



**SRI PADMAVATI MAHILA VISVAVIDYALAYAM  
(WOMEN'S UNIVERSITY) : TIRUPATI - 517 502  
DIRECTORATE OF DISTANCE EDUCATION**

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**PROSPECTUS FOR ADDITIONAL METHODOLOGY PROGRAMME IN  
B.Ed. (D.M.) COURSE ADMISSIONS 2019-20**

Applications are invited from **women candidates** for admission into Additional Methodology Programme in B.Ed. course 2019-20 through Directorate of Distance Education of Sri Padmavati Mahila Visva Vidyalayam.

**Purpose:** The main purpose of providing B.Ed.(DM) Additional Methodology Programme in B.Ed Programme is to give trained women candidates an opportunity for further professional development.

**Eligibility:** A candidate seeking admission into B.Ed. Additional Methodology Programme should have passed B.Ed. Degree from a recognized University. The methodology chosen should be the subjects of study at their graduation level / Post graduation level.

**Application Procedure:** Application and prospectus can be obtained from the Director, Directorate of Distance Education, Sri Padmavati Mahila University, Tirupati by sending a self-addressed, stamped envelope (Rs. 45/- for Registered post) of size 28cms x 13cms **along with a Demand Draft for Rs. 600/- on any Nationalised Bank drawn in favour of the Registrar, Sri Padmavati Mahila Visva Vidyalayam payable at Tirupati** with the name and address of the applicant written on the reverse side of the DD, or by submitting the DD in person. If the applicant is in-service candidate the application should be sent through proper channel. **Application can also be downloaded from the University website [www.spmvv.ac.in](http://www.spmvv.ac.in)**

**Admission:** The admissions will be done as per the rules of the University. Mere submission of application will not guarantee a seat.

**Fees:** The candidates who are selected for admission should submit to the Director, Directorate of Distance Education, S.P. Mahila Visva Vidyalayam on or before the date of admission, a demand draft for **Rs. 6000/-** drawn in favour of the Registrar, Sri Padmavati Mahila Visva Vidyalayam payable at Tirupati with the name and address of the candidate written on the reverse of the draft.

**The following are the methodologies offered:**

- |                                    |                                  |
|------------------------------------|----------------------------------|
| 1. Pedagogy of Mathematics         | 2. Pedagogy of Physical Sciences |
| 3. Pedagogy of Biological Sciences | 4. Pedagogy of Social Sciences   |
| 5. Pedagogy of English             | 6. Pedagogy of Telugu            |

**Syllabus:** The syllabus for Additional Methodology Programme is the same as followed for B.Ed.(DM) course of S.P. Mahila Visvavidyalayam.

**Course Material:** The course material will be supplied to the students at the time of admission/during the programme.

**Contact Programme Classes:** For each methodology subject there will be 20 days of Compulsory Contact Programme classes to fulfill the course requirement in 60 hours. As such there will be 3 contact hours each day during the contact programmes which will be conducted during

- Dasara Vacation – 5 days
- Sankranthi Vacation – 5 days
- Summer Vacation – 10 days

**Demonstration and Teaching Practice Classes:** Besides the compulsory contact programme classes there will be Demonstration classes and Teaching Practice for each methodology subjects during which the faculty members will give 5 Demonstration lessons. After the completion of the Demonstration lessons every candidate has to give 5 teaching practice lessons for classes VI/&VII and 5 lessons for classes VIII - X under the supervision of the concerned methodology faculty member. 100 percent Attendance for **Demonstration classes and Teaching Practice classes is compulsory.**

**Block Teaching/Internship:** Each student teacher has to teach 10 lessons in the concerned methodology subject for classes VI/& VII during 2 weeks of First Spell of Internship and has to teach 15 lessons in the concerned methodology subject for classes VIII – X in 3 weeks of Second spell of Internship under the supervision of eligible guide teacher in a Government recognized High School situated in their work places or nearer to their work places or nearer to their work places.

**Medium of Instruction and Examination:** Medium of Instruction and Examination is English/Telugu.

**Attendance:**

- a) Theory: 90% attendance is compulsory for 20 days contact programme classes. No condonation on any grounds.
- b) Practicum: 100% attendance is compulsory for the Demonstration classes and Teaching Practice classes. No condonation on any grounds.

**Examination:** There will be University Examination both in Theory and Practice at the end of the programme.

**Note:** The candidates will be permitted to the University Theory Examinations only after the satisfactory completion of the theory and practicum.

