

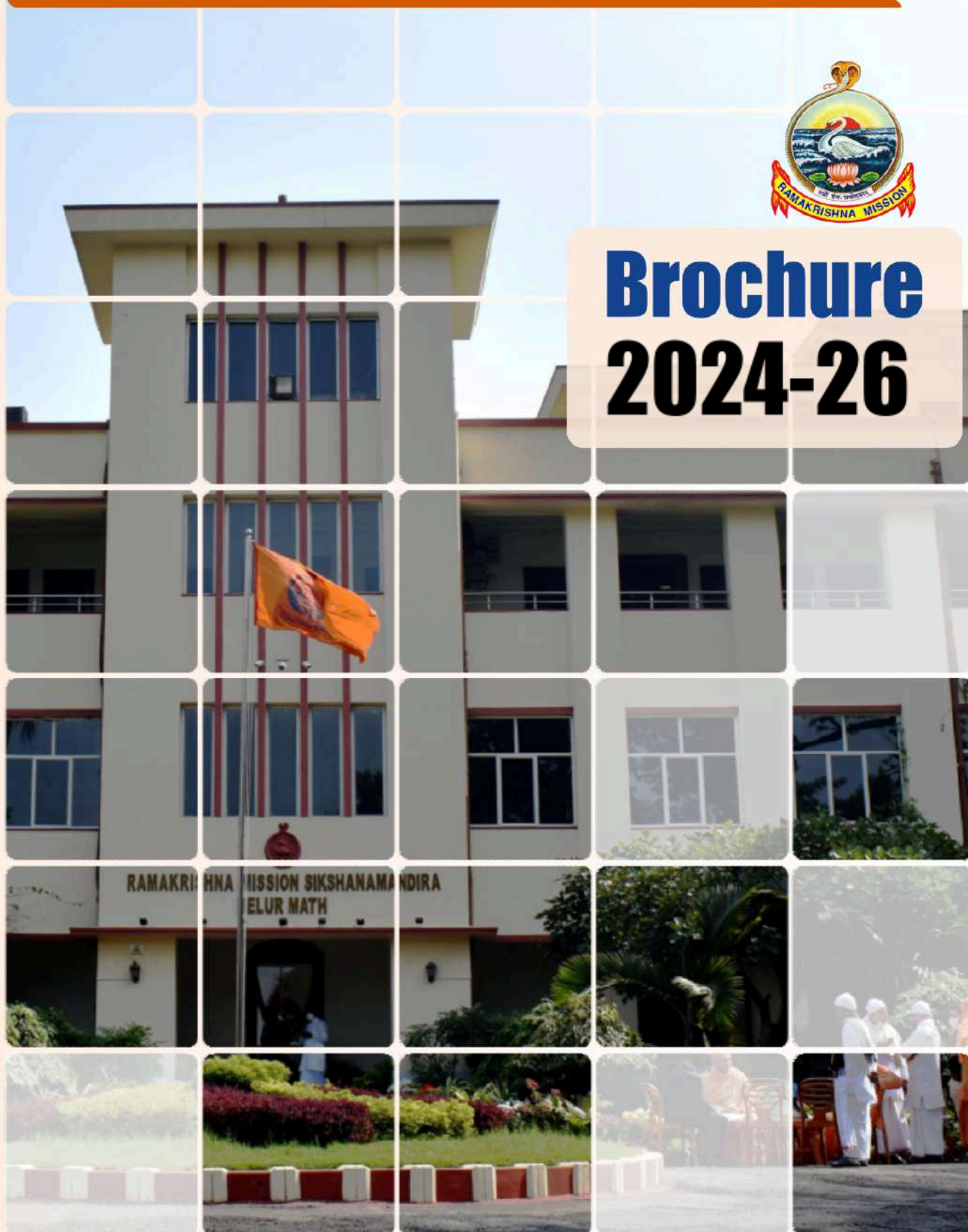
Bachelor of Education (B.Ed.) Programme

RAMAKRISHNA MISSION SIKSHANAMANDIRA

(A NCTE recognized Govt. Aided (WB) Autonomous Post-Graduate College under University of Calcutta)



