

PROSPECTUS

Two Year Bachelor of Education (B.Ed.) Programme

(Only for Male Candidates)

2018-20



RAMAKRISHNA MISSION SIKSHANAMANDIRA

(A NCTE Recognized Autonomous Residential Post-Graduate College)

COLLEGE WITH POTENTIAL FOR EXCELLENCE (CPE)

COLLEGE OF TEACHER EDUCATION (CTE)

**SWAMI VIVEKANANDA CENTRE FOR MULTIDISCIPLINARY RESEARCH IN
EDUCATIONAL STUDIES**

BELUR MATH, HOWRAH, WEST BENGAL- 711202

RAMAKRISHNA MISSION SIKSHANAMANDIRA

Location:

The Sikshanamandira is situated in the midst of a peaceful and beautiful campus in the proximity of the sacred precincts of Belur Math, Howrah, West Bengal. The site is at a distance of about one furlong to the west of the river Ganga and about two furlongs to the east of the Grand Trunk Road, which is linked to the Howrah Station and the Dunlop Bridge by regular bus service. It is easily accessible by two local rail stations (Belur Math & Belur stations) and by the regular ferry service on the Hooghly River.

Vision:

Sikshanamandira aspire to be a pioneer teacher education institution actualizing Swami Vivekananda's educational vision by making competent and committed teachers and teacher educators and also to be a research institute that continuously responds to changing social needs through the discovery, development and application of knowledge.

Mission:

1. To develop modern teachers equipped with a universal outlook having scientific tools and techniques of teacher education and yet, are rooted in Indian cultural, moral and spiritual values.
2. To facilitate of autonomous researches in the area of teacher education and dissemination of that knowledge;
3. To support discovery and development of knowledge through M.Phil., Ph. D. and other Diploma Programmes and post-doctoral scholars;
4. To study interdisciplinary and multi-disciplinary approaches in academic and research areas;
5. To make partnership with national and international institutions.

Goals and Objectives:

1. To develop curriculums reflecting modern outlook together with Indian cultural and spiritual values.
2. To develop new academic programmes and revised/modernise current programmes to keep pace with the changing socio-economic-cultural-moral scenario.
3. To promote and conduct educational researches, and experimentation of

innovative ideas and practices.

4. To create ICT infrastructure that is supportive of academic and administrative needs.
5. To conduct in-service and pre-service teacher education programmes to upgrade teaching efficiency of prospective teachers.
6. To develop and exhibit learning- teaching materials and ICT materials.
7. To promote computer competency for students, faculty and staff.
8. To provide consultancy, guidance and counselling services.
9. To increase awareness of student support services, policies and campus events among students.
10. To support & encourage staff for personal academic growth.
11. To promote healthy practices such as community services, extension activities, co-curricular activities, projects for the benefit of the society.
12. To maintain a useful, integrated and user-friendly management information system.
13. To promote communication, cooperation and shared decision making among administrative and academic departments.
14. To ensure and sustain the institutional values and standards to highest level.

Values:

1. Truth - in the pursuit, generation, dissemination, and application of knowledge.
2. Freedom - of thought and expression
3. Respect - for diversity and the dignity of the individual
4. Responsibility - as towards of the environment and citizens of the world.
5. Excellence - in intellectual, personal, and operational endeavours.
6. Integrity - in character and knowledge.
7. Innovation - in thinking and application.

The College: at a glance:

- Established in 1958 by Srimat Swami Vimuktanandaji Maharaj (one of the architects for actualizing the educational vision as was envisaged by Swami Vivekananda), as a Residential Teachers' Training College for male students sponsored by the Govt. of West Bengal and affiliated to the University of Calcutta.

- Recognized by the National Council for Teacher Education (**as per the NCTE Regulations, 2014 the present intake capacity for the B.Ed. course is 100 for a year**) in the year 2002-03.
- Declared as a College of Teacher Education (CTE) by the Ministry of Human Resource Development, Govt. of India in the year 2001.
- Accredited by the National Assessment and Accreditation Council (NAAC) in 2007 with 'A' grade.
- Upgraded into a post graduate College by the NCTE (**as per the NCTE Regulations, 2014 the present intake capacity for the M.Ed. course is 50 for a year**) in the year 2008.
- On the recommendations of the University Grants Commission, the University of Calcutta conferred the status of an **Autonomous College** in favour of this institution in 2008.
- **M.Phil. Programme** in Education was initiated in the year 2012-13.
- **Post-graduation Diploma in Guidance and Counselling Course** started in the year 2013.
- Started **Swami Vivekananda Centre for Multidisciplinary Research in Educational Studies (SVCRES)** a Research Wing under the University of Calcutta in 2014.
- Re-Accredited by the National Assessment and Accreditation Council (NAAC) in 2015 with an '**A**' grade.
- Extension of Autonomous Status for another six years conferred on 2015.
- Started **Post-graduation Diploma in Yoga Education and Certificate Course in Communicative English and Writing** on 2016.
- Awarded the status of **College with Potential for Excellence (CPE)** by the UGC on 2016.

