
Fourth Semester (Jan-June) INT 4				
INT4	Activity	Duration	Credits	Marks
	<u>Internship cum Teaching Practice</u>	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	8 wks	4	100(60 Internal+40 external)

	in addition to 20 lessons (10 on spot lesson+8 Observation lessons of the peers and 2 Criticism lessons)			
	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 of 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 practical work related to theory portion.
- 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 ,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.
- VII. The Teacher In-charge would profusely document in the RJ the evidence and the quantity of Change in the teaching style and the method 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

Table No I

Scheme for two years B.Ed. Programme

FIRST SEMESTER								
Course No.	Subject/Course Component	Credits	Inst.Hrs /Wk	Theory	Marks			Total
					Tr.	Int	Ext Examiner	
101	Education –in Indian Perspective	4	4	60	5+5	20	10	100
102	Childhood and Adolescence Education	4	4	60	5+5	20	10	100
103	Language Competence and Communication Skills	4	4	60	5+5	20	10	100
104	Educational Planning and Management	4	4	60	5+5	20	10	100
105	Inclusive Education	4	4	60	5+5	20	10	100
INT1	School Internship	2	Continued & Combined Internship					50(30 Internal +20 Ext)

SECOND SEMESTER								
Course No.	Subject/Course Component	Credits	Inst.Hrs /Wk	Theory	Marks			Total
					Tr.	Int	Ext Examiner	
201	Philosophical and Sociological Bases of Education	4	4	60	5+5	20	10	100
202	Teaching, Learning and Evaluation	4	4	60	5+5	20	10	100
203	Educational Technology and ICT	4	4	30	5+5	20	10	100
204	Methodology of Teaching-I English/Hindi/Punjabi/Urdu/Dogri/Sanskrit	4	4	60	5+5	20	10	100
205	Methodology of Teaching-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

206	Action Research	2	2	50	2.5+2.5	10	10	50
INT2	School Interaction	2	Continued & Combined Internship					50(30 Internal+20 External)

THIRD SEMESTER								
B.EdNo.	Subject/Course Component	Credits	Inst. Hour/Wk	Marks				Total
				Theo	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.I.E					250 =50 Routine work+ 100 (TP1)+100 (TP2)Marks
301	Methodology of Teaching-I English/Hindi/Punjabi/Urdu/Dogri/ Sanskrit	4	4	60	5+5	20	10	100
302	Methodology of Teaching-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	Env't Education & Disaster Management	4	4	60	5+5	20	10	100

FOURTH SEMESTER								
No.	Subject/Course Component	Credits	Inst. Hour/Wk	Marks				
				Theo	Pract			Total
					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.I.E					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							

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C. Value & Peace Education								
D. Guidance and Counseling								
E. Comparative Education								
F. Special Education								
G. Computer Education								
H. Curriculum Development								
I. Contemporary India & Education								

7. Project Work

The project work initiates in its own way under the directions of the teacher educator and the student teachers are to complete the following components

No	Activity	Completion Period	Internal Ext	Internal Ext	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

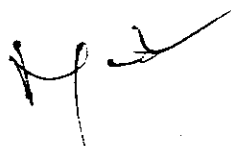
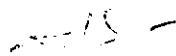
The term 'Credit' refers to the weight age given to a course, usually in relation to the instructional hours assigned to it. For the Foundational Courses and Content Methodology Courses, four hour theory course per week is given four credits and two hours theory course per week is given two credits. 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 1.

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 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 experience in the college. The focus is to award the student objectively and as per the value points done objectively. 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.

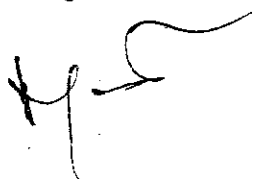
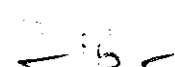
12. Practicing Schools

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. Qualification 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.

For a unit 100 students, 02 faculty is required.

13. III. For Content and Methodology 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 one unit of 50 students ,composition of the staff will be

Principal	01
Lectureres on Peadgogy	-05
Lecturers on Health /Physical Education	-01
Lecturers on Fine /Performing Art	-01

N.B. If the Principal has background in all of the Padagogy subject , then one position shall be for the Foundation Courses .



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 (BCAS 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. There shall be one Principal and others may be termed as HODs.

