



# Master of Education

SPECIAL EDUCATION : *INTELLECTUAL DISABILITY*

**D.P. MISHRA INSTITUTE FOR ADVANCE STUDIES  
IN SPECIAL EDUCATION & TECHNOLOGY  
(B.Ed. COLLEGE FOR SPECIAL EDUCATION)**

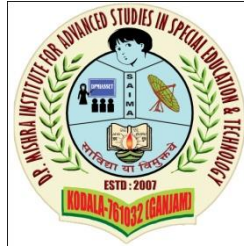
PROSPECTUS



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*Application No. :*



# **APPLICATION FORM AND PROSPECTUS**

## **MASTER IN EDUCATION SPECIAL EDUCATION (INTELLECTUAL DISABILITY)**

Recognized By SSEPD Department, Govt. Of Odisha  
Approved by Rehabilitation Council of India, New Delhi  
Affiliated to Berhampur University  
(Two Academic Year Degree Course)

**ACADEMIC YEAR: 2022-2024**

# **D.P.MISHRA INSTITUTE FOR ADVANCE STUDIES IN SPECIAL EDUCATION AND TECHNOLOGY**

Srimayee Pitha, Sisu Vihar, In Front of C.H.C, Kodala – 761032, Ganjam.(Odisha)  
Web – [Http/ www/saima-balvikas.org](http://www/saima-balvikas.org), E.mail – [welcome\\_saima@yahoo.com](mailto:welcome_saima@yahoo.com)  
Phone – 06810-268285, Cell - 8763244094, 9692997372

**Last date of receipt of completed application form- 26.07.2022**

*Price- Rs. 600.00*

## FORM AND PROSPECTUS

FOR ATTENTION OF ALL APPLICANTS

THE APPLICANTS BEFORE APPLYING TO THE ABOVE COURSE ARE ADVISED TO CAREFULLY GO THROUGH THE PROSPECTUS. TO KNOW ABOUT THE PROFILE OF THE INSTITUTE, THEY ARE ALSO ADVISED TO VISIT THE INSTITUTE CAMPUS, AT KODALA, IF THEY SO DESIRE AND SEE FOR THEMSELVES THE AVAILABLE INFRASTRUCTURE AND OTHER FACILITIES. IF SATISFIED, THEY MAY APPLY TO THE COURSE AS PER THEIR ELIGIBILITY. ONCE ADMITTED, MAKING ANY UNREASONABLE DEMAND THERE AFTER SHALL NOT BE ENTERTAINED AND IT SHALL BE TREATED AS AN ACT OF INDISCIPLINE

### FORMS AND PROSPECT TO ADMISSION IN M.Ed, SPECIAL EDUCATION (ID)

#### 1. Introduction:

**Social Aid Improvement And Mass Action (SAIMA)** has established **D.P. Mishra Institute for Advanced Studies in Special Education & Technology. (B. Ed. College for Special Education : M.R)** in session 2008-2009. The college is inaugurated by His Excellency **Sj.Murali Dhar Chandra Kanta Bhandare, ex. Governor of Odisha on 22.12.2008. Mentally Retardation renamed as Intellectual Disability from the session -2020.**

The main objective of the institute is to develop man power and provide service to persons with mental handicap and other disabilities. As a part of the human resource development since 2008 - 2009 the institute offers one year teachers training Course leading to **Bachelor of Education(B.Ed.) (Special Education: Mental Retardation)** under affiliation of Berhampur University, Berhampur-7, & under recognition of Department of Women and child Development, Government of Odisha till the session 2013 - 14 . The recognition issued by Department of Social Security Empowerment of persons with Disability from the academic session 2014 -2015. From this session 2018-19 we are starting **Master of Education (M.Ed.) (Special Education: Mental Retardation)**. From 2020-21 Intellectual Disabilities takes place instead of Mental Retardation.

From the academic session 2010 -2011 the institute was also running two years Diploma in Education (D.Ed) in Special Education (Mental Retardation) in regular mode and Foundation Course in Education (FCED) course (Three months short term course) through distance mode. The aim of this course is to prepare the teacher trainees to screen, assess, educate and train persons with mental retardation in individual and group setting.

IGNOU programme special study centre was inaugurated by Dr.Suresh Chandra Tripathy, Regional Director IGNOU, Bhubaneswar. D.Ed. and FCED courses were opened by Sj. Surendra Prasad Mishra, IAS, Special Secretary to his Excellency, The Governor of Orissa on 24.04.2011. All these courses are approved by the Rehabilitation Council of India, New Delhi (A Statutory Body under Ministry of Social Justice and Empowerment, Government of India) New Delhi.

The institute has its own constituent residential school i.e. **BALVIKAS B.A.M.M.INSTITUTE FOR THE INTELLECTUAL DISABILITY** which is the laboratory for the M.Ed., B.Ed. & D.Ed. (Special Education: Intellectual Disability) trainees.

**D.P. Mishra Institute for Advanced Studies in Special Education & Technology (DPMIASSE&T)** run by SAIMA, KODALA, has been recognized by the **Rehabilitation Council of India, New Delhi** (A Statutory Body under Ministry of Social Justice and Empowerment, Government of India, New Delhi and Department of Social Security & Empowerment Of persons with Disability, Government of Odisha). The course prepares the students to work as special teachers in Special Schools for Mental Retardation, in special Classes in regular schools in integrated set up and also work in Community Based Rehabilitation (CBR) programmes for the Disabled.