B.Ed. Course (Two Years):

The College offers a 2 years' Bachelor of Education (B.Ed.) course. The college being an Autonomous institution, the Board of Studies and the Academic Council of the college have the sacred right to frame and adopt the syllabus of the aforesaid course.

Subject Groups & Method Subjects (any one to be selected):**A. Language Group:**

1. Bengali. 2. English. 3. Sanskrit. 4. Hindi.

B. Mathematics Group:

5. Mathematics. 6. Computer Studies.

C. Science Group:

7. Physics. 8. Chemistry. 9. Life Science.

D. Social Science Group:

10. History. 11. Geography. 12. Political Science.
13. Education. 14. Accountancy and Book Keeping (Commerce).
15. Work Education (Visual & Performing Arts).

Eligibility Criteria for Admission:

Candidates with at least 50% marks in Bachelor's Degree / Master's Degree or any other qualification equivalent thereto, are eligible to apply for admission to the Programme.

There shall be relaxation of 5% marks for candidates belonging to reserved categories i.e. SC & ST.

Admission Policy and Process:

❖ Online Form fill-up date: From 7th April, 2018 to 10th May, 2018.

❖ **Total Intake Capacity = 100**

[Deputed=50% & Fresher=50% (Seats will be filled up with Fresher candidates in case of insufficient Deputed candidates); Reseroation policy (on total intake capacity i.e., 100 seats) = SC-22%, ST-6%, PH-3%]

Division of Seats according to the Method Subjects available:

1. Bengali = 10	2. English = 10
3. Sanskrit = 05	4. Hindi = 03
5. Mathematics = 10	6. Computer Studies = 05
7. Physics = 05	8. Chemistry = 05
9. Life Science = 10	10. History = 10
11. Geography = 10	12. Political Science = 05
13. Education = 05	14. Accountancy and Book Keeping (Commerce) = 04
15. Work Education (Visual & Performing Arts) = 03	

*N.B.: Vacant seats due to unavailability of students in a particular Method Paper will be transferred and adjusted, according to the demand of seats, to other Method Papers of the same Subject Group.

❖ **Publication of the list of selected candidates for Interview: 12th May, 2018.**

For a Method Paper the Merit panel pool will be: 5 × Seats for a Method Paper. Cut of Marks will be decided as per academic score of the last candidate of the panel.

Merit list will be prepared on the basis of the following academic score:

Madhyamik Pariksha	10
Higher Secondary	10
Graduation	30
Post-Graduation	30
M.Phil.	02
Ph.D.	03
Experience - for Govt. Approved Teachers only (1 Per Year, Max. Score 5)	05
Interview	20
Total	110

❖ **Date and Time of Interviews:**

Date	Day	Time	Subject
14 th May, 2018	Monday	9.30 a.m.	Sanskrit & Hindi
14 th May, 2018	Monday	1.30 p.m.	Bengali
15 th May, 2018	Tuesday	9.30 a.m.	English
15 th May, 2018	Tuesday	1.30 p.m.	Mathematics
16 th May, 2018	Wednesday	9.30 a.m.	History
16 th May, 2018	Wednesday	1.30 p.m.	Education
17 th May, 2018	Thursday	9.30 a.m.	Geography
17 th May, 2018	Thursday	1.30 p.m.	Life Science
18 th May, 2018	Friday	9.30 a.m.	Political Science
18 th May, 2018	Friday	1.30 p.m.	Physics, Chemistry & Computer Studies
19 th May, 2018	Saturday	10.00 a.m.	Work Education (Visual & Performing Arts)
19 th May, 2018	Saturday	12.00 Noon	Accountancy and Book Keeping (Commerce)

*N.B.: Candidates must produce at the time of interview their original certificates, mark sheets, certificates of co-curricular activities, the school final certificate for the evidence of age, migration certificate and medical certificate by registered medical practitioner. No correspondence regarding interview and admission will be entertained. No travelling allowance is admissible.

