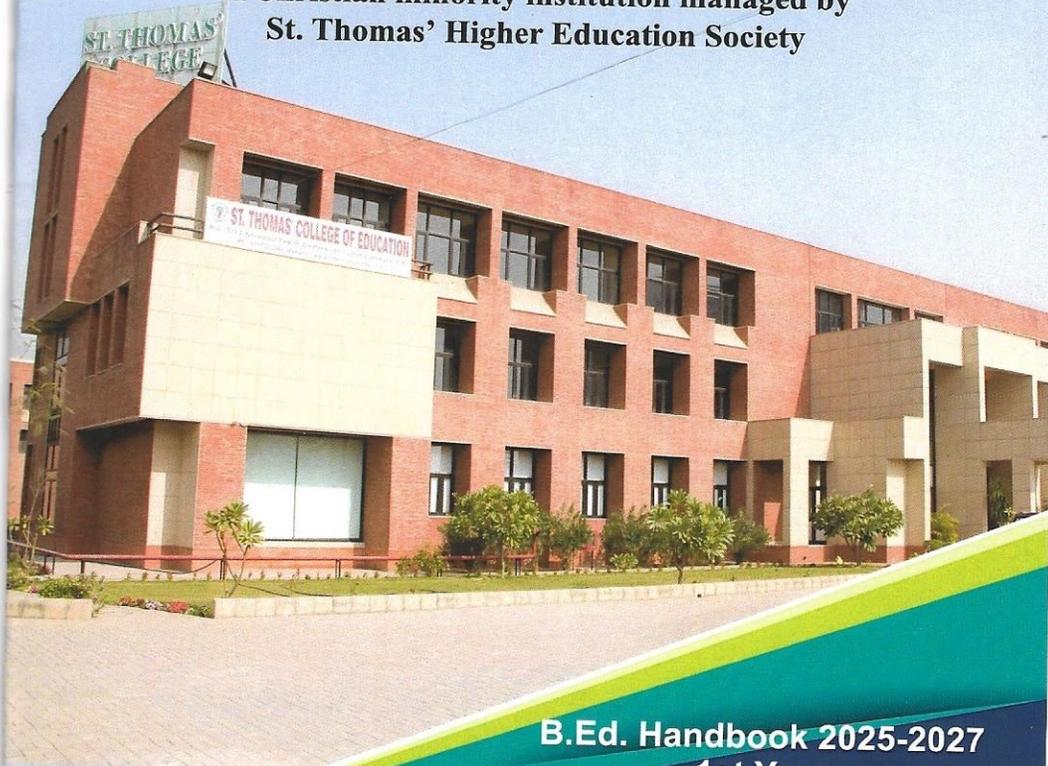


# St. Thomas' College of Education

(Affiliated to Ch. Charan Singh University, Meerut)

A Christian minority institution managed by

St. Thomas' Higher Education Society



**B.Ed. Handbook 2025-2027**

**1st Year**

*The highest education is that which does not merely give us information  
but makes our life in harmony with all existence. - Rabindranath Tagore*

# ST. THOMAS' COLLEGE OF EDUCATION



## About the College

Established in 2013, St. Thomas' College, Greater Noida is an institution of the Diocese of Delhi. Church of North India, located in the lush environs of the Knowledge Park, Greater Noida. It highlights our very own 'Liveware' education philosophy. The College commenced a bachelor's in education programme (B.Ed.) from the academic session 2014-2015. St. Thomas' College of Education is recognized by the National Council of Teacher Education and is affiliated to Chaudhary Charan Singh University, Meerut vide letter no. "Affiliation/ 723" (college code -1182). Offering holistic education is our mission. Sculpting balanced, complete, and efficient individuals is our passion. Faith in the Almighty is our life-Spirit. Service to humankind is our impetus.

## Mission

- Offering holistic education is our mission
- Sculpting balanced, complete and efficient individuals is our passion
- Faith in the Almighty is our life-Spirit
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## Vision

- Instilling in students an unwavering faith in God. A passion for academic excellence.
- An abiding commitment to improve the quality of life in schools and society.
- A passionate resolve to train teachers who are capable of responding to the changing needs of the modern society and be creative, committed and compassionate.

