

GOVERNMENT OF TELANGANA  
ABSTRACT

School Education Department – 2 Year Diploma in Pre School Education Programme (DPSE) –2 - Selection & Approval of Staff in Private Un-aided Diploma in Pre School Education Institutions - Rules- Issued.

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SCHOOL EDUCATION (PROG.II) DEPARTMENT

G.O. Ms. No: 14

Dt:31.05.2017.

Read the Following:

1. National Council for Teacher Education (Recognition Norms & Procedure) Regulations, 2014 notified by NCTE vide notification Dt.28.11.2014.
2. From the Commissioner and Director Of School Education, Telangana, Hyderabad Lr.Rc.No.1035/A/TSCERT/2016, dt.26.05.2017

**&&&**

**ORDER:**

In the reference 1<sup>st</sup> read above, the NCTE, New Delhi has issued new Regulations called National Council for Teacher Education (Recognition Norms & Procedure) Regulations, 2014 vide Notification Dt: 28<sup>th</sup> November, 2014, relating to the Teacher Education Programmes in the country.

2. In the reference 2<sup>nd</sup> read above, the Commissioner and Director of School Education, Telangana, Hyderabad, has submitted proposals to the Government based on the new Regulations notified by NCTE vide Notification Dt.28.11.2014 called National Council for Teacher Education (Recognition Norms & Procedure) Regulations, 2014 and requested to issue Orders in the matter for the Selection & Approval of the Staff in Private Un-aided Diploma in Pre School Education Institutions (DPSE)

3. Government after careful examination of the proposal of the Commissioner & Director of School Education, Telangana, Hyderabad, hereby issue the following Orders regarding the selection and approval of the Teaching and Non-Teaching Staff in the Private Un-aided Diploma in Pre School Education Institutions in the State:-

**1. The details of Academic and Administrative Staff shall be as under:**

**1.1 Academic Faculty**

For a basic unit of Fifty Students, i.e. one hundred in two years, the full time faculty strength shall be 7 along with 3 professional support staff (Total 10). The Principal / HOD is included in the faculty.

**1.1.1.The Designation, Number and Qualifications for the Posts shall be as given in the Table below.**

S. No.	Designation of Faculty	No. of Posts	Qualifications		
			Academic	Professional	Others
1	Principal	01	As prescribed for the post of any Lecturer given below	As prescribed for the post of any Lecturer given below	5 years of experience of teaching in Early Childhood Teacher Education Institution.

S. No.	Designation of Faculty	No. of Posts	Qualifications		
			Academic	Professional	Others
2	Lecturer in ECCE Courses and Child Development	02	<p>1. Post Graduate Degree in Early Childhood Care and Education / Early Childhood Development from a University recognised by UGC with 50% Marks</p> <p>OR</p> <p>2. Post Graduate Degree in Child Development or in Home Science with specialisation in Child Development / Human Development / Human Development and Family Studies / Early Childhood Care and Education from a University recognised by UGC with 50% Marks</p> <p>OR</p> <p>3. Post Graduate Degree in Education or in Home Science (General/Composite) from a University recognised by UGC with 50% Marks.</p>	Certificate / Diploma in Early Childhood / Nursery Education with 50% Marks in both.	
3	Lecturer in Pedagogy of School Subjects - Mathematics Concepts	01	Post Graduate degree in Mathematics or allied subjects from a University recognised by UGC given in the Annexure V with 50% Marks	B.El.Ed. / D.El.Ed. / DPSE with 50% marks from any institution recognised by NCTE	
4	Lecturer in Pedagogy of School Subjects - Language and Literacy	01	Post Graduate degree in English / Telugu / Urdu as the case may be from a University recognised by UGC with 50% Marks	B.El.Ed. / D.El.Ed. / DPSE with 50% marks from any institution recognised by NCTE	
5	Lecturer in Pedagogy of School Subjects - Environmental Studies	01	Post Graduate degree in Environmental Studies or allied subjects from a University recognised by UGC given in the Annexure V with 50% Marks	B.El.Ed. / D.El.Ed. / DPSE with 50% marks from any institution recognised by NCTE	
6	Lecturers in Sociology of Education	01	Postgraduate degree in Sociology or Education from a University recognised by UGC / from any institution recognised by NCTE as the case may be with 50% marks	Degree / Diploma in Education from any institution recognised by NCTE with 50% marks	
7	Professional Support Staff - Creative and Performing Arts	01	Postgraduate degree in Fine Arts or Music / Dance or its equivalent Qualification from a institution recognized by UGC / AICTE with 50% marks.		
8	Professional Support Staff - Health and Nutrition	01		Bachelor degree in Physical Education (B.P.Ed.) from any institution recognised by NCTE with 50% marks.	

