

# **ADMISSION TO B.H.Ed. COURSE FOR THE SESSION, 2017-2019**

## **INFORMATION BROCHURE**

**DIRECTORATE OF TEACHER EDUCATION  
AND SCERT : ODISHA : BHUBANESWAR**

**Duration :**

The B.H.Ed. programme shall be of a duration of two academic years

**Working Days :**

There shall be at least 200 working days each year exclusive of the period of Examination and admission. The minimum attendance of student teacher shall have to be 80% for all course work and practicum, and 90% for school internship.

**1.0 Institution and Intake :**

Admission shall be made for the session, 2017-2019 for two-year Bachelor Degree in Hindi (B.H.Ed) Course in Hindi Teacher Training Institute, Cuttack located at Block-29, Old Secretariat, Cuttack – 753001 as per the following distribution of seats among various categories.

**2.0 Category of Candidates and Distribution of Seats :**

Sl. No.	Category	% of Reservation	Seats to be allotted	PH (03%)	Ex-serviceman (03%)	Green Card (01%)	OOT (02%)	Balance	Inservice (25%)
1.	SC	16.25	12	-	-	-	-	12	-
2.	ST	22.50	17	1	1	-	1	14	-
3.	SEBC	11.25	8	-	-	-	-	8	-
4.	Unreserved	50.00	38	1	1	1	1	34	-
<b>Total</b>		<b>100%</b>	<b>75</b>	<b>02</b>	<b>02</b>	<b>01</b>	<b>02</b>	<b>68</b>	<b>25</b>

- In case of non-availability of eligible candidates in any one PH category (VI, HI, OH) and OOT (Andhra Pradesh, West Bengal, Jharkhand, Chhattisgarh) Categories, the vacant seats will be filled up by the other PH and OOT category candidates respectively.
- The candidates seeking admission for different special reserved category are required to apply separately for each special reservation.
- **The seats earmarked for special reserved candidates (if the specific categories of candidates are not available) and In-service candidates (if eligible candidates are not sponsored by Director, Secondary Education) shall be converted and added to total number of seats for direct admission under UR category.**
- In no case SC / ST vacant seats shall be filled up by candidates from other categories

**3.0 Eligibility :**

The candidates both fresh and In-service must fulfill all the eligibility conditions given below.

**3.1 The applicants must have passed**

- a) B.A. / B.Sc. Examination conducted by recognized Universities having Hindi as an elective / pass / Honours subject with 50% marks / or in the master's degree in the concerned subject and SC / ST / SEBC and PH candidates should have 45% marks in the Bachelor's degree exam or in the Master's degree.

**OR**

b) Candidates passing B.A. / B.Sc. Examination without Hindi as an elective / pass / Honours subject with the aforesaid percentage of marks in aggregate must have passed Rastra Bhasa Ratna from Rastra Bhasa Prachar Samiti, Wardha / Shastri from Odisha Rastra Bhasa Parishad, Puri / Snatak (up to June, 2005 the date up to which temporary recognition has been granted) to be considered eligible to apply for the course..

3.2 She / he must have offered Odia as MIL up to HSC level or any such equivalent or higher examination or have passed Odia as a subject in single subject examination conducted by BSE, Odisha of HSC standard or should have passed HSC examination of BSE, Odisha in Odia medium with MIL other than Odia. Such candidates who have passed HSC examination of BSE, Odisha without Odia as MIL should produce a certificate to the effect from the Headmaster of the concerned school that he / she has passed High School Examination in Odia medium.