# St. Thomas' College of Education

Greater Noida (UP)

## Academic Calendar

B.Ed. Session (2025 – 2027)

First Year: 2025 – 2026

MONTH	CURRICULAR ACTIVITIES		ASSESSMENT AND EVALUATION	CO-CURRICULAR ACTIVITIES
	THEORY	PRACTICAL WORK		
October 2025	Theory Classes (Core Courses : Unit – I & II ) Monday - Friday	EPC-1: Strengthening Language Proficiency / EPC-2: Art and Aesthetics	Assignment 1 & 2	Gandhi ji & Lal Bahadur Shastri Jayanti, Pot Decoration, Card Making Competition & Diwali Celebration, Mentoring Session
November 2025	Theory of Microteaching and Lesson Plan Writing	Micro Teaching Practice/ Teaching Practice		Micro-Teaching Practice, Debate Competition & Quiz Competition & Children's Day Celebration, Educational Tour
December 2025	Power Point Presentation by Students	EPC-3: Reading and Reflecting on Texts	Assignment 3 & Unit Test/Internal Exam	Making of Teaching Aids Competition, Mentoring Session, Christmas Celebration
January 2026		Micro-Teaching Practice, Debate Competition & Quiz Competition, Children's Day Celebration, Meraki – Annual Fest	Assignment 4	Debate Competition, Republic Day Celebration, PTA Meeting

February 2026	Theory Classes (Core Courses : Unit – V) Monday - Friday	Submission of Internal Assignments	Assignment 5	Community Outreach Programme, Alumni Meet & Lecture, Mentoring Session
March 2026	Theory Classes (Core Courses : Unit – VI)	Submission of External Assignments	Assignment 6 / Power Point Presentation By Students	Meraki – Annual Fest, Women's Day Celebration, Holi Celebration
April 2026	Remedial Classes	Submission of File Work / Internal Viva	Pre-University Exam	Guest Lecture/Seminar/Conference/Workshop Debate & Quiz Competition
May 2026	Preparatory Leave/ University Theory Examination			
June 2026	University Practical Examination			

# St. Thomas' College of Education

Greater Noida (UP)

## TIME TABLE

B.Ed. Session (2025 – 2027)

First Year: 2025 – 2026

DAYS / PERIOD	10:00 AM -10:45 AM	10:45 AM -11:30 AM	11:30 AM -12:15 PM	12:15 PM -01:00 PM	01:00PM -1:45PM	01:45 PM – 2:30 PM	2:30 PM- 3:30PM
MONDAY	E-101	E-102	E-104	E-103	<b>BREAK</b>	PC1/PC2	Practicum Work/ Value-added Courses
TUESDAY	E-101	E-102	E-104	E-103		PC1/PC2	Practicum Work/ ICT Lab/Library
WEDNESDAY	E-101	E-102	E-104	E-103		PC1/PC2	Practicum Work/ Value-added Courses
THURSDAY	E-101	E-102	E-104	E-103		PC1/PC2	Practicum Work/ ICT Lab/Library
FRIDAY	E-101	E-102	E-104	E-103		PC1/PC2	Practicum Work/ Value-added Courses

E-101: Contemporary India and Education  
E-102: Philosophical & Sociological Perspectives of Education  
E-103: Growing Up As A Learner  
E-104: Teacher, Teaching & Technology  
PC1/PC2: Pedagogy Papers 1 & 2:  
E-201: Pedagogy of Hindi  
E-202: Pedagogy of English  
E-203: Pedagogy of Sanskrit  
E-204: Pedagogy of Social Science  
E-205: Pedagogy of Mathematics  
E-206: Pedagogy of Physical Science  
E-207: Pedagogy of Bio- Science  
E-208: Pedagogy of Computer Science  
E-209: Pedagogy of Home Science  
E-210: Pedagogy of Commerce



January 2026	Debate Competition Sports Guest Lecture/Seminar/Conference/Workshop Republic Day Celebration	9.1.2026 16.1.2026 23.1.2026 26.1.2026
February 2026	Community Outreach Programme Alumni Meet & Lecture Mentoring Session	6.2.2026 13.2.2026 27.2.2026
March 2026	Holi Celebration Women's Day Celebration Mentoring Session	2.3.2026 6.3.2026 27.3.2026
April 2026	Guest Lecture/Seminar/Conference/Workshop Debate & Quiz Competition Pre-University Exam	10.4.2026 17.4.2026 20.4.2026 to 27.4.2026
May 2026	Remedial Teaching / University Theory Exam	As per CCS University Schedule
June 2026	University Practical Exam	As per CCS University Schedule

### **Please note:**

1. College timings: 9:30 am to 4:00 pm
2. Sunday: 1st and 3rd Sunday Contact Classes at St. Thomas' Girls Senior Secondary School, Delhi.

