



## Rules and Regulations of B.Ed. Course Palamuru University, Mahabubnagar With effect from the Academic Year 2015 – 16

All the rules and regulations, herein after, specified should be read as a whole for the purpose of interpretation.

### I. Admission

A candidate for admission to two year (4 – semesters) B.Ed. Course has to qualify at the Education Common Entrance Test (Ed.CET) conducted by the Telangana State Council of Higher Education, Government of Telangana for the concerned academic year. The candidates will be admitted strictly in accordance with the merit secured at the entrance examination, keeping in view the rules and regulations in force in respect of the statutory reservation of seats under various categories of candidates.

### II. Curriculum Transaction

Curriculum includes theory, engagement and practicum. Engagement includes seminars, discussions, assignments, case studies, field experience, etc. It also provides space for Enhancement of Professional Capacities (EPCs). This curriculum also provides an enriched experience to prepare teachers with professionalism through microteaching, & reflective teaching at the institutional level and 20 weeks (120 days) of internship in the school.

Semesters	Theory + Field engagement	Practicum			Total no. of days
		EPC	Internship	Micro & Reflective teaching	
First	83	11	06	-	100
Second	50	2	24	24	100
Third	17	17	66	-	100
Fourth	61	15	24	-	100
Grand total	211	45	120	24	400

### III. STRUCTURE OF B. Ed. COURSE – 2015 – 16

#### **Semester – I**

##### **A. Theory**

EDN – 01 - Paper - I	Philosophical Perspectives of Education
EDN -02 – Paper – II	Sociological Perspectives of Education
EDN-03 – Paper – III	Psychology of Childhood and Adolescence
EDN-04- Paper – IV(a)	Pedagogy of a school subject ( I / II Method ) ( Mathematics , Social Sciences, Biological Science)
EDN-05-Paper – V (a)	Pedagogy of a school subject ( I / II Method ) ( Languages, Physical Science )

##### **B. Practicum**

EDN 06 ( EPC1) – Paper - VI	Self Development (Communicative English, Life Skills & Yoga)
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##### **C. Internship – Phase I: 1 week**

EDN-07-Paper-VII (a) Teaching)	Observation Record (Observation of Regular Teachers
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#### **Semester – II**

##### **A. Theory**

EDN-04-Paper-IV (b)	Pedagogy of a school subject ( I / II Method ) ( Mathematics , Social Sciences, Biological Science)
EDN-05-Paper-V (b)	Pedagogy of a school subject ( I / II Method ) ( Languages, Physical Science )
EDN-08-Paper-VIII	Assessment for Learning

##### **B. Practicum**

EDN-09-Paper-IX	Microteaching & Reflective Teaching ( I / II Method)
EDN-10-Paper-X	Microteaching & Reflective Teaching ( I / II Method)
EDN 11 (EPC2) – Paper -XI (a)	ICT Mediation in Teaching – Learning

##### **C. Internship – Phase II: 4 weeks**

EDN-12-Paper-XII (a)	Teaching Practice-Period plan Record (10 lessons) ( I / II Method)
EDN-13-Paper-XIII (a)	Teaching Practice-Period plan Record (10 lessons) ( I / II Method)

#### **Semester – III**

##### **A. Theory**

EDN-14-Paper-XIV	School Organization and Management
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##### **B. Practicum**

EDN 11 (EPC2) – Paper -XI (b)	ICT Mediation in Teaching – Learning
EDN-15 (EPC 3) - Paper-XV	Drama & Art in Education

### C. Internship – Phase III: 11 weeks

EDN-12-Paper-XII (b) Method)	Teaching Practice-Period plan Record (30 lessons) ( I / II
EDN-13-Paper-XIII (b) Method)	Teaching Practice-Period plan Record (30 lessons) ( I / II
EDN-12-Paper-XII (c)	Practical Examination – Final Lesson ( I / II Method)
EDN-13-Paper-XIII (c)	Practical Examination – Final Lesson ( I / II Method)

### Semester – IV

#### A. Theory

EDN-16-Paper-XVI	Health & Physical Education
EDN-17- Paper – XVII	Contemporary Education in India
EDN-18-Paper –XVIII	Inclusive Practices
EDN-19 -Paper-XIX	Environmental Education: Issues and Concerns
EDN-20 -Paper-XX	* Electives:
	1. Peace Education
	2. Practical ethics
	3. Guidance and counseling
	4. Entrepreneurship Training
	5. Tribal Education
	6. Classroom Management & Organization
	7. Disaster Management Education

#### B. Practicum

EDN 21-(EPC 4) Paper-XXI	Reflective Reading
EDN 11-Paper- XI (c)	ICT Mediation in Teaching – Learning

### C. Internship – Phase IV: 4 weeks

EDN-07-Paper VII (b)	Reflective Journal Research-based Report (Action Research) Community experience – based Report (Awareness camps, Rallies & Field Trips; School Management Committees (SMCs), PTA meetings and other school records e- portfolio, CCE
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**Engagement:** Seminar, Project / Discussions / Field based stories / study circles / Science clubs / Forums / Observations of Society, School, home on various issues and fieldwork.

**EDN 11 (EPC2) – Paper - XI:** ICT Mediation in Teaching – Learning: Spread across 2, 3 & 4 Semesters of 12, 36 & 12 periods respectively to facilitate its integration with Pedagogy during Internship.

**Paper VII, XII, XIII** – deals with School internship and related field experience

\* A minimum of 20 students should be there to offer any elective.

Theory 1 credit @ 1 hour/week

Practicum 1 credit @ 2 hours/week

Internship 1 credit @ week.

