GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION: SCHOOL BRANCH  
OLD SECRETARIAT: DELHI-110054.

No. DE.23(572)/Sch.Br./2015/NUEPA/875  
Dated: 7-7-15

CIRCULAR

Sub: Post Graduate Diploma in School Leadership and Management at NUEPA, New Delhi.

Please find enclosed herewith a letter dated 16th June 2015 received from NUEPA, New Delhi on the above cited subject. They are organizing Post Graduate Diploma in School leadership and Management at NUEPA, New Delhi from 15th July and ends on 14th July 2016. The Classes will be held in the evening twice a week for 3 hours, full day on 2nd and 4th Saturdays and full day in winter and summer vacations (for 6 hours).

The eligibility criteria for admission to the programme :-
- Graduate in any discipline with a relevant degree in teaching.
- Currently working in a secondary school.
- Having at least 5 years working experience in a school.

The last date for receiving complete application is 13th July 2015.

(Dr.(Mrs.)Sunita. S.Kaushik)  
Addl. D.E (School)

Encl. As above  
All HOSs through DEL-E

No. DE. 23(572)/Sch.Br./2015/NUEPA/875  
Dated: 7-7-15

Copy to:
1. PS to Secretary (Education)
2. PS to Director (Education)
3. Vice Chancellor, NUEPA, 17-B, Sri Aurobindo Marg, New Delhi – 16
4. All RDEs, DDEs(District)/DDEs (Zone)/DEOs.
5. OS (IT) to please paste it on the website
6. Guard File

(USHA RANI)  
DDE (School)
Professor R. Govinda  
Vice-Chancellor

F. No 16/1/ NUEPA-NCSL 2015-16  
16th June 2015

Subject: Post Graduate Diploma in School Leadership and Management at NUEPA, New Delhi

Dear Ms. Srivastava,

I am pleased to share with you that last year National Centre for School Leadership (NCSL) in NUEPA launched Post Graduate Diploma in School Leadership and Management at NUEPA, New Delhi. The programme envisages facilitating School Heads and Senior Teachers to build a perspective on Leadership for school transformation using innovations in teaching-learning processes, developing self, working in teams and partnerships and enhancing the efficiency in the everyday practices of school administration and management.

The P.G. Diploma is open for the current and prospective School Principals, Head Teachers and Senior Teachers of Secondary Schools. The course begins from 15th July 2015 and ends on 14th July 2016. Classes will be held at NUEPA in the evening twice a week for 3 hours, full day on 2nd and 4th Saturdays and full day in winter and summer vacations (for 6 hours). Following are the eligibility criteria for admission to the programme:

- Graduate in any discipline with a relevant degree in teaching.
- Currently working in a secondary school.
- Having at least 5 years of working experience in a school.

Selected candidates will be required to submit a ‘No Objection Certificate’ from concerned school authority. The enclosed brochure provides more details which is also available at www.nuepa.org.

Application forms are available online from 10th June 2015 at NUEPA website. The last date for receiving complete application is 7th July 2015. For any clarification and details, you may please contact my colleague Professor Rashmi Diwan, Head, NCSL at e-mail id: ncsl@nuepa.org with a copy to Dr. Sunita Chugh, Associate Professor and Senior Coordinator of the programme at her e-mail id (sunitachugh11@gmail.com), Mob no: +91-991164037 and to Ms. Namrata, Coordinator of the programme at her e-mail id (namratancsi@gmail.com), Mob. No.: +91-8373993315.

Contd.....
I am thankful to you for your support and cooperation for nominating the principals, vice principals and teachers for the previous year’s PG Diploma programme. You are kindly advised to Director of Education to share and disseminate information regarding admission of second batch of PG Diploma in School Leadership and Management among School Heads and Teachers working in Government Secondary Schools of Delhi and encourage them to apply for the admission for this year 2015-16.

