

Information Brochure, 2014

For admission to
B. Ed. Programme
in
Government
College of Education
Jammu



THE JAMMU AND KASHMIR
BOARD OF PROFESSIONAL ENTRANCE EXAMINATIONS

Email: administrator@jakbopee.org

Website: <http://www.jakbopee.org>

THE JAMMU AND KASHMIR
BOARD OF PROFESSIONAL ENTRANCE EXAMINATIONS

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MESSAGE

The Jammu and Kashmir Board of Professional Entrance Examinations (formerly Competent Authority, Entrance Examinations) was set up primarily for conducting entrance examinations for admission to various undergraduate and postgraduate professional programmes in various Universities, Government and Private Colleges of Jammu and Kashmir.



Similarly, BOPEE also recommends applications for nomination of CET candidates for admission (known as Central Pool Seats) to various professional courses in different institutes outside Jammu and Kashmir State. The Board was established under The Jammu and Kashmir Board of Professional Entrance Examinations Act, 2002. The Act accorded needed functional autonomy to the Board to make it free from external interference and extraneous considerations in the selection of candidates for admission to various professional programmes in the State of Jammu and Kashmir.

In fact, fast emerging new technologies have impacted all fields of human activity, resulting into both public and private organizations across the globe continuously improving upon their working and making the same “time- cost- accuracy” effective by making use of new technologies and systematic innovations. The Board can, thus, bring about more efficiency, transparency, and speed in organizing entrance examinations and carrying out subsequent admission process by adopting new technologies and processes. Hence, now all the stakeholders get timely and adequate information on the Board’s website (www.jakBOPEE.org and/or jakBOPEE.net).

The candidates have easy access to the information they need regarding entrance examinations on BOPEE’s website at the time and place convenient to them. Over the years the website has facilitated and increased the interaction and communication between the functionaries of the Board and the students on the one hand and with other stakeholders on the other. More importantly, website of the Board has made its functions, processes and procedures more transparent and open to public scrutiny.

We shall feel obliged for suggestions and comments from students, parents and members of the public in general in respect of format and contents of the website for widening its scope and reach in days to come. The candidates seeking admission to B. Ed. Programme, thus, are advised to visit BOPEE’s website regularly, familiarize themselves with this Information Brochure, remain updated about their entrance examinations and follow up course of actions.

Prof. R. D. Sharma
Chairman

MESSAGE

The Test meant to select students for B. Ed. course takes hard toil from the aspirants together with their parents of which BOPEE officials are quite conscious. The merit secured by the candidates by burning midnight oil can in no case be tinkered with and will be respected at all cost. The aspirants are advised to concentrate exclusively on their studies and not to lend ear to rumour mongers and in case of any complaint or clarification, they are advised to approach directly to the Secretary of the BOPEE who will be more than glad to respond.



The candidates are required to fill up their application forms strictly according to the Guidelines given in the Brochure. They are advised not to take counselling in this regard from any official of the BOPEE nor has the Board authorised any of its official to guide applicants while filling application form. A mistake committed by any applicant while filling of the application form may prove very costly and may even deprive him/her a berth which he/she may otherwise get. The candidates are advised to fill up their application form in presence of their parents / guardians and the Board will not be responsible for any mistake committed by them under any circumstances what so ever. Nor can the plea of the candidate that he/ she was misguided by the official of the Board will be accepted in any case what so ever and this holds true for counselling also which is conducted after the declaration of the result.

The conduct of various tests by the Board is a Herculean task which cannot be accomplished without the cooperation of the students and their parents. It has been observed over the period of time that the students some time submit incorrect information or do not furnish some important information and then at a belated stage roam around BOPEE's offices in an attempt to provide this information on one pretext or the other. Even some such students resort to litigation as well which derails whole process of admission and results in inordinate delay. Thus, they waste their precious time and money for rectifying a mistake which they could have so easily avoided. The Board values time, money and career of the students which should not be wasted by being carefree at the time of filing of application form. They should get the habit of doing things meticulously and should stand upright where they commit a mistake even though inadvertently.

The Board has taken solemn pledge that all the admissions to be recommended by it on the basis of the tests conducted from time to time under the auspices of the BOPEE will be solely based on merit calculated scrupulously in a transparent manner and the aspirants should rest assured that their merit is in the safe hands. The Board officials are trustees of the merit of the candidates which under no circumstances can be bartered away.

Prof Farooq Ahmad Mir
Controller of Examinations

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1. INTRODUCTION

The Jammu and Kashmir Board of Professional Entrance Examinations (BOPEE) was established by an Act of the State Legislature (Act No.XXV of 2002). It is the responsibility of the Board to recommend selection of candidates for admission to various programmes at undergraduate and postgraduate levels in Government run and privately managed institutions in the State of Jammu and Kashmir. These programmes include Medical, Dental, Engineering and Teacher Education Programmes.

The recommendations for admission to various programmes are made purely on the basis of merit obtained in entrance examinations conducted by the Board. Entrance examination for B. Ed. programme is held twice a year- one for Kashmir Division and one for Jammu Division as the selection is made for two Colleges viz. Government College of Education, Srinagar and Government College of Education, Jammu.

