

Application No. : .....



## **APPLICATION FORM AND PROSPECTUS**

**DIPLOMA IN EARLY CHILDHOOD  
SPECIAL EDUCATION (MENTAL RETARDATION)  
DECSE (MR)  
(One Academic Year Diploma Course)**

**ACADEMIC YEAR: 2010-2011**

**JEWELS INTERNATIONAL  
CHETANA COLLEGE OF SPECIAL EDUCATION**

A/3, Institutional Area, Near Hotel Swosti Plaza

PO - R.R.L. Campus, Bhubaneswar-751013

Phone : 0674-2301675, Fax : 0674-2300649

E-mail : [chetanacollege@yahoo.co.in](mailto:chetanacollege@yahoo.co.in)

Website : [www.chetana-jewelsinternational.org](http://www.chetana-jewelsinternational.org)

***LAST DATE OF RECEIPT OF COMPLETED APPLICATION FORM 30/06/2010***

**Price - Rs. 200.00**

## **1.0 INTRODUCTION**

The Chetana College of Special Education, Bhubaneswar, has been established by Jewels International, Registered under Society Registration Act No. XXI, of 1860 in Orissa. The main objective of the College is to undertake Manpower Development, and provide service to persons with Mental Handicap and other disabled persons. As a part of the Training Programmes, Chetana College offers One Academic year Teachers Training Course leading to Diploma in Early Childhood Special Education (Mental Retardation). The College also runs D.Ed. in Special Education, B.Ed. in Special Education (Mental Retardation) through Distant Mode as a Study Centre under M.P. Bhoj Open University, Bhopal, and Rehabilitation Council of India, New Delhi and B.Ed. in Special Education (Mental Retardation) as Affiliated College of Utkal University, Bhubaneswar, recognized by Rehabilitation Council of India, New Delhi, vide letter No. 8-90/ DSE(MR)/Orissa/94-RCI-2448, dated 28/04/2007.

The Chetana College has starting the DECSE (M.R.) Course as a Supported Centre of the Women and Child Development Department, Govt. of Orissa, and recognized by Rehabilitation Council of India, New Delhi from the Current year 2009.

The early childhood special education focuses on children below 6 years of age and has various modes and avenues of imparting training based on the ability of the target group children. This could be home based training, centre based training, regular pre-schools or Anganwadis or balawadis. This requires training of manpower to be versatile in terms of reaching out to the families by being an itinerant teacher, management of based training programme and management of children with disabilities in regular or special pre-schools in groups. The early childhood special educator also is expected to work as member along with inter-disciplinary team for management of such children. While designing the curriculum, legislative measures have kept in view along with inclusion of the disabled children alongside the community. To provide all of these competencies, a programme leading to Diploma in Early Childhood Special Education is planned.

The Chetana College of Special Education, Bhubaneswar, has been recognised by the Rehabilitation Council of India, a Statutory Body under the Ministry of Social Justice and Empowerment, Govt. of India, New Delhi.

## **2.0 OVERALL AIM AND GENERAL OBJECTIVES**

### **2.1 Aim**

The early childhood special education focuses on children below 6 years of age and has various modes and avenues of imparting training based on the ability of the target group children.

### **2.2 Objectives**

1. To provide competencies to the trainees in early detection and assessment for programming.
2. To train them to work as a member of inter disciplinary team.

3. To provide strategies teaching for early childhood special education in various settings.
4. To be a link between home and the school.
5. To prepare the children for primary schools.
6. To equip the trainees with competencies in planning and management of early childhood special education programme.

### **3.0 ELIGIBILITY**

Minimum educational requirement for admission into this course is successful completion of plus two (+2) or equivalent examination. Minimum age for admission is 18 years as on 30<sup>th</sup> May, 2009. Although there is no upper age limit prescribed, preference will be given to candidates below the age of 35 years. Preference will be given to candidates having higher academic qualification, experience of working with persons with mental retardation, parents/siblings of persons with mental retardation, persons residing in rural areas or Excellency in co curricular activities etc.

Reservation of seats for SC/ST candidates and persons with disabilities will be as per Central Government Rules.

### **4.0 DURATION**

One academic year i.e., ten calendar months comprising of 220 working days, 6 hours per day, 6 days a week.

### **5.0 COURSE PATTERN**

The course will be offered through semester or any other pattern as directed by RCI from time to time.

### **6.0 NUMBER OF SEATS**

Twenty-five candidates will be admitted into the course. Out of 25 seats three seats are reserved for SC, two seats for ST and one seat for PH (Reservation under PH category is for candidates with mild disability in one lower limb only) as per the Persons with Disabilities (Equal opportunity, Protection of Right and Full Participation) Act, 1995.

