



# LEELAWATI MUNSHI COLLEGE OF EDUCATION

Kasturba Gandhi Marg, New Delhi – 110001

*(Recognised by NCTE, Affiliated to GGSIPU and SCERT)*

**ADMISSION BROCHURE 2022-23**  
**B.ED. & D.EL.ED.**

भारतीय विद्या भवन  
प्रेमता प्रदत्त

आ नो भद्राः क्रतवो यन्तु विश्वतः। (ऋग्वेद 1.89.1) "Let Noble thoughts come to us from every side" (Rig Veda 1.89.1)



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Website : [www.blmce.ac.in](http://www.blmce.ac.in)

E-mail : [blmce@bvbdelhi.org](mailto:blmce@bvbdelhi.org)

Ph. : 011-23388869

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## BHARATIYA VIDYA BHAVAN

**B**haratiya Vidya Bhavan is a registered society and a Charitable Trust founded in 1938 by Dr K.M. Munshi, a far-sighted visionary and a practical idealist, along with three of his close associates with the blessings of Mahatma Gandhi to preserve and propagate Sanskrit, the mother of languages. It had the privilege of association of distinguished Freedom fighters and leaders of pre-independence and post-



independence India such as Dr Rajendra Prasad, the first President of India, Pt. Jawaharlal Nehru, the first Prime Minister of India, Sardar Vallabhbhai Patel, the first Home Minister of India, Shri C Rajagopalachari, and others.

Over the years the Bhavan has steadily grown into a comprehensive, co-operative national movement, with an international outlook, for the promotion of ethical and spiritual values and Indian cultural heritage in the last 84 years through its 367 institutions across India and 7 centres abroad, staff strength of over 6000 and student base of about 3,00,000; it is probably the largest Non-governmental and Charitable organization in the country.

The Bhavan's activities touch "all aspects of life from the cradle to the grave and beyond" as Prime Minister Nehru (Founder Member of the Bhavan) averred on the first of his many visits to the Bhavan in 1950. The Bhavan is an adventure in faith. We seek to inculcate the value-based life through (1) Comprehensive educational institutions: from kindergarten to post-graduate training in Sanskrit and Vedic studies; Dance, Drama and Music; Arts, Science, Commerce, Engineering, Management, Sociology, Life and Health Sciences; and (2) Publications named Book University which cover a wide range and variety of subjects of ancient and modern thought.

## ACHIEVEMENTS OF BHARATIYA VIDYA BHAVAN

Over the year, Bharatiya Vidya Bhavan has been recognised for its outstanding contribution towards promotion of Indian Culture, ethos, heritage and education. Following are some of the recognitions bestowed on the organisation by the Govt. of India.

- **Rajiv Gandhi Award for National Integration-1992**

For Bhavan's outstanding contribution to National Integration particularly through its "Sarva Dharma Maitri Pratisthan".

- **Communal Harmony Award -1999**

By the Government of India for Bhavan's outstanding contribution to the cause of communal harmony and National Integration.

- **International Gandhi Peace prize -2002**

By the Government of India for Bhavan's significant contribution towards spread of education, integration of the best of ancient and modern values and promotion of peace and harmony among all faiths and communities.

- **Educational Institution of National Eminence**

For its contribution in the field of education, culture, religion. Literature, community service and heritage preservation and propagation. (Under section 80 (G) 2(iii) of the Income Tax Act, under this section, donation to the Bhavan will have 100% tax rebate).

Over the years from being a modest Indological research institution, it has steadily grown into a comprehensive, co-operative, apolitical, national movement with an international outlook. It seeks to inculcate a value-based life. The promotion of ethical and spiritual values in everything that it does. Bharatiya Vidya Bhavan steadfastly adheres to the Vedic ideal:

आ नो भद्राः क्रतवो यन्तु विश्वतः। (ऋग्वेद 1.89.1)

*"Let noble thoughts come to us from every side" (Rig Veda 1.89.1)*

## CHAIRMAN'S MESSAGE



*The most important function of education at any level is to develop the personality of the individual and the significance of his life to himself and to others.*

*– Grayson Kirk*

With this note, I welcome the students to the portals of Bhavan's Leelawati Munshi College of Education and wish them memorable and rewarding study tenure and emerge as professionals with a distinctive edge. Bharatiya Vidya Bhavan has come a long way in its quest for fostering quality education in Indian society, education which is deeply rooted in our age-old traditions and culture. I would urge the future educators to study with passion and work hard to reach their goal.

The basic purpose of education is not just imparting knowledge as is generally perceived but also to enable students to understand and discover themselves, realize their complete potential and be a complete human being rooted in our age-old traditions and values. At Bhavan's Leelawati Munshi College of Education, students would progress through increasingly empowering stages, from harvesting information to gaining knowledge, to reaching understanding and finally to forming convictions.

Our objective of imparting professional education, combined with fostering innovative thinking, application of knowledge, inculcating professional ethics and consciousness to social responsibilities, I am sure will be met at Bhavan's Leelawati Munshi College of Education in an integrated form completely.

I extend my greetings to Delhi Kendra for initiating this endeavor and extend a cordial welcome to the students joining the college and wish them a very promising and successful professional career and life ahead.

**Chinamaya R. Garekhan**  
**Chairman**  
**Bharatiya Vidya Bhavan**  
**New Delhi**

## DIRECTOR'S MESSAGE



It gives me immense pleasure in welcoming on behalf of the entire Bharatiya Vidya Bhavan family, the newest milestone- Bhavan's Leelawati Munshi College of Education, in the galaxy of ever expanding Bhavan universe.

Nobody can ignore a historical legacy, especially when it includes such towering personalities like Mahatma Gandhi, Sh.K.M. Munshi, Dr. Rajendra Prasad and Sardar Vallabhbhai Patel. Throughout its journey of more than seven decades Bharatiya Vidya Bhavan has successfully carried this legacy on its shoulders. Through education, the organization has successfully taken forward Indian message of peace, harmony, and tolerance.

At Bhavan's Leelawati Munshi College of Education, we ensure that we provide students with a deeply transformative experience- intellectually, socially, and professionally with emphasis on our age-old values- that will prepare them to be an able educator, a leader, and a good citizen.

We believe that advancements happen when diverse ideas, approaches and thinking exchange.

The facilities in the college have been developed keeping in mind holistic education and development. We endeavour to make our students agent of change who can act as catalyst in bringing about transformative changes in the lives of their students. Quality teaching and learning in this light is the absolute need of the hour. We will provide milieu of opportunities to experience the finer nuances of life.

I again welcome you all to be a part of this institution and contribute to the process of nation-building.

**Ashok Pradhan**  
**(IAS, Retd.)**  
**Director, BVB**  
**Delhi Kendra**

## REGISTRAR'S MESSAGE



*“Education is the most powerful weapon which you can use to change the world.”*

*—Nelson Mandela*

Education is the manifestation of love and my most cherished possession. Education drives away ignorance and through illumination it emboldens a man to a righteous thought and action.