S. No.	Designation of Faculty	No. of Posts	Qualifications		
			Academic	Professional	Others
9	Professional Support Staff - ICT Applications	01	Bachelor degree in Computer Applications from a institution recognized by UGC / AICTE with 50% marks.		
	<b>Total</b>	<b>10</b>			

**Note:1. In case of SC/ST/BC/Differently Abled candidates there shall be relaxation in Marks of 5%**

**2.** In case of intake of 02 units of 50 i.e. a total strength of 200 per two years the faculty strength shall be increased by 05 (total 15). The additional 5 Lecturers shall be appointed for the 05 positions at S.No. 02 to 06 (one each) of the above Table.

### 1.1.2 Language / Medium Study Qualifications:

- A. The faculty appointed for Lecturer in ECCE Courses and Child Development, Lecturer in Pedagogy of School Subjects and Lecturers in Sociology of Education (6 Lecturers) shall be eligible to teach in the Medium in which DPSE is conducted by the institution concerned.
- B. Further, the Unit size of DPSE Programme as per NCTE Regulations, 2014 is 50 students. The Medium to be opted shall be only one for the entire one Unit intake. Split up of the Unit is not allowed to offer one Unit in multiple media. In case of institutions having more than one Unit intake, Second and Third Medium can also be opted depending on the number of Units of Intake sanctioned by SRC, NCTE. In such case the additional 5 Lecturers for each unit shall be appointed in accordance with the medium of instruction.
- C. Criteria for deciding eligibility to teach in any particular medium - The candidates who have (i) passed either SSC (or its equivalent) Examination or Intermediate (or its equivalent) or Degree Examination in the concerned medium of instruction or (ii) have studied the concerned Language as First Language in SSC (or its equivalent) or as Part I in Intermediate (or its equivalent) or as Second Language in Intermediate (or its equivalent) or as a Subject in Degree are eligible to teach in that particular medium

### 1.2 Administrative & Professional Staff (Exclusive or in Sharing with the other Programmes run by the Management in the same Campus):

S. No.	Designation	No. of Posts	Qualifications
01	Librarian	01	Bachelor degree in Library Science from a University recognised by UGC with 50% marks.
02	UDC / Office Superintendent	01	Essential - Graduation from a University recognised by UGC Desirable - Knowledge of working with computers
03	Computer Operator- cum - Store keeper	01	Essential - Degree/Diploma/ Certificate Course in Computer Science / Computer Application from a University recognised by UGC / Institution recognised by AICTE / SBTET as the case may be.
04	Helpers	02	Study / Pass in SSC or equivalent

### 1.3 Terms and Conditions of Service:

- a. Type of Appointment: Full time
- b. Age of Superannuation: shall be as per the policy of the State Government in respect of both Academic and Administrative Staff.
- c. Pay Scales: shall be as may be prescribed by the State Government.
- d. Disbursement of Pay: Through Account Payee Cheque
- e. Other Benefits: The Management of the institution shall discharge the statutory duties relating to pension, gratuity, provident fund, etc.

### 2. Selection Procedure for Appointment of Teaching Faculty:

- a. The Management of the Institution shall issue a Notification in Two leading News Papers i.e. One in Telugu / Urdu and One in English, notifying the number of vacancies with post details giving a time of Two weeks for submission of applications
- b. The Management shall constitute a Staff Selection Committee with the following members:
  1. Secretary / Correspondent of the Society
  2. President of the Society or her / his Nominee
  3. The Principal of the DIET concerned as per the Jurisdiction of DIETs shown below:

<b>Name of the existing DIET</b>	<b>Districts under its Jurisdiction</b>
Mahabubnagar	Mahabubnagar, Wanaparthy, Jogulamba (Gadwal). Nagar Kurnool
Ranga Reddy	Ranga Reddy, Medchal, Vikarabad
Hyderabad	Hyderabad
Medak	Medak, Sanga Reddy, Siddipet
Nizamabad	Nizamabad, Kama Reddy
Adilabad	Adilabad, Nirmal, Mancherial, Komram Bheem (Asifabad)
Karimnagar	Karimnagar, Peddapally, Jagityal, Rajanna Siricilla
Warangal	Jangaon, Warangal (Urban), Warangal (Rural), Mahaboobabad, Jaya Shankar (Bhupalapally)
Khammam	Khammam, Bhadradi Kothagudem
Nalgonda	Nalgonda, Yadadri, Suryapet