## **2. Aim**

The aim of the M.Ed.Spl.Ed. programme is of preparing teachers as education leaders. The major thrust of the M.Ed.Spl.Ed. programme would be professional preparation of teacher educators who would through this process be equipped with the knowledge and competencies to facilitate and conduct initial preparation and continuing professional development of teachers. They would need to be necessarily equipped with the core competencies and knowledge related to teacher education, its philosophical underpinnings, research methodology, curriculum planning and be aware of best practices in the field of pedagogical interventions and adaptations for children with disabilities.

## **3. Objectives of the program**

The M.Ed.Spl.Ed. program supports three shared philosophical stances underlying longstanding tradition of preparing teacher educators as education leaders. These stances include teaching as inquiry, teaching as curriculum making and teaching for social justice. The objectives of the program are to:

- Assist potential teacher educators to exert leadership in advocating and meeting educational needs of children with disabilities in various settings
- Offer special teacher educators the opportunity to develop specialized capacity for leadership in curriculum, pedagogy and universal design
- Build theoretical knowledge and skills in research methodologies and conducting research in order to enhance education of children with disabilities in all settings.

## **4. NOMENCLATURE**

Nomenclature of B.Ed. Special Education programmes should be as per UGC Notification of 2009 and 2014 and the new nomenclature will be **M.Ed.Spl. Ed.: ID**.

## **5. ELIGIBILITY FOR ADMISSION**

The admission for the degree of M.Ed. Spl.Ed. degree shall be open to:

- a) A candidate who has successfully passed B.Ed Spl.Ed. with minimum 50% marks in respective disability area from a recognized university or any other degree considered

equivalent to B.Ed Spl. Ed. from an affiliating university and/ or teaching department under any University recognized by U.G.C. with RCI registration.

b) A candidate who has successfully passed the B.Ed. General course and has successfully completed Diploma in Education Special Education in respective disability area recognized by the Rehabilitation Council of India with minimum 50 percent marks in each course.

c) A candidate having passed PG Diploma (Till Academic session 2014-15)

d) A candidate with B.Ed. in particular specialization may be allowed for M.Ed. cross disability/ multi category (as and when offered) but the reverse is not allowed. B.Ed. with multi-category should not be admitted for specialization in a single disability at the M.Ed. level, however; as part of CBCS, these can be admitted to B.Ed. Spl. Edu. Area C Courses and complete the Specialization Courses to qualify for a particular disability. On completion of Area C, these can be admitted to the M.Ed. Spl.Ed in a specific disability.

d) A student with B.A./B.Sc./B.Com. B.Ed.Spl.Ed. (4 years Integrated)

e) **Candidate should have valid RCI registration.**

## **6. 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.

## **7. DISABILITY CERTIFICATE:**

The candidates are required to submit Physical Handicapped Certificate issued in their favour in the prescribed form by Medical Board countersigned by CDMO concerned.(Reservation under PH category is for candidates with mild disability in one lower/upper limb only).

## **8. DURATION OF THE COURSE**

The duration of the Course is of four Semesters, that is, two academic years, which can be completed in a maximum of three years from the date of admission to the programme.

## **9. SEATS**

There shall be 10 seats available for the Course with reservation as per the government rules.

## **10.0. SELECTION AND ADMISSION:**

- Admission Procedure - Merit list will be prepared on the basis of entrance test marks to be conducted for the purpose.
- Considering the infrastructural facilities needed for Special Education and based on the tasks such as supervising practicum, **a minimum number of 05 and**

**maximum of 10 students** may be admitted for the B.Ed.Spl.Ed. programme as per RCI guideline.

### 10.1 ADMISSION PROCEDURE:

Merit list will be prepared on the basis of entrance test marks to be conducted for the purpose.

**10.2** The test will have 100 objective/multiple choice questions which will have four alternative answers. There is no negative marking for incorrect/wrong answer. The test has been designed on the following description.

Section	Description	Number of Question	Duration
A	Current Affairs	40	120 minutes
B	General Awareness	40	
C	Teaching Aptitude and awareness on Disable issues	20	

### 10.3.TIE:

In case of a tie between two or more applicants in entrance test, the B.Ed. aggregate marks will be considered in that order for breaking the tie.

### 11.0. JOINING AND SUBMISSION OF CERTIFICATES

This is a full time course of two academic years. The admitted candidates can not pursue any other course. Selected Candidates should join the course by the stipulated date. **At the time of joining the course, the selected candidate will deposit their original certificate which will be released after the completion of the course.** At the time of joining the admitted candidates will have to produce

- (A) A bond to the effect that the admitted candidates will not discontinue the course etc.
- (B) A medical certificate of fitness from a Civil Surgeon declaring the state of health.

The cost of the application is Rs 600/- (Rupees Six hundred only). The form & prospectus can also be available in our website. [www.saimabalvikas.org](http://www.saimabalvikas.org). The candidates can download the application form & submit the same along with Counter foil of the deposit of Rs.600/- ( Rupees Six Hundred only ).The candidates desires to obtain the application & prospectus through post, they are advised to add Rs 60/- (Rupees Sixty only) with the application cost towards postal charge.

