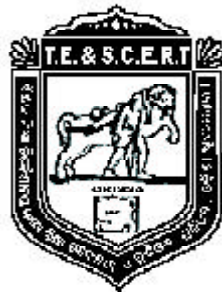


**ADMISSION TO D.El.Ed. (CT) COURSE
FOR THE SESSION, 2013-2015**

**INFORMATION BROCHURE
FOR
SANTALI (OLCHIKI)**



**DIRECTORATE OF TEACHER EDUCATION
AND SCERT : ODISHA : BHUBANESWAR**

1.0 Institution and Intake :

Admission of fresh candidates to two year D.El.Ed. Course in Santali (Olchiki) language for the academic session, 2013-2015 shall be made in **DIET, Mayurbhanja at Baripada** as per intake mentioned below.

2.0 Category of Candidates and Distribution of Seats :

Sl. No.	Category	Percentage of reservation	Seats to be allotted	PH(3%)	Ex-serviceman (3%)	Green Card Holder (1%)	Sports (1%)	OOT (2%)	Balance
1.	SC	16	08	0.25	0.25	0.08	0.08	0.16	07
2.	ST	23	12	0.36	0.36	0.12	0.12	0.24	11
3.	OBC / SEBC	11	05	0.15	0.15	0.05	0.05	0.10	05
4.	UR	50	25	0.75	0.75	0.25	0.25	0.50	22
Total		100%	50	1.50	1.50	0.50	0.50	1	45

Total seats in each category shall be distributed between Arts and Commerce / Science discipline candidates on 50 : 50 basis.

If the available seats in any category of Arts and Commerce / Science happen to be odd number, in such case benefit shall go to the candidate having the higher career marks either in Arts and Commerce / Science category.

Interchange of Seats :

- In case of non-availability of eligible candidates in Science / Arts and Commerce groups, inter-change of seats shall be permitted.
- In case of non-availability of eligible candidates in the categories of PH / Ex-serviceman / Green Card / Sports / OOT under the social categories i.e. SC, ST, OBC / SEBC, the vacant seats will be filled up by the candidates of the respective category.

3.0 Eligibility :

The candidate must fulfill the eligibility conditions given below :

3.1 The candidate must have passed Higher Secondary / +2 Examination in Arts / Commerce / Science or its equivalent examination (the candidates shall have to submit equivalent certificate from the competent authority at the time of submission of application) with a **minimum of 50% of marks** in aggregate in case of **General candidates** and **45% of mark in aggregate** in case of **SC, ST and OBC / SEBC candidates excluding marks secured in fourth optional / extra optional.**

3.2 In order to be eligible for Admission to D.El.Ed. Course (Santali), the candidate must have studied **at least two school subjects at Higher Secondary / +2 Examination in Arts / Commerce / Science or its equivalent examination level, besides the language subjects viz. English, Alternative English, Odia, Hindi, Sanskrit, Bengali, Urdu and Telugu.**

- **For Science candidates**, he / she should have passed with 02 school subjects out of **Physics, Chemistry, Mathematics, Botany, Zoology, Computer Science and Geography**
- **For Arts candidates** he / she should have passed with 02 school subjects out of **History, Geography, Economics, Political Science, Mathematics and Computer Science.**
- **For Commerce candidates**, he / she should have passed with 02 school subjects out of **Economics, Mathematics, Computer Science**

3.3 She / he must have **passed Odia as MIL up to HSC level** or any such equivalent or higher examination (+2) or should have passed Odia as a subject in special examination conducted

by BSE, Odisha of HSC standard or should have passed HSC Examination of BSE, Odisha in Odia medium with MIL other than Odia. Such candidates who have passed HSC Examination of BSE, Odisha without Odia as MIL, should produce a certificate to the effect from the Headmaster of the concerned school that he / she has passed HSC Examination in Odia medium.