#### **Co-curricular activities for the holistic development of the student learners:**

- Literary & Cultural Activities
- Sports and Games
- Seminar / Conference / Workshop / Guest Lecture / FDP
- Value-Added Courses / Self-Study Courses
- Celebration of National Days (Independence Day, Republic Day, Gandhi Jayanti)
- Celebration of International Days (International Women's Day, World Environment Day, International Yoga Day, International Aids Day, etc.)
- Community Outreach Programmes

## **General Rules for Students**

1. All the students are required to attend college as per College Timings i.e., 9:30 am to 3:30 pm. Any student who wishes to leave the college during class hours, he/she has to take prior permission of the Dean.
2. The students should attend classes regularly as per the Time Table.
3. B.Ed. is regular course and every student must ensure 75% attendance in their classes failing which they will not be allowed to appear in annual exam.
4. The students are required to report to college in neat Uniform/Dress Code as prescribed by the college.
5. All students should behave in a disciplined manner and maintain decorum in the college.
6. No student should try to indulge in the act of ragging as ragging is a punishable act as per Supreme Court orders. Student may Contact college authorities for any emergency on the following numbers. (A) Dr. M.K. Tyagi (Dean, Academics) - 98185023350, (B) Mr. Lovey Massey (Admin Officer) - 9560697527

7. Students should keep the college campus neat and clean.
8. Students should attend class regularly and be punctual. Leave application in advance should be submitted for seeking leave except in situation of emergency.
9. Students are advised to read the notice board regularly.
10. No student should use mobile phones during class/ lecture time.
11. Students should immediately inform the college authorities in the event of any emergency.
12. Students are expected to submit all assignment files/records regularly as per instruction given from time to time.
13. The college will hold PTA meetings at appropriate intervals. Parents are expected to attend and participate.
14. As per CCS University, it is mandatory to attend Seminars, Scout & Guide Camp, Workshops, Outreach Programmes, Value-added Courses, and all other events of the college and university.
15. Fee refund of the students will be according to the following guidelines of UGC. If a student chooses to withdraw from the programme of study in which he/she is enrolled, the institution follows a five-tier system for the refund of fees remitted by the student (as per UGC rules).

Refund of Fee (percentage)	Time period (withdrawal of the application)
100%	15 days or more, before the formally notified last date of admission
90%	Less than 15 days before the formally notified last date of admission
80%	15 days or less, after the formally notified last date of admission
50%	30 days or less, but more than 15 days, after the formally notified last date of admission
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16. Fee submission of the said course will be according to the terms and condition laid down by the institution.
17. Fee concession policy will be on the discretion of the management after submission of a request application.

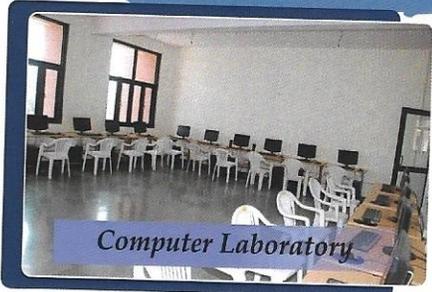
# Rules for using the Library

1. All student and staff of the college are members of the library.
2. Each member should deposit library security fee of Rs. 1200/- per course which is refundable.
3. A student can borrow only **two** books at a time for a period of two weeks.
4. A staff member can borrow maximum **four** books at a time for a period of three months only. If books are required beyond three months, these can be re-issued.
5. Books will be issued to student after classes. No book will be issued or returned during teaching hours.
6. Underlining or writing in library books, periodicals, and newspapers is strictly forbidden.
7. Reference books, current periodicals and newspapers will not be issued. These can be consulted or read only in the library.
8. After reading make sure that the reference books, periodicals and newspapers are kept back in their respective places.
9. If books are not returned within the specified time, it will be viewed seriously and a fine of Rs.1/- per day will be charged as per rules.
10. The Librarian may call for a book at any time, even if the normal period of issue has not expired.
11. In case a book is misused, wrongly handled or lost, the person concerned will have to replace the book or pay the current market price of the book.
12. The members should take good care of library furnishings and equipment.
13. Eatables are not allowed in the library.
14. A 'No Dues Certificate' by each student is to be obtained from the librarian for his/ her transfer/ withdrawal from the college.
15. Strict decorum and ethical environment shall be maintained in the library, always.
16. If any dispute regarding books arises, the decisions of the Dean shall be final.

