

NIOS PROJECT
DIRECTORATE OF EDUCATION
Room No. 5, OLD SECRETARIAT, DELHI-110054
E-Mail: doe.niosproject@gmail.com

Ref.No.NIOS/P/2024-25/1418

Dated:- 5/11/24

CIRCULAR


Subject:- Regarding Implementation of Best Practices in NIOS Study Centers.

NIOS Project Branch is operating 75 NIOS Study Centers, catering to 7794 students registered for the session 2024-25.

A meeting was held at SV Lancer Road, (School ID-1207032) on 23.10.2024 to discuss last year's results and future strategy.

To ensure quality education and create congenial and conducive environment for NIOS Project students, the Heads of NIOS Study Centers are hereby directed to:

1. Ensure that all NIOS Project Students attend Morning Assembly so that a sense of belongingness and inclusion is fostered.
2. Regular monitoring of NIOS Project Students' Attendance is done and timely interventions are made to check absenteeism among them. Parents must be apprised in case, a student remains Absent frequently.
3. Conduct Regular Assessment and provide feedback to NIOS Project students and arrange Remedial Classes for those students who are not in a position to cope up with to contents delivered during regular classes.
4. Organize Parent-Teacher Meetings to keep Parents informed about the performance of their wards.
5. Make sure that NIOS Project Students have regular access to Library, Computer Lab and Physical Education Period etc. in the same way as the other students of the school have.
6. Ensure that NIOS Project Students are encouraged to actively participate in school's Cultural Activities like regular students of the school.



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7. Display NIOS Students' achievements and progress on School Notice Board.
8. Issue Appreciation Certificates to the NIOS Project students with 100% Attendance and excellent academic performance.
9. Distribute previous years' Question Papers (QPs) to students for practice.
10. Conduct Regular Evaluation and Fix Teachers' accountability for low results of NIOS Students. If a teacher does not improve his/her performance, SCN should be issued asking them as to why their services should not be terminated.

In addition to the above, the following instructions issued already vide Circular no.NIOS/P/2023-24/1287, dated.22.11.2023 are reiterated for compliance:-

Heads of NIOS Study Centers Are Under Obligation:

1. To make a Time Table for all students assigned to the NIOS Study Centers.
2. To make sure that studies are conducted punctually & effectively as per this Time Table.
3. Provide proper infrastructure e.g. clean classrooms, clean desks, black boards, potable water & clean toilets etc. for the students of the NIOS Project.
4. Wherever Guest Teacher is not available to teach particular subjects, regular teachers from the school faculty should be deployed, at least, three periods per week to teach the students of NIOS Study Centers.
5. To ensure that proper Home Work is given and the same is regularly checked by concerned teachers.
6. To provide sufficient Teaching Learning Material to these teachers.
7. To be in touch with Heads of Parent schools on a regular basis for the betterment of their children.

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8. To upload online the record of students' & teachers' Attendance on daily basis. In this connection, a Proforma has already been created/uploaded (Annexure-"A") on Directorate's website which can be accessed by following the under mentioned path:-

**Homepage (edudel.nic.in) >>>> Student Login (Enter School ID and Password)
>>>NIOS >>>> Daily Consolidated Report of NIOS Centre.**

9. To make Online Entry of Marks of TMA/SA/FA etc. in stipulated Time Frame.
10. To collect Mark Sheets, Certificates, Provisional & Migration Certificates etc. from the NIOS and hand these over to the Heads of Parent schools against acknowledgement.



04.11.2024

**(VIKAS KALIA)
RDE (NIOS PROJECT)**

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Copy to:-

1. P.S. to Secretary (Education)
2. P.S. to Director (Education)
3. P.A. to Addl. DE (Schools)
4. All RDEs for monitoring.
5. ALL DDEs (Distts./Zones) to ensure implementation.
6. S.O. (IT) with the direction to upload on website.
7. Guard File.



04.11.2024

**H.R. SHARMA
DDE (NIOS PROJECT)**