

अदिति महाविद्यालय
(दिल्ली विश्वविद्यालय)
औचंदी रोड, बवाना, दिल्ली- 110039
टेलीफ़ैक्स : 27751317



Aditi Mahavidyalaya
(University of Delhi)
Auchandi Road, Bawana, Delhi- 110039
Telefax : 27751317

13

Ref. No.....

O/C

Dated.....

- ① Jshwan colony Bawana ② Bawana New (girls) opposite stadium
③ Bawana New (boys) opposite stadium ④ Bawana (girls) ⑤ Bawana (Boys)

The Head
MC Primary School

DELHI.

Sub: - Placement of B.El.Ed 1st year students for School Contact Programme

Sir/Madam,

As you must be aware that Aditi Mahavidyalaya, (University of Delhi), Bawana is running B.El.Ed. Programme Bachelor of Elementary Education (B.El.Ed.). It is a four year integrated course which gives opportunity to students to interact with the primary schools in all the four years. In the first year, B.El.Ed. students are placed in primary school to conduct school contact programme where they learn to relate and communicate with children. They conduct meaningful group and individual activities based upon craft, music and theatre skills.

You are requested to place 8-12 Students in your school in the 2nd half session (morning 11.00 a.m. to 1.00 p.m) for craft and participatory work. One B.El.Ed. student will coordinate with maximum of 6 to 8 primary school students (kindly prefer to give class III & IV). The students will have 6 to 8 contact sessions till the month of February, 2017. To provide the students supervisory support, one faculty member is associated with a group. The students will be coming for SCP on following dates i.e. 20th & 27th November, & on 4th & 11th December 2017 (Mondays). Remaining SCPs will be conducted after the winter break in January and February, keeping in mind the schedule of the school, further dates would be intimated.

Looking forward for your kind cooperation as in the previous years.

Thanking you,

Yours faithfully,

NAAC
Cordinator
Aditi Mahavidyalaya
Bawana, Delhi-110039

N.P. Singh
I.Q.A.C.
Cordinator
Aditi Mahavidyalaya
Bawana, Delhi-110039

DR. MAMTA SHARMA
PRINCIPAL

- Enclosures: 1. Copy of permission letter received from MCD, Delhi
2. List of students

Mamta Sharma
अदिति महाविद्यालय
औचंदी रोड, बवाना, दिल्ली-110039

अदिति महाविद्यालय

(दिल्ली विश्वविद्यालय)

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Aditi Mahavidyalaya

(University of Delhi)

Auchandi Road, Bawana, Delhi- 110039

Telefax : 27751317

Ref. No. AM/2017/1659

Dated. 28.7.17

DDE School,
Government of NCT of Delhi,
Directorate of Education,
School Branch,
Old Secretariat,
Delhi-110054

Subject: Request to re-allot some of the schools for conducting Middle School Internship for B.El.Ed. IV year students

Dear Sir/Madam

This is with reference to your letter number DE 23(2)/Sch.Br./2017/1494 dated 04/07/2017 regarding grant of permission for allotment of schools for conducting Middle school Internship for B.El.Ed. course IV-year students.

I wish to bring to your kind notice that some of the allotted schools are difficult to access to the students who come from faraway places in and around Delhi. Most of the students come from extreme south, west and east locations. Keeping in mind distance to be travelled every day and transportation services to this area, I request you to kindly consider it and replace the following schools and allot some of the schools in Rohini and Karala -Begumpur area.

S.no.	Name of the School	School ID	Name of Distt.
1.	Sannoath SV	1310004	North West A
2.	Khera Kalan-SKV (Baba Nane Nath)	1310039	North West A
3.	SKV Qutab garh	1413028	North West B
4.	SKV No. 1 Narela	1310036	North West A

Further to inform you that Aditi Mahavidyalaya offers only 4 options i.e. science, mathematics, language and social science. As per your direction we'd place not more than 6 students with these specializations in respective schools.

Please look into the matter at the earliest and oblige.