IV. CREDITS OF THE COURSE B.Ed. 2015 - 16

<b>Semester - I</b>		<b>Credits</b>		
<b>A. Theory</b>		<b>Theory</b>	<b>Practicum</b>	<b>Total</b>
EDN – 01 Paper - I	Philosophical Perspectives of Education	4	1	5
EDN – 02 Paper - II	Sociological Perspectives of Education	4	1	5
EDN – 03 Paper - III	Psychology of Childhood and Adolescence	4	1	5
EDN – 04 Paper - IV(a)	Pedagogy of a school subject (I / II Method ) ( Mathematics , Social Sciences, Biological Science)	4	1	5
EDN – 05 Paper -V (a)	Pedagogy of a school subject ( I / II Method) ( Languages, Physical Science )	4	1	5
<b>Sub-total</b>		<b>20</b>	<b>5</b>	<b>25</b>
<b>B. Practicum</b>				
EDN 06 ( EPC1) – Paper - VI	Self Development (Communicative English, Life Skills & Yoga)		2	
<b>C. Internship – Phase I: 1 week</b>				
EDN 07 – Paper - VII (a)	Observation Record (Observation of Regular Teachers Teaching) & Visit to different Institutions		1	
<b>Sub-total</b>			<b>3</b>	
<b>Total</b>	<b>Theory + Practicum</b>			<b>28</b>
<b>A. Theory</b>		<b>Semester – II</b>		
EDN – 04 Paper - IV (b)	Pedagogy of a school subject (I / II Method ) ( Mathematics , Social Sciences, Biological Science)	4	1	5
EDN – 05 Paper - V(b)	Pedagogy of a school subject ( I / II Method) ( Languages, Physical Science )	4	1	5
EDN – 08 Paper - VIII	Assessment for Learning	4	1	5
<b>Sub total</b>		<b>12</b>	<b>3</b>	<b>15</b>
<b>B. Practicum</b>				
EDN 09 – Paper - IX	Microteaching & Reflective Teaching (I / II Method)		1	
EDN 10 – Paper - X	Microteaching & Reflective Teaching ( I / II Method)		1	
EDN 11 ( EPC2) – Paper -XI(a)	ICT Mediation in Teaching - Learning			
<b>C. Internship –Phase II: 4 weeks</b>				
EDN 12 – Paper - XII ( a)	Teaching Practice – Period plan Record (10 lessons)		2	
EDN 13 – Paper - XIII (a)	Teaching Practice – Period plan Record (10 lessons)		2	
<b>Sub-total</b>			<b>8</b>	
<b>Total</b>	<b>Theory + Practicum</b>			<b>23</b>
<b>A. Theory</b>		<b>Semester - III</b>		
EDN – 14 Paper - XIV	School Organization and Management	4	1	5
<b>Sub-total</b>		<b>4</b>	<b>1</b>	<b>5</b>
<b>B. Practicum</b>				
EDN 11 ( EPC2)	ICT Mediation in Teaching - Learning			

– Paper - XI(b)				
EDN-15 (EPC 3) - Paper-XV	Drama & Art in Education		2	
<b>C. Internship –Phase III: 11 weeks</b>				
EDN 12 – Paper - X II(b)	Teaching Practice – Period plan Record (30 lessons)		5.5	
EDN 13 – Paper - XIII (b)	Teaching Practice – Period plan Record (30 lessons)		5.5	
<b>Sub-total</b>			<b>13</b>	
<b>Total</b>	<b>Theory + Practicum</b>			<b>18</b>
<b>A. Theory</b>		<b>Semester - IV</b>		
EDN – 16 Paper – XVI	Health & Physical Education	2	1	3
EDN – 17 Paper – XVII	Contemporary Education in India	4	1	5
EDN – 18 Paper – XVIII	Inclusive Practices	2	1	3
EDN – 19 Paper – XIX	Environmental Education: Issues and Concerns	2	1	3
EDN – 20 Paper – XX	<b>* Electives</b> 1. Peace Education 2. Practical ethics 3. Guidance and counseling 4. Entrepreneurship Training 5. Tribal Education 6. Classroom Management & Organization 7. Disaster management Education	2	1	3
<b>Sub-total</b>		<b>12</b>	<b>5</b>	<b>17</b>
<b>B. Practicum</b>				
EDN 21 ( EPC4) – Paper - XXI	Reflective Reading		2	
EDN 11 Paper – XI(c)	ICT Mediation in Teaching - Learning		2	
<b>C. Internship – Phase IV: 4 weeks</b>				
EDN 07 – Paper - VII (b)	Reflective Journal Research-based Report (Action Research) Community experience – based Report (Awareness camps, Rallies & Field Trips; School Management Committees (Monitoring), PTA meetings and other school records e-Portfolio; and CCE		4	
<b>Sub-total</b>			<b>8</b>	
<b>Total</b>	<b>Theory + Practicum</b>			<b>25</b>

	<i>Theory</i>	<i>Practicum</i>	<i>Total Credits</i>
<b>Semester - I</b>	<b>20</b>	<b>8</b>	<b>28</b>
<b>Semester - II</b>	<b>12</b>	<b>11</b>	<b>23</b>
<b>Semester - III</b>	<b>5</b>	<b>13</b>	<b>18</b>
<b>Semester - IV</b>	<b>17</b>	<b>8</b>	<b>25</b>
<b>Grand Total</b>	<b>54</b>	<b>40</b>	<b>94</b>

**Field Engagement:** Seminar, Project / Discussions / Field based stories / study circles / Science clubs / Forums / Observations of Society, School, home on various issues and fieldwork.

**EDN 11 (EPC2) – Paper - XI:** ICT Mediation in Teaching – Learning: Spread across 2, 3 & 4 Semesters of 12, 36 & 12 periods respectively to facilitate its integration with Pedagogy during Internship.

**Paper VII, XII, XIII** – deals with School internship and related field experience

\* A minimum of 20 students should be there to offer any elective.

