



# SCHOOL OF EDUCATION

(Self-Finance Unit of Berhampur University)

BERHAMPUR UNIVERSITY, BHANJA BIHAR, BERHAMPUR-760007

Letter No. : 918/SOE/BU/2022

Date:16/07/2022

## ADMISSION NOTIFICATION-2022-2024

Applications are invited for admission into B.Ed. two year course (Regular on Self-Finance Mode) under SCHOOL OF EDUCATION of BERHAMPUR UNIVERSITY for the session 2022-2024.

The candidates are required to download the Prospectus and Application Form from Berhampur University website ([www.buodisha.edu.in](http://www.buodisha.edu.in) /[www.soebu.in](http://www.soebu.in)) for detail information relating to the admission from date- 18<sup>th</sup> July 2022 (Monday) onwards.

### DATES TO REMEMBER

Last date of receipt of duly filled-in-application form along with processing-cum-application fee.	20 <sup>th</sup> August 2022 (Monday)
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### INFORMATION

- For more details relating to admission please visit the official website of Berhampur University ([www.buodisha.edu.in](http://www.buodisha.edu.in) /[www.soebu.in](http://www.soebu.in))
- For any queries please contact – 8144939080//7598609110 //8658334760 during 10.30 AM to 5.30 PM (Except Sunday & Public holidays). Email: principal.soe.bu@gmail.com

Sd/-Dr. S. K. Sahoo  
(Principal)  
School of Education, BU

Memo No. : 919(6)/SOE/BU/2022

### Copy to

- 1- The Secretary to Vice Chancellor, Berhampur University for kind information.
- 2- The P.A to Chhairman, PG Council, Berhampur University for kind information.
- 3- The P.A to Registrar, Berhampur University for kind information.
- 4- The P.A to Comptroller of Finance, Berhampur University for kind information
- 5- The Deputy Registrar, Berhampur University for kind information
- 6- The Officer-in-Charge, SOE/ Assistant Registrar, Berhampur University for kind information

Principal  
School of Education, BU

# **SCHOOL OF EDUCATION**

## **BERHAMPUR UNIVERSITY**

**(Accredited by NAAC with 'A' Grade)**

## **INFORMATION BROCHURE**



**FOR ADMISSION INTO BACHELOR OF EDUCATION**

**(B. Ed., 2-YEAR REGULAR COURSE)**

**IN SELF FINANCE MODE**

**2022-24**

# SCHOOL OF EDUCATION

## BERHAMPUR UNIVERSITY

### INFORMATION BROCHURE FOR ADMISSION INTO SELF-FINANCING COURSE IN 2-YEAR BACHELOR OF EDUCATION (B. Ed)

**2022-24**

*The applicants are advised to go through the Information Brochure carefully and visit the School of Education, Berhampur University Website ([buodiasha.edu.in](http://buodiasha.edu.in) // [www.soebu.in](http://www.soebu.in)) for latest updates.*

#### I. SCHEDULE

- (a) Date of Notification: **18<sup>th</sup> July 2022**
- (b) Last date for receiving the downloaded filled-in Application Form along with required documents including application-cum-processing fee: **20<sup>th</sup> August 2022**

#### II. COURSE OFFERED

Sl. No.	Course	Duration	No. of seats
1.	Bachelor of Education (B. Ed.)	2 years	50

#### III. WORKING DAYS

There shall be at least **200 working days each year** exclusive of the period of Examination and admission. The **minimum attendance of student teacher shall have to be 80% for all course work and practicum and 90% for school internship.**

#### IV. DISTRIBUTION OF SEATS

(a) Total Intake Capacity: 50 Seats (Science 25 & Non-Science 25)

Sl. No	Category	Percentage (%) of Reservation	Seats allotted
1	SC	16.25	08
2	ST	22.50	11
3	SEBC	11.25	06
4	UNRESERVED	50.00	25
<b>Total</b>		<b>100%</b>	<b>50</b>

Note – 02 Seats are reserved for PWD and 01 Seat is reserved for Ex-Serviceman Category.