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 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 :

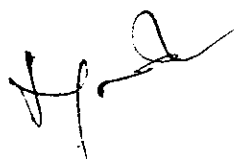
- I. The Committee should meet twice or on need bases in an semester to take note of the resources and the smooth functioning of the college.
- II. The minutes are to be recorded and the academic arrangements in the college should go accordingly.
- III. The External Examiner / Observer and Assistant 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

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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 three 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 in door and out door games should be available.
- xxix) Simple musical instruments such as harmonium, tabla, manjira 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 (\geq)	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 .

- 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 ,Content & 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 Content Methodology 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 Content & 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

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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 from time to time.
- 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 documentation is to be authenticated.



STATUTES GOVERNING MASTER OF EDUCATION (M.Ed.) PROGRAMME OF STUDY AND EXAMINATIONS (SEMESTER PATTERN) IN THE FACULTY OF EDUCATION

1. **Duration:** The M.Ed. Programme shall be of duration of two academic years, divided into four semesters including field attachment for a minimum of four weeks and research dissertation.
2. **Institutions Eligible to Apply:**
 - I) Institutions offering teacher education programme for a minimum of five academic years, affiliated to University of Jammu and accredited by NAAC with minimum B grade.
 - II) University Department of Education
3. **Working Days:** There shall be at least two hundred working days each year, exclusive of the period of admission and the institution shall work for a minimum of thirty-six hours in a week. The Minimum attendance of students shall be 80% for theory courses and Practicum, and 90% for Field Attachment/Internship.
4. A candidate to be eligible for admission to M.Ed. Course, should have passed the qualifying Degree examination of B.Ed/B.A B.Ed/ B.Sc. B.Ed with minimum of 50% marks (the reservation and relaxation for SC/ST/OBC/PWD and other categories shall be as per the rules of the State Government) or **appeared in the bi-annual examination of B.Ed in previous session and should have passed JUET. However admission in M.Ed third semester shall be subject to having passed at least 50% of the papers of first semester, appearance in at least two papers in second semester and having secured pass marks in internal assessment of all papers of first and second semester.**
5. The mode, procedure and order of preference for selection of students to the M.Ed. Programme, fees and other charges payable, reservations for special categories and other conditions to be fulfilled by persons seeking admission as regular students in the University department shall be such as may be prescribed under Statutes or Regulations from time to time.
6. Admission of students for M.Ed. Degree Programme will be made by the Department of Education of the University under the conditions and within the dates prescribed under Statutes.
7. **Staff**

For an intake of 50 students per unit, the faculty-student ratio for a two year M.Ed Programme shall be 1:10. The Faculty positions shall be distributed as under:

- | | |
|------------------------|-----|
| 1. Professor | Two |
| 2. Associate Professor | Two |
| 3. Assistant Professor | Six |

The Faculty members shall be appointed to cover all the core and specialized areas given in the curriculum. The Principal of a college offering M.Ed Programme shall be in the rank and scale of a Professor.

Qualifications

A) Principal/HOD

- i) M.Ed. with a minimum of fifty five percent marks

OR

M.A. (Education) and B.Ed each with a minimum of fifty five percent marks

- ii) Post Graduate Degree in a related discipline as per the requirement
- iii) Ph.D. in Education
- iv) Ten Years of professional Experiences in Teacher Education

v) Any other qualifications prescribed by UGC/State Government/ University from time to time

B) Professor

i) M.Ed. with a minimum of fifty five percent marks

OR

M.A. (Education) and B.Ed each with a minimum of fifty five percent marks

ii) Post Graduate Degree in a related discipline as per the requirement

iii) Ph.D. in Education

iv) Ten Years of professional Experiences in Teacher Education

v) Any other qualifications prescribed by UGC/State Government/ University from time to time

C) Associate Professor

i) M.Ed. with a minimum of fifty five percent marks

OR

M.A. (Education) and B.Ed each with a minimum of fifty five percent marks

ii) Post Graduate Degree in a related discipline as per the requirement

iii) Ph.D. in Education

iv) Eight Years of professional Experiences in Teacher Education

v) Any other qualifications prescribed by UGC/State Government/ University from time to time

D) Assistant Professor

i) M.Ed. with a minimum of fifty five percent marks

OR

M.A. (Education) and B.Ed each with a minimum of fifty five percent marks

ii) Post Graduate Degree in a related discipline as per the requirement

iii) NET/SLET in Education

iv) Any other qualifications prescribed by UGC/State Government/ University from time to time

8. Administrative and Professional Supportive Staff: The following administrative staff shall be provided

- | | |
|--|-----|
| 1. Office Manager | one |
| 2. IT Executive/Maintenance Staff | one |
| 3. Library Assistant/Resource Centre Coordinator | one |
| 4. Office Assistants | Two |
| 5. Helper | one |

9. Terms and Conditions of Services: The terms and conditions of service of teaching and non-teaching staff including selection procedure, pay scales and age of superannuation and other benefits shall be as per the policy of the State Government/Affiliating body.

