

Request to the Heads of Institutions regarding Practice Teaching

Dear Rev Fr/Sr/Sir/Ma'am

We request you to keep the following details regarding the ensuing of Practice -Teaching Programme in mind before the commencement of the same.

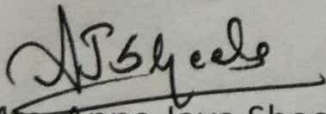
1. The list of B.Ed Students allotted to your school is enclosed.
2. As per the revised NCTE and University Regulations each student will give 14 Lessons (1 ICT Based lesson+1 innovative lesson) 1 Test Lesson + 1 Unit Test + 1 diagnostics test + Remedial teaching in each of the methodology subjects.
3. Apart from the classroom teaching the students have to conduct 1 Action Research, 4 Activities in Methodology subjects and participation in 4 co-scholastic activities during the 50 days in the school.

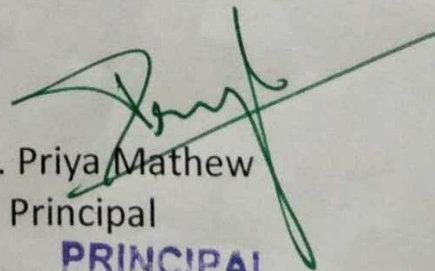
The following suggestions incorporated will be of immense help to us.

- a) Classes from second period onwards from Monday to Friday. Students are required in the college on Saturdays.
- b) Extra classes may not be allotted during the first week to make for easy and effective initiation.
- c) Please spread out classes throughout the day as far as possible with not more than two classes per day to facilitate qualitative staff observation.
- d) Please provide one class for each trainee every day in order to complete the quota in good time.

We look forward for a successful internship programme for this academic year with your Co-operation and Co-ordination.

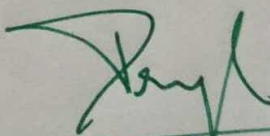
Thank you,


(Mrs. Anne Jaya Sheela)
Co-ordinator


Dr. Priya Mathew
Principal
PRINCIPAL
St. Joseph's College of Education
Jayarampuram, Mysuru-576 012

Schools for Practice Teaching

Sl No.	List of Schools
1.	Nirmala High School
2.	Brindavan High School
3.	Vivekananda High School
4.	Good Shepherd High School
5.	St. Anne's High School
6.	St. Mathias High School
7.	Avila Convent High School
8.	St. Mary's High School
9.	St. Philomena's High School
10.	C K C High School
11.	St. Anthony's High School
12.	St. Joseph's High School, Rajivnagar

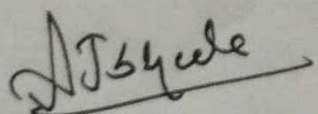

PRINCIPAL
St. Joseph's College of Education
Chennai-600 012

Instructions to Student Teachers:

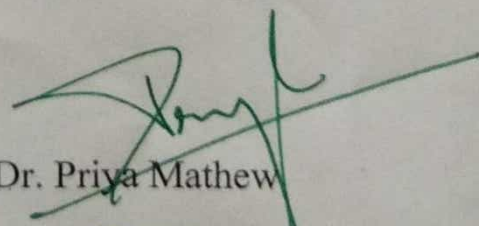
Guidelines for you to follow which will help develop certain teacher qualities and competencies and also contribute to your professional training.

1. You have been posted to an assigned Secondary School for the purpose of Practice teaching and will complete the entire programme in that institution itself.
2. The required number of lesson plans in each of the methodology subjects must be prepared and approved well in advance. A few extra-approved lesson plans must be ready for the use in case of contingencies.
3. You are not permitted to teach without an approved lesson plan. The approved lesson plan should be made available to the supervisor well in advance, before executing the lesson.
4. You are expected to participate in all activities, at in assembly, programmes of the school and will strictly adhere to the schedules/timetables and rules and regulations of the school.
5. You must follow guidelines and incorporate suggestions given by the supervisors regarding your lessons and pertaining to the programme.
6. Like regular school teachers you will sign the attendance register, maintain discipline, follow the dress code, be smart in your outlook/turnout and attend to school duties.
7. When you don't have class you are expected to observe your fellow student teacher lessons.
8. Since the Internship Programme is compact and organized for you, absence cannot be permitted. In case in inevitable/ unavoidable the student leader/ deputy leader has to inform well in advance with the leave letter address to the principal.

