



**CHILDREN
WELFARE
CENTRE**

Clara's College of Education

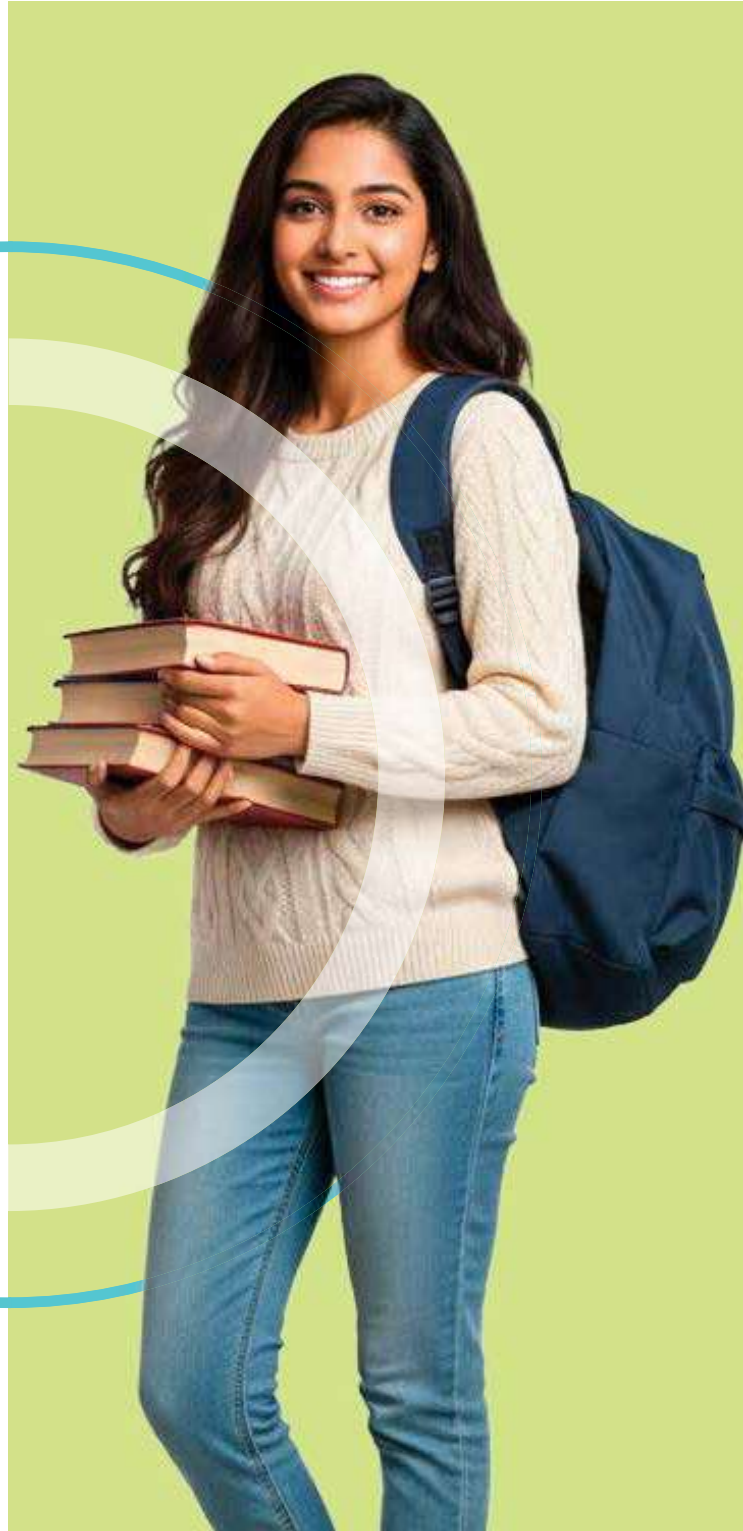
Affiliated to Mumbai University

Bachelor of Education (B.Ed.)

2 Years Regular Programme

(Approved by NCTE)

Prospectus
2026-27





Our Vision

Our Vision is to provide value based education with new innovations and ideas, so that our student-teachers grow into aesthetically rich, intellectually aware and integrated young teachers, capable of fulfilling their dreams and aspirations.



Our Mission

Our Mission is to contribute to the ever evolving education system by providing excellent teachers who can confer leadership and creditable learning services, making a difference to the society.



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Where the mind is without fear and the head is held high;
Where knowledge is free;
Where the world has not been broken up into fragments by narrow domestic walls;
Where words come out from the depth of truth;
Where tireless striving stretches its arms towards perfection;
Where the clear stream of reason has not lost its way into the dreary desert sand of dead habit;
Where the mind is led forward by thee into ever-widening thought and action-
Into that heaven of freedom, my Father, let my country awake.

...Gitanjali



Children Welfare Centre Trust

Quality education empowers students with the knowledge, skills, values, and confidence required to realize their fullest potential. Children blessed with quality education grow into responsible

citizens and contribute meaningfully to society. The message of universal citizenship remains as relevant today as ever. With this vision, a group of committed individuals dedicated their efforts, wisdom, and resources to establish Children Welfare Centre Trust.

The Institution offers progressive educational programmes designed to meet the demands of an ever-evolving and cosmopolitan society. Registered under the Public Trust Act, 1950, it is committed to the holistic development of every student and strives to ensure that the true objectives of education reach every section of society.

Now in its 46th year of excellence, Children Welfare Centre continues its enduring mission of making significant contributions to the field of education.

The achievements of its students and alumni stand as a testimony to the unwavering dedication of the founders, management, and teachers in nurturing lifelong learners with a positive outlook towards life. The strong partnership fostered with parents and the wider community has been instrumental in the Institution's sustained growth and success over the years.

Situated in the vibrant suburban locality of Andheri, Children Welfare Centre enjoys excellent connectivity with the rest of the city. The campus is secure, well-maintained, and provides a peaceful environment conducive to learning. The Institution houses a fully functional

Pre-Primary School that follows a progressive educational approach. Students benefit from a well-defined academic pathway, beginning from primary and secondary education and extending to junior and degree college programmes.

Learners aspiring to pursue higher education can choose from streams such as Commerce, Management, Mass Media, Accounting, and Finance. Recognising the growing need for professionally trained educators, the Trust established the Teacher's Training Centre under the B.Ed. programme at Andheri (West) in 2009. In the same year, it also established the College of Law at Malad (West). Further strengthening its

academic portfolio, the Institution introduced LL.M. and two Post Graduate Diploma programmes in 2022.

The Institution takes pride in providing infrastructure that supports contemporary teaching and learning practices. In addition to a well-equipped Science Laboratory, it offers modern Computer Laboratories, an Audio-Visual Room, a Library, and recreational facilities. The management's commitment to delivering quality education is reflected in the clean and hygienically maintained classrooms, rest rooms, and canteen facilities.

More than 250 qualified and dedicated educators contribute significantly to the academic and personal growth of students through mentoring, guidance, and continuous support. Together, they play a vital role in instilling the values of honesty, respect, responsibility, and diligence among learners.

Children Welfare Centre has consistently demonstrated academic excellence, enabling students to secure brighter opportunities and promising futures. Its remarkable performance has earned widespread recognition. The Institution was honoured as the Best School in K-West Ward by the Education Department of the Municipal Corporation of Greater Mumbai. Mr. Ajay Kaul, the Honorary Principal of the Institution, was also the recipient of the prestigious State Best Teacher Award for the year 2002–2003.

With a student strength exceeding 4,000, Children Welfare Centre provides an inspiring platform for young minds to learn, grow, and excel. Reflecting its commitment to academic excellence, Clara's College of Commerce has been granted Autonomous Status by the UGC and the University of Mumbai from the academic year 2026–2027.

The Management is pleased to announce that permission has also been granted by the Government of Maharashtra to establish a Degree College offering Arts, Science, and Commerce programmes at Malad (West). Additionally, a school affiliated with the CBSE Board has commenced operations under the same institution. The Trust has also established a CBSE School at Yari Road, Versova.

Further expanding its educational outreach, the Institution has launched a Vocational Skills and Training Institute offering career-oriented programmes in Nursing Care, Pathology Technician, Radiology Technician, and Yoga Teacher Training, thereby creating pathways for professional growth and employability.

Our Endearing Voyage So Far.....

- 1981** Children Welfare Centre School begins to function from one rented room in Versova village with Batch of 30 students.
- 1985** The School develops into a full-fledged Primary School and receives recognition from the Municipal Corporation of Greater Mumbai.
- 1992** The School has been upgraded every year and first batch of S.S.C students appeared for Secondary School Certificate examination. The year also witnessed the initiation of a Junior College in the Commerce Faculty.
- 1994** The school adjudged as the Best school in the K - West ward by the M.C.G.M.
- 1999** A full-fledged Degree College namely; Clara's college of Commerce was established in the memory of Late Smt. Clara Kaul, an educationalist with a missionary zeal to take learning to every strata of society.
- 2002** H.S.C. Results 100%.
- 2003** Maharashtra State bestows best Teacher's Award on Principal Ajay Kaul.
- 2006** Children Welfare Centre completes its silver jubilee. The CWC School and the Clara's College of Commerce has more than 4000 students on its roll.
- 2009** Clara's college of Education (Teachers Training College) is started with an objective of contributing the best teacher's to the society.
- 2010** His Excellency S.C.Jamir the Governor of Maharashtra honours Shri Ajay Kaul with the "Outstanding School Principal Award 2009-2010"
Children Welfare Centre Law College commences at Malad (West), Mumbai.
- 2011** School adjudged as an "A" Grade School by the S.S.C. Board.
B.Ed. Results 100%
- 2012** S.S.C. Results 100%
- 2013** Students represented Maharashtra State in Tchock Ball tournament.
- 2014** Science Teaching Aid Project selected for State Level Competition at Ratnagiri.
Principal Ajay Kaul appointed as member of the S.S.C / H.S.C Divisional Board by the Govt. of Maharashtra.
- 2015** First Batch of B.L.S students (Law College) secured 100% Results at the University of Mumbai Examination.
- 2016** Hosted Zonal Science Exhibition in co-ordination with Education Dept., West Zone where in 500 schools participated. The programme was inaugurated by Hon'ble Union Minister Shri Mukhtar Abbas Naqvi and Shri Vinod Tawde Hon'ble Education Minister Govt. of Maharashtra. Valedictory function was attended by Shri P.D.Acharayaji His Excellency Governor of Assam and Nagaland
Versova Gaurav Award presented to Principal Ajay Kaul by Shri Devendra Fadnavis Hon'ble Chief Minister Maharashtra State for his contribution in the field of education.
- 2017** Commencement of Junior College in Arts, Commerce and Science at Malad (West).
S.S.C Result 100%
- Best School in the K/P West Ward trophy received from Education Dept., (West Zone) at the Ward level Science Exhibition.
- 2018** Surya Raja Devendra of T.Y.B.Com represented India in Kickboxing at Asia level and won Bronze medal at Ata, Kyrgyzstan. He represented India in the World Championship held in New York in March, 2019.
- 2019** Project in Population Education bagged the 1st prize at zonal level science exhibition. The exhibit was selected for the state level.
- 2020** Hosted State Level Kabaddi competition wherein players from 8 cities of Maharashtra participated. It was organised by District Sports Office under the Directorate of Sports, Ministry of Youth Affairs and Sports.
- 2021** NCSC science project was selected for the state level.
Governor of Maharashtra, His Excellency, Hon'ble Shri Bhagat Singh Koshiyari felicitated Shri Ajay Kaul for his contribution in social field.
Permission obtained from Government of Maharashtra to start a Arts, Science and Commerce degree college at CWC Malad.
- 2022** Children Welfare Centre High School secured 100% results in Government of Maharashtra Elementary Drawing Examination.
- 2023** Children Welfare Centre High School bagged the 'Best School' award in the K/P West Ward at the Ward Level Science Exhibition organised by the Education Department, West Zone.
'Samaj Ratna Puraskar 2023' was presented to Principal Shri Ajay Kaul by His Excellency Governor of Maharashtra Shri Ramesh Baisji. This prestigious honour was conferred during the 15th Tribal Youth Exchange Program, by the Ministry of Youth Affairs and Sports, Government of India and Nehru Yuva Kendra, Mumbai
- 2024** Navabharat Education Award 2024 presented. to Shri Ajay Kaul Sir for being an outstanding Personality in Education Sector. The Award was presented by Shri Rahul Narwekarji Hon'ble Speaker of the House, Maharashtra Legislative Assembly.
Paramedical Courses started at CWC Versova duly recognised by MSBVET.
Science Project (Jr. Group) was selected for State Level Competition at Amravati.
Clara's College of Commerce Re-accredited with Grade B+ by NAAC.
Children Welfare Centre's College of Law has been awarded NAAC Accreditation achieving a B++ Grade with CGPA of 2.94.
- 2025** Miss Jaza Jamil Shaikh bagged 2nd prize at the Divisional Level Vigyan Melava Competition and represented the institution at State Level at Nagpur.
CWC was adjudged as the best school in the K/P west ward by the education department for 4 consecutive years at the Science Exhibition, K/P west ward.
B.Ed College University results was 100%. Ms. Worliwala Narjis Fatema was the topper securing GPI 9.60.



