

ARMY INSTITUTE OF EDUCATION

Affiliated to Guru Gobind Singh Indraprastha University, New Delhi
(Recognized by NCTE, NAAC Accredited and
ISO 9001:2015 Certified Institute)



BACHELOR OF EDUCATION (B.Ed.)

ADMISSION BROCHURE **ACADEMIC SESSION 2019-20**

PLOT M-1, POCKET P-5, SECTOR-CHI-2
GREATER NOIDA-201306
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E-MAIL: aiedelhi@gmail.com
WEBSITE: aie.ac.in

ARMY INSTITUTE OF EDUCATION

Vision: To prepare intellectually competent, socially concerned, morally upright and technically inclined teachers equipped with skill set who act as catalyst to shape the destiny of India.

Mission: To empower prospective teachers through continuum of knowledge and wisdom by equipping them with latest techniques assisted by technology.

“Wards, Wives and Widows serving & retired Army Personnel are eligible for admission in B.Ed. Programme at AIE”

Admission is on the basis of merit in the **Common Entrance Test (CET)** conducted by Guru Gobind Singh Indraprastha University (GGSIPU), New Delhi.

CET Code for B.Ed. Programme: BED122

LIST OF IMPORTANT DATES

Commencement of Online Application for CET (₹1000 counseling fee/- to be paid to GGSIPU, New Delhi)	: 22 Mar 2019 (Friday)
Last Date of Filling CET Application Forms Online	: 06 May 2019 (Monday)
Common Entrance Test (CET)	: 19 May 2019 (Sunday) (10.30 AM to 1.00 PM)
Declaration of CET Results	: 28 May 2019 (Tuesday)
Counseling for CET Qualified Candidates	: 09 Jul 2019 (Tuesday) onwards
Commencement of Classes	: 01 Aug 2019 (Thursday)

Contact Details: -

Army Institute of Education

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Greater Noida (UP) 201306
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INTRODUCTION

1. Army Institute of Education (AIE) was established on 21 Feb 2003 with the aim of providing pre-service teacher education to the wards and dependents of the Army personnel. The Institute functions under the aegis of Army Welfare Education Society (AWES), which is managing 249 Pre Primary Schools, 137 Army Schools and 12 Army Professional Institutes situated at different locations in the country. AIE functions under the administrative control of HQ Delhi Area with Chief of Staff Delhi Area as Chairman of the Institute Managing Committee (IMC). IMC meetings are held on an average every quarter. Army Institute of Education is affiliated to Guru Gobind Singh Indraprastha University (GGSIPI), New Delhi and is recognized by the National Council for Teacher Education (NCTE) for its Bachelor of Education (B.Ed.) programme. AIE is ISO 9001:2015 certified and NAAC accredited Institute. The Joint Assessment team of GGSIPI has awarded 'A' grade to this Institute consecutively since the last four years.
2. Army Institute of Education shifted to Greater Noida from Delhi Cantt on 23 July 2013 and is located at Plot M-1, Pocket P-5, Greater Noida, Gautam Budh Nagar (UP) at a distance of 3.5 km from Pari Chowk (Adjacent to AWHO Township). The city is well connected to Noida and Delhi by public transport.
3. Situated in a lush green campus spread over nearly 15.34 acres of land in a prime location in the city, Army Institute of Education provides an ideal environment to the aspiring learners for pursuing their studies in education. The trees, sprawling lawns and peaceful surroundings add to the ambience of the campus. The chirping of birds all through the day and their singing melodies enhances the effect and catalyzes one's quest for excellence as one learns in harmony with nature. Army Institute of Education cradles a genuine concern for the pursuit of human enquiry and for the perpetuation of knowledge traditions in an environment conducive to an inspiring teacher education programme.

Academic Infrastructure and Facilities

4. Army Institute of Education is endowed with a competent and experienced faculty and a team of sincere and committed administrative and supporting staff. The Institute is headed by the Principal and has the teaching faculty as per National Council for Teacher Education (NCTE) norms.
5. The Institute has spacious classrooms with adequate furniture, Seminar Hall with latest audio visual equipments, well established resource centres for psychology, art and craft, teaching – learning, health and physical education, mathematics, science lab, ICT, library, boys common room, girls common room and sports facilities like Athletics, Football, Badminton, Volley Ball, Basket Ball, Table Tennis, Chess and Carom etc. Apart from Sports facilities, separate Gymnasium for boys and girls is provided to students to maintain good physical health.
6. Jagat Farm and Alpha I Commercial complex are the shopping outlets in the close vicinity of the Institute with facilities like banks and ATM etc. Basic necessity items & ATMs are also available in AWHO township & Omega-1 market close by.
7. Army Institute of Education has adequate provision for first- aid facilities. A visiting doctor is appointed to provide medical cover in the campus. In the event of an emergency, the entitled students can approach the ECHS Polyclinic Greater Noida, which is located at a distance of just 500 meters from the campus. Three ECHS

empaneled hospitals – Kailash, Sharda & Yatharth Wellness are also located within 4 km distance. Students requiring clinical tests and advanced medical treatment from Base Hospital, Delhi are provided transport by the Institute.

Programme of Study

8. Army Institute of Education offers a residential full time professional pre-service teacher education programme of the duration of **two academic years** leading to Bachelor of Education (B.Ed.) degree affiliated to Guru Gobind Singh Indraprastha University (GGSIPU), New Delhi.

Seats

9. The Institute has 100 seats for the B.Ed. programme every year. Seats will be allocated to the aspiring dependents of the serving / retired Army personnel from across the country on the basis of their merit in the Common Entrance Test (CET) conducted by Guru Gobind Singh Indraprastha University (GGSIPU), New Delhi. The prospective students are requested to refer to GGSIPU website for all details. The college does not offer management quota seats.

CET Code for B.Ed. Programme: 122

Common Entrance Test (CET) : Visit university website (<http://www.ipu.ac.in>)

Only CET qualified applicants shall be considered for admission, through University counselling, subject to fulfillment of eligibility and admission criteria.