Internship 1 credit @ week.

## V. SCHEME OF INSTRUCTION – B.Ed. Course

Syllabus Ref. No.	Subject	Instructional Days	Scheme of instruction		Grand total hours
			Hours per week	Total hours	
<b>A. Theory</b>		<b>Semester - I</b>			
EDN – 01	Paper I	16.66	6	100	
EDN-02	Paper II	16.66	6	100	
EDN-03	Paper III	16.66	6	100	
EDN-04	Paper IV(a)	16.66	6	100	
EDN-05	Paper V (a)	16.66	6	100	
<b>Sub-total</b>		<b>83</b>	<b>30</b>	<b>500</b>	
<b>B. Practicum</b>					
EDN 06( EPC1)	Paper - VI	11	3.84	64	
<b>C. Internship – Phase I: 1 week</b>					
EDN 07 –	Paper - VII (a)	6	2.16	36	
<b>Sub-total</b>		<b>17</b>	<b>6</b>	<b>100</b>	
<b>Total</b>	<b>Theory + Practicum</b>	<b>100</b>	<b>36</b>	<b>600</b>	<b>600</b>
<b>A. Theory</b>		<b>Semester – II</b>			
EDN – 04	Paper - IV (b)	16.66	6	100	
EDN – 05	Paper - V(b)	16.66	6	100	
EDN – 09	Paper - IX	16.66	6	100	
<b>Sub-total</b>		<b>50</b>	<b>18</b>	<b>300</b>	
<b>B. Practicum</b>					
EDN 09 –	Paper - IX	12	4.32	72	
EDN 10 –	Paper - X	12	4.32	72	
EDN 11( EPC2)	Paper - XI(a)	2	0.72	12	
<b>C. Internship – Phase II: 4 weeks</b>					
EDN 12 – a	Paper - X II( a)	12	4.32	72	
EDN 13 – a	Paper - XIII(a)	12	4.32	72	
<b>Sub-total</b>		<b>50</b>	<b>18</b>	<b>312</b>	
<b>Total</b>	<b>Theory + Practicum</b>	<b>100</b>	<b>36</b>	<b>600</b>	<b>600</b>
<b>A. Theory</b>		<b>Semester - III</b>			
EDN – 14	Paper - XIV	16.66	6	100	
<b>Sub-total</b>		<b>16.66</b>	<b>6</b>	<b>100</b>	
<b>B. Practicum</b>					
EDN 11( EPC2)	Paper - XI(b)	6	2.24	37	
EDN 15 (EPC3)	Paper – XV	11	4	67	
<b>C. Internship – Phase III: 11 weeks</b>					
EDN 12 – b	Paper - XII ( b)	33	11.88	198	
EDN 13 – b	Paper - XIII (b)	33	11.88	198	
<b>Sub-total</b>		<b>83</b>	<b>29.84</b>	<b>500</b>	
<b>Total</b>	<b>Theory + Practicum</b>	<b>100</b>	<b>36</b>	<b>600</b>	<b>600</b>
<b>A. Theory</b>		<b>Semester - IV</b>			
EDN – 16	Paper – XVI	16.66	6	100	
EDN – 17	Paper – XVII	11.11	4	66	
EDN – 18	Paper – XVIII	11.11	4	66	
EDN – 19	Paper – XIX	11.11	4	66	
EDN – 20	Paper – XX	11.11	4	66	
<b>Sub-total</b>		<b>61</b>	<b>22</b>	<b>364</b>	
<b>B. Practicum</b>					
EDN 21 (EPC4)	Paper - XXI	11	3.84	64	
EDN 11(EPC2)	Paper – XI(c)	2	0.87	14	
<b>C. Post – Internship –Phase IV: 4 weeks</b>					
EDN 08	Paper - VIII (b)	26	9.48	158	
<b>Sub-total</b>		<b>39</b>	<b>14</b>	<b>236</b>	
<b>Total</b>	<b>Theory + Practicum</b>	<b>100</b>	<b>36</b>	<b>600</b>	<b>600</b>

	<i>Days</i>	<i>Hour / week</i>	<i>Hours / semester</i>
<b><i>Semester - I</i></b>	<b>100</b>	<b>36</b>	<b>600</b>
<b><i>Semester - II</i></b>	<b>100</b>	<b>36</b>	<b>600</b>
<b><i>Semester - III</i></b>	<b>100</b>	<b>36</b>	<b>600</b>
<b><i>Semester - IV</i></b>	<b>100</b>	<b>36</b>	<b>600</b>
<b>Grand Total</b>	<b>400</b>		<b>2400</b>



