

DIRECTORATE OF DISTANCE EDUCATION

UNIVERSITY OF JAMMU

JAMMU

www.distanceeducationju.in

M.Ed ADMISSION NOTICE

Applications on prescribed format are invited from eligible candidates for admission to the M.Ed. programme through Distance mode for the academic session 2010-11.

Eligibility : Any person having a Bachelor's Degree in Education(B.Ed) from University of Jammu or any other degree recognized as equivalent thereto shall be eligible for admission to M.Ed programme

The detailed information about the admission process shall be available on our website :

www.distanceeducationju.in

Students are advised to fill in the form **ONLINE** with correct particulars. The print out of the filled in form accompanied with a demand draft of **Rs.200/-** (non-refundable) drawn in favour of **Director, Directorate of Distance Education, University of Jammu payable at Jammu** along with the requisite documents and attested photocopies of certificates/degrees of all the qualifying examinations must be sent to the Asstt. Registrar (Academic), Directorate of Distance Education, Room No. 17, University of Jammu, Jammu by **Registered Post / Speed Post Only**, so as to reach on or before the last date(s) specified as under :-

- | | |
|---|-----------------|
| 1 Availability of application form on University website from | 15-01-11 |
| 2 Receipt of forms without late fee upto | 31-01-11 |
| 3 Receipt of forms with late fee of Rs. 50/- upto | 07-02-11 |

Admission Process : Admission shall be made through counseling on the basis of merit. The counseling schedule shall be notified separately. No separate invitation for counseling shall be sent individually to the candidates. The candidates have to be present personally at the time of counseling. The counseling schedule shall be displayed on our website in the 2nd week of Feb. 2011.

Note: Important instructions for filling up of form for M.Ed. admission are available on our website

IMPORTANT NOTES :

1. NCTE Act is not applicable to the state of Jammu and Kashmir.
2. No document/certificate shall be accepted after the submission of application form.
3. Under-process State Subject Certificate/Category Certificate shall not be accepted.
4. Application Forms by hand/Courier services shall not be accepted.
5. University will not be responsible for any postal delay and forms received after the last date(s) shall in no case, be accepted.
6. Handbook of information shall be provided to the candidates at the time of counseling without any charges.
7. **The University/ Directorate has not authorized any person/agency to conduct admission on its behalf. Anybody found indulging in such malpractice shall be liable to be dealt with under law.**
8. Invitation to counseling does not guarantee admission .

No.: DDE/ 11/54473

Dated : 12-01-2011

Sd/-

Dr.Meenakshi Kilam
Director

1. **Duration :** M.Ed. Programme shall be of the duration of one year (two semesters).

2. **Medium:** The medium of instruction and examination shall be **English**.

3. Eligibility Conditions

WHO CAN SEEK ADMISSION

Any person having a Bachelor's Degree in Education or any other degree recognized as equivalent thereto shall be eligible for admission to M.Ed Programme through Distance Education Mode.

Subject to fulfillment of eligibility criteria and other conditions prescribed for M.Ed. Programme through Distance Education, the admission shall first be given to a candidate who: -

- A. (i) has passed the qualifying examination from the University of Jammu and is a permanent resident of territorial jurisdiction of the University of Jammu; or
- (ii) has passed the qualifying examination from any other University other than the University of Jammu but is a permanent resident of the territorial jurisdiction of the University of Jammu or
- (iii) Is an employee of the Central or a State Govt. or a Public Undertaking or any other organization recognized for the purpose by the syndicate, posted within the territorial jurisdiction of the University of Jammu, or son/daughter/spouse of such an employee;

OR

- (iv) Is not a permanent resident of the territorial jurisdiction of University of Jammu, but has passed qualifying examination with not less than 60% marks from any University other than University of Jammu, subject to the condition that number of seats in this category shall not exceed 10% of the total number of seats available in the course of study.
- B. After making admission of students falling under the foresaid criteria, if seats remain vacant these shall be open to such candidates as have passed qualifying examination from any recognized university provided they have applied in time and are otherwise eligible.