I am pleased to write this message for Bhavan's Leelawati Munshi College of Education, a college that stands as an example of how, with a strong institutional commitment and academic rigor, a brand can be established in a short period of time.

In order to accomplish the vision and mission, BLMCE is prepared to take as much effort as possible for the betterment of academic scenario of teacher education in India. I strongly believe that education is an effective medium of social transformation. I am greatly rejoiced to see the progressive futuristic outlook and continual growth in the quality of all academic and non academic activities of BLMCE, conducted with a great deal of commitment to meet the expectations of all the stakeholders.

I get encouragement, looking at bright and successful careers of our students, which subsequently benefit the society. I feel proud that BLMCE is striving hard to prepare teachers who could shape modern India by showing commitment towards integrity, social justice and inclusion. The college is committed to adopt and implement the provisions of the National Education Policy (NEP 2020).

I wish the best of fortune, peace and prosperity to all who contribute to the noble task of spreading quality education and offer my warm greetings and best wishes to all the prospective new students of BLMCE.

**Shri Rajesh K. Mishra**  
(IAS (Retd.)  
Registrar, BVB  
Delhi Kendra

## DEPUTY REGISTRAR'S MESSAGE



*Education is a way to promote Indian culture and national values.*

At Bharatiya Vidya Bhavan, we promote education which is contemporary yet rooted in Indian culture and tradition. We believe that education is a means to solve the social problems and evils that the society has been inflicted with. So, at BLMCE we work towards strengthening the mind of our students so that they become confident in carrying out their task legally, morally and ethically, rooted deep in Indian culture and traditions. At BLMCE we pay as much attention to the means of work as to its ends. Our collective focus is on innovative classroom teaching along with co-curricular activities which fosters the holistic growth of our students.

I wish each one of you a very productive academic session.

**Mr. Vijay Bhardwaj**  
**Dy. Registrar**  
**BVB, Delhi Kendra**

## PRINCIPAL'S MESSAGE



Dear Students,

It is indeed a matter of great pleasure to welcome all of you in the auspices of Bharatiya Vidya Bhavan, an organization with luminous history spanning across seven decades. Bhavan's Leelawati Munshi College of Education (BLMCE) is the latest landmark in the untiring journey of Bhavan providing quality education to Indian society across levels and disciplines.

We welcome all the students to the profession of Teachers and Educators. Teachers/ Educators are recognized as building blocks of any nation. As Henry B Adams says, "A teacher affects eternity, and can never tell where the influence stops". History speaks it all. Teachers guide and inspire; mould and shape the personalities; they are the torchbearers; carry the legacy of culture and traditions; they are the hands which give shape to the future of a nation and future generations.

Therefore, it is imperative that future teachers are oriented in such a manner that they understand their immense contribution in the lives of their students and in building the future generation of our country. In consonance with Bhavan's ideology of revitalizing ancient values and reintegrating them to suit the changing needs of modern times, the college endeavors to provide the best kind of futuristic learning experiences to our students, which are rooted in the multi- cultural ethos of our society so that they can assimilate whatever is good in the new, without being swept away from their traditional moorings. Bhavan believes that there are elements in all cultures which transcend all barriers and knits people together. It's ideal is "VasudhaivaKutumbakam" i.e., 'the world is one family'. The college endeavors to emulate the philosophy in letter and spirit.

Bharatiya Vidya Bhavan's Leelawati Munshi College of Education is affiliated to GGSIPU, New Delhi for B.Ed. Course and SCERT for the D.El.Ed. Course. It strives to be an Institution of Teacher Education catering to needs of pre-service teachers who do not restrict themselves to only being teachers transacting chapters, subjects and syllabi but being Educators in a real sense: educators who are able to touch upon all the aspects of their students and bring forth all the latent potentialities of their students thereby transforming the future generation of our society. Students passing out of here would not be merely professional degree holders but will be institutions in themselves.

**Dr. Geetika Datta**  
**Principal**

# VISION, MISSION AND VALUES OF THE COLLEGE

## VISION

To be a premier institution of Teacher Education striving for excellence in orienting future generation of Educators and Educational Practitioners; who can touch upon the lives and personalities of their students in a meaningful and sensitive manner; and thereby acting as a catalyst in transforming our society.

## MISSION

To fulfill the purpose of education elucidated by Kulapati Shri K M Munshi's and to translate Shri Munshi's vision into reality, the following are the missions of the College:

- To create academically proficient educators who are socially and culturally sensitive and reflective.
- To develop the right kind of knowledge, skills, and attitudes among future teachers so that they are able shoulder the responsibility of being an educator in the 21<sup>st</sup> Century.
- To give student-educators Roots in terms of our age-old Values and Wings in terms of realizing and bringing to the fore their innate capacities, capabilities, and potentialities.
- To make each student-educator not only acknowledge but accept and celebrate diversity in all its diverse manifestations.
- To bring about an all-round and holistic development of personality through educational experiences which are in consonance with the ideals of Bharatiya Vidya Bhavan and its belief in "Knowledge is Nectar"

## CORE VALUES

Built on the vision that education services as a keystone in improving society and building better futures for all, BLMCE commit to our core values of:

- **EXCELLENCE:** We strive for excellence in all our academic pursuits. We are committed to innovation in our teaching and outreach to our communities. We commit to continuous self- improvement to achieve excellence in all our endeavors.
- **INTEGRITY:** BLMCE has the best quality of teaching with the highest standards of professional behavior and ethics. We are transparent, honest and ethical in all our interactions with students and other stakeholders of profession.
- **PROFESSIONAL DUTY:** The College shall uphold high quality academic status, ethical and quality standards in terms of services provided to enhance professional competence by providing the highest level of education to all.
- **INNOVATION:** We identify and develop teaching-learning enhancement programs and process, improvement techniques/tools. We always look towards forward thinking solutions to overcome all weaknesses.

## Special Features of BLMCE

- **Innovative and Participative Learning:** Academically strengthening the students with the best of educational practices is the major focus for which we adopt a blended learning method based on participatory learning which sharpens the analytical and reasoning skills of students. Latest Case Studies, Field visits, Live Projects, Group projects, esteemed expert talks, Group Discussions, Debates, Seminars and Workshops are organized using latest ICT as a regular part of the curriculum.
- **Rich Reference and Reading Material:** The College has also a very rich Library consisting of good titles ranging from reputed national and international publications and a fully equipped Computer Lab facility with Internet connectivity.
- **Mentoring:** In Professional programs mentoring process is highly encouraged for personal and professional development of students. In the College, Student groups are made and faculty mentors get associated with them which at different levels and in different capacities which help in confidence building and provide psycho-social support; so that student teachers can communicate and acquire fine nuances of being an educator & develop the sensitivities and sensibilities required of a modern-day educator.
- **Qualified Faculty:** The College has a dedicated & professionally qualified full-time faculty & guest faculty of rich experiences with the best of credentials and publications and having sound background of their fields. Faculty members equip their students academically with wide vision of life to help them achieve new frontiers of knowledge.
- **Location and Connectivity:** Bhavan's Leelawati Munshi College of Education is located in the Mehta Sadan of Bharatiya Vidya Bhavan Building, Kasturba Gandhi Marg, New Delhi- 110001, one of the most prestigious locations in New Delhi located in the heart of the city which is very well connected by Metro and local transport system and it is extremely convenient for the students to reach the Institution.