## INTERCHANGE OF SEATS

- (a) If no SC/ST candidates are available in their respective category, the vacant seats shall be filled up from the unreserved category in merit on approval of the Committee/ Competent Authority.
- (b) In case of non-availability of eligible candidates in any one PWD category (VI, HI, Locomotor and others) the vacant seats will be filled up by the other PWD candidates respectively.
- (c) The seats earmarked for special category of candidates shall be converted and added to the total number of seats for direct admission under Un-Reserved (UR) Category if the specific categories of candidates are not available.
- (d) If some categories of seats remain vacant even after the third selection, these will be filled up taking into consideration the category wise merit list.

## V. ELIGIBILITY

The candidate must fulfil all the eligibility conditions given below:

- Candidates with at least 50% marks in aggregate either in Bachelor's Degree (45% in case of SEBC/SC/ST/PWD) /Bachelor's in Engineering or Technology (B.Tech.) with 55% marks or any other qualification equivalent thereto and 50% marks in aggregate for SEBC/SC/ST/PwD candidates, are eligible to apply for admission to the course.
- She / he must have passed Odia as MIL up to HSC level or any such equivalent or higher examination or have passed Odia as a subject in specific examination conducted by BSE, Odisha of HSC standard. 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.
- **Age: The age limit as on 30.06.2022**

For SC, ST and SEBC Candidates	<b>33 years</b>	She / he should not have born before 30.06.1989
For Women Candidates of all categories	<b>33 years</b>	She / he should not have born before 30.06.1989
For General Candidates	<b>28 years</b>	She / he should not have born before 30.06.1994
For PWD Candidates	<b>38 years</b>	She / he should not have born before 30.06.1984

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

### Caste Certificate:

*In case of SC, ST and 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 (Caste by marriage or adoption will not be accepted).*

**OBC Certificate will not be accepted in lieu of SEBC.**

## PWD CERTIFICATE:

### Candidates with Disabilities

- Pursuant to the provisions of Section 32 (1) of the Rights of Persons with Disabilities Act, 2016, **five** percent seats shall be reserved for candidates with benchmark disabilities of the following categories, who are fulfilling the physical requirement and functional classification of the job role for which the course is pursued:
  - Blindness and low vision.
  - Deaf and hard of hearing.
  - Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy.

***Note: Candidates with Disabilities of different categories and diagnosis not fulfilling the physical requirement and functional classification of the job role of the course to be pursued as per provisions of identification of posts issued vide GA Dept. Resolution No. 34450 dated 3<sup>rd</sup> September 2013 shall not be considered for the course.***

- ***Provision of reservation cannot be extended to persons with benchmark disabilities holding temporary disability certificates (Government of Odisha, SSEPD Department Letter No.9273/DA 2-(Policy) dated 24.10.2019)***
- All candidates with **benchmark disabilities holding Permanent Disability Certificates** only are required to submit UDID (Unique ID for Persons with Disabilities) disability certificate issued online in their favour vide <http://www.swavlambancard.gov.in/> along with application for availing reservation under PWD quota.
- All the shortlisted candidates under Person with Disability category shall immediately be referred to the Appellate Authority appointed under Section 59(1) of the Rights of Persons with Disabilities Act, 2016 for verification by relevant Medical Assessment Board formed under Rule 12(4) of Odisha Rights of Persons with Disabilities Rules, 2018 for verification of genuineness of certificate of benchmark disability.
- Candidates with benchmark disabilities duly verified and cleared by the Appellate Authority with not less than 40% disability will be allowed for admission to the course.
- The students with benchmark disabilities shall be allowed compensatory time of 20 minutes per hour during examination.
- Candidates must have capacity of speaking, hearing (with suitable aids), reading and writing essential for teaching job.

- The students with benchmark disabilities admitted to the Course will pursue their studies within the existing facilities available in the institution until special provisions are being made for them.

#### **PROVISION FOR SCRIBE**

- The facility of Scribe or Reader shall be provided to any PwD with not less than 40% of disability, provided he/she has limitation in writing or that of speed during written examination as per state government resolution issued on 05/09/2017 in para 14 (4).

#### **EX-SERVICEMEN CANDIDATES**

- The person who is retired from Defence service (Army/Navy/Air-Force) is to be considered as Ex- serviceman except Central Army Police Force (CAPF). The son/ unmarried daughter/spouse of Ex- serviceman including self are eligible to apply on submission of Certificate issued by the Rajya Sainik Board, Nageswar Tangi, Odisha, Bhubaneswar in favour of his/her parents/spouse at the time of filling up of the Online Application Form. 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.