With kind regards

Yours sincerely

(R. Govinda)

Ms. Purna Salila Srivastava
Secretary of Education
Government of NCT of Delhi
Room No. 6, Old Secretariat
Delhi-110054

Copy to:

1. Ms. Padmini Singla, Director of Education, Old Secretariat, Delhi-54.

2. Shri Marcel Ekka, Deputy Director of Education (West-A), Govt. Co-ed, SS School, Industrial Area, Karampura, New Moti Nagar, New Delhi -110015

3. Smt. Vimlilesh Kumari, Deputy Director of Education (North-East), B- Block, Yamuna Vihar behind Tagore Intl. School New Delhi -110053

4. Smt. Afshan Yasmin, Deputy Director of Education (South-West-A), C-4 Lane, Vasant Vihar behind Tagore Intl. School, New Delhi -110057

5. Smt. Kamlesh Kaur Chauhan, Deputy Director of Education (West-B), GBSS School, G-Block, Vikaspuri near Sehwag Ground, New Delhi - 110018

6. Smt. Vinita Shankar, Director of Education (Central), Plot No.5, Old Mahila College Building, Jhandewalan, Karol Bagh, New Delhi -110055

7. Ms. Saroj Bala Sain, Deputy Director of Education (East), Govt. Co-ed SS School, D-Block, Anand Vihar, Delhi - 110092

8. Ms. Neena Kumari, Deputy Director of Education (North-West-A), BL Block, Shalimar Bagh, Delhi - 110082

9. Ms. Rashmi Gahlaut, Deputy Director of Education (North-West-B), FU Block, Pitampura, Delhi - 110034

10. Ms. Renu Sharma, Deputy Director of Education (South), C-Block, Defence Colony, Delhi-110019.

(R. Govinda)
National University of Educational Planning and Administration (NUEPA)
17B, Sri Aurobindo Marg, New Delhi 110016

P.G. Diploma in School Leadership and Management
15th July 2015 - 14th July 2016

NATIONAL CENTRE FOR SCHOOL LEADERSHIP
ANNOUNCES
ONE YEAR POST GRADUATE DIPLOMA IN SCHOOL LEADERSHIP AND MANAGEMENT
FOR
CURRENT AND PROSPECTIVE PRINCIPALS, HEADS AND SENIOR TEACHERS IN SECONDARY SCHOOLS

Eligibility

- Graduate in any discipline with a relevant degree in teaching.
- Principals, Head Teachers and Senior Teachers currently working in secondary schools.
- Having at least 5 years of working experience in schools.

Applications are invited from eligible candidates working in Government Schools, Kendriya Vidyalayas and Private Schools in Delhi.
Selected candidates will be required to submit a 'No Objection Certificate' from concerned school authority.

Distinct Features

- Modular in nature
- Adopts a practice centric approach
- Uses pedagogy of the practitioner for transacting the curriculum
- Allots credits for each Course

Other Details

- Venue: NUEPA
- Classes: 2 days a week in the evening, full day on 2nd and 4th Saturdays and full day in winter and summer vacations.
- Medium of Instruction: English
- Total number of seats: 35
- Fee: Rs. 12000/- per candidate

On completion, a Post Graduate Diploma in School Leadership and Management will be awarded by NUEPA

For further details and to apply online please refer to website — www.nuepa.org

Last date to receive the application form is 30th June, 2015

Senior Coordinator: Dr. Sunita Chugh, e-mail: sunitachugh11@gmail.com, Mob no: +91.9911164037
Coordinator: Ms. Namrata, e-mail: namratancsl@gmail.com, Mob no.: +91. 8373993315
**Progranime Methodology**

The methodology of the course delivery uses the pedagogy of the practitioner as the course adopts a practice-centric approach to help practitioners in the schools. It consists of exercises, field-based learning, small practice, skill-building workshops, written and oral assignments, lectures by faculty, individual assignments, guest speakers, written exam at the end of each course and so on. The course will be transacted in a participatory mode using audio and video materials, case studies, debates, seminars, workshops, self and group reflections, group work, lecture method, presentations, guest lectures, interactive sessions with experts, and the like.

**Enrolment Procedure**

Applications are invited from eligible candidates through an open advertisement for Delhi secondary school principals, heads, and senior teachers working in government and private schools.