❖ **Publication of Final List for Admission: 21st May, 2018.**❖ **Dates of Admission: 22nd May, 2018 to 25th May, 2018 (Fees of Admission is to be paid through ONLINE TRANSACTION only).**❖ **Date of Admission (from the Waiting List) against the List of Vacancies: 26th May, 2018 & 27th May, 2018 [Time of Reporting by the candidate himself to the college office within 11 a.m. on 26th May, 2018 sharply for collecting token for online admission]**

*N.B.: Ramakrishna Mission Sikshanamandira adheres strictly to the norms given by the NCTE regarding admission. Approved graduate teachers, deputed by recognized secondary schools of W.B. and the D.I. of Schools of the district concerned, are eligible for admission. Non-teacher graduates are also eligible, if they are below 35 years of age. Deputed teacher trainees will have to submit release order on the date of his joining this institution.

Fees Structure of 2 Year B. Ed. Course for the Session 2018-20:

1st Year: For Deputed Trainees			
	Particulars	Amount	Amount
	Annual Fees & Charges:		
	Course Fee	3,000	
	Tuition Fee	4,800	
	General Laboratory Fee	1,000	
	Library Fee	500	
	Practice Teaching Fee	1,000	10,300
	Annual Session Charges:		
	Maintenance of Building	2,000	
	Repair of Furniture & Equipment	400	
	Maintenance of Computers	600	
	Telephone & Internet Charges	1,000	
	Electricity & Water Supply	2,000	
	Postage/Online	300	
	Generator Maintenance	200	
	Examination	500	
	Magazine	100	
	Games & Sports	300	
	Drama & Social	100	
	Cultural Function & Ceremonials	300	
	News Paper & Periodicals	100	
	College Diary & Identity Cards	100	
	Educational Excursion	500	
	Method Practical	500	9,000
	Total amount payable at the time of 1st Year Admission:		19,300

1st Year: For Fresher Trainees			
	Particulars	Amount	Amount
	Annual Fees & Charges:		
	Course Fee	3,000	
	Tuition Fee	1,200	
	General Laboratory Fee	1,000	
	Library Fee	500	
	Practice Teaching Fee	1,000	6,700

Annual Session Charges:			
Maintenance of Building		2,000	
Repair of Furniture & Equipment		400	
Maintenance of Computers		600	
Telephone & Internet Charges		1,000	
Electricity & Water Supply		2,000	
Postage/Online		300	
Generator Maintenance		200	
Examination		500	
Magazine		100	
Games & Sports		300	
Drama & Social		100	
Cultural Function & Ceremonials		300	
News Paper & Periodicals		100	
College Diary & Identity Cards		100	
Educational Excursion		500	
Method Practical		500	9,000
Total amount payable at the time of 1st Year Admission:			15,700

2nd Year: For Deputed Trainees			
	Particulars	Amount	Amount
Annual Fees & Charges:			
	Course Fee	3,000	
	Tuition Fee	4,800	
	Library Fee	500	
	Practice Teaching Fee	300	8,600
Annual Session Charges:			
	Maintenance of Building	2,000	
	Maintenance of Computers	600	
	Telephone & Internet Charges	1,000	
	Electricity & Water Supply	2,000	
	Examination	500	
	Games & Sports	200	
	Cultural Function & Ceremonials	200	
	News Paper & Periodicals	100	

College Diary	100	
Educational Excursion	500	
Method Practical	500	7,700
Total amount payable at the time of 2nd Year Admission:		16,300

2nd Year: For Fresher Trainees			
	Particulars	Amount	Amount
Annual Fees & Charges:			
	Course Fee	3,000	
	Tuition Fee	1,200	
	Library Fee	500	4,700
Annual Session Charges:			
	Maintenance of Building	2,000	
	Maintenance of Computers	600	
	Telephone & Internet Charges	1,000	
	Electricity & Water Supply	2,000	
	Examination	500	
	Games & Sports	200	
	Cultural Function & Ceremonials	200	
	News Paper & Periodicals	100	
	College Diary	100	
	Educational Excursion	500	
	Method Practical	500	7,700
	Total amount payable at the time of 2nd Year Admission:		12,400

Annual Hostel Charges for the session 2018 - 20

1st Year: (Deputed/Fresher)			
	Particulars	Amount	Amount
Fees & Deposits:			

Mess Deposit	1,500	
Mess Advance	2,000	
Hostel Admission Fee	200	
Medical Fee	150	
Vidyarthibrata	400	
Saraswati Puja	300	
Session Charges	3,600	8,150
Maintenance Charges:		
Building	1,500	
Furniture & Fixtures	300	
Fan	200	
Utensils	200	2,200
Establishment Charges:		
Telephone	50	
Electricity & Water Supply	3,500	
Generator	200	
Sanitation	200	3,950
Total amount payable at the time of 1stYear Admission:		14,300

*N.B.: Advances & Deposits will be settled against actuals after the publication of Results.