### **7.0 ADMISSION CRITERIA**

i)	Essential qualification of 10+2 or equivalent to the tune of 50% of the aggregate marks obtained by the individual candidate	50 marks
ii)	Additional qualification i.e. Graduate and above	05 marks
iii)	Experience - working experience as an assistant special teacher in the field to be supported by the employer's testimonial : a) less than one year - No marks b) between one and two years - 05 marks c) two year and above - 10 marks	10 marks
iv)	Parents and siblings of persons with mental retardation	05 marks
v)	Rural background area (persons should pass 10 <sup>th</sup> class from rural area i.e. the place other than District Headquarters)	05 marks
vi)	Proven proficiency in co-curricular activities duly supported by authentic certificates (Yoga, Physical Training, Sports, Music, Arts and Crafts, NCC/Scouts & Guides)	05 marks
	<b>Total</b>	<b>80 marks</b>

## 8.0 SELECTION

Application for admission will be screened and short-listed on the basis of merit as per the rules of the College described in 7.0.

## 9.0 JOINING AND SUBMISSION OF CERTIFICATES

This is a full time course of two academic year; the candidates admitted to the Course can not pursue any other course. Selected candidates should join the course by the stipulated date. At the time of joining the course, the selected candidate will deposit their original certificate which will be released after the completion of the course.

The prescribed application form and prospectus may be obtained from office of the Chetana College till 30/06/2010. The last date for submission of filled in application form at the Chetana College is 30/06/2010. The cost of application form is Rs. 200/- (Rupees Two Hundred only).

## 10.0 FEE & OTHER SECURITY DEPOSIT

Sl No.	Description	Amount in Rs.
01.	Tuition Fee	500.00*
02.	Examination Fee	1,500.00*
03.	Security Deposit	500.00
04.	Library Security Deposit	500.00
05.	Hostel Seat Rent & Mess Establishment (for Hostellers only) @ Rs. 250/- per month	3,000.00
	<b>Total</b>	<b>6,000.00</b>

### Note:

- The Candidate once admitted in the course will not be allowed to leave the course under any circumstances. If the candidate still desires to leave the course by any reason, the total fee and deposits paid by the candidate will be forfeited.
- Original Certificates deposited will not be released during the course and students are advised to keep sufficient number of photo copies before submission of original certificates to the office at the time of admission.
- In-Service candidates will submit Service Certificate

\*The tuition and examination fee and other expenses will be charged from the students as and when revised by Rehabilitation Council of India (RCI), New Delhi.

## 11.0 HOSTEL ACCOMMODATION

Hostel accommodation to outstation candidates will be provided subject to availability on first come first served basis. Boarding charges will have to be borne by the trainees themselves. The Hostellers are allowed to deposit Hostel Seat Rent and Mess Establishment at the time admission only.

## 12.0 CONTENTS OF THE COURSE

The curriculum for special education training will consist of predominantly practical exercises to develop necessary skills in education and training of persons with mental retardation.

### NAME OF THE PAPERS AND SCHEME OF EXAMINATION

#### THEORY

SI No.	Name of the Paper	Hours	Internal Marks	External Marks	Total
I)	Introduction to Early Childhood Special Education	80	20	60	80
II)	Child Development and Learning	80	20	60	80
III)	Organization of Early Childhood Special Education Programme	80	20	60	80
IV)	Curriculum and Teaching Strategies	80	20	60	80
V)	Interdisciplinary aspects in ECSE	80	20	60	80
<b>Total</b>		<b>400</b>	<b>100</b>	<b>300</b>	<b>400</b>
<b>PRACTICAL</b>					
VI)	Individualized Family Service Programme	200	120	80	200
VII)	Group Teaching	200	120	80	200
VIII)	Therapeutic Intervention - Physical therapy (Physiotherapy & Occupational Therapy)	50	40	25	65
IX)	Yoga & Play therapy	100	40	25	65
X)	Speech and Language Therapy	50	45	25	70
<b>Total</b>		<b>600</b>	<b>365</b>	<b>235</b>	<b>600</b>
<b>Grand Total</b>		<b>1000</b>	<b>465</b>	<b>535</b>	<b>1000</b>

## 13.0 EXAMINATION

Examination will be conducted in English / Regional language.

For practical, it will be both internal and external as per course structure. Record submission will be made during the final examination where external examiner may ask questions during viva. External as well as internal examiners' marks will be considered for finalizing the marks.

## 14.0 MINIMUM FOR PASS AND AWARD OF DIPLOMA

Candidate shall be declared to have passed if he/ she obtains 40% or more marks in both internal and external evaluation in

- each of the theory paper and
- 50 per cent in each of the practical examinations and on an average of 50 per cent with (a) and (b) taken together.

A candidate who obtains 70% and above in the aggregate shall be declared to have fulfilled the requirements for conferring of the Diploma in Special Education (Mental Retardation) with distinction.

