

**PROSPECTUS**

**2 years D.Ed. (JBT) Course & 1 Year B.Ed. Course**

# SHREE GANPATI

## Institute of Education & Tech.

(Approved by NCTE, Affiliated to M.D.U. Rohtak/SCERT Haryana)  
An ISO 9001 : 2008 Certified Institute



Narnaul Mahendergarh Road,  
Vill. Faizabad, P.O. Hudina, Narnaul  
Distt. Mahendergarh (HARYANA)  
Run by : Shree Ganpati Shiksha Samiti  
Website : [www.sgieteducation.org](http://www.sgieteducation.org)  
E-mail : [sgietfaizabad@gmail.com](mailto:sgietfaizabad@gmail.com)  
Phone : 01282-260333, 260001

B.Ed. - 100 seats  
JBT - 50 seats

## CHAIRMAN'S MESSAGE

Welcome to the college/institute in the new academic year. I, on behalf of the management, hereby extend my hearty thanks and congratulations to you that you took the wise decision of getting yourself admitted here. Here a proper and purposeful training will be given to students to become the best



minds, so that you may able to make next generations dreams a break taking reality. I am glad to assure you that your college is striving hard to procure and provide all facilities for your smooth and efficacious studies. The college has a counselling and placement cell, So help you in shaping a career in teaching. But dreams can be turned into reality only by your staunch support and whole hearted co-operation. I expect your worthy conscience that you will keep up the best discipline and studious environment in the campus.

I am sure, you will make your college reach the pinnacle of glory, name and fame in academic excellence.

Wish you all the best.

**Sunil Yadav**

**CHAIRMAN**

## INTRODUCTION

Educators & teachers are the backbone of any nation. The quality of education depends a lot on the qualify and capability of the teachers. Teachers should be of the best minds. The right training of the teachers in this context becomes a challenging task. Keeping this in mind institute/college of education has started course to prepare best mind to provide a quality education under the agies of Ganpati Group.

## ADMISSIONS

Admission will be made on the basis of counselling made by SCERT/University, College admission form and information brochure can be had from college office. Institute does not accept any donation. If anybody demands donation, please inform management.

## ATTENDANCE

1. SCERT/University attendance rules will be applicable.
2. To maintain the minimum attendance required is the responsibility of the student.
3. Without prior permission, if the student remain absent for 6 days, his/her name will be struck off.
4. Re-admission can be made only after the recommendation of the discipline committee.

## DISCIPLINE

The discipline committee of the college/institute comprises three teachers. The committee decision will be final in case of any indiscipline of the student. The students admitted are expected to conduct themselves in a disciplined manner and follow the rules and norms of the college/institution.

## FEE

Fee will be charged as per prescribed norms. Fee once paid will not be refunded in any case.

## RULES

1. Before an application for admission is submitted, it must be ensured that it is properly filled in, the photo to be properly pasted at the proper place and all relevant documents are attached thereto.
2. The students should follow the dress code as per college.
3. Students should not bring or invite outsiders in the college premises.
4. No unofficial function will be allowed in the college premises.

## DOCUMENTS

**(to be submitted at the time of Admission/Counselling)**

The Candidates should bring all original certificates/documents at the time of Admission/Counselling along with two latest passport size photographs. They will also be required to submit the following documents:

- (i) Attested photocopy of Haryana Resident Certificate issued by the Competent authority. The Certificate of Haryana resident issued prior to six months from the last date of receipt of information card will not be accepted.

**Note : In case of candidates who have passed Secondary, Senior Secondary Exam. & Graduation from a school/college situated in Haryana will, however not be required to produce Resident Certificate. For this purpose certificate of the Principal/Headmaster from the concerned Institution will be sufficient**

- (ii) Attested photocopies of Secondary, Senior Secondary Exam. and Graduation
- (iii) Only one attested photocopy of the Certificate is to be submitted along with the original certificates at the time of Admission/Counselling.
- (a) For the candidates belonging to SC/BC-A/BC-B, Ex-servicemen, Widows, Divorcee women, Orthopaedically handicapped and Children or grand children of freedom fighter whichever is applicable has to submit attested photocopies of the required certificates.
- (iv) Character certificate from the college last attended.

