

BACHELOR OF EDUCATION (B. Ed.)
GURU NANAK DEV UNIVERSITY, AMRITSAR
ORDINANCES FOR BACHELOR OF EDUCATION

Applicability of Regulations for the time being in force

Notwithstanding the integrated nature of a course spread over one academic year, the regulations in force at the time a student joins the course shall hold good only for the examinations held during or at the end of the academic year, Nothing in these regulations shall be deemed to debar the University from amending the regulations subsequently and the amended regulations, if any, shall apply to all students whether old or new,

Duration of Course and Schedule of Examination :

1. The duration of the Course of the degree of Bachelor of Education (B. Ed.) shall be one year.
2. The annual examination shall be held once in a year ordinarily in the month of April at such place or places and on such dates as may be fixed by the Vice-Chancellor.
3. A supplementary examination shall be held ordinarily in the month of September/October on such dates, such place as may be fixed by the Vice-Chancellor.
4. The schedule of dates fixed for various examinations shall be notified by the Registrar to the Principal's of all the affiliated colleges as well as by publication at least one daily newspaper in English, Punjabi, Hindi and Urdu Language.

Eligibility :

5. The B.Ed. examination shall be open to only those graduates and postgraduates of Guru Nanak Dev University, Amritsar / other recognized Universities who had been admitted to B.Ed, course strictly on the basis of their relative merit in Pre-B.Ed., Entrance Test conducted by Guru Nanak Dev University, Amritsar or any other University, on behalf of the Punjab Government.
6. The minimum qualifying percentage score for B.Ed. admission shall be 50 per cent at first or second degree level for general and reserved categories (other than schedule castes/schedule tribes/backward classes). For Schedule Castes/Schedule Tribes/Backward Classes/Categories the minimum qualifying percentage score for B.Ed admission shall be 45 percent at first or second degree level.
7. A person who possesses the qualifications laid down in Ordinance 5 and has been on the rolls of a college affiliated for B.Ed. Degree course during the academic year preceding the examination, shall be eligible to appear in the examination on the production of the following certificates signed by the Principal of the College attended by him/her :
 - i) of good character;
 - ii) of having undergone the course of training for the Degree of Bachelor of Education for one academic year at a College affiliated for this examination.
 - iii) of having secured at least 40% marks in internal assessment in all the parts and their components as mentioned in B.Ed. syllabus.

- iv) of having attended not less than 75 per cent of the lectures delivered in each subject in which he/she is to be examined, Condonation of lectures shall be as per General Ordinances appearing in University Calendar Volume-III.
- v) A student who is unable to appear in the examination owing to shortage in the prescribed course of lectures in the subject or subjects may be allowed to appear at the following examinations, if he/she makes up the deficiency in the subject/s concerned by attending the lectures at the concerned college.
8. A student who having completed the prescribed course does not appear in the examination, or having appeared in the examination, has failed may be allowed to re-appear in the examination privately as a Late College student for two consecutive years without attending a fresh course of instruction.
9. Every candidate shall submit his/her admission form to the Registrar through the Principal of the College he/she has most recently attended.

FEES

10. According to the Schedule, every candidate shall pay such fees to the University as the Syndicate may prescribe from time to time.

SCHEME OF EXAMINATION 2009-2010

The examination shall consist of three parts

PART - I (Foundation Courses and Teaching Methodologies)

General Professional Course of Theory Papers

| | | Marks | | |
|---------------|---|------------|------------|------------|
| | | External | Internal | Total |
| Paper -I | : Philosophical and Sociological Bases of Education | 80 | 20 | 100 |
| Paper -II | : Educational Psychology and Guidance | 80 | 20 | 100 |
| Paper -III | : Emerging Trends in Indian Education | 80 | 20 | 100 |
| Paper -IV | : Educational Technology | 80 | 20 | 100 |
| Paper -V (a) | : Modern School Management | 40 | 10 | 50 |
| (Compulsory) | | | | |
| Paper -V (b) | : (Select anyone option from following) | 40 | 10 | 50 |
| Optional | | | | |
| Option (i) | : Comparative Education | | | |
| Option (ii) | : Environmental Education | | | |
| Option (iii) | : Population Education | | | |
| Option (iv) | : Value Education | | | |
| Option (v) | : Health Education | | | |
| Option (vi) | : Measurement and Evaluation | | | |
| Option (vii) | : School Library Services | | | |
| Option (viii) | : Curriculum Development | | | |
| Option (ix) | : Distance and Open Learning | | | |
| Paper VI | : Methodology - I | 80 | 20 | 100 |
| Paper VII | : Methodology - II | 80 | 20 | 100 |
| TOTAL | | 560 | 140 | 700 |