## Code of Conduct

The following are expectations from BLMCE students:

1. Adherence to norms of GGSIPU, SCERT and BVB.
2. Strict Adherence to attendance norms as prescribed by GGSIPU & SCERT pertaining to theory & practical courses.
3. Adherence to civic sense & sensitivity for environment.
4. Adherence to decent & appropriate dressing fit for an educational professional.
5. Adherence to the college timetable and schedule.
6. Respect for faculty members & other Staff of College & BVB always.
7. Respect for College & BVB property, building, furniture & other infrastructural facilities.
8. Adherence to decent & appropriate behavior at all times in BVB premises.
9. Adherence to values such as Discipline, Honesty, Punctuality, diligence etc.
10. Not indulging in Ragging/Teasing/Bullying/Eve-teasing/Smoking/Use of tobacco/drugs/other intoxicants, indecent & abusive behavior, or language.
11. The College reserves the right to take appropriate disciplinary action against any student found to be indulging in any inappropriate behavior.

**While the God / the parents  
give life to an individual,  
the teacher teaches the individual  
the art of living well.**

**BLMCE endeavors  
to provide best teacher education  
to the aspiring students who want  
to become competent educators of the future.**



Bharatiya Vidya  
**Bhavan**  
Promoting  
**SANSKRIT & SANSKRITI**  
Since 1938

**ADMISSION BROCHURE**  
**ACADEMIC SESSION 2022-23**

**PART-A**

**DETAILS OF B.Ed. COURSE**

# B.Ed. COURSE

A TWO YEAR FULL-TIME PROFESSIONAL PROGRAMME FOR GRADUATES/  
POSTGRADUATES, ASPIRING TO BE EDUCATORS/ EDUCATIONAL PROFESSIONALS.

(Affiliated to : GGSIP University, New Delhi)

- Intake:**
- 100 Students via Common Entrance Test (CET) conducted by GGSIPU.
  - Prospective Students are requested to refer to GGSIPU website for all details.
  - The college does not offer management quota seats.

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**CET Code for B.Ed. Programme: 122**

**College Code: 556**

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*Common Entrance Test: For all details, visit university website (<http://www.ipu.ac.in>)*

**Eligibility criteria (as per GGSIPU Norms 2019-20)** The College strictly adheres to the norms of GGSIPU for Admission Criteria & Course Content in all matters.

## **Eligibility Criteria:**

Candidates with at least 50% (no round off) marks either in bachelor's degree and/or in the master's degree in Sciences, Social Sciences, and Humanities, Bachelor's in engineering or Technology with specialization in Science and Mathematics with 55% (no round off) marks or any other qualification equivalent thereto. The University follows NCTE guidelines and regulations for the program.

### **Note:**

1. Admission Criteria: Admission will be done based on CET conducted by GGSIPU.
2. All admissions will be provisional till regularized by the University.
3. Candidates having fulfilled the eligibility conditions, as mentioned above, may opt for any two teaching methodology subjects, as per details given below for graduates and postgraduates.

- I. **GRADUATES:** Candidates must have passed at least two distinct subjects in their Graduation / Post-Graduation out of the following list of the teaching methodology subjects as mentioned below:  
(i) Integrated Science (ii) Social Science (iii) Mathematics (iv) English (v) Hindi

### **Note:**

1. University shall abide strictly to the NCTE norms for admission in B.Ed.
2. Candidates are advised not to choose two languages as teaching methodology subjects.
3. The choice of the teaching Methodology shall be based on the subjects studied by the candidate at the Graduation and /or Post-graduation level.
4. The candidate must have passed at least two subjects out of the list of the teaching methodology subjects as mentioned above. These two subjects should be available as teaching subjects in the institute / college in which the candidate seeks admission.

5. The second teaching subject can be chosen either from the main subjects or subsidiary subject passed by the candidate at the graduation level.
6. The candidate who has studied Political Science /History /Geography/ Economics /Philosophy/ Sociology/Psychology will be eligible to take Social Science as one of the teaching subjects.
7. Candidates who have studied either Physics/Chemistry/Botany/Zoology/Life Science will be eligible to take Integrated Science as one of the teaching subjects.

II. **POST GRADUATES:** College is offering following teaching methodology subjects: (i) Physics (ii) Biology (iii)Chemistry(iv)Political Science (v) History (vi) Mathematics (vii) Accountancy (viii) Business Studies (ix) Economics (x) English (xi) Hindi

➤ Only Post graduate candidates are eligible to take above mentioned subjects.

**Note:**

1. University shall abide strictly to the NCTE norms for admission in B.Ed.
2. Candidates are advised not to choose two languages as teaching methodology subjects.
3. The choice of the teaching Methodology shall be based on the subjects studied by the candidate at the Post Graduation or Graduation level.
4. The candidate must have passed at least two subjects out of the list of the teaching methodology subjects as mentioned above. Candidates will be allotted teaching subjects from the subjects listed above provided the same is being offered by the College.
5. The First Teaching Subject can be chosen from the subjects passed by the candidate at Post Graduation level.
6. The Second Teaching Subject can be chosen either from the main subjects or subsidiary subjects passed by the candidate at Graduation level.
7. BLMCE offers Business Studies and Accountancy for M.Com.and MBA Degree Candidates.

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### **Important Eligibility Conditions as per GGSIPU Admission Brochure**

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1. Only Indian/Overseas Citizens of India/Nepal Citizens candidates are eligible for admission through this admission brochure subject to fulfillment of eligibility and admission criterion(s). For admission of students who are not citizens of India, the Office of International Affairs, of the University, shall issue a separate admission brochure.
2. The qualifying examinations of all candidates must be over before the commencement of classes for the year of admissions. In general, the classes shall commence from the 1st working day of the month of August unless otherwise specified.
3. **Age limit: Not more than 35 years as on 01.08.2022.** Candidates desirous of applying for age relaxation as per norms above should apply in writing to Registrar, Guru Gobind Singh Indraprastha

University. The application should reach the Academics Division of the University on the specified date at the address: In charge (Admissions), Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, New Delhi 110078. Late applications shall be summarily rejected.

