CDOE INFORMATION BROCHURE
Admission to B.Ed. (Correspondence)
Session: 2025-27

No. of Seats: 800

Duration of Course: Two Years (Four Semesters)

Recognized by NCTE: F.NRC/NCTE/F-7/CH-24/10216

Availability of Online Application Form	**14th July 2025 (Monday)**
The last Date for Registration and Completion of the form on the website & payment of fees	**5th August 2025 (Tuesday)**
Display of Tentative Merit List and counselling schedule	**12th August 2025 (Tuesday)**
Admission Counselling (Face-to-Face mode) (Admission cum Allotment of Study Centres)	**19th and 20th August 2025 (Tuesday and Wednesday)**
Online Registration Fee	• **Rs. 1000/- (General Category)** • **Rs. 500/- (for SC/ST/Persons with Disability)**
Counselling Fee	• **Rs. 500/- (To be paid in Cash at the time of counseling)** • *** Non-refundable**

For any query, please:

E-mail: *cdoebed@pu.ac.in*
Enquiry Time: 10:00 a.m. to 4:00 p.m.

Candidates are advised to visit the website regularly for information and updates.

➢ *To avoid a last-minute rush, the candidates are advised to apply early enough.*
➢ *The university will not be responsible for any network-related problems.*
➢ *The* **Online Registration fee and Counselling Fee are mandatory and non-refundable**
➢ *Kindly note that the fee in the form of a Draft/ Cash/Cheque will not be accepted.*
➢ *The fee will be accepted* **through online mode only (web portal of the Panjab University)**

CENTRE FOR DISTANCE AND ONLINE EDUCATION (Formerly USOL)

PANJAB UNIVERSITY, CHANDIGARH

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1. ELIGIBILITY CONDITIONS AS PER NCTE NORMS 2014

The following categories of candidates are eligible to apply for admission.

(i)   Trained in-service teachers in elementary education.

(ii)   Candidates who have completed the NCTE-recognized teacher education programme through the face-to-face mode.

Explanation:

A. A person who possesses the following qualifications shall be eligible to join the course:

1. The candidates who entered in teaching profession based on a **Diploma/ Certificate in primary/elementary teacher training and intend to improve their competence by obtaining a degree in the secondary teacher training program can** take admission to B.Ed. (ODL) programme, provided they have a graduation/post-graduation degree in humanities/science/social science/commerce with a minimum of 50% marks or a degree in engineering/technology with specialization in science and mathematics with a minimum of 55 % marks

➤ Candidates who have **completed a NCTE-recognized teacher training programme through the face-to-face mode** and are **not in the teaching profession** are also eligible for admission to B.Ed. ODL programme provided they possess a graduation/post-graduation degree in

Humanities/Science/Social Science/Commerce with a minimum of 50% marks, or a degree in Engineering/Technology with specialization in Science and Mathematics with a minimum of 55 % marks

➢ **In the case of students belonging to <u>Scheduled Castes/ Scheduled Tribes/ Backward Class/Persons with Disabilities (PwD)</u>, the requirement of 50 % marks shall be reduced by 5 % provided they have obtained minimum pass marks prescribed by the regulations.**

NOTE: For calculating the percentage of marks in case of students who have passed the B.A. examination by parts, the following procedure will be adopted:

(i) Average percentage of marks obtained in Prabhakar / Giani or an equivalent MIL Examination, English, and two more elective subjects. (If more than two subjects have been cleared, the score in which he/ she scored higher marks will be taken into account.).

 <u>Prabhakar or Giani will be considered as an elective subject and brought at par with one elective subject in respect of maximum marks.</u>

(ii) For candidates who have received their B.A. degree after doing Shastri or an equivalent Oriental Title examination, marks obtained in the Shastri examination or an equivalent examination will be considered as scored out of two subjects (elective) and calculated based on the marks obtained in **two** elective subjects to the best advantage of the candidate.

2. KNOW YOUR FACULTY

1.		**Prof. Harsh Gandhar** **Director,** **Centre for Distance and Online Education (CDOE), Panjab University, Chandigarh** **Qualification: M.A., Ph.D.** **Area of Research / Expertise: Economics of Education, Human Resources Development, Rural Transformation & Public Finance**
2.		**Prof. Manju Gera** **Coordinator,** **Department of Education,** **CDOE, Panjab University, Chandigarh** **Qualification: M.Sc.(Hons), M.Ed., Ph.D.** **Area of Research / Expertise: Educational Technology, Teaching of Science, Research Methodology**

