



NAAC
ACCREDITED

D.B.M.S. College of Education

(Recognised by National Council for Teacher Education)

Affiliated to Kolhan University, Chaibasa & J. A. C., Ranchi, Jharkhand

Road No. 23, Farm Area, Kadma, Jamshedpur-831005 | Phone : 2309097

E-mail : dbms.edu23@gmail.com | Website : dbmscollege.in

GUIDELINES FOR VALUE ADDED COURSES

Joshi Samarpita.
PRINCIPAL
D.B.M.S. COLLEGE OF EDUCATION
JAMSHEDPUR



D.B.M.S. College of Education

(Recognised by National Council for Teacher Education)

Affiliated to Kolhan University, Chaibasa & J. A. C., Ranchi, Jharkhand

Road No. 23, Farm Area, Kadma, Jamshedpur-831005 | Phone : 2309097

E-mail : dbms.edu23@gmail.com | Website : dbmscollege.in

INDEX

S. NO.	PARTICULARS	PAGE NO.
1.	Introduction	3
2.	Objectives	3
3.	Designing the Course	3
4.	Guidelines for conducting Value Added Courses	3
5.	Duration and Venue	4
6.	Procedure for Registration	4
7.	Attendance	4
8.	Passing Requirements	4
9.	Course Completion	4

Joishi Samarpita.
PRINCIPAL
D.B.M.S. COLLEGE OF EDUCATION
JAMSHEDPUR



D.B.M.S. College of Education

(Recognised by National Council for Teacher Education)

Affiliated to Kolhan University, Chaibasa & J. A. C., Ranchi, Jharkhand

Road No. 23, Farm Area, Kadma, Jamshedpur-831005 | Phone : 2309097

E-mail : dbms.edu23@gmail.com | Website : dbmscollege.in

Guidelines for Value-Added course

1. Introduction

Value-Added courses are part of the curriculum designed to provide necessary skills to increase the employability quotient and equipping the students with essential skills to succeed in life.

D.B.M.S. College of Education offers a wide variety of Value-Added Courses which shall be conducted during class hours. These courses shall be conducted by experts or in-house staff and help students stand apart from the rest in the job market by adding further value to their resume. These value-added courses will be mostly independent to each type of field.

2. Objectives

Objectives of the Value-Added Course are:

- To provide students with an understanding of the expectations of school education.
- To improve employability skills of students.
- To bridge the skill gaps and make students' job ready.
- To provide an opportunity for students to develop their inter-disciplinary skills.

3. Designing the Courses

- Before designing the syllabus, feedback from the teachers, alumni and school principals will be analyzed and considered to select and design an appropriate course by identifying the gaps.
- Apart from these discussions may also be held with the school principals, alumni and experts to understand the expectations for current and emerging trends.
- Any new Value-Added Course developed by the college should be placed before the principal and approved by the management.
- The course offered should not be the same as any course listed in the curriculum of the B. Ed. program.
- A unique course name is to be given for each course.

Joishi Samarpita.
PRINCIPAL
D.B.M.S. COLLEGE OF EDUCATION
JAMSHEDPUR



D.B.M.S. College of Education

(Recognised by National Council for Teacher Education)

Affiliated to Kolhan University, Chaibasa & J. A. C., Ranchi, Jharkhand

Road No. 23, Farm Area, Kadma, Jamshedpur-831005 | Phone : 2309097

E-mail : dbms.edu23@gmail.com | Website : dbmscollege.in

4. Guidelines for conducting value added courses

- Value Added Course is not mandatory to qualify for any program.
- It is a teacher assisted learning course open to all students without any additional fee.
- Classes for VAC will be conducted during the RESERVED Time Slot in a week.
- The value-added courses will be conducted during the class hours only.

5. Duration and Venue

The duration of the value-added course should not be less than 30 hours.

The principal shall provide classrooms based on the number of students/batches.

VAC shall be conducted by the respective Faculty/ resource person(expert) itself.

6. Procedure for Registration:

The list of Value-Added Courses shall be displayed on the College Website along with the syllabus. There shall be no registration process for a Value-Added Course offered during the semester by the college as it is mandatory for all students.

7. Attendance

Each faculty handling a course shall be responsible for the maintenance of Attendance and Assessment Record for candidates who have registered for the course.

- The Record shall contain details of the students' attendance; marks obtained in the Internal Assessment Tests.
- Assignments, practical exams and workshops etc. conducted.
- The record shall be submitted to the principal once a month to monitor the attendance and syllabus coverage.
- At the end of the semester, the record shall be duly signed by the principal and placed in safe custody for any future verification.

Joshi Samarpita.
PRINCIPAL
D.B.M.S. COLLEGE OF EDUCATION
JAMSHEDPUR



NAAC
ACCREDITED

D.B.M.S. College of Education

(Recognised by National Council for Teacher Education)

Affiliated to Kolhan University, Chaibasa & J. A. C., Ranchi, Jharkhand

Road No. 23, Farm Area, Kadma, Jamshedpur-831005 | Phone : 2309097

E-mail : dbms.edu23@gmail.com | Website : dbmscollege.in

- Each student shall have a minimum of 75% attendance in all the courses of the semester failing which he or she will not be permitted to write the End-Semester Examination.
- Relaxation of attendance requirement up to 10% may be granted for valid reasons such as illness, representing the college in extracurricular activities

Joshi Samarpita.
PRINCIPAL
D.B.M.S. COLLEGE OF EDUCATION
JAMSHEDPUR



D.B.M.S. College of Education

(Recognised by National Council for Teacher Education)

Affiliated to Kolhan University, Chaibasa & J. A. C., Ranchi, Jharkhand

Road No. 23, Farm Area, Kadma, Jamshedpur-831005 | Phone : 2309097

E-mail : dbms.edu23@gmail.com | Website : dbmscollege.in

4. Passing Requirement and Grading

- The passing requirement for value added courses shall be 40% of the marks prescribed for the course.
- A candidate who has not secured a minimum of 40% of marks in a course (internal and end-term) will not get any certificate from the college.
- The grades obtained in VACs will not be included for calculating the CGPA.

9. Course Completion

- Learners will get a certificate after they have passed their exams successfully.
- The students who have successfully completed the Value-Added Course shall be issued with a Certificate duly signed by the Authorized signatories.

Joshi Samarpita.
PRINCIPAL
D.B.M.S. COLLEGE OF EDUCATION
JAMSHEDPUR