

*Prospectus*  
*for*  
*D.El.Ed.*

**From the Principal's Desk**

R.T.C. B.Ed. College is one of the pioneer teacher training institutions of Ranchi, Jharkhand. Founded in 2008, it has emerged as a centre of excellence for the development of innovative techniques and skills in teaching training. The college offers two different teacher training courses one at primary (D.El.Ed.) and the other at secondary (B.Ed.) level.

Today teacher education means much more than merely acquiring knowledge about teaching skills. It is building character with commitment for the teaching profession. It is empowering trainees with good leadership qualities. The academic culture of the institution provides scope for the student trainees to re-discover themselves with the latest professional skills. The academic discipline of the institution would create a strong foundation to march ahead and achieve the educational objectives for a stronger and brighter India. Moreover the cherished motto of the institution is to contribute physically fit, mentally sound, emotionally balanced, and spiritually high teaching fraternity.

I am proud of being the Principal of such a wonderful institution dedicated to the cause of noble profession as teaching. Let us all give our best and make this institution a holy place of training through your diligence, devotion and dedication. I heartily welcome you to a splendid organization of training and learning. The best wishes to one and all with warm and sincere regards.

***Important Information on sale of application, submission, counseling and admission***

<b><i>Sl. No.</i></b>	<b><i>Information</i></b>	<b><i>Date/s</i></b>
<b><i>1</i></b>	Date of issue of application form	06 <sup>th</sup> April to 20 <sup>th</sup> May, 2017
<b><i>2</i></b>	Last date for submission of the application form	24 <sup>th</sup> May, 2017
<b><i>3</i></b>	Date of entrance examination	27 <sup>th</sup> May, 2017
<b><i>4</i></b>	Date of display of merit list/s	05 <sup>th</sup> June, 2017
<b><i>5</i></b>	Date of Certificate verification and counselling	08 <sup>th</sup> & 09 <sup>th</sup> June, 2017
<b><i>6</i></b>	Date of admission starts from	12 <sup>th</sup> to 17 <sup>th</sup> June, 2017
<b><i>7</i></b>	Commencement of classes	06 <sup>th</sup> July, 2017

**From the Head of the Department's Desk**

R.T.C. B.Ed. College has started an additional course of D.El.Ed. in the year 2014. This course is of two academic years duration and it is a primary school teacher training program. Since its inception it has been striving to meet the needs of the candidates opting for primary teacher education programs.

As D.El.Ed. Teacher Training Programme is meant for primary school education, practical and creative approaches of training are adopted. Foundations of education, content cum methodology of primary school subjects along with practical aspects like community life, physical and health education, with varied work experiences are dealt in depth. Thus making the

training and learning livelier. By the end of the two-year training program, the student teachers empower themselves by participating in all types of curricular and co-curricular activities and thereby refine their personality and teaching skills.

I feel honoured of being the Head of the D.El.Ed. Department of such a magnificent organization dedicated to the cause of noble profession as teaching. Let us all give our best and make this institution a holy place of training through your diligence, devotion and dedication. I heartily welcome you to this splendid organization of training and learning. My best wishes to one and all with warm and sincere regards.

### ***Management***

R.T.C. B.Ed. College, P.H.E.D., Buti, Ranchi – 834009 (Jharkhand) is established and managed by the Gramvasi Alpasankhyak Vidyavardhini Samiti, a charitable society for human welfare, under the Act 21, 1860, with the registration number, 191/1978-79, and 355/2006-2007, dated on 07-11-2006.

### ***Recognition***

1. R.T.C. B.Ed. College is recognized by the National Council for Teacher Education (NCTE) Bhubaneswar vide Letter No. ERC/7-83.6(1) 13/2008/102098 (13), dated 28-02-2008. &
2. NCTE, reference letter No. F.No.ER/176.2(ii).30/APE00780/B.Ed./2014/27824, dated 14.11.2014
3. R.T.C. B.Ed. College is recognized by the National Council for Teacher Education (NCTE) Bhubaneswar vide Letter No.ERC/7-168.19/NCTE/D.El.Ed.-Additional Course/2014/23862, dated 12-02-2014.