4. One subject expert nominated by the Director, SCERT.
- c. Selection of Candidates shall include both Written Test and Interview
  - d. The Management shall take the video graph of the Proceedings of the Selection
  - e. The list of selected candidates shall be submitted to the Director, SCERT, Telangana for approval in the Proforma annexed as Annexure III along with the following documents:
    - i. Letter of Intent issued by the NCTE in case of new Institutions and Formal Recognition Order in case of existing institutions,
    - ii. Staff Approval Fee as prescribed in these Rules
    - iii. Minutes of the Selection Committee,
    - iv. List of Candidates who have attended the Selection process with marks awarded,
    - v. Soft Copy of the Video graph of the proceedings of the Selection,

- vi. Original Certificates of the selected candidates,
  - vii. Individual Affidavits from the selected candidates in the Proforma annexed as Annexure I,
  - viii. Affidavit from the Correspondent / Secretary of the Institution in the Proforma annexed as Annexure II,
  - ix. Details of the website of the institution showing all the details as mentioned at Regulation 7 (14) of the National Council for Teacher Education (Recognition Norms & Procedure) Regulations, 2014.
- f. The Director, SCERT shall constitute a Committee at SCERT with the faculty members of SCERT/DIETs/ CTEs/IASE for scrutiny of the proposals submitted by the Managements for approval of the Staff Lists and the Director, SCERT shall approve the staff in the Proforma Annexed to these Rules as Annexure IV.
3. Travelling allowance, Dearness allowance, Sitting Charges to the Members of the Staff Selection Committee shall be borne by the Managements of the Institutions.
4. a. Fee for Approval of Staff Lists by Director, SCERT: Rs. 10,000/ (Ten Thousand Only) in the form of Demand Draft drawn in favour of the Director SCERT, Telangana, payable at Hyderabad.
- b. The Fee remitted by the Private Diploma in Pre School Education Institutions for the Staff Approval to the Director, SCERT shall be utilized for meeting the expenditure relating to the functions of the conduct of Teacher Education Programmes.
4. The Commissioner and Director of School Education and the Director, State Council for Educational Research and Training are requested to take appropriate action accordingly.

**( BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)**

RANJEEV R ACHARYA  
SPECIAL CHIEF SECRETARY TO GOVERNMENT

To  
The Commissioner & Director of School Education, Telangana, Hyderabad.  
The Director, SCERT, Telangana, Hyderabad .  
The Director, Government Examinations, Telangana, Hyderabad.

//FORWARDED BY ORDER//

SECTION OFFICER

**Annexure – I****FORMAT OF THE AFFIDAVIT TO BE FURNISHED BY INDIVIDUAL STAFF MEMBERS****(On Rs. 10 Non-judicial stamp paper should be submitted after duly Notarised)**

I,.....Son of/Daughter of/Wife of  
 .....aged.....resident of .....take oath and state as  
 under:

- (i) That I am a (Designation).....in (name Of the institution with address).....
- (ii) That I have been working as a full time (Designation) in .....(name of the institution) since ..... Further, I also state that I have not accepted any Assignment anywhere on part time/full time basis other than this.
- (iii) That I have applied to this institution for the post of .....and was appointed by a selection committee for the post of..... In the pay scale of Rs..... to..... and my present emoluments are Rs.....
- (iv) The institution is paying salary amounting to Rs.....per month through account payee cheque

(Signature of Deponent)

Verification

I above named deponent do hereby verify that the statement made by me under Paras (i) to (iv) are true and correct to the best of my knowledge and belief. Nothing is false and nothing is concealed in it.

Place:

Date:

(Signature of Deponent).

**Annexure – II****FORMAT OF AFFIDAVIT TO BE SUBMITTED BY THE CORRESPONDENT / SECRETARY OF THE INSTITUTION****(On Rs.100 Non-judicial stamp paper should be submitted after duly Notarised)**

I,.....Son of/Daughter of/ Wife of  
 .....aged.....resident of ..... in the capacity of Secretary /  
 Manager / Correspondent / Trustee of .....(name of the society / Trust  
 with complete address as in the Society registration papers) take oath and state as  
 under:

- (i) That I am Secretary/Manager/Correspondent/Trustee of.....(name of the Society / Trust with complete address as in the Society registration papers) and signing this affidavit on behalf of it for which I am fully authorized.
- (ii) That the Society/Trust has appointed required number of teaching staff including the Principal with the requisite qualifications and experience, after adopting due Selection procedure as per the norms and standards laid down by NCTE / Affiliating Body / State Government.
- (iii) That the Society/Trust has appointed required number of non-teaching staff of the requisite qualifications and experience after adopting due Selection procedure as per the norms and standards laid down by NCTE / Affiliating Body / State Government.
- (iv) That the Society/Trust has appointed required number of teaching and non-teaching staff which is paid through account payee cheque as per the service conditions laid down in NCTE / Affiliating Body / State Government norms and standards.