From the Trustee's Escritoire



Ajay Kaul
Managing Trustee

Unceasing change lies at the very heart of nature, and growth is its inevitable outcome. The advent of technology and advanced communication tools has ushered in a new era, marking the beginning of a transformative journey for future generations. As a nation and as members of the educational fraternity, we have witnessed the far-reaching influence of technology on young minds over the decades. Technology has seamlessly integrated itself into our daily lives, and today's generation is exposed to these advancements from a very early age. Unlike in earlier times, the imprint of such influences on a child's psyche is profound and often shapes the course of life. In this rapidly evolving environment, the role of educational institutions has become not only important but absolutely indispensable.

The fundamental purpose of education extends beyond academics and is intrinsically linked to the overall development of a child. Conventional methods of education alone may no longer suffice in today's dynamic world. The need for a transformational and future-ready approach to learning is greater than ever before.

As a progressive and responsible educational institution, we firmly believe in holistic education, where values, principles, and ethics form the foundation of character building. We continually strive to adopt innovative methodologies that align these ideals with formal education in the technology-driven age. Embracing the ongoing evolution of education and reimagining traditional practices enables us to devise and implement effective

teaching strategies that have remained central to our mission as an institution.

Teaching is more than imparting knowledge; it is inspiring change.

For over four decades, we have been shaping the personalities of future leaders and contributing to their success stories. Our educational approach blends experiential learning with sound theoretical understanding and creative interventions that nurture innate talents. We provide opportunities that stimulate logical reasoning, leadership qualities, and critical thinking while encouraging students to explore and refine their unique abilities. The success of our efforts is strongly supported by our dedicated team of highly qualified, experienced, and committed teachers and staff members.

While we celebrate every milestone of our journey with pride and gratitude, we also recognise that education is a continuous process of growth and refinement. Our responsibility as educators remains significant, and our success is closely linked with the active involvement of parents in this technology-driven era. Education is a shared journey, and together we must walk this path with purpose. For we are not merely shaping the future of a child; we are helping build the future of our nation, and that responsibility rests with all of us.

With immense gratitude, we dedicate our achievements to every member of this institution and warmly invite every parent to join us in this inspiring journey of transformation and excellence.

Clara's College of Education

Clara's College of Education was established in the year 2009 in the cherished memory of Late Smt. Clara Kaul, an eminent educationist whose visionary zeal was dedicated to taking quality education to every section of society. Strategically located in the heart of Mumbai's Western Suburbs, the college offers a vibrant academic environment supported by state-of-the-art infrastructure and a team of committed, experienced, and highly qualified educators.

The College is recognized by the National Council for Teacher Education (N.C.T.E.), approved by the Government of Maharashtra, and affiliated with the University of Mumbai.

The institution is committed to contributing meaningfully to the ever-evolving education ecosystem by preparing competent and inspiring educators who can provide quality learning experiences, demonstrate leadership, and make a positive impact on society.

Objectives

- ❖ To promote the holistic development of student-teachers through curriculum enrichment, innovative teaching practices, employability enhancement programmes, career guidance initiatives, and a structured mentoring system.
- ❖ To equip prospective teachers with essential pedagogical competencies, modern instructional techniques, and the effective

use of contemporary educational resources.

- ❖ To nurture self-confidence, professional ethics, and a lifelong commitment to learning among future educators.
- ❖ To foster respect for individuals from all walks of life and cultivate the spirit of unity, empathy, and social responsibility among student-teachers.
- ❖ To provide opportunities for preserving and promoting our rich socio-cultural heritage through a wide range of curricular and co-curricular activities.
- ❖ To encourage inclusive educational practices and strengthen sensitivity towards the needs of disadvantaged and specially-abled learners.
- ❖ To familiarize student-teachers with the opportunities and challenges emerging from globalization and technological advancements in the field of education.
- ❖ To ensure active participation of student-teachers and other stakeholders in academic, co-curricular, and community-oriented activities that contribute to their professional and personal growth.



From the Principal's Desk



Dr. Ratnaprabha N. Rajmane

Principal

M.A. (English, Marathi, Education), M.Ed., M.B.A.
(Education Management), Ph.D. in Education

*“Education is not a
preparation for life;
education is *life* itself.”*

- John Dewey

Teachers are the true nation builders, and the strength of a nation lies in the strength of its student community. CWC Clara's College of Education has consistently pursued excellence and remained committed to achieving higher goals in the field of teacher education. The vision of the college reflects a rich institutional culture and a dynamic approach to curriculum transaction.

Quality education empowers learners with the knowledge, skills, values, and confidence required to realize their fullest potential. Our student-teachers are encouraged to think creatively, innovate continuously, and adopt progressive teaching methodologies that meet the demands of the changing educational landscape.

The Institution organizes a wide range of workshops, seminars, conferences, and faculty development programmes to keep both staff and students abreast of the latest developments and emerging trends in teaching and learning. Action research undertaken by student-teachers provides valuable opportunities to explore educational challenges, present findings on research platforms, and develop a deeper understanding of research methodologies and practices.

Student-teachers are also actively engaged in community outreach and social initiatives as an integral component of the B.Ed. programme, fostering a sense of responsibility and service towards society.

All institutional programmes are carefully planned, thoughtfully designed, effectively implemented, and meaningfully integrated to bring about positive behavioural transformation in learners. The institution remains steadfast in its commitment to quality

teacher education and the holistic development of future educators. In today's evolving educational environment, the role of the student-teacher has become increasingly comprehensive, dynamic, and challenging. Guided by the philosophy of 'Learning to Teach' and 'Teaching to Learn,' we strive to prepare educators who are reflective practitioners and lifelong learners.

Teachers, as architects of the nation's future, must nurture social, moral, ethical, and spiritual values among children. As facilitators of social transformation, they are entrusted with the responsibility of fostering nationalism while cultivating a global outlook that prepares learners to become responsible global citizens. The need of the hour is to create educators who can inspire, guide, and empower future generations with compassion, competence, and commitment.

CWC Clara's College of Education remains deeply committed, devoted, and dedicated to advancing excellence in teacher education. Through its unwavering pursuit of academic quality, professional development, and value-based learning, the institution continues to prepare competent educators capable of contributing meaningfully to society and the nation.

Core Amenities

Teaching faculty

The Institute is supported by a team of experienced, dedicated, and highly qualified faculty members with strong academic credentials and relevant teaching expertise. They play a pivotal role in shaping future educators by fostering professional competence, critical thinking, and a passion for lifelong learning. The faculty members are well-versed in contemporary pedagogical practices and remain continuously updated with the latest developments, innovations, and emerging trends in the field of education.



Lecture Room

The College provides well-equipped and thoughtfully designed lecture rooms that create an ideal environment for effective teaching and learning. These classrooms feature excellent acoustics, proper ventilation, adequate lighting, clear visibility, and ample space for both faculty members and students. The lecture rooms are further enhanced with flexible seating arrangements and modern technological support, fostering

interactive discussions, active participation, and an engaging learner-centric educational experience.

Library

The Library of Clara's College of Education serves as a rich knowledge resource centre that supports the academic, professional, and intellectual growth of students and faculty. Its quality is reflected through well-maintained physical facilities, an extensive collection of learning resources, efficient services, and the expertise of competent library staff. The library strives to meet the evolving needs and expectations of its users by fostering a welcoming, learner-friendly environment and ensuring access to accurate, reliable, and up-to-date information. It plays a vital role in encouraging research, independent learning, and a culture of lifelong knowledge acquisition.



IT Lab

The College has a well-equipped and technologically advanced IT Laboratory designed to support effective learning, skill development, and academic excellence. The laboratory is furnished with modern computers and essential technology resources that facilitate educational, training, and research activities. It provides a structured and conducive environment for students to acquire practical knowledge and hands-on

experience in various information technology applications, including programming, software utilization, digital learning tools, and data analysis. The IT Laboratory plays a significant role in enhancing technological proficiency and preparing students to meet the demands of the digital age.

Work experience Laboratory

The Work Experience Laboratory provides an alternative and experiential learning environment that promotes creativity, practical skills, and holistic development among students. It also serves as an effective avenue for relaxation and stress relief by engaging learners in productive hands-on activities. The laboratory is well-equipped with a variety of functional resources, including gardening tools, hand tools, pot culture materials, and

other work-experience aids. Through these activities, students develop essential life skills, self-reliance, teamwork, and an appreciation for the dignity of labour.

Science Laboratory

The Institute houses well-structured and fully equipped Science Laboratories designed to provide students with meaningful practical learning experiences. The laboratories are furnished with modern scientific instruments, apparatus, and resources that support experimentation, observation, and inquiry-based learning across various disciplines. These facilities enable students to develop scientific temper, analytical thinking, and research-oriented skills while encouraging exploration, innovation, and a deeper understanding of scientific concepts. The laboratories play a vital role in promoting academic excellence and fostering a spirit of discovery and experimentation.



Seminar hall

The Institute has a spacious and well-equipped Seminar Hall designed to host academic, professional, and co-curricular activities. It is furnished with all essential modern amenities, including an LCD projector, microphones, an advanced public address system, overhead projectors, and other audio-visual facilities. The hall provides an ideal setting for seminars, workshops, conferences, guest lectures, presentations, and interactive learning sessions, thereby fostering knowledge sharing, professional development, and meaningful academic engagement.



Counselling centre

The Counselling Centre serves as a dedicated support system for the academic, personal, emotional, and career development of students. It provides a safe, confidential, and nurturing environment where students can openly discuss their concerns and seek guidance from qualified counsellors. The Centre assists students in addressing challenges such as stress, anxiety, interpersonal relationships, family-related issues, and academic pressures, while also offering valuable

support in making informed educational and career decisions. Through timely intervention, mentoring, and guidance, the Counselling Centre contributes significantly to the overall well-being, confidence, and holistic development of students.

Gymkhana

The Gymkhana serves as a vibrant centre for sports, recreation, and student engagement, contributing significantly to a holistic and well-rounded learning experience. It provides facilities for a variety of indoor and outdoor sports activities, encouraging physical fitness, teamwork, discipline, and sportsmanship among students. The space also supports the practice and performance of cultural and co-curricular activities such as dance, drama, and other creative pursuits. In addition, the Gymkhana functions as a versatile venue for



seminars, workshops, meetings, and institutional events, fostering active participation, leadership development, and overall personality enhancement.