4. If a candidate takes admission based on a false age claim, the admission of such a candidate shall be cancelled with forfeiture of entire fees paid, as and when such cases are detected.
5. Age Relaxation: The upper age limit may be relaxed up to a maximum of five years in exceptional cases by the Admission Officer (designated) of the concerned programme (except the following CET's MBBS/BDS) if he/she is satisfied with the merit of the case. Candidates exceeding the upper age limit up to five years may provisionally apply/ appear in the Common Entrance Test. However, they would be required to submit to the satisfaction of the Admission Officer an explanation regarding the gap period, i.e., the details of the period spent by him/her after passing the qualifying examination to justify the relaxation. Such explanation should be in the form of an application to the concerned Admission Officer along with supporting documents (if any). Any relaxation of age beyond this shall be given by the Registrar of the University.
  - i. The candidates desirous of applying for age relaxation should apply in writing to Registrar, Guru Gobind Singh Indraprastha University. The application should reach the Admission Division of the University on the specified date mentioned by the university at the address: In charge (Admissions), Guru Gobind Singh Indraprastha University, Dwarka, Sector 16C, Delhi 110078. Late applications shall be summarily rejected.
  - ii. If a candidate takes admission based on a false age claim, the admission of such a candidate shall be cancelled with forfeiture of entire fees paid, as and when such cases are detected.
6. Physical Fitness: The applicant must be in a good mental and physical health and should be free from any physical/mental defect which is likely to interfere with his/her studies including active outdoor duties required of a professional. Accordingly, all the students shall be required to submit a Medical Certificate indicating fitness from a Doctor with valid registration under the Medical Council of India act, at the time of admissions/counselling.

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### **Important Instructions**

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1. The term "University", in this admission brochure shall mean the Guru Gobind Singh Indraprastha University.
2. The application forms shall be available in the online mode only from the University Website: <http://www.ipu.ac.in>
3. The last date of application may be extended for any program or program group for which a common entrance test is to be conducted by the University.

4. It is the responsibility of the candidates to ascertain whether he/she possess the requisite eligibility and qualifications for admission. Appearing for the written examination does not necessarily mean acceptance of eligibility (Chapter 2).
5. The applicants are advised that since the form filling as well as admit cards shall be made available through the online mode only; they must keep the details of their login id and the password secure and safe.
6. There will be no rounding-off of the percentage of marks of qualifying examination while deciding the basic eligibility of any candidate for admission e.g., if a candidate obtained 49.99% marks in his/her qualifying examination, then it will not be rounded-off to 50%.
7. If a candidate clears the qualifying examinations in a particular year (A), and in the subsequent year (B) appears in the improvement examinations, then in the year B or later, if the candidate applies on the basis of the qualifying examination, the best marks obtained in the two result of the examination held in the year A or B, for a specific subject, shall be used for calculation / verification of eligibility for all papers for which result was declared by the examining body of the qualifying examinations.
8. For ascertaining the eligibility conditions, combination of marksheets, shall be allowed, only and only if the marksheets are from the same Board. If any particular candidate changes the Board e.g. CBSE to NIOS, an appropriate proof of accepting the marks of earlier Board shall be required, by the new Board. Thus, such candidate shall supply the one complete marksheet making him eligible.
9. No admitted student pursuing a programme of study from the Guru Gobind Singh Indraprastha University is allowed to pursue any other (2nd or more) degree / diploma programme of study from any University including GGSIPU at any given moment of time. If at any stage it is found that an admitted student has registered for more than one programme of study in GGSIPU or any other University, simultaneously then the admission of such a candidate shall be cancelled from all programs of studies of GGSIPU and fee will be forfeited.
10. All candidates desirous of seeking admission to any program of study and/or any institution (including the University Schools of Studies) affiliated to the University, shall be bound by the conditions as laid down in this admission brochure; and the rules and regulations as enshrined in the University Act, Statutes, Ordinances, notifications, and guidelines issued from time to time by the University. The medium of instruction for all program of studies offered in the University shall be English unless otherwise specified in the Scheme and Syllabi of Examinations of the concerned program of study.
11. If it is found at any stage during the entire period of the programme that the candidate has furnished any false or incorrect information in the application form or at the time of counseling/admission, his/her candidature for the programme will be cancelled summarily. In addition, disciplinary action may be taken against him/her as per the University rules.

12. If the University is not satisfied with the character, past behavior, or antecedents of a candidate, it can refuse to admit him/her to any course of study of the University.
13. It will also be the sole responsibility of the candidates themselves to make sure that they are eligible and fulfill all the conditions prescribed for admission. Before filling-up the admission verification form at the time of counselling/ allotment of seats, candidate should ensure that he/she fulfills all eligibility conditions as laid down in this Admission Brochure. If it is found at any stage during the entire period of the programme that the candidate does not fulfill the requisite eligibility conditions his/her admission will be cancelled and disciplinary action will be initiated against him/her, and entire fee will also be forfeited.
14. All admitted students to any programme / institution (affiliated institutions of the University and / or University Schools of Studies) and their parents/guardian shall have to give an affidavit / undertaking for not indulging in any Ragging during the tenure of the student in the University.
15. All admissions in the University shall be provisional till regularized by the University.
16. Result of qualifying examinations to fulfill the eligibility criteria for admission in a specific programme of study (as specified in admission brochure) for the admissions to the University must be declared on or before the grant of admission to the candidate.
17. The last date of admissions as notified by the university. Thereafter, vacancy (if any) in any programme of study shall be filled up by the University as notified.
18. The Admission Brochure contains only brief extract of the ordinances, rules and regulations of the University. The candidates should, therefore, acquaint themselves with the relevant ordinances, rules and regulations of the University regarding eligibility requirements, attendance, examination and other matters pertaining to their respective courses.

*Note: Please refer to University Admission Brochure for detailed instructions.*

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### **Result Awaited/ Compartment/Supplementary Cases:**

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- i. All such candidates who have appeared in the qualifying examination (irrespective of the outcome of their result) will be eligible to appear in the CET 2021-22 and all such candidates will be provisionally admitted in the respective programmes.
- ii. All admissions in the University shall be provisional till regularized by the University.
- iii. Result of qualifying examinations to fulfil the eligibility criteria for admission in a specific programme of study (as specified in admission brochure) for the admissions to the University must be declared on or before the grant of admission to the candidate. **The candidate will have to submit the final result of qualifying degree proving his/her eligibility on or before 31st Oct. 2022** to the Principal of the college. The candidate shall give documentary proof of having appeared in the last semester/

year of qualifying examination at the time of reporting in the college. The candidate will also give an Undertaking as given in Appendix 5 of Part E of GGSIPU Admission Brochure 2022. The college adheres to all the rules and regulations of GGSIPU as given on their website [www.ipu.ac.in](http://www.ipu.ac.in) and as amended from time to time. Candidates are requested to visit the university website from time to time for all updates.