Brochure 2024-26



*Education is the manifestation of the
perfection already in man*

Vivekananda



"Education is not the amount of information that is put into your brain and runs riot there, undigested, all your life. We must have life-building, man-making, character-making assimilation of ideas. If you have assimilated five ideas and made them your life and character, you have more education than any man who has got by heart a whole library." — Swami Vivekananda



The Sikshanamandira

At the culmination of Swami Vivekananda's spiritual odyssey of Bhaarat Darshan, his accumulated experiences made him aware of the treasures of Indian culture hidden behind the misery and poverty of contemporary society. Swamiji perceived that the acute suffering and the repression of the smouldering identity of our great nation beneath that is a direct consequence of absence of education in its purest form. Thereafter he lived and preached the paramount significance of education and educators in building the character of an individual that is infallible, pure, and rekindled with the idea of sacrifice for the common good.

In keeping with the guiding principles of Swamiji, Sikshanamandira was established in 1958 to instil values, competency, and integrity to the future generation of teachers and teacher-educators and to set an example of teaching at its pinnacle.

THE VISION

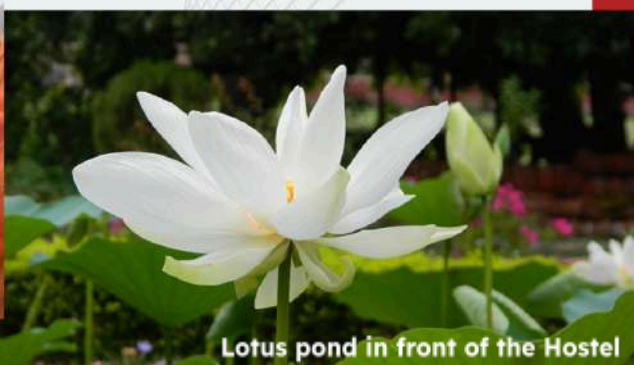
Sikshanamandira aims to actualize Swami Vivekananda's educational vision through the pursuit of excellence in the field of teacher education and fundamental research. Our resolution is to impart a unique blend of modern educational approach and traditional values to future teachers and teacher educators to equip them with the knowledge necessary to face the changing social needs through the discovery, development, and proper implementation of acquired knowledge.

THE MISSION

- ❖ **Harmonising Ideas:** To Prepare teachers and curriculums that reflect a contemporary scientific approach imbued with India's rich heritage of cultural and spiritual values.
- ❖ **Venturing into the Unknown:** To facilitate trailblazing research in teacher education and innovative practices with methodical circulation and publication of the results in the academic circle.
- ❖ **Covering the Spectrum:** To promote scholarly research and physical and mental wellbeing through M. Phil, Ph. D and Diploma programmes.
- ❖ **Broadening the Horizon:** To explore interdisciplinary and multidisciplinary approaches in the field of academia and research.
- ❖ **Working together towards Success:** To Cooperate and collaborate with other esteemed national and international institutions with similar objectives.



Inauguration of Wall Magazine



Lotus pond in front of the Hostel



The Sikshanamandira

THE OBJECTIVES

- ❖ To develop new academic programmes and to revise the existing programmes to keep pace with the changing socio-economic-moral scenario.
- ❖ To create appropriate ICT infrastructure supportive of academic and administrative needs.
- ❖ To conduct In-service and Pre-service teacher education programmes to boost the coherence and productivity of prospective educators.
- ❖ To develop and exhibit learning-teaching materials and ICT materials.
- ❖ To promote computer competency among students, faculty, and staff.
- ❖ To provide consultancy, guidance, and counselling services.
- ❖ To create awareness about the student support services, policies, and campus events among students.
- ❖ To support and encourage staff in their journey of personal and academic growth.
- ❖ To promote community services, extension activities, co-curricular activities, projects with an aim to make a better society.
- ❖ To promote and maintain communication, cooperation, and shared decision making among various departments, backed by an integrated and user-friendly management information system.
- ❖ To ensure that the institutional values and standards meet the highest standards envisioned by our founders.