9. Observation of lessons will have to be a minimum of 60 lessons for which you have been oriented. Follow the criteria and provide the right feedback to your fellow teachers.
10. All the students will receive guidance in the college during the weekend from methodology teachers and coordinator of the practice teaching programme.
11. You must follow the time table strictly and note your classes. No exchange of periods or absence is allowed. You must be present throughout the day in the school.
12. Time tables and daily schedules of work will be available in advance and will be in the custody of leaders /deputy leaders.
13. You are not permitted to observe lessons in other schools without the permission of the coordinator.
14. While your fellow teachers are handling the classes refrain from disturbing the proceedings of the lesson.
15. You may not approach the school headmaster/mistress or individual teachers. If there is any need, it must be brought to the notice of the concerned leader/deputy leader.
16. You must cooperate and assist your school leader/ deputy leader, in organization of the programme.
17. Follow rules and regulations, maintain expected code of conduct/ discipline and imbibe the desirable qualities of a teacher to help you to grow and appreciate your profession.



Smt. Anne Jaya Sheela
(Co-ordinator)



PRINCIPAL
St. Joseph's College of Education
Jayalakshmiapuram, Mysuru-576 012



THE MYSORE DIOCESAN EDUCATIONAL SOCIETY ®
St. Joseph's College of Education
Jayalakshmipuram, Mysuru-570012

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Estd. 1971

Tel : 0821-2511992 e-mail: stjosephcollege2012@gmail.com website: www.stjcollegeofeducationmysuru.in

Ref. No: SJCE/ 91 /2021-22

Date: 07-10-2021

To,

Rev. Father/Sister,

Dear Rev. Father/Sister,

We wish to offer good wishes as you reach another educational milestone. On our part, we wish to thank you for your unstinted support to St. Joseph's College of Education despite the increasing pressure you face from other educational institutions.

In continuation with the conversation with your good self, we hope to commence the practice teaching (Internship) programme from the 25th of October 2021 to the 4th of December 2021. So kindly request you to grant permission to avail 35 days for practice teaching.

We look forward for your kind support for the smooth conduct of practice teaching.

Thank You,

Mrs. Anne Jaya Sheela

(Co-ordinator)

Yours Sincerely

Dr. Priya Mathew

(Principal)

PRINCIPAL

St. Joseph's College of Education
Jayalakshmipuram, Mysuru-570 012



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Tel: 0821-2511992

e-mail: stjosephcollege2012@gmail.com

website: stjcollegeofeducationmysuru.in

Ref. No. 137 /SJCE/2020-21

Date: 11-10-2021

To

The Headmistress/Master,

_____ High School

Mysore.

Dear Rev. Sr./Fr./Madam/Sir,

In continuation of our previous letter, we wish to confirm the following details regarding the ensuing Practice-Teaching Programme.

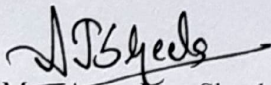
1. The practice-teaching programme is scheduled from **Monday 25/10/2021 to Saturday 04/12/2021**.
2. The list of B.Ed Students allotted to your school is enclosed.
3. As per the revised NCTE and University Regulations each student will give 14 lessons (**11 Lessons + 1 ICT Based lesson + 1 innovative lesson + 1 Test Lesson**) +1 Unit Test +1 **diagnostic test + Remedial teaching** in each of the methodology subjects.
4. Apart from the classroom teaching the students have to conduct **1 Action Research, 4 Activities in methodology subjects and participation in 4 co-scholastic activities** during these days in the school.
5. Kindly make arrangements to have the time-table ready at your earliest. The student leaders will collect the time-table from you on or before **15th October 2021** between 9-00 A.M to 11-00A.M.

The following suggestions incorporated will be of immense help to us.

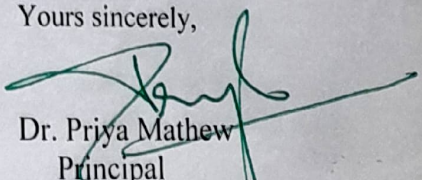
- a. Please allot classes from second period onwards from Monday to Friday. Students are required in the college on Saturdays.
- b. Extra classes may **not** be allotted during the first week to make for easy and effective initiation.
- c. Please spread out classes throughout the day as far as possible with **not more than two** classes per day to facilitate qualitative staff observation.
- d. Please provide one class for each trainee every day in order to complete the quota in good time.

