

**Dr. S. MOHANAN**  
Regional Director

**F. No. MRC/AD/65/2016/**  
Dated: 6<sup>th</sup> February 2017

**Sub: Offer Letter for B.Ed 2017 Admission Counselling**

**Dear Applicant,**

**Congratulations!**

Based on the merit order position in the result declared for the B.Ed., Entrance Test held on 23.10.2016, you have been provisionally selected for the B.Ed., admission to January 2017 session. Confirmation of admission is subject to verification of all original documents pertaining to your academic qualifications, in-service experience and resolving tie-up cases in each category. According to your Rank/Marks position, you have been called for the admission counselling under SC/ST/PH/OBC(NCL)/WW/General category. In respect of candidates belonging to **OBC(NCL) only the Central List** will be followed. The Annual income of the candidates under OBC (Non Creamy Layer) should not exceed 6.00 lakhs per annum.

**The date and time of your turn for admission counselling at IGNOU Regional Centre, Sikkandar Chavadi, Alanganallur Road, Madurai-625 018 is mentioned in the address label pasted at the bottom of this letter.** You are advised to be present at Regional Centre, Madurai at least half an hour before the start of counselling. If you are not present on the date & time of counselling, it will be presumed that **you are NOT interested** in accepting the offer/joining IGNOU B.Ed., and hence this offer sent to you will be **cancelled without further notice.**

You should bring the Programme Fee of **Rs.50,000/- (Rupees fifty thousand only)** in the form of a Demand Draft drawn in favour of “**IGNOU**” payable at **Madurai** from any one of the Nationalized Banks.

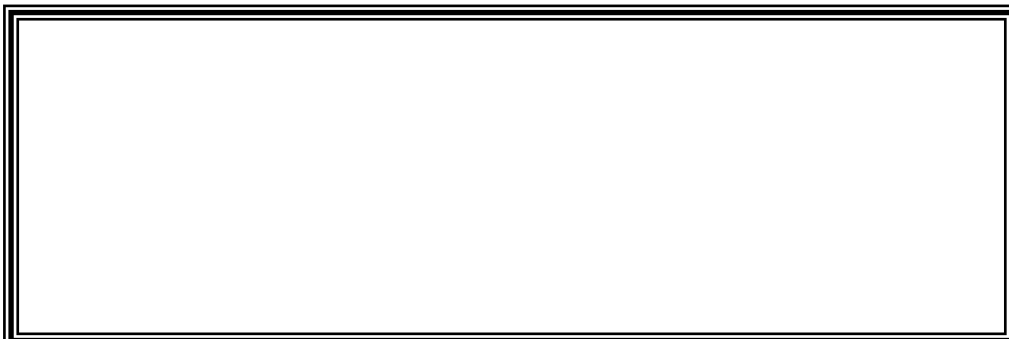
You must bring **ALL THE DOCUMENTS IN ORIGINAL** as well as the attested copies of documents as listed in **CHECK LIST** for verification. In case you fail to bring the documents and fail to provide required evidences for qualifications and category / community / caste etc., your candidature will be summarily rejected. Details of documents to be submitted are printed on the reverse side of the **Check-list**.

**Resolving Tie Cases:**

In respect of the candidate scoring same marks / rank, the **tie** will be resolved as under:-

- a) **Qualification:** The overall score secured by the candidate in qualifying examination at post graduate level and then at graduate level may be considered in the following order:
  - i). Two marks may be given for post graduation with 50% marks.
  - ii). One mark may be given for graduation with 50% marks.
  - iii). If still there is a tie-up, then preference should be given to higher percentage of marks in **graduation level**.
- b) **Age:** If tie up still exists, then date of birth of the candidate in the descending order i.e. the candidates born earlier will be ranked higher than the one born later.