GRADUATE ATTRIBUTES

- ❖ **Truth** - in the pursuit, generation, dissemination, and application of knowledge
- ❖ **Freedom** - of thought and expression
- ❖ **Respect** - for diversity and the dignity of the individual
- ❖ **Responsibility** - towards the environment and citizens of the world
- ❖ **Excellence** - in intellectual, personal, and operational endeavours
- ❖ **Integrity** - in character and knowledge
- ❖ **Innovation** - in thinking and application



শ্রীমৎ স্বামী বিষ্ণু-শ্যামসদজী শিক্শামন্দিরের ভিত্তিপ্রস্তর স্থাপন করছেন
(২২ই জানুয়ারি, ১৯৫৮)



The Sikshanamandira

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 in the year 2002-03 (as per the NCTE Regulations 2014, the present intake capacity for the B.Ed. programme is 100 for a year).
- ❖ Declared as a College of Teacher Education (CTE) by the Ministry of Human Resource Development, Govt. of India in the year 2001.
- ❖ First accreditation by the National Assessment and Accreditation Council (NAAC) in 2007 with 'A' grade.
- ❖ Upgraded into a post graduate College by the NCTE in the year 2008 (as per the NCTE Regulations 2014, the present intake capacity for the M.Ed. programme is 50 for a year).
- ❖ 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 (SVCMMRES) 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 Postgraduate Diploma in Yoga Education and Certificate Course in Communicative English and Writing in 2016.
- ❖ Awarded the status of College with Potential for Excellence (CPE) by the UGC in 2016.
- ❖ Selected by the UGC as a mentor institution under PARAMARSH Scheme in 2019 for mentoring NAAC Accreditation aspiring institutions to promote quality assurance in higher education.

First M.Phil Batch



NAAC Peer Team Visit



শ্রীমৎ স্বামী বিজ্ঞানন্দজী মহাশয়ের সঙ্গে স্বামী বিজ্ঞানন্দজী
[১৯৪৯ খ্রিষ্টাব্দে ১২ই অক্টোবর, শিক্ষণ-মন্দিরে জিজ্ঞাসামণ্ডলের
ব্যতিক্রমে গৃহীত ছবি]



Why Sikshanamandira?

THE AMENITIES



24 * 7 WiFi Enabled Campus



Well Equipped Gymnasium



ICT Enabled Classrooms



Hostel Facilities



THE LIBRARY

"Keys to the future, Gateway to the past"

RKMSM Library provides an extensive collection of information resources, services and facilities to our students and staff for their learning, research and personal development. The College's state of the art library boasts a collection of over 23000 books along with a plethora of national and international journals. The library is equipped with a separate 24 * 7 air conditioned Study Zone, an Integrated Library Management System and acts as an integral source of e-resources.



Separate Research Library



College Playgroud, Volleyball Court



Subject Specific Resource Rooms



Indoor Sports Room, Recreational Room



18*7 Air Conditioned Study Zone



Auditoriums



GOING GREEN

"Go green for a better tomorrow"

Ramakrishna Mission Sikshanamandira emphasizes building sustainable infrastructures focusing on reducing carbon footprint, water conservation, alternative energy sources, waste management, composting, and green belt development. The college generates 90% of its energy needs through the Rooftop Solar System. Rooftop solar water heating systems in the hostel provides hot water throughout the year which reduces the electricity consumption for water heating.



Why Sikshanamandira?

THE AMENITIES



18*7 Computer Kiosk



Music Studio/ Cultural Room



24*7 Supply of Purified Water



THE LOCATION

Located amidst a serene and picturesque ambiance, in close proximity of the sacred precincts of Belur Math, Sikshanamandira, is at a distance of about 200 metres to the west of the river Ganga and about 400 metres to the east of the Grand Trunk Road. The college is conveniently accessible by Bus Service to Howrah Station and Vivekananda Setu, by railway service from two local stations, and by ferry service on Hooghly River.