#### **VI. ADMISSION CRITERIA/ SELECTION PROCEDURE**

Selection of the candidate will be made on the basis of **Career Mark from HSC/ 10<sup>th</sup> to Graduation.**

#### **VII. FEE TO BE PAID ALONG WITH THE APPLICATION FORM**

Candidates seeking admission into the above course are required to pay a Non-Refundable Fee towards the cost of application-cum-processing along with the application form in shape of:

#### **ACCOUNT PAYEE BANK DRAFT**

<b>Rs. 500/- (Rupees five hundred only)</b>	<b>Unreserved/SEBC/Ex-Service man Candidates</b>
<b>Rs.400/- (Rupees four hundred only)</b>	<b>SC/ST/PWD Candidates</b>

At any Nationalised Bank drawn in favour of:

**Officer-in-Charge // OIC**

**School of Education // SOE**

**Berhampur University**, Payable at Berhampur, Main Branch.

**N:B: Cash, Cheques, Money Orders, Bank Challan and Postal Orders shall not be accepted under any circumstances.**

## VIII. APPLICATION PROCEDURE

Applicants are advised to apply in downloaded PDF form available in the School of Education, Berhampur University **Website: [www.buodisha.edu.in](http://www.buodisha.edu.in) & [www.soebu.in](http://www.soebu.in)**

## IX. SUBMISSION OF APPLICATIONS FOR ADMISSION

Candidates seeking admission into the course shall have to send their applications in the prescribed form duly filled in by them in their own handwriting along with the required documents and fee to:

**The Principal**  
**School of Education**  
**Berhampur University**  
**Bhanja Bihar, Pin - 760007**

- **Application send thorough SPEED POST/REGISTRED POST must reach SOE by 20<sup>th</sup> August 2022 (Last Date)**
- **Applications submitted by hand will not be accepted.**
- **The application received beyond the stipulated date shall be summarily rejected.**

## X. ADMISSION PROCEDURE

After completion of the process of selection, the Merit List and the Waiting List shall be uploaded in the University website and Intimation Letters shall be sent to the individual candidates through E-Mail.

After receipt of the Intimation Letter (Merit/Waiting List) for admission, the candidate is required to bring all the documents in original for verification along with two separate Demand Drafts of **Rs.50,000/- and RS. 1957/- (Admission Fee)** at **any Nationalised Bank drawn in favour of:**

**Officer-in-Charge // OIC**  
**School of Education // SOE**  
**Berhampur University”** Payable at Berhampur, Main Branch in person at the

time of admission.

***NB: (1) Cash, Money Orders, Cheques, Bank Challan and Postal Orders shall not be accepted under any circumstances.***

***(2) University Authorities shall not be responsible for postal delay.***

***(3) The decision of the Authority in all matters relating to admission shall be final and binding.***

## XI. FEE AND CHARGES

- **Course fee Rs. 50,000/- (Per Year)**
- **Admission fee Rs. 1957/- (Refer the table below)**

### ADMISSION FEE

Sl. No.	NATURE OF FEES	Amount
1.	University Registration Fee (Only for other University students)	100.00
2.	University Recognition Fee (Only for other University students)	100.00
3.	Calendar	100.00
4.	Magazine	150.00
5.	Identity Card	50.00
6.	Abstract of Attendance	30.00
7.	Medical Aid	100.00
8.	Library Fee	200.00
9.	Student's Aid Fund	25.00
10.	Admission/Re-admission (equal to one month's tuition fee)	12.00
11.	Worship Subscription	400.00
12.	Athletic Fee	60.00
13.	Fee for Cultural Activities	100.00
14.	National Social Service (NSS)	10.00
15.	Red Cross	10.00
16.	Utility Fee	500.00
	<b>Total</b>	<b>1957.00</b>

## XII. NO HOSTEL FACILITIES AVAILABLE FOR THIS COURSE.

## XIII. COMMENCEMENT OF CLASSES

Date and Time of Commencement of Class will be notified by the Principal, School of Education, Berhampur University through E-Mail/Phone.