This information gives a fair idea about the procedural details of the entrance examination to the aspiring candidates. The most crucial step is the filling up of the application form. The selection is made, according to the information supplied by the applicants in their application forms and merit secured in the entrance examination.

The candidates must, therefore, carefully go through the Brochure before filling up their application forms. Any mistake/error at the initial stage shall not be rectifiable later on. This may prove very costly to promising students.

2. TERMS AND EXPRESSIONS

Certain terms and expressions used in the Information Brochure have specific importance unless, of course, the context otherwise denotes. For the benefit of the candidates, these terms and expressions are briefly defined here under:-

- I. **Advertisement Notice:** The notification issued by the BOPEE inviting applications from eligible candidates for appearing in the Entrance Test.
- II. **Application Form:** The form prescribed by the BOPEE to be submitted by the eligible candidates for appearing in the Entrance Test.
- III. **Available Seats:** The seats against which admissions are ordered by the Government of Jammu and Kashmir.
- IV. **Eligible Candidate:** A candidate who fulfils the requirements of eligibility as prescribed by the BOPEE and the State Government.
- V. **Entrance Examination:** The examination held by the Board for making selection of eligible applicants for admission to B. Ed. (Bachelor of Education) programme in Government College of Education, Jammu.

- VI. **Incomplete Form:** The form which is without in any documentary proof or is wrongly filled in or contains false information of any kind or conceals any required information or suffers from any other deficiency whatsoever including discrepancy of information given in application form.
- VII. **Late Receipt:** Applications not received in the office of the BOPEE, Srinagar/Jammu within the stipulated time mentioned in the advertisement notification which includes forms sent by registered post/speed post within the stipulated time but reaches after the expiry of this date.
- VIII. **Merit List:** The list of candidates who appeared in the entrance examination, drawn up in the descending order of merit.
- IX. **Qualifying Examination:** The result of examination on the basis of which candidates become eligible for admission to entrance examination.

3. GENERAL INFORMATION & INSTRUCTIONS

It is expected that the candidates shall be sincere, honest and behave responsibly while appearing in the entrance examination and shall not adopt any unfair/fraudulent/cunning means in the examination. The candidates herein are sternly warned not to resort to any unfair/fraudulent means or the cunning act of impersonation. In case a candidate is found taking course to such acts, criminal proceedings shall be launched against the candidate as well as against his/her parents, besides debarring him/her permanently from appearing in the entrance examinations. In addition, disciplinary action under rules shall be initiated against the candidate who is in Government service.

- I. The candidates seeking admission to entrance test are required to:
 - 1. go through this online information brochure carefully and acquaint themselves with all the requirements.
 - 2. satisfy eligibility conditions prescribed for appearing in the entrance examination, if any deficiency is detected in future at any stage the admission/selection will be cancelled.
 - 3. submit duly filled prescribed application form available on BOPEE's website.
 - 4. application submitted on a xerox copy/photocopy of application form will be summarily rejected;
 - 5. write complete address with Postal Pin Code, Telephone No., Mobile No., e-mail address in the application form. The candidate is required to mention in the postal address the District to which he/she belongs.
 - 6. use of correcting fluid/eraser/ink remover including use of blade on Application Form (confirmation page) is strictly prohibited and any discrepancy in the evaluation on this account shall be the sole responsibility of the candidate.
- II. The candidates applying for admission, if found eligible, will be required to appear in the test at their own expenses.

- III. The recommendation for selection of the candidates in all the categories shall be subject to production of all the relevant certificates in original by the candidates and the verification of the same by Board/College/University.
- IV. No intimation whatsoever about non-selection will be sent individually and no correspondence in this regard shall be entertained. The result will, however, be available in both the offices of the BOPEE at Jammu and Srinagar for information and perusal of the candidates. The result will also be available on BOPEE's website: www.jakbopee.org
- V. The recommendations for selection made by the BOPEE to a professional course shall be provisional till final determination of eligibility of the candidates by the concerned University/ College.
- VI. The BOPEE shall have power to review the provisional selection list at any time, notwithstanding the fact that the selected candidate has completed his/her admission formalities, where any bonafide error, lapse, mistake, fraud, misrepresentation, misinterpretation, impersonation or glaring injustice that occurs or is brought to its notice which has resulted in the inclusion of the candidate in the selection list. Mere selection in the list does not confer any right to admission of the candidate if he/she is otherwise found ineligible.
- VII. Complaints relating to certificates, including those of reserved categories, will not be entertained as BOPEE is neither an appellate authority nor an investigating agency.
- VIII. Permission of candidates to appear in the test shall be provisional, subject to their being eligible for admission to the courses applied for.
- IX. The answer key will be displayed on the BOPEE's website in the evening on the second day of the test and will remain there for two days and thereafter will be removed. The candidates who have any complaint against an answer of any question or questions are free to make written representation supported by documentary proof on the prescribed format available in the BOPEE office at Srinagar/Jammu which should reach the office (Srinagar/Jammu) within two working days after the Key is made available after which no representation will be accepted.
- X. The Answer Key will be got re-examined by the Board on the basis of the representations so received and the revised key, if any, will be uploaded on the website and will be final and no complaint will be then entertained regarding the revised key. The revised Answer Key, if any, will be applied to answer sheets of all the candidates, no matter whether all of them have made such representation or not.
- XI. OMR answer sheets of candidates are machine graded and scanned/scrutinized with extreme care. As such, there shall be no re-evaluation/rechecking of OMR answer sheets. No correspondence in this regard shall be entertained.
- XII. Re- totaling of marks will be allowed on written request along with a bank draft of Rs. 1500/- per subject in favour of FA/CAO, BOPEE, payable at Jammu/Srinagar. The application will be received within 7 days after the declaration of result. Any application received after the stipulated time will not be entertained.