Students Council

The College has a duly constituted Students' Council in accordance with the guidelines and regulations of the University of Mumbai. The Council serves as an important platform for representing the ideas,

interests, aspirations, and concerns of student-teachers before the faculty and administration. It actively encourages student participation in institutional activities and promotes leadership, responsibility, and democratic values. The Students' Council also plays a significant role in organizing academic, cultural, and social initiatives, mobilizing support for community outreach programmes, assisting individuals in need, and contributing meaningfully towards the overall development and progress of the institution.

Well- equipped playground

The College has well-equipped playground and sports facilities that promote physical fitness, recreation, and the overall development of students. The playground provides ample opportunities for participation in a variety of indoor and outdoor games, helping students develop teamwork, discipline, leadership qualities, and a healthy competitive spirit. These facilities contribute significantly to creating a holistic learning environment by encouraging a balanced approach to academics, physical well-being, and personality development.



Sports activities

Clara's College of Education offers a wide range of sports and recreational activities aimed at promoting the physical fitness, mental well-being, and overall development of students. The College provides excellent facilities for both indoor and outdoor sports, encouraging students to actively participate in activities such as cricket, volleyball, badminton, kho-kho, kabaddi, and other traditional Indian games. Indoor games including chess, carrom, and table tennis are also available to foster strategic thinking, concentration, and healthy competition. In addition, the College regularly organizes annual sports meets, inter-college tournaments, and various sporting events that inspire teamwork, discipline, leadership, and sportsmanship, contributing to the holistic growth and personality development of students.



Women Development Cell (W.D.C)

The College has established a Women Development Cell (WDC) that serves as a dedicated platform for promoting the safety, well-being, dignity, and empowerment of women staff members and student-teachers. The Cell addresses grievances, if any, related to physical, emotional, and mental well-being, while ensuring a supportive, secure, and inclusive campus environment. In addition to grievance redressal, the WDC actively organizes programmes

and initiatives aimed at fostering gender sensitivity, awareness, leadership, and women's empowerment. The College has also constituted the Internal Complaints Committee (ICC) in accordance with the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, ensuring a safe and respectful environment for all stakeholders.

Placement Cell

The Placement Cell functions as a vital support system that prepares student-teachers to confidently meet the opportunities and challenges of an increasingly competitive professional environment. It operates at multiple levels by facilitating placement opportunities for interested student-teachers while also providing valuable guidance on diverse career pathways available in the field of education. The Cell regularly organizes seminars, expert talks, career guidance sessions, workshops, and guest lectures to help students gain insights into current educational trends, employment prospects, and evolving market expectations. Through these initiatives, the Placement Cell enhances employability, professional readiness, and career development among aspiring educators.

Co-Curricular Activities

Fieldtrips

To provide students with direct exposure and experiential learning opportunities, the College organizes a variety of educational field trips and study visits. These excursions enable students to gain first-hand knowledge beyond the classroom and bridge the gap between theory and practice. Visits to institutions such as the Nehru Science Centre enrich learning experiences, stimulate curiosity, and encourage observation, exploration, and critical thinking among student-teachers.



Seminar / workshop

The College regularly organizes seminars, workshops, and expert sessions to create awareness about contemporary developments and emerging trends across various fields. One such seminar on Artificial Intelligence was conducted to familiarize students with emerging technologies and their growing impact on society and education. The programme featured informative sessions on AI applications, machine learning, and future career opportunities, enabling students

to gain valuable insights into this rapidly evolving domain. Such initiatives encourage interactive learning, innovation, critical thinking, and a deeper understanding of real-world technological advancements.

Community service

As part of its commitment to social responsibility and value-based education, the College organized a community service visit to Cheshire Home. During the visit, students interacted with residents, participated in recreational activities, and contributed towards creating a warm, supportive, and encouraging environment. The programme aimed to nurture empathy, compassion, social awareness, and community engagement among students while providing meaningful companionship and support to the residents. This initiative reinforced the importance of inclusive service and inspired students to become responsible and socially conscious citizens.



Medical camp:

Clara's College of Education actively participated in a medical camp organized by Ekata Manch. The B.Ed. students enthusiastically took part in the camp and contributed to various activities aimed at promoting health awareness and community welfare. The camp provided students with an opportunity to engage in social service, interact with medical professionals, and understand the importance of healthcare support in society. Their participation reflected the college's commitment to nurturing socially responsible and compassionate future educators.



Performing arts

Performing Arts plays a significant role in fostering creativity, self-expression, confidence, and emotional well-being among students. It provides opportunities for individuals to develop harmony within themselves while enhancing communication and presentation skills. Throughout the academic year, the College organizes a variety of cultural programmes and competitions in music, dance, drama, and other performing arts, encouraging

students to showcase their talents, build confidence, and achieve holistic personality development.

Farewell Ceremony



Blood donation camp

Clara's College of Education actively participated in a blood donation camp organized by Ekata Manch. The B.Ed. students enthusiastically took part in the camp and supported the noble cause of saving lives through blood donation. The event helped create awareness about the importance of voluntary blood donation and encouraged a sense of social responsibility among the students. Their active involvement reflected the college's commitment to community service and humanitarian values.

Drugs awareness rally

Students and staff of Clara's College of Education enthusiastically participated in a Drug Awareness Rally organized by Ekata Manch. The rally aimed to spread awareness about the harmful effects of drug abuse and encourage youth to lead a healthy and responsible life. Participants carried placards and raised slogans promoting a drug-free society. The event successfully created awareness among the public and highlighted the importance of unity in fighting against drug addiction.



Cultural Activities

The college arranges a variety of cultural events to foster the importance of national unity.

Teacher's day celebration



Eid celebration



Republic & Independence Day Celebrations



Diwali celebration



Annual day Celebration



Bachelor of Education (B.Ed.) 2 Years Regular Programme

The B.Ed. Programme is designed to develop attitude, skill and knowledge in the Student teachers.

The curriculum of 2 years B Ed. programme shall comprise of the following components:

Courses	Credits	External Marks	Internal Marks	Total Marks
Semester 1				
Core Course 1: Childhood and Growing up	6	60	40	100
Core Course 2: Knowledge and Curriculum	6	60	40	100
Interdisciplinary Course 1 :Gender, School and Society	6	60	40	100
Ability Course 1:Critical Understanding of ICT	3	----	50	50
Project Based Course 1	3	----	50	50
Total	24	180	220	400
Semester 2				
Core Course 3: Learning and Teaching	6	60	40	100
Elective Course 1: Pedagogy of School Subject 1	6	60	40	100
Interdisciplinary Course 2: Educational Management	6	60	40	100
Project Based Course 2	6	----	100	100
Total	24	180	220	400
Semester 3				
Core Course 4: Assessment for Learning	6	60	40	100
Elective Course 2: Pedagogy of School Subject 2 / Peace Education/ Education for Rural Development (Any one)	6	60	40	100
Interdisciplinary Course 3: Language Across the Curriculum	6	60	40	100
Project Based Course 3	12	----	200	200
Total	30	180	320	500
Semester 4				
Core Course 5: Contemporary India and Education	6	60	40	100
Elective Course 3: Special Field Action Research/ Guidance and Counselling/Environmental Education (any one)	6	60	40	100
Interdisciplinary Courses 4: Creating an Inclusive School	6	60	40	100
Ability Course 2: Reading and Reflecting on Texts	3	----	50	50
Project Based Course 4	9	---	150	150

Audit Course				
(i) Understanding the Self, (ii) Drama and Art in education (Any one) will be opted by student in Semester 1 and Certified in Semester 4	3	---	---	---
Total Credits	33	180	320	500

Total Credits: 111; Total Marks 1800 (1 Credit = 12 Hours)

Programme Structure of B.Ed. 2 Years Programme in a nutshell :

Year 1 : 16-18 Weeks * 2 Semesters (200 Working Days)

Year 2 : 16-18 Weeks * 2 Semesters (200 Working Days)

20 Weeks for Internship (18+including 2 weeks community work)

200 working days are exclusive of admission and examination period

Total Credits: 111 : Marks 1800 (1 Credit = 12 Hours)

Bachelor of Education - Choice Based Credit, Grading & Semester System(CBCS)

F. Y. B. Ed.

Semester I	Credits	Semester II	Credits
Core Course 1:		Core Course 3:	
• Childhood and Growing up	06	• Learning and Teaching	06
Core Course 2:		Elective Course 1:	
• Knowledge and Curriculum	06	• Pedagogy of School Subject 1	06
Interdisciplinary Course 1:		Interdisciplinary Course 2:	
• Gender, School and Society	06	• Educational Management	06
Ability Course 1:		Project Based Course 2:	06
• Critical Understanding of ICT	03		
Project Based Course 1:	03		
Total Credits	24	Total Credits	24

S. Y. B. Ed.

Semester III	Credits	Semester IV	Credits
Core Course 4:		Core Course 5:	
• Assessment for Learning	06	• Contemporary India and Education	06
Elective Course 2:		Elective Course 3:	
• Pedagogy of School Subject 2 • Peace Education / Education for Rural Development (Any one)	06	• Special Field Action Research • Guidance and Counselling / Environmental Education (any one)	06
Interdisciplinary Course 3:		Interdisciplinary Course 4:	
• Language Across the Curriculum	06	• Creating an Inclusive School	06
Project Based Course 3:	12	Ability Course 2:	
		• Reading and Reflecting on Texts	03
		Project Based Course 4:	09
		Audit Course:	
		• Understanding the Self / Drama and Art in education (Any one) Will be opted by student in Semester 1 and Certified in Semester 4	03
Total Credits	30	Total Credits	33

Admission Procedure

Bachelor of Education (B.Ed.)

Recognized by N.C.T.E

Approved by Government of Maharashtra

Affiliated to University of Mumbai

College Status : Hindi Linguistic Minority

Duration: Two academic years as Credit Based Choice System comprising of four semesters. The B.Ed. Programme shall be of duration of two years, which can be completed in a maximum period of three years from the date of admission to the programme

Eligibility:

Following candidates are Eligible for admission

- 1) Candidate must appear and should have passed CET and ELCT for admission as per guidelines given by Government of Maharashtra
- 2) Candidates with at least 50% marks either in the bachelor (three year program) in B.Com, B.Sc., B.A OR 50 % Marks in post graduation and for the reserved category (ST,SC,OBC,VJNT1,2,3) 45% will be eligible. For Management, Engineering, Computer Science, Technology, Agriculture, BBI, Pharmacy, Law, Fine art Performing arts, Music , Dance and Drama with 55% marks at graduation or post graduation will be eligible for open category and for reserved category 50%. Any other qualification equivalent thereof is eligible for admission to the programme
- 3) The reservation and relaxation for SC / ST / OBC / PWD and other categories shall be as per the rules of central Government, whichever is applicable.
- 4) A Candidate for the admission to degree of education (B.Ed) must fulfill the eligibility

criteria as per the directives of Government of Maharashtra from time to time.

- 5) The candidates having two years or one year Degree course (excluding Open University) will not be eligible for B.Ed
- 6) Candidates who have completed their degree from the Universities which give grades instead of marks will have to attach a certificate of equivalent marks shown against the grades from the competent authority of the university/ department. Candidates will have to attach the decoding list where the code is given to the subjects
- 7) The merit and minimum eligibility criteria will be decided by considering the total percentage of marks secured by the candidate at the Degree level. (considering the additional marks given by the university) (e.g. Some universities award degrees by considering the marks of the three years, while some award degrees on the basis of consolidating two years marks and some award degree on the basis of the marks obtained only in the third year) the calculation of marks at degree level will be done as per the pattern of awarding grade/class adopted by the concerned university. In case of Open University, the calculation of marks will be as per adopted pattern of concerned open University.