THE INCLUSIVITY

In response to the pressing issue of inclusivity, the college has installed key additional infrastructures such as Lifts and Ramps. Key facilities have been marked with Braille. A fully equipped laboratory with integrated Learning Aids and Text-to-Speech Software are available for usage.

THE INTELLECTUAL CAPITAL

Sikshanamandira boasts a rich pool of eminent faculties of every discipline. Our faculties play an active role in conducting multifaceted researches in the field of Educational Studies both independently and under the umbrella of SWAMI VIVEKANANDA CENTRE FOR MULTIDISCIPLINARY RESEARCH IN EDUCATIONAL STUDIES - the apex research wing of Sikshanamandira. The availability of such collective teaching and research experience, makes sure that the transfer of knowledge to the students becomes fruitful and ineffaceable.



Gayatri Chakravorty Spivak with the Faculties



Why Sikshanamandira?

THE OPPORTUNITIES

Timely publication of Results:

Sikshanamandira holds a unique track record of publication of the final result on the last date of the Academic programme, enabling the students to join in jobs immediately after the course.

Post-Graduate Diploma Courses:

While studying in the main B.Ed. programme, students can simultaneously pursue any one of the Post Graduate Diploma (one-year) programmes in **Guidance & Counselling (PGDGC)** and **Yoga Education (PGDYE)** that Sikshanamandira offers.

Placement Opportunities:

Ramakrishna Math & Ramakrishna Mission operates multiple secondary and senior secondary schools all over India where our students are frequently placed. Following are some of the institutions who have been conducting regular placement drives to recruit our students for the last few years through Sikshanamandira Placement Cell.

	Ramakrishna Mission Ashrama School, Hatamuniguda, Odisha		Vivekananda Kendra Vidyalaya Arunachal Pradesh Trust		Ramakrishna Math, Badrikashrama Vidyashala, Madhihalli, Karnataka
	J. C. Memorial International School Sagardweep, West Bengal		Ramakrishna Mission School Narottam Nagar, Arunachal Pradesh		Ramakrishna Vivekananda Vidyamandir, Jasidih, Jharkhand
	Priyanka Memorial International School, Babhanauli, Uttar Pradesh		St. Xavier's School, Ballia, Uttar Pradesh		Ramakrishna Mission School Aalo, Arunachal Pradesh

Scholarships:

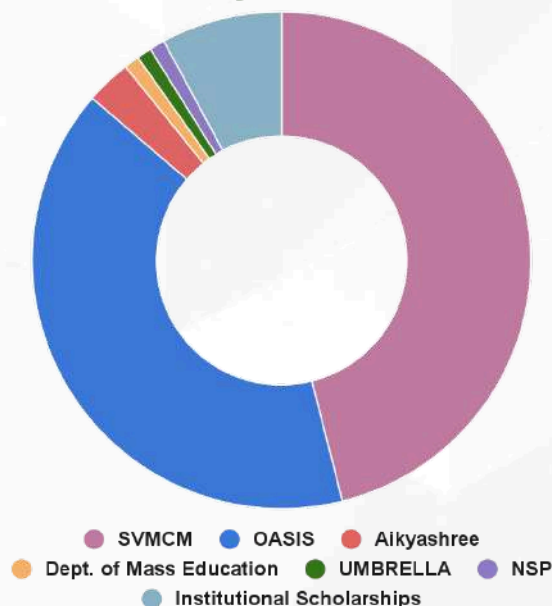
To empower each student's academic and career goals by removing the financial barrier, Sikshanamandira facilitates the students in obtaining scholarships such as SVMCM and OASIS.

Sikshanamandira directly disburses institutional scholarships to its economically weak and meritorious students. This can be an opportunity to the students who are in real need.