2nd Year: (Deputed/Fresher)			
	Particulars	Amount	Amount
	Fees & Deposits:		
	Medical Fee	150	
	Vidyarthibrata	200	
	Saraswati Puja	250	
	Session Charges	3,600	4,200
	Maintenance Charges:		
	Building	1,500	
	Furniture & Fixtures	300	
	Fan	200	
	Utensils	100	2,100
	Establishment Charges:		
	Telephone	100	
	Electricity & Water Supply	3,500	
	Sanitation	200	3,800
	Total amount payable at the time of 2nd Year Admission:		10,100

*N.B.: Advances & Deposits will be settled against actual after the publication of Results.

Note: Annual Fees will not exceed

Year	For the College	For the Hostel
For a Deputed Trainee		
1st Year	Rs. 19,300/-	Rs. 14,300/-
2nd Year	Rs. 16,300/-	Rs. 10,100/-
For a Fresher Trainee		
1st Year	Rs. 15,700/-	Rs. 14,300/-
2nd Year	Rs. 12,400/-	Rs. 10,100/-

- *Candidates are asked to bring this amount on the day of their admission.*
- *All charges are not refundable. If a candidate withdraws after being admitted or his name is struck off for any reason before beginning of the session, he will get back only 50% of the Mess Deposit. If anyone withdraws after the session begins, the whole of his admission charges will be forfeited.*

Schedule of Training:

The course of training begins on the second working day of July and continues up-to 30th June, next year for an academic session (1 year). Every trainee should join the college positively on the first day of the session, failing which his name will be struck off. No separate letter will be sent to them in this respect. Continuous absences for 10 days, without prior permission from the college authorities, will entail cancellation of enrolment.

Attendance:

Attendance at daily prayers, lectures, tutorials, practice teaching, college examinations, college celebrations, co-curricular activities etc. is compulsory. No trainee of the college will be allowed to accept any employment, private tuition etc. or appear for any other examination, during the period training.

HOSTEL

General Information:

As the Sikshanamandira is a residential institution, its hostel plays an important part in its training Programme. The college and the hostel form a single unit, though both function autonomously. Therefore, it goes without saying that the trainees should abide by not only the rules and discipline of the College, but also those of the hostel.

Discipline in day-to-day life helps to bring forth one's latent potential in a systematic manner. Not only that, it promotes healthy relation between the teachers, the taught and the management, and teaches the trainees to live a healthy community life, thereby making them imbibe a spirit of service and mutual co-operation, which is essential in the pursuit of knowledge.

- 1) The Hostel Superintendent looks the conduct and discipline of the trainees. He will report any breach of discipline to the Principal.
- 2) Trainees have to join the hostel on the day of new session begins. Each boarder will be supplied with a bedstead and a table. Boarders must bring their own bedding (including bed sheet, bedcover, table-cloth and mosquito curtain).
- 3) The allotment of seats will be made by the Hostel Superintendent.
- 4) Medical care is available to the trainees in the hostel itself.
- 5) Rules are subject to additions and alterations.

General Rules:

- 1) Every trainee is expected to adhere to the daily routine of study, work and prayer.
- 2) They should take active part in co-curricular activities.
- 3) Regularity and punctuality are expected in their day to day activities.
- 4) They will have to manage their personal work by themselves.
- 5) Any meeting or assembly in the Hostel premises will require the formal approval of the Superintendent.
- 6) Trainees should scrupulously avoid any kind of political activity in the campus.

Attendance and Leave:

- 1) Attendance in the morning and evening prayer is compulsory.
- 2) Trainees should attend prayer in dhoti and chaddar.
- 3) All are expected to be neatly dressed while in the prayer hall, and maintain

its sanctity.