**N.B. : The Candidates who have appeared the last qualifying examination i.e. Graduation (whose results are yet to be published) are also eligible to apply with a pre-condition that their selection for candidature shall only be considered for admission if they secure the required percentage of marks as mentioned under eligibility criteria at Para 3.1 above during the time of Counselling.**

3.3 The age limit as on 30.06.2017 :

For SC, ST and SEBC Candidates	<b>35 years</b>	She / he should not have born before 30.06.1982
For Women Candidates of all categories	<b>35 years</b>	She should not have born before 30.06.1982
For General Candidates	<b>30 years</b>	He should not have born before 30.06.1987
For PH Candidates	<b>40 years</b>	She / he should not have born before 30.06.1977

**Note** : The upper age limit is inclusive of age relaxation for relevant groups as admission under rules

3.4 **Residential Certificate :**

- The candidates except Outlying Odia Tract (OOT) category must be permanent residents of Odisha. To that effect each candidate shall furnish a permanent residential certificate (issued after 30.06.2016) in the prescribed format issued in favour of him / her by the Tahasildar / Additional Tahasildar concerned.

3.5 **Caste Certificate :**

- In case of SC, ST and SEBC candidates, the Caste Certificate should be issued by the concerned Tahasildar / Additional Tahasildar. **The Caste Certificate shall be considered by virtue of birth only (Caste by marriage or adoption will not be considered).**

### 3.6 PH Certificate :

- Disability type-wise reservation of seats shall be made for the candidates under this category – Blind: 1%, Deaf: 1% and Orthopedically Handicapped: 1% as per Resolution No. 3404 – 2R / 1 – 3 / 2004/Gen dated 13.02.2006 of the GA Department, Odisha.
- The Blind and orthopedically handicapped candidates with disability of minimum 40% are eligible to apply.
- The Hearing Impaired candidates with disability of minimum loss of hearing of 40% or more are eligible to apply.
- Such candidates are required to submit PH Certificate issued in their favour in the prescribed form by District Medical Board. Candidates in possession of temporary disability certificate shall submit their latest renewal certificates. The candidates cannot claim reservation in two types of disabilities to fulfill the minimum percentage of disability.
- The selected candidates shall be referred immediately to the Appellate Medical Board constituted at SCB Medical College, Cuttack / MKCG, Berhampur (RDC Division-wise) for verification.
- **On the basis of the report of the Appellate Medical Board, the candidate who would be suggested by it having 40% or more than 40% disability shall be given admission. If the degree of disability shall found to be less than 40% by the Appellate Medical Board, the provisional selection of candidate under PH Category shall be cancelled.**
- However, such candidates shall pursue their studies within the existing facilities available in the institutions until special provisions are made for them.
- During examination, 20 minutes compensatory time per hour shall be allowed.
- If a candidate desires to take scribe of his own or wants the provision of a Scribe from the Examination Centre, he / she shall intimate the concerned Head of the Examination Centre one day before for making necessary arrangements.
- The Head of the Examination Centre shall verify the PH certificate of the candidate before allowing the candidate to use the Scribe as well as the identity proof of the Scribe, if arranged by the candidate himself.
- All PH candidates shall be allowed to give examination in the ground floor only.
- All other conditions mentioned in the letter No. WCD-DW1-Misc.1/2013 – 18357/CS (W&CD) dated 17.09.2013 shall be followed.

### 3.7 OOT Candidates :

- Candidates from the Outlying Odia speaking Tracts of Andhra Pradesh, Jharkhand, Chhatisgarh and West Bengal with required academic qualification / conditions as indicated above are eligible to apply.
- They are required to submit permanent Residential Certificate to that effect in their favour by the competent authority of their respective state.
- Only those candidates who have pursued their studies up to High School Certificate Examination in their respective states will be considered for selection under the Outlying Odia Speaking Tract quota.

- They should have passed Odia as a subject of study in HSC examination or any such equivalent or higher examination or have passed Odia as a subject in special examination conducted by BSE, Odisha of HSC standard

### **3.8 Kashmir Migrant:**

- The following type of relaxation will be admissible in case Kashmir Migrants in the matter of their admission (vide Government letter No. 6110 / SME dated 15.04.2010)
- Extension of date of admission by about 30 days.
- Relaxation in cut-off percentage up to 10% subject to minimum eligibility requirement.
- Increase in intake capacity up to 5% - course – wise.
- Reservation of at least one seat in merit quota in technical / professional institutions.
- Waiving of domicile requirements
- Facilitation of migration in second and subsequent years .