3.4 The candidate seeking admission to D.El.Ed. Santali (Olchiki) Course must be well conversant in speaking, reading and writing skills of Santali (Olchiki) language.

3.5 The age limit as on **30.06.2013** :

For SC & ST Candidates	33 years	She / he should not have born before 30.06.1980
For Women Candidates of all categories	33 years	She / he should not have born before 30.06.1980
For Male OBC / SEBC Candidates	33 years	She / he should not have born before 30.06.1980
For male General Candidates	28 years	She / he should not have born before 30.06.1985
For PH Candidates	38 years	She / he should not have born before 30.06.1975

Note : The upper age limit is inclusive of age relaxation for relevant groups as admissible under Rules

3.6 Residential Certificate :

The candidate except OOT category **must be the permanent resident of Odisha**. To that effect, each candidate shall furnish along with his / her application form, a permanent residential certificate in the prescribed format issued in favour of him / her by the Tahasildar / Additional Tahasildar concerned (after creation of new district) concerned.

3.7 Caste Certificate :

In case of SC, ST and OBC / SEBC candidates, the Caste Certificate should be **issued by the concerned Tahasildar / Additional Tahasildar**. The Caste Certificate shall be **considered by virtue of birth only not by marriage or adoption**.

3.8 PH Candidates :

- All PH Candidates with required academic qualification and conditions as indicated in **Para 3.1 to 3.7 are eligible** to apply.
- Disability type-wise reservation of seats shall be made for the candidates under this category – **Blind : 1%, Deaf : 1% and Orthopaedically Handicapped : 1%** as per Resolution No. 3404 – 2R / 1 – 3 / 2004/Gen dated 13.02.2006 of the GA Department, Odisha.
- The **Blind and Orthopaedically handicapped** candidates with disability of minimum **40% are eligible to apply**
- The **Deaf candidates** with disability of minimum **50% or loss of hearing of 60 decibels or more** are eligible to apply.
- Such candidates are required to submit **PH Certificate** issued in their favour in the **prescribed form by Medical Board countersigned by CDMO** concerned. Candidates in possession of temporary disability certificate issued **prior to 30.06.2008 shall submit their renewal certificates. The candidates cannot claim reservation in two types of disabilities to fulfill the minimum percentage of disability.**
- The selected candidates **shall be referred** immediately to the **Appellate Medical Board constituted at SCB Medical College, Cuttack** for verification.
- **However, such candidates shall pursue their studies within the existing facilities available in the institutions until special provision is made for them.**

3.9 OOT Candidates :

- Candidates from the Outlying Oriya speaking Tracts of **Andhra Pradesh, Jharkhand, Chhatisgarh and West Bengal** with required academic qualification / conditions as indicated in Para 3.1 to 3.7 are eligible to apply.
- They are required to **submit permanent Residential Certificate** to that effect, in their favour by the competent authority of their respective state.

- Only those candidates who have prosecuted their studies **at least up to High School Certificate Examination in their respective states** will be considered for selection under the Outlying Odia Speaking Tract quota.
- They should have **passed Odia as a subject of study in HSC examination** or any such equivalent or higher examination or should have passed Oriya as a subject in special examination conducted by BSE, Odisha of HSC standard.
- The **seats** of OOT category may be **allotted to the states on the basis of valid applications received from the different states.**
- **Kashmir Migrant** : The following type of relaxation will be admissible in case of Kashmir Migrants in the matter of their admission (*vide Government letter No. 6110 / SME dated 15.04.2010*)
 - **Extension in date** of admission by about **30 days.**
 - Relaxation in **cut-off percentage up to 10%** subject to minimum eligibility requirement.
 - Increase in intake capacity up to **5% course-wise.**
 - **Reservation of at least one seat** in merit quota in technical / professional institutions.
 - Waiving of domicile requirements
 - Facilitation of migration in second and subsequent years.