**Note: The candidates falling under “Tie” category should bring all the graduation and / or PG Certificates and mark lists to resolve the tie-up cases. Admission of candidates under Tie is subject to resolving the tie-up cases in each category.**



**“This offer of admission is provisional and is based on the documents in respect of qualification and other eligible criteria submitted by you along with the application form. If at a later stage, it is found that the document(s) submitted by you is/are false, your admission shall stand cancelled forthwith and no fee refund will be admissible in the event of such cancellation of admission.”**

The B.Ed programme is activated only at **Sri Ramakrishna Mission Vidyalaya, College of Education, Coimbatore (PSC 2516) under Madurai region.**

The candidates should bring a certificate, issued by the institution where the candidate has pursued his/her teacher education programme through face to face mode, stating that the institution is recognized for offering the teacher education programme through face to face mode by NCTE, along with a copy of the recognition letter issued by the NCTE to that institution. In case the recognition letter is not available, than a certificate issued by the institution should contain the details of the letter number and date of issue of recognition/approval for offering the teacher education programme through face to face mode by the NCTE.

Permission for practical work (work centre) including Internship should be obtained only from **Secondary/ Higher /Senior Secondary School** and hence, the certificate obtained from **Middle/Primary / Nursery School is not accepted (Format attached)**. Please note that those candidates who received the Master's Degree without the Bachelor Degree are NOT ELIGIBLE for Admission to IGNOU's B.Ed. Programme.

With the best wishes,

Yours faithfully,

**(S.MOHANAN)**  
**REGIONAL DIRECTOR**

**P.S:**

- ❖ In the event of your candidature not being considered for admission, this offer stands cancelled automatically and all the documents submitted by you will be retained by the University for records, **except the Demand Draft.** Therefore, you are requested to retain photocopies of all the documents to be submitted to this office.
- ❖ **As per Government of India rules, the SC/ST/OBC (Non-Creamy Layer)/ candidates who have marks above the level (cut-off marks) up to which general category students are admitted, will not be counted towards reserved quota and will be included in the general merit list of admissions.**

**Enclosures:**

1. **Checklist** of Documents to be submitted (**As per the checklist, you must also submit the duly attested photocopies of all the certificates & also original certificates for verification**)
2. B.Ed. Course Option Form (Annexure-1)
3. Format of Certificate to provide facilities for practical work at School (Annexure – 2)
4. Format of OBC (Non Creamy Layer ) Certificate for candidates called under OBC (NCL) category (Annexure – 3)
5. Format of Anti-ragging Affidavit (Annexure – 4)
6. Route map of IGNOU – Regional Centre, Madurai

**IGNOU REGIONAL CENTRE, MADURAI**  
**Check List - B.Ed. Admission Counselling – 2017**

Date: \_\_\_\_\_ (FN / AN) Roll No. \_\_\_\_\_ Marks: \_\_\_\_\_ Rank: \_\_\_\_\_  
 (Entrance Test No.)

Name: \_\_\_\_\_ Enrol. No. \_\_\_\_\_ Category: \_\_\_\_\_  
 (to be given by office)

\* All Original documents to be submitted at the time of counselling for verification

Sl. No	Details of documents	Put tick(√) (to be filled by candidate)	Remarks (OFFICE USE ONLY)
1.	DD for Rs.50,000/- in favour of "IGNOU", Payable at Madurai		
2.	Filled in ID Card		
3.	Counselling offer Letter issued by IGNOU, RC, Madurai		
4.	Hall Ticket (Original)		
5.	Course Option Form ( <b>Annexure 1</b> )		
6.	SC / ST/ PH / War Widow Certificate ( <b>If called under category</b> )		
7.	OBC (NCL) Certificate (Annual income of the applicants should not exceed Rs.6.00 lakhs) ( <b>If called under category</b> )		
8.	10 <sup>th</sup> or 12 <sup>th</sup> Mark Sheet (self attested copy)		
9.	U.G./ P.G. Degree Mark Sheet (self attested copy)		
10.	U.G./ P.G. Degree or Provisional Certificate (self attested copy)		
		<b>Gen</b>	<b>Reserved</b>
	U.G./ P.G in Science / Social Science / Commerce / Humanity	<b>50%</b>	<b>45%</b>
	U.G./ P.G in Engg.&Tech with Sci.&Maths	<b>55%</b>	<b>50%</b>
11.	Mark Sheet and Certificate of NCTE Recognized Teacher Education Programme completed through Face to Face mode.		
12.	Authentication Certificate (NCTE) by the Certificate Issuing Authorities		
13.	Certificate from the School for Practical Work including the Internship		
14.	Anti-ragging Affidavit.		