### **3.9 Ex-servicemen Candidates :**

- The person who is retired from Defence service (Army, Navy and Airforce) is to be considered as Ex-serviceman except Central Army Police Force (CAPF). The son / unmarried daughter / spouse of Ex-serviceman including self are eligible to apply on submission of Certificate issued by the Rajya Sainik Board, Nageswar Tangi, Odisha, Bhubaneswar in favour of his / her parents / spouse at the time of filling up of the Online Application Form. The certificate must reflect the name of ex-serviceman, the date of entry to the defence service and retirement, his relationship with the candidate, seal and signature of the concerned authority.

### **3.10 Green Card Holder Candidates :**

- The candidates under this category are eligible to apply (as per Government Resolution No.29055/HFW dated 09.11.2012) on submission of the prescribed Green Card of Health and Family Welfare Department, Government of Odisha issued by CDMO concerned.
- **The Green Card holder shall be treated under this category provided the dates of operation of parents are prior to 09.11.2012.**
- **The name and date of birth of the candidate and name of the parents written on Green Card must be same as reflected in HSC certificate of the candidate.**

### **3.11 In-service Candidates:**

There will be no Entrance Test for In-service Candidates.

#### **Eligibility :**

- **General** candidates having **50% marks** and reserved category i.e. **SC, ST, SEBC, PH** having **45% marks** , in aggregate, either in Bachelor's Degree and / or in the Master's Degree or any other qualification equivalent thereto are eligible to apply.
- Untrained in-service Hindi teachers validly appointed on regular basis against the sanctioned yardstick TGT posts in Government / Government Aided / Recognized High Schools and continuing as such are eligible to apply.

- The untrained qualified teachers who have been appointed by the competent authority as per rule and having NCTE prescribed percentage of marks in their last qualifying examinations (50% / 45% for unreserved / reserved category candidates) are eligible to be enrolled for professional training.
- The Director Secondary Education shall draw up a district-wise and school-wise list of untrained teachers posted against sanctioned and approved TGT posts/Hindi Teachers in recognised Govt. Aided/Block Grant High Schools and send it to the Director, TE and SCERT before the commencement of training for 2017-18 in the structured format prepared for compilation of teacher specific data.
- The Director Secondary Education shall sponsor the names of genuine untrained teachers, strictly on the basis of their seniority, to be admitted against the earmarked Twenty-five (25) percent seats in Secondary Teacher Education Institutions (HTTI, Cuttack). The number of candidates belonging to different social categories (SC/ST/SEBC/General) to be sponsored shall be in proportion to their number in the total number of untrained teachers. In case sponsored untrained teachers do not join the training programme, their claim for training shall not be reconsidered.
- The period of training shall be treated as study leave without pay. The period, however, shall be counted towards qualifying year of service.
- The cost of training shall be borne by the concerned candidate. In no way the Government shall be liable for any additional financial burden in this score.
- The concerned candidates shall furnish an undertaking to the effect that he/she shall serve under the Department at least for a period of ten years subject to his/her date of superannuation.
- For such teachers, there shall be no need for online submission of application. However these In-service teachers will be required to apply online for consideration of their candidature..

#### **4.0 Modalities of Entrance Test :**

The Entrance Test for the B.H.Ed. Course shall be conducted in two papers. Both the papers are compulsory :

**Paper I** consists of Language (English), General Awareness, Reasoning and Teaching Aptitude. This Section shall be of 50 marks. There shall be 50 questions, each carrying one (01) mark. All the questions shall be of multiple choice type.

**Paper II** consists of two method subjects i.e. Hindi and Odia. The total mark shall be 100, each subject carrying 50 marks. There shall be fifty questions in each of the subjects. Each question shall be of multiple choice type carrying one (01) mark.

**Duration of the Test :** 2½ hours duration. All the questions will be of multiple choice type with four options.

**Negative Marking :** The performance of the candidates shall be evaluated both on the basis of correct and incorrect responses recorded on the OMR sheet. **For every incorrect response, 0.25 mark shall be deducted from the marks secured by the candidate for correct responses.**

**More than one response to a question shall be considered incorrect and negative mark will be awarded.**

**Time and Date of Entrance Test : 02.00 p.m. to 04.30 p.m. on 09.07.2017 (Sunday)**

After Entrance Test is over, the Scoring Key shall be made available in the web-site.