3.10 Ex-servicemen Candidates :

- The person who is retired from Defence service is to be considered as Ex-serviceman. The **son / unmarried daughter / spouse of Ex-serviceman including self are eligible to apply as per 3.1 to 3.7** on submission of Certificate issued by the respective Defence Headquarters / Rajya Sainik Board / Zilla Sainik Board in favour of his / her parents / spouse. The certificate must reflect the name of ex-serviceman, the date of entry to the defence service and retirement, his relationship with the candidate, seal and signature of the concerned authority.

3.10 Green Card Holder Candidates :

Candidate under this category are eligible to apply provided they fulfil the eligibility condition as mentioned in Para **3.1 to 3.7** on submission of the prescribed Green Card of Health and Family Welfare Department, Government of Orissa issued by the concerned CDMO. **The name and date of birth of the candidate and name of the parent written on Green Card Certificate issued by the competent authority must be same as reflected in HSC Examination Certificate of the candidate.**

3.10 Sports Person Category Candidates :

In case of Sports Person Category Candidates in addition to fulfilling the eligibility criteria as per **Para 3.1 to 3.7**, must have represented the state in any game and obtained the certificates duly issued by the Director of Sports, Odisha / Director General, Sports Authority of India. **(Certificate issued by any other officer / organization other than the above shall not be entertained).**

4.0 Selection and Placement :

4.1 Selection Criteria :

The candidates seeking Admission to D.El.Ed. Course in Santali (Olchiki) are eligible to apply provided they fulfill the eligibility conditions as mentioned in **Para 3.1 to 3.7.**

The applicants shall have to appear an **Eligibility Test** in order to test their language proficiency in **Santali (Olchiki)**. **The full mark for the test is 50. It covers (a) Comprehension : 20 marks, (b) Composition : 10 marks (c) Language Item (Grammar) : 20 marks.** The **eligible candidates** in the language proficiency test will be **considered for Admission on the basis of percentage of marks** secured in HSC and +2 level excluding extra / fourth optional.

HSC	Percentage of marks excluding extra / fourth optional
+2	Percentage of marks excluding extra / fourth optional

4.2 Placement :

Placement of candidates will be made only in **DIET, Mayurbhanja at Baripada**. Candidates selected for admission, **must come with a Bank Draft / Demand Draft as mentioned at Para 8.1 in favour of the Director, TE and SCERT, Odisha, Bhubaneswar Payable at Bhubaneswar.**

5.0 How to obtain / fill up the Application Form and Information Brochure :

- Open the SCERT web-site i.e. www.scertorissa.org
 - Click on the "**Click to Apply Online for Different Teacher Training Courses**"
 - Click on Information Brochure to download
 - Click on **Online Application**
 - **For filling up of the online Application Form and submission of Application Form, refer Information Brochure and How to fill up Online Application Form**
- For any reference / status of Application Form, please refer SCERT web-site with your Application Form No. and Date of Birth**
DO NOT USE XEROX APPLICATION FORM

6.0 Submission of Application Form :

Candidates are required to submit their filled in Online Application Form (Hard Copy) along with other required documents mentioned at Para 7.0 and Bank Draft to the **Principal, DIET, Mayurbhanja at Baripada** on or before **18.07.2013**. The required **processing fees** need to be submitted in shape of **Bank Draft / Demand Draft** from any **nationalized bank** in favour of the **Director, TE and SCERT, Odisha, Bhubaneswar Payable at Bhubaneswar.**

Processing Fees :

General / OBC & SEBC Candidates	:	Rs. 100.00
SC / ST Candidates	:	Rs. 040.00

- **There is no provision for supply of Information Brochure and Application Form by Post / Courier.**

7.0 Documents to be submitted :

Attested copies of marksheets, certificates and documents to be submitted with the filled in application form:

- Bank Draft (in Original)
- **Certificate and mark sheets** of HSC and +2 / Higher Secondary or its equivalent Examinations.
- **Equivalent Certificate** in case of equivalent course.
- **Certificate of Headmaster of concerned school** to the effect that he / she has passed HSC Examination in Odia medium in case the candidate has passed HSC without Odia as MIL.
- **Residential Certificate** from Tahasildar / Additional Tahasildar.
- **Caste Certificate** issued by the Tahasildar / Additional Tahasildar in case of SC, ST and OBC / SEBC candidates **by virtue of birth only not by marriage or adoption**
- **Physically Handicapped, Ex-Servicemen, Sports and Green Card category** of candidates shall submit the certificates issued by the appropriate authority.