- XIII. The candidates are hereby informed that the Board has not authorised any of its official to guide applicants while filling application form. A mistake committed by any applicant while filling of the application form may prove very costly and may even deprive him/her a berth which he/she may otherwise get. The candidates are advised to fill up their application form on their own or through a responsible person and the Board will not be responsible for any mistake committed by them under any circumstances what so ever. Nor can the plea of the candidate that he/she was misguided by the official of the Board will be accepted in any case what so ever and this holds true for counselling also, if any, which is to be conducted after the declaration of the result.
- XIV. The category candidates should ensure that their reserved category certificate is issued by the designated authority and is attached with the application form strictly in accordance with the guidelines given in the Brochure.
- XV. A candidate must have a valid category certificate at the time of submission of the form.
- XVI. Where a category certificate has not been issued by the designated authority, the candidate will not be given an opportunity to validate it after the expiry of the last date for submission of the application form. No notice will be given to a candidate whose category certificate has been found invalid by the Board and such a candidate will be considered in open merit, if found otherwise eligible.
- XVII. The certificate that a category certificate is under process cannot be accepted. A certificate issued after the last date for submission of the application will not be accepted.
- XVIII. If a candidate feels aggrieved by any decisions of the Board official, he/ she is free to approach for redressal to the Secretary, BOPEE who will be available on all working days in his office in the Board. No person in the Board is authorised to guide any applicant.
- XIX. It has been observed that students often get confused with SC and OSC reserved categories and enter incorrect Code numbers in their application forms. It is hereby made clear that SC stands for Schedule Caste category and OSC stands for Other Social Castes which has a different category Code than SC given in Brochure.
- XX. The information given in the form of numbers or alphabets in the OMR answer sheet must correspond with the information given in its Ovals as the machine reads Ovals and not the numbers or alphabets and in case of any conflict the information given in Ovals shall be treated as final. Similarly, the information given in online form will be treated final when it conflicts with the information given in confirmation page. It is therefore in the interest of the applicant to check the OMR answer sheet meticulously before leaving the examination hall to ensure that there is no discrepancy and in case of any doubt, the assistance of the invigilating staff may be sought.
- XXI. Some of the records shall be destroyed as under:
1. The unused question booklets and answer sheets shall be destroyed after three months after the declaration of the result.

2. The used answer sheets shall be destroyed after six months after the declaration of the results.
3. The counselling forms, if any, on which the candidates have indicated their choice and finally allotment is recommended will be destroyed after one year of the conclusion of the counselling for admission to a particular course.

Note: No record of the office shall be destroyed unless prior approval is obtained from the Advisory Committee.

Instructions for Photographs:

1. Four recent high contrast color passport size photographs with light background are required. Polaroid photographs shall not be accepted.
2. Photographs must be snapped on or after 01-07-2014.
3. Photograph must be taken with name of candidate (as written in application form).
4. Candidate must always keep two extra identical copies of the photograph during the entire selection process.
5. The photograph must be snapped with a placard indicating name of candidate and date of taking photograph. In case name and date are written on the photograph after taking it, the application will be rejected
6. The name and date on the photograph must be clear and legible.

Sample Photograph:



7. Photograph should not have cap, goggles, however spectacles are allowed.
8. Two photographs each should be pasted (NOT STAPLED) on Original Copy of the online Application Form (Confirmation Page) and the same must be submitted in the Jammu BOPEES office.
9. One (top) photograph on the actual copy of online Application Form (Confirmation Page) must be attested by a Gazetted Officer/Principal with a clear stamp.
10. Applications not filled up as per these instructions or with unclear photograph will be rejected.

4. DURATION

The duration of the Bachelor of Education (B.Ed.) Programme shall be as per norms of the affiliating university.

5. ELIGIBILITY

A candidate applying for entrance examination for seeking admission to the B. Ed. Programme must:

1. Be a permanent resident of J&K State as defined in Section 6 of the constitution of the J&K State.
2. Have passed B.A./B.Sc./B.Com./B.C.A./B.B.A. or equivalent examination from a recognised University/Institution according to 10+2+3 pattern.
3. Have obtained not less than 45% of marks in aggregate in the qualifying examination, if applying under open category.
4. Have obtained not less than 40% of marks in aggregate in the qualifying examination, if applying under any of the reserved categories.

6. RESERVATION AND CATEGORY CODES

1. A candidate seeking admission under a reserved category as specified under SRO 294 of 2005 is required to attach attested copy of the relevant certificate issued by the designated authority with the application form .
2. A candidate claiming benefit under Sports Category must get certificate from the Secretary, J&K Sports Council for sports points well before the date fixed by BOPEE. For the purpose of determining the merit, 60% weightage shall be given to the merit obtained in the entrance test and 40% weightage shall be given to the sports points.