B.Ed. Programme

10. Two year B.Ed. programme of the Guru Gobind Singh Indraprastha University, New Delhi consists of theory Programmes and practicum as per the details given below:

SEMESTER-I

S.No.	Course Title	Course Code	Credits	Max Marks
THEORY				
1.	Childhood and Growing up	BED 101	4 Credits	100
2.	Philosophical and Sociological Foundations of Education	BED 103	4 Credits	100
3.	Language Across the Curriculum	BED 105	2 Credits	100
4.	Understanding Discipline and Subjects	BED 107	2 Credits	100
5.	Critical Understanding of ICT	BED 109	4 Credits	100
6.	School Organisation and Management	BED 111	2 Credits	100
PRACTICAL				
7.	Understanding the Self	BED 155	2 Credits	100
8.	Drama and Art in Education	BED157	2 Credits	100
9.	PSE-I (Preliminary School Engagement -I)	BED 159	2 Credits	100

Preliminary School Engagement (PSE-1) (2 Weeks)

Writing a reflective journal on observation of regular class room teaching with respect to pedagogical practices and class room management techniques used by the teachers.

Reflection on roles and responsibilities of different school staff and Critical study of the infrastructural facilities, namely Library, Laboratories, Playground, Canteen, Sports facilities, Seminar Halls, Auditorium etc. which are available in the school.

The student-teacher shall also undertake the field activities pertaining to the practicals during this period.

SEMESTER-II

S.No.	Course Title	Course Code	Credits	Max Marks
THEORY				
1	Learning and Teaching	BED 102	4 Credits	100
2	Historical and Sociological Foundations of Education	BED 104	4 Credits	100
3	Assessment of Learning	BED 106	4 Credits	100
4	Pedagogy of School Subject-(I)	BED116-150	4 Credits	100
5	Pedagogy of School Subject-(II)	BED116-150	4 Credits	100
PRACTICAL				
6	Reading and Reflecting on Texts	BED 152	2 Credits	100
7	PSE- II	BED154	2 Credits	100

***In a practical one credit is equivalent to two hours of teaching.**

Preliminary School Engagement (PSE-2) (2 weeks)

Organization of co-curricular activities by pupil teachers by assisting and participating in the organization of the same and recording experiences of the same in a reflective journal.

Writing a reflective journal on the problems faced by teachers in assessment through the scheme of Continuous and Comprehensive Evaluation by observing the teachers evaluating students and engaging with them to know their problems with respect to implementation of the scheme in their school.

The student-teacher shall also undertake the field activities pertaining to the practical during this period.

SEMESTER-III

Sr. No	Course Code	Course Title	Credits	Max Marks
PRACTICAL				
1.	BED251 & BED253	Internship-I	5x2=10 credits	100
				100
2.	BED255 & BED257	Internship-II	5x2= 10 credits	100
				100
		Total	20 credits	400

This semester shall entail a field engagement of 16 weeks wherein the first week will be exclusively dedicated to observing a regular classroom with a regular teacher and would include peer observations, teacher observations and observations of interns' lessons by faculty.

In the next 15 weeks of internship the student teacher shall be engaged in teaching experience wherein the aim shall be meaningful and holistic engagement including the writing of reflective journals. This shall be enriched through extended discussions with peers and faculty on different aspects of the teaching experience accompanied by presentations post the internship in schools.

School Internship Part-I (BED251 & BED253)

MM: (200Marks)

10 Credits

S.No.	Components	Marks	
1	Simulated Teaching (2 in each pedagogy course)	10	10
2	Discussion Lessons (2 Lessons in each pedagogy course) Total 4 Discussion Lessons (10x4)	20	20
3	50 Lesson Plans (in each pedagogy course) (25x2)	25	25
4	Achievement Test Report (ATR)(In one subject)	10	10
5	Two Lessons to be Delivered in each pedagogy course through the use of Multimedia (5x4=20)	10	10
6	Text Book Review	10	10
7	Use of Teaching Learning Material in Classroom Discourse (including teaching aids and reference material)	10	10
8	Peer Group observation	05	05
Total		100	100

School Internship Part II (BED255 & BED257)

MM: (200Marks)

10 Credits

The School Internship Part-II shall entail the assessment of the final lesson plan at the culmination of the internship wherein the student teacher will be observed by external and internal examiners while they teach in the schools. This assessment shall be done for both the pedagogies of teaching subjects opted by the students-teacher and each shall carry 100 marks.

SEMESTER-IV

Sr. No	Course Title	Course Code	Credits	Max Marks
THEORY				
1	Gender, School and Society	BED210	4 Credits	100
2	Knowledge and Curriculum: Perspectives in Education	BED212	4 Credits	100
3	Guidance & Counselling	BED214	4 Credits	100
4	Environmental Education	BED216	4 Credits	100
5	Creative an Inclusive School	BED218	2 Credits	100
6	Optional Programme (any one)			
	1. Value Education	BED220	4 Credits	100
	2. Health & Physical Education	BED222		
	3. Adult & Population Education	BED224		
	4. Peace Education	BED226		
	5. Work Education	BED228		
	6. Education of the Marginalized Groups	BED230		
	7. Life Skills Education	BED232		
	8. School Leadership	BED234		
PRACTICAL				
7	Reflection on School Experience	BED252	2 Credits	100

***In a practical one credit is equivalent to two hours of teaching.**

*Pedagogy of School Subject	Course Code
Teaching of Hindi	BED116
Teaching of Sanskrit	BED118
Teaching of English	BED120
Teaching of Punjabi	BED122
Teaching of Urdu	BED124
Teaching of Mathematics	BED126
Teaching of Social Sciences	BED128
Teaching of Home Science	BED130
Teaching of Accountancy	BED132
Teaching of Business Studies	BED134
Teaching of Political Science	BED136
Teaching of Economics	BED138
Teaching of Geography	BED140
Teaching of History	BED142
Teaching of Integrated Science	BED144
Teaching of Physics	BED146
Teaching of Chemistry	BED148
Teaching of Biology	BED150