In the present context and to avoid postal delay , the institute has decided to receive the aforesaid fee etc and any other monetary transaction (if any required) **through RTGS/NEFT** in any computerized branch in India.

**Our bank account details are given below.**

Sl.No	Nature of Deposit Hostel charge, application cost etc	Fee towards course fee etc,
01	Name of the Account holder	<b>DPMIASSE&amp;T</b>
02	Name of the Bank	<b>Utkal Gramin Bank</b>
03	Address of the Bank	Aska Road, Bus stand, Kodala
04	Account No	1353617249-8
05	Type Of Account	Savings Bank Account
06	IFSC Code	SBIN0(Zero)RRUKGB

Once fee is deposited in the bank, the candidate are required to collect the transaction number from the concerned branch of bank where the fee has been deposited and provide the details of it along with the depositor's copy of pay-in-slip. It had been told by the bankers that transaction number is not provided when the transfer of money is done in the similar bank, the candidate has to request the bank cashier to provide them the transaction number.

In the existing account number above in the home branch a candidate can also deposited the requisite fee etc through a bank chalan. Challan to be collected from the institute for deposit of the fees in the home branch. After Deposit the third copy of the challan, collected from the bank should be submitted in the institute counter to collect the form and prospectus.

## **12.0. IMPORTANT DATES**

i)	Form Selling Date	06.05.2022
ii)	Last date of selling of application	26.07.2022 or 14 days after publication B.Ed.SE(ID) result of Berhampur University Whichever is later.
iii)	Date of Submission of completed Application Form	26.07.2022
iv)	Date of Entrance Test	31.07.2022
v)	Publication of Result	05.08.2022
vi)	Date of Admission (1st Phase)	12.08.2022
vii)	Date of Admission (2nd Phase)	22.08.2022
viii)	Spot Admission	Date to be fixed by the Principal
ix)	Commencement of Classes	25.08.2022

### 13.0. FEES AND OTHER DEPOSITES:

Sl.No.	Item	Fees
1.	Social Service Fees <b>(For 2 Years)</b>	Rs. 50.00
2.	Sports Fees <b>(For 2 Years)</b>	Rs. 200.00
3.	Seminar Fees <b>(For 2 Years)</b>	Rs. 1000.00
4.	Cultural Fees <b>(For 2 Years)</b>	Rs. 1000.00
5.	Tuition Fees <b>(For 2 Years)</b>	Rs. 98000.00
6.	Examination Fees (Actual Fee will be paid by the Students as per the University Notification)	-----
7.	Educational Tour ((Actual Fee will be paid by the Students as per the College Notification)	-----
<b>Total</b>		<b>Rs. 1,00,250.00</b>
8.	Hostel Seat Rent & Establishment Charge (P.A)	Rs. 6000.00

**Educational / Internship Programme - To be paid by the candidate as per the institute notification. UNIFORM – Actual cost will be paid by the student at the time of admission.**

**Note:**

- The candidate once admitted in the course will not be allowed to leave the course under any circumstances. If the candidate still desires to leave the course by any reason, the total fees for the course will bear by the candidate and deposits will be paid by the candidate will be forfeited. No refund or adjustment of fee paid other than mentioned in the prospectus shall be made under any circumstances.
- Original Certificates submitted will not be released during the course and students are advised to keep sufficient number of photo copies before submission of the original certificates to the office at the time of admission.
- Application form if not filled properly, found incomplete, received after due date and without supporting documents will be summarily to be rejected without assigning any reason and any intimation to the learners.



- **All admissions are provisional and can be cancelled at any time by the Institute for any valid reason such as misconduct, forgery of certificates etc..**
- **Failure to produce any document shall disqualify an applicant from taking admission and fee so deposited by him/her shall be refunded.**
- **In service Candidates Submitted Attested Xerox Copies of appointment letter, salary Certificate, relive order with study live Certificate.**
- **Kindly note that all the original documents and the information supplied by the students regarding their qualifications, merit card, genuine of all your certificates etc. will be verified by appropriate authority.**  
In case the documents and information submitted are found to be false at any time, legal action as deemed fit will be initiated, the admission into the course will be cancelled and the amount deposited at the time of admission shall be forfeited by the Institute and the total fees for the course will bear by the candidate.
- The institute reserves the right to accept or reject an application without assigning any reason whatsoever.
- In addition to above fees the student will pay university examination fees, Migration fees, fee for matrices, fee for genuineness of certificates and other fees, if any, as required or as prescribed by the Berhampur University (**Examination Authority**) or **REHABILITATION Council of India, New Delhi** or the norms as prescribed by the Rehabilitation Council of India, New Delhi time to time during his/her study period.
- As a part of the practical work and field experience the students have to undergo field study, study tour and conduct co curricular activities, prepare teaching learning materials (TLM) etc during their study period. The costs, if any, required for this purpose that charges will have to be borne by the trainees themselves.
- Institute will not be responsible for any postal delay.
- Dress code is compulsory for all the students.

**N.B.:-**

- (i) Application should be filled-in by the applicant in his/her own hand-writing.
- (ii) Incomplete application will be summarily rejected without reference to the applicant.
- (iii) Payment of fees on installment basis/ phased manner is not permissible
- (iv) As far as practicable the total fees should be deposited in a single Demand Draft.
- (v) The students should follow the library and hostel rules strictly.

