

## **ADMISSION NOTICE**

**Online Application Form** for admission to Diploma in Education D.Ed/ D.Ed. (Urdu) Course for the residents of Haryana only will be available online w.e.f. 05-July05, 2013 to July15, 2013 online registration & counseling through bank payment of Rs 500/- (Rupees Five Hundred only) for General and Rs. 275/- (Rupees Two Hundred Seventy Five Only) for SC & BC and differently abled category candidates. Candidates are advised to apply on the application form online available on website [www.dedharyana.org](http://www.dedharyana.org)

### **IMPORTANT DATES TO REMEMBER**

**Date of Registration & Counseling of online Application Form: - July05, 2013**

**Last Date of receipt of paid fees Online Application Form July 15, 2013**

### **Eligibility:**

- (A) The admission will be open to bonafide residents of Haryana only.  
(B) The minimum Education Qualification for Admission to these courses is as follows:-

#### **(I) Diploma-in-Education (D.Ed)**

- i. Candidates with at least 50% marks in Senior Secondary (10+2) or its equivalent examination with five subjects including English as one of the subjects.
- ii. There shall be a relaxation of 5% marks in minimum qualifying marks at Senior Secondary (10+2) level for Scheduled Castes (SC), Backward Classes (BC) and Differently abled candidates. Further, the said 5% relaxation means at least 47.5% marks ( $50 \times 5/100$  i.e.  $2.5 = 47.5\%$ ), as clarified by the Apex Court in its judgment dated 18.09.2011 cited in 2012(1) RSJ-64 in Civil Appeal No. 7084 of 2011 titled as P. V. Indiresan Vs. Union of India and others.  
However, the said relaxation shall not be admissible to Special Backward Classes & Economically Backward Class Persons in the General caste Category.
- iii. Matric with Hindi/ Sanskrit.

#### **(II) Diploma in Education (Urdu):- D.Ed. (U)**

In addition to the qualifications prescribed as at (i) above for Diploma in Education (D.Ed), the candidate should have passed Urdu in Secondary (10th class) Examination from the Board of School Education Haryana Bhiwani or any other board having equivalence of their examinations with the Board of School Education, Haryana, Bhiwani.

**Note :**

1. A candidate having higher qualifications will not be entitled to any additional benefit whatsoever, he/she will have to fulfill the requisite prescribed qualification and other eligibility conditions.
2. The eligibility of a candidate (as on 15-07-2013) for admission shall be verified at the time of admission/counselling.
3. The medium of Instruction & Examination will be Urdu except English subject for D.Ed. Urdu.

**Admission Procedure:**

The Merit List will purely be prepared on the basis of percentage of marks obtained in 10+2 examination streamwise (Arts, Science, Commerce & Vocational) and distribution of seats will be as under:-

**Stream-wise % of seats allotted**

Science	30 %
Commerce	28 %
Arts	40 %
Vocational	02 %

**Note:**

1. If the seats in Science stream remain vacant, these will be converted into Commerce Stream and vice versa.
2. If in all three- stream (Science, Commerce and Vocational Education) seats remain Vacant, these will be converted into Arts stream seats.
3. The detail of Institution wise seats is available on SCERT Haryana, Gurgaon website [www.scertharyana.in](http://www.scertharyana.in).

**Stream Subjects:** (Required Five subjects)

1. **Science Stream** English (compulsory) and at least two subjects from:-  
Physics, Chemistry, Mathematics/Biology
2. **Commerce-** English (compulsory) and at least two subjects from:-  
Business Studies, Accountancy, Mathematics/Economics
3. **Arts-** English (compulsory) with any four subjects.
4. **Vocational-** English (compulsory) and all other basic subjects in Vocational Institutes Affiliated by the Board of School Education Haryana, Bhiwani or any Technical Diploma approved by Technical Education Department Haryana/ passed 12<sup>th</sup> with NVEQF or its equivalent.

**Note:** The candidates are advised to apply for stream as per their subject combination in Senior Secondary examination and if any candidate does not apply in proper stream as mentioned above, his/her candidature will be treated as cancelled.

## **FEES:**

### **Self Financed Institutions Fees:**

Fee for Self Finance Institutions in the state of Haryana is Rs.18400/- (Rs. Eighteen Thousand Four Hundred Only) annually excluding actual examination fees as prescribed by the examination body. The second year fees of rupees 18400/- will be paid in the institution after completion of second semester examination.

