

# **PROSPECTUS**

## **Two-Year Bachelor of Education (B.Ed.) Programme**

**(Only for Male Candidates)**

**2019-21**



**RAMAKRISHNA MISSION SIKSHANAMANDIRA**  
(A NCTE Recognized Autonomous Residential Post-Graduate College)

**COLLEGE WITH POTENTIAL FOR EXCELLENCE (CPE)**

**SWAMI VIVEKANANDA CENTRE FOR MULTIDISCIPLINARY RESEARCH IN  
EDUCATIONAL STUDIES (SVCRES)**

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**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 (SVC MRES)** 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 (CGPA 3.56 out of 4).
- 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.

#### **Program learning Outcome (PLO) of Bachelor of Education Course**

After completion of the Bachelor of Education (B.Ed.) course the students will-

1. Learn the educational philosophy Swami Vivekananda in depth and they will be able to implement that learning in their teaching profession.
2. Gain the ability to incorporate all the major teaching skills upto the micro level in their classroom teaching.
3. Be able to adopt the necessary and relevant methods and strategies of teaching as per the classroom situation demands.
4. Be able to develop Learning Designs (LDs) according to the needs of their students.

5. Be able to prepare the Teaching Learning Materials (TLMs) meaningfully and integrate the TLMs in the classroom teaching effectively.
6. Attain the ability to use ICT components to deliver the contents more effectively.
7. Be prepared to take care of the mental health of the students.
8. 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.
9. Be able to manage the classroom for a better teaching-learning process.
10. Be able to encourage students for their better health and fitness through Yoga.
11. 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.
12. 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.
13. Be sensitive to respond to the varied needs of the changing society in the educational scenario.

### **Subject Groups & Method Subjects (any one to be selected):**

#### **A. Language Group:**

1. Bengali. 2. English. 3. Sanskrit.

#### **B. Mathematics Group:**

4. Mathematics. 5. Computer Studies.

#### **C. Science Group:**

6. Physics & Chemistry. 7. Life Science.

#### **D. Social Science Group:**

8. History. 9. Geography. 10. Political Science.
11. Education. 12. Accountancy (Commerce)
13. 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 11<sup>th</sup> April, 2019 to 30<sup>th</sup> May, 2019.**❖ **Total Intake Capacity = 100**

[Deputed=50% & Fresher=50% (Seats will be filled up 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%]

**Publication of the list of selected candidates for Interview: 31<sup>st</sup> May, 2019 (Friday).**

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
<b>Total</b>	<b>110</b>

❖ **Date and Time of Interviews:**

Date	Day	Time	Subject
<b>3<sup>rd</sup> June, 2019</b>	Monday	9.30 a.m.	Sanskrit & English
<b>3<sup>rd</sup> June, 2019</b>	Monday	1.30 p.m.	Bengali, Mathematics & Computer Studies
<b>6<sup>th</sup> June, 2019</b>	Thursday	9.30 a.m.	History & Life Science
<b>6<sup>th</sup> June, 2019</b>	Thursday	1.30 p.m.	Education, Political Science, Physics & Chemistry
<b>7<sup>th</sup> June, 2019</b>	Friday	9.30 a.m.	Geography & Work Education (Visual & Performing Arts)

\*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. **Deputed teacher trainees will have to produce MC resolution copy countersigned by D.I. of Schools.** No travelling allowance is admissible.

**Publication of Final List for Admission: 8<sup>th</sup> June, 2019 (Saturday).**

- ❖ **Dates of Admission: 9<sup>th</sup> June, 2019 to 12<sup>th</sup> June, 2019 (Fees of Admission is to be paid through ONLINE TRANSACTION only)**
- ❖ **Date of Admission (from the Waiting List) against the List of Vacancies: 13<sup>th</sup> June (Thursday) & 14<sup>th</sup> June, 2019 (Friday) [Candidates by person should report at the college office within 11 a.m. on 13<sup>th</sup> June, 2019 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 Years' B. Ed. Course for the Session 2019-21:**

<b>1<sup>st</sup> Year: For Deputed Trainees</b>		
<b>Particulars</b>	<b>Amount</b>	<b>Amount</b>
<b>Annual Fees &amp; Charges:</b>		
Course Fee	3,000	
Tuition Fee	4,800	
General Laboratory Fee	1,000	
Library Fee	500	
Practice Teaching Fee	1,000	10,300
<b>Annual Session Charges:</b>		
Maintenance of Building	2,000	
Repair of Furniture & Equipment	400	
Maintenance of Computers	1,000	
Telephone & Internet Charges	1,000	
Electricity & Water Supply	2,500	
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	9,900