3.		**Prof. Mamta Garg** **Qualification: M.Sc.(Hons), M.Ed., Ph.D.** **Area of Research / Expertise: Quality Education, Distance Education**
4.		**Prof. Ram Mehar** **Qualification: M.Sc.(Geography), M.A.(Hindi), M.Ed. (General), M.Ed. (Educational Technology), Ph.D.** **Area of Research / Expertise: Educational Technology, Educational Research, and Statistics**
5.		**Prof. Supreet Kaur** **Qualification: Ph.D., M.A., M.Ed.** **Area of Research / Expertise: Guidance and Counselling, Educational Technology.**
6.		**Prof. Kuljeet Kaur Brar** **Qualification: M.A., M.Ed., Ph.D.** **Area of Research / Expertise: Educational Psychology, Guidance and Counselling, Teaching of Punjabi, Stress and Coping**
7.		**Dr. Jeesu Jaskanwar Singh** **Qualification: M.Sc. (Honours School) Zoology, M.Ed., Master of Mass Communication, Ph.D.** **Area of Research / Expertise: Educational Psychology, Guidance and Counselling**

3. ADMISSION CRITERIA

Admissions to 800 seats in B.Ed.(correspondence) is done on **merit based on marks obtained in the qualifying examination only**.

4. RESERVATION POLICY

The Seats are reserved as per Panjab University, Chandigarh rules. The category-wise distribution of seats is given below:

S. No.	Category	%age of seats	500 Seats (for Punjab & Chandigarh, U.T.)	300 Seats (for all India seats including Punjab & Chandigarh, U.T.)	Total
1	SC	15	75	45	120
2	ST	7.5	(37.5)=38	(22.5)=23	61
3	B.C. (Not OBC)	5	25	15	40
4	Person with Disabilities (PWD)	5	25	15	40
5	Defence	5	25	15	40
6	Riot Victims and Terrorists affected	2	10	6	16
7	Wards of Freedom Fighters	2	10	6	16
	SUB TOTAL (of reserved categories)	41.5	208	125	333
8	General	58.5	292	175	467
	TOTAL		500	300	800

5. TEACHING SUBJECT COMBINATIONS

Admission in the B.Ed. Correspondence course will be subject-based.

i. At the time of admission, each candidate shall opt for two teaching/pedagogical subjects, which have been studied at the graduation/post-graduation level. The candidate must have studied the Major subject of the teaching combination for at least 3 years at the graduation level or 2 years at the Master's level. The minor subject should have been studied for at least one year/one semester.

ii. The candidates having Honours course shall opt for the major subject in which they have obtained Honours. The minor subject should have been studied for at least one year/one semester.

iii. The candidates who have passed additional subjects at the graduation level can opt for only those teaching subjects, marks of which are taken into account to calculate the percentage of marks at the graduation level.

iv. B.Com./B.B.A./M.Com. graduates / postgraduates may opt for two teaching subjects- one is teaching of commerce and the other shall be teaching of economics/mathematics/any one language, i.e., teaching of English/Hindi/Punjabi/Sanskrit. Note: B. Com / B.B.A. graduates shall be considered in the Commerce stream only, even if they have passed additional arts subjects, unless they have passed a Masters in Arts.

v. B.C.A. graduates may opt for teaching of Computer Science as one subject. The other subject shall be teaching of Mathematics or any one language (English/Punjabi/Hindi/Sanskrit)

vi. B.E./ B.Tech. Graduates shall opt for any two subject combinations out of the teaching of Mathematics, Computer Science, Science, and Languages.

vii. B.Sc. (Home Science) graduates shall opt for two teaching subjects. One is Teaching of Home Science, the other may be a subject studied at the graduate level, i.e. Science or any one language (English/Hindi/Punjabi/Sanskrit).

viii. B.Sc. (Medical) graduates shall opt for two teaching subjects out of the following: (a) Teaching of Science/ Life Science; (b) Teaching of Physical Science; (c) Teaching of any one language, i.e., English/Hindi/Punjabi/Sanskrit.

ix. B.Sc. (Non-Medical) graduates shall opt for two teaching subjects out of the following: (a) Teaching of Science/Physical Science; (b) Teaching of Mathematics/Computer Science; (c) Teaching of any one language, i.e., English/Hindi/Punjabi/Sanskrit.

x. Arts Graduates may opt for any two pedagogical subjects, one each from the following (a) and (b):

  (a) Teaching of Social Studies/ Economics/ History/ Geography/ Political Science/ Sociology/ Public Administration/Fine Arts/Physical Education/ Music/Home Science.

  (b) Teaching of any one language, i.e., English, Punjabi, Hindi, or Sanskrit, provided that the candidate has studied the subject at the graduation/post-graduation level.

xi. Graduates with Fine Arts/Music/Computer Science/ Home Science/Physical Education/Mathematics/Statistics/Quantitative techniques shall opt for any of these subjects with the other subject combinations available.