Student Credit Scheme:

Sikshanamandira facilitates the students in getting education loans via the West Bengal government's student credit card scheme.

Scholarships availed in Previous Academic Session by B.Ed. Trainees





The B.Ed. Programme

THE PROGRAMME

The main programme of the college is Bachelor of Education (B.Ed.), curriculum of which is framed, reviewed and revised regularly by the Board of Studies and the Academic Council of the College. The student strength of this programme is 100.

PROGRAMME LEARNING OUTCOMES

The teacher trainees in the B.Ed. Programme will -

- ❖ Learn the educational philosophy of Swami Vivekananda in depth and they will be able to implement that learning in their teaching profession.
- ❖ Gain the ability to incorporate all the major teaching skills up to the micro level in their classroom teaching.
- ❖ Be able to adopt the necessary and relevant methods and strategies of teaching as per the classroom situation demands.
- ❖ Be able to develop Learning Designs (LDs) according to the needs of their students.
- ❖ Be able to prepare the Teaching Learning Materials (TLMs) meaningfully and integrate the TLMs in the classroom teaching effectively.
- ❖ Attain the ability to use ICT components to deliver the contents more effectively.
- ❖ Be prepared to take care of the mental health of the students.
- ❖ Possess the mental acuity to identify a problem associated with academic activities of the school and find out a solution of that problem through research activities.
- ❖ Be able to manage the classroom for a better teaching-learning process.
- ❖ Be able to encourage students for their better health and fitness through Yoga.
- ❖ Have a sense of aesthetic appreciation and can encourage their students to appreciate the sense of beauty, aesthetics in their school and daily life activities.
- ❖ Be able to nurture the creativity of the students and show their students the path to express this creativity in literary skills and visual and performing arts.
- ❖ Be sensitive to respond to the varied needs of the changing society in the educational scenario.
- ❖ Be able to provide proper guidance to the students both in the academic and vocational areas.

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 & Chemistry. 8. Life Science.

D. Social Science Group:

9. History. 10. Geography. 11. Political Science. 12. Education.
13. Music. 14. Accountancy (Commerce).

E. Engineering/Technology:

5. Mathematics. 6. Computer Studies. 7. Physics & Chemistry. 8. Life Science



The B.Ed. Programme

ELIGIBILITY CRITERIA FOR ADMISSION

- A. **Only male candidates are eligible to apply for admission.**
- B. Candidates with at least 50% marks in Bachelor's Degree and/ or in the Master's Degree in Sciences/ Social Sciences/ Humanity, Bachelor's in Engineering/ Technology with specialisation in Science and Mathematics with 55% marks or any other qualification equivalent thereto, are eligible to apply for admission to the Programme.
- C. There shall be relaxation of 5% marks for candidates belonging to reserved categories (SC & ST).

ADMISSION POLICY AND PROCESS

- ❖ **Total Intake Capacity: 100**
[Deputed=50% & Fresher=50% (Seats will be filled in with Fresher candidates in case of insufficient Deputed candidates); Reservation policy (on total intake capacity i.e., 100 seats) = SC-22%, ST-6%, PH-3%]
- ❖ **Last date of Online Form fill-in: 7 July 2024.**
- ❖ **Application Form Price: General - Rs. 415/-, SC/ST - Rs. 360/-, PH - Rs. 210/-.**
- ❖ Online form fill-in process and publication of the Brochure for admission into B.Ed. programme generally starts through the college website in the month of May and continues till June.
- ❖ After about one week from the last date of online form fill-in, method wise shortlisted 'List of Candidates' is published with an interview/ counselling schedule on the college website.
- ❖ Document Verification is conducted during the time of interview/ counselling. Therefore, candidates must produce all the original certificates, mark sheets and credentials including certificates of co-curricular activities, age proof, migration, caste etc. certificates and medical certificate by registered medical practitioner at the time of interview/ counselling. No correspondence regarding interview and admission will be entertained. Deputed teacher* trainees will have to produce MC resolution copy countersigned by D.I. of Schools. No travelling allowance is admissible.
- ❖ The provisionally selected list of candidates as well as the 'Waiting List of Selected Candidates for Admission into B.Ed. Programme' is generally published on the third week of July on college website and the process of online admission starts consequently. All the payments related to the admission are to be paid through online transactions only.
- ❖ Subsequent list of selected candidates from the Waitlist for admission into B.Ed. programme are published against the vacant seats (if any). The selection of candidates is based on method wise, reservation policy wise, home university - other university wise vacancies and any such instructions time to time released by the Department of Higher Education, Govt. of West Bengal and other statutory bodies.
- ❖ Classes start from the last week of July.

