

**YMCA UNIVERSITY OF SCIENCE AND TECHNOLOGY  
FARIDABAD (HARYANA) -121006**

(A state Govt. University under section 2f and 12 B of UGC Act)

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**ORDINANCE FOR AFFILIATION OF  
MASTER OF EDUCATION IN SPECIAL EDUCATION  
(M.Ed. Spl. Edu.)**

**SEPTEMBER 2017**

## **ORDINANCES FOR THE MASTER OF EDUCATION IN SPECIAL EDUCATION (TWO YEAR DEGREE COURSE)**

### **1. NOMENCLATURE**

The nomenclature of Master of Education in Special Education programme shall be as per UGC Notification of 2009 and 2014 and the nomenclature shall be M.Ed.Spl.Ed. (Name of Specialization in Disability) such as, for Mental Retardation the nomenclature will be M.Ed.Spl.Ed. (MR). The areas of specialisation covered under these ordinances are Hearing Impairment (HI), Learning Disability (LD) and Mental Retardation (MR).

### **2. ELIGIBILITY FOR INSTITUTIONS TO IMPLEMENT M.Ed.Spl.Ed PROGRAMME**

The Colleges and Universities offering B.Ed.Spl.Ed. programme alone are eligible for offering M.Ed.Spl.Ed. programme. The institutions recognized by R.C.I/CRSU/Govt. of Haryana in accordance with norms and regulations are only allowed to run an M.Ed.Spl.Ed. programme.

### **3. DURATION**

3.1 The duration of the programme leading to the Degree of Master of Education in Special Education (M.Ed.Spl.Ed.) shall be of four Semesters, that is, two academic years, which can be completed in a maximum of three years from the date of admission to the programme. A candidate, who fails to pass M.Ed.Spl.Ed. Examination within a period of three years of admission to the programme, shall be required to repeat the course de novo.

3.2. An academic year shall be divided into two semesters namely July to December and January to June. Each semester shall be of 16-18 weeks; 2 weeks in summer and 2 weeks in winter semester break will also be utilized for covering the courses.

### **4. ADMISSIONS**

#### **4.1. ELIGIBILITY FOR ADMISSION**

The admission for the degree of M.Ed. Spl.Ed. degree shall be open to:

- a) A candidate who has successfully passed B.Ed Spl. Ed. with minimum 50% marks in respective disability area from a recognized university or any other degree considered equivalent to B.Ed.Spl.Ed. from an affiliating university and/ or teaching department under any University recognized by U.G.C. with RCI registration/recognition.

- b) A candidate who has successfully passed the B.Ed. General course and has successfully completed Diploma in Education (Special Education) in respective disability area recognized by the Rehabilitation Council of India with minimum 50 percent marks in each course.
- c) A candidate who has successfully passed the B.Ed. General course and has successfully completed Post Graduate Professional Diploma (PGPD) in Special Education in concerned disability (till Academic session 2014-15)
- d) A candidate with B.Ed.Spl.Ed. in particular specialization may be allowed for M.Ed.Spl.Ed. cross disability/ multicategory (as and when offered) but the reverse is not allowed. B.Ed.Spl.Ed. with multi-category should not be admitted for specialization in a single disability at the B.Ed.Spl.Ed. level, however, these can be admitted to B.Ed. Spl. Edu. Area C Courses and complete the Specialization Courses to qualify for a particular disability. On completion of Area C, these can be admitted to the M.Ed. Spl. Ed. in a specific disability.
- e) A student with B.A./B.Sc./B.Com. B.Ed.Spl.Ed. (4 years Integrated course in concerned area of disability)
- f) Candidate should have valid RCI registration.

#### **4.2 PROCEDURE FOR ADMISSION**

Admission shall be done on the basis of the Academic Merit/Entrance Test or through any other mode to be decided by the competent authority of CRSU, Jind from time to time.

- 5. FEE:** The programme fee to be paid by the candidate shall be as such as prescribed by the University / Government of Haryana from time to time.
- 6. TEACHING METHODOLOGY:** The methods of teaching shall include classroom instructions, assignments, practical, seminars, dissertation, projects, field visits, internship, tutorials etc. The medium of instruction shall be English/Hindi.

#### **7. PROGRAMME STRUCTURE**

- 7.1 The programme shall have structure as follows:-

##### **PROGRAMME STRUCTURE FOR 4 SEMESTERS (2 YEARS)**

Course Code	Area	Courses
A	Core courses	7
B	Specialization Courses	4
C	Elective Courses	1
D	Dissertation	1
E	Practical I	2
F	Practical II	2
Total		17

## **7.2 Specialisation offered (with specific reference to Area B)**

The M. Ed. Spl. Ed. programme is presently being offered with the following specializations:

- I. Hearing Impairment (HI)
- II. Learning Disability (LD)
- III. Mental Retardation / Intellectual Disability (MR/ID)

(The scheme of examination, detailed syllabus, and note for examiner/paper setter for various courses in accordance with disability specific specialization is given separately.)

## **8. WORKING DAYS AND ATTENDANCE**

The programme shall be conducted for at least 200 working days each year exclusive of the period of examination and admission. The institution shall work for a minimum of thirty six hours in a week (five or six days), during which physical presence in the institution of all the teachers and student teachers is necessary to ensure their availability for advice, guidance, dialogue and consultation as and when needed. The minimum attendance of Student-Teachers shall have to be 80% for all course work, 90% for all practicum, and 100% for school internship/field visits (5% attendance may be condoned by the head of institution on genuine grounds).

The female students will be allowed maternity leave as per the CRSU rules. The attendance of such students as well as attendance of those students who participate in inter-university tournaments/ youth festivals shall be condoned by the Vice-Chancellor on case to case basis.