**Fee**

Admission Fee : Rs 1000  
Course Fee : Rs 9000  
Misc : Rs 2000  
Caution money (refundable)  
Library : Rs 2000  
Computer Centre : Rs 2000

**Facilities**

Library: The University has an excellent library with a collection of over 62,200 books related to education and 357 Indian and foreign academic journals and periodicals. The library also maintains a rich documentation centre.

Computer centre: There is a modern well-equipped computer service centre to support the academic activities.

**Apply online**

Online application process will start from June 10, 2015. Last date for submission of application forms is June 30, 2015. For further details, please refer to our website www.nuepa.org.

**National Centre for School Leadership**

PGDSLM Programme Team

Professor Rashmi Diwan  
Head, NCSL  
Dr. Sunita Chugh  
Associate Professor & Senior Coordinator  
Ms. Namrata  
Coordinator

**Fee**

Admission Fee : Rs 1000  
Course Fee : Rs 9000  
Misc : Rs 2000  
Caution money (refundable)  
Library : Rs 2000  
Computer Centre : Rs 2000

**National Centre for School Leadership (NCSL)**

**Announcement**

National University of Educational Planning and Administration (NUEPA)

New Delhi
National University of Educational Planning and Administration

The National University of Educational Planning and Administration (NUEPA) is an apex body in the areas of educational planning, administration and management. It is engaged in research, capacity building, and policy advice to central and state governments. It acts as a clearing house of ideas bringing out journals, occasional papers and books. It disseminates knowledge and information on educational planning and administration through seminars and conferences. NUEPA organizes several long term and short term capacity building programmes for the central and state education department officials and also for other developing countries. The University also offers research courses leading to award of M. Phil. and Ph. D.

National Centre for School Leadership (NCSL)

The NCSL set up at NUEPA in 2012 is committed to transforming schools through School leadership Development. Its priority is to build leadership capacities, eventually leading to transformation of schools. To achieve this mission, the Centre engages in capacity building of the school heads, based on Curriculum Framework on School Leadership Development that is grounded on the needs and issues of the states and the diversity therein, developed by the Centre. Addressing the needs of government and government-aided school sector, the leadership programmes cater to the needs of current, freshly inducted and prospective School Heads from elementary to higher secondary levels.

Post Graduate Diploma in School Leadership and Management

One year Post Graduate Diploma in School Leadership and Management is one of the innovative programme launched by this Centre in 2014. In addition to government and government-aided School Heads, the Centre is also opening doors for Private School Principals with the major focus on Secondary School sector.

The P. G. Diploma commences from 15th July 2015 and ends on 14th July 2016.

Total number of seats: 35
Selection will be based on the eligibility criteria.

Objectives

- To develop the ability to critically reflect upon their personal and professional self for transforming schools.
- To develop a perspective on school leadership for achieving school transformation
- To develop skills, attitude and knowledge in areas of team work, partnerships and teaching learning processes for improving student learning.
- To design, plan and implement change process in the school through innovations.

Eligibility

- Graduate in any discipline with a relevant degree in teaching.
- Principals, Head Teachers and Senior Teachers currently working in secondary schools.
- Having at least 5 years of working experience in schools.

Selected candidates will be required to submit ‘No Objection Certificate’ from concerned school authority.

Course Design

The course is modular in nature and is conducted in three phases.

Phase 1:

Preparatory Work (15th July to 31st July 2015)

It will be carried out from the respective work place of the participants.

Phase 2:

Face to Face Interaction (1st August 2015 to 31st May 2016)

Classes will be held at NUEPA twice a week for 3 hours in the evening and for 6 hours on 2nd and 4th Saturdays of every month. Classes will also be held for full day during winter and summer vacations in order to complete 500 contact hours (the norm for PG Diploma).

Phase 3:

Project Work (1st November 2015 to 30th June 2016)

The project work will be carried out by the participants in schools where they are currently working.

Course Overview

The P.G Diploma consists of 10 courses of 34 credits. The course will have 500 contact hours including 340 sessions to be completed over 41 weeks. Medium of instruction is English.