## VI. SCHEME OF EXAMINATION

Syllabus Ref. No.	Subject	Hours of Exam.	Marks		Total
			Univ. Exam	Int. Exam	
<b>Theory Semester - I</b>					
EDN – 01	Paper I	3	70	30	100
EDN-02	Paper II	3	70	30	100
EDN-03	Paper III	3	70	30	100
EDN-04	Paper IV(a)	3	70	30	100
EDN-05	Paper V (a)	3	70	30	100
<b>Sub-total</b>			<b>350</b>	<b>150</b>	<b>500</b>
<b>Practicum</b>					
EDN 06( EPC1)	Paper - VI	1 ½	35	15	50
<b>Internship – Phase I: 1 week</b>					
EDN 07 –	Paper - VII (a)			50	50
<b>Sub-total</b>					<b>100</b>
<b>Total</b>	<b>Theory + Practicum</b>				<b>600</b>
<b>Theory Semester – II</b>					
EDN – 04	Paper - IV (b)	3	70	30	100
EDN – 05	Paper - V(b)	3	70	30	100
EDN – 08	Paper - VIII	3	70	30	100
<b>Sub-total</b>					<b>300</b>
<b>Practicum</b>					
EDN 09 –	Paper - IX			50	50
EDN 10 –	Paper - X			50	50
<b>Internship – Phase II: 4 weeks</b>					
EDN 12 – a	Paper - X II( a)		25	25	50
EDN 13 – a	Paper - XIII(a)		25	25	50
<b>Sub-total</b>					<b>200</b>
<b>Total</b>	<b>Theory + Practicum</b>				<b>500</b>
<b>Theory Semester - III</b>					
EDN – 14	Paper - XIV	3	70	30	100
<b>Sub-total</b>					<b>100</b>
<b>Practicum</b>					
EDN 15(EPC3)	Paper – XV	1 ½	35	15	50
<b>Internship – Phase III: 11 weeks</b>					
EDN 12 – b	Paper - XII ( b)		75	75	150
EDN 13 – b	Paper - XIII (b)		75	75	150
EDN 12 – c	Paper - XII ( c)		50		50
EDN 13 – c	Paper - XIII (c)		50		50
<b>Sub-total</b>					<b>450</b>
<b>Total</b>	<b>Theory + Practicum</b>				<b>550</b>
<b>Theory Semester - IV</b>					
EDN – 16	Paper – XVI	1 ½	35	15	50
EDN – 17	Paper – XVII	3	70	30	100
EDN – 18	Paper – XVIII	1 ½	35	15	50
EDN – 19	Paper – XIX	1 ½	35	15	50
EDN – 20	Paper – XX	1 ½	35	15	50
<b>Sub-total</b>					<b>300</b>
<b>Practicum</b>					
EDN 21 (EPC4)	Paper - XXI	1 ½	35	15	50
EDN 11(EPC2)	Paper – XI(c)	1 ½	35	15	50
<b>Post – Internship –Phase IV: 4 weeks</b>					
EDN 07	Paper - VII (b) 1. Reflective Journal		25		

	2. Action Research Report		25		
	3. Community experience based Report		25		
	4. PTA & SMCs meeting report		25		
	5. e-Portfolio		25		
	6. CCE Record		25		150
<b>Sub-total</b>					<b>250</b>
<b>Total</b>	<b>Theory + Practicum</b>				<b>550</b>

	<i>Theory</i>	<i>Practicum</i>	<i>Total marks</i>
<b>Semester - I</b>	<b>500</b>	<b>100</b>	<b>600</b>
<b>Semester - II</b>	<b>300</b>	<b>200</b>	<b>500</b>
<b>Semester - III</b>	<b>100</b>	<b>450</b>	<b>550</b>
<b>Semester - IV</b>	<b>300</b>	<b>250</b>	<b>550</b>
<b>Grand Total</b>	<b>1200</b>	<b>1000</b>	<b>2200</b>

#### VII. a. Working Hours / Instructional Hours

1. Every college is expected to work for 6 hours a day. In other words, a working day should be of minimum 6 hours duration in a six-day working week i.e. 36 hours per week.

2. The timings of the institution / college shall be from

a. Forenoon Session: 10.00 a.m. to 1.00 p.m. or 9.00 a.m. to 1.00 p.m.

b. Afternoon Session: 2.00 p.m. to 5.00. p.m. or 2.00 p.m. to 4.00 p.m.

**3. The college should not run B.Ed. Programme on shift system basis and the working hours of the college should be a minimum of 6 hours in a day. Any deviation from this rule may lead to the dis-affiliation and cancellation of recognition by the University, State Government and NCTE**

b. Infrastructure, Instructional facilities and Faculty

The above shall be implemented as per NCTE norms, 2014 referred in the document under sections 5.1 Academic faculty; 5.2 Qualifications; 5.3 Administrative and professional staff; 6.1 Infrastructure; 6.2 Instructional and 6.3 other amenities.

#### VIII. Selection of Methods of Teaching

i. Every candidate is expected to select two methods of teaching under B.Ed. Course.

The method-I shall be based on the subject the candidate has studied in Degree (eligibility) course and also to appear in that subject in the entrance examination.

ii. Method-II also shall be based on the subject that the candidate studied in Degree (eligibility) course and will be allotted by the institute where the candidate is seeking admission. In case of BCA & BBA candidates, the selection of methodology subject shall be based on their Intermediate (+2) study as per Ed.CET norms.

In case of English Method-I, selection of second method shall be based on the subject pursued at the Intermediate level.

In case of Engineering Graduates, Mathematics and Physical Science are offered as Methodology subjects.

**Note:**

- i. No candidate is allowed to select two language methods.
- ii. Candidate may select one Language and one Non-language method of teaching or she / he may select any two Non-language methods under the course.

**IX. General Rules for Examination**

1. All Examinations of the University shall be held at Headquarters of the University or at such places and on such dates as may be notified.
2. Applications for permission to appear for an Examination shall be made on the prescribed form, accompanied by three passport size full face photographs (not profile) along with the necessary certificates regarding attendance, practical work, etc. The prescribed fee should be submitted to the concerned Principal on or before the date fixed for this purpose. The Principal, after verifying the eligibility of the candidate, shall forward the applications online to the Examination Branch of the University.
3. When a candidate's application is found to be in order, the Controller of Examinations shall send, as per the University procedure in practice, the attested Hall Tickets online with the photograph of the candidate, to the Principal of the College of Education. The Principal will then ensure that the candidate has complied with all the conditions regarding eligibility criteria and only then, issue the Hall Ticket to him/her. The Hall Ticket, thus issued to the candidate shall have to be produced by the candidate by affixing a photograph (attested by the Principal) before he/she can be admitted to the premises where the Examination is held.
4. A candidate who fails to present himself for the examination due to any cause whatsoever except shortage of attendance or one who fails to pass the examination shall not be entitled to claim refund of the whole or part of the examination fee or ask for the reservation of the same for a subsequent examination or examinations.
5. A candidate who has been allowed to appear at the examination of the University once, but has not been able to appear or has failed to pass the examination may be permitted to appear at the same examination again without putting in any further attendance.
6. A candidate after he/she has been declared successful in an examination shall be given a certificate setting forth the semester / year of the examination, the subjects

in which he/she was examined and the class/division/grade in which he/she was placed.