PART -II (School Experience Programme)

| | | Marks | | |
|--------------|-------------------------------|------------|-----------|------------|
| | | External | Internal | Total |
| (i) | : Methodology of Teaching -I | 60 | 40 | 100 |
| (ii) | : Methodology of Teaching -II | 60 | 40 | 100 |
| TOTAL | | 120 | 80 | 200 |

PART -III (Work Experience Programme)

| | | Marks | | |
|--------|---|-----------|------------|------------|
| | | External | Internal | Total |
| A | Art (Compulsory) | 30 | 20 | 50 |
| | (i) Simple Exceptional Competencies | | | |
| | (ii) Blackboard Writing | | | |
| B | Computer Education (Compulsory) | 30 | 20 | 50 |
| C | Physical Education (Compulsory) | 30 | 20 | 50 |
| D | Value Orientation & Personality Development Through: | | | |
| (i) | Community Service/Co curricular Activities (Comp.) | -- | 30 | 30 |
| (ii) | Hands on Experience (anyone) | -- | 20 | 20 |
| (iii) | Gardening | | | |
| (iv) | Interior Decoration | | | |
| (v) | Cooking | | | |
| (vi) | Needle work | | | |
| (vii) | Repairs of Electric Gadgets | | | |
| (viii) | Clay Modelling | | | |
| (ix) | Photography | | | |
| (x) | Music | | | |
| (xi) | Drawing & Painting | | | |
| (xii) | Commercial Art | | | |
| (xiii) | Creating out of waste material | | | |
| (xiv) | Tie & Dye | | | |
| | TOTAL | 90 | 110 | 200 |

Grand Total: Part-I =700 + Part-II = 200 + Part-III = 200 (PART III) = 1100

Note 1. : If the difference between external and internal marks of the candidate is more than 20 percent then the university can normalize the scores of the candidate by bringing total internal assessment/practical scores at par with the theory scores.

2. Use of all brands of non-programmable calculators having signs of +,-, x, only, is allowed in the examination centre (in Paper II only), but these will not be-provided by the university/college, Radio, pagers, mobiles are not allowed in the examination.

Part - I Foundation Courses and Teaching Methodologies (Theory)

There will be 80 percent external & 20 percent internal assessment marks in Part-I (Theory Papers) candidates shall have to secure 40 percent marks in each paper in external and internal assessment separately. Marks internal Assessment shall be counted towards division or merit. The break up of internal assessment marks is given at end of the syllabus of the concerned foundation course/methodology.

Part - II School Experience Programme (Practical)

This part consists of practical work in two school subjects and will be evaluated in the institution by the internal examiners, coordinated by a Principal of any other College of Education affiliated to G.N.D.U., Amritsar. Evaluation will be done by a panel of two subject teachers. Internal Examiners can award to a candidate up to 65% marks at their own level. However if they feel the candidate deserves higher marks, the work must be re-evaluated by panel of Examiners headed by the Coordinator. The candidate shall have to secure 40% marks in external as well internal assessment separately. Marks in internal assessment shall be counted towards division or merit.

Marks of internal assessment will be distributed as under:

| | |
|--|-------------------|
| Performance in two discussion lesson (5+5) | = 10 Marks |
| Performance during the teaching practice | = 10 Marks |
| Practical lesson note-book | = 10 Marks |
| Audio-Visual aids/innovations/Models | |
| Resources used during the teaching programme | = 10 Marks |
| | = 40 Marks |

Note: Admission to the B.Ed. course is subject based. At the time of the admission, each candidate shall opt for two teaching subjects. A candidate can opt for only those teaching subjects, which

he/she has studied at least for two years as major subject at graduation /post graduation level and at least for one year in case of minor subject. All the languages will be considered as minor subject.

