PROSPECTUS
2023-24

Vivekananda Kendra College of Teacher Education
Some Glimpses of College Activities

- Cultural event (Group song) at Annual sports meet cum cultural events 2022-23
- Cultural event (Solo song) at Annual sports meet cum cultural events 2022-23
- Celebration of Indigenous faith day at VKCETE Nirjuli 2023
- Community awareness program on different topics in Dibrugarh University
- Field Trip visit (Annual report submission) at Dibrugarh University
- Field visit to Dibrugarh University 2022
- Cultural event (Group dance) at Annual sports meet cum cultural events 2022-23
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1. INTRODUCTION

1.1. VIVEKANANDA KENDRA VIDYALAYAS ARUNACHAL PRADRESH TRUST

Vivekananda Kendra Vidyalayas (VKVs) in Arunachal Pradesh, under Vivekananda Kendra Vidyalayas Arunachal Pradesh Trust (VKVAPT), is the oldest service activity center of its parent organization Vivekananda Kendra, a spiritually-oriented service mission with headquarters at Kanyakumari. Since the inception in 1977, VKVs have been striving to provide an all-round nationalistic education to the children of this remote Himalayan State of India. Presently, VKVs in Arunachal Pradesh are 41 in number, which also includes Ekalavya Model Residential School, Bana. VKVs have been acknowledged throughout the North-East India for the substantial contribution in improving the educational scenario in these States. A large number of 1st Generation learners, especially from economically deprived & remote villages have emerged as Professionals, policy makers, entrepreneurs in agriculture, education and other sectors, Businessmen, social workers, top administrative roles under state and central government.

More than four decades back, Mananeeya Eknathji Ranade, honouring the invitation of Government of Arunachal Pradesh, deputed Jeevanvrat Karyakartas to Arunachal Pradesh to start schools. In 1977, the first VKV was started at Sher (near Kimin) in Papum Pare district, with a total strength of 30 hostellers. The same year also saw inauguration of six more VKVs, at Balijan, Roing, Jairampur, Kharsang, Oyan and Seijosa.

In the following years, as people could comprehend that the VKVs are for qualitative education, there is a demand for opening of VKVs in all the districts of Arunachal Pradesh. At present 40 VKVs and 2 KGBVs are catering to the educational needs of all the districts except the newly formed districts of Arunachal Pradesh.

VKVs are known for all round holistic development of the students. The 5-fold Development methodology, i.e., Physical, Mental, Emotional, Intellectual and Spiritual aspects of Human Personality are given due importance and accordingly, tailor-made activities are incorporated in day-to-day school routine, with very good results.

VKVAPT is a registered Trust under Indian Trust Act, having its Registered Office at Nirjuli, Arunachal Pradesh, and its Administrative Office at Dibrugarh, Assam.

1.2. Vivekananda Kendra College of Teacher Education

Vivekananda Kendra College of Teacher Education (VKCTE) is an educational initiative
of VKVAPT which aims to educate the girls/boys and young men/women in a spirit
of service to the humanity. It caters to the educational needs of the aspiring students-
teachers of the state with regular B.Ed course.

The B.Ed. College is affiliated to Rajiv Gandhi University, Rono Hills, Doimukh in
Arunachal Pradesh.

1.3. VISION & MISSION

VISION

“We want that education by which character is formed, strength is increased, the
intellect is expanded, and by which one can stand on one’s own feet” -

Swami Vivekananda

The Persona of Swami Vivekananda and Mananeeya Eknath Ji are at the heart of
institution. Vivekananda Kendra’s Core values of selfless service, patriotism, Character
building, man making and nation-building permeate the entire educational experience.

We believe: “We believe that every human being is empowered to develop her/his
best potential”.

We see: We see empowerment as the distinguishing feature of all our educational
effort and are convinced that it takes place best in a school which is a dynamic entity
involved in discerning the needs of our times and flexible enough to readjust its
structures and activities to respond to them.

We recognize: We recognize that it requires an atmosphere where all the values of
selfless service, manmaking and nation-building are lived out by all and where striving
for excellence at the level of one’s potential is an essential element.

We accept: We accept that this demands a certain level of awareness at administrative
and staff levels so that it becomes a continuous process affecting staff, student and
parents and taking precedence over all other motivations.

We recognize and strongly affirm: We recognize and strongly affirm that the special
thrust of our Institution becomes credible in India today, where ‘Service before self’
is lived out both in attitude and structures.

We prioritize: We prioritize the practice of the important human values and encourage
teacher’s trainees to gain confidence and initiative even as they commit themselves to excellence in the academic sphere.

