



TARAPADA DEY EDUCATIONAL INSTITUTION

(A COMPOSITE INSTITUTION B.ED & D.El.ED COLLEGE)

Run by Nabadwip Education Trust

Recognized by NCTE, Affiliated to WBUTTEPA & W.B.B.P.E

South Srirampur, Srirampur, Purba Bardhaman, PIN-741316

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Ref No :

Date:

Institutional Policy:

Tarapada Dey Educational Institution

(B.Ed. & D.El.Ed. College)

This institutional policy serves as the guiding framework for **Tarapada Dey Educational Institution**, ensuring a standard of excellence in teacher education, ethical conduct, and administrative transparency.

1. Vision and Mission

- **Vision:** To emerge as a premier center for teacher education, nurturing educators who are intellectually competent, morally upright, and socially committed.
- **Mission:**
 - To provide quality professional training for pre-service teachers.
 - To integrate modern pedagogical technology with traditional values.
 - To foster an environment of research, inclusivity, and continuous learning.

2. Academic & Training Policy

The institution adheres strictly to the curriculum frameworks provided by the affiliating university and the NCTE (National Council for Teacher Education).

- **Practical Training:** A mandatory internship period in local schools is required for both B.Ed. and D.El.Ed. students to gain real-world classroom experience.
- **Attendance:** A minimum of **80% attendance** for theory classes and **90% attendance** for school internship/practicum is compulsory for appearing in university examinations.
- **Continuous Assessment:** Student progress is monitored through internal assignments, micro-teaching sessions, seminars, and mid-term examinations.

3. Admission Policy

- **Transparency:** Admissions are conducted purely on a merit basis, adhering to the regulations set by the State Government and the affiliating body.

- **Inclusivity:** The institution follows the state-mandated reservation policies for SC, ST, OBC, and PWD candidates to ensure equitable access to education.
 - **Verification:** All admissions are provisional until the verification of original documents and eligibility criteria is completed.
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4. Code of Conduct

For Students:

- **Professionalism:** Students must maintain a professional demeanor, as they are "teachers in training." Uniforms and ID cards are mandatory.
- **Discipline:** Use of mobile phones in classrooms is restricted. Any form of ragging is strictly prohibited and punishable by law.
- **Ethics:** Academic integrity is paramount; plagiarism in assignments or cheating in exams results in immediate disciplinary action.

For Faculty:

- **Commitment:** Faculty members are expected to be mentors, guiding students beyond the syllabus.
 - **Research:** Engagement in workshops, seminars, and publication of research papers is encouraged to keep the institutional knowledge base current.
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5. Infrastructure & Resource Policy

- **Library:** The library is a "Quiet Zone." Resources must be handled with care, and books must be returned within the stipulated time.
 - **ICT Lab:** Computers and technology resources are for educational purposes only.
 - **Maintenance:** The institution is committed to a clean and green campus. Waste management and the preservation of campus property are the collective responsibility of all stakeholders.
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6. Grievance Redressal & Support

- **Grievance Cell:** A dedicated cell exists to address student and staff concerns regarding academics, facilities, or personal conduct.
 - **Anti-Ragging Committee:** In compliance with UGC and NCTE norms, a high-level committee monitors the campus to ensure a safe environment.
 - **Sexual Harassment Prevention:** An Internal Complaints Committee (ICC) is active to ensure a gender-sensitive and safe workplace.
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7. Placement & Extension Services

- **Career Guidance:** The college provides counseling and placement assistance to help graduates find positions in private and government sectors.
 - **Community Outreach:** The institution organizes blood donation camps, literacy drives, and environmental awareness programs as part of its social responsibility.
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Note: This policy is subject to periodic review by the Governing Body to align with changing educational landscapes and statutory requirements.