7. No candidate shall be allowed to put in attendance for or appear at two examinations at one and the same time. This rule does not apply to the examination for part-time Diploma or Certificate Courses conducted by the University. In other words, no candidate shall be allowed to pursue more than one-degree course through regular mode in P.U.
8. Students who have appeared once at any examination of the university need not put in fresh attendance if they want to re-appear for the same examination notwithstanding the fact that new subjects may have been introduced or the group of subjects has been changed by the university. They will, however, have to appear at the examination according to the scheme of examination and the syllabus in force.
9. Whenever a course or a scheme of examination in P.U changes, one more examination in the following year shall be conducted according to the old syllabus/regulations. Candidates not availing themselves of this one chance or failing at this examination shall take the examination thereafter according to the changed syllabus and regulations.
10. Candidates will be allotted to B.Ed. course at the time of admission, strictly depending on the merit secured at the common entrance test and subject to the rules and regulations in force from time to time, including rules of reservation.
11. Instruction in various subjects shall be provided by the College of Education as per the scheme of instruction and syllabi prescribed.
12. The programme of instruction, examination and vacation shall be notified by the Palamuru University.
13. The medium of instruction shall be English.
14. Palamuru University examinations shall be held as prescribed in the scheme of the examination.
15. The course of study shall consist of class lectures, tutorials, workshops, Internship, engagement with the field, practicum & record work.
16. The Palamuru University examination in the theory papers will be a written examination. Besides the written examination, there will be practical examinations in the two methods of teaching opted by the candidate. Practicum is examined by two jury members (one internal and one external examiner) which will be conducted as per the schedule notified by the Controller of Examinations, PU.
17. Principal of the College of Education should depute their teachers for examination work as and when assigned by the Palamuru University. Examination work assigned by the University is part of duty of every teacher educator. Any kind of avoidance/negligence of examination duty shall be treated as violation of the Code of Conduct.

## X. Rules of Attendance

1. The degree of Bachelor of Education shall be conferred on a candidate who, after getting admission into the B.Ed. course as specified above, has pursued a "Regular Course of Study" as herein prescribed and fulfilled the conditions laid-down for the attendance of students and passed the prescribed teaching examination both in theory and practical.
2. A regular course of study in Palamuru University means attendance not less than 80% in teaching /instructional period and 90% of attendance during the period of internship of the B.Ed. programme. In special cases, the Vice- Chancellor may condone deficiency of attendance not exceeding 10% on the recommendation of the Principal, based on medical certificate by an authorized medical officer approved by the Principal of the College of Education. A monthly consolidated attendance will be displayed on the college notice board on 5<sup>th</sup> of every month and the same may be sent every month to the Head, Department of Education / Dean, Faculty of Education and Chairman, Board of Studies in Education.
3. **For the students who are continuously absent for ten days or more, three notices will be served stating that he/she has to forfeit his/her seat, if he/she fails to report to the college immediately.**
4. The students who fail to maintain 40% to 70% of attendance is not eligible for seeking readmission as per PU rules in vogue.
5. The students who do not have adequate attendance will not be considered for the award of any scholarship or any kind of financial aid by the colleges or any other government or quasi-government agency.
6. Attendance shall be reckoned from the date of admission to the course in Palamuru University.

## XI. Award of Class/Division/Grade

<u>Division</u>	<u>% of Marks</u>	<u>Grade</u>
Outstanding	: 85% and above	O
First Class with Distinction	: 70% and above but less than 84%	A+
First Class	: 60% and above but less than 69%	A
Higher Second Class	: 55% and above and less than 59%	B+
Second Class	: 50% and above and less than 55%	B
Pass Division	: 40% and above but less than 49%	C
Fail	: Less than 40%	F
<b>Minimum Pass marks in Theory Papers</b>	<b>: 40%</b>	
<b>Minimum Pass marks in Practical Examinations /Field based reports / Records</b>	<b>: 50%</b>	

**Note:** Candidates who have not passed the examinations in the first attempt along with the batch in which they were admitted are not eligible for *Rank Certificates / Gold Medals / Prizes*

### Credits, Grade Letter, Grade Points, Credit Points

**Credit** is a unit of academic input measured in terms of the weekly contact hours assigned to a course.

**Grade Letter** is an index to indicate the performance of a student in a particular Course (Paper). It is the transformation of actual marks secured by a student in a Course/Paper. It is indicated by a Grade Letter O, A+, A, B+, B, C, F. There is a range of marks for each Grade Letter.

**Grade Point** is weightage allotted to each grade letter depending on the marks awarded in a course/paper.

**Credit Points** number of credits assigned for the paper multiplied by grade point secured for that course / paper

#### Award of Grades

Range of % of Marks	Theory		Practicum	
	Grade Letter	Grade Point	Grade Letter	Grade Point
85 to 100	O	10	O	10
70 to 84	A+	9	A+	9
60 to 69	A	8	A	8
55 to 59	B+	7	B+	7
50 to 54	B	6	B	6
40 to 49	C	5	-	-
Less than 40	F	-	-	-

#### Semester Grade Point Average (SGPA)

**Credit Points for the paper** = No. of Credits assigned for the paper x Grade Point secured for that course/Paper.

**SGPA** indicates the performance of a student in a given Semester. SGPA is based on the total **credit points** earned by the student in all the courses and the total number of credits assigned to the courses/papers in a Semester.