Total amount payable at the time of 1 <sup>st</sup> Year Admission:	<b>20,200</b>
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<b>1<sup>st</sup> Year: For Fresher Trainees</b>		
Particulars	Amount	Amount
<b>Annual Fees &amp; Charges:</b>		
Course Fee	3,000	
Tuition Fee	1,200	
General Laboratory Fee	1,000	
Library Fee	500	
Practice Teaching Fee	1,000	6,700
<b>Annual Session Charges:</b>		
Maintenance of Building	2,000	
Repair of Furniture & Equipment	400	
Maintenance of Computers	1,000	
Telephone & Internet Charges	1,000	
Electricity & Water Supply	2,500	
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	9,900
Total amount payable at the time of 1 <sup>st</sup> Year Admission:		<b>16,600</b>

<b>2<sup>nd</sup> Year: For Deputed Trainees</b>		
Particulars	Amount	Amount
<b>Annual Fees &amp; Charges:</b>		
Course Fee	3,000	
Tuition Fee	4,800	
Library Fee	500	
Practice Teaching Fee	300	8,600
<b>Annual Session Charges:</b>		
Maintenance of Building	2,000	
Maintenance of Computers	1,000	
Telephone & Internet Charges	1,000	



Electricity & Water Supply	2,500	
Examination	500	
Games & Sports	200	
Cultural Function& Ceremonials	200	
News Paper & Periodicals	100	
College Diary	100	
Educational Excursion	500	
Method Practical	500	8,600
Total amount payable at the time of 2 <sup>nd</sup> Year Admission:		<b>17,200</b>

<b>2<sup>nd</sup> Year: For Fresher Trainees</b>		
<b>Particulars</b>	<b>Amount</b>	<b>Amount</b>
<b>Annual Fees &amp; Charges:</b>		
Course Fee	3,000	
Tuition Fee	1,200	
Library Fee	500	4,700
<b>Annual Session Charges:</b>		
Maintenance of Building	2,000	
Maintenance of Computers	1,000	
Telephone & Internet Charges	1,000	
Electricity & Water Supply	2,500	
Examination	500	
Games & Sports	200	
Cultural Function& Ceremonials	200	
News Paper & Periodicals	100	
College Diary	100	
Educational Excursion	500	
Method Practical	500	8,600
Total amount payable at the time of 2 <sup>nd</sup> Year Admission:		<b>13,300</b>

**Annual Hostel Charges for the session 2019 - 21**

<b>1<sup>st</sup> Year: (Deputed/Fresher)</b>		
<b>Particulars</b>	<b>Amount</b>	<b>Amount</b>
<b>Fees &amp; Deposits:</b>		
Mess Advance	1,500	
Hostel Admission Fee	200	
Medical Fee	150	
Vidyarthibrata	400	
Saraswati Puja	300	
Session Charges	3,800	6,350
Maintenance Charges:		

Building	1,500	
Furniture & Fixtures	350	
Fan	200	
Utensils	300	2,350
Establishment Charges:		
Electricity & Water Supply	3,000	
Generator	200	
Sanitation	400	3,600
Total amount payable at the time of 1 <sup>st</sup> Year Admission:		<b>12,300</b>

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

<b>2<sup>nd</sup> Year: (Deputed/Fresher)</b>		
<b>Particulars</b>	<b>Amount</b>	<b>Amount</b>
<b>Fees &amp; Deposits:</b>		
Medical Fee	150	
Vidyarthibrata	200	
Saraswati Puja	250	
Session Charges	3,800	4,400
Maintenance Charges:		
Building	1,500	
Furniture & Fixtures	350	
Fan	200	
Utensils	250	2,300
Establishment Charges:		
Electricity & Water Supply	3,000	
Sanitation	400	3,400
Total amount payable at the time of 2 <sup>nd</sup> Year Admission:		<b>10,100</b>

\*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
<b>For a Deputed Candidate</b>		
<b>1<sup>st</sup> Year</b>	Rs. 20,200/-	Rs. 12,300/-
<b>2<sup>nd</sup> Year</b>	Rs. 17,200/-	Rs. 10,100/-
<b>For a Fresher Candidate</b>		
<b>1<sup>st</sup> Year</b>	Rs. 16,600/-	Rs. 12,300/-
<b>2<sup>nd</sup> Year</b>	Rs. 13,300/-	Rs. 10,100/-

➤ Candidates are asked to bring this amount on the day of their admission.

- *All charges are not refundable. 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 30<sup>th</sup> 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 absence 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 teachers 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 pyjamas 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 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 seriously and will result in disciplinary measures up to expulsion from the hostel and the college.

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