MISSION
We, in Vivekananda Kendra College of Teacher Education, will form informed, dedicated and empowered young men and women in response to the needs of our motherland and who are oriented to serve the people across the state and the country with a strong faith that the destiny of Nation is being shaped in the classroom; who persevere in re-searching for relevance of our ancient heritage and culture.

1.4 AIM
The course aims to equip the learners the following:
- To understand the system and practices of education in our country.
- To understand the nature and problems of secondary school students.
- To develop Value sensitivities.
- To train in planning, executing and evaluation processes of teaching.
- To develop a spirit of patriotism, professionalism, experimentation and scientific temper.
- To create an awareness on importance of teacher in educational reconstruction and reforms.
- To develop adequate competencies in school subjects.
- To build human capital by learning across disciplines.
- To provide learner centered approaches in terms of pedagogies.
- To ensure high quality in teaching and learning process.
- To ensure transparency in evaluation.
- To make learners as knowledge practitioners.
- To make things happen by encouraging students endowed with talents to acquire skills.
- To reinforce assimilation & creative utilization of information while solving problems in day to day life.
- To give sufficient exposure by undertaking various study tours and Guest lecture from the eminent educationist of the country.
2. GENERAL INFORMATION

2.1 STAFF DETAILS

:: TEACHING STAFFS ::

DR. MINAKSHI GOSWAMI SHARMA
PRINCIPAL
(M.A, Ph.D.)

SRI GOURANGA BISWAS
ASSISTANT PROFESSOR
(M.A., B.Ed, M.Ed., NET)

SRI SUMIT KUMAR BARAL
ASSISTANT PROFESSOR
(M.Sc., M.A., B.Ed., M.Ed., NET)

SMT. JOLLY ANJU
ASSISTANT PROFESSOR
(M.A. Eco, M.Ed., M.Phil, M.A. Soc, NET)

SU. MINI METO
ASSISTANT PROFESSOR
(M.A. Eng, M.Ed., M.A. Edu, NET)

SRI DORJEE
ASSISTANT PROFESSOR
(M.A., M.Ed.)

SRI SANJEEB BARMAN
ASSISTANT PROFESSOR
(M.Com., M.Ed., NET)

SU. RADHE BAM MONYA
ASSISTANT PROFESSOR
(M.Sc., M.Ed., NET, SLET)

SU. PAGING MEENA
ASSISTANT PROFESSOR
(M.A., M.Ed., NET)

SRI MIHIR KUMAR BEURA
ASSISTANT PROFESSOR
(M.Sc, M.Ed., M.Phil, NET)

SRI ALOK SINGH YADAV
ASSISTANT PROFESSOR
(M.A., M.Ed., NET)

SRI MATTU NYOMPU
ASSISTANT PROFESSOR
(M.Ed.)

SRI ANIL RAM
ASSISTANT PROFESSOR
(B.Tech., M.Tech.)

:: NON-TEACHING STAFF ::

SRI RANJAN SINGH
IDC
(M.Com., DCA, Certificate Course for Site Accountant)

SRI BHUPEN SONOWAL
GRADE - IV
12th Pass

SRI TEKHAM LAMA
GRADE - IV
30th Pass

Vivekananda Kendra College of Teacher Education
2.2 THE COLLEGE LIBRARY
The college has a well-equipped library for facilitating the teaching-learning process with a collection of about 3,000 books apart from various journals, magazines and newspapers.

2.3 ICT CELL
The college has a well-equipped Information and Communications Technology (ICT) room for facilitating the innovative teaching-learning process with a collection of 60 computers, apart from this; Internet, Projector, Camera and other related aids.

2.4 PSYCHOLOGY CELL
The College has a well-equipped psychology cell equipped with psychological kits, books and all other necessary instrumental aids.

2.5 SCIENCE LABORATORY
Well-equipped science lab having three separate wings for Physics, chemistry and Biology to give wide experimental experience to science student -teacher.

2.6 GEOGRAPHY CELL
The geography cell is equipped with basic study tools and necessary material sufficient to give firsthand experience to student- teacher.

2.7 PHYSICAL EDUCATION BRANCH
The physical Education branch was setup in the year 2015 to conduct programs and activities for all round development of the students’ personality. The branch annually conducts sports, cultural and youth affairs activities.

Infrastructure facility for Physical Education:
1. Football Ground 1 No
2. Volleyball Court 2 No
3. Badminton Court 1 No
4. Indoor game facility
5. Multipurpose Auditorium 1 No

2.8 CANTEEN AND CO-OPERATIVE STORE
The college has a well furnished canteen and Co-operative store facility for students.
2.9 STIPEND/SCHOLARSHIP FACILITY
The college grants stipend/scholarship facilities to those students belonging to Arunachal Pradesh Schedule Tribe (APST) category and have attained minimum of 75% attendance in regular classes. It is provided and sanctioned by the Department of Technical and Higher Education, Government of Arunachal Pradesh, Itanagar.