Thank you,

Mamta Sharma

NAAC
Cordinator
Aditi Mahavidyalaya
Bawana, Delhi-110039

Pato
I.Q.A.C.
Cordinator
Aditi Mahavidyalaya
Bawana, Delhi-110039

Mamta Sharma
DR. MAMTA SHARMA
PRINCIPAL

AB

E-mail : mamta610@gmail.com, aditicollegeprincipal@gmail.com, info@amv94.org
Website : http://www.amv94.org



Aditi Mahavidyalaya
(University of Delhi)
Delhi Auchandi Road, Bawana,
Delhi-110039
Ph : 27752741, 27751317

Ref: AM/2017/1305

Dated: 15-11-17

O/C

The Principal,

MC Primary School,

Sector - 18 Rohini; Sector - 8 Rohini; BB Block Shalimar Bagh; Bawana (old girls);
Ishwar Colony, Bawana; Sector 17, Rohini; Sector - 18, Rohini; Bagrampur; Sec-3 & 4
Rohini

Subject: Intimation for Completion of first phase of Primary School Internship of B.El.Ed.
Students from Aditi Mahavidyalaya.

Dear Sir/Madam,

This is with reference to B.El.Ed students of Aditi Mahavidyalaya placed in your school, I wish to inform that they have completed their first phase of primary school internship successfully. I like to extend my thanks for the guidance and support provided by you and your staff.

Phase II of primary school internship will start after winter break in schools (as per the directorate order to reopen primary schools) for four to five weeks. During this phase they would continue their teaching and developing resources in a similar manner.

Looking forward for your kind cooperation.

With warm regards,

★ till 29th Feb. 2020

MAAC
Coordinator
Aditi Mahavidyalaya
Bawana, Delhi-110039

प्रोफेसर ममता शर्मा
DR. MAMTA SHARMA
Aditi Mahavidyalaya
Bawana, Delhi-110039
Yours Sincerely,
Bawana, Delhi-110039/Bawana, Delhi-110039

Mamta Sharma
DR. MAMTA SHARMA
PRINCIPAL

Principal,
Aditi Mahavidyalaya
(University of Delhi),
Bawana, Delhi-110039.

I.Q.A.C.
Coordinator
Aditi Mahavidyalaya
Bawana, Delhi-110039

IIIrd year

अदिति महाविद्यालय
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टेलीफैक्स : 27751317



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(University of Delhi)
Auchandi Road, Bawana, Delhi - 110039
Telefax : 27751317

o/c

Dated 26-9-2017

Ref. No. AM/2017/1021

The Principal
MC Primary School

F/G Block,
Sector-3, Rohini

Sub: - Placement of B.El.Ed 3rd year students for classroom observation

Sir/Madam,

Aditi Mahavidyalaya is running B.El.Ed. Programme from almost two decades. Class room observations in govt. schools are part of B.El.Ed III year practicum (classroom Management & material development). Students will be observing B.El.Ed IV year interns. Students in a group of 5-6 will visit school and conduct classroom observation individually. Each clas room is to be observed by a single student only. The objective would be to document and reflect on actual classroom practices of teachers engaged in teaching language, Mathematics and Environmental Studies with a view to understand the kind of learning such practices engender.

You are requested to kindly place our III year students (Name enlisted below) from 3rd October 2017 to 14th October 2017. Kindly allow the following students to observe the IV year interns classes. Students are Jahanvy, Akansha, Saloni, Tripti & Asha.

Looking forward for your kind cooperation.

Thanking you

Mamta Sharma
प्रोफेसर, अदिति महाविद्यालय, बवणा, दिल्ली-110039
अदिति महाविद्यालय, बवणा, दिल्ली-110039
आयदा रोड, बवणा, दिल्ली-110039
Yours Sincerely

DR. MAMTA SHARMA
PRINCIPAL

Enclosures: 1 Permission from zone

Q
NAAC
Cordinator
Aditi Mahavidyala
Bawana, Delhi-110039

NRathi
I.Q.A.C.
Cordinator
Aditi Mahavidyala
Bawana, Delhi-110039

अदिति महाविद्यालय
(दिल्ली विश्वविद्यालय)
बंदी रोड, बवाना, दिल्ली- 110039
टेलीफोन : 27751317



Aditi Mahavidyalaya
(University of Delhi)
Auchandi Road, Bawana, Delhi- 110039
Telefax : 27751317

No. Aml/2017/163

Dated... 20.7.17...