***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. Deputed teacher trainees will have to submit a release order on the date of his joining this institution. Non-teacher graduates (Fresher) are also eligible, if they are **below 35 years** of age.



The B.Ed. Programme

ADMISSION POLICY AND PROCESS

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.	2
Ph.D.	3
Experience - for Govt. Approved Teachers only (1 Mark Per Year, Max. Score 5)	5
Interview/Counselling	20
Total	110

The applicants are to check the institutional website ([Notice Board Section](#) as well as the [B.Ed. Admission Page](#)) regularly for important announcements and updates.

❖ Fees Structure of 2 Years' B. Ed. Programme for the Session 2024-26:

1st Year: For Deputed Trainees (College)		
Particulars	Amount	Total
Annual Fees & Charges:		
Course Fee	4,000	
Tuition Fee	4,800	
General Laboratory Fee	1,000	
Library Fee	1,000	
Practice Teaching Fee	1,000	11,800
Annual Session Charges:		
Maintenance of Building	2,000	
Repair of Furniture & Equipment	800	
Maintenance of Computers	1,000	
Telephone & Internet Charges	1,000	
Electricity & Water Supply	2,500	
Postage/Online	500	
Generator Maintenance	200	
Magazine	100	
Games & Sports	300	
Drama & Social	100	
Cultural Function & Ceremonials	300	
Newspaper & Periodicals	100	
College Diary & Identity Cards	100	
Educational Excursion	500	
Method Practical	500	10,000
Total amount payable at the time of 1st Year Admission:		21,800



The B.Ed. Programme

1st Year: For Fresher Trainees (College)

Particulars	Amount	Total
Annual Fees & Charges:		
Course Fee	4,000	
Tuition Fee	1,200	
General Laboratory Fee	1,000	
Library Fee	1,000	
Practice Teaching Fee	1,000	8,200
Annual Session Charges:		
Maintenance of Building	2,000	
Repair of Furniture & Equipment	800	
Maintenance of Computers	1,000	
Telephone & Internet Charges	1,000	
Electricity & Water Supply	2,500	
Postage/Online	500	
Generator Maintenance	200	
Magazine	100	
Games & Sports	300	
Drama & Social	100	
Cultural Function & Ceremonials	300	
Newspaper & Periodicals	100	
College Diary & Identity Cards	100	
Educational Excursion	500	
Method Practical	500	10,000
Total amount payable at the time of 1st Year Admission:		18,200

2nd Year: For Deputed Trainees (College)

Particulars	Amount	Total
Annual Fees & Charges:		
Course Fee	4,000	
Tuition Fee	4,800	
Library Fee	1,000	
Practice Teaching Fee	300	10100
Annual Session Charges:		
Maintenance of Building	2000	
Maintenance of Computers	1,250	
Telephone & Internet Charges	1250	
Electricity & Water Supply	2,500	
Games & Sports	200	
Cultural Function & Ceremonials	200	
Newspaper & Periodicals	100	
College Diary	100	
Educational Excursion	500	
Method Practical	500	
Convocation Fees	500	9100
Total amount payable at the time of 2nd Year Admission:		19200