Documents required for the admission to the B.Ed Course

Original as well as Seven sets of following documents required for B.Ed admission (Photocopies)

1. Provisional Admission Letter
2. CET with ELCT Hall Ticket
3. CET with ELCT Score card
4. Online Admission form - (Govt.CET)

5. Online College Preference Form
6. 10th Std. Marksheet & Passing Certificate (Board Certificate)
7. 12th Std. Marksheet & Passing Certificate (Board Certificate)
8. First Year, Second Year & Third year Marksheets
9. Third Year Passing & Convocation Certificate
10. Post Graduation Marksheet , Passing & Convocation Certificate (If Post Graduation is Completed).
11. Conversion certificate from concern authority (For those students who have CGPI Grading System in their Marksheet)
12. Gap Certificate (if applicable)
13. Copy of Caste Certificate (if applicable- Candidate from reserved category with 45% above and below 50% required (OBC, SC, ST, NT, DT) OR 50% above in Post-Graduation.
14. Caste Validity Certificate (excepting ST candidate)
15. Migration Certificate (mandatory for graduates other than Mumbai University)
16. Gazette Mandatory for married female candidates- (for change in name)
17. Affidavit for candidates whose mother tongue is Hindi (mandatory).
18. Birth Certificate/Leaving Certificate
19. Aadhar Card
20. Photographs Passport Size- (7)
21. Transfer Certificate from the College / Institute last attended.
22. Domicile Certificate
23. Non Creamy Layer Certificate (if applicable)

Admission Process

B.Ed Admissions are conducted as per the norms of the Centralized Admission Committee, Directorate of Higher Education, and Government of Maharashtra with amendments issued from time to time. The aspiring candidates have to clear the B.Ed Common Entrance Test conducted by the State Government.

The Minority admission are conducted in accordance with the norms laid down by Government of Maharashtra, University of Mumbai and NCTE. The entire admission procedure including the CET is computerized and on the basis of merit as decided by the Centralized Admission Committee.

The Procedure for online submission of PRE-ADMISSION APPLICATION FORM

Log on to www.mum.digitaluniversity.ac

Instructions while filling the form :

1. Please read the Instructions very carefully before you proceed with filling the Form online.
2. MARKS DETAILS: The applicant is required to select the name of the college, the course that he/she wishes to apply for and the marks obtained at the Degree examinations, Stream offered at Degree (Arts / Science / Commerce etc.) Category applied under, MKCL registration number (which is one of the mandatory data required), whether you have passed the HSC / equivalent examination in ONE attempt etc,
MARKS: PLEASE ENTER THE MARKS OBTAINED IN ALL THE SUBJECTS OFFERED AT THE HSC / EQUIVALENT EXAMINATIONS WHILE ENTERING THE DATA IN THE "MARKS OBTAINED" COLUMN. The objective is to verify the eligibility criterion for admission to the course opted by the applicant

The applicant can proceed to the next screen "PERSONAL DETAILS" further if and only if he/she satisfies the eligibility criterion of the course applied. Also you can proceed to the next screen only if the data is entered for all the mandatory fields. The marks obtained by the candidate will be converted to out of 600 and will be used to prepare the merit list. Students who have

passed the qualifying examination from the IB School are required to apply under the Diploma Category for admission to FY B.Ed. Course.

3. **PERSONAL DETAIL:** Eligible candidates will enter their personal details like their full name, caste, blood group, Aadhar card number, date of birth, address for correspondence, email id of the student (mandatory), etc. You will also be required to upload the scanned copy of the candidate's photograph, signature and any other document / certificate used for seeking admission which is a mandatory requirement.
4. **EDUCATIONAL DETAIL:** Information filled under "MARKS DETAILS" will be carried forward, Additional information related to the SSC/HSC/ Degree level examination must be entered.
5. **PARENT / GUARDIAN DETAILS :** Details of the parent/guardian of the applicants is to be entered. Father's/ Mother's email-id is one of the mandatory fields.
6. **PREVIEW:** This screen will generate the DRAFT COPY of application form in PDF format. Candidate can verify the information filled and make the corrections in the online application form before the form is submitted. Please note that this is the Draft Copy of the application form for admission and not the final copy. The Draft Copy of the Application form is generated without the application number.
7. **SUBMIT:** After verifying that the information filled in steps (a) to (e) is correct in step (I), the candidate must now click the "Submit" button to submit the form. Please note that no correction can be made in the form after submission. Also, an APPLICATION NUMBER is generated on submission of the form. If the application no. is not generated then it implies that the security instructions are not followed properly and in such cases the applicant must repeat the steps (i) to (xiii) stated above. Save the form and take the hard copy i.e. the printout of the form.
- v. Please note that once the application number is generated, payment of Rs. 100/- (and in case if payment is made online additional convenience fee of Rs. 1.50, i.e. total Rs. 101.50) towards the application form is to be made. The payment can be made in two ways viz. by using the payment gateway provided on the website or through physical payment of the application fees at the college. **FURTHER NOTE THAT SUBMITTING THE HARD COPY OF THE APPLICATION FORM ALONG WITH THE DOCUMENTS IS MANDATORY IRRESPECTIVE OF THE MODE OF PAYMENT OF THE APPLICATION FEES.** The fees can be paid at the college along with the submission of the hard copy of the form.
- vi. If payment of Rs. 101.50 is made and confirmed through the payment gateway, the applicant will receive an email confirming the payment. The applicant must submit the hardcopy of this mail along with the hardcopy of the application form and the photocopy of the necessary documents to the college authorities,
- vii. The candidate can fill and submit the application form for the same course in different colleges under UE / Different Courses in the same college / different courses in different colleges under UE. After following steps iii (a) to iii (e), separate application number will be generated for every application submitted. Applicant is not required to fill all the data again for submitting the forms for different / same course in same / different college under UE.
- viii. Irrespective of the mode of payment of the application fee, the applicant will have to submit the hardcopy of the application form (PHASE I) submitted online along with the necessary documents to the college within the prescribed time schedule and the applicant will be given an acknowledgment. If the name of the applicant appears on the merit list, the original copy of this acknowledgment along with all the necessary documents, hard copy of the phase 2 form and fees must be provided at the time of confirming the admission.
- ix. Applicants are required to note that only those names where application number is generated & acknowledgment of receipt of hardcopy of the uploaded online admission form (PHASE I) is issued will be considered for generation of merit list and admission.
- x. Documents required while submitting the application form (PHOTO copy only):

- Hardcopy of the Pre Admission Online Registration form.
 - One passport size photograph.
 - SSC/HSC Marksheet / Degree Marksheets.
 - In case of downloaded mark sheet (when the mark sheet is delayed by the board) it needs to be attested by the college authorities concerned.
 - Any other certificate(s) as applicable.
 - PROVISIONAL STATEMENT OF ELIGIBILITY in case if the student has passed his / her Degree examination from OTHER THAN Maharashtra Board, (or the photocopy of the receipt of payment made for application of Provisional Statement of Eligibility), if available.
- xi. Hard Copy of the filled in forms i.e. the Pre-admission Online Registration Form (filled and downloaded from the university website <http://mum.digitaluniversity.ac>) and Online Pre-Admission Form of Phase 1 along with the documents specified in IX ABOVE will be accepted as per the schedule given below.

Fees

1. The fees are to be paid by DD only. DDs to be drawn in the name of the college,
2. Fees for the entire year can be paid together at the time of admission.
3. The fees are payable in instalments as prescribed by the institute only on or before the scheduled dates. The payment of fees by instalment is intended merely to facilitate the parents / guardians and should not in any manner be construed as a right. The institute reserves its right to discontinue and / or reduce payment by instalments at its discretion.
4. Fees once paid are non-transferable / non-adjustable / non-refundable under any circumstances and are subject to the exceptions as set out in the refund policy.
5. Exit documents will be issued only after full and complete settlement of outstanding dues.
6. Any statutory taxes, if made applicable and / or if increased and/or for any facility provided by the institute, shall have to be borne and shall have to be paid by parents / guardians from time to time.
7. In case of any DD towards payment of fees being dishonoured, the institute reserves its right to de-enrol the student at its discretion and levy any other penalty as it may deem fit.
8. The institute reserves its right to disallow a student from participating in any of its activities whose fees remain unpaid in full or in part.
9. The institute reserves its right to not to issue reports, certificates or recommendations to future institutions whose fees remain unpaid in full or in part.
10. The institute reserves the right to increase / revise / amend the fee structure.

0.2859: Refund of Tuition, Development and all other fees after cancellation of admissions:

- The Candidate shall present the Physical Application for Cancellation of Admission and submit duly signed copy of application for cancellation of admission to the admitted institution.
- After receiving duly signed admission cancellation request application from the Candidate, the institution will acknowledge the receipt of application and cancel the admission immediately and generate online acknowledgement of cancellation of admission through institution login and issue a signed copy of it to the candidate and keep the receipt of the same on the College record.
- The refund of fees before cut-off date of admission shall be made within two days i.e. total fee minus the processing charges of Rs.1,000/-, or refund rule shall be as per the guidelines of the appropriate authorities or the State Government, as the case may be.
- If the admission is cancelled after the cut-off date of admission declared by the Competent Authority, there shall be no refund except the Security Deposit and Caution Money Deposit.
- No institution, who has in its possession or custody, any document in the form of certificates of Degree, Diploma or any other Certificate or other document deposited with it by a person for the purpose of seeking admission in such institution, shall refuse to return such degree, certificate award or other document with a view

to induce or compel such person to pay any fee or fees in respect of any course or program of study which such person does not intend to pursue or avail any facility in such institution.

Note: The total amount considered for the refund of fees from the commencement of academic term of the courses including the following:

- i) The fee charged towards group 1 insurance and all fee components to be paid as University share (including Vice-Chancellor fund, University fee for sports and cultural activities, E-charge, disaster management fund, exam. Fee and Enrolment fee) are non-refundable if payment is made by the college prior to the date of cancellation,
- ii) Fee collected for identity card and Library card, admission form and prospectus, enrollment and any other course specific fee are not refundable after the commencement of the academic term.
- iii) All refundable deposits (Laboratory, Caution Money, Library, etc.) shall be fully returned at the time of cancellation.

Provided that wherever admissions are made through centralized admission process for professional and / or for any other courses by other competent Authorities, the Refund Rules are applicable if specified by such authorities (as per the rules of relevant agencies) for the 1st year admission. In case of admission to subsequent years of the course, 0.2859 is applicable for cancellation of admission. Provided further that this refund rule is concurrent with the rules and guidelines of other professional statutory bodies appointed for admission for relevant courses. Further that 0.2859-A & CK2859-B have been repealed and the amended 0.2859 relating to the refund of Tuition Fees, Development and all other fees after cancellation of admission for the Under Graduate Courses has been brought into force with effect from the academic year 2008-2009.

Refund of College Deposit

Application for the refund of college deposit must be made within one year of the applicant ceasing to be a student of the college, failing which the deposit amount will be forfeited, The college now ensures that the deposits are refunded to the student-teachers through the RTGS system, and hence, it is

necessary that the students have a bank account so that the deposit amount can be transferred directly to their accounts without delay.

Issuance of Duplicate Fee Receipts

A student requiring duplicate fee receipt shall have to fill a form available at the information counter of the college and pay Rs. 100/-.

Documents Issued By The College

• Identity Card

Identity Card, which is one of the most important documents of the student, will be issued on the day of confirming the admissions. Every student is required to ensure that they wear the identity card on person whenever and wherever they are present in the college premises. The Identity Card must be carefully preserved. Students are required to present the identity card on demand in the College, in the library, at any college event and while travelling on local trains, The loss of Identity Card should be immediately reported to the college office in writing, with a statement of the circumstances in which it was lost. The office will issue a Duplicate Identity Card against payment of Rs.100/-.