TWO YEAR B.Ed. PROGRAMME AT A GLANCE

	Semester 1	Semester 2	Semester 3	Semester 4	Total
Courses	9	7	2	7	25
Credits	24 credits	24 credits	20 credits	24 credits	92
Marks	900	700	400	700	2700

SCHEME OF EXAMINATION

- (a) The Two year B.Ed. Programme is of 92 credits and the student will have to earn 88 credits.
- (b) In a Four credit courses, three credits are assigned for theory and one credit for practical assignments or field work.
- (c) In a Two credit courses, one credit is assigned for theory and one credit for practical assignments or field work.
- (d) In a theory course, one credit is equivalent to one hour of teaching.
- (e) In the practical course, one credit is equivalent to two hours of engagement in teaching and learning.
- (f) For theory courses, break-up of marks is given under:
 - (i) 100 marks - 75 Theory Exam
 15 Practical Assignments / Field Engagement
 10 Minor.
- (g) For a Practical course, the ratio of External and Internal marks is 60:40.
- (h) For passing in any course, minimum 50% marks are required to be secured.
- (i) The timetable for the B.Ed. Programme should be prepared in a manner to ensure that it contains at least thirty-six working hours per week.

Total No. of Credits offered in all four semesters - 92

The student will require to earn **88** credits for the award of the degree. The student will not have the option to drop any Programme covered in the scheme of the examination he/she will be required to register all the Programmes listed in the scheme of the examination of the programme.

Note: Theory courses and practicum mentioned above are as notified in the Syllabus of Bachelor of Education Programme (B.Ed.) Two Years and Scheme of Examination (Session 2017-18 onwards) issued by the GGSIP University, New Delhi. The theory courses and practicum for the year 2019-21, may change subject to the decision of the affiliating university. In case of any change in any of the theory courses and practicum declared by the GGSIP University, New Delhi for the year 2019-21, the B.Ed. Programme in Army Institute of Education will be run as per the new theory courses and practicum laid down by the University for Admission to the B. Ed. Programme for the year 2019-21.

Programme Transaction

11. The B.Ed. programme involves lectures, discussions, tutorials, reflecting writing, case studies, school-based experiences, workshop experiences, psychology practical, visual education, community work and co-curricular activities including physical education. Preliminary School

Engagement (PSE) and School Internship (SI) form the nuclei of the teacher education programme of AIE. As per NCTE norms, 20 weeks of rigorous field experience is given to the B.Ed. student-teachers in reputed schools.

12. The Institute organizes personality development programme, seminars, conferences, guest lectures, symposia and workshops for academic excellence and encourages participation of its student-teachers in cultural activities for a multidimensional growth of their personality. Ample

opportunities for working with the community instill a sense of social concern. Co-curricular activities provide opportunities for exposure to the diverse spectrum of the socio-cultural life in India as well as the rest of the world. Besides aiming at academic excellence, the Institute also gives due attention in nurturing social sensitivity and develop cultural affinity in its student-teachers.

13. Educational tours, excursions and field visits are organized regularly. It is mandatory for student-teachers to participate in excursions, tours and field visits organized by the Institute.

Timings

14. The working day timings for students are from 0900 hrs. to 1600 hrs. The Institute functions six days a week (Second and Fourth Saturday are holidays). The student-teachers are expected to remain in the campus all through the Institute working hours. During the PSE and School Internship, students are expected to be in their practice teaching school as per the school timings.

Medium of Instruction

15. The medium of instruction in Army Institute of Education is **English**.

Attendance

16. The student-teachers are expected to attend the classes and other activities regularly. Under unavoidable circumstances prior permission for leave is essential. Leave applications addressed to the Principal are routed through the concerned tutor/ mentor or school supervisor. As per GGSIPU New Delhi norms, students with **80%** attendance in theory courses and **90%** in practical courses are eligible to appear in End Tern Examinations for each semester.

Hostel

17. Army Institute of Education is a fully residential Institute. It provides hostel facility separately for both boys and girls. The application for accommodation in the Army Institute of Education Girls Hostel/Boys Hostel should be submitted to the Institute on the prescribed form available at the time of admission, after recommendation/approval of the Principal/Admission Committee. For rules and regulations of the Hostels, student-teachers must read the handbook available on Institute website. Permission to attend B.Ed. Programme as a day scholar, may be granted by the Chairman, on extreme compassionate grounds only.

Uniform

18. Uniform is compulsory which is to be stitched after joining AIE. It is advisable that students are in possession of black formal shoes (boys) and black flat bellies (girls). Wearing Identity Card is mandatory. It is expected that all student-teachers dress smartly in clean and proper uniform.

FEE STRUCTURE AND REFUND RULES

19 **Fees.** Main source of income of the Institute is the annual fee from the students. It is supplemented by interest on the Institution fund FDs and recovery of rental charges from staff staying in the campus. The fee per annum for the B. Ed. Programme at Army Institute of Education is as under: -

a. **College Fee: First Year (Academic Session 2019-20)**

S.No	Details	Fees (₹)
(a)	Tuition Fee	58,850.00
(b)	Activity Fee	1,000.00
(c)	Alumni Fee (One Time)	1,000.00
(d)	University Fee	12,000.00
(e)	Security Deposit (One Time) (Refundable)	5,000.00
	Total	77,850.00

- Note: - 1. Fee for the full year be paid in advance before beginning of the Academic Session.
2. The Fees structure may be revised as per the direction of GGSIP University during the academic session.

b. **College Fee: Second Year (Academic Session 2020-21)**

S.No	Details	Fees (₹)
(a)	Tuition Fee	58,850.00
(b)	Activity Fee	1,000.00
(c)	University Fee	12,000.00
	Total	71,850.00

Note: - Fee to be paid by 10 Aug 2020.