3. OTHER FACILITIES

3.1 COUNSELING AND RESOURCE ROOM
Personal Counseling is an integral part of the College. Personal Counseling is offered by a designated faculty who double up as a ‘student-adviser’.

Career Counseling is also provided by the college. The students will be exposed to various careers options-academic or otherwise. Students are helped with lectures and short term courses to groom them for interviews and group discussions.

Resource Room –Psychology, Pedagogy, Teaching-Learning Centre.

A special provision of Resource Center for student-teachers has been made in the academic block and the relevant material, research manuals and case-studies are available.

3.2 EXTRA-CURRICULAR AND CO-CURRICULAR ACTIVITIES
The College provides an array of co-curricular activities viz. Yoga, Debating, Quiz contests, Gardening, Creative writing, Graphic design, creative drama, ‘theme assemblies’, publics speaking, group discussions, Film review, book reviews and soon.

3.3 INTERNAL ASSESSMENT
Under the semester system, student-teacher shall have internal assessment tests periodically during the semester. These tests are compulsory to all students.

4. COLLEGE RULES AND REGULATIONS

4.1 CODE OF CONDUCT BY STUDENTS
Any act of misconduct committed by student inside or outside the college campus will be an act of violation of discipline of college, it includes,
1. The students should conduct themselves in an exemplary manner so as to be a model for other students and also for the School Students.

2. All the students will have to adhere to the rules and regulations of the College and the affiliated University.

3. Disruption of teaching study, examinations, administrative work, scholastic and non-scholastic program or residential life of teacher or any other member of college.

4. Use of abusive words, offensive language or incitement of violence.

5. Disrespectful behaviour towards peer students, ladies, teachers, faculty members or any other member of the college.

6. Damaging or defacing college property or property of any other faculty member of the college inside or outside the college campus.

7. Committing forgery, tempering with or misuse of college documents, records, identity card etc.

8. Smoking and using and / or possessing alcohol and / or illicit, dangerous drugs, chewing pan, tobacco etc inside or outside the college campus is not allowed.

9. Possessing or carrying or using any weapon inside college is not allowed.

10. Any other act, which may be considered by management, principal or any other member of college.

11. Physical restraint, assault, or any other act of violence or use of physical force against any member of the college or any act that threatens the use of physical force is strictly prohibited.

12. Bullying includes any electronic, written, verbal, or physical act or a series of acts of physical, social, or emotional domination that is intended to cause or any reasonable person should know would cause physical or substantial emotional harm to another student or members of college.

13. Excessive noise, which interferes with classes, College offices, residence hall, neighbors, or other campus.

14. Unauthorized entry into or occupation of a private work area.
15. Conduct that restricts or prevents faculty or staff members or student from performing their duties, including interruption of meetings, classes, or events;
16. Failure to maintain clear passage into or out of any College building or passageway, and/or work space;
17. Failure to disperse when a building, office, or campus space is closed.
18. Other conduct that disrupts the operations of the College, such as lectures, meetings, events (such as admissions tours or job interviews), ceremonies, or other necessary business and community functions.
19. Notwithstanding the specific rules which are explicit, the Principal/his nominee has the residuary power and can act in situations where such explicit rules are not provided for.
20. The students who do not adhere to the rules or whose behavior adversely affects the reputation of the college may be expelled by the Principal or may be punished depending on the nature and degree of offenses or breach of rules in consultation with the Disciplinary Committee of the institute. However, the Principal’s decision is final in all matters of punishment.
21. Use of mobile phones and electronic gadgets are not permitted in the classrooms, examination hall, functions, programs etc. and co-curricular activities.

4.2 GENERAL DISCIPLINE
- Students should take their seats before the Lecturers enter the class room and not ordinarily leave the class except on exigencies without due permission from the lecturer present in the class.
- Students should use the reading room during their leisure hours instead of loitering here and there.
- Students at all places inside the college and outside whether at playfield or in any meeting and function, should conduct themselves with a sense of decency and decorum.
- Students without any business should not disturb the office staff on any account.
- Students should not become members of any outside Athletic Club or Cultural Society.
4.3 ATTENDANCE
Students must attend minimum 80% of the theory and practical classes, and 90% for internal assessment. Students who fail to attend their classes over certain period of time, only on reasonable and acceptable ground (serious illness, accidents or treatments, or death of near and dear one etc.) must apply for the consideration or exemption of the absence.