At the University Examination all candidates are required to produce, at the examination centres, their identity cards bearing their photographs attested by the Principal along with their hall tickets.

• Yuva Raksha Insurance for Students

In the event of any accident claim, the teacher trainees are required to submit the documents in original to the company immediately within 8 days of any minor / major accident resulting in hospitalization. The premium to be paid is ₹20 per annum to cover the insurance scheme of 1 lakh. The college authorities will forward the documents to Insurance Company. For further details the teacher trainees should contact the College Office.

• Railway Concession

Student-teachers can avail concessional fares for rail travel by local trains between the stations nearest to the place of their residence (i.e. As per the address mentioned in the Identity Card) in Mumbai and the College (Andheri Station). Student-teachers are requested to enter their

local and permanent addresses correctly in the Admission Forms to facilitate issue of Railway concession orders.

The place of permanent residence, in the application for admission, means the place where the student and/or his parents normally reside. This address will not be allowed to be changed during the academic year.

Student-teachers can also avail, during vacation period.

(Only Diwali & Christmas Vacation), concessional fares by rail for journeys between their place of permanent residence and Mumbai during vacation.

- **Necessary documents to be submitted while availing the concession**

- Student-teachers Identity Card
- Original Fee Receipts
- Charges Rs. 17-

- **Transcripts**

Student-teachers desirous of pursuing further studies abroad should apply for transcripts to the college office well in advance. After verification of marksheets, the college will hand over the transcripts in ten to fifteen days' time. Charges for issuing the transcripts are Rs. 1000/- for 1 set of copy. Every additional copy will be charged at rate of Rs. 100/- per copy.

Necessary documents required

- Student-teachers hand written application for availing the Transcript Form
- Transcript Form provided by college to be filled and submit at the Information Counter.
- All B.Ed, documents, marksheets, passing certificate, degree certificates in five sets and five passport size photos for the same.

- **Bonafide Certificate**

Student-teachers with a genuine reason can apply for a Bonafide Certificate to the college. Students may contact the Information Counter to apply for a Bonafide Certificate. Charge for issuing the Bonafide certificate is Rs. 207-. Students can collect the certificate in two working days from Information Counter.

With application student's Identity Card photo

copy is required and if any Ex Students are applying for bonafide certificate then they have to submit all the years Mark-Sheet's photocopy at the Information Counter.

- **Transfer Certificate**

1. In a transfer case, no student-teacher will at any time be admitted to this College unless he/she produces a Transference Certificate from the College he/she leaves.
2. College is entitled to charge a fee of Rs. 1007- for issuing the certificate.
3. As a result of a student-teacher leaving one College to join another, it will be necessary for him/her to count the attendance kept by him/her in more than one college to enable him/her to make up the necessary percentage of attendance. A Transference Certificate shall not be granted except for reasons, which appear to be sufficient and except with the written permission of the Principal of the College that the student wants to leave and the Principal of the College, which he / she intends to join.
4. Student-teachers need to get the letter from authorized department for availing the Transfer Certificate from their current college / institute along with previous year pass out Mark-Sheets photo copy.

- **Transfer / Migration**

Student-teachers seeking transfer from one College to another during the academic year are required to submit an NOC from the parent college and subsequently Transference Certificate and the Marks Certificate showing marks obtained at the First Term Examination conducted by the earlier College.

In the event of a student-teacher getting transferred from one College to another within the University of Mumbai. the marks secured by the candidate at the end of the first term examination in the original College, shall be binding on the candidate and on the College to which the candidate is transferred. Further a student migrating from another University to this University for joining the Second Year Course need not be required to appear and pass the First Year Examination of this University if eligibility is granted by the Mumbai University to the class of admission.

Committees, Clubs & Councils



Student Grievance Redressal Committee (SGRC)

The College Grievance Redressal Committee is constituted to redress all grievances of students in the college as per the directive of the Government of Maharashtra and University of Mumbai.

Women Development Committee & Internal Complaints Committee

As per the directions received from the University of Mumbai, Women Development Committee and Internal Complaints Committee.

Attendance Committee

The College has formed the Attendance Committee as per University Ordinance O.6086.

Various other Committees are also constituted as per Maharashtra Public Universities Act 2016. There are CDC Committee, IQAC Committee, Admission Committee, Examination Committee, Unfair Means Committee, Alumni and Placement Committee, Magazine Committee, Cultural and Sports Committee, Vishakha Committee, Maintenance Cell, Electoral Literacy Club, Academic Monitoring Committee, SC-ST Committee, Student Grievance Redressal Committee etc are also functioning in this college.

The Student Group Insurance Scheme

Children Welfare Centre's Clara's College of Education Student Group Insurance Scheme is an important welfare initiative aimed at providing financial security and support to students during unforeseen emergencies. Included as part of the annual fee structure for the academic year 2026–27, the scheme reflects the institution's commitment towards student well-being and safety alongside academic development. By offering insurance coverage to students, the college ensures a sense of protection and reassurance for both students and parents, reinforcing its holistic approach to education and student care.

Students' Council

The student council is formed in accordance with the Maharashtra Public Universities Act 2016 to look after the welfare of the students and to promote and co-ordinate the extra curricular activities of different Student's Committees. The Council shall not engage in any political activities.

Anti - Ragging Committee

The College has established an Anti Ragging Committee on the campus as per the guidelines given in UGC Regulations on curbing the menace of ragging in Higher Educational Institutions.



Examination Scheme

I. Pattern of Examination

Theory Courses

A. Semester End Examination

University Examination is held at the end of each semester. Pattern of Semester End Examination paper is followed as per the rule - 60 marks for semester end examination of 2 hours duration, for each theory course is the university question paper pattern in which out of 8 questions students need to answer any 5 and question no. 9 is compulsory which is short notes and has internal choice of

selection for any two out of 4 sub-questions. Distribution of marks is as follows:

- 5 questions of 10 marks each with external choice.
- 2 short notes of 5 marks each with internal choice

B. Internal Assessment

Internal Assessment includes following aspects;

- i. Internal Assessment activities of Theory Component - Part A (Core Courses, Elective Courses and Interdisciplinary Courses) consist of 40 marks. For each Theory component of Part A, 40 marks internal assessment consisting of following assignments and tests.

Sr.No.	Particulars	Marks
1	Content Test/Task/Assignment/ Activity for each module held in the semester (2x10)	20
2	One periodical class test held in the given semester	15
3	One essay test held in the given semester	05
	Total	40

*(Content test is compulsory for Pedagogy of School Subject 1 is a part of internal assessment.)

II. Practicum component of Part B

• Project Based Course:

Semester wise detail documentation of the activities carried out under Project Based Course

- a. Semester 1-Project Based Course 1 - 50 Marks
- b. Semester 2-Project Based Course 2 - 100 Marks
- c. Semester 3-Project Based Course 3 - 200 Marks
- d. Semester 4-Project Based Course 4 - 150 Marks

- **Ability Courses 100 Marks:** Two courses 50 marks each (Detailed documentation of the courses)

- a. Semester 1- Critical Understanding of ICT
 - b. Semester 4- Reading and Reflecting on Texts
- Any one Audit Course (Understanding the Self, Drama and Art in Education) will be opted by

student in semester 1 and certified in Semester 4 by head of the institution.

C. Examination Scheme: Grading System: Conversion of Percentage of Marks to Grade Points

The External examination of Part A of Theory component (Semester end theory examination), the Internal assessment marks of Theory component and Part B Semester wise Practicum component will be submitted at the end of each semester. The aggregate of marks obtained in each year for Theory cum Practicum (i.e. Part A & Part B) shall be converted into Grades as given in the scheme. (R4257) The marks obtained by a student-teacher in a course shall be indicated by a grade point and performance as follows:

10 Point Grading System (As per the University Circular UG/79 of 2016-17)

Marks	Grade Points	Grade	Performance
80 & above	10	O	Outstanding
70 to 79.99	9	A+	Excellent
60 to 69.99	8	A	Very Good
55 to 59.99	7	B+	Good
50 to 54.99	6	B	Above Average
45 to 49.99	5	C	Average
40 to 44.99	4	D	Pass
Less than 40	0	F	Fail

2. Mode of Conduct of Semester End Additional Examination

- * There will be one additional examination for Semester I, II, III and IV only for those who have failed or remained absent.
- * The absent learner will be allowed to appear for the examination by the head of the institution after following the necessary formalities subject to the reasons to the satisfaction of the head of the institution.
- * Additional Examination for Semester I and Semester II will be held after the conduct of Semester II Examination in March/ April every year and Additional Examination for Semester III and Semester IV be held after the conduct of Semester IV Examination in March / April every year. However, Additional Examination for Semester II and Semester IV be held after 20 days and before 40 days from the date of declaration of result of the respective Semester End Examination.

3. Promotion From Semester I To Semester II, From Semester II To Semester III And From Semester III To Semester IV

- A learner who has kept terms satisfactorily for Semester I of the course shall be permitted to keep terms for Semester II of the course notwithstanding that he/she may not have appeared for the Semester I Examination or no. of subjects that the learner failed there at.

- A learner who has kept terms satisfactorily for Semester I & Semester II of the course shall be permitted to keep terms for Semester III of the course notwithstanding that he/she may not have appeared for the Semester I & Semester II examination or failed there at.
- A learner who has kept terms satisfactorily for Semester III of the course shall be permitted to keep terms for Semester IV of the course notwithstanding that he/she may not have appeared for the Semester III examination or failed there at.
- However, no learner will be allowed to appear for Semester IV examination, unless he/she has passed all the courses of Semester I & II examination previously. O.5983: The result of Semester IV shall be kept in abeyance (RLE) until the learner passes each of Previous Semesters Examinations (i.e. Semester I, II and III).

4. Improvement of Results

- O.5985 : A learner who is declared to have passed in Semester I examination will not be allowed to reappear for the Semester I Examination for improvement of his/her result.
- O.5986: A learner who is declared to have passed in Semester II examination will not be allowed to reappear for the Semester II Examination for improvement of his/her result,
- O.5987: A learner who is declared to have passed in Semester III examination will not

be allowed to reappear for the Semester III Examination for improvement of his/her result.

- O.5988: A learner who is declared to have passed in Semester IV examination will not be allowed to reappear for the Semester IV Examination for improvement of his/her result.

5. Award of Statutory Grace Marks

O.5043A Grace Marks for getting Higher Class (Symbol (@) mentioned in the mark sheet)

A candidate who passes in all the subjects and heads of passing in the examination without the benefit of either gracing or condonation rules and whose total number of marks falls short for securing Second Class/Higher Second Class or First Class by marks not more 1% of the aggregate marks of that examination or up to 10 marks* whichever is less, shall be given the required marks to get the next higher class or grade as the case may be. Provided that benefits of above mentioned grace marks shall not be given, if the candidate fails to secure necessary passing marks in the aggregate head of passing also, if prescribed, in the examination concerned.

Provided further that benefits of above mentioned grace marks shall be given to the candidate for such examination/s only for which provision of award of class has been prescribed.

O.5044A Grace Marks for getting distinction in the subject only (@)

A candidate who passes in all the Subjects/Heads of passing in the examination without benefit of either gracing or condonation rules and whose total number of marks in the subject/s falls short by not more than three marks for getting distinction in the subject/s shall be given necessary grace marks up to three in maximum two subjects, subject to maximum 1 % of the total marks of that Head of Passing whichever is more, in a given examination.

Provided that benefit of the above mentioned grace marks shall be given to the candidate only for such examination/s for which provision for distinction in a subject has been prescribed

O.5045 A Condonation (*)

If a candidate fails in only one head of passing having passed in all other heads of passing, his/her deficiency of marks in such head of passing may be condoned by not more than 1 % of the aggregate marks of the examination or 10% of the total number of marks of that head of passing in which he/she is failing, whichever is less. However, condonation whether in one head of passing or aggregate head of passing be restricted to maximum up to 10 marks only.