c. **Hostel Fee: First Semester (Jul to Dec 2019)**

S.No	Details	Fees (₹)
(a)	Rent & Allied @ Rs 1,797/- pm for six months	10,782.00
(b)	Power Backup @ Rs 1,211/- pm for five months	6,055.00
(c)	Messing @ Rs 3,150/- pm for five months	15,750.00
(d)	Laundry @ Rs 355/- pm for five months	1,775.00
(e)	Conveyance Charges (Exam) for one year	3,000.00
(f)	Internet Charges for one year	1,000.00
(g)	Vidyarthi Suraksha Kavach for one year	120.00
	Total	38,482.00

- Note: - 1. Fee to be paid by 10 Aug 2019.
2. Messing and Laundry charges are subject to change as per the contractor rates.

d. **Hostel Fee: Second Semester (Jan to Jun 2020).**

S.No	Details	Fees (₹)
(a)	Rent & Allied @ Rs 1,797/- pm for six months	10,782.00
(b)	Power Backup @ Rs 1,211/- pm for five months	6,055.00
(c)	Messing @ Rs 3,150/- pm for five months	15,750.00
(d)	Laundry @ Rs 355/- pm for five months	1,775.00
	Total	34,362.00

- Note:** - 1. Fee to be paid by 10 Jan 2020.
2. Messing and Laundry charges are subject to change as per the contractor rates.

e. **Hostel Fee: Third Semester (Jul to Dec 2020).**

S.No	Details	Fees (₹)
(a)	Rent & Allied @ Rs 1,797/- pm for six months	10,782.00
(b)	Power Backup @ Rs 1,211/- pm for five & half months	6,660.00
(c)	Messing @ Rs 3,150/- pm for five & half months	17,325.00
(d)	Laundry @ Rs 355/- pm for five & half months	1,952.00
(e)	Conveyance Charges (Exam) for one year	3,000.00
(f)	Internet Charges for one year	1,000.00
(g)	Vidyarathi Suraksha Kavach for one year	120.00
	Total	40,839.00

- Note:** - 1. Academic Session will commence with effect from 15 Jul 2020, hence Power Backup, Messing & Laundry charges has been calculated for five & half months.
2. Messing and Laundry charges are subject to change as per the contractor rates.
3. Fee to be paid by 25 Jul 2020.

f. **Hostel Fee: Fourth Semester (Jan to Jun 2021).**

S.No	Details	Fees (₹)
(a)	Rent & Allied @ Rs 1,797/- pm for six months	10,782.00
(b)	Power Backup @ Rs 1,211/- pm for five months	6,055.00
(c)	Messing @ Rs 3,150/- pm for five months	15,750.00
(d)	Laundry @ Rs 355/- pm for five months	1,775.00
	Total	34,362.00

- Note:** - 1. Fee to be paid by 10 Jan 2021.
2. Messing and Laundry charges are subject to change as per the contractor rates.

Refund of Security Deposit

20. The security deposit will be refunded to the students after deducting dues, if any, on their completion of the B. Ed. Programme.

Mode and Schedule of Payment

21. All fees will be paid through digital transaction/cheque/DD only. The college fee will be paid annually and Hostel fee will be paid semester wise. Modes of payments are as under: -

(a) **College Fee.**

- (i) After the provisional allotment of seat by the University, the candidates will have to pay to the University directly, the part College (Academic) Fee of Rs 40,000/- through Cash (challan will be generated and fee may be deposited through cash in any branch of Indian Bank) or through Net Banking/Credit Card/Debit Card.
- (ii) The balance college fee of Rs 37, 850/- shall be paid in Army Institute of Education through NEFT/ Cheque/Demand Draft on the day of reporting to the college along with the University generated Admission Slip, Provisional Allotment Letter and Part Academic Fee Payment Receipt.
- (iii) During the second year, the student will pay the College fee in one installment by 10 Aug 2020.

(b) **Hostel Fee.**

- (i) To be paid in Army Institute of Education through NEFT/ Cheque/Demand Draft at the time of admission for Semester I.
- (ii) For Semester II, III & IV, Hostel Fee to be paid by 10 Jan 2020, 25 Jul 2020 & 10 Jan 2021, respectively.

22. Details of Bank Acct Name & No, IFSC code are as under: -

(a) **College Fee**

Name of Account Holder	-	Army Institute of Education
Name of Bank	-	Syndicate Bank
Branch	-	AWHO Gurjinder Vihar Greater NOIDA
Account No	-	90082150000038
IFSC Code	-	SYNB0009451
MICR NO	-	110025345

(b) **Hostel Fee**

Name of Account Holder	-	AIE Girls Hostel
Name of Bank	-	Syndicate Bank
Branch	-	Alpha 1 Com Mkt Greater NOIDA
Account No	-	90082140000013
IFSC Code	-	SYNB0008689
MICR NO	-	110025189

Refund Rules.

23. (a) On taking admission to join the Programme, if a candidate fails to report to join the Programme or withdraws at any stage, he / she will forfeit deposits as per following four tier system:

<u>S No</u>	<u>Percentage of Refund of Aggregate fees*</u>	<u>Point of Time when Notice of Withdrawal of Admission is Served to AIE</u>
(i)	100%	15 days before the formally-notified last date of admission
(ii)	80%	Not more than 15 days after the formally-notified last date of admission
(iii)	50%	More than 15 days but less than 30 days after formally-notified last date of admission
(iv)	00%	More than 30 days after formally-notified last date of admission

*(Inclusive of Programme fees and non-tuition fees but exclusive of caution money and security deposit).

(b) Last date of admission is 30 Jul 19 (Tue) unless otherwise specified by a statutory regulatory body or the University through its notification.

(c) For details on Refund Policy for Admissions please refer GGSIPU Admission Brochure (Part D) for academic session 2019-20.

(d) **Refund of Hostel Charges.**

(i) Hostel/Rent & Allied Charges- After commencement of course if seat is filled by another candidate, a single day of the month will be treated as a month, and balance charges will be refunded. If seat remains vacant, one year charges to be retained.

(ii) Messing Charges - As per actual. A single day of the month will be treated as a month.

(iii) Other Charges - As per actual. A single day of the month will be treated as a month.