# List of Holidays

## 2025

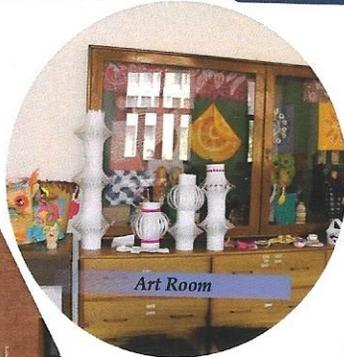
Sr. No.	Date	Day	Holidays
1	01-01-2025	WEDNESDAY	NEW YEAR
2	06-01-2025	MONDAY	GURU GOVIND SINGH JAYANTI
3	26-01-2025	SUNDAY	REPUBLIC DAY
4	26-02-2025	WEDNESDAY	MAHA SHIVRATRI
5	13-03-2025	THURSDAY	HOLIKA DAHAN
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19	05-09-2025	FRIDAY	ID-UL-MILAD
20	01-10-2025	WEDNESDAY	MAHANAVMI
21	02-10-2025	THURSDAY	GANDHI JAYANTI/ VIJAYA DASHMI
22	07-10-2025	TUESDAY	VALMIKI JAYANTI
23	20-10-2025	MONDAY	DIWALI
24	22-10-2025	WEDNESDAY	GOVARDHAN PUJA
25	23-10-2025	THURSDAY	BHAI DOOJ
26	05-11-2025	WEDNESDAY	GURU NANAK JAYANTI
27	25-12-2025	THURSDAY	CHRISTMAS



Computer Laboratory



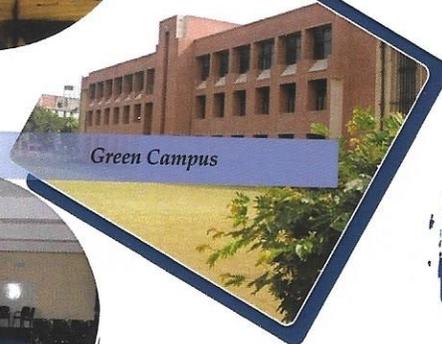
Seminar Hall



Art Room



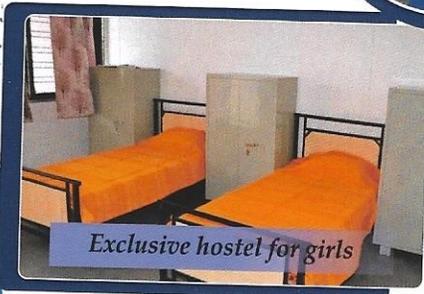
Basketball, Volleyball, Badminton Courts



Green Campus



Conference Room



Exclusive hostel for girls



Canteen

: Plot No. 33A/2, Knowledge Park 3, Greater Noida, G. B. Nagar (U.P.) 201310

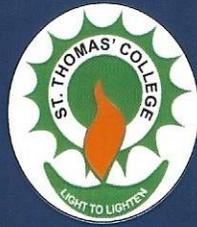
☎.: 0120-2930289

Contact: Dr. M. K. Tyagi (Dean Academics) 9818502350

Mr. L. Massey (Admin Officer) 9717353046

: [www.education.sthes.org](http://www.education.sthes.org)

✉: [stce.jerwood@gmail.com](mailto:stce.jerwood@gmail.com)