## XIV. DISPUTES

All disputes concerning admission and studentship are subject to the exclusive jurisdiction of the Civil Courts and legal forums at Berhampur (Ganjam). All admissions are provisional and can be cancelled at any time for any valid reason such as misconduct, forgery, etc.



## **XV. RAGGING**

Ragging in any form is strictly prohibited. Severe action shall be taken as per rules against those involved in ragging. As per the U.G.C guide line 6.1 (d & e) of the regulation (F-1-16/2007 (CPP –II/dated 17 June 2009), it is mandatory for all the applicants to submit an affidavit in a non-judicial stamp paper as per the prescribed Performa enclosed in the Information Brochure, if admitted.

## **XVI. REJECTION GROUND FOR APPLICATION FORM**

- Application received after due date.
- Candidate is found ineligible for the course as per Information Brochure.
- Incomplete or Wrong information filled-in.
- Incorrect documents, Photo etc. attached.
- Exact amount of Application Fee not paid or paid in any mode other than Demand Draft.

## **XVII. CONTACT US**

E-Mail ID – [principal.soe.bu@gmail.com](mailto:principal.soe.bu@gmail.com)

Phone Numbers – **8144939080// 8658334760//7598609110**

Call Timing – **10.30 AM to 5.30 PM (Except Sunday & Public Holidays)**



**Dr. Sarat Kumar Sahoo (Principal)**  
**School of Education**  
**Berhampur University**

**NB: THE UNIVERSITY RESERVES THE RIGHT TO AMEND OR ALTER ANY OF THE PROVISIONS IN THIS INFORMATION BROCHURE WITHOUT ASSIGNING ANY REASON.**

# SCHOOL OF EDUCATION

## BERHAMPUR UNIVERSITY

Bhanja Bihar, Berhampur – 760007, Odisha

2022 – 2024

<u>To be filled by Candidate</u>	<u>REMARKS (Office Use Only)</u>	
D.D No:..... Date : ..... D. D Amount : ..... Name of Bank : .....		<b>PASTE PASSPORT SIZE PHOTOGRAPH</b> (Self Attested)

### APPLICATION FOR ADMISSION INTO 2 – YEAR BACHELOR OF EDUCATION (B. Ed.) COURSE

1. Name (**IN BLOCK LETTERS**) as per H.S.C : .....
2. (a) Father's Name : .....  
(b) Mother's Name : .....  
(c) Guardian's Name : .....
3. Date of Birth as per H.S.C/Matriculation (In Figure) :

DATE		MONTH		YEAR		

(In Words): .....

4. Gender (Put a tick (✓) mark in the box):

MALE		FEMALE		OTHER	
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5. Nationality. : .....

6. Whether the Candidate belongs to:

(Put a tick (✓) mark in the box):

Un-Reserved		SEBC	
Schedule Caste		Schedule Tribe	

7. Whether Physically Handicapped:

(Put a tick (✓) mark in the box):

YES		NO	
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8. Whether Ex-Serviceman:

YES		NO	
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**9. Educational Qualification (Enclose Self-attested Photocopies of all Certificates & Mark Sheets):**

Name of the Examination	Stream	Board / University	Division	Year of Passing	CGPA or SGPA	% of Marks in Aggregate
10 <sup>th</sup> (Matriculation)						
+2 (Inter Mediate)						
+3 (Graduation)						
Any Other						

**10. Stream of Graduation:**

1. Put a tick (✓) mark in the box:

SCIENCE		ARTS	
COMMERCE		OTHER	

2. Name of the College/Institute last studied : .....

3. (a) Permanent Address:

(b) Correspondence//Present Address:

.....

.....

.....

.....