ADMISSION PROCESS

24. Important Instructions.

- (a) The term "University" in this admission brochure shall mean the Guru Gobind Singh Indraprastha University.
- (b) The application forms shall be available in the online mode only from the University Website: <http://www.ipu.ac.in>
- (c) The last date of application may be extended for any programme(s) / CETs by the University.
- (d) It is the responsibility of the candidates to ascertain whether he/she possess the requisite eligibility and qualifications for admission. Applying for a particular CET, appearing for the written examination and qualifying the same does not necessarily mean acceptance of eligibility. Every applicant for a particular CET must satisfy the eligibility criterion as specified in GGSIPU Admission Brochure for academic session 2019-20 (or its amendments / corrections).
- (e) The applicants are advised that since the form filling as well as admit cards shall be made available through the online mode only by the University, they must keep the details of their login id and the password secure and safe.
- (f) Applicants should be careful in choosing the CETs that they apply for, as no change would be permissible after the application has been submitted.
- (g) The language of the CET for B.Ed. shall be in both English and Hindi. The Question Paper shall be set both in English and Hindi Language (Except the English Comprehension Section which shall only be in English).
- (h) The University may add or remove programmes of studies from any or all CET Codes.
- (i) After the application for any CET is submitted, if there is any mistake in date of birth, spelling mistake in name of applicants or the parents name or in the choice of category/region claimed for the purpose of availing reservation, the applicant must submit an application in physical form (together with applicable processing fees of Rs. 500/-) to: Reception, Examination Division, Guru Gobind Singh Indraprastha University, Delhi. This application must be submitted within 5 working days of the last date of form submission together with the applicable fees. After this no request for any correction shall be entertained by the Examinations Division. Window for making correction shall be notified by the University before / during counselling for admissions.
- (j) A Separate Application Form has to be filled-in for each programme (s) having distinct CET Code.
- (k) No separate intimation will be sent to the candidates regarding declaration of results and commencement of counselling/ admission. Result will be declared on University Website (<http://www.ipu.ac.in>). Detailed schedule of first counselling/admissions will be notified prior to commencement of respective counselling, on the University Website (<http://www.ipu.ac.in>).
- (l) The University will declare and display the ranks of only those candidates who are declared as qualified in the CET-2019. The admissions will be made only out of these qualified and eligible

candidates strictly in order of merit. The rank of candidates who do not qualify in CET-2019 will not be declared.

(m) Applicants should retain a printout of the CET application form as proof of application.

(n) In all communications regarding submission of application or otherwise related to admissions, the copy of the application form must be submitted as otherwise the communication would be deemed incomplete and no processing would be performed on the communication, without any notice to the applicant.

(o) There will be no rounding-off of the percentage of marks of qualifying examination while deciding the basic eligibility of any candidate for admission e.g. if a candidate obtained 49.99% marks in his/her qualifying examination, then it will not be rounded-off to 50%.

(p) If a candidate clears the qualifying examinations in a particular year (A), and in the subsequent year (B) appears in the improvement examinations, then in the year B or later, if the candidate applies on the basis of the qualifying examination, the best marks obtained in the two result of the examination held in the year A or B, for a specific subject, shall be used for calculation / verification of eligibility for all papers for which result was declared by the examining body of the qualifying examinations.

(q) For ascertaining the eligibility conditions, combination of mark sheets, shall be allowed, only and only if the mark sheets are from the same Board. If any particular candidate changes the Board e.g. CBSE to NIOS, an appropriate proof of accepting the marks of earlier Board shall be required, by the new Board. Thus, such candidate shall supply the one complete mark sheet making him eligible.

(r) The tentative schedule of counselling together with all appendices shall be notified on the University website <http://www.ipu.ac.in> while the detailed schedule shall be notified after declaration of merit/result of the CET.

(s) The list of documents required shall be informed through the detailed counselling schedule as notified on the University website <http://www.ipu.ac.in>.

(t). The candidates are advised to check their status with the help of the login id and password.

(u) Write (enter) the complete e-mail address and phone number in the application form carefully. Please note that this e-mail address and phone number may be used by the University for future communications.

(v) No admitted student pursuing a programme of study from the Guru Gobind Singh Indraprastha University is allowed to pursue any other (2nd or more) degree / diploma programme of study from any University including GGSIPU at any given moment of time. If at any stage it is found that an admitted student has registered for more than one programme of study in GGSIPU or any other University, simultaneously then the admission of such a candidate shall be cancelled from all programmes of studies of GGSIPU.

(w) Only filling the application for admission (Common Entrance Test) shall not, *ipso facto*, entitle a candidate to get admission to a programme.

(x) Only qualifying the Common Entrance Test shall not, *ipso facto*, entitle a candidate to get admission to a programme.

(y) It will also be the sole responsibility of the candidates themselves to make sure that they are eligible and fulfill all the conditions prescribed for admission.

Note: Please refer to the University Admission Brochure for academic session 2019-20 for detailed instructions.

25. Eligibility Conditions.

The candidates aspiring for admission to the B. Ed. programme at Army Institute of Education must meet the eligibility criteria given below:

Mandatory Requirements.

(a) The applicants must fall into one of the following categories:-

- (i) Wards / spouses of serving Army personnel.
- (ii) Wards / wives of Ex Army personnel granted / awarded regular pension, liberalized family pension, family pension or disability pension at the time of their superannuation, demise, discharge, release medical board / invalided medical board. This includes wards of recruits medically boarded out and granted disability pension.
- (iii) Wards / wives of Ex Army personnel who have taken discharge / release after ten years of service.

(b) **Adopted / Step Children and Children of Remarried Widows.**

- (i) Adopted Child of Army personnel adopted at least five years prior to seeking admission.
- (ii) Step Children are eligible provided they are born out of wedding where at least one parent belonged to the Army.
- (iii) Children of Widows of Army personnel who are born as a result of second marriage with Army personnel. However, children of widows of Army personnel born out of remarriage with Non – Army personnel would not be eligible for admission.

(c) **Eligibility Criteria for wards of Ex Army Medical Corps Officers/Army/Dental Corps Officers presently Serving with IN/IAF.** Wards of only those Ex-Army medical officers / Army Dental officers serving with Indian Navy or Indian Air Force who have served with the Army for 10 years.