A candidate who secures between 60% and 69.9% of marks in the aggregate of the above shall be declared to have fulfilled the requirements for conferring of Diploma in Special Education (Mental Retardation) in 1<sup>st</sup> class.

#### **15.0 DISCIPLINE**

The candidates admitted should abide with discipline within the prescribed administrative regulations and also avail the hostel accommodation as provided. The candidates are expected to maintain decorum, decency and discipline throughout their pursuance of the course with the staff, faculty, co-students and other supporting staff. The hostellers should follow the prescribed rules and regulations. Any infringement of violence shall result in removal of the student from the hostel for the period as decided by the management of the College.

Ragging is a crime prohibited under law. Anyone found indulging in the unethical act of ragging would be isolated / punished by management and law enforcing authorities as the case may be.

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**APPLICATION FOR ADMISSION INTO**  
**DIPLOMA IN EARLY CHILDHOOD SPECIAL EDUCATION (MR)**

**ACADEMIC YEAR : 2010-2011**

*(Last date for receipt of duly filled in application form is 30/06/2010)*

(To be filled in by the candidates own handwriting)

Latest passport  
size photograph  
of candidate  
duly  
signed by him/  
her  
across it.

1. Name of the candidate in full :  
(in BLOCK letters as entered in  
University/ Board/ Certificate)
2. Name of Father/ Guardian / :  
Wife/ Husband
3. Sex : (Male / Female)
4. Date of Birth :
5. Age in completed years as  
on 30<sup>th</sup> May, 2010
6. Complete Present Address :  
(In BLOCK letters with  
Telephone Number if any)
7. Complete Permanent Address :  
(In BLOCK letters)
8. Category : SC/ ST/ OH/ Gen.
9. Permanent Address of Father/  
Guardian/ Wife / Husband :
10. Nationality :
11. State to which the candidate belongs :
12. Annual Income of Self/  
Parent / Guardian :

\* Only candidate having Orthopedic Handicap due to Disability in one leg will qualify

13. Details of Qualification

Examination Passed	Name of the Institute in which studied	University/ Board / Year of Passing	Class/ Division	Aggregate Percentage of Marks	Subjects	Medium of Instruction
HSC or Equivalent						
Sr. Sc./ Intermediate/ 10+2 or equivalent						
Higher Qualification						
a)						
b)						

14. Experience (to be supported by attested copies of certificates failing which no weightage for experience will be given)

Name and Address of the Employer	Nature of Employment	From (Indicate the dates)	To

15. Languages Known : Speak Read Write

1.

2.

3.

16. Whether the candidate is parent/ sibling of a Mental Retarded Child :

17. Whether the candidate excelled in District/ State/ National Sports or holder of NCC'A', Scouts & Guides, Governor Certificate? :

18. Extra-Curricular Activities :

19. Please state in your own hand writing "Why do you want to join D.E.C.S.E. (M.R.) Course".



20. Mark (✓) the documents which have been attached with the application:-
- a) Memorandum of marks of 10+2 / Intermediate or equivalent examination
  - b) Proof of date of birth (10th class certificate)
  - c) Proof of SC/ST status
  - d) Certificate of Higher qualifications
  - e) Proof of having experience working in the field of Mental Retardation as Assistance Special Teacher or others.
  - f) Certificate by a Govt. Medical Officer/ Authority competent to issue certificate of disability designated by the State/ Central Govt. certifying that the candidate is a sibling / parent of Mentally Retarded Children.
  - g) Recent Character Certificate issued by Gazetted Officer (in Original)
  - h) Certificate to the effect that the candidate excelled in District/ State/ National Sports Meet/ NCC'A' certificate/ Diploma in Fine Arts and Music, Yoga/ Scouts & Guides, Governor certificate
  - i) Disability Certificate from Competent Authority
  - j) In-Service candidates will submit Service Certificate from concerned organization.

Place :

Date :

**Signature of the Applicant**

**Note : Any type of Canvassing will entail to Disqualification of Candidature**

**DECLARATION BY THE CANDIDATE**

I hereby declare that the information given above is true and correct to the best of my knowledge and belief, further declare that I shall abide by the rules and regulations of the College and training centre. I am aware that my admission will be cancelled in case the details furnished by me are proved to be wrong.

Place :

Date :

**Signature of the Applicant**

**ENDORSEMENT BY FORWARDING AUTHORITY**

*(In case of experienced candidates only)*

Certified that Mr./Mrs./Ms. \_\_\_\_\_ is working in our organisation as \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_. The application for admission to the training programme leading to Diploma in Education Special Education (Mental Retardation) is forwarded.

Place :

Date :

Signature of the Forwarding Authority  
with Rubber Stamp of the Institution