A candidate can take up any two of the following methodologies :

Teaching Methodologies Paper VI & VII

| | | Marks | | |
|-----|--|----------|----------|-------|
| | | External | Internal | Total |
| 1. | Option i (a), Methodology of Teaching of Punjabi | 80 | 20 | 100 |
| 2. | Option i (b) Methodology of Teaching of Hindi | 80 | 20 | 100 |
| 3. | Option i (c) Methodology of Teaching of English | 80 | 20 | 100 |
| 4. | Option i (d) Methodology of Teaching of Sanskrit | 80 | 20 | 100 |
| 5. | Option ii, (a) Methodology of Teaching of Social Studies | 80 | 20 | 100 |
| 6. | Option ii (b) Methodology of Teaching of History | 80 | 20 | 100 |
| 7. | Option ii (c) Methodology of Teaching of Geography | 80 | 20 | 100 |
| 8. | Option ii (d) Methodology of Teaching of Political Science | 80 | 20 | 100 |
| 9. | Option ii (e) Methodology of Teaching of Economics | 80 | 20 | 100 |
| 10. | Option iii Methodology of Teaching of Commerce | 80 | 20 | 100 |
| 11. | Option iv Methodology of Teaching of Mathematics | 80 | 20 | 100 |
| 12. | Option v Methodology of Teaching of Computer Education | 80 | 20 | 100 |
| 13. | Option vi (a) Methodology of Teaching of Science | 80 | 20 | 100 |
| 14. | Option vi (b) Methodology of Teaching of Physical Science | 80 | 20 | 100 |
| 15. | Option vi (c) Methodology of Teaching of Life Science | 80 | 20 | 100 |
| 16. | Option vi (d) Methodology of Teaching of Home Science | 80 | 20 | 100 |
| 17. | Option vii Methodology of Teaching of Physical Education | 80 | 20 | 100 |
| 18. | Option viii Methodology of Teaching of Music | 80 | 20 | 100 |
| 19. | Option ix Methodology of Teaching of Art | 80 | 20 | 100 |
| 20. | Option x Methodology of Teaching of Agriculture | 80 | 20 | 100 |

PART-III WORK EXPERIENCE PROGRAMME

This part will consist of four components of 50 marks each in the ratio of 30:20 marks, except component D. 30 marks will be for external examination and 20 for internal assessment. Component D will comprise of two sub-parts. There will be no external examination for this component. For the external examination the candidates will be evaluated by external examiners. Candidates shall have to secure 40% marks in each component in external as well as in internal assessment separately. Marks in Internal Assessment shall be counted towards division or merit.

The final award of Part-III will be sent to the University by the concerned external/internal examiner with the counter signatures of the concerned Principal.

Note: I. A candidate who becomes ineligible in Part-I for want of minimum attendance stands ineligible for Part-II or in Part-III also and vice versa.

II. Provided that a candidate who fails in one or more papers of Part-I and/or Part-II and/or Part-III shall be given grace marks according to ordinances relating to awards of grace marks.

4. MEDIUM OF EXAMINATION : The medium of examinations shall be as under:

(a) The question papers shall be set in English only except for the following languages in which they shall be set as under :-

(i) For Sanskrit Hindi (ii) For Hindi
Hindi

(iii) For Punjabi Punjabi

(b) Candidates shall write their answers in:

(i) English in the subject of English

(ii) Punjabi in the subject of Punjabi

(iii) Hindi in the subject of Hindi

(iv) English or Hindi or Punjabi in the case of other subjects.

5.(A)(i) If a candidate fails in the internal assessment of Part-I (Foundation Courses and Teaching Methodology) Theory Papers and/or Part II (School Experience Programme and/or Part-III (Work Experience Programme) shall not be allowed to appear in the examination of that

particular part/so He/she can appear in the remaining part/s in the Examination but his/her result of annual examination will not be declared. He/she shall have to rejoin the college in the succeeding session for a minimum period of one month in order to qualify for the internal assessment of that particular part/s The Principal shall be empowered to extend this period but the extension must expire one week before the commencement of the next annual examination. If he/she passes in the internal assessment, his/her result of annual examination will be declared and if he/she fails to qualify in the internal assessment his/her candidature for the previous examination will be cancelled and result be filed.

The marks awarded to a candidate in the Internal Assessment will be carried forward at his/her option when he/she is permitted to re-appear in a parts in subsequent examination. The marks obtained by a candidate in internal assessment shall be valid even if he/she remains absent in the external examination.