(d) **Eligibility Criteria for Children of APS Personnel.**

- (i) Children of APS personnel classified as ex-servicemen as per Government of India, Ministry of Defence letter No 9 (52)/88/D(Res) dated 19 Jul 89.
- (ii) Children of those APS personnel who are on deputation and who have put in 10 years of service in the Army.

(iii) Children of APS personnel who are directly recruited into APS and of those who, as per their terms and conditions of service, retired from APS after completing their minimum pensionable service.

(e) **Eligibility Criteria for Children of MNS / TA Personnel** The following are eligible: -

(i) Children of only those members of MNS who have 10 years' service as regular members of MNS or are in receipt of pension from the Army.

(ii) Children of only those TA personnel who have completed 10 years of embodied service.

Definition of Dependent Children. Dependent children are defined as sons/daughters till marriage or employment whichever is earlier.

Ineligible Candidates. The following categories of candidates are not eligible: -

Those who are not included in any of the categories mentioned in Para 25 above on the date of the commencement of the course.

(a) Educational Qualifications.

Candidates with at least fifty percent marks either in the Bachelor's Degree and/or in the Master's degree in Sciences/ Social Sciences/ Humanities, Bachelor's in Engineering or Technology with specialization in Science and Mathematics with 55 % marks or any other qualification equivalent thereto, are eligible for admission to the programme.

The College strictly adheres to the norms of GGSIPU New Delhi for Admission Criteria & Course Content. GGSIPU New Delhi shall follow NCTE guidelines/ regulations for the B.Ed. programme for admissions and implementation.

Note:

As per GGSIPU norms, Widows, Wards and Wives of Serving/ Ex Servicemen Army Personnel will be allowed 5% relaxation of marks in the minimum eligibility requirement or as specified by the statutory body governing the programme of study.

Relaxation as mentioned above and elsewhere in University Admission Brochure, will be granted to only those candidates, who are able to produce necessary relevant supporting documents as per the Admission Brochure before the Admission Officer present at the Venue of the Document Verification / Counselling /Admission. Therefore, for seeking those relaxations, necessary documents must be obtained in advance by all candidates from the Competent Authority as prescribed. (Refer Appendix 1: Undertaking for Defence Category in GGSIPU Admission Brochure (PART B) Academic Session 2019-20.

Candidates having fulfilled the eligibility conditions, as mentioned above, may opt for any two teaching methodology subjects, as per details given below for graduates and post graduates.

(a) **Graduates:** Candidates must have passed at least two subjects out of the following list of the teaching methodology subjects as mentioned below: (i) English (ii) Hindi (iii) Urdu (iv) Punjabi (v) Sanskrit (vi) Mathematics (vii) Integrated Science (viii) Social Science.

Note:

1. University shall abide strictly to the NCTE norms for admission in B.Ed. programme.
2. Candidates are advised not to choose two languages as teaching methodology subjects.
3. The choice of the teaching Methodology shall be based on the subjects studied by the candidate at the graduation level.
4. The candidate must have passed at least two subjects out of the list of the teaching methodology subjects as mentioned above. These two subjects should be available as teaching subjects in the institute / college in which the candidate seeks admission.
5. The second teaching subject can be chosen either from the main subjects or subsidiary subject passed by the candidate at the graduation level.
6. The candidate who has studied either Political Science /History /Geography/ Economics /Philosophy/Sociology/Psychology will be eligible to take Social Science as one of the teaching subjects.
7. Candidates who have studied either Physics/Chemistry/Botany/Zoology/Life Science will be eligible to take Integrated Science as one of the teaching subjects.

(i) **Post Graduates:** Candidates must have passed at least two subjects out of the following list of the teaching methodology subjects as mentioned below: (i) English (ii) Hindi (iii) Urdu (iv) Punjabi (v) Sanskrit (vi) Mathematics (vii) Biology (viii) Physics (ix) Chemistry (x) Accountancy (xi) Business Studies (xii) Political Science (xiii) History (xiv) Geography (xv) Economics (XVI) Home Science.

Only post graduate students are eligible to take the above mentioned subjects.

Note:

- 1) University shall abide strictly to the NCTE norms for admission in B.Ed. programme.
- 2) Candidates are advised not to choose two languages as teaching methodology subjects.
- 3) The choice of the teaching Methodology shall be based on the subjects studied by the candidate at the post-graduation or graduation level.
- 4) The candidate must have passed at least two subjects out of the list of the teaching methodology subjects as mentioned above. Candidates will be allotted teaching subjects from the subjects listed above provided the same is being offered by the College.
- 5) The First Teaching Subject can be chosen from the subjects passed by the candidate at post-graduation level.
- 6) The Second Teaching Subject can be chosen either from the main subjects or subsidiary subjects passed by the candidate at graduation level.

(b) **Age Limit.**

As on 01.08.2019 candidate should not be beyond 35 years of age as per GGSIPU New Delhi Admission norms.

(c) **Age Relaxation.**

Candidates desirous of applying for age relaxation as per norms above should apply in writing to Registrar, Guru Gobind Singh Indraprastha University. The application should reach the Academics Division of the University on or before 24th April, 2019 at the address: Incharge (Admissions), Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, New Delhi 110078. Late applications shall be summarily rejected.

The upper age limit may be relaxed upto a maximum of five years in exceptional cases by the Admission Officer (designated) of the concerned programme if he/she is satisfied with the merit of the case. Candidates exceeding the upper age limit upto five years may provisionally apply/ appear in the Common Entrance Test. However, they would be required to submit to the satisfaction of the Admission Officer an explanation regarding the gap period, i.e., the details of the period spent by him/her after passing the qualifying examination to justify the relaxation. Such explanation should be in the form of an application to the concerned Admission Officer along with supporting documents (if any). Any relaxation of age beyond this shall be given by the Registrar of the University. The candidates desirous of applying for age relaxation should apply in writing to Registrar, Guru Gobind Singh Indraprastha University. The application should reach the Admission Division of the University on or before 21 May, 2019 at the address: Incharge (Admissions), Guru Gobind Singh Indraprastha University, Dwarka, Sector 16C, Delhi 110078. Late applications shall be summarily rejected.