Guidelines for filling in the application form

1. Before applying online, please keep the demand draft ready as per the amount applicable i.e. Rs.200/- without late fee and Rs.250/- with late fee.
- 2.Fill in the form available on the website by clicking on the link "M.Ed Admission"
3. After the form is filled and submitted, an I.D no. shall be generated.
4. Please get two printouts of the filled in form (one copy to be posted to the University after putting signature at the appropriate place and one for the personal record of the candidate for further use).
5. Send the signed copy of the form with self attested photograph, original demand draft and requisite documents to the Asstt.Registrar (M.Ed), Room No 17, Directorate of Distance Education, University of Jammu so as to reach the Directorate without late fee upto 31.01.2011 and with late fee of Rs. 50/- upto 07.02.2011 through Speed Post/Registered Post only.
6. The I.D no. generated in the form should be written on the backside of the demand draft.
7. The candidates can check the status of their form by visiting the website again by entering their I.D no. after 10 days of posting of the application form.
8. Candidates are advised to visit the website regularly for latest information.
9. Merit list shall be displayed on our Website www.distanceeducationju.in after second week of February 2011 alongwith information regarding the venue, date and time of counseling. Candidates shall not be sent any information regarding counseling schedule individually.

Note:-

- a). Only application forms registered online shall be accepted.
- b). In case any change is required to be made in the form, the process of filling in the form can be restarted and a new form submitted. There is no limit on the no. of forms that can be submitted online. However, the printout of the correct form only should be posted to the University.
- c). Under-process State Subject Certificate/Category Certificate shall not be accepted.
- d). Application Form by hand/courier services shall not be accepted.
- e). For any problem, help can be solicited from the helpline no 01912435687,9419182677,9419139909, 9419103046,9419202118 available during working hours (9.30 am to 5.00 pm).

5. Checklist

Enclose the following attested photocopies of certificates

1. Two attested photocopies of the degree and marks certificate of the Bachelor of Education (B.Ed.) Examination.
2. Two attested photocopies of B.A./B.Sc./B.Com degree and marks certificates of Part-I, II and III.
3. Two attested photocopies of the Certificate of Matriculation or equivalent examination showing date of birth.
4. If two attested photocopies of the M.A./M.Sc./M.Com marks certificate and degree, if the candidate has passed M.A./M.Sc./M.Com. Examination.
5. If the candidate holds an M.Phil/Ph.D degree, then attach two copies of the degree of the same.
6. Two attested photocopies of Marks Certificate / Degree and provisional certificate in original of the last Qualifying Examination.
7. Migration Certificate in original is to be submitted by the candidates having passed their last Examination from a University other than the University of Jammu) at the time of admission. No candidate shall be granted admission without migration certificate as well as duly attested eligibility form.
8. Two photocopies of the State subject certificate of the applicant.*
9. Affidavit in original on the format enclosed.
10. Two attested photocopies of category certificate of the candidate. *

Important Notes:

1. **Incomplete application forms and application forms received after the last prescribed date shall be rejected out rightly without any further communication.**
2. **The admission granted to a candidate may be cancelled at any time in case it is found that the candidate has furnished incorrect Information or false documents, or has suppressed the facts.**

* Under-process State Subject Certificate/Category Certificate shall not be accepted.

6. Admission Procedure

Admission shall be made through Counseling on the basis of selected forms on the spot admission. The Counseling schedule shall be notified separately. No separate

invitation for Counseling shall be sent individually to the candidates. The candidates have to be present personally at the time of counseling.

Criteria for Determination of Merit

A candidate to be eligible for admission to M.Ed. Programme, must have passed the qualifying examination of B.Ed. The criteria to determine merit will be out of a total of 100 points which will be calculated as under:

- (i) The percentage of marks obtained by a candidate in the B.Ed. Examination shall be worked out with the weightage of :
 - (a) Theory = 80%
 - (b) Practice of Teaching = 20%
- (ii) In event of a tie between candidates seeking admission to the M.Ed. Programme it shall be resolved on the basis of the aggregate marks obtained by the candidate in the first degree *i.e.*, B.A./B.Sc./B.Com./B.B.A. examination.
- (iii) If the tie still persists, their marks in Part-III of the said examination (B.A./B.Sc./B.Com./B.B.A.) will be the deciding factor. The candidate with higher marks shall get priority in admission.