- (ii) Internal assessment in each paper will be based on two house tests and the-prescribed practical work.
 - (iii) The Principal will be the overall in charge of internal assessment and will have the authority to modify if and where necessary.
 - (iv) Students of B.Ed. Class falling short of required lectures/lessons in teaching practice/practicals may be allowed to take the following supplementary examination of April Examination after making up the deficiency by rejoining their respective colleges.
- B.**
- (i) The College should intimate the names of such students to the University as are failing in the internal assessment of Part-I and/or Part-II and/or Part-III at least fifteen days before the commencement of the theory examination and a week before in the case of school experience Programme (Practical).
 - (ii) The internal assessment in Part-I, II and III should be sent to the University before the commencement of Annual Theory Examination, Internal Assessment in Part-II should reach the University immediately after the completion of School Teaching Experience Programme (Practical). The college should intimate to the University the names of such students as are failing in the internal assessment of any parts or falling short of lectures in any paper/s, This intimation must reach the University. At least fifteen days before the commencement of the theory examination and a week before in the case of School Experience programme in each subject of methodology.
 - (iii) The University may appoint an inspector to inspect the records etc, of the internal assessment maintained in the various colleges for ensuring uniformity of standards,
 - (iv) During the inspections concerned records of internal assessment, practical work, activities etc. should be available in the institution at least for six months. The same should be submitted to the members of inspection team as and when asked for.
6. Practical Examination in Part-II and Part-III will be held after the Theory Paper Examinations. The Practical marks of Part-II and Part-III will be added to Part-I (Foundation Courses and Teaching Methodologies) for determining the Division or Merit.
7. If a candidate fails to pass the B.Ed. Examination or remains absent or is placed under re-appear in Part-I and/or Part-II and/or Par-III, he/she shall be given the next four consecutive chances to pass the examination failing which he/she will have to rejoin the college afresh. Such a candidate shall pay a fee as fixed by university on each occasion.
- a) The result of a candidate, who remains absent or fails to secure 40% marks in internal assessment of each component, will not be declared till he/she makes up the deficiency in the next session by joining the college for a period depending upon the discretion of the Principal. If a candidate does not join the college or fails to qualify the internal assessment in the next session his/her pending result of the annual examination will be cancelled.
 - b) If he/she fails in one or two papers (Foundation Courses & Teaching Methodologies), part-II (School Experience Programme) and/or Part-III (Work Experience Programme) he/she may be permitted to appear in such paper/s in the next three subsequent examinations. Such candidate shall pay a fee fixed by the University from time to time on each occasion. If he/she passes in all such paper/s in any of these examinations, he/she shall be deemed to have passed the examination.

TEACHING PRACTICE

8. The teaching practice of 6 weeks duration will be split up in two spells for regular students. First, two weeks teaching practice in the month of October/November and second, four weeks in the month of April/May. All lessons are to be supervised by the concerned Method Masters. Comments will be entered in the note books & feed back will be given to the students.
A candidate who does not complete 2+2=4 composite discussion lessons and sixty lessons, (25+5) i.e.; 25 Composite and 5 Micro in each subject and 40 observations, (15+5) i.e.; 15 composite and 5 Micro in each subject, he/she will have to complete these in the next session in order to undergo the teaching practice of the remaining period. The Principal will intimate the names and roll numbers of such candidates, to the University immediately after the completion of teaching practice so that the result of the annual examination of these candidates may be withheld, If any candidate fails to complete the six weeks teaching practice in the next session, his/her candidature will be cancelled and result be filed.
9. If candidate passes a part or component or sub component of a part but fails in other component or sub component of a part, he/she is not required to re-appear in a part or component or sub-component which he/she has passed.
10. The marks awarded to a candidate in the internal assessment shall be carried forward when he/she is permitted under ordinances to reappear in a part or parts at a subsequent examination, The marks obtained by a candidate in internal assessment shall be valid even if he/she remains absent in the external examination.

PASS MARKS, DIVISION/MERIT

11. (a) The minimum marks required to pass the examination shall be 40%. The candidate shall have a secure at least 40% marks in external examinations and internal assessment separately in all the Papers/Components of Part-I, Part-II and Part-III.
- (b) If the difference between external and internal marks of the candidate is more than 20 percent then the university can normalize the scores of the candidate by bringing the total internal assessment/practical scores at par with the theory scores
- (c) Overall division and merit will be determined on the aggregate of external examinations and internal assessment in Part-I, Part-II and Part-III (i.e, Out of 1100 marks).

| | | |
|---------------------------------|---|---------------------------------------|
| First division with distinction | : | 70 per cent or above |
| First division | : | 60 per cent or above |
| Second division Above | : | 50 per cent but below 60 percent |
| Third division | : | Above 40 percent and below 50 percent |

IMPROVEMENT OF DIVISION / PERFORMANCE :