We look forward for a successful internship programme for the year 2021 with your Co-operation and Co-ordination.

Thank You,


Mrs. Anne Jaya Sheela
Co-ordinator
(Mob no: 9480166820)

Yours sincerely,


Dr. Priya Mathew
Principal

PRINCIPAL
St. Joseph's College of Education
Jayalakshmipuram, Mysuru-570 012



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Tel: 0821-2511992

e-mail: stjosephcollege2012@gmail.com

website: stjcollegeofeducationmysuru.in

Ref No: SJCE/118/2021-22

Date: 23-11-2021

To,

Head Master
St. Anthony's High School
Gayathripuram, Mysore - 570019.

Respected Sir/ Mam,

Sub: Conduct of Practical examination – reg.

We would like to extend our sincere gratitude for all the support and co-operation during practice teaching. As per the University of Mysore norms of Final practical exam, it is decided to conduct the practical examination in your esteemed institution for 12 students.

Kindly facilitate with teachers as external examiners from your school for 4 days. Look forward for your support.

Attached herewith the list of students and required external examiner along with the day wise Time table.

Thanking you,

Yours Sincerely,

Dr. Priya Mathew

(PRINCIPAL)

St. Joseph's College of Education
Jayalakshmipuram, Mysuru-570 012

Chinnil
Head Master
St. Anthony's High School
Gayathripuram, MYSURU-570019
School Dist 2926070630

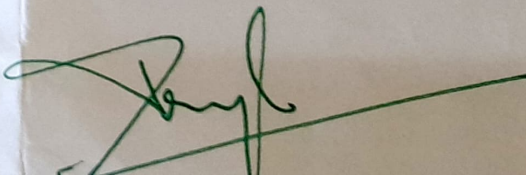
St. Joseph's College of Education

Jayalakshmipuram, Mysore – 12

TIME TABLE FOR TEST LESSON - 2021

ST.MATHIAS HIGH SCHOOL

DATE	PERIODS/SUBJECT	I	II	III	IV	V	VI	VII	VIII	External Examiner	Internal Examiner
24-11-21 WED	Name of the Teacher Trainee		Babitha	Augustin	Emmanuel	Caroline	Anvitha	Bincy	Anand	English Teacher	APP
	Subject		English	English	English	English	English	English	English		
26-11-21 FRI	Name of the Teacher Trainee		Hrudhick	Pooja K.R	Sannath	Princy Priya	Karuna			Maths & Biology Teachers	PM
	Subject		Maths	Maths	Biology	Maths	Maths				
29-11-21 MON	Name of the Teacher Trainee		Anand	Bincy	Anvitha	Caroline	Emmanuel	Babitha		History & Commerce Teachers	YKA
	Subject		History	History	Commerce	History	History	History			
30-11-21 TUE	Name of the Teacher Trainee		Hrudhick	Pooja K.R	Sannath	Princy Priya	Augustin	Karuna		Chemistry & Physics Teachers	SS
	Subject		Physics	Physic	Chemistry	Physics	Physics	Physics			


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ST. JOSEPH'S COLLEGE OF EDUCATION
JAYALAKSHMIPURAM, MYSORE

List of External Examiners for Test Lesson (Practical Examination)

Internship – 2020-21

Sl. No	Name of internal Examiner	Qualification	Name of the School	Year of Experience
1	Mr.B K.Chaneshwara	B.A, B.Ed	St. Philomean's High School	18
2	Mr. Charles A	B.A, B.Ed	St. Philomean's High School	18
3	Mrs. Shashikala	B.Sc, B.Ed	St. Mathias High School	18
4	Mr. Antony Christopher	M.A, B.Ed	St. Mathias High School	18
5	Mrs. Priscilla Magdelene	M.A, B.Ed	St. Antony's High School	18
6	Mr. Manuel Joseph	B.Sc, B.Ed	St. Antony's High School	18
7	Mrs. Josephine Lilly Sarala	M.A, M.Ed	C.K.C High School	28
8	Mrs. Margaret Mary	B.Sc, B.Ed	C.K.C High School	23
9	Mrs. Annie Thomas	M.A, B.ED	Avila High School	20
10	Mrs. Mary Mathew	B.Sc, B.Ed	Avila High School	18
11	Mrs. Shobitha Florence	B.Sc, B.Ed	Avila High School	09
12	Mrs. Vasanthi	B.Sc, B.Ed	St. Mary's High School	12
13	Mrs. Suzanne	B.Sc, B.Ed	St. Joseph's High School	09
14	Mr. Anthony Raj	BA, B.Ed	St. Joseph's High School	09
15	Sr. Aruna Jyothi	BA, B.Ed	Avila High School	05
16	Mrs. Jaqueline Platel	BA, B.Ed	Nirmala High School	18
17	Mr John Vianney	BA, B.Ed	Nirmala High School	20