(Signature of Deponent)

Verification

I above named deponent do hereby verify that the statement made by me under Paras (i) to (iv) are true and correct to the best of my knowledge and belief. Nothing is false and nothing is concealed in it.

Place:

Date:

(Signature of Deponent)

**Annexure III****(For Submission of Selected Staff Lists to Director, SCERT for Approval)****Name of the DPSE Institution with Address:****Date:**

S. No	Name of the Candidate (as given in the SSC Memo of Marks)	Date of Birth & Age	Aadhar Card Number	Community	Designation (Principal / Lecturer in -----)	Educational Qualifications		Medium Qualification at SSC/ Intermediate / Degree level	No. of Years of teaching experience in TEI	Colour Photograph of the Candidate
						Academic	Professional			
						M.A/M.Sc / M.Phil / Ph.D.	1. Certificate/Diploma in Early Childhood /Nursery Education 2. D.El.Ed. 3. B.El.Ed 4. DPSE 5. B.Ed. 6. M.Ed.			
1		DOB: Age:				Subject: Percentage of Marks:	Percentage of Marks:			
2										
3										
4										
5										
6										
7										
8										

**Signatures of Selection Committee Members :**

- 1. Secretary / Correspondent:**
- 2. President of the Society or his/her nominee:**
- 3. Principal, DIET concerned:**
- 4. Subject Expert nominated by the Director, SCERT, Hyderabad.**



**Annexure IV  
(For Approval of Staff by Director, SCERT)**

**Name of the DPSE Institution with Address:**

**Date:**

S. No	Name of the Candidate (as given in the SSC Memo of Marks)	Date of Birth & Age	Aadhar Card Number	Community	Designation (Principal/Lecturer in ----- -)	Educational Qualifications		Medium of Qualifications at SSC / Intermediate /Degree level	No. of Years of teaching experience in TEI	Colour Photograph of the Candidate	Recommendations of the Committee at SCERT
						Academic	Professional				
		DOB: Age:				M.A/M.Sc / M.Phil / Ph.D.	1. Certificate/ Diploma in Early Childhood /Nursery Education 2. D.El.Ed. 3. B.El.Ed 4. DPSE 5. B.Ed. 6. M.Ed.				
1						Subject: Percentage of Marks:	Percentage of Marks:				
2											
3											
4											
5											
6											
7											
8											

**Signatures with Attestation:**

**Members of Committee:**

- 1.
- 2.

**Approved / Not Approved**

**Director, SCERT, Telangana**

## Annexure - V

## List of allied subjects for Pedagogy Posts

Sl. No	Subjects eligible for Pedagogy Posts	Allied subjects of eligible subjects for Pedagogy Posts
1	Mathematics	Applied Mathematics, Mathematics and Computer Science, Statistics
2	Environmental Studies	Physics, Applied Physics, Engineering Physics, Instrumentation, Astronomy, Astrophysics, Geophysics, Applied Electronics, Chemistry, Applied Chemistry, Industrial Chemistry, Pharmaceutical Chemistry, Medicinal Chemistry, Bio-Chemistry, Biological Chemistry, Biotechnology, Environmental Science, Forensic Science, Green Chemistry, Catalysis, Botany, Biotechnology, Genetics, Microbiology, Nutrition & Dietetics, Industrial Microbiology, Agriculture, Dry Land Agriculture, Food Technology, Biological Science, Geology, Forestry, Life Sciences, Sericulture, Horticulture, Zoology, Public Health, Human Genetics, Fisheries, Aquaculture, Marine Science, Poultry Sciences, Food and Nutrition, Wildlife, Dairy Science, History, Economics, Geography, Political Science or Politics, Public Administration, Ancient Indian History and Culture & Archaeology, Tourism, Applied Economics, Econometrics, Agricultural Economics, Geoinformatics, International Studies, Rural Development, Public Policy, Public Policy and Public Administration, Public Administration and Governance