### **Note:**

- 1. Fees once paid will not be refunded in any case, it will be treated as forfeited.**
- 2. Fee revision is under process, so the new fee structure will be applicable.**

## **Reservation:**

As per instructions issued by Chief Secretary, Government of Haryana, General Services – III Branch vide letters No. 22/10/2013-1GSIII dated 28.02.2013 and 07.05.2013, there will be reservation in admission as under (subject to change by State Government): -

### **Category:**

i) Scheduled Castes: (SC)	20%
ii) Backward Classes:	
Block- A (BCA)	16%
Block-B (BCB)	11%
iii) Special Backward Classes (SBC)	10%
iv) Economically backward person in General Caste	10%
v) Physically Challenged (PHC)	3%
a Blindness or no vision (BL)	1.5%
b Locomotive Disability (LD)	1.5%

(i.e. with one arm, one leg, one arm & one leg & without both legs)

In case the quota reserved for physically handicapped remains unutilized due to non availability of suitable category of handicapped candidates, it will be offered to the ex-servicemen (Self) and their wards (1%) and the dependents of freedom fighters (1%). \

**Note:** 3% horizontal reservation is also provided to Ex-servicemen (self)/ freedom fighters and their dependents by providing reservation within reservation of 1% of General category, 1% out

of scheduled castes and 1% from backward class category for admissions to the various education institutions of the Government and Self Financing Institutes located in Haryana.

The person who claims benefit of reservation under other categories shall not be entitled to claim benefit of reservation in the category of Economically Backward Person in the General Castes category.

Thirty three percent horizontal reservations in all above categories shall be provided for girl candidates.

**Further:-**

(1) A candidate belonging to Reserve Category should clearly mention the category he/she belongs to so that he/ she could be given the benefit of reservation as per Haryana Govt. instructions issued from time to time.

(2) Children or grand children (maternal or paternal) claiming the benefit of **freedom fighter** will have to produce the certificate of freedom fighter of Haryana state to be issued by the Chief Secretary Haryana and also produce the relationship certificate from the Deputy Commissioner of the district concerned. Furthermore, it is clarified that only one candidate can avail the benefit of freedom fighter from their grandparent certificate in an academic year. If it is found later on that more than one candidate have taken the benefit, the admission of such candidates will be cancelled.

(3) The entitlement of reservation towards **ex-servicemen** would be available to one Dependent child. The candidate belonging to this category should submit a fresh certificate to this effect from Secretary, Zila Sainik/Soldiers Board of the district he/she belongs to and an affidavit/undertaking from the parents of the candidate to this effect.

(4) For the purpose of reservation, the **backward classes** have been put in categories i.e. Block A and Block B, Special Backward Classes (SBC) and Economically Backward Persons in the General Castes Category (EBPGC). (See Annexure 1)

(5) Five seats as **village seats (VS)** are available in each of the following DIETs/GETTIs for the candidates who permanently belong to the village where these are located and whose Panchayats have donated land/building for the Institute as per Government Policy.

**DIETs with Village Seats**

Mohra (Ambala), Birhi Kalan (Bhiwani), Madina (Rohtak), Ding (Sirsa), Beeswanmeel Badh Malik (Sonapat), Shahpur (Karnal), Mattersham (Hissar) Ikkus (Jind) Pali (Faridabad) Palwal (Kurukshetra) Hussainpur (Rewari) Tejli (Yamunanagar) Malab (Mewat) Matana (Fatehabad) district Jhajjar and district Palwal.

**GETTIs with Village Seats**

Dharla at Morni (Panchkula) and Ferozpur Namak (Mewat)

**Note:**1) The admission for five village seats will also be made strictly on the basis of stream (Arts, Science, Commerce and Vocational Education) reservation. The merit of the eligible candidates of the concerned village will be prepared by the Principal concerned.

2) Candidates who do not belong to the above mentioned villages should not apply for village seats.