10. Facilities: An institution already having one teacher education programme and proposing to offer M.Ed. for one basic unit, should possess a minimum of 3000 Square meters land area. The corresponding built up area shall be 2000 square meters.

i) Classrooms: For an intake of 50 students, there should be provision for at least two class rooms with space and furniture to accommodate all students. The minimum size of classrooms should be 50 Square meters. The institution should provide a minimum of three small rooms of the size of 30 Square meters to hold tutorials and group discussions.

- ii) Seminar Room: Multipurpose Hall in the institution shall be shared. In addition, the institute should have one seminar room with seating capacity of one hundred and minimum total area of 100 square meters. This hall should be equipped for conducting seminars and workshops.
 - iii) Faculty Room: A separate cabin for each faculty member with functioning computer and storage space should be provided.
 - iv) Administrative Office Space: The institution should provide adequate working space for the office staff, with furniture, storage and computer facilities.
 - v) Common Rooms: The institution should provide at least separate common rooms, one each for women and men.
11. Library: The Library of the Institution/University shall be shared and shall cater to the requirements of the programme. A Minimum of 1000 relevant titles (With multiple copies of relevant books) for the M.Ed Programme should be there including reference books related to all courses of study. There should also be provision of space for reading and reference section in the library. At least 100 quality books should be added to the Library every year. The library should have photocopying facility and computer with internet facility for the use of Faculty and students.
12. Other Amenities
- i) Functional and appropriate labs with furniture in required number for instructional and other purposes.
 - ii) Arrangement may be made for parking vehicles.
 - iii) Access to safe drinking water should be provided in the institution.
 - iv) Effective arrangement should be made for regular cleaning of campus, water and toilet facilities (separate for male, female and transgender students and teachers).
- Note:* If more than one programme in teacher education is run by the same institution in the same campus, the facility of playground, multipurpose hall, library and laboratory (with proportionate addition of books and equipments) and instructional space can be shared. The institution shall have one Principal for the entire institution and Heads for different Teacher Education Programmes offered in the institution.
13. Managing Committee: The institution shall have a Managing Committee comprising of Members from the Sponsoring Society/Managing Society/Trust, two Teacher Educators, one Faculty member of the college and Heads of two institutions identified for field attachment by rotation.
14. Selection of courses/area of study for the M.Ed. Programme will be made by a student to make up credits in the manner provided in Statutes 15 and 16 of the courses approved by the Academic Council for the purpose.
15. The nature, number, scope and content of course for the M.Ed. Degree Programme contact hours, the number of credits, allotment of marks for the semester examination and sessional work and the duration of examination of each course in a semester shall be as approved by the Academic Council on the recommendation of the Board of Studies in Teacher Education and the Faculty of Education.

NOTE:-

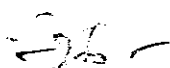
- i/ A 4-Credit course may have 60 marks for Semester examination and 40 marks for sessional assessment.
A 2-Credit course may carry 30 marks for Semester Examination and 20 marks for sessional assessment.
- ii/ The duration of examination in a course may be up to three hours. The duration of viva-voce may be decided by the Board of Examiners appointed for the purpose or as may be directed by the Academic Council.