### DETAILED SYLLABUS

The following is the distribution of marks and the broad areas under each aspect.

#### **Paper I : 50 Marks**

Language (English)	Comprehension, Vocabulary & Usage	<b>10 Marks</b>	<b>10 Items</b>
Education & General Awareness	Everyday science, Political system and happenings, General information, Educational committees and commissions, Educational policies and initiatives, Agencies working for education	<b>10 Marks</b>	<b>10 Items</b>
Reasoning	Logical and Analytical Reasoning	<b>10 Marks</b>	<b>10 Items</b>
Teaching Aptitude	Solving problem of educational context, managing classroom and learning, Learner and learning related issues, goals of education, role of various agencies and organization in management of education, issuing related to teaching-learning strategies.	<b>20 Marks</b>	<b>20 Items</b>
<b>Total</b>		<b>50 Marks</b>	<b>50 Items</b>

**Paper II** shall consist of subject based test and it will be of 100 marks. Each subject (Hindi and Odia) shall carry 50 marks. There shall be fifty questions in each of the subjects. Each question carries one mark. All the questions are of multiple choice type.

#### **Paper II : 100 Marks**

	<b>100 marks</b>	<b>No. of Items</b>
Hindi	50 marks	50
Odia	50 marks	50

#### **Odia :**

- Comprehension – Unseen text
- Odia Dhvani, Odia Vocabulary – Word formation and syntax Spelling and Punctuation
- Grammar (Karaka, Bibhakti, Samasa)

#### **Hindi :**

##### **I : History of Hindi Literature:**

Samanya parichaya : Kal bibhajan  
Mukhya Pravrittian, Pramukh Kavi  
Aur Sahityakar tatha unki mukhya  
Kritiyan (Ten questions –one mark each)

##### **II : Hindi Literature :**

Samanya Parichaya :

- (a) Kabir, Sur, Tulasi, Maithilisan, Prasad, Pant, Nirala, Dinkar, Bacchan, Subhadrakumari, Nagarjun, Agneya .

- (b) Premachand, Mahadevi, Mannubhandari, Harishankar Parasai, Ramachandra Shukla, Hazariprasad Dwivedi (Ten questions–one mark each)

### **III : Comprehension :**

Unknown Text (Five questions one mark each)

### **IV : Grammar :**

- (a) Dhvani and Varnamala  
(b) Different kinds of words (paryaya bachi, sandhisamas, anek sabdonke liye ek, villom, anekarthi, upasarga, pratyaya etc.)  
(c) Nouns – Number, gender, Adjectives  
(d) Karak, Bibhakti, Kriya ke kal, mukhya kriyayen, kriya vishesan  
(e) Popular muhaware, vakya (twenty-five questions – one mark each)

### **5.0 Instructions for the Candidates :**

- The candidates are required to take their seats in the Examination Hall 30 minutes before the commencement of the examination.
- The candidates are required to occupy the seats allotted to them. The candidates are not allowed to change their seats or examination halls.
- No candidate will be allowed to enter the Examination Centre and take examination after the commencement of the examination.
- They are required to bring with them the Admit Card, Blue / Black ball point pen. No other document, textual materials, calculators or any other electronic gadget, Log tables, Mobile Phone, plain papers etc. are allowed inside the examination hall.
- They are not allowed to bring baggage / luggage to the venue of the examination. The Centre Superintendent shall not be responsible for the loss of any such belongings of the candidates.
- Smoking, eating and drinking of tea, coffee, cold drinks etc. inside the examination hall are strictly prohibited.
- The candidates will be given the OMR sheets, 15 minutes before the commencement of examination. They are required to fill up the particulars in the OMR sheet by using blue / black ball point pen only. Use of pencil or any other writing material is not allowed.
- The test booklet will be supplied 3 minutes before the commencement of the examination. The candidates are not allowed to open the test booklets before the commencement of the examination.
- In case of any discrepancy, they should immediately report the matter to the Invigilator.
- The candidates are not allowed to leave the examination hall before the Answer Sheets are collected and counted by the Invigilator.
- The candidates are required to strictly adhere to the rules of examination. Any candidate found to have resorted to unfair means or misconduct in the examination hall shall be expelled from the examination hall on the spot and his / her examination shall be cancelled. Criminal Proceedings may be initiated against the candidates misbehaving with the Invigilators and attempting to disrupt the conduct of examination.