**Seat Allocation Schedule:**

<b>Haryana D.Ed. Admissions 2013-15 - Schedule</b>			
<b>Sr No</b>	<b>Programme</b>	<b>From</b>	<b>To</b>
<b>Online Registration , Payment of Fees , Filling of Application Form</b>			
1	Online Registration, Payment of Fees & Application Form filling for Payment Mode Other Than SBI Challan	5-Jul-13	15-Jul-13
2	Online Registration, Payment of Fees & Application Form filling For SBI Challan Mode	5-Jul-13	11-Jul-13
3	Schedule for Fee Acceptance at SBI Bank, through Computer Generated Challan OR Online Payment Gateway	5-Jul-13	12-Jul-13
4	Schedule for the Candidates who paid the fees at SBI Bank, till dated 15-Jul-13, can Fill the remaining Online Application Form.	15-Jul-13	
<b>First Round - Allocation &amp; Admission</b>			
5	Publishing Institute wise list of allotted candidates on website.	18-Jul-13 at 3:00 PM	
6	Issuing Provisional Admit letters to candidates provisionally Admitted in Candidates Login	18-Jul-13 at 3:00 PM	21-Jul-13
7	Provisionally Admitted students, Report to concerned Institute and finalize the Admission process. Institutes will update the admissions online from their login	18-Jul-13 at 3:00 PM	21-Jul-13 till 3:30PM
<b>Second Round - Allocation &amp; Admission</b>			
8	Second round of filling or edit the option/choices by candidates	22-Jul-13	24-Jul-13
9	Publishing Institute wise list of allotted candidates on website.	26-Jul-13 at 3:00 P.M.	
10	Issuing Provisional Admit letters to candidates provisionally Admitted in Candidates Login	26-Jul-13 at 3:00 PM	31-Jul-13
11	Provisionally Admitted students, Report to concerned Institute and finalize the Admission process. Institutes will update the admissions online from their login	26-Jul-13 at 3:00 PM	1-Aug-13
<b>Waiting List Round (Third Round) at SCERT Level- Allocation &amp; Admission</b>			
12	SCERT-level admissions from Waiting list For the remaining vacant seats in the college, Colleges will update the admissions online from their login	4th-Aug-13	10th-Aug-13

Classes for Ist Semester will commence from August 01, 2013.

**Internship:-**

Internship will start after 4<sup>th</sup> Semester examination in the month of July 2015 for 180 days.

## **IMPORTANT POINTS TO NOTE**

1. Candidates should apply only through online application form prescribed for their own categories otherwise their application will not be considered.
2. Candidates should not forget to mention their stream (Arts/Science/Commerce/ Vocational) in the online application form.
3. Candidates should not forget to upload his/ her photograph and signature on the online application form.
4. Incomplete online application form will not be captured by the system. Candidates should ensure that all details are correct before the Approve Form button is clicked. After approval candidates will not be able to change the entered details.
5. Three Options for Fee Payment have been provided (SBI Challan, Credit/Debit Card & Net Banking (only for Axis Bank account holders). Candidates may choose the option best suited to them.

## **Documents to be submitted at the time of obtaining Admission**

- (a) The Candidates should bring all **Original** certificates/documents with attested copies of the testimonials at the time of Admission along with two latest passport size photographs. They will also be required to submit the following documents. Candidate should retain a copy of his/her Online Application Form.
- (b) Attested photocopy of Haryana Resident Certificate issued by the competent authority i.e. Deputy Commissioner/ City Magistrate/ Sub Divisional Officer (civil)/Tehsildar/ Naib Tehsildar/ Head of the Department. In case of candidate who has qualified the examination i.e. 10+2 from a school situated in Haryana for current year will produce a certificate issued by the principal of the concerned institution as resident certificate. (See Annexure-II)

- (c) Attested photocopy of 10+2 Sr.Secondary School Certificate issued by Board.
- (d) Attested photocopy of the secondary certificate as a documentary proof of age and subject passing Hindi/Sanskrit.
- (e) For candidates seeking admission in D.Ed (Urdu): Attested photocopies of Secondary/High School certificate passing Urdu as one subject issued by the Board.
- (f) Attested copy of the certificate of good conduct issued by the Principal of the Institution last attended or any Gazetted Officer of Haryana State.
- (g) Only one attested photocopy of the following certificates (belonging to reserve categories) is to be submitted along with the original certificates at the time of Admission.
- (h) For the candidates belonging to SC attested copy of certificate issued by the competent authority i.e. Tehsildar/ Naib Tehsildar, Head of the Dept. (in case of Govt. employees).
- (i) For the candidates belonging to BCA/BCB/SBC attested copy of certificate issued by the competent authority i.e. Tehsildar/ Naib Tehsildar, Head of the Dept. (in case of Govt. employees) also indicating there in that he/she/parents do not belong to the person/ section ( Creamy Layer) as per the state Govt. instructions.
- (j) For the candidates belonging to Economically Backward Persons in the General Caste Category (EBPGC) attested copy of certificate issued by the competent authority i.e. Tehsildar/ Naib Tehsildar, Head of the Dept. (in case of Govt. employees) as per the state Govt. instructions.
- (k) Physically Challenged (PHC) attested copy of certificate issued by Civil Surgeon of the District concerned. The disability should not be less than 40%.