Total Seats and Reserved Category Seats

(A) Total number of seats for admission to the M.Ed. course (DDE), will be 500 from the session 2009-10, out of which 67% seats will be filled on the basis of open merit.

(B) RESERVED CATEGORY SEATS

- (i) After selection of candidates is made on the basis of open merit, the remaining thirty-three percent (33%) seats, notwithstanding any thing contrary contained in any law. S.R.O. or regulation in the state, shall be filled up in accordance with the criteria given below :

- (ii) Break-up of the Reserved Categories :-

Category (i)	Scheduled Caste	8%
Category (ii)	a)Sportsmen	4%
	b)Persons who have excelled in	
	Cultural/Literary Activities	2%
Category (iii)	a) persons who have Participated with distinction in NCC activities	2%
	b) Person who have participated with distinction in NSS/Bharat Scouts & Guides activity.	2%
Category (iv)	Defence Service Personnel including Ex-Servicemen and their children who are permanent residents of the State and have had a satisfactory service record	2%
Category (v)	Candidates belonging to the areas adjoining the Actual Line of Control.	

	2%		
5%	Category (vi)	Candidates belonging to Scheduled Tribe	
	Category (vii)	Candidates belonging to Backward area other than that of districts Leh & Kargil	
2%			
2%	Category (viii)	Candidates belonging to Districts of Leh & Kargil	
	Category (ix)	Candidates belonging to weak and under-Privileged Classes as notified in S.R.O. by the state from time to time.	
2%			

Explanation :

- i) In case only one seat is available under category (ii) or category (iii) the same shall be filled on the basis of comparative merit of all the candidates under category (ii) (a) and (b), or category (iii) (a) and (b) put together, as the case may be.
 - ii) For determining the number of seats under any reserved category mentioned at Sr. No. iii (b) fraction of less than one-half shall be ignored and fraction of one half and more shall be treated as one. The benefit of fraction shall be given to each category separately even if it means an overall marginal increase in seats in any course of study.
 - iii) In the event of number of seats available in the Directorate being such that representation to all the reserved categories is not possible, the Directorate will still provide at least one seat to each reserved category even if it means marginal increase in the number of seats.
 - iv) In case, any of the seats remain vacant in a reserved category for want of eligible candidates, the same will be offered to the candidates of non-reserved i.e. open merit group.
- (C) Unless covered under Statute Explanation (i), only such candidates shall be eligible for consideration under reserved category (i) to (ix) specified at Sr.No. iii(b) as **have not already availed of this concession for admission to any course of study in teaching department of the University in any session.**
- (D) Selection of candidates against reserved seats specified at Sr.No. iii(b)ii shall be made on the basis of comparative merit.
- (E) To be a beneficiary of reservation, the candidate must be a Permanent resident of J&K State, except when applying under Categories (ii) i.e, sports/Cultural and Literary activities and (iii) i.e. N.C.C./N.S.S./Bharat Scouts & Guides activities, for which he must have passed the qualifying examination from the University of Jammu.

Enrolment Card/Identity Card

Each student will be provided with an Enrolment Card from the DDE, at the time of admission. The students are advised to keep the Enrolment Card in safe custody till the completion of the course. The Enrolment Card will be required for attending Personal Contact Programme, Writing Class Tests, Submitting Assignments, Practicum Work, receiving the Self Learning Material, and for all important academic activities (receiving Roll No. Slip) during the course.

Library Card

Library card shall be issued to a candidate against a deposit of Rs.575/- which is refundable to borrow books from the library of the directorate.

7. About the Programme

COURSES/ PAPERS OF THE PROGRAMME

M.Ed Programme is of 44 credits, split into two Semesters. The Ist Semester course carries 20 credits and 2nd Semester carries 24 credits. The following courses of study are prescribed for the Ist Semester of the M.Ed. Programme.

Ist SEMESTER

Course No.	Title	Credits
Ed-1	Philosophical Foundations of Education	4
Ed-2	Psychological Foundations of Education	4
Ed-3	Methods of Data Analysis in Education	4
Ed-4	Methodology of Educational Research	4
Ed-5	Comparative Education and Curriculum Development	4

(All Courses are compulsory).

