

**TOP PRIORITY**

PROCEEDINGS OF THE DIRECTOR, STATE COUNCIL OF EDUCATIONAL RESEARCH AND  
TRAINING, ANDHRA PRADESH, AMARAVATI

Rc. No. 163/B/TE/SCERT/2017

Dt:03.11.2017.

Sub: S.E- SCERT, AP- Course No. 16,- 30 days Certificate course in English Teaching for Primary School Teachers/Teacher trainers teaching 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> from 14.11.2017 to 13.12.2017 at RIESI Bengaluru -Deputation of teachers-Req-Reg.

Ref: Lr. No. RIE/TRG/CELT/Pry/Member States/2017-18DT: 03.11.2017 from Director RIESI, Bangalore.

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The attention of all the District Educational Officers in the State is invited to the reference read above and they are informed that the Director, Regional Institute of English, South India, Bangalore has requested to depute 30 High/Secondary School Teachers/Teacher trainers from different districts who are teaching English at the primary School Level teaching 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> and to depute them RIESI Bangalore to attend the 30-day CELT Programme from 14.11.2017 to 13.12.2017 at Jnanabharati campus of Bangalore University, RIESI, Bangalore.

Therefore, they are requested to identify (3) Teachers (English) for each district of who are teaching English at the primary School Level teaching 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> below the age of 50 years and not undergone the said CELT training earlier from Govt. Schools, ZP Schools, Models Schools etc., and furnish the list to this office so as to enable this office to transmit the list of (30) participants and reserve list of (10) participants to RIESI Bangalore for above said the 30 day CELT Programme from 14.11.2017 to 13.12.2017 at Jnanabharati campus of Bangalore University, RIESI, Bangalore.

The selected participants should report at RIESI, Benagalore by 9.30 AM at the venue without fail.

Sd/-  
M.V.Rajyalakshmi  
DIRECTOR, SCERT.

To  
All the District Educational Officer in the State.  
Copy submitted to the Commissioner of School Education, AP, Amaravati.  
Copy submitted to the RIESI, Jnanabharati campus of Bangalore University, RIESI, Bangalore.

//T.C.F.B.O//

*Naga Chandra*  
SUPERINTENDENT

# Regional Institute of English, South India



**S.JAYAKUMARA**

**DIRECTOR**

**RIE/TRG/CELT/Pry/ Member States/ 2017-18**

**The Commissioner and Director of School Education**

**Government of Andhra Pradesh**

**3<sup>rd</sup> Floor 2<sup>nd</sup> block**

**Sri Anjaneya Towers**

**Ibrahim patnam**

**Vijayawada. Amaravathi**



**21.10.2017**

**Sir/Madam,**

**Sub: Course No.16, 30-days Certificate Course in English Language Teaching for Primary School Teachers of Teaching Classes 6, 7 and 8) /Teacher trainers from 14.11.2017 to 13.12.2017 at RIESI Bengaluru.**

**Ref: 1. This Institute's Annual Plan circular dated 24.05.2017.**

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As you are aware, every year the Regional Institute of English, South India, Jnanabharathi Campus, Bengaluru conducts 30-days Certificate Courses in English Language Teaching for Primary School Teachers/Teacher trainers.

The first batch of 30-day CELT Programme for primary school teachers teaching English at classes 6,7 & 8 from your state is scheduled from 14.11.2017 to 13.12.2017 at this Institute.

Hence, we kindly request you to **Identify 30 Primary School Teachers/Trainers** from different districts of your state who are teaching English at the Classes 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> std at school level and depute them to RIESI Bengaluru to attend the 30-day CELT Programme from **14.11.2017 to 13.12.2017**. Please send the list of identified teachers for the training programme well in advance to the Institute so as to enable us to make arrangements for their accommodation. We would also appreciate it very much if you could kindly make a reserve list of 10 teachers, in case of need.

The criteria for selection of teachers, facilities available at RIESI and the course details are enclosed. Information to be sent to the trainees is also enclosed.

**It is observed that the participation of teachers for the long term programmes is very poor. Hence, I request you to kindly take appropriate action to depute teachers and make use of full quota allocated to your state.**

Soliciting your kind co-operation.

**Yours faithfully,**

**DIRECTOR**

**Encl: Annexure 1 & 2**

**Copy to:**

1. The Director, SCERT, 3rd Floor 2nd block, Sri Anjaneya Towers, Ibrahim patnam, Vijayawada. Amaravathi – for Kind reference Needful action





*Regional Institute of English, South India*  
*Inanabharathi Campus, Bangalore – 560 056*

**Annexure - 01**

**Criteria for selecting the teachers / teacher trainers:**

- is willing to undergo this training and would serve as a teacher trainer in the department
- is healthy and doesn't have acute chronic ailments that obstruct the purpose.
- suitable representation may be given to women's, SC / ST / OBC categories.
- newly recruited teachers may be given preference for undergoing the training.
- those teachers who have undergone the 60/30-day RIESI training and the same 30-day training are not eligible.
- should be below the age of 50 years

**Course details:**

- It is a residential training course.
- Boarding and lodging facilities and also contingent expenditure including course materials provided by the Institute
- **The State department is requested to arrange travel allowance of participants from the work place to RIESI Bengaluru and back to work place.**
- Duration of the course is 30 days. **Course No.16/2017-18 (from 14.11.2017 to 13.12.2017)**
- Certificates indicating the grade of achievement will be issued to the participants.