(Dr. Priya Mathew)

PRINCIPAL

St. Joseph's College of Education
Jayalakshmipuram, Mysuru-570 012

APPROVED

Registrar (Evaluation)
University of Mysore

[Signature]

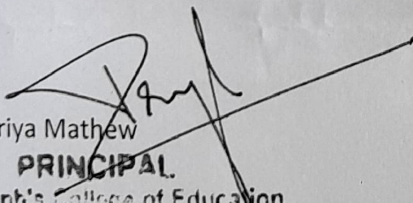
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8/12/2021

ST. JOSEPH'S COLLEGE OF EDUCATION
JAYALAKSHMIPURAM, MYSORE

List of Internal Examiners for Test Lesson (Practical Examination)

Internship – 2021

Sl. No	Name of internal Examiner	Qualification	Year of Experience
01	Dr. Priya Mathew	M.Sc (Maths), M.Ed, Ph.D, NET	17
02	Mrs. Anne Jaya Sheela	M.Sc (Chem), M.Ed, M.Phil, K.SET, Ph.D(Pursuing)	16
03	Dr. Asha P. Pathrose	M.A (Eng), M.Ed, NET, Ph.D	16
04	Mrs. Nageswari P.N	M.A (Kan), M.Ed, KSET, NET (Kan), Ph.D(Pursuing)	06
05	Mrs. Shalom Sannutha	M.Sc (Phy), M.Ed, K.SET	05
06	Mr. Yogesha K .A	M.A (His), M.A (Eco), M.Ed, K-SET	10

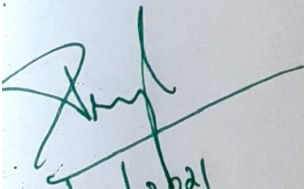

Dr. Priya Mathew
PRINCIPAL
St. Joseph's College of Education
Jayalakshmipuram, Mysore - 575 012

APPROVED

Registrar (Evaluation)
University of Mysore






8/12/2021

ST JOSEPH'S COLLEGE OF EDUCATION, JAYALAKSHMIPURAM, MYSORE
PRACTICE TEACHING (INTERNSHIP) 2021

St. Philomena's High School

Sl. No.	Name of the Student	Medium	Class	Medium
1	Emmanuel Balu J	H/E	9/8	E
2	Augustine Mathew	P/E	8/9	E
3	Kongara Yelia L	H/E	9/8	E
4	Keerthi Kumar D	H/K	9/8	K
5	C. Mahadevaswamy	H/K	9/8	K
6	Goutham T.V DL	H/K	8/9	K
7	Jeswin J	P/M	8/9	K
8	Udayakumar H.S	H/K	8/9	K
9	Swarnamallika D.M	P/M	8/9	E
10	Prajwal .S.J	C/B	8/9	E
11	Chaya R	P/M	9/8	E
12	Mahesh K.V	H/E	9/8	E

St. Anne's High School

Sl. No.	Name of the Student	Medium	Class	Medium
1	Mary Theresa Joyce K	H/E	9/8	E
2	Leema Immaculate Johncy J	H/E	9/8	E
3	Manjushree .M L	P/M	9/8	E
4	Spoorthi S	P/M	9/8	E
5	Sadiya Banu	C/B	8/9	E
6	Shruthi C	C/B	8/9	E
7	Deepa C DL	H/K	8/9	K
8	Sangeetha S.R	H/K	8/9	K

Good Shepherd High School

Sl. No.	Name of the Student	Medium	Class	Medium
1	Babitha Louisa F L	H/E	8/9	E
2	Kumari Kalai Selvi	H/E	9/8	E
3	Kiran Manisha Behera	C/B	8/9	E
4	Anuradha Huvannavar	C/B	8/9	E
5	Spoorthi K	H/K	9/8	K
6	Chaithra N	H/K	9/8	K
7	D. Marceline Sandhya DL	P/M	9/8	E
8	Karuna Kalai Selvi	P/M	9/8	E