Award of 10 grace marks to students under O.229 for participation in Co-curricular and Extra-Curricular activities conducted by the College and University: (For exact details refer circular no. UG/112 of 2015 dated October 27, 2015.

Students participating in any programme of the Department of Adult and Continuing Education and Extension and have satisfactorily completed at least 120 hours of work in the programme as certified by the Principal.

6. Provision for Special Students / Differently Abled Students

Vide Circular no. Exam / Result / 1851 of 2017 dated 27 March 2017 University of Mumbai and the Government of Maharashtra vide G.R, no, Sankirna-2016 / Pra.Kra. 302 / Vi. Shi,-3 dated March 4, 2017 have specified 21 categories of special needs who are eligible for various concessions like a writer / extra time / additional grace marks / text to speech converters, etc. are prescribed.

Students / parents with anyone / more special needs are requested to contact college office, preferably during admission process, to obtain details about the facilities available to them for examinations and other academic activities. Parents of such students / students will be required to submit the relevant documents issued by the Government / BMC Hospitals / other authorised agencies as specified in the above mentioned circular and G.R. The 21 categories are as under:

1. Blindness
2. Low Vision / Partial Blind
3. Leprosy Cured Person

4. Deaf and hard in hearing
5. Locomotor Disability including Orthopaedic Disability
6. Dwarfism
7. Intellectual Disability / Slow Learner / Mentally Challenged
8. Mental Illness
9. Autism Spectrum Disorder
10. Cerebral Palsy
11. Muscular Dystrophy
12. Chronic Neurological Condition
13. Specific Learning Disability
14. Multiple Sclerosis
15. Speech and Learning Disability
16. Thalassemia / Cancer
17. Haemophilia
18. Sickle Cell Disease
19. Multiple Disabilities
20. Acid Attack Victim
21. Parkinson's Disease

Details of the concession/s available can be obtained from the college office.

7. Photocopy, Verification & Revaluation of the Assessed Answer Book/s

The University of Mumbai by the directives by Hon. Vice Chancellor vide VCD/ 1 of 2016 "Rules & Procedure for providing the Photocopies of assessed Answer-book(s) to the examinee & Process of Revaluation of the Answer-Book(s)" dated July 1, 2017 also known as "Rules & Procedure for providing the Photocopies of assessed Answer-book (s) to the examinee & Process of Revaluation of the Answer-Book(s)". These directions shall come into force with immediate effect i.e. from the examinations to be held in the First Half of the Year 2016. Relevant extract of the VCD are:

PART - I : General Rules

1. Applying for Photocopy of answer book and applying for Revaluation will be two independent processes.
2. Applying for the Photocopy of the answer book or having Photocopy of the answer book shall

not be a pre-requisite for applying for revaluation of the answer book in the said subject.

3. The Examinee can independently apply for Revaluation or photocopy or both simultaneously, if they desire so.
4. The Examinee who desires to apply for revaluation are requested to note that, his / her original marks will become null & void as soon as they submit their application, for the revaluation.
5. The Examinee shall check the University website, time to time for the various details regarding his / her result status / information / list etc., as the entire process of photocopy of revaluation is carried out through online system. It is the responsibility of the Examinee to verify the online detail. No complaint will be entertained in this respect after due date is over. However, The University may adopt any other procedure for acceptance of the application / fees, which will be circulated for the information of examinees

PART - II : Rules & Procedure for providing the Photocopy (ies) of assessed answer-book(s)

1. The facility of obtaining Photocopy(ies) of assessed and/or moderated answer book(s) by the examinee is extended with a view to bring transparency in the examinations system and ensure its credibility.
2. Under these rules applying for the Photocopy(ies) of answer-books shall be permitted in respect of : For theory papers of all the examinations conducted by the University in the current session.
3. The Examinee(s) shall apply for the photocopy to the Principal of the College to which the candidate has registered for the said course in the prescribed format along with the non-refundable fee prescribed for the purpose by Controller of Examinations, as per the procedure & the manner decided by the University, time-to-time. The examinee belonging to the reserved categories shall be granted 50% concession in the Fees.

4. The Principal of the College shall process the applications of the Semester End Theory Examination as per the procedure laid down.
5. The Principal shall accept the prescribed application form for obtaining Photocopy(ies) of answer book(s) of the examinations conducted by University within Ten (10) working days from the date of the declaration of result of the examination. He shall forward these applications to the University within next three days, if required. No application after the due date will be entertained on any ground whatsoever.
6. Incomplete application forms, applications with false Information, unsigned applications shall be rejected without assigning any reason whatsoever and the fees paid along with the application form neither shall be refunded nor will any representation be entertained in such cases.
7. The college shall endeavour to supply Photocopy(ies) of answer books as far as possible within Eight (08) working days from the date of receipt of application(s) to the University.
8. On receipt of Photocopy(ies) the applicant examinee shall be the sole custodian of it and under no circumstances the examinee shall not part with the custody / possession of the same and also shall not use the same for any other purpose(s).
9. The Photocopy(ies) so obtained by the examinee shall be for his / her exclusive and relevant use. Neither the said examinee nor any other person can use the said copy to dispute or challenge the quality of assessment or quantum of marks assigned to the answer there-in.
10. If the examinee is found guilty of indulging in any act / attempt he / she shall be liable to be tried before the Unfair Means Inquiry Committee of the University and the decision taken by the authorities based on the recommendation of the said committee shall be final.
11. If his/her indulgence / commission in unfair act/ attempt are proved, the examinee shall be liable for the punishment ranging from.
 - i. Cancellation of his / her marks in the said subject either original or after revaluation.
 - ii. Cancellation of his/her result in full of the said examination.
 - iii. Annulment of examination(s) maximum up to 5 exams.
12. On receipt of the photocopy, if the discrepancy of following nature is noticed by the examinee, he should apply to the college / University within seven (07) working days to the Principal / Controller of Examinations along with the fees of Rs.100 as Grievance Redressal fee.
 - i. Mistake in totalling
 - ii. Non assessment of question / sub-question
 - iii. Improper photocopy
13. After due verification, the Principal / Controller of Examinations shall make necessary rectification in the marks allotted to the said subject and consequently in the result of the candidate without charging any further fee for such rectification & also declare the results.
14. The examinee is free to apply for Photocopy(ies) of answer books of as many subjects as he / she desires.

PART - III : Rules and Procedure for the Revaluation of the Answer-book(s)

1. If the examinee is not satisfied with the marks awarded, he / she may apply for revaluation to the University / Institutions / College in the prescribed form within the prescribed period and in the manner pre-scribed here-in-after*
2. The revaluation facility shall be for theory papers of all the examinations conducted by the colleges on behalf of the University / University for the respective current session and the applications received within prescribed time limit.
3. All Examinees can apply for the revaluation of the answer book(s) with whatever marks he/she secured and even the Zero Marks.
4. The Examinee can apply for the revaluation of the his/her answer book(s) of as many subjects as he/she desires.
5. The Examinee shall apply for Revaluation in the prescribed form along-with prescribed fee and in the manner & procedure decided by the University.

6. The candidates belonging to the reserved categories shall be given 50 % concession in the fees, provided the Principal of the concerned college certifies the same.
7. For the examinations conducted by the college / University, the prescribed application form for revaluation of answer book should be submitted to the college, within Ten (10) working days from the date of the declaration of the result of the respective examination. No documents are to be attached with application.
8. Examinee has to endorse all details i.e.marks correctly in the application form. Any false information, if observed at any time, the application will be summarily rejected. No refund will be entertained in such cases.
9. The examinee shall submit the application and remit the prescribed fees in the manner & procedure decided by University. The Principal of the concerned College shall verify the application data, especially the reserved category cases, certify & forward the applications of the examinations conducted by the University within next five days, to the University. The application of the examination conducted by the respective college i.e. Department Institution shall process the applications as per the manner and process defined by the University.
10. The applications for revaluation received after the last date shall not be accepted by the University under any circumstances, whatsoever,
11. Effect shall be given to the change in original marks on revaluation, as under:-
 - i. The marks obtained after revaluation shall be accepted, if the marks awarded to a paper as a result of revaluation, increase or decrease in revaluation by ten percent (10%) or more than the maximum marks assigned to that paper, and in such case(s) the marks originally obtained by the candidate in the paper shall be treated as null and void and the marks obtained by the candidate after revaluation shall be accepted.
 - ii. As the marks obtained in that paper. The fractions shall be ignored/rounded off as the case may be for the purpose of computing the ten percent (10%) difference in marks. Notwithstanding what is stated above, the marks obtained after revaluation shall be accepted by the University, if the candidate gets benefit of passing the subject/ examination or change of class or grade in that paper or in the overall result at the said examination with or without grace marks under the provisions of relevant ordinances or as resolved by the examiners in the said subject.
- iii. Notwithstanding what is contained in clause 39(1) where the difference between the marks originally obtained by the candidate in the paper without any grace marks and the marks obtained after revaluation will be accepted up to twenty five percent (25%) of the maximum marks assigned to that paper.
- iv. However, if the difference between the marks originally obtained by the candidate in the paper, without any grace marks, and marks obtained after revaluation increase or decrease by more than twenty five percent (25%) of the maximum marks assigned to that paper, a second revaluation of the said answer book(s) be done by a third examiner from the panel of examiners for the said subject. In such an event the marks assigned by the third examiner in the second revaluation be treated as the final marks in the said subject. An answer book shall also be sent for second revaluation to another examiner (third examiner) if on the first revaluation, a candidate's marks are decreased below the passing marks and in the such event the marks assigned by the third examiner in the second revaluation be treated as the final marks in the said subject,
- v. The revised marks obtained by a candidate after revaluation, as accepted by the University shall be taken into account for the purpose of amendment of his / her results only and the said result will be communicated to the student(s) through notice board or website.

8. When The Student Be Admitted In The Next Higher Class?

1. Pending the process of revaluation and the seats in the college, the student may be admitted to the next higher class to which he could have been admitted if, he / she had passed in the said examination or had been granted A.T.K.T, for admission to the next class in the original examination as per the rules applicable for the stream and faculty of his education, as per the following norm: The student may be admitted to the next higher class to which he could have been admitted if, he / she had passed in the said examination or had been granted A.T.K.T, for admission to the next class in the original examination as per the rules applicable for the stream and faculty his / her education, if he / she had originally obtained required passing marks in the papers in which he / she had applied for revaluation,
2. Pending the declaration of the result of the revaluation, the students who have taken admission to next higher class, as mentioned above, shall be allowed to appear at the examination of the next class however, their results of the next examinations shall not be declared if they could not pass the requisite number of the subjects on revaluation which would entitle them to take admission in the next class; and in case the student does not succeed in passing in such requisite number of subjects, their admission to the examination of the next class, their performance and the results of the same shall be treated as null and void. The details of the procedure can be obtained from the college office.

9. Use of Unfair Means by the students during the Examination:

- a. Procedure for investigation in case of malpractices
 - A student-teacher who is caught talking in the class room during the examination, possession of any electronic equipment/s / mobile / smart watch or is found resorting to any such means will be treated as a case of using unfair means.
 - The Junior Supervisor / Block Supervisor shall

prepare a report about the use of unfair means resorted by the student and the student will also prepare and submit his / her statement in the format prescribed, The JS / BS shall take away the original answer book of the student and shall issue the new answerbook to the student.