**Note: In case any candidate is found to have furnished false information or certificate etc. or is found to have withheld/concealed information in his/her application form, his/her candidature for admission will be cancelled and legal proceedings will be initiated against such candidate.**





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## GENERAL INFORMATION

1. 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 candidature for admission will be cancelled and legal proceedings will be initiated against such candidate.
2. Since it is a professional course, regularity in attending the classes/seminars/workshops/camps and other activities is essential.
3. The candidates admitted to the course shall have to abide by the rules and regulations of the Institution/Department.
4. The candidates will be required to attend classes for a minimum of 200 days and 1000 working hours for appearing in the final examination of D.Ed-I/II.
5. On completion of the course, a certificate is awarded to the successful candidate by SCERT/University. A candidate is required to pass examination as per rules/regulations of the department laid down from time to time.
6. The fee/funds/other dues will be charged as per instructions issued by the Govt./Department from time to time.
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 are advised to study the prospectus carefully before filling up the application form for admission.
9. During two years of diploma course, no candidate is allowed to continue his/her study in any college/institution/university as a regular or private candidate and not doing any regular job in parallel to this course. 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.
10. The candidates selected for admission will have to produce a medical fitness certificate from a Civil Surgeon concerned before admission to the course and if a candidate is not declared medically fit, he/she will not be considered for admission. The candidature of such candidates will automatically stand cancelled. If at any stage, a candidate is found suffering from communicable/infectious disease, his/her admission will be cancelled.

## अनुशासन संबंधी सामान्य नियमावली

1. प्रत्येक छात्र-छात्राओं से अपेक्षा की जाती है कि वह कॉलेज द्वारा निर्धारित समस्त नियमों का सजगता से पालन करेगा।
2. प्रत्येक छात्र-छात्रा को कॉलेज की ओर से दिये जाने वाले निर्देशों का अनिवार्यतः पालन करना होगा।
3. कॉलेज परिवार के किसी भी कर्मचारी से दुर्व्यवहार अथवा अनापेक्षित व्यवहार अनुशासनहीनता की श्रेणी में रखा जाएगा।
4. विद्यालय में किसी प्रकार के नशीले पदार्थ, धूम्रपान, गुटखा, तम्बाकू का सेवन करने पर छात्र-छात्रा का प्रवेश तुरन्त प्रभाव से निरस्त कर दिया जाएगा, जिस पर पुनर्विचार नहीं होगा।
5. कॉलेज के अन्दर या बाहर छात्र-छात्रा का व्यवहार कॉलेज की छवि को ठेस पहुँचाने की स्थिति में किसी प्रकार का समझौता नहीं किया जाएगा।
6. कॉलेज प्रांगण में प्रवेश करने के पश्चात् तेज आवाज में बोलना, भागदौड़ करना, अपशब्दों का प्रयोग करने पर अनुशासनहीनता माना जाएगा।
7. कॉलेज में किसी भी छात्र-छात्रा के पास मोबाइल, टेप, कैमरा आदि पाये जाने पर कॉलेज उसे जब्त कर लेगा जो अभिभावक को ही लौटाया जाएगा।
8. रैगिंग के मामले में संस्था से निकालने के साथ-साथ कानूनी कार्यवाही भी की जायेगी।
9. अनुशासनहीनता के समस्त मामलों में कॉलेज की अनुशासन समिति ही निर्णय करेगी जो अन्तिम होगा।

## गणवेश/Uniform

1. प्रत्येक छात्र-छात्रा को कॉलेज में निर्धारित गणवेश में उपस्थित होना अनिवार्य होगा अन्यथा उसे कॉलेज में प्रवेश करने से रोका जा सकता है।
2. अधिक चुस्त अथवा ढीली-ढाली गणवेश को मान्यता नहीं दी जाएगी, तथा गणवेश के रंग की जीन्स, टी-शर्ट का प्रयोग छात्र-छात्रा नहीं कर सकेंगे।
3. छात्र-छात्रा घर से कॉलेज तथा कॉलेज से घर तक पूर्ण गणवेश में ही रहेंगे।
4. कॉलेज द्वारा दिया गया परिचय पत्र कॉलेज परिसर में साथ रखना होगा।
5. पुस्तकालय से पुस्तकें तीन दिनों के लिए दी जायेंगी। अधिक समय तक पुस्तकें न जमा करने पर 10 रुपये प्रतिदिन जुर्माना देना होगा।

सभी विद्यार्थियों से अपेक्षा है कि नियमों की दृढ़ता से पालना करेंगे। कॉलेज उम्मीद करता है कि अनुशासनहीनता का कोई मामला अनुशासन समिति में नहीं आये।

## LIBRARY

Institution has well stocked with books, periodicals, journals, projectors, CD's covering all aspects of academics.



## LABORATORIES

The college has a state of art labs that allow the students to experiment and bring practice what they have learnt in theory. Science, Computer, ET and Psycho labs are equipped with latest technologies.





## CLASSROOM

Spacious and well ventilated classrooms have been equipped with comfortable seating arrangement. Modern teaching aids are available for convenience of teachers.



## TRANSPORT

College has bus facilities for students and staff from surrounding areas at nominal charges.





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