12. (i) That if a candidate who has passed B.Ed. Examination from this University has secured less than sixty per cent marks may be allowed to reappear in theory papers only for the purpose of improving his/her division/performance. He/she may be given two chances for this purpose. He/she may appear in anyone or more papers or all the theory papers provided that he/she completes the examination within a period of two years from the date of passing the examination in the first instance or before attaining higher degree in Education. The candidate will have to appear as per the syllabus prevalent at the time of examination.
- (ii) That marks of internal assessment/practicals will remain unchanged.
- (iii) The if he/she fails to improve his/her score, he/she may be given the benefit of his/her favourable score in the original examination and new score in that case may be treated as cancelled. His/her previous result will stand in such cases.
- (iv) Award of Grace Marks shall be as per General Ordinances appearing in University Calander Volume III.
- (v) That such a candidate shall not be eligible for inclusion in the merit list/prize or medal.

B.ED. ADDITIONAL TEACHING SUBJECT/COMPONENT

13. A person who has already passed the examination for the degree of Bachelor of Education or equivalent degree from any University of Punjab i.e. Punjab University, Chandigarh, Punjabi University, Patiala or Guru Nanak Dev University, Amritsar only may offer, an additional subject or component other than the one which he/she has already passed. Such a candidate may be admitted to the examination on submission of application on the prescribed form and payment of fee fixed by the university from time to time as admission

fee. He/she shall join an affiliated College for teaching/training in the Subject/Component at least for one month. The college shall supply internal assessment awards to the University in accordance with the prescribed rules.

14. The students who want to appear for B.Ed. additional teaching subject/s will be required to join at least for one month, in any college of his/her choice where the facilities for such teaching subject/s exist and will deliver 20 composite lessons and 5 micro lessons under the guidance of concerned method master. He/she will also complete 20 observations. He/She will have to complete 6 weeks teaching practice along with regular students. He/she will be allowed to appear in Annual Examination only along with regular students. He/she may be provisionally permitted to appear in theory paper/so However, his/her School Experience Programme (practical) examination will be conducted only on the production of teaching practice completion certificate issued by the concerned college. All other conditions which are applicable to regular students shall also be mandatory for additional teaching subject/component students.

Provided that:

- 1) **For appearing in additional subject, only those students will be eligible to appear in the University examinations who have already passed the B.Ed. examination.**
- 2) **Subject to the approval of the Syndicate/ Regulation Committee.**

RESULTS / DEGREES

15. Four weeks after the completion of Examinations or as is possible, the Registrar shall publish a list (gazette) of candidates who took the examinations. The gazette will show the marks obtained by the candidates in external and internal assessment/examinations separately. Merit or division will be determined on the basis of marks obtained in the examinations including of all the three parts. Each successful candidate shall be awarded a degree stating the division on the basis of marks obtained by him/her out of 1100 marks.

CURRICULUM TRANSACTION

16. During the teaching days there should be 6 to 7 hours instructions per day, of which 3 to 4 hours per day may be devoted to theoretical instructions and the rest to practical work. Students may do practical work in groups. While one group does science practicals, another does Psychology practicals and a third group works in workshop or educational technology lab etc. Proper record of curriculum transaction should be kept in college and be shown to the inspection team as and when demanded.

NORMS FOR PRACTICAL WORK TO BE PERFORMED BY EACH STUDENT AS PER N.C.T.E. NORMS AND STANDARDS

| Sr. | Items | Essential | Desirable | No. |
|-----|--|---------------|---------------|-----|
| 1. | Science experiments relevant to School Syllabus | 10 | 15 | 2. |
| | Preparation of Teaching aids in each methodology (2+2) | 4 | 8 | |
| 3. | Administration of Psychology Tests, Scoring and interpretation | 5 | 8 | 4. |
| | Operation of Audio-Visual equipment | All Available | All Available | 5. |
| | Preparation of lesson plans/Preparatory training lesson | 10 (5+5) | 16 (8+8) | 6. |
| | Preparation of Unit and Resource Plans | 2 | 4 | |
| 7. | Observation of lessons taught by good teachers in each subject | 10 | 20 | 8. |
| | Observation of demonstration lessons in each method subject | 5 | 10 | 9. |
| | Construction of test items, unit test and Examination question paper in each method subject. | 20+2+2 | 30+2+2 | |
| 10. | Case study/action research/other project | 1 | 2 | 11 |
| | Lessons in each method subject | 20 | 25 | |

Note: These ordinances are to be read with Syndicate Decisions/Amendments made from time to time