4.4. DRESS CODE
For all the students it is mandatory to wear uniform as per the specification given below:

All working days except Wednesday and Saturday:


Female students: Navy Blue Saree or same color traditional common Arunachali dress (Gale) with white Blouse/Top with Black Formal Shoe, and neat clean tied hair.

On Wednesday and Saturday: Students need to wear formal dress largely covering them like Sarees/Chudidhar with dupatta for ladies and Formal Trousers, Pant & Shirt for Male Students. On national celebration days all students must be in full uniform as on all working days.

4.5 LEAVE RULES
Since it is a professional degree college, the students are discouraged to avail themselves of leave of any kind. However, in exceptional cases one may be granted leave up to maximum ten days during an academic session. Such leave not exceeding six days may be granted at a time.

Disobedience of these rules shall be seriously viewed and drastic disciplinary action to the extent of expulsion from the college shall be taken against the defaulters. Hence students are advised to observe these strictly.

Note:
Leave cannot be claimed as matter of right and the grant of leave depends upon the discretion of the Principal.

Application for leave on flimsy grounds shall be rejected without assigning any reason thereto. Interpretation of the aforesaid rules rests entirely with the Principal.
4.6 PROHIBITION OF RAGGING

4.6.1 Ragging in any form is strictly prohibited, within the premises of College as well as on public transport.

4.6.2 Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with in accordance of RGU Rules.

4.6.3 Ragging for the purposes ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students and includes individual or collective acts or practices which -

a) Involve physical assault or threat to use of physical force

b) Violate the status, dignity and honor of women students

c) Violate the status, dignity and honor of students belonging to the scheduled castes and tribes

d) Expose students to ridicule and contempt and affect their self-esteem

e) Entail verbal abuse and aggression, indecent gestures and obscene behavior.

4.6.4 The Principal/ the authorities of College shall take immediate action on any information of the occurrence of ragging.

4.6.5 Notwithstanding anything in Clause (4) above, the Principal/ Nominee may also Suo Moto enquire into any incident of ragging and make a report to Governing Council of the identity of those who have engaged in ragging and the nature of the incident.

4.6.6 The Principal may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.

4.6.7 If the Principal of the College is satisfied that for some reason, to be recorded in writing, it is not reasonably practical to hold such an enquiry, he/she may so advise the Governing council and the Registrar of the University accordingly.

4.6.8 On the receipt of a report under Clause (5) or (6) or a determination by the relevant authority under Clause (7) disclosing the occurrence of ragging
incidents described in Clause 3 (a), (b) and (c) the principal shall direct or order rustication of a student or students for a specific number of years.

4.6.9 Anti-Ragging Affidavit: As per the mandate of Supreme Court and UGC/AICTE regulation, ragging in any form in the college is totally banned. Accordingly, it is mandatory for all students to fill in and submit on line an anti-ragging affidavit, every year.

Affidavit can be filled at site www.amanmoement.org or www.antiragging.in.

Every student, on admission, shall register oneself on one of the site and submit the affidavit online, and print out a copy and submit to college before July every year.

4.7 RUSTICATION AND EXPULSION OF STUDENTS

1. The Principal of the College shall have the power to expel or rusticate a student for sufficient reasons including acts of indiscipline and misconduct inside or outside the College.

2. Before rusticking or expelling a student an enquiry shall be held and adequate and reasonable opportunity shall be given to the student concerned to explain his position and a complete record of the case shall be maintained.

3. Each case of order of rustication or expulsion shall be reported to the Secretary, VKVAPT, governing body by the Principal without delay after the order has been passed by him/her and it shall be accompanied by a certificate signed by the Principal to the effect that the student had been given adequate and reasonable opportunity to explain his/her position before the order is passed. Further the student will be given adequate and reasonable opportunity to explain his/her position to the Secretary, VKVAPT and/or governing body before the order is finally passed. The Secretary, VKVAPT and/or governing body in this case if get convinced by the student, the secretary and/or governing body may ask Principal to reconsidered his/her order. Or he/she may be asked to continue the course of action.

4. The Principal may, for reasons to be recorded, review and amend his order within ten days of the original order. The amended order so passed along with reasons shall be reported without delay to the Secretary, VKVAPT and/or governing body.
5. As soon as rustication or expulsion of a student has been notified by the Secretary, VKVAPT, his/her name shall be removed from the rolls of the College and he shall not pay any fees to the College during the period of rustication or expulsion.