  Note: Teaching of Fine Arts shall be offered to a candidate who has taken up Fine Arts/Performing Arts/Fashion Design/Fashion Technology or B.A. with Diploma in Drawing and Painting or Arts and Crafts Teacher's course from a recognized institution.

xii. Teaching of Social Studies shall be opted by those who have studied any one of these subjects at B.A./M.A. level i.e. (i) History (ii) Geography (iii) Political Science(iv) Sociology (v) Economics (vi) Public Administration(vii) Philosophy (viii) Psychology (ix) Education(x) Defence Studies (xi) Religious Studies

xiii. B.A.LL.B. Graduate shall opt for two teaching subjects which they have studied during the course, major for at least two years and minor for at least one year.

  Note: Candidates who have passed Shastri /Gyani / Prabhakar/Honours in a language / Elective subjects in languages can opt for two language combinations, provided they have studied the other language for at least one year/one semester at the graduation/post-graduation level.

6. HOW TO APPLY?

The candidates are required to follow the steps given below:

Step 1: Register online at **http://cdoebed.puchd.ac.in**. Note down your login ID and password.

Step 2: Log in to your account using your login id and password

Step 3: Fill out your Online application form for admission with the necessary details. Upload your latest passport-size photograph and signature.

Step 4: Pay the Online registration fee. The procedure for paying the registration fee is explained as under:

Step 5: Log in to your account using your login ID and password, and take a Printout of the filled application form.
The Printout of the filled application form will be available after successful payment of the registration fee through online transaction.

Step 6: Check the Tentative Merit list on the website on the scheduled date. The eligibility and original documents will be checked at the time of the counselling.

Step 7: Admission counselling (Face to face mode): *The eligible candidates will be allotted Study Centres on the day of counselling/admission process at CDOE, in order of merit, considering the preferences that you would fill in the admission form.* ***The*** *Study Centre once allotted will not be changed*.

Step 8: Pay the first installment of the course fee as per the schedule. (Payment to be made Online)
Remember that your admission will be confirmed only after you deposit the course fee.

Step 9: All those candidates who fulfil eligibility conditions and have deposited the Admission fee are advised to first create an ABC ID and then a DEB ID in the Admission form (mandatory). Every candidate should bring a self-attested copy of the Aadhaar card. Kindly refer to the link for more details. **https://deb.ugc.ac.in/StudentDEBId**

7. LIST OF DOCUMENTS REQUIRED FOR ATTENDING ADMISSION CUM COUNSELLING ALONG WITH APPLICATION FORM

(i) **Self-attested copy of the Aadhaar Card**
(ii) **Two recent passport-size photographs**
(iii) **Admission Application Form**: A printed copy of the admission form filled by the candidate.
(iv) **Graduation Documents:** Original documents of Graduation degree (B.A./B.Com. B.Sc., etc.) and Detail Marks Cards of all the three years (Semester I to VI) and also of Post-graduation detail marks card of final year (Semester IV) if the candidate is not eligible based on marks obtained in graduation for verification

(v) **DMC of Diploma / Certificate of teaching course approved by NCTE**: Detail Marks Card of Diploma/ Certificate in primary/elementary teacher training (ETT) approved by NCTE.

(vi) **Reservation Category Certificate:** Certificates/documents supporting the claim for reservation issued by the Competent Authority. The candidates belonging to the BC/OBC category are required to bring the latest certificate issued by the competent authority (not more than one-year-old).

(vii) **Employment Certificate:** Employment certificate (for in-service teachers in elementary education).

(viii) Duly self-attested Photocopies of the above documents for submission along with the admission cum application form.

The eligibility and original documents will be checked at the time of the counselling.

8. FEES

The total fee for **B.Ed. shall be deposited in four installments, one installment per semester**.

The candidate has to deposit the total fee of Rs. 28591 (For the first Semester) (To be paid online only at the time of the Admission Counselling). In addition to that, the students are also required to pay the following fee as applicable along with the above-mentioned fee **(i.e., Rs. 28591) (for the 1st Semester).**

	Other/Extra fee to be paid in addition to Rs. 28591		
	Break up/ Head	**Fee**	
1.	**CONTINUATION FEE**	**Rs. 100/-**	
2.	**REGISTRATION FEE**	**Rs. 1100/-**	(To be paid by those students who are not already registered with the Panjab University).
3.	**ELIGIBILITY FEE**	**Rs. 75/-**	(To be paid by those students who have passed the lower examination from the University other than Panjab University).
4.	**MIGRATION FEE**	**Rs. 1100/-**	(To be paid by those students who have passed the lower examination from other Universities).
5.	**SPECIAL FEE**	**Rs. 275/-**	To be paid by those students who apply for admission from a place outside the jurisdiction of Panjab University (i.e., District Ludhiana, Hoshiarpur, Moga, Ferozepur, Chandigarh, and Muktsar are in the jurisdiction of Panjab University.

Mode of Payment for the second installment: The fee can be deposited "ONLINE" through Net Banking.