**13. IDENTITY CARD**

1. Each admitted candidate will be issued with an Identity Card by the Institute. The actual cost of the identity card will be bear by the student. The candidates shall have to use the card at various academic programmes and examination centre. Candidates are

required to preserve the Identity Card carefully. This will prove their identity on any matter connected with the Institute. In case of loss of the card, a duplicate can be issued on application along with a stamp size photo and payment of Rs.50/- (Rupees fifty) only.

2. The Identity Card is to be surrendered to the Institute at the time of taking TC/CLC & CC.

#### **14. HOSTEL ACCOMMODATION:**

The course involves a lot of practical training during and after the class hours. Hence it is fully residential. As sufficient hostel seats are not available and hostel accommodation is limited hostel will be provided to few candidates on first come first served basis on request. Boarding charges will have to be borne by the trainees themselves. The hostellers are deposit Hostel Seat Rent and Establishment charges (Electricity, water, room rent and maintenance service etc) at the time of admission only. Cooking practices are not allowed in the rooms. There are separate fully furnished hostels for the men and women trainees. The student trainees remain in the hostel will abide strict rules and regulations of the institute hostel and infringement of violation thereof shall result in rustication from the hostel for a period as decided by the authority. The trainees are permitted to remain in the hostel up to summer vacation of the academic session when the course will complete or completion of the year end examination of forth semester whichever is earlier. **No cell phone is permitted to use in the hostel.**

#### **15. DISCIPLINE:**

The candidate admitted shall be subjected to strict discipline inside and outside the campus and also in the hostel where accommodation is provided. The candidates are expected to maintain decorum, decency and discipline throughout their pursuance of the course with the staff, faculty, co-student and other supporting staffs. Use of cell phones during working hours is strictly prohibited.

**Ragging is a crime prohibited under law. Anyone found indulging in the unethical act of ragging would be isolated / punished by management and law enforcing authorities as the case may be.**

#### **16.0. WORKING DAYS & ATTENDANCE**

The programme will be conducted for **at least 200 working** days each year exclusive of the period of examination and admission. The institution shall work for a minimum of thirty six hours in a week (five or six days), during which physical presence in the institution of all the teachers and student-teachers is necessary to ensure their availability for advice, guidance, dialogue and consultation as and when needed.

The minimum attendance of Student-Teachers shall have to be 80% for all course work, 90% for all practicum, and 100% for school internship (5% attendance may be condoned by the head of institution on to a student who represented the University or the State

or the Country during the teaching days in prescribed co-curricular activities (e.g. NCC, NSS, Youth Festivals, and Sports etc.). Such claims need to be supported by authenticated certificate from the competent authority.

## 17. PROGRAMME PATTERN & EXAMINATION

The programme is planned on the Choice Based Credit System (CBCS). According to UGC guidelines one credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week. The programme has been developed on Semester basis with 2000 marks in four semesters. In view of disability specific specialization.

All courses (Core, Elective, foundation etc.) except practical, field study, project work, seminar, comprehensive viva-voce shall involve two components of evaluation, viz., Internal Examination (mid term examination) and End Semester Examination as detailed below:

### Distribution of marks:

Internal Examination : 20% of the maximum mark allotted to a course

End Semester Examination : 80% of the maximum mark allotted to a course

- a) **Mid-Sem:** This test shall be mandatory and carry 10% - 20% of the maximum mark. Duration, question patterns, total marks of the test etc. are to be fixed by the concerned College. The Mid-Sem test shall be conducted after completion of about 50% of the course.

**Make up Examination for Mid-Sem Test:** If a student fails to appear at the Mid-Sem test examination due to: (a) hospitalization or prolonged treatment of self or a close relative like parent, children, siblings, spouse; (b) death of parent, children, siblings, spouse; (c) representing the University in Inter-University/State/National events, or (d) any other valid reason to the satisfaction of the Principal/ Staff Council, the Principal/Course Coordinator may allow the concerned student to appear at a makeup examination. All such make up examinations shall be completed before the End-Sem Examination is over. To avail the makeup examination, the student must give an application to the Principal/Course Coordinator clearly mentioning the reason of absence. If a student does not appear at the Mid-Sem Examination, the student shall be awarded '0 (Zero)' mark for the concerned test.

### b) **End-Semester Examination**

- i. The End-Sem Examinations shall be conducted as per the schedule notified by the University.
- ii. A student shall be eligible to appear at the End-Sem Exam of a Semester if he/she has completed the course, secured the required percentage of attendance and cleared all the dues in respect of his/her studentship.

- iii. A student who qualifies to appear at the End-Sem examination but fails to appear due to any of the reasons, shall be permitted to appear the End-Sem examination, on his/her application, within the succeeding two chances only, by depositing the prescribed fees.
- iv. If a student is not permitted to appear in the End-sem Examination due to shortage of attendance beyond the exemption limit, he /she may be permitted to redo the missed semester in the succeeding two relevant semesters only, on his / her written request. In this case, he/she will not be promoted to the next higher semester till completion of the said semester within two consecutive chances.

c) **Practical Examinations**

The College shall adopt any one of the following for conduct of practical examinations.