**Note: SGPA is computed only if the candidate passes in all the papers (gets a minimum 'C' grade in all the Papers)**

$$\text{SGPA} = \frac{\text{Total Credit Points in the Semester-1}}{\text{Total Credits in the Semester-1}}$$

#### Cumulative Grade Point Average (CGPA)

CGPA refers to the Cumulative Grade Point Average weighted across all the semesters (4 Semesters). CGPA is obtained by dividing the total number of credit points (CPts) in all the semesters by the total number of credits in all the Semesters. The final result at the end of all the semesters is declared in the form of CGPA.

**Note: CGPA is calculated only when the candidate passes in all the papers of all the semesters.**

Ex: Faculty of Education

CGPA =

$$\frac{[\text{SGPA of I Semester} \times \text{Total Credits of I Sem}] + [\text{SGPA of II Semester} \times \text{Total Credits of II Sem}] + [\text{SGPA of III Semester} \times \text{Total Credits of III Sem}] + [\text{SGPA of IV Semester} \times \text{Total Credits of IV Sem}]}{\text{Total Credits of I Semester} + \text{Total credits of II Semester} + \text{Total credits of III Semester} + \text{Total credits of IV Semester}}$$

**Note:** The result of the successful candidates shall be classified as follows:

- |      |                                  |                         |
|------|----------------------------------|-------------------------|
| i.   | First Division with Distinction: | CGPA from 9.00 to 10.00 |
| ii.  | First Division:                  | CGPA from 8.00 to 8.99  |
| iii. | Second Division with 55%         | CGPA 7.00               |

- iii. Second Division:
- iv. Pass Division:

CGPA from 6.00 to 6.99  
CGPA from 5.00 to 5.99

Example **Semester – I**

Course/paper	Credits	% of Marks	Grade Letter	Grade Point	Credit Points = Credits x Grade Points
Paper-I	5	60	A	8	5 x 8 = 40
Paper-II	5	50	B	6	5 x 6 = 30
Paper-III	5	70	A+	9	5 x 9 = 45
Paper-IV a	5	60	A	8	5 x 8 = 40
Paper-V a	5	45	C	5	5 x 5 = 25
Paper-VI	2	50	B	6	2 x 6 = 12
Paper-VII a	2	55	B+	7	2 x 7 = 14
<b>Total</b>	<b>29</b>				<b>206</b>

Total Credit Points: 206

Total Credits: 29

$$\text{SGPA} = \frac{\text{Total Credit Points in the Semester-1}}{\text{Total Credits in the Semester -1}} = \frac{206}{29} = 7.1$$

Total Credits in the Semester -1  
**SGPA for Semester-1 = 7.1**

Example **Semester –II**

Course/paper	Credits	% of Marks	Grade Letter	Grade Point	Credit Points = Credits x Grade Points
Paper-IV b	5	70	A+	9	5 x 9 = 45
Paper-V b	5	50	B	6	5 x 6 = 30
Paper-VIII	5	60	A	8	5 x 8 = 40
Paper-IX	2	55	B+	7	2 x 7 = 14
Paper- X	2	50	B	6	2 x 6 = 12
Paper- XII a	2	50	B	6	2 x 6 = 12
Paper- XIII a	2	55	B+	7	2 x 7 = 14
<b>Total</b>	<b>23</b>				<b>167</b>

Total Credit Points: 167

Total Credits: 23

$$\text{SGPA} = \frac{\text{Total Credit Points in the II - Semester}}{\text{Total Credits in the II - Semester}} = \frac{167}{23} = 7.26$$

**SGPA for II - Semester = 7.26**

Example

**Semester –III**

Course/paper	Credits	% of Marks	Grade Letter	Grade Point	Credit Points = Credits x Grade Points
Paper-XIV	5	70	A+	9	5 x 9 = 45
Paper-XV	2	50	B	6	2 x 6 = 12
Paper- XII b	4.5	60	A	8	4.5 x 8 = 36
Paper- XIII b	4.5	50	B	6	4.5 x 6 = 27
Paper- XII c	1	60	A	8	1 x 8 = 8
Paper- XIII c	1	50	B	6	1 x 6 = 6
<b>Total</b>	<b>18</b>				<b>134</b>

Total Credit Points: 134

Total Credits: 19

$$\text{SGPA} = \frac{\text{Total Credit Points in the III - Semester}}{\text{Total Credits in the III - Semester}} = 134 / 18 = 7.44$$

Total Credits in the III - Semester

**SGPA for III - Semester = 7.44**

Example

**Semester –IV**

Course/ paper	Credits	% of Marks	Grade Letter	Grade Point	Credit Points = Credits x Grade Points
Paper- XVI	3	70	A+	9	3 x 9 = 27
Paper-XVII	5	50	B	6	5 x 6 = 30
Paper-XVIII	3	60	A	8	3 x 8 = 24
Paper- XIX	3	55	B+	7	3 x 7 = 21
Paper- XX	3	55	B+	7	3 x 7 = 21
Paper- XXI	2	50	B	6	2 x 6 = 12
Paper- XI c	2	55	B+	7	2 x 7 = 14
Paper – VII b	4	55	B+	7	4 x 7 = 28
<b>Total</b>	<b>25</b>				<b>177</b>

Total Credit Points: 177

Total Credits: 25

$$\text{SGPA} = \frac{\text{Total Credit Points in the IV - Semester}}{\text{Total Credits in the IV - Semester}} = 177 / 25 = 7.08$$