S. No.	Categories	Category Codes	Seats in %age
1	Open Merit (OM)	06	50
2	Reserved Categories:-		
2.1	Scheduled Caste (SC)	07	08
2.2	Scheduled Tribes:-		
2.2.1	Scheduled Tribe, Gujjar & Bakerwal (STGB)	08	06
2.2.2	Scheduled Tribe, Leh District (STL)	09	02
2.2.3	Scheduled Tribe, Kargil District (STK)	10	02
2.2.4	Other Scheduled Tribes (STO)	11	01
2.3	Socially and Educationally Backward Classes:-		

2.3.1	Weak and Under Privileged Classes, Social Castes (OSC)	12	02
2.3.2	Residents of Backward Area (RBA)	13	20
2.3.3	Residents of Area Adjoining Actual Line of Control (ALC)	14	03
2.4	Children of Defense Personnel (CDP)	15	03
2.5	Candidates possessing outstanding proficiency in Sports (SP)	16	02
2.6	Children of State Police Personnel and Paramilitary Forces (JKPM)	17	01

Note:

- * The candidate having a certificate that his/her father is working in Defense Establishment (Military Engineering Service, paramilitary force or other service of like nature) where salary is paid out from Defense Estimates is not entitled to the benefit of CDP Category. Where this certificate is wrongly accepted and the candidate gets admission on the basis of this certificate, the admission of such candidate will be cancelled as and when this mistake comes into the knowledge of Board.
- ** The candidates having “Outstanding Proficiency in Sports” must submit their certificates to the Secretary, J& K Sports Council for awarding points which will be then officially submitted to the Board by the Sports Council. The Board shall not be responsible where a candidate fails to submit certificates to the Council or Council fails to forward the points of a candidate to the Board. It shall be the sole responsibility of the candidate to ensure that his/her sports points are forwarded by the Council to the Board.

7. FEE

The fee to be paid by the candidate to the concerned college is not fixed by BOPEE. Thus, no complaint in this regard is entertained by BOPEE. The tentative fee, as communicated by the college is as under:

Annual Fee: Rs. 8438/- (**Subject to change**) to be paid in concerned college

Other Charges: As fixed by the institution

8. APPLICATION FORM

1. How to Get

Applications will have to be submitted online only and examination fee of Rs. 1300/- will have to be paid in the shape of Bank Draft favouring FA/CAO, BOPEE, payable at Jammu/Srinagar or through Online available Customized Bank Receipt for transfer of the said amount in the BOPEE's HDFC

Bank Account. Applicants who don't have internet facility may avail this facility at the **Help Desk** of I.T. Section of BOPEE with prior telephonic appointment, on nominal fee of Rs. 100/= on all working days at the below mentioned BOPEE offices:

1. BOPEE Office, Bhagat-i-Barzullah, opposite J&K Bank, Srinagar-190005 (10 A.M. to 4 P.M.)
2. BOPEE Office, 4th Floor, South Block, Bahu Plaza, Jammu-180012 (10 A.M. to 4 P.M.)

The examination fee is non-refundable. If a candidate, who applies for appearing in the entrance examinations, is later found ineligible, he/she cannot claim refund of the fee paid by him/her. Fee once paid shall not be refunded or reserved for next session in any case, what so ever reasons.

2. Category Options

A candidate shall be considered for selection against the seats reserved for a category having a particular code which has been written by the candidate in the application form, even if he/she is eligible to be considered for seats available in more than one category. For example, if an applicant is a ward of a Police Personnel (Code 17), hails from a Backward Area (Code 13), and also belongs to Schedule Caste Category (Code 07) and he/she indicates code "07" at the relevant Serial No. of the application form, the candidate shall be considered for selection against the available seat for scheduled caste only. An option regarding category once exercised shall not be allowed to be changed subsequently under any circumstances.

3. Certificates to be attached

Attested Photostat copies of the following certificates should be attached with the office copy of the filled up Application Form (confirmation page) strictly in the below given order:-

- 1) Date of Birth Certificate (Matriculation/Secondary School) issued by a recognised Board.
- 2) State Subject Certificate
- 3) Bachelor's Degree Certificate
- 4) Marks sheet of:-
 - a. Higher secondary examination
 - b. Final year of the degree programme
- 5) Reserved Category Certificate from the competent authority as prescribed (Annexures I-II).

4. How to submit

1. Filled in online Application Form (confirmation page)), complete in all respects, can be submitted personally on all working days at the office of the J&K Board of Professional Entrance Examinations, Bhagat-i-Barzullah, opp. J&K Bank, Srinagar-190005 (Kashmir) from 10 a.m. to 4 p.m. or at 4th Floor, South Block, Bahu Plaza, Jammu-180012 from 10 a.m. to 4

p.m. against receipt (Acknowledgment Card) on or before the last date fixed for receipt of application form for which separate notification will be issued.

2. Online Application filled Form (confirmation page) can also be sent by Registered Post/Speed Post only in the name of the Controller of Examinations BOPEE at Jammu or Srinagar on the address as indicated above at (4.1). Application forms (confirmation page) received after the prescribed last date by whatever mode, including registered and speed post, will neither be entertained nor returned to the concerned candidates.
3. If an online application form (confirmation page) is sent through post and is lost in transit or does not reach or reaches the office of the Board after prescribed date and time due to postal lapses/delays, the Board shall not accept any responsibility for the same.