At the end of the Semester an examination of 3 hours duration shall be conducted. Students shall be evaluated out of 100 marks jointly by an Internal Examiner and an External Examiner from outside the University. The distribution marks for the experiment, practical record, and viva voce test will be as decided by a College/Department.

OR

- a. In every practical session, performance of a student shall be evaluated, out of 70 marks, based on a comprehensive viva-voce on the experiment, conduct of the experiment and maintenance of practical record. The marks secured in every practical session shall be maintained by the concerned Teacher. At the end of the Semester, an external (external to the Department) examiner shall conduct a comprehensive Viva-Voce on the subject of the sessional and evaluate the students out of 30 marks. The marks secured by a student in the Viva-Voce shall be added to the average of the marks secured in the practical sessions, and the total shall determine the grade of the student.

## **18. STANDARD OF QUESTION PAPER**

**Mid-Sem.:** It shall consist of objective, short, and/or long answer type questions. Other modalities may be decided by the College.

**End-Sem.:** The pattern of questions should be as suggested by the respective BoS from time to time.

## **19. PASSING & GRADING SYSTEM (CBCS)**

The grade awarded to a student in any particular course will be based on his/her performance in the Examination, taking Continuous Comprehensive Assessment(mid semester) and End-Sem together. However, a student must secure a minimum of 50% of

Marks in the End-Sem examination and 50% marks in the mid sem and end sem examination taken together are essential for passing the examination.

**Berhampur University will follow the 10-point grading system following letter grades recommended by the UGC RCI as given below**

**Table 1: Grades and Grade Points**

<b>Letter Grade</b>	<b>Grade Point</b>	<b>Weightage of marks</b>
O (Outstanding)	10	Marks $\geq 70\%$
A+ (Excellent)	9	Marks $\geq 65$ & $< 70\%$
A (Very Good)	8	Marks $\geq 60$ & $< 65\%$
B+ (Good)	7	Marks $\geq 55$ & $< 60\%$
B (Pass)	6	Marks $\geq 50$ & $< 55\%$
<b><u>F(Fail)</u></b>	<b><u>0</u></b>	
Ab (Absent)	0	

A student obtaining Grade F shall be considered fail and will be required to reappear in the examination.

For non-credit courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.

## **20. PASSING MINIMUM**

Minimum 50 % marks or grade 'B' are essential in all courses for passing in the programme (Grace Marks as per University norms).

## **21. GRADE REPLACEMENT/IMPROVEMENT PROCEDURE**

The purpose of this procedure is to allow a student to improve his/her Grade by reappearing at the End-Sem examination of a course.

- a. These provisions shall apply to courses which are of theoretical in nature only. It shall not be applicable for sessional, practical, seminar, Projects, Viva-Voce, etc.
- b. A student may exercise the grade replacement procedure only once for a particular course in two subsequent chances only.
- c. A student may be allowed to avail this facility for not more than two courses at a time. If a student earns a better grade by grade replacement procedure, he/she has to submit all his/ her grade sheets to receive the updated grade sheets.
- d. Marks secured in Mid-Sem examination shall be carried over to the subsequent examinations.

## 22. PERFORMANCE EVALUATION

The performance of a student will be evaluated in terms of two indices, viz. (i) Semester Grade Point Average (SGPA) which is the Grade Point Average for a semester, and (ii) Cumulative Grade Point Average (CGPA) which is the Grade Point Average for all the completed semesters at any point of time.

**Semester Grade Point Average (SGPA)** is a measure of performance of a student in a semester which is a ratio of total credit points secured by a student in various courses in a semester and the total course credits taken during that semester, i.e.,

$$\text{SGPA } (S_i) = \Sigma(C_i \times G_i) / \Sigma C_i$$

where  $C_i$  is the number of credits of the  $i$ -th course and  $G_i$  is the grade point scored by the student in the  $i$ -th course.

**Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative performance of a student over all semesters. It is computed as the Semester Grade Point Average for all completed semesters at any point of time.

The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.,:

$$\text{CGPA} = \Sigma(C_i \times S_i) / \Sigma C_i$$

where  $S_i$  is the SGPA of the  $i$ -th semester and  $C_i$  is the total number of credits in that semester.

**Percentage Equivalence of CGPA may be computed as follows:**

$$\text{Equivalent Percentage of Marks} = \text{CGPA} \times 9.5$$

## 23. EXAMINATION FEE

The examination fees payable by a student for appearing/reappearing End-semester examinations shall be as prescribed by the University from time to time.

## 24. PUBLICATION OF RESULTS

Berhampur University shall publish the list of successful candidates in order of merit after the examinations are over as soon as possible.

## 25. AWARD OF DEGREE

Each successful candidate, who satisfies the Degree Requirements under Regulations, of Berhampur University shall be eligible to receive his/her Degree/ Diploma/ Certificate signed by the Vice-Chancellor.

## 26. MISCELLANEOUS

**Formats of Grade Sheets, Master Degree Certificate etc:** As determined by competent authority of the Berhampur University.

## 27. TEACHING STAFF

The core staff at the institute Comprises faculty members in the fields of Education, Special Education and Psychology, supported by part-time and guest lecturers in the fields of Medical Science, Speech Pathology & Audio logy, Physiotherapy, Occupational Therapy, Social work and related disciplines.