N.B. : The copies of certificates shall be signed by the candidate with full signature

Marksheets, Certificates and Documents, in original, to be produced at the time of admission:

- **Certificates and mark sheets** of HSC and +2 / Higher Secondary or its equivalent examinations.
- **Equivalent Certificate** in case of equivalent course.
- **Certificate of Headmaster of concerned school** to the effect that he / she has passed HSC Examination in Odia medium in case the candidate has passed HSC without Odia as MIL.

- **Residential Certificate** from Tahasildar / Additional Tahasildar.
- **Caste Certificate** issued by the Tahasildar / Additional Tahasildar in case of SC, ST and OBC / SEBC candidates, **by virtue of birth only not by marriage or adoption.**
- **Certificates of Physically Handicapped, Ex-Servicemen, Sports and Green Card** categories as the case may be.
- **Two attested** recent stamp size **photographs.**
- **Intimation Letter** of selection.
- **School / College Leaving Certificate** issued by the institution last attended.
- **Conduct Certificate** issued by the Head of the Institution last attended.

8.0 Fees :

8.1 Institution Fees at the time of Admission :

Admission fee	44.00
Tuition fee	528.00
School Examination	77.00
Cultural	88.00
Game	83.00
Library	182.00
Magazine	99.00
SUPW	50.00
Teacher's Welfare	17.00
Electricity and Furniture	182.00
Laboratory	88.00
A. V. Society	39.00
Student's Welfare	28.00
Garden Fund	39.00
Development Fees for Institution	367.00
Identity Card	55.00
Insurance Fee	2.00
Total	1968.00

8.2 Hostel Fees :

Caution Money (Refundable)	100.00
Mess advance (Refundable)	300.00
Seat rent (Seat rent is to be collected in one lot for the session at the time of admission)	576.00
Electricity and Water Charges	To be decided by the Head of the Institution
Hostel Development fees	200.00
Mess charges	To be decided by the Head of the Institution

9. Time Schedule :

Date of Advertisement	01.07.2013
Period of Online Application	04.07.2013 to 15.07.2013
Receipt of filled in Application Form (Hard Copy) at the institution level	04.07.2013 to 18.07.2013
List of Eligible Candidates	21.07.2013
Downloading of Intimation Letter to Appear Eligibility Test	21.07.2013 to 24.07.2013
Eligibility Test	28.07.2013
Publication of List of Eligible Candidates in SCERT web-site	07.08.2013
Downloading of Intimation Letter for Admission / sending E-mail and SMS to the selected candidates	08.08.2013 to 13.08.2013
Date of Admission	12.08.2013 & 13.08.2013
Commencement of Classes	14.08.2013

Note : If any changes will be made in the Time Schedule, the revised will be available in the SCERT web-site (NOTICE)

10. How to fill up Online Application Form and Submission of Application Form to the concerned Institution :

IF YOU ARE FACING ANY PROBLEM IN THIS PROCEDURE, YOU CAN GO TO HELP DESK (scertorissa.org) AND TYPE YOUR PROBLEM. WE WILL SOLVE YOUR PROBLEM. YOU CAN SEE THE SOLUTION IN FREQUENTLY ASKED QUESTION (FAQ) BUTTOM.