6. Rustication shall mean the loss of one academic year i.e. the student concerned shall not be allowed to appear in any University examination during the academic year in which he/she is rusticated, and his/her name will be removed from the rolls of the College from the date the Principal passes the orders of rustication. A rusticated student may rejoin the same class in the same college with the permission of the Principal concerned during the days of admission in the following academic year or subsequently within the period permitted otherwise.

7. A student who is expelled from a College shall not be readmitted in the College without the prior sanction of the Secretary, VKVAPT. An expelled student shall not be allowed to appear in any University examination during the academic year in which he is expelled and the next following year and his name shall be removed from the rolls of the College from the date the Principal passes the order of expulsion.

8. If the Secretary, VKVAPT is of the view before or after notification that the order of a Principal rusticating or expelling a student requires revision in the light of new facts which come to his knowledge, the Secretary, VKVAPT may bring the matter to the notice of the Governing Body, whose decision shall be final.

9. In case of indiscipline created by a student of another College, the Principal shall have the right to bring the facts to the notice of the Principal of the College to which the student belongs and also to the notice of the Secretary, VKVAPT. The Secretary, VKVAPT may take cognizance of the fact for appropriate action in the matter including expulsion/ rustication on the basis of the report of the Enquiry Committee constituted by him/her.

All students before enrolling themselves and before paying fees shall require to give an undertaking in prescribed format to the principal. Violation at any point of time, to the undertaking results into expulsion from the college and no refund of any kind fees/deposits etc.

**Note:**
The Principal reserves the right to alter, add or delete these rules at any time. Violation of these would warrant disciplinary action.
5.0. ACADEMIC CALENDAR AND OTHER INFORMATION

5.1 ADMISSION DATE (TENTATIVE)
The admission processes to B.Ed (2 years) under semester system shall be as follows:

**Important Dates:**
The following dates are subject to change (schedule as per Rajiv Gandhi University notification) Considering the introduction of VKCTE for 2 years B.Ed program.

(i) Uploading of prospectus on the website: **on or before 15th July 2023.**
(ii) Opening of online application portal: **on or before 24th July 2023.**
(iii) Last date of submission of Admission forms: **will be intimated on the website.**
(iv) Scrutiny of applications: **will be intimated on the website.**
(v) Notification of eligible candidates (Display of Merit list): **will be intimated on the website.**
(vi) Admission of selected candidates: **will be intimated on the website.**
(vii) Display of waitlisted candidates (if any): **will be intimated on the website.**
(viii) Admission of Waitlisted candidates: **will be intimated on the website.**
(ix) Commencement of classes: **will be intimated on the website.**

**Note:**
The above dates are tentative in nature as per the Rajiv Gandhi University’s Academic Calendar the aspirants are instructed to check the website from time to time, as the admission link and the prospectus will be issued immediately after the announcement of RGUCET results.

5.2. SUMMER VACATION AND WINTER BREAK (TENTATIVE)
The winter break and summer vacation will be as per the following schedules. (If any change please see the college notice board) The office of the college will function normally.

(a) Winter Break: **As per RGU’s academic Calendar**
(b) Re-opening: **As per RGU’s academic Calendar**

   Summer Vacation Re-opening: **As per RGU’s academic Calendar**
5.3. EXAMINATION SCHEDULES 2022-2023 (TENTATIVE)

The details regarding examination schedules for both theory and Practical shall be notified by the controller of examination. (Tentative dates are given below)

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<tr>
<th>Last date of submission of First Semester Examination form</th>
<th>As per RGU’s Academic Calendar</th>
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<tbody>
<tr>
<td>Conduct of Examination</td>
<td>As per RGU’s Academic Calendar</td>
</tr>
<tr>
<td>Last date of submission of Second Semester examination Form</td>
<td>As per RGU’s Academic Calendar</td>
</tr>
<tr>
<td>Conduct of Examination (Second Semester)</td>
<td>As per RGU’s Academic Calendar</td>
</tr>
</tbody>
</table>

6. INFORMATION ABOUT ADMISSION

6.1 ADMISSION PROCEDURE

The admission in B.Ed. Course shall be made on merit on the basis of marks obtained in the qualifying examination or any other selection process/criteria enforce time to time.

6.2 DOCUMENTS TO BE PRODUCED AT THE TIME OF ADMISSION (PLEASE PROVIDE ORIGINAL RECORD FOR VERIFICATION AT THE TIME OF ENROLLMENT)

(a) Two photocopies with attestation of all certificates and mark sheets of all examinations passed till date (Class-X onwards)

(b) Registration card (for the students passed from Rajiv Gandhi University 3 Xerox copies)

(c) Migration certificate in original (for students passed from other university/state)

(d) Caste certificate (2 Xerox copies)

(e) Three copies of recent passport size photograph.