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16. Instruction in each course shall be in the form of lectures, tutorials, seminars, problem sessions, case studies, group discussions, **field visits** etc. according to the need of each course as may be decided by the Board of Studies in Teacher Education and the Faculty of Education.
17. Continuous sessional assessment shall be a constituent part of the semester programme except dissertation and viva-voce. The weightage of marks to be given to semester examination and to the continuous sessional assessment in a course shall be in the ratio of **60:40**. The sessional assessment shall be awarded and the record thereof shall be maintained in the manner prescribed by the Academic Council. There will be no sessional assessment for dissertation work and viva-voce.
18. There shall be an examination called the semester end examination at the end of each semester in the prescribed courses in the manner approved by the Academic Council. Examination for the **1st and 3rd** semester courses will be held ordinarily in the 1st/2nd week of December and examination for the **2nd and 4th** semester courses will be held ordinarily in the 1st/2nd week of May every year or on such dates as may be approved by the Vice-Chancellor.
19. A semester examination for the M.Ed. Programme shall be open to the following categories of persons:-
 - (A) A regular student from Department of Education/ Colleges of Education affiliated to University of Jammu of the University for the period specified for that course of study by having been on the rolls of the department/college immediately preceding the examination and submits his/her application on the prescribed form to the Controller of Examinations through the Head of the Department where he/she has pursued the course for the examination and has fulfilled the following conditions to be certified by the Head of the Department/ Principal of the College of Education.
 - i/ he/she has been a person of good conduct;
 - ii/ "he/she has attended not less than 80% in theory and 90% in internship & practical/field work of the lectures delivered including seminars/tutorials, etc. in each course offered by him/her in that semester."
 - iii/ he/she has satisfactorily performed the work of the class;
 - iv/ he/she has paid the prescribed fees.

The application on the prescribed form duly filled in and accompanied by the prescribed fees and certificates must reach the Controller of Examinations not later than the date fixed for the purpose.
 - (B) An ex-student, i.e., a person 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 either failed to pass the semester examination in that course(s) or been unable to appear in the examination in that course(s) provided he/she appears in the examination within the maximum period within five years of entering the course and submits his/her application on the prescribed form along with the prescribed fees and certificates to reach the Controller of Examinations within the date fixed for this purpose.
20. The Head of the University Department/Principal of College of Education may condone shortages in attendance of a student in a semester for special reasons to be recorded in writing up to five lectures in each course separately. A student whose deficiency in lectures in a course is not condoned by the Head of the Department/Principal of College of Education or is not condonable shall not be eligible to appear in the semester examination in that course.

21. Any student who participates in games, cultural and other co-curricular activities as defined below with the prior approval of the Head of the Department/ Principal of College of Education shall, for the purpose of condoning deficiency in attendances incurred by him/her on account of such participation, be treated as present on all the working days during the days of his/her absence on such account for a period of not exceeding 8 working days in a semester:
- (1) State representation in International/All India competitions organised by an agency recognized by the Board of Sports and Youth Welfare.
 - (2) Participation in the Inter-University competition held under the auspices of a University or any recognized institution as a member of the University team. .
 - (3) Participation in the N.C.C., N.S.S. **Bharat Scouts & Guides** and National Integration Samiti activities as a member of the recognized institution;
 - (4) Participation in the Coaching Camps/ Rehearsals prior to participation as a member of the State or University team in the National/All India/Inter-University competitions;
 - (5) Participation in the Mountaineering/Hiking/ Trekking/Skiing/Rock Climbing or other such activities organized under the auspices of the State Government/University as a member of the Institution affiliated/recognized by the University.
 - (6) Participation in the Inter College Competitions organized by the University as a member of the teams of participating Institutions.
22. Notwithstanding anything contained in these Statutes, the Syndicate shall have the power to exclude any candidate from appearing in any examination if it is satisfied, after issuing a show-cause notice to the candidate and holding an inquiry, that such a candidate is not a fit person to be admitted thereto.
23. In order to be eligible for the M.Ed. degree, a student must pass all courses with D Grade through semester courses provided by the University spread over to not less than four semesters.
24. In order to earn the credits for a course, a student must have -
- a/ "attended not less than 80% in theory and 90% in internship & practical/field work of the lectures(including tutorials, seminars etc.) delivered in each course separately."
 - b/ obtained not less than D Grade in each course reserved for sessional assessment in each course (except Dissertation where there is no sessional assessment)separately; and
 - c/ obtained not less than D Grade in each course separately and in dissertation including viva-voce.
25. A student who has earned the required credits in a course and dissertation including viva-voce in the manner provided in Statute 16 shall be declared successful.
26. A student who -
- i/ does not fulfill the minimum requirement of attendance in lectures in a course; or
 - ii/ does not secure the minimum marks required to pass in the sessional assessment in a course will not be eligible to sit in the semester examination in that course. He/she will have either to repeat the course/courses when classes in that course/courses are held by the department/college or opt for a new course or courses in that or any other semester if facilities of Instruction are available and the courses in which he/she failed to fulfill requirement of attendance in lectures or in sessional work was not a compulsory, basic or a pre-requisite course. In all such matters final decision will be taken by the Head of the University Department of Education/ Principal College of Education after consulting the adviser of the students in the department and keeping in view the statutory position.