### ***Affiliation***

1. R.T.C. B.Ed. College is affiliated to Ranchi University, Ranchi – 834010 (Jharkhand), vide Letter No. G.E. / 769-70, dated 12-08-2008.
2. D.El.Ed. Course is affiliated to Jharkhand Academic Council (JAC), Ranchi vide Letter No. JAC/PTT/8014/13/SE04/513/14, dated 26-09-2014.

### ***Aim of the College***

The primary aim of R.T.C. B.Ed. College is to produce qualified teachers with high caliber and commitment to teaching profession. It is striving to offer the training program encompassing all the spheres of personality of the teachers with nationalistic ideals. RTC stands for ***Reactivating the Time Honored Character***.

### ***Location***

The college is situated in a beautiful and natural setting, at a distance of about two kilometers from Shivajee Chowk, Buti, Ranch and is well connected by roadways and railways. It is seven kilometers away from the Ranchi Railway Station.

### ***Eligibility for Admission into D.El.Ed. Program***

1. Candidates who have passed the 10+2 examination in Science, Arts or Commerce from any recognised academic council, by the last date of submission of application for

admission and have secured 50% of marks. However, the SC/ST/OBC/PWD candidates who have secured 45% of marks can also apply.

2. The candidates those who have complete **18 years of age as on 01<sup>st</sup> July, 2017.**
3. Selection for admission is based on the ***merit score*** obtained in the ***entrance examination.***
4. The reservation and relaxation for SC/ST/OBC/PWD and other categories shall be as per the rules of the State Government.

#### ***How to apply for admission***

- (a) Application forms can be received from the college at the office counter on payment of Rs. 500 in cash.
- (b) It can also be obtained by post by sending a ***demand draft*** of the requisite amount in favour of R.T.C. B.Ed. College, payable at SBI, Ranchi and a self addressed big sized envelope.
- (c) The intending candidates must duly fill in the application form and submit it in the office along with ***self attested copies of all the relevant documents within the time and date.***

#### ***Requisite Documents to be submitted along with the application form***

1. Xerox copy of the sale receipt of the application form
2. Xerox copy of the Matric/ICSE/CBSE pass certificate
3. Xerox copies of all the mark sheets and certificates from matriculation to post graduation level as applicable
4. Xerox copy of the Caste / Physically Challenged Certificate (for ST/SC/OBC/PWD candidates) from the competent authority, where applicable and necessary
5. Xerox copy of the Certificate/s of co-curricular activities like NCC/Sports, if any
6. Xerox copy of the Fitness Certificate from a registered Medical Practitioner (for female candidates only) stating that the candidate is fit to attend all theory and practical classes and remain present and complete the course without any disruptions. No exemption from regular attendance will be allowed on any ground.
7. Xerox copy of the Residential/ Domicile Certificate from the competent authority
8. Completely filled in application form in ***original*** with all the relevant documents should be submitted by the candidate in person in the office during college hours within the stipulated time and date. No kind of delay will be entertained in this regard.

#### ***At the time of counseling and admission***

It may be **noted** that all the ***original*** certificates along with the following must be produced by the candidate for verification and admission.

1. Original Admit Card of entrance examination
2. Original Marks Sheets of all the examinations
3. College Leaving Certificate
4. Registration Number of the last passed out examination
5. Migration Certificate for other than Jharkhand Academic Council candidates
6. Caste Certificate (for SC/ST/OBC candidates only)
7. Physically Challenged Certificate where applicable
8. Physical Fitness Certificate
9. Residential/Domicile Certificate

10. NCC/Sports Certificate/s, if any
11. Four copies of recent stamp sized colour photographs, with name on the back side
12. Bank Draft in favour of R.T.C. B.Ed. College payable at S.B.I. Ranchi.

### **Duration of Course**

The D.El.Ed. programme is of two academic years.

### **Working Days**

1. There shall be at least 230 working days each year exclusive of the period of examination.
2. The physical presence of the candidates in the institution is necessary to ensure their availability for advice, guidance, dialogue and consultation as when required.