- If any candidate for any reason could not fulfill the requirements of contact programme classes either fully or partially will be given one more chance of

undergoing the same by attending the required number of days of contact programme classes on payment of the contact programme fee of Rs. 3,000 (Rupees Three Thousand only) during the immediate vacation or as and when it is arranged by Directorate of Distance Education as per its feasibility.

- Any Methodology subject will be offered only if a minimum of 3 candidates are admitted into each methodology programme.
- After getting admission into the programme, the Course Fee once paid will not be refunded either in full or in part for any reason

**Enclosures:** Attested copies of the following should be enclosed along with the application:

1. B.Ed Degree Certificate/ B.Ed. Provisional Certificate
2. Graduation Provisional Degree Certificate
3. B.Ed Degree Marks Statement
4. Three Years B.A./B.Sc./B.Com Degree Marks Statements
5. Post Graduation Provisional/ Degree Certificate
6. Post Graduation Marks statement
7. Service certificate (if the candidate is in service)
8. No objection Certificate (if the candidate is in service)

Original certificates have to be produced at the time of admission for verification.

## IMPORTANT INSTRUCTIONS

Before filling the applications, read instructions carefully and fill all the columns in the application.

1. Use only prescribed application supplied by the DDE or download from the DDE website [www.spmv.ac.in](http://www.spmv.ac.in). Application should be accompanied by a **D.D for Rs.600/-** towards the cost and registration of application drawn in favour of The Registrar, S.P. Mahila Visvavidyalayam, Tirupati.
2. No refund of fee will be made once paid. There is no fee concession for any category of students. ***Fee once paid by the candidate will neither be refunded nor adjusted partly or fully.***
3. After admission, every student will be allotted an enrollment number which she should invariably mention along with period of study in all her future correspondence with DDE failing which DDE will not show any attention to such correspondence.
4. Change in address if any, should be immediately communicated to the DDE.
5. **All communications will be communicated only through SMS alert.** Therefore the candidates must provide their **Mobile Numbers correctly**. Change in mobile number need to be informed immediately in writing to DDE, SPMVV. Common issues like sending of the materials etc, will be mailed to the candidates by regular post to the address of the candidates as per the records of DDE, if needed. The students are advised to make necessary arrangements in their respective delivery post offices at their end

- to get the different communications from the DDE properly without delay. DDE will not bear responsibility for any postal delays.
6. Change of methodology or medium is permitted before the last date of admission on payment of **Rs.600/-** by way of D.D. drawn in favour of the Registrar, SPMVV, Tirupati along with request letter.
  7. **90% of attendance in theory** and **100% of attendance in practicum** is must for every candidate seeking B.Ed(DM) Additional Methodology Program.
    - If the Candidate after the completion of course requirements could not take examinations of B.Ed(DM)Additional Methodology Program within the scheduled period of the course, she will be given chance of appearing the same in **three consecutive years**, failing which her admission into the course get cancelled automatically.
  8. The University reserves the right to start or not to start any course if sufficient number of applications are not received.
  9. Candidates should abide by the conditions, rules and regulations stipulated by the DDE and the University applicable from time to time.
  10. **Admission into Additional Methodology Programme closes by 31-08- 2019.**

For all further information and enquiries contact The Director, Directorate of Distance Education, S.P. Mahila Visvavidyalayam, Tirupati-2, Ph: 0877-2284524, 2284603 during office working hours 10.00 A.M to 5.00 P.M.

#### Tentative Academic Schedule

	<b>For Calendar Year batch</b>	<b>For Academic Year batch</b>
Admissions	January - February	July - August
Supply of Study Material	January - March	August - September
Contact Programme Classes	20 days April - May	5 days during Dasara Vacation 5 days during Pongal Vacation 10 days during Summer Vacation
Demonstration & Lesson Plan Classes	4 days June - July	4 days September
Teaching Practice of 5 lessons for 6 <sup>th</sup> - 7 <sup>th</sup> classes & 5 lessons for 8 <sup>th</sup> -10 <sup>th</sup> Classes	5 days July - August	5 days September
Block Teaching Practice 10 lessons for 6 <sup>th</sup> - 7 <sup>th</sup> Classes - 2 weeks 15 lessons for 8 <sup>th</sup> - 10 <sup>th</sup> Classes - 3 weeks	August- September	October- November
Submission of Assignments & Records	On or before 31 <sup>st</sup> October	On or before 31 <sup>st</sup> December
University Theory & Practical Examinations	November	May - June
Declaration of Results	December - January	June - July