**SGPA for IV - Semester = 7.08**

**CGPA : Example: Faculty of Education**

I Semester: Total Cpts = 206; Total Credits = 29  
 II Semester: Total Cpts = 167; Total Credits = 23  
 I Semester: Total Cpts = 134; Total Credits = 18  
 II Semester: Total Cpts = 177; Total Credits = 27

$$\text{CGPA} = \frac{206 + 167 + 134 + 177}{29 + 23 + 18 + 25} = 684 / 95 = 7.2$$



## **XII. Improvement of Division / Grade**

1. When a candidate has passed in one or more papers/subjects in the first attempt in the regular examinations(s) conducted by the University for his/her batch, paper-wise improvement is permissible only in those papers.
2. A candidate is permitted to appear for paper-wise improvement only once in the immediately following examination.
3. A candidate who wishes to improve his/her overall performance may be permitted to do so if he/she appears in the immediate next regular examination conducted by the University.
4. Regular examination means an examination conducted at the end of the academic year for which the candidates were admitted and had undergone instruction.
5. A candidate appearing for paper-wise improvement is permitted to have the better of the two awards for the purpose of award of class/division.

## **XIII. Appearance and Reappearance for the Examination**

1. Candidates who have completed practical work and submitted records specified in the curriculum alone are eligible to appear for theory and practical examination of B.Ed. course.
2. Candidates who have a minimum 80% attendance in Theory & 90% attendance in Practicum / Internship are alone eligible to appear Theory & Practical examination respectively.
3. A candidate who fails in the theory part of the examination may be allowed to reappear either in the concerned theory paper(s) in which he/she failed or in all the theory papers, at any subsequent examination without putting in further attendance, provided he/she does not change the subjects originally offered by him/her.
4. **In case workshops, Internship, practicum & record work are not completed, the candidates will not be permitted to appear for the semester-end examination / final practical examination only after completing such practical work after seeking admission (re-admission) to B.Ed. as a casual student and producing thereafter, certificates of completion in the required areas.**
5. Attendance at N.C.C. / N.S.S. Camps or Inter-Collegiate or Inter-University or Inter-State or National or International matches or Debates, Youth Festivals or Educational Excursions if they form the part of the curriculum, or attendance at such other inter-university, inter-college activities, as approved by the university, will not be counted as absence. However, the aggregate of such absence should not exceed two weeks in the entire course period.

#### **XIV. Teaching Faculty as Mentors**

Each lecturer in the College of Education will act as a mentor. They will be entrusted the responsibility of Mentorship, who will be responsible for monitoring the overall progress of the student teacher, i.e., attendance, preparation for practicum, Internship and his overall participation in the B.Ed. programme. Each mentor will be allotted a maximum of 15 student teachers and he/she will take care of his/her progress and participation in the B.Ed. programme. Each mentor, besides providing overall guidance, is also responsible for resolving of any problems faced by the students. Mentor will authenticate the report prepared by student-teachers and conduct of practicum of the B.Ed. programme.

*The Principal of the College of Education is expected to submit the list of mentors and the students allotted to each mentor to the Head, Department of Education.*

#### **XV. Microteaching, Reflective Teaching and Internship**

1. The candidates are expected to complete 2 microteaching lessons (choosing any two from different microteaching skills) in each Method before going for Internship.
2. The candidates are expected to take two period plans for duration of 20 minutes for their peer group as a part of their Reflective Teaching.
3. The candidates are expected to observe the demonstration lessons undertaken by the Faculty of the college in the school.
4. Every candidate shall have to undergo an internship of 20 weeks (120 working days) in a cooperating school as "Intern". During this period, the candidate shall be attached to a school (within a radius of 10KM of the college) and he/she shall have to undertake duties & responsibilities on par with regular school teacher in all the school activities. During this period, the candidate shall teach 80 period plans covering 40 period plans from each of the methodology subject respectively (40 + 40) in the school, under the supervision of the trained subject teachers in the school who are referred to here as "Supervising Teachers". During the Internship period, the concerned lecturers of the Colleges of Education will stay in the schools in turns and observe the lessons, Guide & monitor all internship related activities of each student along with the supervising teachers and appraise the student work. A Certificate of satisfactory work by the Head Master of the cooperating school shall be a pre-requisite for the candidate to appear for the final practical examination.
5. The teaching staff of the Colleges of Education will give demonstration lessons in the concerned methodology subjects at the cooperating schools as and when necessary, in addition to the demonstration lessons given at the beginning of Internship, for the guidance of student-teachers.

6. In case, Internship is not completed, the candidate shall appear for the subsequent examinations in the Final Practical Examination only after completing the Internship by seeking fresh admission to B.Ed. in this regard and producing thereafter, certificates of completion of internship.
7. The final practical examination of each candidate will be conducted by two examiners – one internal and one external.
8. The Colleges of Education will have the discretion of not sending candidates for the final examination, both in Theory and Practical, in case their Practicum & Record Work is not satisfactory and those candidates who fail in the University Practical Examination & Record work also have to seek fresh admission in the subsequent semester(s) to complete their Practicum or Record Work as mentioned in the scheme of examination.
9. Internship is of 20 weeks (120 days) duration and conducted across four Semesters as per the instruction schedule.
10. All the records shall be written strictly by the candidates in their own handwriting.

**NOTE:**

**Differently-abled students (Hearing impaired; visually impaired & orthopedically impaired): The differently-abled students shall complete all the Practicum which includes Internship, Records, EPCs and other field engagement on par with normal students.**

**XVI. Guidelines for School Head Masters / Head Mistresses**

The Head Masters/Mistresses of Cooperating Schools are expected to:

1. Maintain the attendance of B.Ed. student teachers both for the forenoon and afternoon.
2. Give strict instructions to supervisors and monitor the classroom performance of the students and also to record their remarks in the period plan books of the candidates.
3. Instruct all the B.Ed. students to stay in the school from morning first bell to evening last bell.
4. Instruct the B.Ed. students to participate in School Assembly and also to present different value added activities in the assembly session.
5. Assign any activity related to clean and green programme, eco-club, conducting science fairs, exhibitions, festivals, debates, elocution, quiz, cultural and literary programmes, decoration activities, remedial classes, parent-teacher meetings, school management committees (SMCs), field trips, excursions and all other regular activities of the school and school based research activities.
6. Sign on the practicum and record work carried out by the students in the school.