St. Mathias High School

Sl. No.	Name of the Student	Medium	Class	Medium
1	Anandh Jose	H/E	9/8	E
2	Bincy Manuel	H/E	8/9	E
3	Hrudhick George	P/M	8/9	E
4	Pooja K.R	P/M	9/8	E
5	Anvitha D'silva L	E/Com	8/9	E
6	Caroline C	H/E	8/9	E
7	Sannath Solomon DL	B/C	8/9	E
8	Princy Priya Kumari	P/M	9/8	E

St. Anthony High School

Sl. No.	Name of the Student	Medium	Class	Medium
1	David Sagaya Raj S L	H/E	9/8	E
2	Prathima Rozy M	H/E	9/8	E
3	Nanjunda K U	P/M	8/9	K
4	Mallikarjuna	P/M	8/9	K
5	Hanmantha DL	H/K	8/9	K
6	Raghu	H/K	9/8	K
7	Chandabasha Katagara	H/K	9/8	K
8	Sujana Mary M	H/E	8/9	E

St. Mary's High School

Sl. No.	Name of the Student	Medium	Class	Medium
1	Anuja	H/E	9/8	E
2	Sherly V.S L	H/E	9/8	E
3	Arokia Daisy C	C/B	8/9	E
4	Milagrin Gabriel Fernandes DL	H/E	9/8	E
5	Shivagami A	P/M	9/8	E
6	Namitha T.M	P/M	9/8	E
7	Vidya T	C/B	8/9	E
8	Sheethal Ashok Jevoor	C/B	8/9	E
9	Anjali Kumari	C/B	8/9	E
10	Rebeca A	H/E	9/8	E

Avila High School

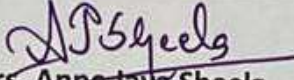
Sl. No.	Name of the Student	Medium	Class	Medium
1	Raksha M	H/E	9/8	E
2	S. Archana Suma	H/E	9/8	E
3	Princy Infant Mary R	P/M	8/9	E
4	Ranjitha V.R	P/M	8/9	E
5	Mamatha H.C DL	H/K	8/9	K
6	Rumana Banu M	H/K	8/9	K
7	Mamatha A S	P/M	8/9	E
8	Akshatha P N	C/B	9/8	E
9	Anusha G M L	C/B	9/8	E
10	Aishwarya J	H/E	9/8	E

CKC High School

Sl. No.	Name of the Student	Medium	Class	Medium
1	Divya B.R L	C/B	9/8	E
2	Shreeja N.C	C/B	9/8	E
3	Christina I DL	H/E	9/8	E
4	Priyanka B C	H/K	9/8	K
5	Umashree .B	H/K	9/8	K
6	Rintu Maria	P/C	8/9	E
7	Lilly Pushpa	H/K	8/9	K
8	Amruthavarshini	P/M	8/9	E
9	Kavya S.M	P/M	8/9	E
10	Qudsia Fathima	M/E	9/8	E

Brindavana High School

Sl. No.	Name of the Student	Medium	Class	Medium
1	Suma D.M L	H/K	8/9	K
2	Madhu Kumar H A	H/K	8/9	K
3	Divya Bharathi A.S DL	P/M	9/8	K
4	Ningaraji C	H/K	9/8	K


Mrs. Anne Jaya Sheela
 (Co-Ordinator)

St. Joseph's Rajivnagar High School

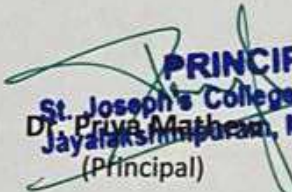
Sl. No.	Name of the Student	Medium	Class	Medium
1	Rachel C L	E/Com	8/9	E
2	Alfred Vivek Joseph	H/E	9/8	E
3	Ruqia Ferheen DL	P/M	9/8	E
4	Sukanya S	P/M	9/8	E
5	Mario Trevor	C/B	9/8	E

Vivekananda High School

Sl. No.	Name of the Student	Medium	Class	Medium
1	Jaya Kumari R L	H/K	8/9	K
2	Sowmya B.R	H/K	9/8	K
3	Bhaskara M	H/K	8/9	K
4	Latha M	H/K	9/8	K