### **Morning Assembly**

Morning assembly starts with *Sarva Dharma Prarthana* followed with pledge for the students, motivational thought, NEWS, and National Anthem.

### **Intake**

- Only 100 students will be admitted in one academic year for D.El.Ed. Course.
- Reservation policy of the Govt. Of Jharkhand will be adopted.

### **Medium of Instruction**

- The medium of instruction will be Hindi and English.

### **Examinations**

- Examinations are conducted either in Hindi or English except language subjects
- Every student must appear in all the internal examinations. No re-examination will be conducted except under genuine medical conditions. **Internal marks are added** based on the score of the college examinations, training program activities and assessment of assignments / records.

### **College Uniform (For Boys)**

- a) Navy Blue colored Pant, Purple Colored Full Shirt
- b) Black Shoes, and Black Socks
- c) Blazer (in winter)

### **College Uniform (For Girls)**

- a) Salwar Kameez with navy blue dupatta
- b) Black Canvass Shoes, and Black Socks
- c) Blazer (in winter)

### **Library**

The College library is rich with more than 8,000 books. The students are expected to observe and maintain *silence* in the library and follow the library rules. The students have ample opportunity to use the library.

### ***Hostel***

Hostel facility for boys and girls is separately available with good accommodation on payment basis. ***Hostel accommodation is compulsory for girl students those who are from outside Ranchi City.***

### ***Laboratory***

The Institution provides well equipped laboratory facilities in Science, Psychology, Educational Technology and Language for the students.

### ***Rules and Regulations***

1. A candidate admitted into D.El.Ed. Course must maintain the ethos of commitment to this noble teaching profession.
2. The candidate is expected to respect the college discipline and the rules framed for the purpose. This college is reputed for excellent teaching and strict discipline. It looks after proper maintenance of discipline and leaves no scope for ragging / other in- disciplinary activities within the college campus. Anybody found guilty of such activities will be punished from cancellation of admission to expulsion from the institution. An undertaking has to be signed by the student and his/her guardian assuring that they the candidate will not indulge in any kind of indisciplinary activities or behaviour.
3. The students should attend the college in complete uniform with well groomed personality.
4. The students should bring the necessary writing materials required for the day.
5. The students must attend the morning prayers daily and should never be late to the college.
6. According to JAC and NCTE norms a trainee must attend 80% of all the theory classes (Course work) and 90% of all the practical classes (training work). However, it is hoped that the students give 100% attendance in practical training work and more than 90% of attendance in theoretical course work, so that they build absolute confidence in themselves and in the training program
7. It may be noted that no permission for leave will be granted without a valid or genuine reason during the training programme. Prior permission is required from the Principal (or Professor in charge) under such circumstances.
8. Every candidate shall have to undergo practice teaching in a cooperating school as "Teaching Practice".
9. No other commitments, such as competitive examination, computer course, private tuition, other University Examinations should be undertaken during the regular college duration.
10. Every student is expected to make the best use of the library and the laboratories.
11. The students should not hesitate to seek help from the professors during training.
12. If a candidate desires to drop out from the course before the commencement of classes, he/she will receive refund of fee except application and admission fee. ***After the commencement of classes there will be no refund of money.***
13. Every student must wholeheartedly participate in all the academic, cultural and sport activities of the college. They should always be ready to learn more and be proactive for innovative initiatives of the college.

14. The students are expected to take proper care of the college property.
15. Every student is a member of the GAVS society and RTC family.
16. The students should not hesitate to contact the Class Teacher or the Head of the Department or the Principal for any academic issue.