27.1. The faculty-student ratio in the area of M.Ed.Spl.Edn. may be 1:10, as per the RCI norms.

## 28. CERTIFICATION AS A REGISTERED PROFESSIONAL

It is mandatory as per Section 13 of RCI Act for every teacher of special education to obtain a “Registered Professional Certificate” from the Rehabilitation Council of India to work in the field of special education in India. As continuous professional growth is necessary for the renewal of the certificate, the teachers as well as educators in special education should undergo in-service programme periodically to update their professional knowledge. Amendments, if any, to the regulations of the course will be made periodically by the Rehabilitation Council of India. Any deviation from the above regulations should have the prior approval of the Rehabilitation Council of India.

The successful students will be registered as Special Educator (Professional). The training institution/organization will help all to get themselves registered with the Council.

## 29. MEDIUM OF INSTRUCTION

Medium of Instruction and Examination will be English.

## 30. PRACTICING SCHOOLS

**Special & Inclusive School** - Own Special School/ MoU with Special & Inclusive Schools, preferably up to senior secondary school level recognised by State Government for the main disability area and permission to carry out practical in other disability. Special Schools for ASD and LD is not an essential condition. With a precaution that students with disability should not be overstressed. Institutions offering more than one programme in Special Education must have own Special School and MoU with other Special/Inclusive School for school engagement and field experience.

## 31. Documents which have been required to attached with the application (Self Attested Xerox Copy)

Note - All enclosure documents are to be sign by the candidate. All original certificates shall be submit at the time of admission.

a) C

## 34. PROGRAMME STRUCTURE

### STRUCTURE FOR 4 SEMESTERS (2 YEARS)

Code	Area	Courses	Credits
A	Core Courses	7	28
B	Specialization Courses	4	16
C	Elective Courses	1	04
D	Dissertation	1	16
E	Practical I	2	08
F	Practical II	2	08
	<b>Total</b>	<b>17</b>	<b>80</b>

### Specialisation offered (with specific reference to Area B)

The M. Ed. Spl. Ed. programme is presently<sup>2</sup> being offered in following specializations:

*I. Hearing Impairment (HI)*

*II. Learning Disability(LD)*

*III. Mental Retardation / Intellectual Disability<sup>3</sup> (MR/ID)*

*IV. Visual Impairment (VI)*

### AREA A - CORE COURSES

Course Code	Title	Credits	Marks
A1	Developments in Education and Special Education	4	100
A2	Psychology of Development and Learning	4	100
A3	Research Methodology and Statistics	4	100
A4	Curriculum Design & Development	4	100
A5	Inclusive Education	4	100
A6	Perspectives in Teacher Education - In-service & Pre-service	4	100
A7	Educational Evaluation	4	100
	<b>Total</b>	<b>28</b>	<b>700</b>



### AREA B - SPECIALIZATION COURSES

Course Code	Title	Credits	Marks
B8	Identification, Assessment and Needs of Children with Mental Retardation	4	100
B9	Curriculum And Teaching Strategies for Children with Mental Retardation	4	100
B10	Adulthood and Family Issues	4	100
B11	Therapeutics and Assistive Devices for Mental Retardation	4	100
	<b>Total</b>	<b>16</b>	<b>400</b>

### AREA C - ELECTIVE COURSES

**Note: Any one to be offered**

Course Code	Title	Credits	Marks
C12	Educational Management	4	100
C13	Educational Technology	4	100
C14	Guidance and Counselling	4	100
	<b>Total</b>	<b>4</b>	<b>100</b>

### AREA D - DISSERTATION

Course Code	Title	Credits	Marks
D	<b>Dissertation</b>	16	400

**AREA E – PRATICAL RELATED TOSPECIFIC DISABILITY**

<b>Course Code</b>	<b>Title</b>	<b>Credits</b>	<b>Marks</b>
E1	<b>Related to Specific Disability</b>	4	100
E2		4	100

**AREA F – PRATICAL II**

<b>Course Code</b>	<b>Title</b>	<b>Credits</b>	<b>Marks</b>
F1	<b>Field Engagement/Internship as teacher Trainer</b>	4	100
F2		4	100

**SEMESTER - WISE SRRUCTURE****SEMESTER- I**

<b>COURSE CODE</b>	<b>COURSE TITLE</b>	<b>CREDITS</b>	<b>INTERNAL MARKS</b>	<b>EXTERNAL MARKS</b>	<b>TOTAL MARKS</b>
A1	Developments in Education and Special Education	4	20	80	100
A2	Psychology of Development and Learning	4	20	80	100
B8	Identification, Assessment and Needs of Children With MR	4	20	80	100
B9	Curriculum And Teaching Strategies for Children With MR	4	20	80	100
E1	Practical related to disability	4	100	00	100
	<b>TOTAL</b>	<b>20</b>			<b>500</b>

**SEMESTER- II**

<b>Course Code</b>	<b>Course title</b>	<b>Credits</b>	<b>Internal Marks</b>	<b>External Marks</b>	<b>Total Marks</b>
A3	Research Methodology and Statistics	4	20	80	100
A4	Curriculum Design & Development	4	20	80	100
A5	Inclusive Education	4	20	80	100
B11	Therapeutics and Assistive Devices	4	20	80	100
E2	Practical related to disability	4	100	00	100
	<b>TOTAL</b>	<b>20</b>			<b>500</b>