## **9. EXAMINATION**

- 9.1. Every candidate shall be examined according to the scheme of examination and syllabi as approved by the Academic Council from time to time.
- 9.2. The examination shall comprise written papers, practical/practicum, internship/field visits, dissertation work and/or viva-voce examinations prescribed by the faculty on the recommendations of the Board of Post Graduate (P.G.) Studies and Research. There shall be internal and external assessment (examination). Internal assessment for theory courses shall not exceed 20% and 50% in the practicum/practical wherever applicable. The relative weightage of internal assessment and semester end external examinations of each theory course shall be 20 percent and 80 percent respectively.

9.3 The break-up for internal assessment shall be as follows:

### **(i) For Theory (written) Papers**

- (a). One Assignment/Seminar for Each Paper : 50 % (e.g 10 out of total 20 internal marks)
- (b). One class test (One hour duration) : 25 % (e.g 5 out of total 20 internal marks)
- (c). Attendance : 25% (e.g 5 out of total 20 internal marks)

**(ii) For Practical Papers**

(a). Test/Viva-voce : 50% of total internal marks  
(b). Written work : 25% of total internal marks  
(c). Attendance : 25% of total internal marks

Marks for Attendance will be awarded in a manner given below:

<b>Theory (written) Paper</b>		<b>Practical/Practicum/Dissertation Paper</b>	
Percentage of Attendance	Marks	Percentage of Attendance	Marks
90% and above	5	95% and above	5
85%-89%	4	90% to 94%	3
80% to 84%	2	Below 90 %	0
Below 80 %	0		

Provided that the candidate will have to appear for internal assessment during the concerned semester only.

9.4. The medium of examination shall be English/Hindi. The question-papers shall be set both in English and Hindi.

9.5 The candidates shall write their answers either in English or Hindi. Minimum 50 % marks are essential in all courses for passing in the programme (Grace Marks as per University norms). The minimum passing marks shall be the aggregate of external and internal assessment/examination. A candidate will have to score minimum 40% marks in external examination of each course to pass the programme.

9.6 The internal assessment marks obtained by the candidates in each semester, duly countersigned by the Chairperson of University Teaching Department/Principal of the College shall be forwarded to the Controller of Examination at least 15 days before the commencement of the semester-end examination. The Chairperson of the University Teaching Department/ Principal of the College concerned shall preserve the record on the basis of which the internal assessment awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the semester result.

9.7 The examination for first and third semester shall ordinarily be held in the month of December and for the second and fourth semester in the month of May/June or such dates as may be fixed by the Controller of Examinations. Supplementary examination will be held for re-appear candidates as under:

Semester	When held
(a) First Semester	Along with third semester in December of the next academic year.
(b) Second Semester	Along with fourth semester in May/June of next academic year.
(c) Third Semester	Along with fourth semester in May/June of the same academic year
(d). Fourth Semester	In the subsequent semester in the next academic year

The dates fixed under this clause shall be notified by the Controller of Examinations in consultation with the Chairperson, Department of Education. The internal examination shall ordinarily be conducted within a week. Ordinarily one session (morning/evening) will be allocated for one examination. The schedule shall be decided by the Chairperson of the Department/ Principal of College/Institute.

9.8 A candidate who has appeared and failed in one or more subjects of the first semester shall be allowed to study for and appear in second semester. He/she will however be allowed to the third semester class provisionally only if he/she passed at least 50 % of the total papers in first and second semester taken together. Such candidate will be allowed to reappear for the papers of first and second semester in accordance with clause 9.7. A candidate shall be allowed to join fourth semester for study without taking into consideration his/her result in third semester.

9.9 A candidate who fails in a course is allowed to reappear only for a maximum of two attempts. The reappear is allowed only in external exams. In case of reappear in external exams, the internal marks shall be carried forward.

9.10 The candidates who have passed the semester I/ II / III and IV of the M.Ed. Spl. Ed. degree examination of this university and who desires to improve their marks/class will be permitted to appear only for theory external examination within a period of three years from the date of their first appearance at M.Ed. Special Education examination. Only one chance will be given to the candidate for each semester for improvement of performance.

9.11 The topic of dissertation shall be approved by the Department of Education or by experts nominated by it. The Viva-Voce of the dissertation will be conducted jointly by the internal and external examiners and marks will be awarded jointly by the internal and external examiners.

## 10. PRACTICING SCHOOLS

The college/institution shall identify a special/ inclusive school preferably upto senior secondary school level recognised by State Government for teaching practice. Special Schools for Learning Disability (LD) and ASD is not an essential condition. The institutions/college

offering more than one programme in Special Education must have own Special School and MoU with other Special/Inclusive School for school engagement and field experience.

#### **11. DIVISION CRITERIA**

A student who passes all the courses prescribed for Semester I, II, III and IV examinations would be eligible for the degree. Such a student shall be categorized on the basis of the combined result of Semester I, II, III and IV examinations as follows:-

(a). 60% or more	First Division
(b). 50% or more but less than 60%	Second Division

#### **12. AWARD OF DEGREE**

The Master of Education in Special Education Degree in the Faculty of Education will be conferred on a candidate who has pursued a regular course of study for two academic years and has passed all the courses as prescribed in the scheme of examination. While issuing degree certificate, the University shall clearly spell out the area of specialization. For example in the area of hearing impairment, the degree awarded will be M.Ed.Spl.Ed.(HI).

#### **13. INTERPRETATION AND AMENDMENT/S**

The Ordinances may be amended by the Academic Council and the amended Ordinance, if any, shall be applicable to all the students whether old or new. Where this Ordinance remains silent, the decision of the Vice-Chancellor shall be final.