**FOR OFFICE USE ONLY**

Signature of the Scrutiny Official

**Allotted PSC**

Signature of Admission Committee

**Data Entry Section:**

DD details, PSC code and Course Codes entered

Signature of the E(DP)

**F & A Section:** Removal of DD

Signature of the Official

*(Please see reverse side for Documents to be submitted during the counselling)*

## DOCUMENTS TO BE SUBMITTED DURING THE COUNSELLING

(Originals will be verified with attested copies of certificate)

(i). **By All Applicants:**

- 1). High School/Secondary/Senior Secondary Mark Sheet and Certificates.
- 2). Graduation or Post graduation Mark Sheet and Certificates.
- 3). Mark Sheet and Certificate of NCTE Recognized Teacher Education Programme completed through Face to Face mode.
- 4). A certificate issued by the institution where the candidate has pursued his/her teacher education programme through face to face mode, stating that the institution is recognized for offering the teacher education programme through face to face mode by NCTE, along with a copy of the recognition letter issued by the NCTE to that institution. In case the recognition letter is not available, than a certificate issued by the institution should contain the details of the letter number and date of issue of recognition/approval for offering the teacher education programme through face to face mode by the NCTE.
- 5). Original Certificate from the recognized Secondary/Senior Secondary School to provide facilities for Practical Work including Internship, as per the format enclosed.
- 6). Experience Certificate(s), if experience is claimed.
- 7). Original BED Entrance Examination Admit Card (Hall Ticket).
- 8). Original Anti-ragging Affidavits in the prescribed formats duly Notarized and signed by Parents and Applicant separately, as given in the Prospectus.
- 9). A Demand Draft of Rs. 50,000/-in favour of "IGNOU" payable at Madurai towards **Programme Fee.**
- 10). One Passport size Photograph

(ii). **By Applicants claiming reserved seat:**

- 11). Category (SC/ST) Certificate for claiming seat reserved under SC/ST.
- 12). OBC-Non creamy Layer Certificate along with Income Certificate for claiming OBC (Non-creamy Layer) Seat. The Certificate, not older than 3 years, should be in the format as given at page no. 96 of the Student Handbook and Prospectus of the B.Ed., Programme (Format also attached along with this offer letter).
- 13). Certificate of Physically Handicapped for claiming PH Category seat, with a minimum of 40% disability.
- 14). War-widow Certificate for claiming War Widow Seat

(iii). **By the Applicants whose name is changed after High School (all documents listed below):**

- 15). Affidavit sworn in before 1<sup>st</sup> Class Magistrate specifying the change in the name.
- 16). A copy of News paper, where notification for change of name was published
- 17). Copy of the Gazette Notification (not required for female candidates after marriage)
- 18). In case of changed Surname after marriage, Marriage Certificate issued by Registrar (Marriages) or Marriage Card.

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY,  
REGIONAL CENTRE, MADURAI**

**COURSE OPTION FORM**  
**(Details of the Courses opted by the Student)**

Name of the Student: ..... Enrolment Number: .....

PSC Code: Sri Ramakrishna Mission Vidyalaya  
College of Education, Coimbatore (2516)

1 <sup>st</sup> / 2 <sup>nd</sup> Year Courses	Compulsory Courses										Optional Courses	Total no. of Courses	Total no. of Credits	
	Course Number													
1 <sup>st</sup> Year	1	2	3	4	5	WBA- 1	EPC- 1	EPC- 2	INT- 1			Choose any two from 6 A to 6 E	11	36
	✓	✓	✓	✓	✓	✓	✓	✓	✓					
2 <sup>nd</sup> Year	8	9	10	11		WBA- 2	EPC- 3	EPC- 4	INT- 2			Choose any one from 12 A to 12 E	9	36
	✓	✓	✓	✓		✓	✓	✓	✓					
<b>Total no. of Courses and Credits</b>												<b>20</b>	<b>72</b>	

(Signature of the Student)

## **Bachelor of Education (B.Ed.)**

### **PROGRAMME STRUCTURE**

The Programme is essentially a judicious mix of theory and practical courses to facilitate student-teachers in acquiring skills and competencies necessary for teaching-learning at secondary/senior secondary level. Illustrations and cases of relevant situations and activities comprise the core of each course. These are suitably supported by theoretical aspects to the extent needed. Keeping this in view, the programme has following components.