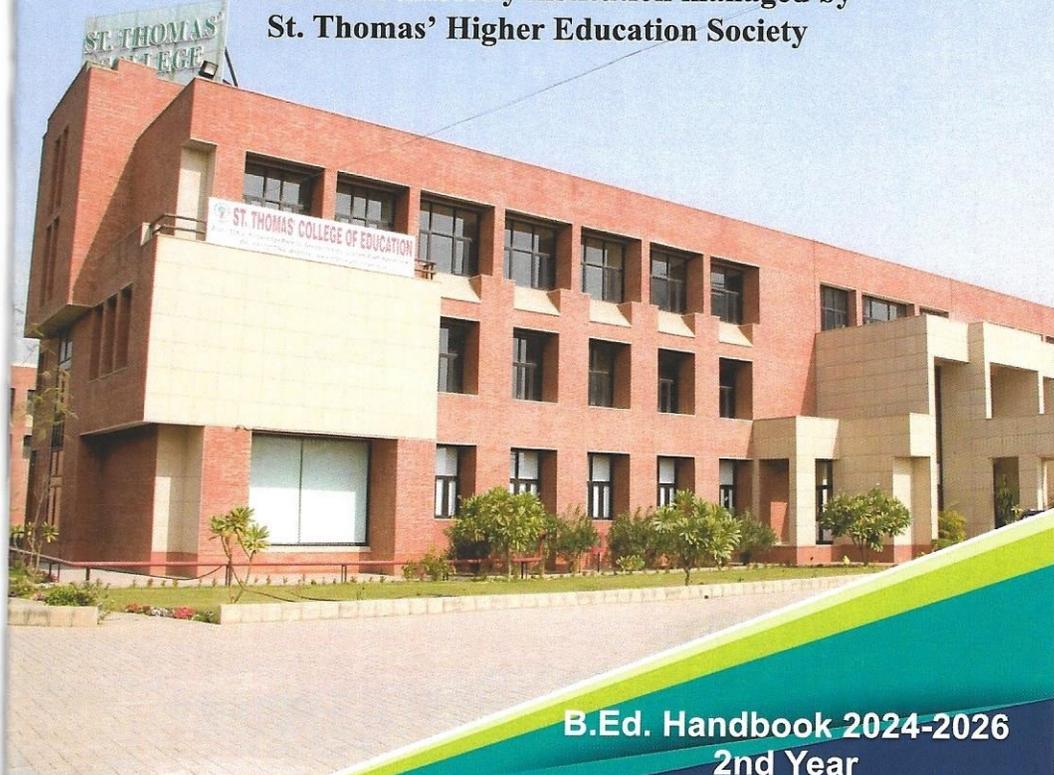


# St. Thomas' College of Education

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A Christian minority institution managed by

St. Thomas' Higher Education Society



**B.Ed. Handbook 2024-2026**  
**2nd Year**

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# ST. THOMAS' COLLEGE OF EDUCATION



## About the College

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- Instilling in students an unwavering faith in God. A passion for academic excellence.
- An abiding commitment to improve the quality of life in schools and society.
- A passionate resolve to train teachers who are capable of responding to the changing needs of the modern society and be creative, committed and compassionate.

# St. Thomas' College of Education

Greater Noida (UP)

## Academic Calendar

B.Ed. Session (2024 - 2026)

Second Year: 2025 – 2026

MONTH	CURRICULAR ACTIVITIES		ASSESSMENT AND EVALUATION	CO-CURRICULAR ACTIVITIES
	THEORY	PRACTICAL WORK		
September 2025	Theory Classes (Core Courses : Unit – I & II ) Monday - Friday	EPC-4: Understanding of ICT & EPC-6: Working with Community	Assignment-1 & 2	Teacher's Day Celebration, Hindi Diwas Celebration, Making of Teaching Aids Competition, Mentoring Session
October 2025	Theory Classes (Core Courses : Unit – III & Unit - IV) Monday – Friday	Internship Practical Files (Diary/ Journals, Action Research file and Portfolio File)	Assignment-3 & 4 Internal Exam	Gandhi ji & Lal Bahadur Shastri Jayanti, Pot Decoration, Card Making Competition & Diwali Celebration, Mentoring Session
November 2025 to February 2026	School Internship	—	—	—
March 2026	Theory Classes (Core Courses : Unit – V) Monday - Friday	EPC-5: Scouting and Guiding (Scout & Guide Camp and File Work) / Subject-based Presentations	Assignment-5	Women's Day Celebration, Holi Celebration, Mentoring Session

April 2026	Theory Classes (Core Courses: Revision of Unit – I to V) / Remedial Classes	Subject-based Presentations / Submission of Internal and External Assignments / Internal Viva	Pre-University Examination	Guest Lecture/Seminar/Conference/Workshop Debate & Quiz Competition
May 2026	Preparatory Leave/ University Theory Examination			
June 2026	University Practical Examination			



# St. Thomas' College of Education

B.Ed. 2nd Year (2023-2025)

## Schedule for Monthly Unit Test: 2024-2025

Month	Units to be Covered	Dates
September 2025	Teacher's Day Celebration Hindi Diwas Celebration Making of Teaching Aids Competition Mentoring Session	2.9.2025 12.9.2025 19.9.2025 26.9.2025
October 2025	Gandhi ji & Lal Bahadur Shastri Jayanti Pot Decoration, Card Making Competition & Diwali Celebration Internal Exam Mentoring Session	3.10.2025 15.10.2025 6.10.2025 to 13.10.2025 31.10.2025
November 2025	School Internship Program / Educational Tour	16 Weeks as per University
December 2025	School Internship Program	16 Weeks as per University
January 2026	School Internship Program	16 Weeks as per University
February 2026	School Internship Program / Alumni Meet or Lecture / Scouting & Guiding Camp	16 Weeks as per University