ADE,
Narela Zone,
MCD Office,
Opposite Narela Police Station,
Narela, Delhi-110040

Subject: Regarding allotment of schools

Dear Sir/Madam

This is with reference to the letter no. D/1001/ADE/R&E/HQ/NDMC dated 21.06.2017 the college is directed to contact ADE of Narela Zone for the allotment of schools for primary school internship and related practicum of the B.El.Ed. students of Aditi Mahavidyalaya, Bawana in MCD schools.

The concerned teacher/s would like to come to your office soon and discuss about the letter. I am enclosing the letter of permission from NDMC for your kind consideration.

Kindly do the needful and oblige.

Thank you,

NAAC
Cordinator
Aditi Mahavidyalaya
Bawana, Delhi-110039

Your's faithfully,

Mamta Sharma.
DR. MAMTA SHARMA
PRINCIPAL

उप-निदेशक शिक्षा
नरेला क्षेत्र
3700
प्र. प्रा. सं. 25/10/17
आचार्य...
दिल्ली नगर निगम

संलग्न पत्र अनुसार संबंधित
को मुख्यालय से अनुमति
पाप्त है. इस महाविद्यालय
की छात्रा अध्यापिकाओं को
कक्षा लेने में सहायता करें.

समस्त संबंधित
नरेला क्षेत्र

Mamta Sharma

27.7.17

NRaty
I.Q.A.C.
Cordinator
Aditi Mahavidyalaya
Bawana, Delhi-110039

E-mail : mamta610@gmail.com, aditicollge@gmail.com, info@amvdelhi.org

प्रोफेसर ममता शर्मा / Professor Mamta Sharma
प्रोफेसर-प्रधान / Professor-Principal
अदिति महाविद्यालय / Aditi Mahavidyalaya
दिल्ली विश्वविद्यालय / University of Delhi
बवाना, दिल्ली-110039 / Bawana, Delhi-110039

13

NORTH DELHI MUNICIPAL CORPORATION
EDUCATION DEPARTMENT
ROHINI ZONE, DELHI

No. D/3071/DDE/RZ/2017

Date 9/8/17

Subject: Permission for conducting S.E.P. for B.El.Ed. (Ist, IIIrd and IVth) year students of Aditi Maha Vidyalaya in the North MCD schools.

In compliance of North DMC Education HQ letter number No:D/1001/ADE/R&E/HQ/NDMC dated 21.06.2017 and with reference to your letter no AM/2017/277 dated 19/05/2017 on the subject cited above, the following schools are hereby allotted for conducting school experience program for the students of B.El.Ed. (Ist, IIIrd and IVth) year for the session 2017-18 w.e.f. 24/8/2017 for working days with the terms & conditions already communicated by the headquarter. Schools are as under-

S.No.	Ward No.	Name of the School	B.El.Ed.-Ist Year	B.El.Ed.-IIIrd Year	B.El.Ed.-IVth Year
1	21	Sector 16 D-3, Rohini	8	7	7
2	21	Sector 17, Rohini	8	7	7
3	45	Sector 3F&G, Rohini	8	6	6
4	49	Sector-18, Rohini	8	7	7
5	51	Sec 8, Rohini	8	7	7
6	51	Prashant Vihar	7	6	6
7	55	Shalimar Bagh BB Block	7	6	6
		Total	54	46	46

Conditions as in the letter of HQ are:

- All the activities for the students will be performed in the school premises in co-ordination with the Principal of the school.
- No separate room would be provided to the institution as staff room or to be used privately.

NAAC
Coordinator
Aditi Mahavidyala
Bawana, Delhi-110039

I.Q.A.C.
Coordinator
Aditi Mahavidyala
Bawana, Delhi-110039

Manoj Kumar
Principal
Aditi Mahavidyala
Bawana, Delhi-110039

3. It must be ensured that there should not be any disturbance in the school administration, discipline and routine study work of the children.
4. Pupil Teachers will have to comply with the directions of the Principal of the school.
5. Pupil Teachers will have to take care of study and security of children in the school.
6. The property of the school should not be destroyed or defaced for any purpose or in any manner.
7. Trainees of ECCE (1st and IIInd Year) should be deployed in nursery to second class strictly.
8. There will be no financial implication for Education Department North DMC. All the expenses for program will be borne by the institute.
9. Coordinators of this program will provide the feedback Performa after the completion of training and also requested to provide suggestions for improvement.