## 6.0 Selection and Placement :

### A. Pre-service :

State Level Selection of all categories of candidates shall be made through **Entrance Test** on the basis of their marks secured in Entrance Test.

The result of the Entrance Test does not ensure the confirmation and guarantee of admitting the student to the Course as it is subject to verification of the authenticity and appropriateness of the documents.

Selection and placement of candidate shall be made purely on the basis of marks secured by him / her in the Entrance Test. Merit list shall be published on the basis of the result of Entrance Test both category-wise and subject-wise. In case of tie, the higher percentage of marks at Graduation Level shall be taken into consideration. If the Graduation Mark becomes tie, in that case, the candidate who born earlier will come first in the Merit List.

**N.B. : The selected PH candidates shall be immediately referred to Appellate Medical Board, SCB Medical College, to verify the genuineness and authenticity of their disability. On the basis of the report of the Appellate Medical Board, the admission shall be given to the candidates suggested by it. The authority of the Appellate Medical Board shall be requested to submit their verification report within 15 days of time in order to ensure the admission of candidate.**

### B. In-service Candidates :

- Inservice teachers are not required to appear the Entrance Test. Their selection will be made on the basis of their service seniority approved by the Director, Elementary Education / Secondary Education .
- All in-service teachers will take print out of the Application Form after filling up of the Application Form Online. The in-service teachers should submit their Application Form along with all required documents as mentioned at Para 9.0 to their respective Block Education Officers / District Education Officers respectively as the case deemed fit to be, within the stipulated date. Their applications will be forwarded to the Director, Elementary Education / Secondary Education by Block Education Officers / District Education Officers.
- The In-service Teachers should submit their Online Application Form along with required documents to their respective District Education Officers duly countersigned by the Headmaster concerned (**Refer Time Schedule**). Their application forms will be forwarded to the Director, Secondary Education by the District Education Officers (**Refer Time Schedule**). **The filled in Application Form of any In-service Teacher will not be entertained directly from District Education Officer or the candidate at HTTI, Cuttack.**
- Director, Secondary Education, Odisha will submit the final selected list of in-service candidates to the Director, TE and SCERT, Odisha (**Refer Time Schedule**).

## 7.0 How to obtain Information Brochure and Application Form :

- The Information Brochure and Online Application Form is available in the website : [www.scertodisha.nic.in](http://www.scertodisha.nic.in) or [www.scertodishaadmission.in](http://www.scertodishaadmission.in)
- Syllabus of the entrance examination is available in the website as well as in the Information Brochure
- General and SEBC category candidates are required to pay **Rs. 400.00** (*Rupees Four Hundred only*). *SC and ST category candidates are required to pay Rs. 200.00 (Rupees Two Hundred Only)*. The candidates are required to make the payment through **Debit Card / Credit Card / Net Banking / Bank Deposit in Axis Bank**

## 8.0 Selection Authority :

- State Level Selection List of all categories of candidates is to be published by the computer firm on the basis of Entrance Test marks and shall be approved by the admission committee constituted for the Entrance Test in the Directorate of TE and SCERT before admission.