27. The Head of the University Department of Education/ Principal College of Education shall be competent to cancel admission of a student enrolled for the M.Ed. Programme in the department if -
 - i/ the student remains absent without permission of the Head of the Department of Education/ Principal College of Education for a period of one month continuously; or
 - ii/ the student does not attend 50% or more of the total lectures delivered in the semester concerned; after an opportunity has been given to him/her to explain as to why such an action be not taken against him/her.
28. A student who has completed the minimum attendance requirements in the 1st semester but has either failed to appear in the semester examination in that session or having appeared and failed to pass in any or all the courses prescribed for the semester, may be permitted to keep terms for the second semester.⁵
29. A student who has been on the rolls of the University Department of Education/ College of Education in the 1st Semester of the M.Ed. degree programme and earns eligibility to join the 2nd Semester of the Programme but fails to join the 2nd Semester when he/she was due to join or discontinues his/her studies for any reasons whatsoever after earning eligibility to join the 2nd Semester may be considered for admission to the 2nd Semester in a subsequent year if he/she submits application to this effect before the commencement of the 2nd Semester provided a seat and other facilities for the courses offered by the student are available in the Department of Education/ College of Education in the 2nd Semester and the student seeks admission within a period of two years from the date he/she discontinued his/her study. The final decision regarding admission of such a student shall be taken by the Head of the Department of Education.
30. Two copies of the dissertation alongwith C.D. be submitted by the students of M.Ed. 4th Semester in the Office of the Controller of Examinations within 15 days from the last paper of concerned course. No further extension will be granted in this regard.
31. The dissertation shall be examined and viva-voce conducted by a Board of Examiners consisting of:-
 - (a) Head of the University Department of Education;
 - (b) One teacher of the University Department of Education nominated by the Head of the Department of Education by rotation every year
 - (c) One External Examiner appointed by competent authority.
32. "A candidate who completes the minimum attendance requirement but does not appear in the examination in that semester or, having appeared, fails in a course or courses in a semester examination may appear in the examination in such course or courses when it is held subsequently by the University within the maximum period of three years to be counted from the date he/she was scheduled to appear for the first time in the semester examination, or the date he/she appeared first in semester examination, as the case maybe. Unless otherwise provided, he/she will have to appear in the course or courses according to the syllabus prescribed by the University for the Semester Examination in which he/she appears. Provided, that the candidate who fails to qualify all the semester examinations in full within the prescribed time may be allowed to avail of one more chance to qualify the backlog courses at the immediate next session after the expiry of statutory period . In such cases the marks obtained in sessional assessment in the course concerned shall be carried forward. Provided that a candidate who fails to clear a semester examination within the stipulated number of chances may, if he/she so desires, apply to the Vice-Chancellor for grant of one MERCY CHANCE within a period of five years from the session he/she first appeared in the semester examination. If he/she again fails he/she shall have to appear in the examination in failed course to fill up academic

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deficiencies as determined by the Convener, Board of Studies. He/She shall not be required to earn fresh eligibility to appear in such semester examination. He/She will have to appear according to the syllabus and courses of study in vogue. In all such cases the marks shall be raised proportionately in lieu of internal assessment. The provision shall also be applicable to other candidates appearing privately"

No one will be allowed to appear as a private candidate in M.Ed. except failures/ Reappear/Droppers because of the compulsory requirements of the dissertation work for regular students, its viva-voce and practical work.

33. A transcript shall be issued to a student in respect of his/her performance in each semester after evaluation of the semester examination is done. The transcript shall indicate grade obtained in sessional assessment as well as semester examination in each course.
34. After a candidate has appeared and passed in all courses of study offered by him/her in the **four** semesters and has earned required credits of **four** semester Examinations in accordance with these Statutes, his/her result shall be assessed and he/she shall be declared successful in the Master's degree programme in the Faculty of **Education**. He/she shall be awarded a degree stating the grade in which he/she has passed in the following manner:-.