- iv. In case of admissions based on online mode of counselling the mark-sheet / grade-sheet / authenticated copy of result (by office of controller of examinations / registrar of the University, or designated officer of the board of examinations) of qualifying examination fulfilling the eligibility criteria is to be compulsorily submitted by the candidate on the date/time of reporting to the institution where admission has been offered / granted. Failure to submit the mark-sheet / grade-sheet / authenticated copy of result at the time of reporting on the said date would lead to cancellation of provisional admission offered / granted to the candidate.
- v. In case of admissions offered / granted through offline counselling / open house counselling / spot counselling / supplementary rounds of counselling, the mark-sheet / grade-sheet / authenticated copy of result (by office of controller of examinations / registrar of the University, or designated officer of the board of examinations) of qualifying examination fulfilling the eligibility criteria is to be compulsorily submitted by the candidate at the time of offer of admission to the candidate. Failure to submit the mark-sheet / grade-sheet / authenticated copy of result at the time of reporting on the said date / time would lead to cancellation of provisional admission offered / granted to the candidate.
- vi. There will be no rounding-off of the percentage of marks of qualifying examination while deciding the basic eligibility of any candidate for admission for e.g., if a candidate obtained 49.9% marks in his/her qualifying examination, then it will not be rounded-off to 50%. Therefore, the candidate is not eligible for that programme where minimum requirement of marks is 50%. In case candidate for any reason fills the minimum% wrongly in Verification Form, he/she shall be solely responsible.
- vii. The students must go through the university website from time to time. The college will adhere to any changes pertaining to any of the above given terms and conditions.
- viii. In case of any difference in the interpretation of the Admission Brochure of the College and its clauses, the decision of the Principal, BLMCE shall be final.

***Note: Submission of the Admission form by the students will be taken as an evidence that he/she has gone through all the terms and conditions and all these terms and conditions are acceptable to students and their parents/guardians.***

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## Two Year B.Ed. Course at a Glance

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	Semester 1	Semester 2	Semester 3	Semester 4	Total
No. of Courses	9	10	6	10	35
No. of Credits	30	32	28	32	122
Marks	900	1000	600	1000	3500

### Other Important Information

- § Online Counselling Schedule: visit university website(<http://www.ipu.ac.in>)
- § Undertaking for defense category: Appendix 1 visit university website(<http://www.ipu.ac.in>)
- § Certificate for availing Admission Against Physically Handicapped/ Persons with Disability Quota: Appendix 2 visit university website (<http://www.ipu.ac.in>)
- § Undertaking for Minority Candidates: Appendix 3(A) visit university website(<http://www.ipu.ac.in>)
- § Undertaking for Sikh Minority Community: Appendix 3(B) visit university website(<http://www.ipu.ac.in>)
- § Medical Certificate: Appendix 6 visit university website (<http://www.ipu.ac.in>)
- § Preference Sheet: Appendix 7 visit university website(<http://www.ipu.ac.in>)
- § Form for withdrawal of Admissions: Appendix 8 visit university website (<http://www.ipu.ac.in>)
- § Form for Refund of Excess Fee: Appendix 9 visit university website(<http://www.ipu.ac.in>)
- § Undertaking by the students and the parents with respect to Anti Ragging: Appendix 13 & 14
- § visit university website(<http://www.ipu.ac.in>)

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**Students are required to bring the following documents at the time of counselling:**

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**1) Mark-sheets and Degree:** (Original certificate + 2 photocopies- attested by a Gazette officer or self-attested)

- i. Class X/ D.O.B (Marksheet & Certificate)
- ii. Class XII(Marksheet & Certificate)
- iii. Graduation (All years/ semesters) Marksheets & Degree
- iv. Post- Graduation (All years/ semesters) Marksheets & Degree

**Note: -**

- a. Title of the papers appeared at the graduation and post-graduation stage must be clearly mentioned along with paper code in the photocopy of mark sheet or its back side.
- b. In case of students who have passed their qualifying examination through distance/open education from any recognized University/ Board/ Institution, the necessary documentary evidence related to location of his/her study centre i.e. study Centre proof, certificate from university imparting Open/ distance education certifying the location of study centre must be submitted for verification of Delhi / Outside Delhi Candidates.
- c. The candidates who have passed the qualifying examination through Distance/Open Education system of any recognized University/Board and fail to provide the proof of his/her study centre issued by the respective Board / University of being in Delhi shall not be considered for Delhi region Seats and shall be considered for admission in the Outside Delhi Region Category.
- d. The candidate must bring in writing the certificate issued by the concerned University imparting Distance/ Open Education stating clearly that the study centre of the candidate is/was in Delhi or Outside Delhi. The I-card or any other document will not be considered as proof of study centre by the Admission Officer.

**2) CET documents:** (Original + 2 photocopies)

- i. Registration Details
- ii. CET Roll no. cum Admit Card – In Case of lost CET Admit card, Student should submit a copy of FIR (Offline or Online).
- iii. Provisional Allotment Letter
- iv. Part Academic Fee Receipt (GGSIPU)

**3) Character Certificate (in Original):** From the head of the institution from which the qualifying examination is passed or from a Gazette Officer. It should not be more than six months old.

**4) Medical Certificate:** Certified by medical officer or MBBS Doctor with valid registration under MCI of India act

**5) Reserved Category Certificate** (in the name of the student)

**6) Undertakings**

**7) Two Photographs**

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**The FEE structure of the College (B.Ed. Course) 2022-23 is given as under:**

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Sl. No.	Fee Head	Amount (Rs.)
1	Tuition Fee (Per Annum)	67,700/-
2	University's Charges (Per Annum)	20,000/-
3	Alumni Contribution Fund (One-Time Non refundable)	2,000/-
4	Security Deposit (One Time – Refundable)	10,000/-
5	<b>Total Fee (Per Annum)</b>	<b>99,700/-</b>
6	Less: Part Academic Fee paid at university	40,000/-
7	<b>Amount to be deposited in the College</b>	<b>59,700/-</b>

Note:

- i. *The fee structures are liable to change as per Notification from GGSIPU/DHE.*
- ii. *DD must be drawn in favor of BLMCE payable at New Delhi./Payment can also be made at the College Online Portal.*
- iii. *Please take out a print of the online payment mode. Visit our website ([www.blmce.ac.in](http://www.blmce.ac.in))*

**Bharatiya Vidya Bhavan's  
Leelawati Munshi College of Education**

**K. G. Marg, New Delhi- 110001**

**Important Instructions for Students Seeking Admission in B.Ed. (2022-23)**

*Students desirous of seeking admission in the present batch of B.Ed. (2022-23) must go through the following instructions before coming to the college for reporting:*

1. Go through the conditions for eligibility and other mandatory requirements very meticulously .
2. In forms which need to get attested / verified, kindly do that. Otherwise, the admission will be provisional and not confirmed.
3. The students must get signatures of their parents / guardian on the places where required.
4. All students must submit an undertaking for adhering to any changes in fee structure of the college as notified by GGSIPU. There may be increase in the fee structure decided by the GGSIPU and Directorate of Higher Education (DHE).
5. The students must bring all documents required as given the admission brochure.