Instructions for Submission of Online Applications

1. Please read the instructions and procedures carefully before you start filling up the form.
2. Examination fee of Rs. 1300.00 (Rupees one thousand three hundred only) be paid in the form of Bank Draft favouring FA/CAO, J&K BOPEE, Jammu/Srinagar or through Online generated/available Customised Bank Receipt/Challan for transfer of the said amount in the BOPEE's HDFC Bank Account.
3. Application must be submitted online as per Notification
4. Please note that the entries/options filled by the candidate in this form cannot be changed at later stage.
5. Please note that the name and date of birth of the candidate should be exactly the same as recorded in his/her High School Certificate. Any discrepancy, whenever discovered, may lead to cancellation of the candidature.
6. After successful submission of Online Application Form, an Application Number on the Application Form (confirmation page) will be generated by the Computer.
7. Candidates are advised to take printout of Application Form (confirmation page) and paste his/her two recent photographs (as given at point 8 below), sign in the specified box and send this Application Form (confirmation page) along with Demand Draft by Registered/Speed Post/By Hand/ **(NOT BY COURIER)** to Controller of Examinations, the J&K Board of Professional Entrance Examinations, Bahu Plaza, Jammu/Bhagat-i-Barzullah, Srinagar, opposite J&K Bank for further processing so as to reach on time as per Notification. Application received after last date shall not be accepted.

8. Firmly affix two recent high contrast prescribed passport size color photographs (taken on or after 01-01-2014 with placard in hand bearing name and date of taking the photo) with gum/glue stick (not to be pinned or stapled) in the space provided for it in the Application Form (confirmation page), duly attested by the Head of the Institution where the candidate had studied or the Gazetted Officer. The placard of the photograph must indicate clearly the name of the candidate along with the date of taking the photograph. It should be without cap or goggles, however, spectacles are allowed. Polaroid photographs are not acceptable. The photograph of the candidate should be attested by the Principal/Head of the Institution or Gazetted Officer in such a way that part of the signature is on the application form. Attestation should be done on the bottom part of the photograph so that the photograph is not defaced. Applications of the candidates not complying with these instructions or with unclear photograph shall be rejected. Candidates may keep two (2) identical photographs in reserve for use at the time of entrance examination/counselling/admission i.e. up to the end of admission process.
9. Candidates submitting applications online are required:
 1. to attach all the required certificates/documents as already mentioned in information brochure.
 2. to attach Demand Draft/Bank Challan of required fee favouring FA/CAO, J&K BOPEE, Jammu/Srinagar payable at Jammu/Srinagar.
 3. to mention his/her Registration No., Name and Address on the back of the Demand Draft (if payment made through draft).
 4. to retain a photocopy of Application Form (confirmation page) and a photocopy of the Demand Draft/Bank Challan, for future reference.

Note: The application submitted online (confirmation page) along with necessary documents and demand draft/bank challan must be submitted in the BOPEE office Jammu/Srinagar before the last date for submission of forms fixed by the Board.

Procedure for filling Online Application Form

1. The applicants are advised to fill the online application form on their own or through a responsible person in their presence. In case of any difficulty, they may approach BOPEE offices at Jammu or Srinagar with prior telephonic (**Help Line**) appointment and payment of a nominal Service Fee of Rs. 100/= (Rupees one hundred only). In this case they are advised to get along with them their required documents in original and a set of attested copies of the same so that they may submit the online application complete in all respects on the same day at the respective BOPEE offices.
1. Browse jakbopee.org/jakbopee.net official websites of J&K BOPEE and find the URL with

the Label **"B.Ed. 2014 (Jammu)"** and click on it. You will be directed to the page having instructions regarding B.Ed. 2014 (Jammu) online submission, URL/link to B.Ed. 2014 (Jammu) **Information Brochure** and Blank **HDFC Bank Challan**. After going thoroughly through the instruction and procedures given in the Information Brochure click the URL/link **"Click here to Proceed to Submit your Online Form"** or similar relevant URL/link for this purpose.

2. You will be directed to Login Page. Click on the "New Registration" button. You will be directed to New Registration Page where you can fill up your register yourself with minimum details.
3. Please note that some entries (marked with red asterisk) on this page are mandatory. In case you forget to fill any one or more fields/entries you will be given a message. In such a case please carefully check for the missing entries by reading the message on the page. Please carefully re-check the data filled here, you will not be permitted to change it after you press the submit button. Once you have completed all the entries click on the **"Submit"** button on the bottom of this page.
4. You will be directed to Provisional Application Details Page and a system generated **Application ID** for reference purpose will be shown to you on this page such as **5BOP00034**. Please use this Application ID and your Date of Birth to Login by clicking on to the LOGIN button at the bottom of this page in order to complete your application.
5. You will be again directed to the Login Page. Use your system generated **Application ID** and your **Date of Birth** to Login to see Candidate Details page where you can submit your Personal, Educational and Test Centre details. Please note that some entries (marked with red asterisk) on this page are mandatory. In case you forget to fill any one or more fields/entries you will be given a message. In such a case please carefully check for the missing entries by reading the message on the page. Once you have completed all the entries click on the **"Submit"** button on the bottom of this page.
6. You will be directed to Photo Upload Page where you can upload your photograph, thumb impression and signature JPEG files. After uploading your photo file click on Next button. You will be directed to similar page where you can see your uploaded photo. Now upload your signature/thumb impression if not already uploaded. You can also change the uploaded photo on this page. After doing all this click on the Next Button.
7. You will be directed to a Print Registration Slip Page which shows a Temporary view of how the provisional confirmation page looks like with all your given details. Here you have an option to lock all the details submitted and complete the process by clicking the Submit button or modify the application form again to make any changes in the details