#### **First Year**

Core Courses	:	16 credits
Content-based Methodology Courses (two)	:	08 credits
Workshop-I	:	04 credits
EPC-1 and II	:	04 credits
Internship-1	:	04 credits

#### **Second Year**

Core Courses	:	12 credits
Optional Courses	:	04 credits
Workshop-II	:	04 credits
EPC-III and IV	:	04 credits
Internship-II	:	12 credits

**The Learner has to complete 72 credits for successful completion of the programme.**

## DETAILED COURSE DESCRIPTION

### First Year

#### **Core Courses (16 Credits)**

-

#### **ALL COMPULSORY**

Course No.	Course Code	Course Name	Credits
1	BES-121	Childhood and Growing Up	4
2	BES-122	Contemporary India and Education	4
3	BES-123	Learning and Teaching	4
4	BES-124	Language Across the Curriculum	2
5	BES-125	Understanding Disciplines and Subjects	2

#### **Content Based Methodology Courses (8 Credits)(any two courses)-ANY TWO**

Course No.6 (any two of the following)	Course Code	Course Name	Credits
6A	BES-141	Pedagogy of Science	4
6B	BES-142	Pedagogy of Social Science	4
6C	BES-143	Pedagogy of Mathematics	4
6D	BES-144	Pedagogy of English	4
6E	BES-145	Pedagogy of Hindi	4

#### **Practical Courses (12 Credits)**

##### **Workshop – I (04 Credits)**

-

##### **COMPULSORY**

Course No.	Course Code	Course Name	Credits
WBA-1	BESL-131	Workshop Based Activities	4

##### **EPC (04 Credits)**

-

##### **ALL COMPULSORY**

Course No.	Course Code	Course Name	Credits
EPC-1	BESL-121	Reading and Reflecting on the Texts	2
EPC-2	BESL-122	Application of ICT	2

##### **Internship-I (04 Credits)**

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##### **COMPULSORY**

Course No.	Course Code	Course Name	Credits
INT-1	BESL-133	Internship-1	4

## Second Year

### **Core Courses (12 Credits) - ALL COMPULSORY**

Course No.	Course Code	Course Name	Credits
8	BES - 126	Knowledge and Curriculum	4
9	BES - 127	Assessment for Learning	4
10	BES - 128	Creating an Inclusive School	2
11	BES - 129	Gender, School and Society	2

### **Optional Courses (04 Credits) (Any one course) - ANY ONE**

Course No.	Course Code	Course Name	Credits
12A	BESE-131	Open and Distance Education	4
12B	BESE-132	Guidance and Counseling	4
12C	BESE-133	Adolescence and Family Education	4
12D	BESE-134	Vocational Education*	4
12E	BESE-135	Information and Communication Technology	4

### **Practical Courses (20 Credits)**

#### **Workshop – II (04 Credits) - COMPULSORY**

Course No.	Course Code	Course Name	Credits
WBA-2	BESL-132	Workshop Based Activities	4

#### **EPC (04 Credits) - ALL COMPULSORY**

Course No.	Course Code	Course Name	Credits
EPC-3	BESL-123	Drama and Art in Education	2
EPC-4	BESL-124	Understanding the self and Yoga	2

#### **Internship-II (12 Credits) - COMPULSORY**

Course No.	Course Code	Course Name	Credits
INT-2	BESL-134	Internship-11	12

\*The course Vocational Education is under the process of development



**Annexure - 2**

**Certificate to provide facilities for Practical Work including Internship**

The candidates are required to provide the certificate in original at the Counselling from a recognized Secondary/Senior Secondary Schools to provide the facilities for Practical Work including Internship, as per the format given below.

**Certificate to provide facilities for Practical Work including Internship**

I hereby undertake that the School will provide facilities to Mr/Ms.-----needed for carrying practical work including internship for the B.Ed., Programme. This School is Secondary/Higher/Senior Secondary School.

Signature of Principal/Headmaster/Headmistress

Place: .....

Full Name:.....

Date: .....

Name of the School.....

.....

Registration No. of the Institution.....

Full Address.....

.....

Note: The certificate obtained from **Middle/Primary / Nursery School is not accepted**.