(g) Character certificate (Principal of college last attended, any reputed personality in the community, gazetted officer etc.)

(h) Aadhar card, pass port (any residential address proof)

(i) Contact details of nearer and dearer for emergency

(j) Blood group

(k) Bank account details.
6.3 SELECTION CRITERIA AND ELIGIBILITY

Merit list based on the performance of RGUCET 2023 and graduation.

ELIGIBILITY

(a) Candidate with M.A./ M.Sc./ M.Com./ B.A./ B.Sc./ B.Com./ (B.E./ B.Tech. with specialization in Sc. & Mathematics having 55% marks), degree (10+2+3 scheme) from Rajiv Gandhi University or any other recognized university with 50% marks in graduation and qualified in RGUCET-2023 is eligible for admission into B.Ed. (General) Course.

(b) SC, ST and OBC (NCL) candidates shall be given relaxation of 5% marks. NCL candidates should produce NCL certificates issued for the current year.

(c) Candidates who are appearing in qualifying (Bachelor Degree) Examination can also apply. However, such candidates will have to submit the proof of having passed the qualifying examination at the time of admission.

(d) The subjects under each domain are listed as under: (Updated by RGU)

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<tr>
<th>Sl.No.</th>
<th>Arts Group</th>
<th>Science Group</th>
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<tbody>
<tr>
<td>1</td>
<td>Anthropology</td>
<td>Agriculture</td>
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<tr>
<td>2</td>
<td>Commerce</td>
<td>Biology</td>
</tr>
<tr>
<td>3</td>
<td>Economics</td>
<td>Botany</td>
</tr>
<tr>
<td>4</td>
<td>Education</td>
<td>Chemistry</td>
</tr>
<tr>
<td>5</td>
<td>English</td>
<td>Computer applications</td>
</tr>
<tr>
<td>6</td>
<td>Fine Arts &amp; Music</td>
<td>Geology</td>
</tr>
<tr>
<td>7</td>
<td>Geography</td>
<td>Home science</td>
</tr>
<tr>
<td>8</td>
<td>Hindi</td>
<td>Horticulture</td>
</tr>
<tr>
<td>9</td>
<td>History</td>
<td>Mathematics</td>
</tr>
<tr>
<td>10</td>
<td>Political Science</td>
<td>Physics</td>
</tr>
<tr>
<td>11</td>
<td>Psychology &amp; Philosophy</td>
<td>Zoology</td>
</tr>
<tr>
<td>12</td>
<td>Sociology</td>
<td></td>
</tr>
</tbody>
</table>

The subject and seat division will be decided as per the applications and college norms.
7 FEE STRUCTURE

7.1 ADMISSION FEES

<table>
<thead>
<tr>
<th>New Admission</th>
<th>1ST YEAR</th>
<th>2ND YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>SEMESTER - I</td>
<td>SEMESTER - II</td>
</tr>
<tr>
<td>Fee</td>
<td>Rs.52,000.00</td>
<td>Rs.45,000.00</td>
</tr>
</tbody>
</table>

**FEE & SCHEDULE**

1. Fees once paid will not be transferred to any other student/course/program. Security deposit will be returned back on completion of course within 6 (six) months (after reopening of college, against written application and on production of original fee receipt.)

2. Fees in (full one installment,) to be paid in advance before re-opening/commencement of every Semester. Student is allowed to attend the class only after fees are paid.

3. Fees amount to be paid through SBI, Collect (Online Banking) in the A/c of "Vivekananda Kendra College of Teacher Education".

4. Late Fee @ Rs.500/- per day will be levied for Late Payment in case it is delayed beyond 2 days (please see the date for re-opening of College in the College Calendar). It is the responsibility of the student/parent to deposit the college fees as per schedule. No separate intimation will be made in this regard.

7.2 REGISTRATION FEE (ANNUAL)

The registration will be separate for the students those who have completed their graduation/qualifying degree from any other university apart from the affiliating university i.e. Rajiv Gandhi University. The process will be notified by the college authority.