**Documents Checklist:**

S.No.	Documents	Original Certificate	Two Photocopies
1	CET Roll No. cum Admit Card		
2	CET Registration Details		
3	Provisional Allotment Letter		
4	Part Academic Fee Receipt (GGSIPU)		
5	Marks Sheet & Original Certificates of Class X		
6	Marks Sheet & Original Certificates of Class XII		
7	Marks Sheet & Original Certificates of Graduation (I, II, III Year)		
8	Marks Sheet & Original Certificates of Post-Graduation (Previous+ Final year)		
9	Any other certificate/ qualification		
10	Character Certificate (Original+ Photocopy) (Not more than six months old)		
11	Medical Certificate with valid registration under MCI of India Act( Original+ Photocopy)		
12	Certificate for availing admission against disability Quota		
13	Reserved Category Certificate(in name of student) i.e., Gen/OBC/SC/ST/Kashmiri Migrant/Defense/ Minority		
14	Anti- Ragging Undertaking by student and by parents		
15	Fee payment receipt of college		
16	Attendance Compliance Undertaking (Parent/guardian and Student)		
17	Adherence to fee policy undertaking (signed by student and parent/ guardians)		

**GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**  
SECTOR 16/C, DWARKA, NEW DELHI - 110078

GGSIU/2017-18/ 1039/ Legal

Dated: 18/7/17

The Director/Principal  
All Affiliated Colleges/Institutions of the GGS Indraprastha University

**Subject: Advisory under Clause 3(ii)(d) of Statute 24 of the University.**

Dear Sir/Madam,

The following advisory is hereby issued under Clause 3(ii)(d) of Statute 24 to all affiliated colleges and institutions for compliance and necessary action forthwith;

- a. The teachers and authorities of the Institution should maintain cordial, warm and confidence building relationship with the students in terms of Ordinance No. 32 of the Guru Gobind Singh Indraprastha University Act No. 09 of 1998. The Institution may also keep watch on such teachers and members of administration who are unable to build up such cordial and respectful relationship with students and appropriate remedial measures in the nature of counselling and short term training may be advised.
- b. Every letter /representation/e-mail in the nature of appeal by students should be attended with reformatory approach and sympathetic consideration. The Institute should inform the parents of the students by writing the letter intimating the shortage of attendance, which should be sent by speed post / registered post. The parents may also be informed by e-mail or telephonically about such cases.
- c. Institutions should be absolutely transparent in taking the decision on detention of students so as to avoid any suspicion of whimsical or selective action. The detention list should be displayed at least 10 working days before the commencement of the examination.
- d. Every institution should constitute 'Students' Grievance Redressal and Welfare Office'. It should be empowered to receive grievances from students, consider and address them within the framework of the prevailing rules and regulations with the perspectives of the welfare of the students. Such Committee constituted at the level of every college should be publicised and directed to regularly engage in welfare activities of the students, so as to gain the confidence of the students in its effectiveness and genuineness. Such College/Institution level Committee should be federated with the Directorate of Students' Welfare of the University which may supervise and advise

e. *Joain*  
Page 1 of 2

them, actively engage them and assist them in redressing the grievances of the students from time to time.

- e. Any issue relating to arbitrary action, personal vendetta or personal grudges against students by any teacher / authority of the Institute should be earnestly looked into by 'Students' Grievance Redressal and Welfare Office' and it should be brought to the notice of Principal / Director of the Institute. If the issues are not resolved at the level of concerned college, the student should be advised to approach the Grievance Redressal Mechanism at the level of the University which shall act as the appellate mechanism.
- f. The University level Grievance Redressal Mechanism for the students, parents, faculty etc. related to affiliated colleges has been constituted and communicated to all concerned vide University letter ref. GGSIPU/Aff/Notification/180-L dated 11.01.2013. All the grievances, communications to the University level Grievance Redressal Mechanism should be addressed to the Convener of the Committee Dr. Neelima Markandey, Affiliation Branch, Administrative Block, Guru Gobind Singh Indraprastha University, Sector 16 C, Dwarka, Delhi 110078.

This issue with the approval of the competent authority.

C. Arvind  
17-7-17  
(C. Arvind)  
Registrar

**Copy to:**

1. All the Directors/Principals of the affiliated colleges/institutions affiliated to GGS IP University
2. Members of the University Level Grievance Redressal Committee
3. All Deans, University Schools of Studies
4. Controller of Examinations
5. Director, Students' Welfare
6. Director, Academic Affairs
7. Dr. Neelima Markandey, Convener, Grievance Redressal Committee
8. AR to Hon'ble Vice Chancellor, GGS IP University
9. AR to Pro Vice Chancellor, GGS IP University
10. AR to Registrar, GGS IP University



**GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**  
**SECTOR 16/C, DWARKA, NEW DELHI – 110078**

GGSIPIU/2019-20/Legal/1916

Dated: 23/05/2019

To

The Director /Principal  
All Affiliated Colleges/Institutions of the Guru Gobind Singh Indraprastha  
University

**Subject: Directions issued under clause 3(ii)(d) of Statute 24 of University.**

Dear Sir/Madam,

In pursuance to the oral observations and directions of the Hon'ble High Court dated 17.05.2019 in WP (Crl.) 793/2017, the following directions are hereby issued for immediate compliance by all the affiliated Colleges/Institutions;

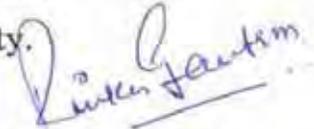
1. Publish the University's advisory dated 18-07-2017 and these present directions dated 23.05.2018 at a prominent and conspicuous place on their website. Compliance Report with copy of the website publication to be sent by 7:00 PM on 23.05.2019 by return email message.
2. Incorporate the University's advisory dated 18.07.2017 and these present directions dated 23.05.2018 in their Prospectus/Admission Brochure issued for the current academic session i.e. AY 2019-20, if necessary, in the form of an Addendum to an already issued Prospectus/Admission Brochure. Compliance Report with copy of the Prospectus/Admission Brochure or the Addendum thereof be sent to the University within a week.

3. Mention at prominent and conspicuous place in their respective Prospectus/Admission Brochure for current Academic Year 2019-20 and their websites the full details about University's Student Grievance Redressal Committee and College/Institution Level Grievance Redressal Committee. Compliance Report with copy of the Prospectus/Admission Brochure or the Addendum thereof be sent to the University within a week.
4. The College/Institution Level Grievance Redressal Committee should adhere to the principles of natural justice in its proceedings and dispose of all grievances as expeditiously as possible; but no later than four weeks of its receipt. The Colleges /Institutions should hold meeting of Grievance Redressal Committee at least once every three months. The procedure for filling complaints, procedure for conduct of the proceedings and the time frame for disposal of the complaints/grievances shall be published on its website, Admission Brochure and Prospectus at a prominent and conspicuous places. Compliance Report with a copy of the document laying down the procedure be sent to the University within a week.
5. Immediately include elected student representative in the College/Institution level Grievance Redressal Committee and re-notify the newly constituted Committee at prominent and conspicuous places. All the Colleges and Institutions shall adopt the UGC (Grievance Redressal) Regulations 2012. The reconstituted Grievance Redressal Committee which includes the elected student representative and also complies with the provisions of the UGC (Grievance Redressal) Regulations 2012 shall be notified on their respective websites at prominent and conspicuous places. Compliance Report with copy of the re-constituted Grievance Redressal Committee be sent to the University before 15<sup>th</sup> September of each year.
6. Engage the services of medical practitioner(s) including specifically a Psychiatrist, a Psychologist and a professional Student Counsellor for regular consultation with students within the premises of the College/Institution.