The B.Ed. Programme

2nd Year: For Fresher Trainees (College)		
Particulars	Amount	Total
Annual Fees & Charges:		
Course Fee	4,000	
Tuition Fee	1,200	
Practice Teaching Fee	300	
Library Fee	1,000	6,500
Annual Session Charges:		
Maintenance of Building	2000	
Maintenance of Computers	1,250	
Telephone & Internet Charges	1250	
Electricity & Water Supply	2,500	
Games & Sports	200	
Cultural Function & Ceremonials	200	
Newspaper & Periodicals	100	
College Diary	100	
Educational Excursion	500	
Convocation	500	
Method Practical	500	9100
Total amount payable at the time of 2nd Year Admission:		15,600

Annual Hostel Charges for the session 2024-26 (Optional)

1st Year: (Deputed/Fresher)		
Particulars	Amount	Total
Fees & Deposits:		
Mess Advance	1,500	
Hostel Admission Fee	1,000	
Medical Fee	200	
Vidyarthi Vrata	500	
Saraswati Puja	300	
Session Charges	4,000	7,500
Maintenance Charges:		
Building	1,500	
Furniture & Fixtures	600	
Utensils	300	2,400
Establishment Charges:		
General Establishment	1,000	
Electricity, Water Supply & Generator	3,200	
Sanitation	400	4,600
Total amount payable at the time of 1st Year Admission:		14,500

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



The B.Ed. Programme

2nd Year: (Deputed/Fresher)		
Particulars	Amount	Total
Fees & Deposits:		
Medical Fee	200	
Vidyarthi Vrata	200	
Saraswati Puja	300	
Session Charges	4,000	4,700
Maintenance Charges:		
Building	1,500	
Furniture & Fixtures	350	
Utensils	250	2,100
Establishment Charges:		
General Establishment	1,000	
Electricity, Water Supply & Generator	3,200	
Sanitation	400	4,600
Total amount payable at the time of 2nd Year Admission:		11,400

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

Note: Annual Fees will not exceed -

Year	For the College	For the Hostel (Optional)
For a Deputed Candidate		
1st Year	Rs. 21,800/-	Rs. 14,500/-
2nd Year	Rs. 19,200/-	Rs. 11,400/-
For a Fresher Candidate		
1st Year	Rs. 18,200/-	Rs. 14,500/-
2nd Year	Rs. 15,600/-	Rs. 11,400/-

REFUND POLICY

- If a candidate's letter of admission withdrawal is received by the college authority on any date before the last date of admission, the candidate will receive a full refund of his paid fees.
- If the candidate's letter of admission withdrawal is received by the college authority 15 days or less after the formally notified last date of admission, the candidate will receive a 80% refund of his paid fees.
- If the candidate's letter of admission withdrawal is received by the college authority 30 days or less but more than 15 days after the formally notified last date of admission, the candidate will receive a 50% refund of his paid fees.
- If the candidate's letter of admission withdrawal is received by the college authority more than 30 days after the formally notified last date of admission, the candidate will receive no refund of his paid fees.

SCHEDULE OF TRAINING:

The academic session generally begins in the month of July and continues up-to the last week of June, next year. Every trainee should join the college positively on the first day of the session. Continuous absence for 15 days from the beginning of the academic session, without prior permission from the college authorities, will entail cancellation of enrollment.



The B.Ed. Programme

ATTENDANCE:

Attendance in 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. during the training period.

Note: As per the Regulations of B.Ed. & M.Ed. Programmes 2016 of Sikshanamandira -

8. Eligibility for appearing semester exams: To be eligible for filling up forms of a semester the candidates shall be required to attend at least 75% of lecture classes/seminars and practical classes. Condonation may be granted to the extent of 10% in exceptional cases. This clause shall be applicable for all semester exams.

8.1 Submission of all the components of internal assessment (assignments, projects etc.) is the essential precondition for appearing semester end examinations under normal circumstances.



The Hostel

General Information:

As the Sikshanamandira is an institution with residential facilities, 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 relations between the teachers, the taught and the management, and teaches the resident trainees to live a healthy community life, thereby imbibing a spirit of service and mutual cooperation, which is essential in the pursuit of knowledge.