**FORM OF CASTE CERTIFICATE TO BE SENT BY THE CANDIDATE BELONGING TO OBC  
(NON CREAMY LAYER) CATEGORIES ALONGWITH APPLICATION FORM**

This is to certify that \_\_\_\_\_, son/daughter of \_\_\_\_\_, of village \_\_\_\_\_ District/Division \_\_\_\_\_ in the State \_\_\_\_\_ belongs to the \_\_\_\_\_ community which is recognized as a Backward Class in under following resolutions of Government of India, Ministry of Welfare-

\* (i) Resolution No.12011/68/93-BCC (C), dated the 10th September, 1993, published in the Gazette of India, Extraordinary, Part-I, Section I, No. 186, dated the 13th September, 1993,

\* (ii) Resolution No.12011/9/94-BCC, dated the 19th October, 1994, published in the Gazette of India, Extraordinary,

Part-I, Section I, No.163, dated the 20th October, 1994.

\* (iii) Resolution No.12011/7/95-BCC, dated the 24th May, 1995, published in the Gazette of India, Extraordinary,

Part-I, Section I, No.88, dated the 25th May, 1995.

\* (iv) Resolution No.12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India, Extraordinary,

Part-I, Section I, No.210, dated the 11th December, 1996.

\* (v) Resolution No. 12011/96/94-BCC dated 9/03/96.

\* (vi) Resolution No. 12011/13/97-BCC dated 03/12/97.

\* (vii) Resolution No. 12011/99/94-BCC dated 11/12/97.

\* (viii) Resolution No. 12011/68/98-BCC dated 27/12/99.

\* (ix) Resolution No. 12011/88/98-BCC dated 06/12/99 published in the Gazette of India Extraordinary Part I Section I No. 270 dated 06/12/99.

\* (x) Resolution No. 12011/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary Part I Section I No. 71 dated 04/04/2000.

\* (xi) Resolution No. 12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 21/09/2000.

\* (xii) Resolution No. 12015/9/2000-BCC dated 06/09/2001.

\* (xiii) Resolution No. 12011/1/2001-BCC dated 19/06/2003.

\* (xiv) Resolution No. 12011/4/2002-BCC dated 13/01/2004.

\* (xv) Resolution No. 12011/9/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 16/01/2006.

\* Shri \_\_\_\_\_ and/or his/her family ordinarily reside(s) in the \_\_\_\_\_ District/ Division of the \_\_\_\_\_ State. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel and Training, O.M. No.36012/22/93-Estt. (SCT), dated 8-9-1993 which is modified vide OM No. 36033/3/3004 Estt. (Res) dated 09/03/2004.

District Magistrate

Deputy Commissioner, etc.

Dated:

SEAL \_\_\_\_\_

\*Strike out whichever is not applicable

N.B.—

- a) **The above certificate should not be more than 3 years old from the date of issuance of certificate till the time of submission of application form.**
- b) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People's Act, 1950.
- c) The authorities competent to issue caste certificates are indicated below:-
- (i) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/ Deputy Collector/First Class Stipendiary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below the rank of First Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tehsildar; and
- (iv) Sub-Divisional Officer of the area where the candidate and/or his family resides

**NOTE: IF THE CERTIFICATE FURNISHED BY OBC CANDIDATES (NON-CREAMY LAYER) FOUND TO BE FAKE AT LATER STAGE, DISCIPLINARY ACTION ALONGWITH CANCELLED OF ADMISSION WITH NO REFUND SHALL BE UNDERTAKEN BY THE UNIVERSITY.**

**(To be submitted at Regional Centre)**

**AFFIDAVIT BY THE STUDENT**

I, \_\_\_\_\_ (full name of the student with admission / registration / enrolment number) S/o. D/o Mr. / Mrs. / Ms. \_\_\_\_\_ having been admitted to \_\_\_\_\_ (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understand the provisions contained in the said Regulations.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4. I hereby solemnly aver and undertake that

(a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations

(b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.