- 4) Absenting oneself from the class while being present in the hostel without specific permission from the Principal will be considered a serious irregularity.
- 5) It is absolutely necessary for every trainee to be present on the first day of the new session and on the re-opening day of the college after a vacation.
- 6) All intended absence, short or long should be recorded clearly in the Leave Register with Superintendent, including the address of the trainee during the leave period.
- 7) A trainee has to get verbal permission of the Superintendent to go outside the campus for a period exceeding two hours. All leave permission should be sought during the period fixed by him. Absence after dusk is not allowed, unless specially permitted.
- 8) No trainee is permitted to remain in the Hostel during vacation.
- 9) A formal application to the Principal through the Superintendent should be made for any absence from an examination. Such absence without prior permission of the Principal is not allowed.
- 10) Attendance in prayer, community work, lectures, tutorial, teaching practice and demonstration classed etc. is compulsory. Absence without permission will result in stringent disciplinary measures.
- 11) Trainees must participate in all cultural and religious functions arranged under the guidance of the Superintendent.

Residence Rules:

- 1) Allotment of rooms and seats are made at the discretion of the Superintendent. Seats must at the discretion of the Superintendent. Seats must not be changed or furniture removed or changed without the permission of the Superintendent.
- 2) Trainees must keep their rooms neat and tidy and their belongings decently arranged. They are to wash their own utensils after each meal and tiffin.
- 3) The inmates of a room are collectively held responsible for all fittings and furniture in their respective rooms. Any damage other than wear and tear will be chargeable to inmates collectively.
- 4) When the inmates leave the room they should switch off the lights.
- 5) Latrines and urinals are to be flushed every time after use.
- 6) a) Indoor games are allowed only in the College Games Room. They must not be played in the Hostel.
b) Playing cards or any games involving gambling etc. are strictly prohibited.
- 7) Newspapers, periodicals etc. should not be brought outside the Reading Room.
- 8) Silence must be maintained in the Reading Room.
- 9) One must not light candles or any kind of lamp in his room except when the

- electricity is not available.
- 10) Trainees are not allowed to use radios and tape-recorders.
 - 11) Trainees should put on dhoti or pants. Lungis or pyajamas should be avoided outside one's own room. No clothing should be dried on the Hostel windows.
 - 12) Trainees must observe strict discipline and silence during study hour and prayer.
 - 13) Trainees are not permitted to use either the College or the Hostel telephones. There is an arrangement for receiving incoming calls for the trainees and this fact should be intimated by them to the callers.
 - 14) Nails or screws or hooks should not be fixed in the walls of the Hostel building, as this would damage the walls.
 - 15) Nobody can claim to stay in the Hostel as a matter of right after the end of the session i.e. July 1 to June 30. Permission to any ex-student to stay in the Hostel during the examination period after the session, will be given entirely at the discretion of the Hostel Managing Committee.
 - 16) On occasion of celebrations trainees shall wear Dhoti (White), Punjabi (White) and Chaddar (White).

Mess Rules:

- 1) Two trainees from each wing according to roll number will form the Food Committee every month and the Food Monitors will be elected by them to look after mess arrangements. The Superintendent will be the ex-officio Chairman of the Food Committee, which prepares in advance a day-to-day menu and this, should not be changed except under special circumstances.
- 2) Food charges are to be equally shared by the boarders.
- 3) Complaint against the kitchen or Hostel staff should be made to the Superintendent and in no case they are to be dealt by the trainees themselves. The kitchen staff will not to take orders from the trainees to run errands etc.
- 4) No special diet to be arranged, unless prescribed by the medical officer/doctor in consultation with the Superintendent.
- 5) Eating is allowed only in the dining hall. No meal or tiffin shall be served or brought into the rooms except when one is bedridden.
- 6) The time of meal and tiffin will be communicated by the ringing of bells. All boarders must come in time. Meals or tiffin cannot be provided to the late comers.

Medical facilities:

- 1) Trainees will get free medical advice from the qualified doctor of the Hostel. They are to pay for medicines.
- 2) Trainees suffering from infectious or contagious disease are not allowed to stay in the Hostel.

Visitors:

- 1) No visitors should be taken inside the room at any time.
- 2) Friends, acquaintances or guests of the trainees will in no case be entertained in the Hostel.
- 3) Visitors may be received in the Visitors' Room during specific hours fixed by the Superintendent.
- 4) No vendors or sales man are allowed to enter the Hostel.
- 5) Trainees are hereby informed that the College Office will not receive on their behalf any of their personal remittances in this regard.

Disciplinary Action Regarding Violations of Rules:

Violation of these rules will be taken serious notice of and will result in disciplinary measures up to, and not excluding, expulsion from the hostel and the college.