- The Senior Supervisor shall be informed of the above matter and at the end of the examination, the BS / JS shall collect the Original answer book and the new answer book issued to the student and submit the same separately to the Senior Supervisor, The Senior Supervisor shall forward the answer book. Along with the report of the JS and Statement of the Student along with the copy of the question paper in a separate sealed envelope to the Chief Conductor who shall hand over the envelope to the Chairperson of the Unfair Means Inquiry Committee with due acknowledgment,
- The candidate may be served a show cause notice and made aware of the charges/ allegations reported against him to prepare his/ her defence at the time of his / her appearance before the Unfair Means Inquiry Committee and informing him / her thereby, of the proposed action to be taken in his/her case with a request to reply to the show cause notice as to why the action proposed under it should not be taken against him / her.
- The student-teacher may submit his / her defence in writing to the committee before or during the meeting. The reply received by the Committee from the candidate when he / she appears before it and the oral submissions / clarifications given by the student, will be considered by the Committee and the committee shall submit its final recommendation to the Principal based on the evidence before the committee.
- The punishment finally awarded can be equal to or less than what is mentioned in the show cause notice, but not more than what is mentioned therein.
- The College Unfair Means Inquiry Committee is a recommendatory body. The Principal has to exercise his / her power U / vS 87 of the Mumbai University Act, 1974 and issue final order.

Guidelines for Library

Membership : Every bonafide student-teacher of this college is entitled to become a member of the library.

- A Library Card is issued to every student-teacher on submitting the Identity Card and the First Term Fee Receipt.
- An ex-student is not entitled to membership of the Library. Such a student is allowed to use the library facilities only after obtaining permission from the Principal.

Use of Books : Student-teachers are requested to use the books with care. They should not do any marking with pen or pencil in the books, fold or try to remove pages from books and magazines or take reference material out of the Library. For serious study, a calm and peaceful atmosphere is necessary and readers are requested to maintain such an atmosphere in the Library. They should refrain from causing disturbance to others. Any person creating nuisance shall be at once asked to leave the Library and severely dealt with.

Daily Routine : All student-teachers should produce their I-Cards on demand by the Library Staff. Umbrellas, sticks, rain-coats, bags or any other articles are not permitted inside the Library.

- Only one book will be issued at a time, for a period of 5 days from the lending section.

Re-issue of Books : The books must be returned to the Library on the date marked on the date slip at the end of the book. As a rule, a book will not be re-issued on the day on which

it is returned. It may be re-issued the next day, if there is no other claimant.

Books For Internal Reading : A considerable number of text books and reference books are kept apart for internal reading in the Reference Section. Books from the Reference Section must not be taken out of the Library under any circumstances.

Reference Works : The Library possesses a good number of reference works such as encyclopedias, dictionaries, handbooks, directories, annuals and gazettes etc. These works make very useful reference material especially for B.Ed programme. Any student-teacher can refer to them on the Library premises. The Library also maintains back dated sets of important periodicals. These volumes can be referred to in the Library.

Text Books : There is a separate section comprising of text books only. In this section a number of copies of textbooks are kept for the use of the student-teachers.

Damage and Loss : Every borrower is supposed to check the pages of the books before getting them issued. The last borrower shall be held responsible if the book is found in damaged condition. In such cases the market price of the book will be charged. If a borrower loses the book, he/she shall have to pay the market price plus replacement charges, in case of rare and out-of print books the price will be determined by the Librarian. A book lost by the borrower can be replaced by the borrower but under no circumstances will old and second-hand books be accepted.

Reservation of Books :

A book can be kept reserved for a borrower if he/she fills in a Reservation Slip and hands it over the Counter. The borrower applying for reservation of a book will be informed about the due date (the probable date of return of the book). After the book is received in the Library it will be kept "Reserved" for two days at the Counter for the first claimant.



Penalties for Defaults : Rs.2.00 per day for the period of overdue.

Termination of Library Membership :

The Membership of the library will be cancelled immediately if a person is found guilty of violating willfully, the rules and regulation of the Library facility.

- Issuing books for home reading can be suspended if a borrower is in the habit of retaining books overtime.



Endowment Prizes

Bachelor of Education (B. Ed.) Programme

1. Late Smt. Clara Jawahar Kaul Memorial Award for securing highest marks in B. Ed Examination
2. Late Smt. Clara Jawahar Kaul Memorial Award for securing highest marks in Childhood and Growing up
3. Late Smt. Clara Jawahar Kaul Memorial Award for securing highest marks in Knowledge and Curriculum
4. Late Shri. Jawahar Kaul Memorial Award for securing highest marks in Gender, School and Society
5. Late Shri. Jawahar Kaul Memorial Award for securing highest marks in Learning and Teaching
6. Late Shri. Jawahar Kaul Memorial Award for securing highest marks in Educational Management
7. Late Smt. Reeta Chadha Memorial Award for securing highest marks in Assessment for Learning
8. Late Smt. Reeta Chadha Memorial Award for securing highest marks in Language Across the Curriculum
9. Late Smt. Reeta Chadha Memorial Award for securing highest marks in Contemporary India and Education
10. Late. Shri. Surendra Chadha Memorial Award for securing highest marks in Guidance and Counselling
11. Late. Shri. Surendra Chadha Memorial Award for securing highest marks in Environmental Education
12. Late. Shri. Anoop Wadhwa Memorial Award for securing highest marks in Creating an Inclusive School



Code of Conduct and College Regulations

General Rules & Regulations Regarding Attendance

1. Attendance for Learners as per Ordinance 6086 of University of Mumbai

- Every bonafide learner shall ordinarily be allowed to keep terms for the given semester in a program of his / her enrolment, only if he/she fulfills eighty percent (80%) of the attendance in theory and (90%) during Internship wherein short and/or long excursions/field visits/study tours organized by the college and supervised by the teachers as envisaged in the syllabus shall be credited to his attendance for the total no of periods which are otherwise delivered on the material day/s.
- Student-teachers participating in sports, cultural activities, Adult and Continuing Education and Extension will be permitted full credit for lectures / practical / tutorials missed by them as a result of their participation in Inter-collegiate, Inter-University, State, National and International tournaments / competitions and coaching camps / training sessions organized in participation of these tournaments / competitions. This credit shall be allowed on dire basis of production of certificate of participation in such authorized activity from the concerned organizers.
- The Principal of the concerned College shall be the competent authority to condone the absentee of any learner further up to additional 25%, if deemed fit and on recommendation of the attendance committee of the college, wherein it is mandatory on the committee to do natural justice by giving personal hearing to every learner falling short of minimum attendance for keeping terms and recommending case by case to the competent authority having verified the genuineness and gravity of the problem that justifies the learner to remain absent, which generally shall be limited to his / her own sickness, sickness of his / her parent, death of his parent etc. supported by valid evidence, documentary or otherwise,

2. Steps taken by college to make parents & the student-teachers aware of the norms of attendance & norms of granting the terms.

- Attendance Undertaking signed by parent as well as student-teacher at the time of admission.
- Display of monthly attendance on notice board.
- Monthly letters and emails sent to Parents informing of their wards attendance.
- Conducting Periodical meeting (at least two meetings in each semester) of the Parents of the student-teachers with less than 80% attendance in theory and 90% in practicum addressed by the Principal / Members of the attendance Committee / Person authorized by the Principal
- Undertaking signed by parent as well as student-teachers during the periodical parents meeting.
- If a student-teacher is not able to attend lectures on medical ground then he / she shall submit documents in support of his / her illness along with an application addressing the same to the principal. The leave of absence may be granted on medical grounds subject to fulfilling the above criteria and at the discretion of the principal of the college.
- In the event that a student-teacher does not have requisite attendance, he / she shall be debarred from that semester and a list of debarred students shall be displayed on the notice board at the end of the semester. The debarred student can then file an appeal to the Head of the Institution/ Principal of the college within 3 days from the date of display of the list on the notice board of the college, where he / she shall be given a personal hearing. After the hearing the college shall display the final list of the debarred students and communicate the same to the Controller of examination before 10 days from the commencement of the relevant Semester End Examination. The student if he so wishes has a right to appeal against the said

decision of the college within 10 days to the Controller of Examination, University of Mumbai.

On-campus Conduct

1. Every student-teacher must obtain on admission, the Identity Card which must have his/her photograph attested and wears the identity card on person whenever he/she is on the college premises and present it for inspection on demand.
2. If the academic performance of the student is not satisfactory, the student-teacher is likely to be debarred and will not be allowed to appear for the examinations conducted by the college on behalf of the University of Mumbai.
3. Students must not loiter on the College premises while the classes are going on.
4. In case of absence on account of illness, the Principal should be informed by the parents personally. On resuming the college, the student-teacher should report to the Principal along with the fitness certificate
5. Student-teachers must not attend classes other than their own, without the permission of the Principal.
6. Smoking and consumption of alcohol on the College premises or entering the college premises, after consuming alcoholic drinks is strictly prohibited.
7. Student-teachers shall do nothing either inside or outside the College that will in any way interfere with its orderly conduct and discipline.
8. No Society or Association shall be formed in the College and no person will be invited to address a meeting without the Principal's prior permission
9. No student-teacher shall collect any money or contribution for picnic, trip and Educational visit to some place, get-together, study-notes, charity or any other activity without prior sanction of the Principal
10. No student-teacher will be allowed to take active part in current politics.
11. No student-teacher shall communicate any information or write about matters dealing with the College administration to the Press,
12. Student-teachers are expected to take proper care of college property and help the college authorities in keeping the premises clean. Damaging college property e.g. disfiguring walls, doors, fittings or breaking furniture, misuse of fittings, or breaking furniture, misuse of A.C etc., is breach of discipline, and the guilty will be duly punished.
13. Student-teachers should not leave their books, valuables and other belongings in the classroom.
14. The College is not responsible for lost property. However, student-teachers may make a claim for lost property at the office, if it is deposited in the College Office.
15. Student-teachers applying for certificates, testimonials, etc. which require the Principal's signature on any kind of document or application should first contact the College office. Student-teachers should not bring any paper directly to the Principal for his/her signature.
16. If, in the opinion of the Principal, for any reason, the continuance of a student-teacher in the College is detrimental to the best interest of the College, the Principal may ask such a student - teacher to leave the College without assigning reason for his / her decision.
17. Student-teachers joining the College are bound by the rules and regulations of the College.
18. Insubordination and unbecoming language or misconduct on the part of a student-teacher are sufficient reasons for his / her suspension or dismissal.
19. Student-teachers receiving Government or College Scholarships or any remission in fees, must note that the grant and continuance thereof are subject to good behaviour, regular attendance and satisfactory progress and good results at the College and Board Examinations.
20. All College activities are organized under the guidance and supervision of the Principal and Professor In-Charge
21. Student-teachers must not associate themselves with any activity not authorized by the College Principal. Serious action will be taken against student-teachers found organizing or participating in such unauthorized activities.
22. Student-teachers using unfair means at the examinations will not be readmitted to the College. Actions will be initiated against such student-teacher as per the norms and procedure prescribed by the University of Mumbai.
23. It is the responsibility of the student-teachers to read the notice boards regularly for important

announcements made by the College office from time to time. They will not be excused or given any concession on grounds of ignorance or not reading notices,

24. The matters not covered by the existing rules will rest at the absolute discretion of the Principal.

Anti-Ragging Cell

The College conforms with all the guidelines related to anti - ragging and prevention of ragging issued by the UGC, University of Mumbai and Government of Maharashtra.

The College has constituted an Anti - Ragging committee and members of the student council also function as Anti Ragging Squad of the college.

What Constitutes Ragging?

Ragging constitutes one or more of any of the following acts:

- i. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing. Treating or handling with rudeness a fresher or any other student.
- ii. Indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- iii. Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- iv. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
- v. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of student.
- vi. Any act of financial extortion or forceful expenditure burdened on a fresher or any other student by students.
- vii. Any act of physical abuse including all variants of it, sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gesture, causing bodily harm or any other danger to health or person.

viii. Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.