Principal
Aditi Maha Vidyalaya

SL
11.8.17

Assistant/Deputy. Director (Education)

8/8/17
8/8/17
COM/11-22

(Rohini Zone)

Recieved
Shree

Q

NAAC
Cordinator
Aditi Mahavidyala
Bawana, Delhi-110039

KRathu

I.Q.A.C.
Cordinator
Aditi Mahavidyala
Bawana, Delhi-110039

Manita Sharma

Aditi Mahavidyala
Bawana, Delhi-110039
University of Delhi
बवाना, दिल्ली-110039



Dated: 21.06.2017

D/1001/ADE/R&E./IIQ/NDMC

Dr. Mamta Sharma,
 (Principal)
 Aditi Mahavidyalaya
 (University of Delhi)
 Auchandi Road, Bawana, Delhi-39

Subject:- Permission for conduct school Internship and various school related practicum's for
 B.ELED Students.

This is with reference to your letter No AM/2017/277 dated 19.05.2017, we are pleased to inform you that Director (Edu.) has allowed the Pupil teachers of your Institute for conducting their practice teaching for session 2017-18 as per the school and schedule given below :-

Name of the Course & year	Year wise no of students	Task to be done	No of students per school	Duration
B.ELED- IV year	46	A) Classroom observation in primary school class I to V B) Teaching EVS, Hindi & Maths in primary school classes I to V	4 to 6 students in one school	One week for observation in the month of August/September 2017 17 weeks from August, 2017 to February, 2018 (Depending upon the no of working days approx. 45-50)

Name of the Course & year	Year wise no of students	Task to be done	No of students per school	Duration
B.ELED III year	46	Class room observation of one month Students will teach for a block of 2 weeks (minimum 12 days) in pair (02 lecture in one class) during the month of Nov. 2017 to Feb. 2018. Each pair is require to teach Hindi Maths and EVS and perform all duties of regular teachers (except financial responsibilities)	5-9 Pairs in one school	Phase 1: 5 to 7 days school Observation (September, 2017 to October, 2018) Phase 2: Block of 2 weeks teaching (September 2017, to Feb. 2018)
B.ELED I year	54	Art and craft activities with Class III to V	5 to 8 students per class for each school.	10 working days (over a period of 6 months i.e. September, 2017 to February, 2018)

Following terms and conditions also shall be abided by the Institute:-

- All the activities will be performed in the school premises in Co-ordination with the principal of the school and Zonal DDE's/ADE's.
- It must be ensured that there should not be any disturbance in the school administration, discipline and routine study work of the children.
- Pupil teachers will have to comply with the directions of the Principal of the school.
- Pupil teachers will have to take care of study and security of children in the school.
- 'Aditi Mahavidyalaya' will have to comply with the directions of the Principal of the school.
- 'Aditi Mahavidyalaya' have to take care of Safety and security of the children.
- The property of the school should not be destroyed or defaced for any purpose in any manner.
- There will be no financial implications for Education Department North DMC. All the expenses for programme will be borne by the 'Aditi Mahavidyalaya' only.
- Cordinator of these programmes will provide the feedback proforma after the completion of training and also requested to provide suggestions for improvement.

Principal is requested to contact with ADE/Rohini & Narela Zone for the allotment of schools. ADE/Rohini & Narela zone is requested to a lot preferably those schools under intimation to this office where vacancy/shortage of teachers persists. Zonal ADE with help of concerned Principal will ensure that Municipal teachers will not leave the class to the sole charge of the pupil teachers.

Municipal teacher will always remain in the class with the pupil teacher. Furthermore, permission granted can be withdrawn at any time without assigning any reason thereto

DDE/ADE/Rohini & Narela zone.

Copy to:-
 Director Edu. NDMC
 Office copy

ADE (R&E)

NEELAM KUMARI
 ADE (R & E)/HQ
 NORTH DMC

NAAC
 Cordinator
 Aditi Mahavidyala
 Bawana, Delhi-110039

Retna
 I.Q.A.C.
 Cordinator
 Aditi Mahavidyala
 Bawana, Delhi-110039