**SEMESTER- III**

<b>COURSE CODE</b>	<b>COURSE TITLE</b>	<b>CREDITS</b>	<b>INTERNAL MARKS</b>	<b>EXTERNAL MARKS</b>	<b>TOTAL MARKS</b>
A6	Perspectives in Teacher Education – In-service & Pre-service	4	20	80	100
A7	Educational Evaluation	4	20	80	100
B10	Adulthood and Family Issues	4	20	80	100
C12/ C13/ C14	Educational Management Educational Technology Guidance and Counselling	4	20	80	100
F1	Field Engagement/ Internship as a Teacher Educators	4	100	00	100
	<b>TOTAL</b>	<b>20</b>			<b>500</b>

## SEMESTER IV

COURSE CODE	COURSE TITLE	CREDITS	INTERNAL MARKS	EXTERNAL MARKS	TOTAL MARKS
D	Dissertation	14	200	200	400
F2	Field Engagement / Internship as a Teacher Trainer	4	50	50	100
	<b>TOTAL</b>	<b>18</b>			<b>500</b>

### DISSERTATION

- Complete a review of related research literature in accordance with the research problems.
- Explain and describe the methodology used to conduct the research problem.
- Explain the significance of the results obtained after conducting the research study.
- Summarize the results, explain the corresponding conclusions derived and the subsequent recommendations formulated for further research and practice.
- Provide a list of references, other supportive documentation used for the study.
- Make an oral presentation on the completed work.

### **Area E- Practical Related to Disability**

1. Elicit information from parents and professionals the relevant information about one child with Specific Disability.
2. Assess the child with Specific Disability, using formal and informal tools and identify the specific learning problems.
3. Write a comprehensive assessment report by analyzing and interpreting the data.
4. Develop an appropriate educational plan (current level, annual goals, short term objectives, methods and material and evaluation)
5. Collaborate with the class teachers and related professional to implement the IEP.
6. Implement IEP for a period of minimum 15 sessions (each session lasting for not less than 45 minutes).
7. Make class visits to support the student when the regular teacher teaches and collaborate with the class teachers.
8. Evaluate the child and write a report.

### **Area F- Field Engagement/ Internship as Teacher Educators**

Each student trainee is expected to teach 10 lectures in Third & Fourth Semester to student trainees undergoing training in B.Ed.Spl.Ed. level in topics from the curriculum of B.Ed.Spl. Ed.

## SEMESTER-WISE PRACTICAL

### SEMESTER I

#### Area E 1: Teaching Practice

**Total Credits: 04**

**Hours: 120**

**Marks: 100**

Each Teacher Educators is expected to prepare 8 lesson plans for classroom teaching at Diploma (4) and Graduate (4) courses, out of them 2 will be ICT based one at Diploma and one at Graduate. All the lessons will be supervised by the concerned practical coordinator. Each student trainee will be allotted 2 classes for peer observation. Out of 8 lessons at least one lesson with innovative methods and one lesson with integration of technology should be considered while selecting the lessons. Out of total 8 lessons, 6 will be guided and 2 will be submitted independently by the trainees for evaluation. Trainees have to submit Teaching practice record along with the approved lesson plans with evaluation remarks signed by the practical supervisor and course coordinator of the class taught. Final lesson plan will jointly be evaluated by the external and internal examiners followed by viva-voce.

### SEMESTER II

#### Area E 2: Preparation & Administration of Teacher Made Test (TMT)

**Total Credits: 04**

**Hours: 120**

**Marks: 100**

Each Teacher Educators is expected to prepare and administer the TMT under the guidance of a Supervisor. Student Trainees are expected to submit 2 copies of typed report on the same in detail consisting of conceptual background, rationale, methodology adopted in preparation of TMT. Students must present the same in a seminar mode. The performance will jointly be evaluated by the external and internal examiners followed by viva-voce.

### SEMESTER III

#### Area F1: Internship as a Teacher Trainer

**Total Credits: 04**

**Hours:**

**Marks: 100**

Internship involves a compulsory placement with a teacher training institute/college running courses of the specialization. Internship will be organised for duration of four weeks. Each student trainee is expected to teach 10 lessons and do practical supervision to student trainees undergoing training in Diploma/B.Ed.Spl.Ed. level in topics from the respective curriculum. The student has to undertake any such duties as assigned by the Principal/ Incharge/ HOD of the teacher training institute.

## **SEMESTER IV**

### **Area F1: Field Engagement/Internship**

**Total Credits: 04**

**Marks: 100**

This part of internship involves associating with a field site relevant to the area of specialization. Students will take up internships in organizations working in the field of Mental Retardation/Disability Rehabilitation for duration of four weeks. These may include Govt./Autonomous organizations/ NGOs,/ CBR projects/ Special Schools/ Inclusive schools, etc. The internship should be guided by faculty supervisor of the organization who should focus on enabling the student to develop linkages between “Specialisation-required courses” and “Specialisation-elective courses”. The organisation of internship may be conceived in such a fashion that the students get opportunities to observe relevant activities in the fields such as:

1. Elicit information from parents and professionals the relevant information about one child with Specific Disability,
2. Assess the child with Specific Disability, using formal and informal tools and identify the specific learning problems,
3. Write a comprehensive assessment report by analyzing and interpreting the data collected as above
4. Develop an appropriate educational plan (IEP) (current level, annual goals, short term objectives, methods and material and evaluation)
5. Collaborate with the class teachers and related professional to implement the IEP
6. Implement IEP for a period of minimum 15 sessions (each session lasting for not less than 45 minutes)
7. Make class visits to support the student when the regular teacher teaches and collaborate with the class teachers
8. Evaluate the child and write a report

After completion of the internship, the marks will be submitted by the head of the organisation as per format sent by the institute/college.