## 9.0 Documents to be submitted at the time of Admission :

### For Fresh Candidates

- Admission Fees of **Rs. 7800.00 (in Cash)**
- Downloaded Online Application Form
- Downloaded Intimation and Placement Letter
- Two Passport size photographs
- All Certificates, Marksheets and documents, as applicable with one set of self-attested xerox copy
- Equivalency Certificate in case of any Degree obtained from University outside Odisha
- CLC and Conduct Certificate issued by the Institution last attended
- Certificate of Headmaster of the school to the effect that he / she has passed HSC in Odia medium in case he / she passed from Board of Secondary Education, Odisha without Odia as MIL
- **Residential Certificate** issued by Tahasildar / Additional Tahasildar
- **Caste Certificate** in case of SC, ST and SEBC candidates **by virtue of birth only not by marriage or adoption**
- **PH Certificate** in case of PH candidates
- **Ex-serviceman Certificate** in case of son / daughter / spouse of Ex-serviceman
- **Green Card** in case of Green Card Holder

### For In-service candidates

All in-service candidates shall submit the photocopies of the following documents attested by the Headmasters / Headmistress as mentioned below along with their application forms to the concerned District Education Officer.

- Admission Fees of **Rs. 7800.00 (in Cash)**
- Downloaded Online Application Form
- Downloaded Intimation and Placement Letter
- All Certificates and Mark sheets in original

- Two coloured Passport size photographs
- Challan in support of payment at the time of Online Application
- Copy of the appointment letter and joining letter
- Copy of the Service Continuance Certificate
- Copy of the first and last page of the Service Book in case of teachers serving in Government / Government aided schools
- Copy of the approved management at the time of appointment of in-service candidates
- Copy of the resolution of Management in case of Non-Government and non-aided recognized schools showing that the appointment has been regularized
- Copy of application for obtaining Class X recognition and subsequent renewal of recognition till date wherein the name of the concerned teachers has been mentioned year-wise till date duly countersigned by concerned District Education Officer
- Copy of the Caste Certificate for claiming reservation under SC / ST /SEBC categories shall be submitted
- The in-service candidates shall have to submit an affidavit to the effect that he / she shall continue in the school in question, for a period of at least 10 years after completion of his / her B.H.Ed. training
- One set of Xerox copies of all certificates.

#### 10.0 Fees :

##### Institution Fees at the time of Admission :

	For 1 <sup>st</sup> Year	For 2 <sup>nd</sup> Year
Admission Fee	44.00	--
Tuition Fee	528.00	528.00
Students Council	50.00	50.00
Caution Money (Refundable)	300.00	--
Magazine	200.00	200.00
College Calendar	100.00	100.00
Identity Card	100.00	--
Games and Sports	200.00	200.00
Common Room	100.00	100.00
Dramatic Society	200.00	200.00
Community Fund	100.00	100.00
Electric Maintenance	200.00	200.00
Audio-Visual Society	200.00	200.00
Office Contingency	300.00	300.00
Electric Consumption for two buildings	400.00	400.00
Water Charges and Others	200.00	200.00
Furniture Purchasing	600.00	600.00
Telephone	200.00	200.00
Garden Fund	50.00	50.00
Cultural Forum	100.00	100.00
Planning Forum	50.00	50.00
Library Development	400.00	400.00
Laboratory Development	200.00	200.00
Furniture Maintenance	200.00	200.00
Film and Photography	100.00	100.00

Research / Seminar	300.00	300.00
Students' Welfare	50.00	50.00
Students' Aid Fund	50.00	50.00
SUPW Contingency	100.00	100.00
Field Trip / Study Tour	200.00	200.00
Institution Betterment	675.00	675.00
Computer Purchasing and Maintenance	600.00	600.00
Web-site Launching and Updating	400.00	400.00
Internet Launching & Maintenance	300.00	300.00
Insurance Fee	3.00	3.00
<b>Total</b>	<b>7800.00</b>	<b>7356.00</b>

However, in case of PH candidates, only tuition fees and Admission fees will be exempted for the following categories of disabled students:

- *Blind students who have used Braille for studies*
- *Deaf candidates with disability of more than 75%*
- *Orthopedically handicapped students with disability of more than 75%*

#### 11.0 Interpretation :

Interpretation of any of the rules of admission by the Director, TE and SCERT, Odisha shall be final and binding.