IIInd SEMESTER

TO BE NOTIFIED LATER

Personal Contact Programme (PCP)

In order to provide opportunity for face to face interaction between the teacher and the students, the Directorate will organise compulsory **Personal Contact Programme** for **20 days in each course, per semester**. Every student will be required to obtain at least 75% attendance compulsory in each paper/ course in the PCP. During the PCP, the candidates will have the facilities of class room lectures and personal guidance with regard to their academic difficulties. **The Personal Contact Programme shall be conducted at Jammu only.**

An enrolled candidate / student because of compelling circumstances if, fails to complete any of the required component / components of the Programme (PCP and its allotted PCP batch, Assignments, Class Tests, Practicum work etc.) to earn eligibility to appear in the examination during the year of enrolment (Semester I or II) of the M.Ed. programme will be allowed to complete the deficient component/components along with the students for the next session of M.Ed. Programme with the fee of Rs. 1000/- . The fee for the change of Personal Contact Programme batch shall be Rs.500/-

Internal Assessment

The M.Ed. Programme through distance education shall also have the system of internal assessment as is applicable in case of the regular students of M.Ed Programme. Internal assessment shall carry 20 per cent of marks in each course/paper. The components of internal assessment in every course/paper will be as follows:

- i) One class test of 7 marks,
- ii) One assignment of 8 marks; and
- iii) Attendance in the PCP of 5 marks. *

**(i) A candidate who fails to complete the internal assessment components, shall not be eligible to appear in the semester examination.*

(ii) Bifurcation of marks of attendance

- (a) 75%— 80% — 3 marks*
- (b) Above 80% — 90% — 4 marks*
- (c) Above 90% — 100% — 5 marks*

Eligibility Conditions to Appear in the Examination in the Ist Semester

A student admitted to the M.Ed. Programme through distance mode of education shall be eligible to appear in the theory examination, if he / she has;

- (i) Obtained 75% of attendance in the Personal Contact Programme (PCP) in each course/paper in Ist semester. The Director, DDE, University of Jammu, shall have the authority to condone shortage up to 5 lectures in aggregate of all the courses in the concerned semester to the best advantage of the student.
- (ii) Submitted one written assignment in each course/paper on 5th day of the concerned PCP.
- (iii) Taken one class test in each course/paper during the PCP.
- (iv) Obtained at least 36 percent of the maximum marks allotted to the internal assessment in each theory paper; and

IInd SEMESTER TO BE NOTIFIED LATER

Award of Degree

The statutes governing the examination of the regular M.Ed. Programme shall also apply to the students of the M.Ed Programme through Distance mode of Education. Accordingly, the successful candidates of the M.Ed. Programme through Distance mode of Education shall be awarded the same Degree as is awarded to the successful candidates of the P.G. Department of Education, University of Jammu. **The examination of the students of the M.Ed. Programme shall be conducted at Jammu only.**

General Instructions

1. A person, so long as he is a student of the M.Ed. programme, shall not be eligible to attend any other course of study (whole or part time) or to appear in any other examination either of the University of Jammu or any other University
2. The admission granted to a candidate may be cancelled at any time in case it is found that the candidate has furnished incorrect Information or false documents, or has suppressed the facts.
3. The candidate shall maintain good behaviour and conduct during the time course of his/her enrolment to the M. Ed. programme. Any candidate who indulges in misbehavior, or commits an act of misconduct or indiscipline or tries to disrupt classes during the personal contact programme shall be dealt with under the same regulations governing discipline or tries to disrupt classes during the personal contact programme shall be dealt with under the same regulations governing discipline of students as are applicable in the case of students of the regular teaching departments of the University.
4. All legal disputes relating to the M.Ed. programme shall be subject to the jurisdiction of Jammu courts only.
5. The candidates undergoing the M.Ed programme shall have to appear in the M.Ed examination at the centres located at Jammu or at any other place within the territorial jurisdiction of the University of Jammu as may be decided by the controller of Examinations.
6. The contact programme shall be conducted on such dates as may be notified by the Director, Directorate of Distance Education, from time to time preferably during vacations . The examination of the students of M.Ed. programme mode shall be conducted on such dates as may be decided by the Controller of Examination.
7. A candidate once enrolled in the course is not eligible for refund of fee under any circumstances.

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