*Other General Fees or Charges (As & when Applicable)*

- Late admission/Re-admission fee (Per Semester) – Rs.1000/-
- Late fee for examination – Rs.300/-
- Examination fee for back paper (per paper) – As per RGU’s norms
Fee for special arrangement to sick candidate (Per paper) – Rs.1000
Issue of college leaving and conduct certificate – Rs.500/-
Duplicate Identity card issue fee Double that of RGU charges
Duplicate Migration certificate fee —do—
Duplicate Registration card fee —do—

RULES FOR SECURITY DEPOSIT MONEY BY STUDENTS
All the students seeking admission to VKCET shall pay security deposit to cover the risk of library books, laboratory damage and security deposit to ensure good conduct from them, as prescribed in the Fee Structure

GUIDELINES FOR REFUND OF SECURITY DEPOSIT BY E-PAYMENT SYSTEM
The following guidelines have been put forth for refund of security deposit via E-payment system:

1. The detail of bank account in which refund is to be processed is to be given by the student in the applicable prescribed format.
2. Prescribed format is to be downloaded from website. Hard copies will not be provided to the students.
3. Prescribed format is to be filled only in capital letters.
4. There is no fee for the prescribed format for E-payment of caution money.
5. Final Year Students just after the declaration of final year result can submit security deposit claim Form in duplicate downloaded from the college website and submit within 90 (Ninety) days from the date of result declaration. Security deposit may be claimed only between the periods from July to September each year. Failing to submit the application with in prescribed date students have to submit the application next year. The deposit return claim can be made within three years after final result declaration.
6. The form needs to be completed in all respects. Any incomplete form / missing information will not be accepted by the Office and no refunds will be processed.
7. Students are advised in their own interests that they should take extreme caution and care while filling up the form. This is because if any of the details are filled
in-correct, student will not receive the security deposit and for which student will be solely responsible.

8. The live accounts, details are to be given by student himself / herself, in which account he/she is maintaining, and want that refund is to be credited.

9. If the details mentioned by student in the prescribed format are incorrect due to any reasons (including typing / writing error, etc) the student shall be completely responsible for any loss such as non-receipt of security deposit.

10. The student himself/herself shall be responsible for communicating any changes in prescribed format if such changes occur after submitting the form. In case student fails to inform, it will be sole responsibility of the student and the student will not receive any security deposit if it has been processed already, based on the information submitted by student earlier.

11. The College will not be responsible for wrong credit of security deposit in case where student has mentioned the account number and other details in the prescribed format wrongly. In such cases, it can also be possible that the student will not be getting any security deposit.

12. All charges related to transfer of E-payment (as may be applicable and levied time to time by the bank) will be borne by the student.

13. All information which is required at the time of applying for security deposits such as final mark sheet, original fee receipts, written application, admission number and the date of leaving the college and “No dues Certificates” from the Librarian, the Laboratory In charge and Accounts section etc.

14. The Accounts section will verify the details, the same will be put before the Principal for its sanction. The Security Deposit amount will be refunded through Account Payee Cheque only.

15. The Accounts section of the College will maintain all the record of the Security Deposit.

16. A separate security deposits, Account will be maintained by the Principal.

17. Any unclaimed Security Deposit, remaining for two semesters, succeeding the end of the semesters in which students left the college either by completing the course or otherwise shall become lapse.
7.3 FEE REFUND
If a student chooses to withdraw from the program of study the institution shall follow the following Three-tier system for the refund of fees remitted by the student.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Percentage of Refund of Total fees</th>
<th>Point of time when notice of withdrawal of admission is served to VKCTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>80</td>
<td>not more than 15 days after the formally-notified last date of admission</td>
</tr>
<tr>
<td>2</td>
<td>50</td>
<td>More than 15 days but less than 30 days after formally notified last date of admission</td>
</tr>
<tr>
<td>3</td>
<td>00</td>
<td>More than 30 days after formally notified last date of admission.</td>
</tr>
</tbody>
</table>

7.4 SALIENT FEATURES OF THE CHOICE BASED CREDIT SYSTEM REGULATIONS
(As per the Clause 42, of the Rajiv Gandhi University Act, 2006, No. 8 of 2007)

The Regulations on Choice Based Credit System of the VKCTE (in short it shall be abbreviated as CBCS) which shall apply to all postgraduate degree, diploma and certificate programs awarded and conferred under the Rajiv Gandhi University, Rono Hills, Doimukh. However, admission, attendance, academic calendar, semesters, academic program, internal assessment and any other matters which are not covered under these Regulations shall be as per the existing Ordinances and Regulations on Semester System.

COURSE
I. Usually a course refers to ‘paper and is a component of an academic program. Our college is having B.Ed. Two Years Program only.

II. There shall be a minimum of 18 credits per semester and shall be a maximum of 4 modules in a course of theoretical nature.

A. CREDIT ALLOTMENT
i. Credit Point indicates that it is the product of grade point and number of credits for a course.

ii. The credit refers to weightage given to a course. Each course/ paper for the
academic program shall be measured in terms of credit where on credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week for one semester. There shall be a maximum of 4 credits each course/paper of theoretical nature.

iii. Every open elective course offered by all Departments/ Centers/ Institutes shall have 4 credits uniformly, whatsoever.