6. I hereby declare that I have not been expelled or debarred from admission, in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

**Signature of deponent**

Name:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

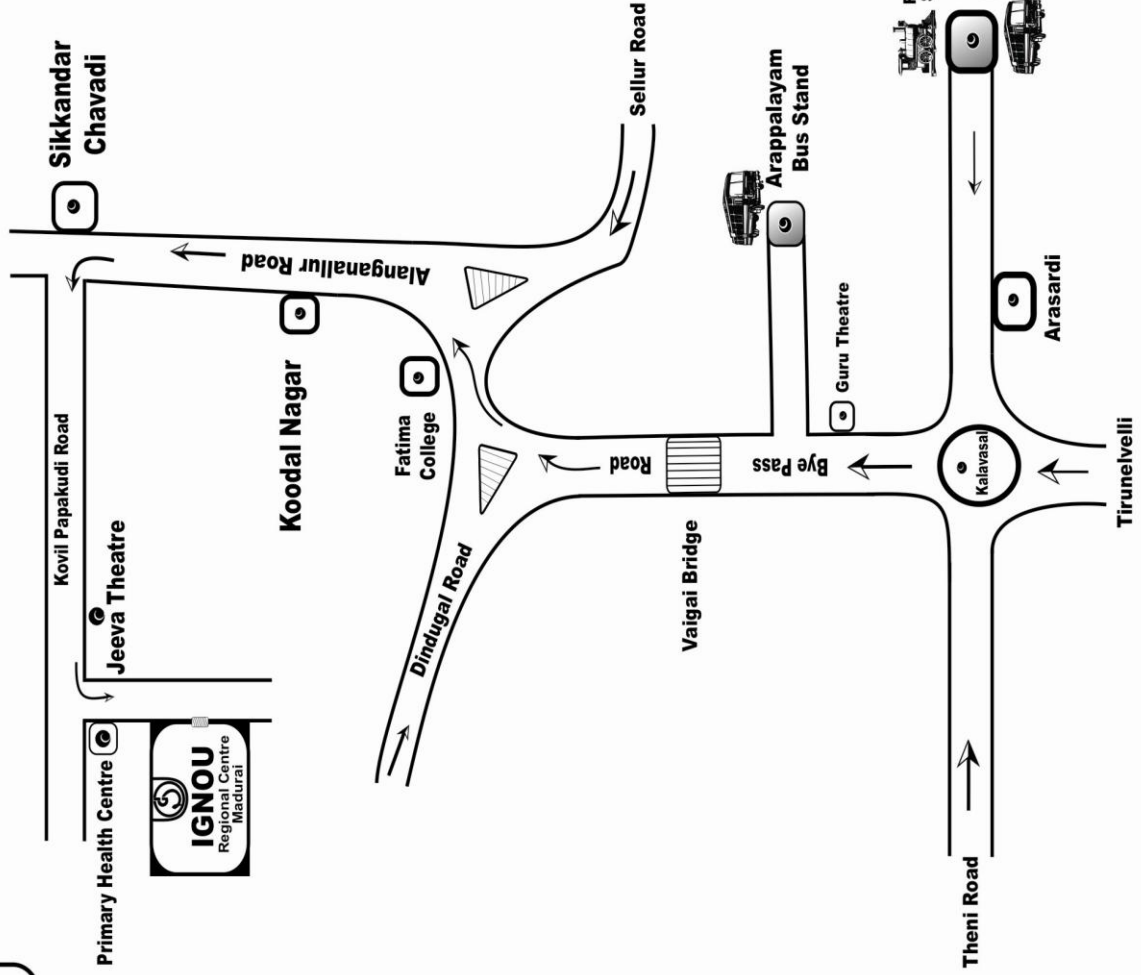
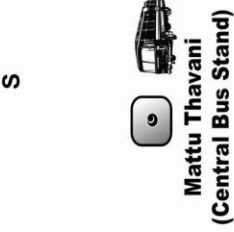
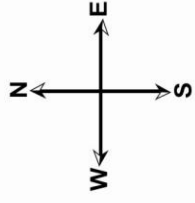
Verified at \_\_\_\_\_ (place) this the \_\_\_\_\_ (day) of \_\_\_\_\_ (month), \_\_\_\_\_ (year)

**Signature of Deponent**

Solemnly affirmed and signed in my presence on this the \_\_\_\_\_ (day) of \_\_\_\_\_ (month), \_\_\_\_\_ (year) after reading the contents of this affidavit.

**OATH COMMISSIONER**

**IGNOU - Madurai**  
Regional Centre - Location



Periyar Bus Stand to Sikkandar Chavadi  
Bus Route :  
43A, 43B, 43C, 43D, 43E, 43F, 43G, 43H, 43L,  
43M, 43N, 59, 59B, 59C, 60, 60A, 70, 95, 98