The successful candidates shall be classified as under:-

	Greater or Equal to % of Marks (\geq)	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

35. The following shall be the rates of examination fees payable by each candidate appearing in a semester examination for the M.Ed. degree programme:

S.No.	Examination	Regular	Private
i)	Full subjects	Rs.310/-	Rs.360/-
ii)	Re-appear in more than one subject	Rs.360/-	
iii)	Re-appear/ Compartment in one paper	Rs.300/-	
iv)	Maintenance of service fee	Rs.20/-	Rs.20/-
v)	Desk fee	Rs.25/-	Rs.25/-

36. Every candidate for a semester examination shall submit his/her application for appearance at each semester examination to the Controller of Examinations to reach him/her not later than the dates given below on the prescribed form accompanied by the

prescribed fees and necessary certificates signed by the Head of the University Department of Education/ Principal College of Education or the officer authorized under Statutes to attest and sign such forms:

Examination

Last date for receipt of forms and Fees in the University Office

For examination to be held in December --15 September

For examination to be held in May -- 15 February

Whenever the application or fee or both of a candidate is/are received after the last date prescribed above, he/she shall also pay late fee as mentioned hereunder:

- "a) For first count of 15 days delay after the last date prescribed
for receipt of form/fee or both. Rs. 90/-
- b) For another count of 15 days a late fee
after the expiry of last date with of Rs. 90/- Rs. 150/-
- c) An additional late fee per day after the expiry
of last date with late fee of Rs. 150/- Rs.30/- per day

Subject to the maximum of Rs. 750/- up to 30 days before the commencement of The examination. Thereafter with a late fee of Rs. 2000/- up to 15 days before the commencement of examination and with further late fee of Rs. 3000/- with special permission of the Vice-Chancellor up to 5 days before the commencement of the examination provided the question papers are available and can be sent to centre of examination".

37. No candidate who gets E Grade in M.Ed. programme after having been placed in re-appear category in any course or courses shall be entitled to a scholarship or a prize or a medal.
38. A person, so long as he is a student of M.Ed. programme, shall not be permitted to attend any other course of instruction or appear in any other examination of the University;
Provided that a candidate who has been placed under compartment or has to re-appear in one paper/subject only of an examination other than that of M.Ed., shall not fall under the purview of this Statute.
39. English shall be the medium of Instruction/examination.
40. The Vice-Chancellor shall interpret and remove any difficulty arising in the application and implementation of these Statutes and shall decide forms and procedures for the same.

"(i) A candidate who has passed M.Ed. (semester pattern) Examination from the University of Jammu and has been placed in the D & C Grade in the aggregate of semester examination may be given Two chances to improve his /her grade/performance within a period of 5 years of having passed the M.Ed. Examination and for this purpose he/she may reappear as a private candidate in the consecutive annual examinations in the discipline in any number of courses prescribed for the M.Ed. The credits already earned by the candidate in other courses in which he/she does not appear shall be carried forward. Internal assessment of the entire regular candidate who sit in the examination for improvement of Grade within a period of five years of having passed their M.Ed. examination be retained. The result of such a candidate shall be declared if he/she improves the Grade.



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ii) Notwithstanding anything contained above a candidate who having passed M.Ed.(Semester System), examinations with less than 55% marks from the University of Jammu, appears in the examination to improve the grade but fails to do so, his/her result may also be declared provided he/she secures D or above grade”.

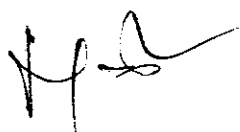
41. **Education Tour:** The Student's studying in M.Ed 2nd Semester will taken to visit Centers of advanced Studies in Education /Renowned Teachers Educational Institutions/Departments of the Universities located in Indian Universities for giving exposure of the kind of research and practicum work being done in other Universities. The students will also be taken to Documentation Centers of different Universities/National Organizations. It will facilitate the students for the collection of Literature to prepare the chapter on “Review of Related Literature” for their dissertation work. The Dissertation for the students of M.Ed is compulsory for regular students and it is to be completed as a partial, fulfillment of the course. To bridge the gaps in the preparation of a good researcher and practitioner in the Educational Institutions, the students need to be fully groomed in the research pursuits. It therefore, requires an exposure and understanding of the students through their visit to renowned academic places in the country so that students are enlightened and enabled to broaden their outlook. They will also get a chance to know how ICT is being used in the discipline for improving class room teaching. It will also give an understanding to the students about the good and innovative practices being followed in the departments of other universities. Every student shall submit a report to HOD for work done in the Institutions being visited.