### ***Course Completion Requirement for appearing in the Examination***

1. Every candidate for the D.El.Ed. Examination shall produce a certificate from the Principal for the Purpose of :
  - a) Good Conduct
  - b) Having satisfactorily completed the courses by :-
    - i) Attending 80% lectures in theory
    - ii) Attending 90% classes in practical
    - iii) Completion of requisite number of teaching practice lessons as per NCTE and JAC norms.
2. Candidates, who fail to fulfil the requirements with respect to the attendance norm, or completion of the academic course work like submission of assignments / projects / records will not be permitted to appear in the final JAC Board D.El.Ed. Examination.
3. The final JAC Board D.El.Ed. Examination will be conducted only once, at the end of the two-year training program.
4. If any fee is pending

### **Declaration of Results and Awards**

Candidates will be awarded *Division* based on the total marks in theory and practical subjects that are evaluated internally and externally. Minimum pass mark is 40%.

### ***Break up of theoretical subject marks for passing an examination***

<b>Details</b>	<b>External evaluation</b>	<b>Pass Mark</b>	<b>Internal evaluation</b>	<b>Pass Mark</b>	<b>Aggregate pass mark</b>	<b>Maximum marks</b>	<b>Total marks</b>
<b>Theoretical subjects</b>	60	24	40	16	40	1000	1400
<b>Practical subjects</b>	310	124	90	36	140	400	

<b><i>Result and Division</i></b>	<b><i>Minimum Pass Marks (560/1400)</i></b>	<b><i>Percentage of Marks</i></b>
First Division	840	60% and above
Second Division	630	45% and above but less than 60%
Third Division or Minimum pass mark	560	40%

**Note:** The student must pass separately in theoretical and practical examinations and in aggregate.

**Staff list of the College**

<i>Name of the Staff</i>	<i>Designation</i>	<i>Name of the Staff</i>	<i>Designation</i>
Dr. (Mrs) S.Krishna Kumari	Principal	Mr. Manoranjan Prasad	Head of the Dept. (D.El.Ed.)
Mr. Ranjeet Kumar	Asst. Prof.	Mrs.Chanda Bano	Asst. Prof.
Mrs Reecha Padma	Asst. Prof.	Mrs. Kumari Bhawna	Asst. Prof.
Mr. Dhananjay Mahato	Asst. Prof.	Ms. Mamta Kumari	Asst. Prof.
Mrs. Neera Kumari	Asst. Prof.	Ms. Punam Sahu	Asst. Prof.
Mrs. Sapna Kumari	Asst. Prof.	Mr. Rajinikant Singh	Asst. Prof.
Ms. Ankita D. Guria	Asst. Prof.	Mrs. K. Pushpanjali	Asst. Prof.
Mrs. Rashmi S. Bhengra	Asst. Prof.	Mrs. Radha Kumari	Asst. Prof.
Mr. Shekhar Suman	Asst. Prof.	Ms. Kamini Singh	Asst. Prof.
Mrs. Niku Kumari	Asst. Prof.	Mrs. Chhaya R.Mahato	Office Asst. cum Accountant
Mr. Subodh Kumar	Asst. Prof.	Ms. Reena K. Sinha	Librarian
Mrs. Punam Mehta	Asst. Prof.	Mr. Anjan Kumar Raju	Office Asst.
Mr. Vinod Prasad	Asst. Prof.	Mr. Brij Lal Mahto	Store Keeper
Mrs. Sunita Kumari	Attendant	Mr. Kartik Munda	Support Staff





Estd. 2014

**R.T.C. B.Ed. College**  
**(Additional D.El.Ed. Course)**  
P. H. E. D., Buti, Ranchi - 834 009

Paste your  
Passpost sized  
color  
photograph

Form No. ....

**Application Form for admission into D.El.Ed. Course**  
(Candidate should fill in the form in his/her own handwriting)

Name of the candidate (in capital letters) .....

Name in Hindi .....

Father's name .....

Mother's name .....

Complete address: H.No. .... PO ..... PS .....

Dist ..... State ..... Pin Code .....

Contact No. (1) ..... (2) .....

Date of Birth (as per Matric Board Certificate).....

Date of Birth in words .....

**Age as on 01<sup>st</sup> July, 2017:** ..... years, ..... months, ..... days

Nationality .....