**XVII. Transitory Provisions: Promotion, Re-admission Rules & Maximum Time for Completion of Course:**

Rules of promotion are as under:

Sl. No.	Semester	Conditions to be fulfilled for Promotion	
1.	From Semester-I to Semester-II	Undergone a Regular Course of Study of Semester-I and registered* for the Semester-I examination.	
2.	From Semester-II to Semester-III	a) Undergone a Regular Course of Study of Semesters I and – II b) The number of backlogs if any, of Semester – I and II taken together, shall not exceed 50% of the total number of papers / subjects prescribed for Semesters – I and II.	
		No. of papers / subjects prescribed for Semesters - I and II	No. of backlogs permitted
		7 / 8	4
		9/10	5
		11/ 12	6
		13 / 14	7
		15 / 16	8
		17 / 18	9
3	From Semester-III to Semester-IV	Undergone a Regular Course of Study of Semester-III and registered* for the Semester-III examination.	

\* Registration means obtaining a Hall Ticket for the said examination.

The procedure to be followed for granting readmission to the students in the following cases:

- (1) A student who did not put in the required attendance in a semester/year of a course and thus detained
- (2) A student after completing a semester did not continue their studies in the next immediate semester on personal /health grounds but desired to continue his/her studies after a short break;
- (3) A student who has put in 40% of attendance in a Semester and not registered for the examination can take re-admission in the same semester without appearing for the entrance examination.
- (4) Candidates who, after completing a semester of the course but taken T.C to join some other course and come back to continue the earlier course.

In all the above cases, readmission is permissible provided they are within the period of double the duration of the course (i.e., Four years). Further, the approval of the university has to be obtained in respect of those students who take TC to join some other course and come back for readmission in the same college

All the readmissions including such of those students, who take TC and come back, shall be granted by the Principals of the concerned colleges directly subject to the fulfillment of the following conditions stipulated by the University.

- 1) they should have been promoted to next semester in which they are seeking readmission.
- 2) they should join the course within 4 weeks in case of semester system from the date of commencement of classes
- 3) they should be able to complete the course within the double the duration of the course (i.e., Four years) from the year of their original admission.
- 4) they should pay the readmission fee as prescribed by the University

**NOTE: No readmission shall be made after the cutoff date (4<sup>th</sup> week in a 16 week semester) under any circumstances. The cutoff date for granting readmission shall be reckoned from the date of commencement of classes for different courses as per the almanac communicated by the University every year.**

- 5) In the normal course of time a candidate is expected to complete B.Ed. Degree Course within two years (Four Semesters) from the date of admission.
- 6) Whenever the syllabus is revised, the candidate reappearing shall be allowed For B.Ed. Degree examinations according to the old syllabus upto 4 years from The time of his/her admission.
- 7) The four-semester two -year course should be completed by a student within double duration of the normal course period (i.e. 4 years).

#### **XVIII. Pattern of Theory Question Papers**

There are two Patterns of Theory Examinations – one with a duration of 3 hours for 70 marks; the other with a duration of 1 ½ hours for 35 marks. The question paper comprises two sections:

**In 70 marks paper, Section A** – consists of 8 very short answer type questions out of which a candidate is expected to answer any five questions. Each question carries 4 Marks. Total marks for Section – A is 20 marks. **Section B** – consists of eight essay type of questions, out of which a candidate is expected to answer any five questions in about four pages each. Each question carries 10 Marks. Total marks for Section – B is 50 marks.

**Similarly, for 35 marks paper, Section A** – consists of 5 very short answer type questions, out of which a candidate is expected to answer any three questions. Each question carries 5 Marks. Total marks for Section – A is 15 marks. **Section B** – consists of Four Essay type of questions, out of which a candidate is expected to answer any two questions in about four pages each. Each question carries 10 Marks. Total marks for Section – B is 20 marks.

#### **XIX. Conduct of Practicum Examinations**

Each of the Practicum papers (EPCs) has examinations for 35 marks each and final practical examination (final lesson) for 50 marks. Details of the conduct of examination are given in respective papers.

Model Question Paper

Paper-I (EDN- 01)  
Philosophical Perspectives of Education

Time: 3 Hours

Max. Marks: 70

PART – A = 5 x 4 =20 Marks)

Note: Answer any five questions in about one page each from the following eight questions. Each question carries 4 marks.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

PART-B (5 x 10 = 50 Marks)

Note: Answer any Five essay questions in about three pages each from the following eight questions. Each question carries 10 Marks.

- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.

Note:

1. The question paper should cover all the units judiciously.
2. Application type of questions may also be included.
3. Examiners may give questions from Practicum.

Model Question Paper

Paper- XV (EDN-15)  
Health & Physical Education

Time: 1 ½ Hours

Max. Marks: 35

PART – A = 3 x 5 = 15 Marks)

Note: Answer any three questions in about one page each from the following five questions. Each question carries 5 marks.

- 1.
- 2.
- 3.
- 4.
- 5.

PART-B (2 x 10 = 20 Marks)

Note: Answer any two essay questions in about three pages each from the following four questions. Each question carries 10 Marks.

- 6.
- 7.
- 8.
- 9.

Note:

1. The question paper should cover all the units judiciously.
2. Application type of questions may also be included.
3. Examiners may give questions from Practicum.