FRESH CANDIDATES :

- **Open your computer (having internet facility) with any Browser**
- **Type www.scertorissa.org**
- **Click on ONLINE APPLICATION**
- **Click Apply online on any Course you want to apply**

For downloading Information Brochure click on Information Brochure of D.El.Ed. (Olchiki). After Clicking the following will be displayed. As per the following you are required to fill up the Online Application Form.

1. **State :** Choose Odisha, if you are not applying for Outlying Odia Tract (OOT) Category
2. **Select Your State :** If you are opting for OOT Category, then choose which state you are from.
3. **Special Reserved Category :** If you belong to any Special Reserved Category (i.e. PH, Ex-serviceman, Green Card, Sports, Urdu) then click on that option.
4. **Select PH Type :** If you belong to Physically Handicapped category then choose the sub-category of PH category (i.e. Orthopaedically Handicapped (**OH**), Hearing Impaired (**HI**), Visually Impaired (**VI**))
5. **Enter Percentage of Disabilities :** Insert your % of disability in PH sub-category
6. **Discipline :** Choose whether you belongs to **Arts or Science** stream
7. **Social Category :** Choose your social category (**General, SC, ST, OBC / SEBC**)
8. **Name of the Candidate :** Type your full name in Capital Letter
9. **Name of the Father/Spouse/Guardian :** Type your Father / Spouse / Guardian name in Capital Letter
10. **Sex :** Choose your Sex (**Male / Female**)
11. **Date of Birth :** Choose your date of birth (**DD, MM, YYYY**)
12. **Address for Correspondence :** Type your Address for correspondence i.e. At : _____, PO : _____, Dist : _____.
13. **Permanent Address (Same as Correspondence Address) :** If your address for correspondence is same as Permanent Address then Click (**Same**) option so that the above address will copy automatically. Otherwise you type your Permanent Address
14. **Contact Details : Telephone :** Fill up your landline number, **Mobile :** Enter your Mobile Number, **Email :** Type your e-mail ID, if any
15. **Studied Odia up to HSC/Higher Level :** Choose **Yes or No** if you have studied Odia up to HSC / Higher level
16. **Passed HSC Examination of BSE, Odisha in Odia medium with MIL Other than Odia :** If the above option is No, then choose Yes / No
17. **Academic Qualification :**
HSC :
Name of the Board : Enter from which Board you have passed HSC standard
Year of Passing : Enter in which year you have passed HSC standard

Subject Studied : Type subjects which were studied at HSC level

Max. Mark (Including 4th Optional) : Enter your Total Marks appeared including 4th Optional

Total Marks Secured (including 4th Optional) : Enter Total Marks secured including 4th Optional

19. +2 Examination :

Name of the Council : Type your Council name from which you have passed +2 examination

Year of Passing : Enter in which year you have passed +2 examination

Subject Studied : Type subjects which were studied at +2 standard

Max. Mark (Including 4th Optional) : Enter Total Marks appeared including 4th Optional at the +2 level

Total Marks Secured (including 4th Optional) : Enter Total Marks secured including 4th Optional at the +2 level

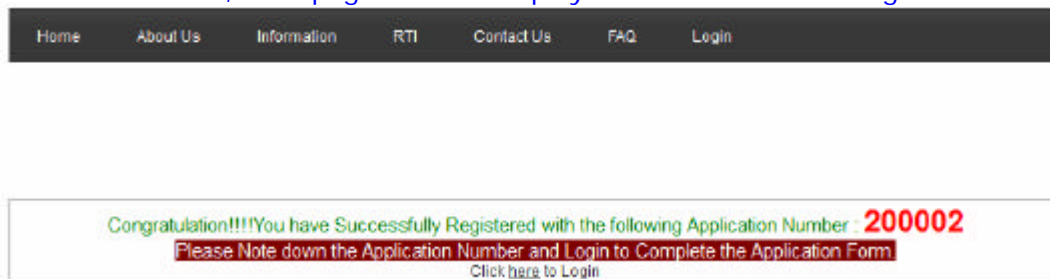
Max. Mark (Excluding 4th Optional) : Enter Total Marks appeared excluding 4th Optional at the +2 level

Total Marks Secured (excluding 4th Optional) : Enter Total Marks secured excluding 4th Optional at the +2 level

20. Declaration : If you agree with the declaration then click the box given.

After filling up of all the above information, click on **SUBMIT** to save your information.