**Facilities available:**

- Hostel (Separate for male and Female)
- Library
- Computer Laboratory
- Digital Language Laboratory
- Sports / games

  
**DIRECTOR**



*Regional Institute of English, South India*  
*Jnanabharathi Campus, Bangalore – 560 056*

**ANNEXTURE -02**

☎ : (Off) : (080) 2321 8452  
: (080) 2321 3243  
Fax : (080) 2321 1732  
Email : [riesi.bangalore@gmail.com](mailto:riesi.bangalore@gmail.com)  
Web : [www.riesielt.org](http://www.riesielt.org)

**Thirty – day Certificate Course in English Language Teaching  
for Teachers of Primary School Level**

**Information for Trainees**

**Course No.16/2017-18**

Trainees for the above course should report at the Regional Institute of English on the morning **14.11.2017** for **Course16/2017-18** without fail. They should meet the Administrative Officer soon after their arrival.

The Regional Institute of English South India is functioning on its own premises on Jnanabharathi Campus of the Bangalore University, situated on the Bangalore – Mysore Highway, about 10 Kms, from the centre of the city i.e., City Railway Station or Bus Station (Majestic).

You can take one of the buses in the following BMTC city bus routes, to reach Jnanabharathi Campus.

**From the City Bus Station or City Railway Station**  
**(i.e., Majestic Platform No. 19A)**

235	}	Alight at the University Health Centre / University Ladies Hostel on Jnanabharathi Campus
235C		
235E		

**From the City Market (Near Victoria Hospital)**

235E	}	The stop to alight is the same as above.
234, 234A		
234E, 223		
& 223D		

At the University Ladies Hostel, take a left turn and walk about a Km to the RIE Campus, situated next to the University Physical Education Department Hostel. It is advisable for the trainees to arrive and get settled a day before the start of the course.



### **IMPORTANT NOTE:**

- Teachers deputed for training are instructed to join the course without fail and no representation for cancellation of this order or for leave will be entertained. Failure to comply with the instruction will be construed as defiance and will expose them to disciplinary action.

### **HOURS OF WORK**

- 09:45 AM – 05:00 PM – on all working days.
- Trainees ought to be punctual in attending classes. Unpunctuality and irregularity will be viewed seriously and may result in the trainees being sent back.

### **HOLIDAYS**

- The Institute will remain closed on all second and fourth Saturdays, Sundays and on Karnataka Government holidays.

### **ATTENDANCE**

- 100% attendance is expected.

### **FACILITIES AVAILABLE**

- Trainees draw their normal salaries in the manner ordered by their respective State Governments.
- **The Institute DOES NOT pay TA / DA for their journey to and fro.**
- A stipend of Rs. 80/- will be adjusted towards boarding and lodging and contingent including course material.

### **ACCOMMODATION**

- Men trainees are accommodated in large dormitories at the Men's hostel and women trainees in the Working Women's Hostel.
- Trainees will be provided free accommodation.
- The hostels has metal cots. We also provide mattresses and pillows and mosquito nets & for cleaning the rooms a fee of Rs.20/- per day per trainee will be collected from their stipend.

### **FOOD**

- Vegetarian food with bed coffee, mid morning / mid evening tea, lunch and dinner will be served in the mess/canteen.
- The Institute provides plates and tumblers to the trainees. Self-service is the mode of serving.

### **LIBRARY**

- The Regional Institute of English South India has a well-equipped library that has nearly 30,000 books on ELT and gets important national and international periodicals and journals.
- The library will be open from 09:00 AM to 08:00 PM on all working days and from 10:00 AM to 5:00 PM on holidays and Sundays so as to enable the trainees to make the best use of the library.

### DIGITAL LANGUAGE LABORATORY

- There is a Language Laboratory here, with 20 booths where the participants can take individual practice in listening and speaking that provides feedback on every individual's improvement in Spoken English and Grammar.

### SPORTS AND GAMES

- Facilities are provided in the Institute for the participants to play games and take part in cultural programmes.

### PROFESSIONAL MATERIALS

- Trainees are expected to bring with them the following materials:
- Copies of the recent Test papers in English for classes 6, 7 and 8.
- Copies of Textbooks (*detailed and Non-detailed*) / workbooks in use for classes 6,7 and 8.
- Copy of the syllabus in English for Primary classes.
- A set of question papers (*English*).

### WHAT TO BRING WITH YOU?

Bangalore weather is warm during April – October and cool during November – March.

- 1 passport size photographs (*essential*) and one stamp size photograph
- Two bed sheets.
- A torch
- A personal kit including a pocket mirror
- Medicines if any.

### HOSTEL REGULATION

- Trainees will sign for the items of furniture, steel plates and tumblers and other equipment issued to them as soon as they arrive. They will have to pay for any loss or damage.
- They will not change the rooms without prior permission from the Administrative Officer.
- They will be responsible for the safe custody of their own money, mobiles and other valuables.
- Trainees will strictly observe the mealtime notified.
- Trainees who wish to stay out on any holiday should obtain prior permission from the Coordinator and Administrative Officer.

  
DIRECTOR