

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: SCHOOL BRANCH
OLD SECRETARIAT : DELHI-110054.**

No. DE.23(2)/Sch. Br./ 448

Dated : 02-04-14

C I R C U L A R

Sub : Allotment of schools under School Experience Programme for the year 2014-15.

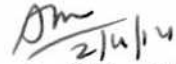
All Heads of Institutions are requested to fill the details of student trainees in the proforma attached for allotment of schools for teaching practice for the year 2014-15.

As per the policy approved for students of B.El.Ed. course the schools will be allotted only for 4th year students. For 1st, 2nd, 3rd year students the Head of Institute is advised to contact either private schools or Director M.C.D.

The duly filled Programme is to be submitted to Addl. Director of Education (schools) by 31st August 2014, as the teaching practice has to be **completed before December 2014.**

The application will not give the guarantee for allotment of schools as it will be governed by the policy approved by competent authority and on availability of schools.

Encl.: Copy of Form to be filled


(Dr.(Mrs.)Sunita. S.Kaushik)
Addl. DE (School)


No. DE.23(2)/Sch. Br./ 448

Dated : 02-04-14

To ALL DDEs/Eos/DEOs through DEL-E

Copy to:-

1. Vice Chancellor, Delhi University.
2. Vice Chancellor, Jamia Millia Islamia University.
3. Vice Chancellor, I.P. University, Dwarka.
4. Dean C.I.E Delhi University.
5. Director SCERT, (To forward this Circular for all DIET & its Recognized Institutes).
6. P.S. To Pr. Secretary (Education).
7. P.S. Director (Education).
8. All RDEs.
9. OS (IT) to please paste it on the website.
10. Guard File.


(Usha Rani)
D.E.O. (School)

FORMAT FOR ALLOTMENT OF SCHOOLS FOR SEP PROGRAMME YEAR 2014-15

Name of the Institution/Collage :

Affiliated by :

Address :

Name of HOS :

Phone No. Office/Mobile (O).....(M).....

Name of teacher Co-ordinator :

With contact No. :

Courses offered 1.

2.....

3.....

4.....

Number of students enrolled in the Institution

Boys _____ Girls _____ Total _____.

Total No. of Students Course wise			Name of Course	Year	I st	II nd	III rd

S. No.	Preferred Area of schools to be allotted	Name of District	Zone
1			
2			
3			
4			
5			
6.			

7.			
8.			
9.			
10.			

(If required attached a separate sheet)

Number of days required for training :.....

Details of any students with special

Needs (Please attach a list of students

With residential address)

- (1) Attach list of schools allotted last year.
- (2) Attach copy of affiliation letter.
- (3) Allotment of Schools will be done by Addl. D.E. (School) and not by District DDE's/EO's.
- (4) Schools once allotted will not be changed.
- (5) Sarvodaya Vidyalayas will be allotted for ETE course.

NOTE: LAST DATE FOR SUBMITTING DULY FILLED FORM 31ST AUGUST 2014.

Allotment of schools will be done as per the policy approved by the Competent Authority.

For teaching practice in Primary classes application should be sent to MCD schools.

Schools will be allotted for only those colleges which are situated in Delhi.

Stamp & signature of the Head of the Institutions