Nirmala High School

Sl. No.	Name of the Student	Medium	Class	Medium
1	Hemavathi R DL	E/Com	9/8	E
2	Tadiyangada S Kaveri L	E/Com	9/8	E
3	Chandana B.V	P/M	9/8	E
4	Nandini M.S	P/M	9/8	E
5	Reshma R	C/B	8/9	E
6	Harshitha .T	C/B	8/9	E
7	Juliyana Mary M	H/E	8/9	E
8	Indranjali E S	H/E	8/9	E
9	Pauline J	H/E	8/9	E


PRINCIPAL
St. Joseph's College for Education
Dr. Priya Mathan, Mysuru-570 012
 (Principal)



THE MYSORE DIOCESAN EDUCATIONAL SOCIETY®

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Approved by NCTE: No. APS03354



Estd. 1971

0821-2511992

e-mail: stjosephcollege2012@gmail.com

Website: stjcollegeofeducationmysuru.in

Date: 25-06-2019

Ref. No. 47 /SJCE/2019-20

To
The Headmistress/Master,
_____ High School
Mysore.

Dear Rev. Sr/Fr./Madam/Sir,

In continuation of our previous letter, we wish to confirm the following details regarding the ensuing Practice-Teaching Programme.

1. The practice-teaching programme is scheduled from **Monday 01/7/2019 to Thursday 12/09/2019**
2. The list of B.Ed Students allotted to your school is enclosed.
3. As per the revised NCTE and University Regulations each student will give 14 lessons **(11 Lessons + 1 ICT Based lesson + 1 innovative lesson + 1 Test Lesson) + 1 Unit Test + 1 diagnostic test + Remedial teaching** in each of the methodology subjects.
4. Apart from the classroom teaching the students have to conduct **1 Action Research, 4 Activities in methodology subjects and participation in 4 co-scholastic activities** during the 50 days in the school.
5. Kindly make arrangements to have the time-table ready at your earliest. The student leaders will collect the time-table from you

The following suggestions incorporated will be of immense help to us.

- a. Please allot classes from second period onwards from Monday to Friday. Students are required in the college on Saturdays.
- b. Extra classes may **not** be allotted during the first week to make for easy and effective initiation.
- c. Please spread out classes throughout the day as far as possible with **not more than two** classes per day to facilitate qualitative staff observation.
- d. Please provide one class for each trainee every day in order to complete the quota in good time.

We look forward for a successful internship programme for the year 2019 with your Co-operation and Co-ordination.

Thank You,

Mrs. Anne Jaya Sheela
Co-ordinator
(Mob no: 9480166820)

Yours sincerely,

Dr. Priya Mathew
Principal

PRINCIPAL

St. Joseph's College of Education
Jayalakshmipuram, Mysuru-570 012

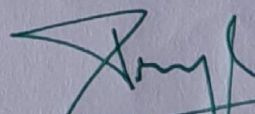
St. JOSEPH'S COLLEGE OF EDUCATION

Jayalakshmipuram, Mysuru

Fourth Semester Internship Phase I and II

Orders of events and suggested time lines to be adopted by individual teacher trainees for the successful completion of internship phase

Sep 30 th 2021	Orientation towards practice teaching and allotment of schools
Oct 7 th – 18 th 2021	Unit Plan based lessons-practice
Oct 15 th 2021	Collection of Topic/Time Table(preferably topic for the month of October to December at the school)
Oct 16 th -24 th , 2021	(8+8) block teaching lessons based on state syllabus for first two weeks of internship. All lesson plans and learning aids to be signed and approved by methodology teachers.
Oct 25 th - 8 th Dec 2021	Commencement of internship program at schools which includes preparation and practice of 22 lessons, 2 ICT based lesson, 2 unit test and 2 diagnostic tests, 2 innovative lessons, 60 peer observation lessons, 4 co-curricular activities /duties entrusted by the school principal /class teacher + Action Research
Nov 2 nd - 23 rd , 2021	Criticism lesson
Nov 23 rd - 2 nd Dec, 2021	Practical test lessons
Dec 6 th 2021	Reported back to college <ul style="list-style-type: none">Submission of reports, lesson plans, unit plan based lessons, observation lessons, criticism lessons plan records, ICT based lessons
9 th Dec 2021	Block teaching lesson plans, Innovative lesson plan records submission


PRINCIPAL
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