After submission, one page will be displayed where the following information are given.

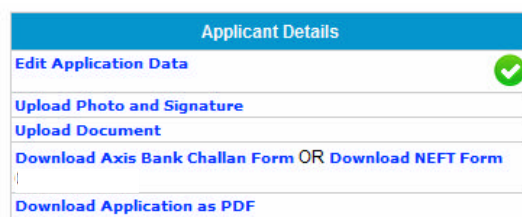


PLEASE WRITE YOUR APPLICATION FORM NUMBER IN ANY PAPER AND KEEP IT SAFELY

After writing your Application Form Number, Click on Login. After clicking on the Login the following will be displayed :

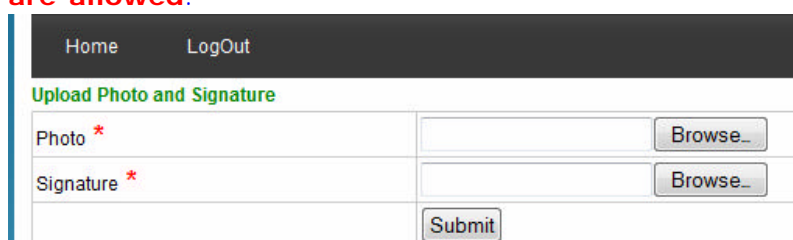
- Choose your Course
- Write your Application Form No.
- Choose your Date of Birth
- Then Submit

After submitting the above information the following will appear :



Edit Application Data : If you want to update any information or correct any in your Application Form then **CLICK** on this option.

Upload Photo and Signature : Scan your Photo and Full Signature and attach these two files. **Only JPEG file formats are allowed.**



Upload Document :

Scan all the documents to be attached in **PDF format only**. Then attach all the documents by browsing. The following will be displayed :

Upload Document		
HSC Marksheet	<input type="text"/>	<input type="button" value="Browse.."/>
+2 Marksheet	<input type="text"/>	<input type="button" value="Browse.."/>
+3 Marksheet	<input type="text"/>	<input type="button" value="Browse.."/>
Residence Certificate	<input type="text"/>	<input type="button" value="Browse.."/>
SC Certificate	<input type="text"/>	<input type="button" value="Browse.."/>
PH Certificate	<input type="text"/>	<input type="button" value="Browse.."/>
<input type="button" value="Submit"/>		
<small>* Upload only pdf format</small>		

As per this Menu, you are required to attach the required PDF document.

Enter Demand / Bank Draft Details : Enter your Bank Name, Bank / Demand Draft No., Date of Payment and Amount in the appropriate column.

DEMAND DRAFT INFORMATION	
Enter Bank Name *	<input type="text"/>
Demand Draft No. *	<input type="text"/>
Date of Payment *	DD ▾ Jul ▾ 2013 ▾
Amount *	<input type="text"/>
<input type="button" value="Submit"/>	

When all the options will be displayed TICK, then only you can download your Application Form as PDF.

Download the Application Form and take the Printout of the same and attach all the self-attested Xerox documents and send the same to the Institution where you opted through Speed Post / Registered Post / Courier / By Person.

Acknowledgement Page : Another Page will be printed with the Application Form. In which all details like **Institution Address** (which you have to **paste on the top of the Envelope**) where you will send your Application Form. Attach all the documents (self-attested) before sending and Application Form details.

FOR ANY QUERRY, GIVE YOUR APPLICATION FORM NUMBER AND DATE OF BIRTH AND SEE YOUR STATUS