1. The Hostel Superintendent looks at the conduct and discipline of the resident trainees. He will report any breach of discipline to the Principal.
2. Resident trainees have to join the hostel on the day the new session begins. Each resident trainee 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 rooms will be made by the Hostel Superintendent.

NDRF Disaster Management Drill



Winter Relief Drive



Bicycle Rally



School Internship Programme



The Hostel

General Rules:

1. Every trainee is expected to adhere to the daily routine of study, work and prayer.
2. The resident trainees should take active part in co-curricular activities.
3. Regularity and punctuality are expected in their day to day activities.
4. The resident trainees 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 Hostel Superintendent.
6. Resident trainees should scrupulously avoid any kind of political activity in the campus.
7. These rules are subject to time to time additions and alterations.

Attendance and Leave:

1. Attendance in the morning and evening prayer is compulsory.
2. Resident trainees should attend prayer in *dhoti* and *chadar*.
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 resident trainee to be present on the first day of the new session and on the reopening day of the college after a vacation.
6. All intended absence, short or long, should be recorded clearly in the Leave Register with the Superintendent, including the address of the trainee during the leave period.
7. A resident trainee has to obtain verbal permission from the Superintendent to go outside the campus for a period exceeding two hours. In this regard, the trainee should seek permission within the hours fixed by the Superintendent. Absence after dusk is not allowed, unless specially permitted.
8. No trainee is permitted to remain in the Hostel during vacation.
9. Attendance in prayer, community work, lectures, tutorial, teaching practice and demonstration classes etc. is compulsory. Absence without permission will result in stringent disciplinary measures.
10. Trainees must participate in all cultural and religious functions arranged under the guidance of the Superintendent.

Residence Rules:

1. Allotment of rooms and bedsteads are at the discretion of the Superintendent. Bedsteads must not be changed or furniture should not be 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 are to be made good by the inmates collectively.
4. When the inmates leave the room they should switch off the lights, fans or any other electrical/electronics equipment.
5. Indoor games are allowed only in the College Games Room and must not be played in the Hostel.
6. 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. Lighting candles or any kind of inflammable materials in the hostel is strictly prohibited unless in special circumstances when the electricity is not available.



The Hostel

10. Trainees are not allowed to play any kind of speakers in their rooms that may disturb others.
11. In all the common places of the hostel like reading room, dining room, office etc. trainees should maintain proper attire (*dhoti* or *pants*). *Lungis* or *pyajamas* should be avoided outside one's own room. On occasion of celebrations trainees are expected to wear *Dhoti* (White), *Punjabi* (White) and *Chadar* (White).
12. No clothing should be dried on the Hostel windows.
13. Trainees must observe strict discipline and silence during study hours and prayer.
14. Nails or screws or hooks should not be fixed in the walls of the Hostel building, as this would damage the walls.

Convocation Ceremony



Vidyarthi Brata Homa

Medical facilities:

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

Hostel Building & Garden



Hostel Prayer Hall



The Hostel

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. Complaints against the kitchen or Hostel staff should be made to the Superintendent and in no circumstance they are to be dealt by the trainees themselves. The kitchen staff will not 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 ringing of bells. All trainees must come on time. Meals or tiffin cannot be provided to the late comers.

Visitors:

1. No visitors should be taken inside the room at any time.
2. Friends, acquaintances or guests of the trainees will in no circumstance be entertained in the Hostel rooms.
3. Visitors may be received in the Visitors' Room during specific hours fixed by the Superintendent.
4. No vendors or salesmen are allowed to enter the Hostel. The College/ Hostel Office will not receive any personal remittances on behalf of the trainees in this regard.

Disciplinary Action Regarding Violations of Rules:

Violation of these rules will be taken seriously and will result in disciplinary measures up to, and not excluding, suspension or even expulsion from the hostel and the college.



SIKSHANAMANDIRA Family

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