POST MATRIC SCHOLARSHIP

*The SC students of Punjab state who are eligible for Post Matric Scholarship, whose family income is less than 2.5 lakhs, are required to deposit only 25% of the total admission fee (excluding examination fee) for self-financing Courses. For the Post Matric Scholarship, the students are required to submit their application with the following documents.

The checklist of the required documents for the Post Matric scholarship of SC Candidates from Punjab is given below: -

A Quick Checklist (for Post Matric Scholarship):

1. Free ship card available on the website (scholarship.punjab.gov.in)
2. Online scholarship form available on the website (scholarship.punjab.gov.in)
3. Original Income Certificate
4. Copy of the Punjab Residence of the Candidate
5. Copy of the Caste Certificate of the Candidate
6. Copy of last passed DMC
7. Copy of the Bank Account of the Candidate
8. Copy of the Aadhaar card of the Candidate
9. Punjabi Language Undertaking available on the website (scholarship.punjab.gov.in)
10. Gap Affidavit (if more than 3 years)
11. Matric Certificate copy
12. Two passport-size photographs

The fee schedule is as under: -

B. Ed.-1stSem - Total fees= 28591/-

Library Security (Refundable after filling up the Library security refund form) Examination fee =**3580 (880 + 3370)**

	25% of the total admission fee (SC)				6085+ 880 + 3370= 10335/-
Break up	**Examination Fee: 25% of the total fee**	**Library security**	**PU Examination Fee**		
	Rs. 6085	Rs. 880	Rs. 3370	=	Rs. 10335/- and (Other Fees)*
	Other fees→(which ever applicable as per PU rules): **Continuation Fee (Rs. 100), Registration Fee (Rs.1100), Eligibility Fee (Rs. 75), Migration Fee (Rs. 1100), Special fee (Rs. 275).**				

9. EXAMINATION FORM:

Admission Cum Examination Form shall be filled up at the time of Counselling. Filling up the Examination Form is mandatory after admission to become eligible for appearing in the B.Ed. Semester I. Examination.

10. STUDY MATERIAL

The study material will be provided to the students in English medium only.

11. PERSONAL CONTACT PROGRAMME (PCP)

Those admitted to the course shall be required to attend the Personal Contact Programme for ten days each per semester at the allotted Study Centres as per NCTE norms.

- **Personal Contact Programme of B.Ed. I Semester will be held from 9th October to 18th October, 2025**
- 80% attendance is mandatory during PCPs.
- PCP will be conducted in face-to-face mode (Offline Classes)**.**
- **If any of the students fail to attend a minimum of 80% of classes, then the examination roll number will not be issued by the university.**

12. LIST OF APPROVED STUDY CENTERS FOR CONDUCT OF PERSONAL CONTACT PROGRAMME OF B.Ed. I to IV Semesters*

The approved Study Centres for the conduct of the Personal Contact Programs (PCP) are given below. The candidates will be allotted Study Centres in order of merit. **The candidates will be required to fill in their choice of study Centre in order of preference in the Online Application Form. The Study Centre once allotted will not be changed.**

Sr. No.	Name of Colleges
1.	Centre for Distance and Online Education, Panjab University, **Chandigarh**
2	Government. College of Education, Sector 20-D, **Chandigarh**
3	D.A.V. College of Education, **Abohar**
4.	Kenway College of Education, **Abohar**
5.	Maharishi Dayanand College of Education, **Abohar**
6.	Dasmesh Girls College of Education, **Badal** (Sri Muktsar Sahib)
7.	Dev Samaj College of Education for Women, **Ferozepur City**
8.	BCM College of Education, Urban Estate, **Ludhiana**
9.	Malwa Central College of Education, **Ludhiana**
10.	GTB Khalsa College of Education, **Dasuya**
11.	D.A.V. College of Education, **Hoshiarpur**

*The study center will conduct B.Ed. "Personal Contact Programme" only if a unit of 50 students is admitted to that centre.

Whether the particular study centre will be offered or not will depend on the number of aspirants for that particular study centre. The study centre having less than 40 students will not be operational, and students may have to be shifted to other Study Centres depending on the availability of seats.

13. FORMAT OF THE EMPLOYMENT CERTIFICATE

EMPLOYMENT CERTIFICATE

(To be provided by the Principal/ Headmaster/Headmistress of the school)

This is to certify that Mr./Ms. …………………………………………...…………. has been teaching in this school from ………………………………….to till date.

Signature of Principal/ Headmaster/ Headmistress with stamp

Place……………………..   Name ………………………………………

Dated……………………..   Address…………………………..……...

Please note: In case the teaching certificate of a candidate is found to be not genuine at any stage, his/her candidature will be cancelled, and the candidate will be responsible for the consequences of submitting a fake teaching certificate.

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