Compliance Report to be sent to the University within two weeks from the commencement of the new Academic Session every year.

7. Maintain comprehensive, meticulous and verifiable documentation of all the compliances of the above directions, including documentation of the proceedings of the Grievance Redressal Committee and the services rendered by the professional medical practitioners such as Psychiatrist, Psychologist and professional Student Counsellors.
8. The documentation of the compliances of the aforesaid directions shall be subject matter of audit and evaluation by the University through the existing mechanisms of Joint Assessment Committees (JACs), the Academic Audit Committees or such other mechanism as deemed fit by the University from time to time.
9. The Convener of the University Level Grievance Redressal Mechanism shall ensure comprehensive and verifiable documentation of all compliance reports submitted by the affiliated Colleges/Institutions from time to time.

This issues with the approval of the Competent Authority.

  
**(Rinku Gautam)**  
**Registrar**

Registrar  
G. G. S Indraprastha University  
Sector-15C, Dwarka, New Delhi-110078

**Copy to:**

1. All the Directors/Principals of the affiliated colleges/ institutions affiliated to GGSIP University.
2. Members of the University Level Grievance Redressal Committee.
3. All Deans, University School of Studies.
4. In-charge (Affiliation), GGSIP University.
5. Director, Students' Welfare
6. Director, Academic Affairs
7. Convener, University Level Students' Grievance Redressal Committee
8. AR to Hon'ble Vice Chancellor, GGSIP University
9. AR to Pro Vice Chancellor, GGSIP University
10. AR to Registrar, GGSIP University.
11. In-Charge, Server Room for notification on the University website.



Bharatiya Vidya  
**Bhavan**  
Promoting  
**SANSKRIT & SANSKRITI**  
Since 1938

**ADMISSION BROCHURE**  
**ACADEMIC SESSION 2022-23**

**PART-B**

**DETAILS OF D.El.Ed. COURSE**

# D.El.Ed. COURSE

A TWO YEAR FULL-TIME PROFESSIONAL PROGRAMME FOR 12TH PASS AND GRADUATES ASPIRING TO BE EDUCATORS/ EDUCATIONAL PROFESSIONALS.

(Affiliated to : SCERT, New Delhi)

**Intake:** 50 Students via Computer Based Test (CBT). Prospective Students are requested to refer to SCERT website for all details.

The college does not offer management quota seats.

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SCERT Programme

College Code:12

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*Computer Based Test: For all details, visit SCERT website ([www.scertdelhiadmission.nic.in](http://www.scertdelhiadmission.nic.in))*

**Eligibility criteria (as per SCERT Norms)** The College strictly adheres to the norms of SCERT for Admission Criteria & Course Content.

**Admission Criteria:** Admission will be done based on CBT conducted by SCERT.

## Admission Process:

- The admission to the D.El.Ed. programme will be based on the applicant's rank in the Online Computer Based Test (CBT). Online allocation of seats will be done based on institute Choices as submitted by applicants, based on their Rank in respective category/Subcategory. Candidates will be allocated seats provisionally based on form submitted. He/She must ensure that all eligibility conditions are fulfilled by them. Any deficiency/discrepancy will remove them from seat allocation process in all rounds.
- Students must refer to the SCERT Prospectus. All terms and conditions mentioned here have been reproduced from the SCERT Prospectus.

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## 1. Important Eligibility Conditions:

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A candidate must fulfill the below-mentioned eligibility conditions in totality by the last date of submission of application form otherwise his/her application form will be rejected.

- (i) Candidates seeking admission to D.El.Ed. Course must have passed Senior School Certificate Examination (10+2) of CBSE or its equivalent examination from any other recognized Board/ University. The minimum percentage of marks in qualifying examination required for admission to D.EL.ED. course is 50% in aggregate. For calculating percentage of marks of 10+2 examination conducted by CBSE, best 5 subjects including at least one language will be considered.
- (ii) Five percent relaxation of marks in the qualifying examination is allowed for candidates belonging and applying under the categories of Scheduled Caste, OR Scheduled Tribe OR Person with Disability (PwD) only. Therefore, the candidates belonging to above mentioned three categories and having 45% marks in qualifying (10+2) exam are also eligible to apply.

- (iii) For other boards/universities, aggregate of marks in best 5 subjects including at least one language (i.e. four subjects + one language) in which he/she is required to pass for qualifying in Sr. Sec. Examination (10+2) or its equivalent as per rules laid down by the concerned board/university will be considered for calculating percentage of marks.
- (iv) For calculating percentage of marks of Secondary Examination (10th) CGPA awarded by the CBSE board (qualifying subjects including at least one language) for qualifying in Secondary Examination (10th) will be considered for calculating percentage of marks. For other equivalent boards number of subjects (including at least one language) in which he/she is required to pass, for qualifying in Secondary Examination (10th) as per rules laid down by the concerned board will be considered for calculating percentage of marks (out of total maximum marks).
- (v) For calculating percentage of marks of Secondary Examination (10th class) appropriate prescribed CGPA/GPA conversion formula must be applied. For example for conversion of CGPA of 10th class of CBSE will be multiplied by the CGPA (i.e.  $CGPA \times 9.5$ ). The candidate has to mention the conversion formula of the board mentioned in the mark sheet.
- (vi) In D.El.Ed. Course, candidates opting for Urdu/Punjabi language teaching in respective institutes i.e. DIET-Karkardooma for Punjabi (20 seats) and DIET Darya for Urdu (20 seats), must have passed in Urdu/Punjabi as one subject both in Secondary and Senior Secondary Exams. (FOR GOVERNMENT DIET ONLY)
- (vii) Candidates applying under Urdu/Punjabi language, as teaching subject, shall be required to include marks of Urdu/Punjabi, while calculating total marks in both Secondary and Senior Secondary Exams.