- ix. Any act that affects the mental health and self confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.
- x. Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.

Measure for prohibition of Ragging

- College has functional Anti Ragging committee comprising of teachers and students.
- Members of student council act as members of Anti Ragging squads and keep vigilance in the college premises and report to the committee any matter of ragging which comes or is brought to their notice.
- Details of the members of the Anti Ragging committee are displayed on the college notice board, college website and college premises.
- College premises are under CCTV surveillance.
- Senior students are oriented and sensitized towards new comers by the principal and senior staff during the orientation program.
- The institutions shall take action in accordance with these regulations against those found guilty of ragging and / or abetting ragging actively or passively, or being part of a conspiracy to promote ragging.
- The application for admission, enrollment or registration must be accompanied by an Anti - Ragging affidavit signed by a student in a prescribed format and another Anti - Ragging Affidavit signed by a Parent / guardian.

(Both these affidavits can be downloaded from www.antiragging.in or www.amanmovement.org)

Course Learning Outcomes (CLOs)

A Course Learning Outcome (CLO) is a clearly defined statement that describes what a student is expected to know, understand, and be able to demonstrate upon successful completion of a specific course. It serves as a learning framework that guides both teaching and learning by focusing on measurable student achievements. Rather than emphasizing what an educator teaches, a CLO highlights the knowledge, skills, attitudes, and competencies that students are expected to acquire and demonstrate by the end of the course.

Core Components of a CLO

A well-designed CLO is measurable, learner-centred, and action-oriented. It is generally structured around the following key components:

Action Verb:

Defines the observable and measurable performance expected from the learner. Action verbs are often selected using Bloom's Taxonomy to reflect the desired level of cognitive learning, such as identifying, explaining, applying, analysing, or evaluating.

Learning Focus:

Refers to the specific concept, subject matter, knowledge area, or skill that students are expected to master during the course.

Context or Condition:

Specifies the circumstances, criteria, or learning environment under which the student is expected to perform and demonstrate the desired outcome.

Significance of Course Learning Outcomes

Course Learning Outcomes are not merely academic requirements; they form the foundation of effective curriculum planning, delivery, and assessment.

1. Constructive Alignment

CLOs ensure coherence and alignment between teaching methodologies, learning activities, and assessment strategies. Every instructional practice and evaluation method should directly support the achievement of the stated learning outcomes. For example, if a CLO requires analytical thinking, the assessment should measure analysis rather than simple recall of information.

2. Curriculum Mapping

In higher education, courses function as integral components of a broader academic framework.

Individual Course Learning Outcomes contribute to Programme Learning Outcomes (PLOs), which in turn align with the institution's vision, mission, and graduate attributes. This systematic mapping ensures continuity, quality, and achievement of educational objectives across the programme.

Course Learning Outcomes (CLOs)

Upon successful completion of the B.Ed. (Two-Year) Programme, student-teachers will be able to:

1. Explain the concepts and principles of human development within a diverse and pluralistic society.
2. Apply knowledge of various methods, approaches, and theoretical perspectives related to child development.
3. Analyze the issues and implications of changing family structures and parenting practices on the growth and development of children in a pluralistic society.
4. Describe the epistemological foundations of education, child-centred learning approaches, and the social and cultural influences that shape educational practices.
5. Develop an understanding of the significance and need for curriculum reforms in contemporary education.
6. Explain the concept of gender roles in society and critically examine the challenges associated with them.
7. Interpret government policies, plans, and welfare schemes aimed at addressing disparities, inequalities, and promoting social inclusion.
8. Effectively utilize Information and Communication Technology (ICT) in teaching, administration, assessment, research, and educational management.
9. Explain the concept and significance of Open Educational Resources (OER) and Creative Commons in education.
10. Demonstrate an understanding of the role of drama and art in self-development, inclusive education, and creative expression.
11. Explain the concept of learning, factors influencing learning, and major theories of learning.

12. Describe the nature and significance of academic disciplines within the school curriculum.
13. Explain the importance of organizational management, quality management, human resource management, and change management in educational institutions.
14. Analyze the critical role of assessment in enhancing learning and understand the taxonomy of educational objectives.
15. Explain the concepts, processes, and issues related to internal and external examinations.
16. Describe the meaning, functions, and significance of language across the curriculum.
17. Explain the concepts of diversity, inequality, and marginalization of weaker sections in contemporary Indian society.
18. Examine contemporary educational issues, policies, and their evolution within the Indian educational context.
19. Explain the fundamentals of guidance and counselling, career guidance strategies, and psychological concerns faced by adolescents.
20. Identify diverse learner abilities, classifications, and characteristics to support inclusive and effective educational practices.

Program Learning Outcomes (PLOs)

Program Learning Outcomes (PLOs) form the foundation of an academic programme and serve as guiding benchmarks for student achievement. In teacher education, PLOs define the knowledge, skills, professional competencies, values, and attitudes that student-teachers are expected to acquire and demonstrate upon successful completion of the programme. They represent the institution's commitment to developing competent, ethical, and reflective educators who are prepared to meet the evolving needs of society and the education sector.

PLOs act as an essential link between the vision and mission of the institution and the day-to-day teaching-learning process. They clearly articulate what graduates should know, understand, value, and be able to accomplish by the time they complete the programme. In a professional programme such as B.Ed., where future educators are prepared to shape generations of learners, PLOs bridge the gap between educational theory and effective classroom practice.

Significance of Program Learning Outcomes

1. Promoting Outcome-Based Learning

Program Learning Outcomes shift the focus from teaching inputs to measurable learning outcomes. Rather than emphasizing the completion of syllabi or instructional hours, they focus on the competencies, skills, and professional capabilities that student-teachers are expected to demonstrate.

2. Ensuring Quality and Regulatory Compliance

PLOs play a crucial role in maintaining academic

quality and institutional accountability. They align the programme with the expectations of regulatory and accreditation bodies such as the National Council for Teacher Education (NCTE) and the National Assessment and Accreditation Council (NAAC), thereby supporting continuous quality enhancement and educational excellence.

3. Supporting Outcome-Based Education (OBE)

Outcome-Based Education emphasizes the achievement of clearly defined learning goals. PLOs provide the framework for designing curriculum, teaching methodologies, assessment strategies, and evaluation processes that are aligned with desired graduate attributes and professional competencies.

4. Developing Holistic Professional Competencies

Well-structured PLOs ensure that teacher education extends beyond subject knowledge and classroom instruction. They foster professional ethics, leadership qualities, communication skills, critical thinking, social responsibility, and lifelong learning, enabling student-teachers to become effective educators and responsible citizens.

Key Characteristics of Effective PLOs

Measurable and Assessable:

PLOs should be clearly defined and capable of being assessed through assignments, projects, teaching practice, portfolios, and other evaluation tools.

Focused and Comprehensive:

A programme should have a manageable number of well-defined outcomes that comprehensively cover

the expected knowledge, skills, and professional competencies.

Distinct and Progressive:

PLOs should reflect the academic level and professional expectations of the programme while ensuring progressive development of learner competencies.

Curriculum Alignment:

Individual Course Learning Outcomes (CLOs) are systematically mapped to Program Learning Outcomes, ensuring coherence, continuity, and comprehensive curriculum coverage.

Quality Assurance:

PLOs support institutional effectiveness by providing measurable indicators for academic planning, evaluation, accreditation, and continuous improvement.

Student-Centred Transparency:

They provide students with a clear understanding of the professional competencies, skills, and attributes they are expected to develop throughout the programme.

Program Learning Outcomes (PLOs)

Upon successful completion of the B.Ed. (Two-Year) Programme, student-teachers will be able to:

1. Teaching Competencies

- Develop a sound understanding of educational foundations, pedagogical theories, and methodology courses.
- Demonstrate mastery over subject content and curricular knowledge.
- Select and effectively utilize appropriate teaching methods, approaches, strategies, and instructional techniques.
- Understand contemporary perspectives and paradigm shifts in disciplinary knowledge within the school curriculum.
- Organize meaningful learning experiences by applying curriculum knowledge and pedagogical competencies.
- Employ suitable assessment and evaluation strategies to facilitate learning and analyze textbooks, syllabi, and curriculum content critically.

2. Professional Attitude

- Develop a positive and professional attitude towards teaching and learning.

- Cultivate a scientific temperament and an inquiry-based approach to education.
- Embrace lifelong learning and continuous professional development.
- Interact with learners as a friend, philosopher, mentor, and guide, fostering a supportive learning environment.

3. Pedagogical Skills

- Apply effective teaching skills, strategies, and classroom management practices to facilitate meaningful learning experiences.
- Demonstrate innovation, creativity, and reflective practices while addressing diverse classroom situations and learner needs.

4. Professional Ethics

- Uphold the qualities of an effective teacher by demonstrating fairness, integrity, empathy, and impartiality.
- Respect the individuality, dignity, and potential of every learner.
- Collaborate with and guide parents in supporting the growth and development of their children.
- Maintain a balanced personal and professional life while exemplifying moral values, intellectual honesty, and institutional commitment.
- Demonstrate dedication to values such as loyalty, service, equality, respect, compassion, and excellence.

5. Effective Citizenship

- Understand and uphold values such as social responsibility, morality, inclusiveness, and community service.
- Exhibit leadership qualities and act as agents of positive change by contributing to social transformation and the welfare of society.
- Promote democratic values, social harmony, and responsible citizenship for building a better nation and global community.

6. Effective Communication

- Develop confidence and proficiency in verbal, written, and interpersonal communication.
- Plan, organize, and conduct school-based and community-oriented programmes effectively.
- Collaborate with parents, educational stakeholders, and the community to support the holistic development and well-being of learners.

List of Holidays for Academic Year 2026-2027

DAY	DATE	MONTH	HOLIDAY
Friday	26.06.2026	June	Muharram
Saturday	15.08.2026	August	Independence Day
Saturday	15.08.2026	August	Parsi New Year
Wednesday	26.08.2026	August	Eid-E-Milad
Monday	14.09.2026	September	Ganesh Chaturthi
Friday	02.10.2026	October	Mahatma Gandhi Jayanti
Tuesday	20.10.2026	October	Dussehra
Sunday	08.11.2026	November	Diwali Amavasya (Laxmi Pujan)
Tuesday	10.11.2026	November	Diwali (Bali Pratipada)
Tuesday	24.11.2026	November	Guru Nanak Jayanti
Friday	25.12.2026	December	Christmas
Tuesday	26.01.2027	January	Republic Day
Friday	19.02.2027	February	Chhatrapati Shivaji Maharaj Jayanti
Saturday	06.03.2027	March	Mahashivratri
Wednesday	10.03.2027	March	Eid-Ul-Fitr
Tuesday	23.03.2027	March	Holi (Second Day)
Friday	26.03.2027	March	Good Friday
Wednesday	07.04.2027	April	Gudi Padwa
Wednesday	14.04.2027	April	Dr. Babasaheb Ambedkar Jayanti
Thursday	15.04.2027	April	Ram Navami
Monday	19.04.2027	April	Mahavir Jayanti
Saturday	01.05.2027	May	Maharashtra Day
Monday	17.05.2027	May	Bakri Eid
Thursday	20.05.2027	May	Buddha Purnima

Note : Subject to change as per Government Notification issued by the University of Mumbai.

CHILDREN WELFARE CENTRE TRUST (Managed)

- Fairyland Nursery & K.G. School
- Children Welfare Centre Primary School
- Children Welfare Centre High School & Junior College
- Clara's College of Commerce (Autonomus)
- Clara's College of Education (B.Ed)
- Children Welfare Centre's College of Law (Malad)
- Children Welfare Centre
Orchids The International School (off Yari Road)
- Children Welfare Centre
Orchids The International School (Malad)
- Children Welfare Centre
Skill and Vocational Training Institute



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