already submitted by clicking on the Modify button at the bottom of the page. On clicking on submit button the system will prompt you with the message “Are you sure you want to submit” and will redirect you to the Final Page where you can see the provisional confirmation page. You should take a print out of this page by reading the instructions at the bottom first and then clicking on the Print Confirmation Page button. This confirmation page pasted with photograph and attached with attested copies of relevant certificates must be submitted in the BOPEE office Jammu/Srinagar before the last date prescribed for this purpose.

8. Once you have taken the print outs of Application Form (confirmation page) and/or HDFC Bank Challan, you should ensure that you close the browser of the computer so that no one else sees your confidential detail on the screen.

(For Best view use IE 9, Firefox 12 or Google Chrome23 with minimum 1024 X 768 or higher screen resolution)

Note: For updated instruction please visit the website

9. ADMIT CARD

1. No candidate shall be allowed to enter examination hall/venue without valid **Admit Card**.
2. Mere possession of admit card shall not ipso-facto confer eligibility on a candidate who is otherwise not eligible for appearing in entrance examination.
3. Admit card is an extremely important document. It should not be mutilated, defaced or any entry of it changed in any manner which makes it doubtful.
4. Candidates shall have to download the admit cards from BOPEE’s website as per schedule provided in the notification. The dates for the issuance of admit cards shall be announced through a separate notification to be published in two leading English newspapers of the State. No separate intimation shall be sent to individual candidates for downloading of admit card. However, the BOPEE website will remain updated with such information.
5. The candidates are advised to download their Admit Cards from the BOPEE official Websites (**www.jakbopee.net or www.jakbopee.org**) on photo paper printed in colour. In such a case Public Notice shall be issued in this regard. Applicants are therefore advised to keep themselves updated with the information on the official website.
6. Candidates shall have to preserve admit cards till the allotment of seats/completion of selection/admission process.

10. COLLEGE AND ITS INTAKE

The Government College of Education, Canal road, Jammu runs the Course of Bachelor of Education.

INTAKE & SEAT MATRIX FOR B. Ed. COURSE 2014

COLLEGE	TOTAL SEATS	CATEGORY											
		OM (50%)	SC (8%)	STGB (6%)	STL (2%)	STK (2%)	STO (1%)	OSC (2%)	RBA (20%)	ALC (3%)	CDP (3%)	SP (2%)	JKPM (1%)
Govt College of Education, Jammu	250	125	20	15	5	5	2.5 (3)	5	50	7.5 (8)	7.5 (7)	5	2

GOVERNMENT COLLEGE OF EDUCATION, CANAL ROAD, JAMMU



Phone No.: 0191-2577401

Fax: 0191-2577401

Website: Nil

E-mail ID: gcoe.jammu@gmail.com

Total Intake: 250

11. SCHEME OF ENTRANCE EXAMINATION

The entrance examination shall consist of one paper only. The question paper shall contain as far as possible 120 Questions. The subject contents for the entrance examination shall confine to General English: 30 questions, General Awareness: 30 questions, Aptitude for Teaching Profession: 30 questions and Reasoning: 30 questions. All questions will be compulsory and each question shall carry one mark. There will be 0.2 negative mark for every wrong answer. Time duration for the entrance examination shall be one hundred and twenty minutes (two hours).

12. CONDUCT OF ENTRANCE EXAMINATION

Centres of Examination

1. The entrance examination shall be held at the centres as may be specified by the Board in Jammu city.
2. Centres shall be allotted by the BOPEE and the information for the same shall be provided to the candidates on the Admit Card.
3. The centre of examination once allotted shall not be changed under any circumstances.

Nature of question paper

1. The question paper shall be objective type containing Multiple Choice Questions (MCQ's). It contains several pages stapled together in one cover. The questions are based on knowledge, understanding and application of the relevant subject that a graduate student is expected to know in entrance test meant for admission to B. Ed. course
2. Each question booklet is numbered. Before starting to answer the questions, please check the booklet thoroughly. In case of defects like missing questions, Blank pages, missing pages, damaged or defaced pages the booklet shall be replaced with the same series by the Invigilator whenever reported. It shall be the responsibility of candidate to bring such defect in the question paper into the notice of the Invigilator and get the question booklet replaced from the buffer available in the centre meant for this purpose. No complaint shall be entertained after the examination.
3. Do not open the seal containing question booklet until you are asked to do so.
4. Write your Roll Number on the cover page of the question booklet at the space provided for the purpose.
5. Candidates should not make any type of marking on the question booklet. Paper for rough work is included in the question booklet.

6. Each question paper has four series, which are in alphabets i.e., A, B, C, D printed on the cover page of the question booklet. At the end of the examination, candidates can take the question booklets with them.