***NOTE : Candidates whose qualifying examination results have not yet been announced are not eligible to apply for admission and take the Computer Based Test.***

## **2. Important Instructions**

### **a) PHYSICAL FITNESS**

A candidate must be in good mental and physical health and should be free from any defect/communicable disease which is likely to interfere with his/her studies including active outdoor duties required of a teacher. Accordingly, all the candidates shall be required to submit a Medical Certificate from a Registered MBBS or equivalent recognized degree, that he/she is in good mental and physical health and is free from any defect/communicable disease which are likely to interfere with his/her studies including active outdoor duties required of a teacher

### **b) AGE LIMIT**

1. **The maximum age should not be more than 24 years as on 30th September, 2022.**
2. Five years relaxation of age in upper limit is allowed for candidates belonging and applying under the categories of Scheduled Caste, Scheduled Tribe and Persons with Disability (PwD) only, subject to submission of certificate from competent authority

### c) RESERVATION PROVISIONS

1. There is a provision for reservation of seats for following categories (as per the rules of SCERT) :
  - (a) 85% seats are reserved for those candidates who have passed qualifying examination (12th pass) from school/study center located in National Capital Territory (NCT) of Delhi.
  - (b) 15% seats are reserved for candidates who have passed the qualifying examination (12th pass) from schools/study center outside NCT of Delhi will be States/UT, other than National Capital Territory (NCT) of Delhi.
2. No need of submission of Domicile Certificate by any candidate applying under any of categories mentioned above.
3. Candidate has to apply to any one of the above two categories to which candidate belong, to avail benefit of 85% or 15% reservation as the case may be. There is no provision for automatic consideration from one category to another category.
4. ANY CHANGE IN RESERVATION PROVISIONS BY GOVERNMENT WILL NOT BE AUTOMATIC, INFORMATION REGARDING THIS WILL BE COMMUNICATED ON THE ADMISSION WEBSITE [www.scertdelhiadmission.nic.in](http://www.scertdelhiadmission.nic.in)

IT IS MADE CLEAR TO THE CANDIDATES APPLYING FOR ADMISSION FROM OUTSIDE DELHI THAT THERE IS NO HOSTEL/RESIDENTIAL FACILITY AVAILABLE AT DIETS/ SCERT, DELHI. THE CANDIDATES WOULD BE REQUIRED TO MAKE THEIR OWN ARRANGEMENTS OF STAY IN DELHI, IF THEY ARE SELECTED.

**Note:** *Please refer to SCERT Admission Prospectus for detailed instructions.*

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### 3) Other Important Information

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#### PHYSICAL REPORTING OF CANDIDATES TO THE ALLOTTED DIET/INSTITUTE

1. DIETS/SFS institutions shall report the status of reported and non-reported candidates to the admission website online only. The vacant seats after the sliding round of online counseling and seats vacant due to non-reporting of candidates only shall be considered for next list online counseling to be conducted as per schedule in prospectus of the admission year-2022-2024.
2. Candidates who physically reported to the allocated institutions and are reflected in the list submitted by the institutions as reported / admitted shall be called “admitted students”, and if they wish to withdraw/cancel their admission, then they have to apply as per the refund policy of SCERT, Delhi. The detailed refund policy of the SCERT shall be notified on the website/prospectus.
3. Non reporting during physical reporting will remove candidate’s candidature from Admission Process-2022.
- 4) Mark-sheets and Degree: (Original certificate + 2 photocopies- attested by a Gazette officer or self-attested)

- i. Class X/ D.O.B (Marksheet & Certificate)
- ii. Class XII (Marksheet & Certificate)
- iii. Graduation (All years/ semesters) Marksheets & Degree
- 5) CBT documents: (Original + 2 photocopies)
  - i. Registration Details
  - ii. CBT Roll no. cum Admit Card – In Case of lost CBT Admit card, Student should submit a copy of FIR (Offline or Online).
  - iii. Provisional Allotment Letter
  - iv. Part Academic Fee Receipt (SCERT)
- 6) Character Certificate (in Original):  
From the head of the institution from which the qualifying examination is passed or from a Gazette Officer. It should not be more than six months old.
- 7) Medical Certificate: Certified by medical officer or MBBS Doctor with valid registration under MCI of India act
- 8) Reserved Category Certificate (in the name of the student)
- 9) Undertakings
- 10) Two Photographs
- 11) DD / Cash Amount of Ist Installment Rs. 9375/  
Or  
Receipt of **online payment** made on fee payment portal of college website (www.blmce.ac.in)

Note: Please take out a print of the payment mode.

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**Code of Conduct for the Student-Teachers of the Institutes i.e. Diets and Self Financing  
Recognized Private Institutes Affiliated to SCERT, Delhi:-**

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1. Discipline includes the observance of good conduct and orderly behaviour by the student-teachers of the Institute.
2. The following, shall be strictly observed by the student-teacher of the Institute.
3. Every student-teacher of the Institute shall maintain discipline and consider it his/her duty to behave decently at all places. Male students-teacher shall, in particular, show due courtesy and regard to female student-teacher.
4. The loss of the Identity Card, whenever it occurs, shall immediately be reported in writing to the Principal of the Institute.

5. No student-teacher shall visit places or areas declared by the Principal of the Institute as “Out of Bounds” for the students-teacher.
6. Every student-teacher shall always carry his/her identity card issued by the institute, and shall have to produce or surrender the Identity Card as and when required by the Institute, Teaching and Library Staff and the officials of the Institute.
7. Any student-teacher found guilty of impersonation or of giving a false name or found guilty of forgery shall be liable to disciplinary action.

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## FEE STRUCTURE

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S.No.	Year	Fee structure	Amount
1	I Year	Tuition Fee Examination Fee	37500/- 1100/-
2	II Year	Tuition Fee Examination Fee	37500/- 1100/-

**Tuition Fee have to be paid in four Installments as directed by SCERT**

**I Installment at the time of Admission**

**II Installment in the month of September**

**III installment in the month of December**

**IV Installment in the month of February**

**Note :**

Fee structure may change as per the directions of SCERT/NCTE/DHE. The students will have to abide by the same.)

## Documents Checklist:

S.No.	Documents	Original Certificate	Two Photocopies
1	CBT Roll No.cum Admit Card		
2	CBT Registration Details		
3	Provisional Allotment Letter		
4	Part Academic Fee Receipt (SCERT)		
5	Marks Sheet & Original Certificates of Class X		
6	Marks Sheet & Original Certificates of Class XII		
7	Marks Sheet & Original Certificates of Graduation (I, II, III Year)		
8	Character Certificate (Original+ Photocopy) (Not more than six months old)		
9	Medical Certificate with valid registration under MCI of India Act (Original+ Photocopy)		
10	Certificate for availing admission against disability 1 Quota		
11	Reserved Category Certificate(in name of student) i.e., OBC/SC/ST/ Defense/ Minority		
12	Anti- Ragging Undertaking by student and by parents		
13	Fee payment receipt of college of DD / Cash of Rs.9375/- drawn in favor of BLMCE, Payable at New Delhi or Online payment receipt		
14	Attendance Compliance Undertaking (Parent/guardian and Student)		
15	Adherence to fee policy undertaking (signed by student and parent/ guardians)		





**BHAVAN'S LEELAWATI MUNSHI COLLEGE OF EDUCATION**

**Kasturba Gandhi Marg, New Delhi – 110001**

*(Recognised by NCTE, Affiliated to GGSIPU and SCERT)*

**Website : [www.blmce.ac.in](http://www.blmce.ac.in) • E-mail : [blmce@bvbdelhi.org](mailto:blmce@bvbdelhi.org) • Ph. : 011-23388869**