March 2026	Holi Celebration Women's Day Celebration Mentoring Session	2.3.2026 6.3.2026 27.3.2026
April 2026	Guest Lecture/Seminar/Conference/Workshop	21.4.2025 (E-301) & EPC 4 22.4.2025 (E-302) & EPC 5 23.4.2025 (E-303) & EPC 6 24.4.2025 (E-304) & CC 7-8/PC 3-4 25.4.2025 (PC 6)
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### **Please note:**

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### **Co-curricular activities for the holistic development of the student learners:**

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- Seminar / Conference / Workshop / Guest Lecture / FDP
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- Community Outreach Programmes

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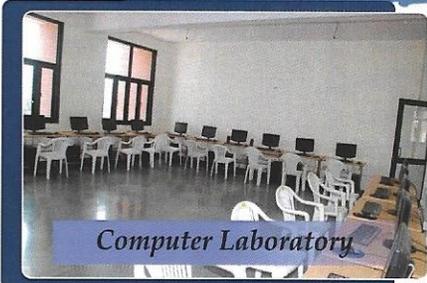
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# List of Holidays

## 2025

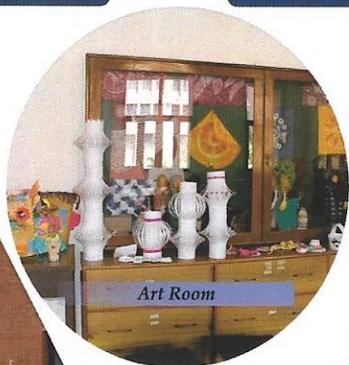
Sr. No.	Date	Day	Holidays
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20	01-10-2025	WEDNESDAY	MAHANAVMI
21	02-10-2025	THURSDAY	GANDHI JAYANTI/ VIJAYA DASHMI
22	07-10-2025	TUESDAY	VALMIKI JAYANTI
23	20-10-2025	MONDAY	DIWALI
24	22-10-2025	WEDNESDAY	GOVARDHAN PUJA
25	23-10-2025	THURSDAY	BHAI DOOJ
26	05-11-2025	WEDNESDAY	GURU NANAK JAYANTI
27	25-12-2025	THURSDAY	CHRISTMAS



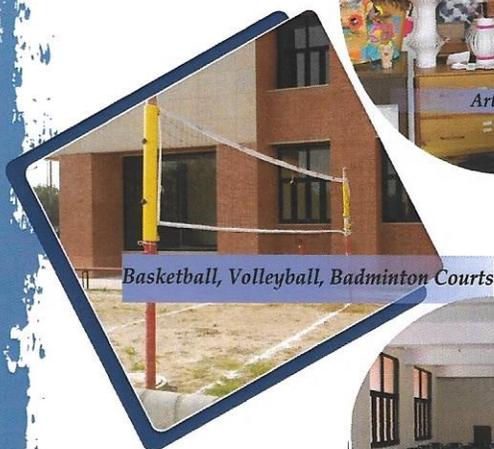
*Computer Laboratory*



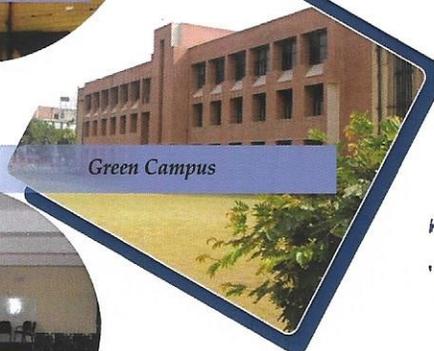
*Seminar Hall*



*Art Room*



*Basketball, Volleyball, Badminton Courts*



*Green Campus*



*Conference Room*



*Exclusive hostel for girls*



*Canteen*

: Plot No. 33A/2, Knowledge Park 3, Greater Noida, G. B. Nagar (U.P.) 201310

☎: 0120-2930289

Contact: Dr. M. K. Tyagi (Dean Academics) 9818502350

Mr. L. Massey (Admin Officer) 9717353046

: [www.education.sthes.org](http://www.education.sthes.org)

✉: [stce.jerwood@gmail.com](mailto:stce.jerwood@gmail.com)