B. GRADE POINT
It is a numerical weight allotted to each letter grade on a 10-point scale. Each degree program shall have a minimum specified credit requirement. The minimum credit requirement shall also be specified separately for different categories of courses, i.e., core courses, Departments/ Centre/ Institute.

C. SEMESTER GRADE POINT AVERAGE
It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester shall be expressed upto two decimal places.

D. LETTER GRADE AND GRADE POINTS

<table>
<thead>
<tr>
<th>% of Marks</th>
<th>GradePoint</th>
<th>Letter Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>95-100</td>
<td>10</td>
<td>O (Outstanding)</td>
</tr>
<tr>
<td>85 to 94</td>
<td>9</td>
<td>A++ (Excellent)</td>
</tr>
<tr>
<td>75 to 84</td>
<td>8</td>
<td>A+ (Very Good)</td>
</tr>
<tr>
<td>65 to 74</td>
<td>7</td>
<td>A (Good)</td>
</tr>
<tr>
<td>55 to 64</td>
<td>6</td>
<td>B+ (Above Average)</td>
</tr>
<tr>
<td>45 to 54</td>
<td>5</td>
<td>B (Average)</td>
</tr>
<tr>
<td>35 to 44</td>
<td>4</td>
<td>C (Pass)</td>
</tr>
<tr>
<td>34 and Less</td>
<td>0</td>
<td>D (Fail)</td>
</tr>
<tr>
<td>Absent</td>
<td>0</td>
<td>Ab (Absent)</td>
</tr>
</tbody>
</table>

This table is applicable for those courses with 45% marks for passing a course. Computation of Semester Grade Point Average and Cumulative Grade Point Average

i. The semester Grade Point Average (in short shall be abbreviated as SGPA) is the ratio of sum of the product of the number of credits with the grade points scored
by a student in all courses and sum of the number of credits of all courses undertaken by a student shall be calculated in following manner.

ii. \( \text{SGPA}(Si) = (C_i \times G_i) / C_i \)

Where \( C_i \) is the number of credits of the \( i \)th course and \( G_i \) is the grade point scored by the student in the \( i \)th course.

Cancellation of Admission/Examination: The University may cancel the Admission/examination of a candidate if it is found that he/she is not eligible for admission/appearing in the examination or has obtained admission through mis-representation or by concealment of facts.

Medium of Instruction and Examination: The medium of instruction and examination shall be in English only. However, in the language and literature courses medium of instruction shall be in the respective language.

***************

महाविद्यालय प्रार्थना

हे प्रभो,! आनन्द दाता, ज्ञान हमको दीजिये।
शीघ्र सारे सदृश न से पूर्ण हमको कीजिये।

लीजिए हमको शरण में, हम सदाचारी बनें।
ब्रह्मचारी, धर्म रक्षक, वीर व्रतधारी बनें।

प्रेम से हम गुरुजनों की, नित्यही सेवा करें।
सत्य बोले झूठ त्यागे, प्रेम आपस में करें।

ना करें निन्दा किसी की हम किसी से भूल कर,
दिव्य जीवन हो हमारा तेरे यश गाया करें।
प्रार्थना

जय जय परमात्मन ् शंकरसारामो बयं त्यां
भिन्नमलिङ्ग तवृत्तयोगेकपित्तखा:।
इह जगति सदा नस्त्यागश्वासंसाराद्वादि:।
भवतु विद्यानमर्णात्मायामार्गाङ्गायात् ॥ ॥

बयं सुपुत्रा अमृतस्य नूतनं
तवेव कार्यार्थमिहोपजाताः।
निष्कामबुद्ध्वादिकस्थितिविप्रसरयो
विभो! तवाराधनमस्यदीयम् ॥ ॥

प्रभो! देहि देहि बलं ध्यायमंतो:
सदाचार्यांदर्शेन भूतं विचारसः
यदस्यामिरः गौतमीमयैं पुण्यकारः
तवेवाशिष्या पूर्णतां तत्प्रयातु ॥ ॥

जीवने यावदादान स्वातु प्रदानं ततोऽधिकम्
इत्येषा प्रार्थनामस्मांकं भगवनं परिपूर्णताम् ॥ ॥
ॐ शान्ति: शान्ति: शान्ति: ॥
“Take up one idea. Make that one idea your life; dream of it; think of it; live on that idea. Let the brain, the body, muscles, nerves, every part of your body be full of that idea, and just leave every other idea alone. This is the way to success, and this is the way great spiritual giants are produced.”

......

Swami Vivekananda