Category ..... (Attach certificate wherever necessary)

**Gender:** Male / Female      **Marital Status:** Married / unmarried

**Educational qualifications**

Examination	Year of passing	Board / University	Subjects offered	Marks obtained (out of .....)	%	For office use
						Cross verified and found correct (Yes/No)
Matriculation						
IA/ISc/ICom/+2						
BA/BSc/BCom						
Others						

**Extra Curricular activities**

Participated in	Level of participation (State/National)	Certificate with grade	Certifying authority
NCC/NSS			
Sports/cultural activities			

**Date:****Place:****Full signature of the candidate****For office use only**

1. Category .....
2. Percentage of marks at intermediate or +2 level .....
3. **Age as on 01<sup>st</sup> July, 2017:** ..... completed years, ..... months, ..... days
4. Application form accepted / rejected (if rejected reason .....

Name / Signature of the verifying officer with date

Signature of the office superintendent

Signature of the Principal



Estd. 2014

**R.T.C. B.Ed. College**  
**(Additional D.El.Ed. Course)**  
P. H. E. D., Buti, Ranchi - 834 009

Paste your  
Passpost sized  
color  
photograph

Form No. ....

**Entrance Examination Admit Card**  
**(OFFICE COPY)**

Name of the candidate (in capital letters) .....  
Name in Hindi .....  
Father's name .....  
Mother's name .....  
Complete address: H.No. .... PO ..... PS .....  
Dist ..... State ..... Pin Code .....  
Contact No. (1) ..... (2) .....  
Date of Birth (as per Matric Board Certificate).....  
Date of Birth in words .....  
**Age as on 01<sup>st</sup> July, 2017: ..... years, ..... months, ..... days**  
Category .....  
Gender: Male / Female  
Marital Status: Married / unmarried  
Date & Time of entrance examination: .....  
Center for entrance examination: R.T.C. High School, P.H.E.D., Buti, Ranchi 834 009

**Signature of the Office Assistant**

**Signature of the Principal**



Estd. 2014

**R.T.C. B.Ed. College**  
**(Additional D.El.Ed. Course)**  
P. H. E. D., Buti, Ranchi - 834 009

Paste your  
Passpost sized  
color  
photograph

Form No. ....

**Entrance Examination Admit Card**  
**(CANDIDATE'S COPY)**

Name of the candidate (in capital letters) .....  
Name in Hindi .....  
Father's name .....  
Mother's name .....  
Complete address: H.No. .... PO ..... PS .....  
Dist ..... State ..... Pin Code .....  
Contact No. (1) ..... (2) .....  
Date of Birth (as per Matric Board Certificate).....  
Date of Birth in words .....  
**Age as on 01<sup>st</sup> July, 2017: ..... years, ..... months, ..... days**  
Category .....  
Gender: Male / Female  
Marital Status: Married / unmarried  
Date & Time of entrance examination: .....  
Center for entrance examination: R.T.C. High School, P.H.E.D., Buti, Ranchi 834 009

**Signature of the Office Assistant**

**Signature of the Invigilator**

**Signature of the Principal**

<u>सर्वधर्म प्रार्थना</u>	
ॐ तत् सत् श्री नारायण तू पुरुषोत्तम गुरु तू सिद्ध बुद्ध तू स्कंद विनायक सविता पावक तू	ब्रह्म मजद तू यहव शक्ति तू ईशु पिता प्रभू तू रुद्र विष्णु तू राम कृष्ण तू रहीम ताओ तू
ॐ तत् सत्.....	वसुदेव गौ विश्वरूप तू चिदानंद हरि तू अद्वितीय तू अकाल निर्भय आत्मलिंग शिव तू
ॐ तत् सत् .....	

Educational needs to be managed in the atmosphere of utmost intellectual rigor, seriousness of purpose and at the same time of freedom essential for innovation and creativity while far reaching changes will have to be incorporated in the quality and range of education. The process of introducing discipline to the system will have to be started and now in what exists. The country has placed boundaries thus in the educational system. The people have a right to expect concrete results. The first task is to make it work. All teachers should teach and students study.

National Policy on Education 1986 & 1992  
Part VII: "Making the System work"