(l) For Dependent of children or grandchildren (Maternal/Paternal) claiming the benefit of **Freedom Fighter**: The certificate from Chief Secretary Haryana and relationship certificate from the Deputy Commissioner /competent authority

(m) For Ex-servicemen & Dependent Ex-servicemen category: attested copy of certificate issued by from the Zila Sainik/ District Sailors and Soldiers Board.

**Note:**

1. Admission of candidates who fulfill all eligibility conditions shall be made on the basis of relative merit (stream wise) on the basis of marks obtained in five subjects including English and concerned stream subjects in 10+2 examination. In case of reserved seats, relative merit of the candidates shall be determined within each category of reservation opted by him/her in the online application form. The merit will be prepared **streamwise-categorywise**.

Therefore, the candidate belonging to reserved category should carefully select his/her category and stream in the online application form. No change of category/stream will be allowed after the form is approved by the candidate. The claim will not be entertained for such candidates, whose reserved category certificates are found incomplete or have not been issued by the competent authority.

2. In case any candidate is found to have furnished false/fake information or certificate etc. or is found to have withheld/concealed information in his/her application or thereafter at any stage of admission, his/her candidature for admission will be cancelled and legal proceedings will be initiated against such candidate. In case of vocational stream, the merit will be made on the basis of aggregate marks in 10+2 vocational /diploma.

## **GENERAL INFORMATION:**

1. Since it is a professional course, regularity in attending the classes/seminar/workshops/ camps and other activities is essential.
2. The candidates admitted to the course shall have to abide by all the rules and regulation of the Institution/Department.
3. The candidates will be required to attend classes for minimum 110 days or 660 working hours for appearing in the each semester examination of D.Ed.–I/II
4. On completion of the course, a certificate is awarded to the successful candidates. A candidate is required to pass the examination as per rules/regulations of the department/ examination agency laid down from time to time.
5. The fee funds /other dues will be charged as per instructions issued by the Govt./ School Education department from time to time.
6. The candidature will be rejected without sending any information.
7. In case a candidate is found to have concealed any material fact/ given wrong information his/her candidature will be treated as cancelled.
8. Candidates can contact the office of the Director, SCERT Haryana, Gurgaon for any information/ clarification. **(Telephone No. 0124-2314909, 2320628)**
9. All legal disputes with regard to the admission/counseling up to the level of Session Court are subjected to the jurisdiction of Gurgaon only.
10. Candidates are advised to study the instructions carefully before filling up the application form for admission.

11. D.Ed course is a single professional course and it does not effect or affect the professional career of the candidate, so institution once allotted in the counseling will be final and the candidate will not be entertained in further counseling.

12. Candidates belonging to reserved category who stand/fall in open merit can also attend the counseling on the specified dates for reserved category also. Seat once allotted will not be entertained in further counseling.

13. During two academic years diploma course, no candidate is allowed to continue his/her study in any college/institution/university as a regular or private candidate. If a candidate is found indulged in doing such a practice, a disciplinary action to the extent of cancellation of his/her candidature will be taken against him/her.

14. The cost of online registration & Counseling fee will not be refunded in any circumstances.

15. Any attempt on the part of a candidate, his parents or relative to canvas or bring influence to bear upon the SCERT Haryana directly or indirectly, for securing admission will be disqualification for admission.

16. No judicial proceedings will lie against School Education department/SCERT Haryana for:

i) any bonafide error that may occur in the counseling of any candidate for admission.

ii) refusing to accept a certificate.

iii) any other reason pertaining to admission of the student(s).

17. In case of any ambiguity in the rules, interpretation of the same by SCERT Haryana will be final.

18. Any instructions/directions to modify/change any condition can be issued by the SCERT Haryana prior to 1st counseling.

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