If a candidate takes admission on the basis of a false age claim, the admission of such a candidate shall be cancelled with forfeiture of entire fees paid, as and when such cases are detected.

(d) **Responsibility for Ensuring Eligibility.**

It is the responsibility of the candidates to ascertain whether he/she possess the requisite eligibility and qualifications for admission. Appearing for the written examination does not necessarily mean acceptance of eligibility.

(e) **Result Awaited/ Compartment/ Supplementary Cases.**

All such candidates who have appeared in the qualifying examination (irrespective of the outcome of their final result) will be eligible to appear in the CET 2019 and all such candidates will be provisionally admitted in the respective programs; provided that the examination of the qualifying programme of study on the basis of which admission is sought is over before the commencement of classes i.e. 01.08.19 in the University for the programme of study in which admission is sought. Further, such provisionally admitted candidates will have to fulfil his/her eligibility as per the eligibility laid down in the admission brochure, latest by October 15, 2019.

All such candidates whose result is awaited, will have to submit an undertaking / self-declaration form at the time of admission/ verification of document in the prescribed Proforma.

The candidate will have to submit the final result of qualifying degree proving his/her eligibility on or before October 15, 2019 to the Principal of the College. In case the candidate fails to submit his/her final result of qualifying degree in the manner as prescribed above to prove his/her eligibility on or before October 15, 2019, whatsoever the reason may be, his/her admission will be treated as null and void (cancelled) and the entire fee will be forfeited and under no circumstances he/she will be allowed to appear in the End Term Exam. If such and admitted student appears for the examination

and even if the result of such students is declared, the candidature of such provisionally admitted candidates shall be cancelled and the result declared as null and void. No extension beyond October 15, 2019 shall be allowed by the university in any case.

There will be no rounding-off of the percentage of marks of qualifying examination while deciding the basic eligibility of any candidate for admission e.g. if a candidate obtained 49.9% marks in his/her qualifying examination, then it will not be rounded-off to 50%. Therefore, the candidate is not eligible for that programme where minimum requirement of marks is 50%. In case candidate for any reason fills the minimum % wrongly in Verification Form, he/she shall be solely responsible.

(f) **Physical Fitness.**

- (i) The applicant must be in good mental and physical health and should be free from any physical / mental defect which is likely to interfere with his/her studies including active outdoor duties required of a professional.
- (ii) Accordingly, all the students shall be required to submit a Medical Certificate indicating fitness from a Doctor with valid registration under the Medical Council of India Act, at the time of admissions / counselling (refer Appendix 6 of GGSIPU Admission Brochure (PART B) for Academic Session 2019-20).

26. **Syllabus for B.Ed. CET CODE 122.**

- (a) English Comprehension- 15%
- (b) Mental Ability and Reasoning - 40%
- (c) General Awareness – 25%
- (d) Aptitude for Teaching – 20%
- (e) The Question Paper shall be set both in English and Hindi Language
(Except the English Comprehension Section which shall only be in English).

27. **General Guidelines for Common Entrance Examinations (CET).**

- (a) The written examination conducted are OMR based in general unless specified otherwise.
- (b) The test centers for the common entrance tests conducted by the University shall only be in the National Capital Territory of Delhi.
- (c) For marking / writing on the OMR answer sheet, a black/blue ball pen should (only) be used.

28. **Scheme of Test (CET).**

- (a) The test paper will contain 150 objective-type questions. Out of these for multiple choice questions, only one correct; or most appropriate answer should be selected and marked on the OMR answer sheet.
- (b) Each multiple choice question shall carry four marks. There will be negative marking for incorrect answer. One mark will be deducted for each incorrect answer.
- (c) The written test will be of two-and-a-half-hour duration and will carry 600 marks.
- (d) The medium of the tests shall be in English and Hindi.
- (e) Candidates should bring a black ball point to the Examination hall for writing/marketing responses (darkening the ovals) on OMR answer sheets. Use of pencil is not allowed.

- (f) For those who are unable to appear in the test on the scheduled date for any reason, retest will not be held by the University under any circumstances. No refund of fee is permissible.

29. **CET Admit Card**

- (a) The Admit Card will be available online, on or before 5 days of the date of the CET.
- (b) The Admit Cards may be downloaded from the candidates individual account using log-in ID and password from the website which was used for filling up the application form.
- (c) No candidate will be allowed to enter the Examination Hall without the valid CET Admit Card 2019, issued by the University.
- (d) Candidates are required to carry two printouts of the admit card at the time of CET.
- (e) Candidate must preserve the CET Admit Card till the admission procedure is over.
- (f) Request for issue of duplicate Admit Card will not be entertained by the University after the Common Entrance Test (under any circumstances).
- (g) No claim of having filled up the Application Form and non-receipt of admit card will be admissible after the CET.
- (h) Impersonation is a punishable offence. No candidate will be permitted to appear in CET without the Admit Card.
- (i) In case of non-receipt of Admit Card the candidate may contact Office of Controller of Examinations (Operations) at GGSIP University, Sector 16C Dwarka, New Delhi 110078 at least 5 days before the scheduled commencement of respective CET. The application in this regard must be supported by a copy of the printed version of the application form and proof of payment of requisite fee for the CET. Without the submission of these two documents, no application in regard to non-receipt of admit cards shall be entertained, the application in this regard shall be deemed incomplete and rejected without intimation to the applicant.

30. **Online Counseling Procedure and Subsequent Admission.**

- (a) Online counseling will be done by University for B.Ed. programme.
- (b) The detailed instructions about the online counselling, User Manual, FAQs shall be available on the University website <http://www.ipu.ac.in> & www.ipuadmissions.nic.in. Candidates are advised to go through the details thoroughly at these sites before registration. This information shall be available before the start of the online counselling. Aspirants / candidates should keep seeing the University website(s) in this regard.
- (c) For tentative counseling schedule summary refer Chapter 14 of GGSIPU Admission Brochure (Part C) for Academic Session 2019-20.