4. Mobile Number of Candidate : .....

5. Mobile Number of Parent/Guardian : .....

6. E-Mail ID (IN BLOCK LETTERS) : .....@.....

Date:...../...../2022

\_\_\_\_\_  
(FULL SIGNATURE OF THE APPLICANT)

**LIST OF DOCUMENTS ATTACHED (SELF ATTESTED XEROX COPY)**

Sr.No	DOCUMENTS	YES	NO
1	Bank Draft as per requirement ( <i>In Original</i> )		
2	10 <sup>th</sup> / Equivalent Certificate & Mark sheet		
3	Odia pass Certificate from competent authority if required		
4	Intermediate or +2 Certificate & Mark sheet		
5	Bachelor Degree or +3 Certificate & Mark sheet		
6	Equivalence Certificate in case of any degree obtained from University outside Odisha		
7	Document showing CGPA/SGPA to Percentage (%) conversion formula of Bachelor Degree. (if any)		
8	Post Graduation Certificate & Mark sheet		
9	Any other Certificate & Mark sheet obtained from last Institute		
10	SEBC/SC/ST proof Certificate		
11	Ex-Serviceman Certificate issued by Competent Authority		
12	Disabilities (PWD) Certificate issued by Competent Authority		
13	Residential Certificate issued by Competent Authority		
14	Aadhar Card		

Application form along with a set of all the above documents enclosed in an envelop, “**Application form for Admission in 2 year B. Ed. Course (Session 2022-24)**” written on top and addressed to “**THE PRINCIPAL, SCHOOL OF EDUCATION, BERHAMPUR UNIVERSITY, BHANJA BIHAR, PIN – 760007**” must be sent through **Speed Post/Registered Post** before the last date of submission. The authority is not responsible for any type of postal delay.

***N.B : Application submitted by hand will not be accepted.***

### DECLARATION

I do hereby declare that, particulars furnished in the form are true to the best of my knowledge and I shall abide by rules & regulations framed by the University from time to time. I shall forfeit my candidature in case of fraud or misrepresentation of fact on my part.

Date:...../...../2022

\_\_\_\_\_  
(FULL SIGNATURE OF THE APPLICANT)

- N.B.:-** (i) *Application should be filled-in by the applicant in his/her own hand-writing.*  
(ii) *Incomplete application will be summarily rejected.*  
(iii) *Admission fee and Course Fee once deposited can not be refunded in any circumstances.*



# School of Education

(Self-Finance Unit of Berhampur University)  
Berhampur University, Bhanja Bihar, Berhampur-760007

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## **FAQ**

### **B.Ed. Admission 2022-2024**

**Q1. Is this B.Ed. course NCTE recognized?**

**Ans.** Yes, it is NCTE recognized and running under Department of Higher Education, Odisha.

**Q2. What is the System of Examination?**

**Ans.** This Course has Annual System of Examination.

**Q3. Can In-service Candidates take admission into the B. Ed Course?**

**Ans.** No.

**Q4. Is the B.Ed. course in distance mode?**

**Ans.** No, it is in regular mode under self finance.

**Q5. What is the selection procedure? Whether it is entrance or career mark basis?**

**Ans.** Selection procedure will be based on the career marking from HSE to Graduation (No weightage to Post Graduation Marks).

**Q6. What is the procedure for depositing of Application Fees in Demand Draft (DD) form?**

**Ans.** Fees should be paid in shape of Account Payee Bank Draft of Rs. 500/- (Rupees five hundred) for Unreserved/ SEBC Category candidates and Rs.400/- (Rupees four hundred only) for SC/ ST/ PWD Category candidates drawn in favour of the O.I.C., SOE, Berhampur University payable at any Nationalised Bank, Berhampur, Pin code-760007, Odisha.

**Q7. When to submit CLC/TC?**

**Ans.** CLC / TC (Original) to be submitted at the time of Admission.

**Q8. When to submit the Migration Certificate?**

**Ans.** Migration Certificate to be submitted within six months from the Date of Admission.

**Q9. When to submit Residential Certificate?**

**Ans.** Can be submitted at the time of Admission, if recent one is not available.

**Q10. What documents is to be submitted?**

**Ans.** One set of self attested photo copies of all documents. **NO ORIGINAL CERTIFICATE IS NEEDED ALONG WITH THE APPLICATION FORM.**

**Q11. Is there any Hostel facility available?**

**Ans.** No.

**Q12. Where to contact for any queries?**

**Ans.** Contact Number - 8144939080// 8658334760//7598609110

**Call time- 10.30 AM to 5.30 PM (Except Sundays & Public Holidays)**

**Email id - principal.soe.bu@gmail.com**