The teachers of the department, out of whom one should preferable be a lady teacher, a clerk and one peon will accompany the students on educational tour. The department will collect Rs. 450.00 for each student in all the semesters to seek 50% of the contribution of the department for meeting to and for expenditure. The rest of the 50% of the fare will be met by seeking railway concessions. In case tickets sometimes are not available due to heavy rush. In that event the tickets may be bought on TATKAL QUOTA out the funds collected from the students. Every year the HOD shall fix up the amount to be charged from the students at the time of granting admission after making a resolution by DAC.

The expenditure for lodging and boarding as well as sightseeing etc. will have to be borne by the students. The teachers accompanying will also be paid 2nd A.C to and fro expenditure and DA admissible out of the department fund besides local bus fare and any other actual expenditure etc. The same holds good for the clerk and peon accompanying the tour but as per their entitlement. The organization to the tour shall be assigned to any of the tour and travel party in consultation with DAC and CR,s of the Department. The Expenditure per student should not exceed the amount collected through the fees per semester or through lump sum collection.

References:

1. University Council Resolution No. 86 dated 21-06-2004
2. University Council Resolution No. 98 dated 21-06-2004
3. University Council Resolution No.18 dated 15-01-2001
4. University Council Resolution No. 24 dated 21-02-2003
5. University Council Resolution No.13 dated 2-1-1982.
6. University Council Resolution No. 40 dated 26-04-2000
7. University Council Resolution No.4.72.2 dated 15-04-2014(76th University Council Meeting Minutes Pg. 36)



SCHEMA FOR TWO YEARS M.ED PROGRAMME

First Semester							
Course No.	Subject/course Component	Credits	Inst.Hour/Wk	Marks			
				Major	Minor 1 & 2 Internal		Total
					Minor 1	Minor 2	
MED101	Philosophical Foundation of Education	4	4	60	20	20	100
MED102	Psychological Foundation of Education	4	4	60	20	20	100
MED103	Methods of Data Analysis	4	4	60	20	20	100
MED104	Methodology of Educational Research	4	4	60	20	20	100
MED105	Educational Technology	4	4	60	20	20	100
MED106	Internship	4	Continued and Combined Internship				100
	TOTAL	24					600

Second Semester							
Course No.	Subject/course Component	Credits	Inst.Hour/Wk	Marks			
				Major	Minor 1 & 2 Internal		Total
					Minor 1	Minor 2	
MED201	Methodology of Core Practice	4	4	60	20	20	100
MED202	Qualitative Research	2	2	30	10	10	50
MED203	Comparative Education	4	4	60	20	20	100
MED204	Teacher Education	4	4	60	20	20	100
MED205	Dissertation	2	2				50
MED206	Teaching Specialization(Science, Social Science, Language)	2	2	30	10	10	50
MED207	Internship	4	Continued and Combined Internship				100
	Total	22					550

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Third Semester							
Course No.	Subject/course Component	Credits	Inst.Hour/Wk	Marks			
				Theory	Minor 1 & 2 Internal		Total
					Minor 1	Minor 2	
MED301	Sociology of Education	4	4	60	20	20	100
MED302	Advanced Communication Skills	4	4	60	20	20	100
MED303	Optional Papers(Any One)	4	4	60	20	20	100
MED303A	Policy, Economics and Planning in Education						
MED303B	History of Education						
MED303C	Health and Yoga Education						
MED303D	ICT in Education						
MED303E	Guidance & Counselling						
MED303F	Pedagogy and Assessment						
MED304	Dissertation	4	4				100
MED305	Internship	4	Continued & Combined Internship				100
	Total	20					500

Fourth Semester							
Course No.	Subject/course Component	Credits	Inst.Hour/Wk	Marks			
				Theory	Minor 1 & 2 Internal		Total
					Minor 1	Minor 2	
MED401	Inclusive Education	4	4	60	20	20	100
MED402	Dissertation Viva-Voce	4					100
MED403	Optional Papers (Any one)	4	4	60	20	20	100
MED403A	Advanced Educational Statistics						
MED403B	Open and Distance Learning						
MED403C	Peace and Human Rights Education						
MED403D	Curriculum Development						
MED403E	Environmental Education						
MED404	Internship	4	Continued & Combined Internship				100
MED405	Project Work	4	From II Semester onwards				100
	Total	20					500