# APPLICATION FORM

INDEX NO	/Dtd	/GEN / SC / ST / INS / PH / OTH /
% Marks in +3 level -	Entrance text	Princip

Form No. :
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ACCEPTED  / REJECTED



## D. P. MISHRA INSTITUTE FOR ADVANCED STUDIES IN SPECIAL EDUCATION & TECHNOLOGY

(B. Ed. College for Special Education)

Managed by SAI MA

At - Sisu Vihar, In front of CHC, Tahasil Road,  
Kodala, Ganjam 761032

The filled in application form should be submitted  
on or before 26/07/2022

The last date for sale of application form is 26/07/2022

Application should be filled by candidate own hand writing.

Affix Recent

Passport Photo

APPLICATION FOR ADMISSION INTO MASTER IN EDUCATION (M. Ed)  
SPECIAL EDUCATION (ID)  
ACADEMIC YEAR: 2022 - 2024

NEFT UTR No. _____ Date: ____/____/2022 Amount Rs 600/- Bank UGB/SBI/PNB
--

(To be filled by the Candidates Own Handwriting)

1. Name of the Candidate (In full block letters as given in High School Certificate):

First Name	_____
Surname	_____

2. Father's /Mother's /Guardians Name (In full block letters as given in High School Certificate):

_____
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3. Date of Birth 

D	D	M	M	Y	E	A	R

Age (in complete Years as on 26th July. 2022 ) 

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4. Complete Postal Address (in Block letters)


PIN: 

--

Phone/ Mobile:

E-mail:

Permanent Address


PIN: 

--

Phone/ Mobile:

E-mail:

5. Nationality: 

Foreign	Indian
---------	--------

Gender: 

M	F
---	---

Category: 

SC	ST	PH	OBC/SEBC	GEN
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6. "STATE" to which the candidate belongs:

Caste: 

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7. Annual income of self/parent/guardian:

8. Details of qualification:

Exam. Passed	Name of the School/ College	Board/ University	Medium of instruction	Class/ Division	Subject Taken	Marks Secure	Aggregate % of Marks
		Year of Passing				Marks examined	
X/SSC Equivalent							
ISC/Sr.Sec./ Inter-mediate 10+2							
Equivalent B.A./ +3 Equivalent							
Equivalent B.Ed (Spl.Edn)							

**9.Languages Known**

**Speak**

**Read**

**Write**

- 1.
- 2.
- 3.

**10. Extra-curricular Activities:**

**11. Please state in your own handwriting:**

“Why do you want to join M.Ed (Spl. Edn.) ID Course”.

**12.Do You Need Hostel Accommodation:** Yes / No

**DECLARATION**

I hereby declare that the information given above is true and correct to the best of my knowledge and belief. I further declare that I shall abide by the rules and regulations of the College. I am aware that my admission will be cancelled in case the details furnished by me are proved to be wrong.

**Date :**

**Place :**

**Contact No.**

**Signature of the Applicant**





Application No. : .....

**D. P. MISHRA INSTITUTE FOR ADVANCED STUDIES  
IN SPECIAL EDUCATION & TECHNOLOGY  
(B. Ed. College for Special Education)**

*Managed by SAI MA*

Sisu Vihar, In front of CHC, Tahasil Road, Kodala, Ganjam 761032

**Admit Card for Entrance Test**

*Master in Education Special Education (ID )-2022-24*

Name of Candidate.

Roll No.

Date: Time: 11 AM to 1 PM

Exam. Centre : D. P. MISHRA INSTITUTE FOR ADVANCED IN SPECIAL EDUCATION & TECHNOLOGY

Affix recent Passport  
size photograph of  
candidate  
duly signed by  
him/ her across it

Signature of the Candidate

Signature of the Invigilator

Course Coordinator



Application No. : .....

**D. P. MISHRA INSTITUTE FOR ADVANCED STUDIES  
IN SPECIAL EDUCATION & TECHNOLOGY  
(B. Ed. College for Special Education)**

*Managed by SAI MA*

Sisu Vihar, In front of CHC, Tahasil Road, Kodala, Ganjam 761032

**Admit Card for Entrance Test**

*Master in Education Special Education (ID )-2022-24*

Name of Candidate.

Roll No.

Date: Time: 11 AM to 1 PM

Exam. Centre : D. P. MISHRA INSTITUTE FOR ADVANCED IN SPECIAL EDUCATION & TECHNOLOGY

Affix recent  
Passportsize  
photograph of  
candidate  
duly signed  
by him/ her  
across it

Signature of the Candidate

Signature of the Invigilator

25