31. **Joining Instructions.**

- (a) Students are required to bring 06 passport size photographs along with the following documents at the time of reporting and joining AIE:

(aa) **Mark-sheets and Degree.** (Original + 2 photocopies attested by a Gazetted officer or self-attested)

- (i) Class X/ D.O.B
- (ii) Class XII
- (iii) Graduation (All years/ semesters)
- (iv) Post- Graduation (All years/ semesters)
- (v) Aadhar card

Title of the papers appeared at the graduation and post-graduation stage has to be clearly mentioned along with paper code in the photocopy of mark sheet or its back side.

In case of students who have passed their qualifying examination through distance/open education from any recognized University/ Board/ Institution, the necessary documentary evidence related to location of his/her study centre i.e. study centre proof, certificate from University imparting Open/distance education certifying the location of study centre must be submitted.

(ab) **CET Documents.** (Original + 2 photocopies self-attested)

- i. CET Application Form and Fee Receipt
- ii. CET Roll No.
- iii. Admit Card of CET
- iv. Counselling Participation Fee Receipt
- v. Counselling Registration Form
- vi. Document Verification Slip for Defence Category
- vii. Admission Slip
- viii. Provisional Allotment Letter
- ix. Part Academic Fee Receipt of Rs 40,000/- (GGSIPU)

(ac) **Character Certificate (in Original).** From the head of the institution from which the qualifying examination is passed or from a Gazetted Officer. It should not be more than six months old.

(ad) **Medical Certificate.** Certified by registered Medical Officer or MBBS Doctor.

(ae) **Reserved Category (Defence) Certificate.** In the name of the student.

(af) **Migration Certificate.** From the university from which the candidate has passed his / her last examination, in original.

(b) **Undertakings.**

In case of Result awaited, an Undertaking by the student stating he/she is responsible for proving his/her eligibility **before October 15, 2019.**

(b) NEFT/Cheque/Demand Draft of Rs. 37,850 /- drawn in favour of Army Institute of Education payable at GREATER NOIDA.

37. Custody of Original Certificates.

Original of all certificates, as mentioned above, will have to be produced by the candidate for verification of his eligibility for admission to the B. Ed. programme. These will be produced on the day of admission and will thereafter be returned to the candidates. Candidates are advised to apply / approach the university where they appeared for the last examination and obtain their migration certificate well in time. Admission may be denied if the migration certificate is not produced at the time of joining the Institute.

38. Inability to Produce Original Documents at the Time of Admission.

In case a candidate is already pursuing a Programme of study in some other Institute and the original certificates are held elsewhere, he / she will be provisionally admitted on the basis of the attested copies of his/ her certificates. In such cases, the candidate must produce a letter from the Head of the College / Institution concerned stating the fact. Once the admission has been granted, the candidate must produce the original certificates within 15 days of his / her admission to the Institute for verification, failing which the admission of the candidate will be cancelled and the seat allotted to the candidate next in merit.

39. Code of Conduct.

The students admitted to Army Institute of Education should: -

- (a) Not indulge in any act that tarnishes the image of the Indian Army in general and Army Institute of Education in particular.
- (b) Be respectful to all the members of the staff.
- (c) Be dressed appropriately and decently for classes and campus, and while moving in town and on social functions.
- (d) Not indulge in smoking, drinking and other forms of substance abuse in the college campus.
- (e) Assist in keeping the campus neat and clean.
- (f) Always move out of the campus keeping their Identity Card on their person.
- (g) Be punctual and regular in all classes and in other functions and activities.
- (h) Treat the Institute property with utmost care and help in its upkeep.
- (i) Not participate in any political, anti-national, anti-social, or undesirable activity in or outside the campus.
- (j) Not indulge in any form of ragging. The Institute follows a zero tolerance policy to ragging. Students accused of ragging and found guilty will be expelled from the college and action will be taken as legal norms on the subject. It is mandatory for every students and his/her parent/guardian to submit an Anti-Ragging Affidavit/Undertaking as per UGC and GGSIPU norms.
- (k) Ensure that parents / spouses / children do not stay in the hostel with them.
- (l) Take pride in being the alumni of Army Institute of Education in future and aim at excellence in all fields.
- (m) Strictly follow procedures and timings for Out pass/Leave. Violation will invite strict disciplinary action including expulsion from AIE.

- (n) Adhere to rules, instructions and guidelines as contained in the Hostel prospectus, which will be provided at the time of joining the Institute.

40. **Discipline.**

Being governed by AWES, students of the institution are expected to conduct themselves in the most disciplined manner. The discipline and behaviour of students will also be governed by the relevant ordinance of the affiliating university. The college authorities are empowered to take appropriate disciplinary action for any act of misconduct ranging from rustication for two months to an outright expulsion. The Institute reserves the right to expel any student from the college hostel at short notice without assigning any reason.

41. **Accident.**

Army Institute of Education will not be responsible for any accident or death of any student during the entire duration of the Programme or during his/ her stay in the hostel, the institution or while on outdoor training/trips.

42. **Bond.**

There is no liability / bond for the students admitted to Army Institute of Education to join armed forces after the completion of their B.Ed. Programme.

MISCELLANEOUS INSTRUCTIONS

All admissions made by Army Institute of Education to its B. Ed. Programme are provisional. The admissions will be considered final only when the eligibility criteria are met and the admissions are endorsed by GGSIP University, New Delhi.

All students must bring with them ECHS dependent card along with ECHS self-attested proforma for dependent son/daughter above 18 years of age duly countersigned by O/C Parent Polyclinic and dependent CSD Card, to utilize services of ECHS empaneled hospitals or CSD canteen located close by, when required.

No valuables (cash/jewellery/laptop etc) should be carried/kept in hostel or class rooms by the students. AIE will not be responsible for loss/theft/damage to any such personal item. Students themselves are responsible for safe custody of their belongings.