Nature of OMR Answer Sheet

1. In order to maintain transparency of examinations, candidates are provided OMR answer sheet (Optical Mark Reader Answer Sheet) having original copy and candidate's copy (**Annexure III**). The candidates are directed to fold at perforation at the top of sheet, tear it after the examination is over and separate original copy and candidate's copy. Finally, they have to handover the original copy to the invigilator and take along with them the candidate's copy.
2. The OMR (Optical Mark Reader) answer sheets are used in order to simplify the procedure of evaluation and also to ensure highest accuracy. Each circle on the OMR sheet has an alphabetical or numerical value. So a small mistake in shading the round spot on the circle will not be scanned properly by the machine.
3. The OMR sheets will be supplied to the candidates in the examination hall.
4. At the top of the OMR sheet, there are few blanks which are to be filled in by the candidate very carefully
5. Write question booklet number, booklet series, paper code and Roll Number in numerals and also darken the appropriate circles.
6. Write the given certification statement in your running handwriting in English and append your signature and left hand thumb impression at the space provided for the purpose on your OMR sheet. This certificate is to be authenticated by the concerned Invigilator and Superintendent of the examination centre.
7. Complete the formalities and wait for the signal to start, tear open the seal, open the question booklet, begin reading and answering the questions.
8. Recording of wrong roll no. or question paper series or its omission on the OMR answer sheet shall be done by the candidate at his/her own risk. The Board shall, in no case, entertain any complaint or claim of the candidate for it.
9. Each question is followed by four responses i.e., 1, 2, 3, and 4; of which only one is correct. Indicate the correct response by darkening the appropriate circle completely with black or blue ball point pen on the answer sheet.

For Example Q. 11

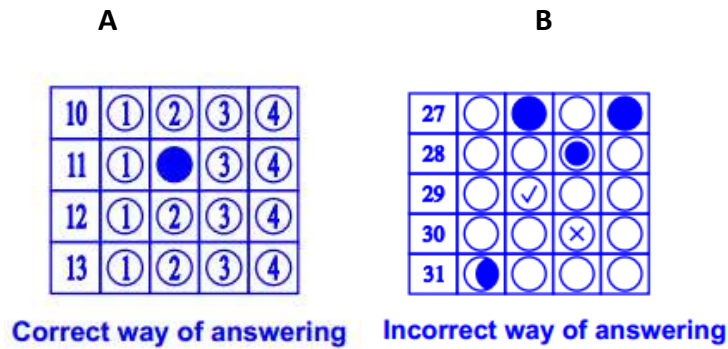
Chennai is the capital of the State of:

- | | |
|--------------|-------------------|
| 1. Karnataka | 2. Tamil Nadu |
| 3. Kerala | 4. Andhra Pradesh |

The correct response is (2). Locate the question number in the OMR Answer Sheet and darken the circle under column (2) as shown below:

Ensure that the circle is completely darkened. Incomplete or faintly darkened circle will be rejected by the Optical Scanner and consequently no mark/negative mark will be awarded for the same.

If more than one circle is darkened or if the response is marked in any other manner as shown at “B” it shall be treated as wrong.



10. In case the candidate does not follow the instruction given on the answer sheet, his/her answer sheet is likely to be rejected whenever detected.

Instructions

Candidates are required to go through the instructions given below carefully:

- No candidate shall be allowed to bring mobile/cell phone in examination hall under any circumstances.
- No textual material, printed/handwritten will be allowed in the hall. Candidates are advised not to carry any such material in the examination hall.
- Candidates must report in the centre 35 minutes before the commencement of the examination. In no case a candidate shall be allowed to enter examination hall after the commencement of the examination.
- The candidates shall not be allowed to bring calculators/pocket transistors/electronic watches with facilities of calculator/slide rules, any form of table or any other such aid.
- Tea, Coffee, Cold Drinks or Snacks are not allowed in the examination hall during examination.

6. Smoking in the examination hall is not allowed.
7. The candidate must sit only in the seat allotted to him/her.
8. In no case a candidate can change his/her seat.
9. No candidate will leave the hall before the expiry of full time duration prescribed for the examination and without handing over answer sheet to the Invigilator on duty.
10. No person/persons other than those authorised by the BOPEE shall be allowed to enter the examination hall.
11. Amanuensis will be allowed only when the candidate or his/ her representative makes such request 15 days before the examination so that the Board gets sufficient time to make arrangement for the same.
12. The candidate's misbehavior in any manner in the examination hall shall entail his/her disqualification. Any disturbance in the examination hall shall be deemed as misbehavior and the candidates shall forfeit the right to continue to sit in the examination hall. The decision of the Centre Superintendent shall be final in the matter.

13. TIME SCHEDULE FOR THE CANDIDATES IN THE EXAMINATION HALL

TIME	ACTIVITY
10:25 AM	Reporting time in the Examination Hall.
10:30 AM	The Invigilator shall ascertain the identity of each candidate by comparing his/her facial appearance with the photograph given in the admit card and attendance sheet. The centre Supervisor shall also check the identity of the candidates and ensure that only the genuine candidates have been allowed to sit in the examination hall and there is no case of impersonation.
10:45 AM	Candidates will be given OMR answer sheet. They will go through instructions printed and fill in the particulars on the answer sheet.
10:55 AM	They will be given question booklet. The question booklet number is to be entered on the answer sheet.
11:00 AM	They will break open the seal of the question booklet and start attempting the questions.
01:00 PM	The candidates will remain in their seats. They will hand over the OMR answer sheets to the Invigilator, take the question booklet and carbonless candidate's OMR copy along with them and leave the examination hall only when they are asked to leave.

