

ST JOHN'S COLLEGE OF EDUCATION

Chengicherla, Gatkesar- Mandal
RANGA REDDY- 500092, Andhra Pradesh, India.
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BONDU RAJU
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Date: 21-08-2010.

Rules and Regulations:

- 1. Working Hours:** Working hours of the college is six hours every day excluding lunch hour.
- 2. Timings of the college:** The College of Education will work from 9.30 A.M. to 3.30 P.M. (including 30 minutes for lunch).
- 3. Prayer:** Every day prayer Starts at 9:20AM Sharp. Every Student should attend the prayer every day.
- 4. Attendance:** At least 80% of the attendance is compulsory for theory and 100% attendance is compulsory for Practical's. There are 180 days for the academic year in which 130 theory , which includes 100 days class work and Three projects namely, life skill Project(10 days) , Co-curricular project(8 days) and Computer education project (10 days), 1 day field trip and 1 day annual day and 50 days practical's. Out of 50 days 1 day Micro demonstration by the faculty, 10 days micro teaching practice for both methods (5 days each method, 5 skills to be Competed in each method, student need to submit the teaching aids), 4 days work shop on Teaching aids, 2 days macro demonstration by the faculty, I day SAT orientation and remaining 32 days Teaching Practice at Co operative schools (Each student complete 40 lessons for both methods, 20 lessons each method, student need to submit the teaching aids). The students fulfill the 80% of the attendance in theory and 100% attendance in practical and student need to satisfy the Principal and Head Master of the school. If he/she fails the student is not eligible to write theory exams.
- 5. Every Month we display the attendance on the notice board.** Every Month we need to send the attendance to the University and as well as Social Welfare Departments to get the fee Reimbursement and Post Metric Scholarship.

6. Dress code: Dress code for all students. Students compulsory wear college dress on Monday and Friday and important Occasions and during the projects and practical's and at time of video shooting. Sari for female students and white shirt Black Pant for male students to maintain uniformity in the college and outside the campus when students were in teaching practice.

7. FEE: fee should be paid before practical starts. Records and Dress and Video shooting will be done after full payment only.

8. Papers:

1. FE: Foundations of Education
2. UL&CM: Understanding the Learner and Class Room Management
3. SM&SE: School Management & Systems of Education
4. EE: Educational Evaluation
5. Method I: (MM/BS/SS/PS/EN)
6. Method II: (SS/TT/EN/PS)

9. Marks: 600 Marks for University Examination

6 Papers X 100 Marks=600 marks

400 marks for practical's and projects (Grading)

	Micro	SAT	TPID	Best of 5 Out of 20 lessons (Practical's)
Method-I	15	15	60	50 (10 Marks each lesson) = 140
Method-II	15	15	60	50 (10 Marks each lesson) =140

Projects

Life Skill	Co Curricular	Computer Education	
40 Marks	40 Marks	40 Marks	= 120

TOTAL	400 Marks
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10. Grading:

70-100	A
60-69	B
55-59	C
50-54	D
00-49	E

Minimum Pass Marks in Practical Projects/Records 50%

Minimum Pass Marks in Practical Examinations 50%

Minimum Pass Marks in Theory 45%

First Class with Distinction 70% and Above

First Class 60% and above but less Than 70%

Second Class 50% and above and less than 60%

- 11. Notice Board:** Students should see the Notice board every day for updates and information etc.
- 12. Id card & Bonafide:** We issue the Id card & Bonafide Certificate only once based on Request. Second time we issue only after payment based on genuine reason.
- 13. Information:** Students get information from the Notice Board of Office staff or concerned faculty. Student should not talk to the principal directly or on phone. If a student wants to see the Principal, take permission from the office staff.
- 14. Certificates:** We issue certificates or Bonafide certificates or bus passes only based on request. Students submit the necessary documents in the office in the morning and collect the same in the evening. If you submitted in the evening, collect the same in the next day morning. But you should approach the principal directly. Any Correspondence through office only or concerned faculty.
- 15. Library:** Books should return by due date. Visiting the library is mandatory. Keep the books, paper in a proper order. Silence maintain in the library.
- 16. Lab:** Equipments in the laboratory damaged by the student is punishable and finable. In the computer lab student should not browse other than the Educational websites and E-mail.
- 17. Records:** Submit all the records in time and all the records should have the same hand writing and student own hand writing.

18. Colors of the Records:

MICRO:

MATH'S, BIO-SCI, SOCIAL	PINK
PHY-SCI, ENGLISH, TELUGU	GREEN

MACRO:

MATH'S, BIO-SCI, SOCIAL	PINK
PHY-SCI, ENGLISH, TELUGU	GREEN

SAT:

MATH'S, BIO-SCI, SOCIAL	YELLOW
PHY-SCI, ENGLISH, TELUGU	BLUE

PROJECTS:

Life skill Project	Green
Co-Curricular Project	Yellow
Computer Education Project	1.Blue 2. Stick file

Contact us:

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PRINCIPAL