Note: After distribution of answer sheets, no candidate shall be allowed to go out of the examination hall under any circumstances.

14. DETERMINATION OF MERIT

1. The merit lists shall be prepared on the basis of inter-se merit of the candidates in the entrance examination in the descending order for Open Merit Category and for each Reserved Category separately.
2. In the case of candidates securing equal marks, inter-se merit shall be determined in the following order:
 - 1) Aggregate marks obtained in the qualifying examination (Graduate Degree).
 - 2) In case the marks obtained in the qualifying examination happens to be equal, the candidate older in age shall be given preference in the Merit List.
3. In case of any subsequent vacancy/vacancies caused by whatsoever reason in any category, the same shall be filled from amongst the candidates of that particular category strictly according to merit. In the event of non-availability of eligible candidates in any Reserved Category, the relevant vacancies shall go to the Open Merit Category.

15. DECLARATION OF RESULT AND NOTIFICATION OF MERIT LIST

The result will be declared as per the merit as explained at 14 above after applying the process of revalidation of answer key as given below:

1. The students can make representation, if any, against any question in the question paper on the prescribed format within a period of two working days up to 4 p. m. after the conclusion of examination i. e. if the examination is over on 4th day of a particular month, the representations shall be received up to 4 p. m. of 6th day of that month, provided 5th and 6th are working days. If for instance 6th is a holiday, then representations shall be received up to 7th day of that month. No representation after the stipulated date shall be accepted because that will delay declaration of result and completion of admission process. The candidates interested in making representation should not wait for separate notification for this purpose and this information shall be deemed as notice to all the concerned candidates. The candidates must obtain a proper receipt in which number of questions represented against, the name of the subject and series will be prominently mentioned. No claim of the candidates will be entertained on this count if he/she is not having receipt of the Board with signature and seal.
2. The Board after the conclusion of the examination shall make available the answer key on its website at about 6 pm after of the conclusion of the examination for students to make representation within two days time

3. The representations shall be consolidated by the Board and will be re-examined by two subject experts whose opinion will be final.
4. The revised key will be uploaded on the website for general information but no representation will be entertained against revised key so that whole admission process is completed within the prescribed time scheduled and does not protract endlessly. The revised key will be applied for evaluation of all the answer sheets including answer sheets of those candidates who have not made any representation.
5. Where a question has ambiguous language which admits more than one answer or has the question having two answers as suggested by subject experts, both the answers shall be considered correct.
6. Where none of the options given to a question is correct, the question will not be considered and no marks will be given to such questions.
7. The students are strictly advised not to make faint marks or ambiguous impressions or incomplete marks on the OMR Sheet. These OMR sheets will be scanned by the machine and the decision will be final and not subject to any manual check as it will not be humanly possible to check all the OMR sheets manually to detect mistakes of the students committed while filling the OMR sheets. It is therefore in the interest of the candidates to fill up OMR sheet carefully as shown in this Brochure and strictly adhere to the instructions regarding filling of the OMR sheet. The re-evaluation of the answer sheets manually or otherwise is not allowed as that will impinge upon the rule of equality which calls for uniform treatment given to rest of the students. However, Re-totaling of marks will be allowed on written request along with a bank draft of Rs. 1500/- per subject in favour of FA/CAO, BOPEE, payable at Jammu/Srinagar. The application will be received within 07 (seven) days after the declaration of result. Any application received after this date shall not be entertained.

16. LIST OF ANNEXURE

ANNEXURE-I

COMPETENT AUTHORITIES FOR ISSUANCE OF RESERVED CATEGORY CERTIFICATES

S. No.	Categories	Competent Authorities to issue certificates
1	Scheduled Caste (SC)	Revenue Officer not below the rank of Tehsildar
2	Scheduled Tribes	
	i. Scheduled Tribe, Gujjar & Bakerwal (STGB)	
	ii. Scheduled Tribe, Leh District (STL)	
	iii. Scheduled Tribe, Kargil District (STK)	
	iv. Other Scheduled Tribes (STO)	
3	Socially and Educationally Backward Classes	
	i. Weak and Under Privileged Classes, Social Castes (OSC)	
	ii. Residents of Backward Area (RBA)	
	iii. Residents of Area Adjoining Actual Line of Control (ALC)	
4	Children of Defense Personnel & Ex-servicemen. (CDP) (Navy, Army and Air force only)	Zila Sainik Board/Commanding Officer of the concerned Unit (on a prescribed format given in the Brochure)
5	Candidates possessing outstanding proficiency in Sports (SP)	Secretary, J&K Sports Council (to be issued before the Date mentioned by BOPEE)
6	Children of Permanent Residents of Paramilitary Forces and State Police Personnel serving in the State (JKPM)	DIG Concerned (on a prescribed format given in the Brochure)

ANNEXURE-II

SAMPLE ANSWER SHEET

INSTRUCTIONS: CANDIDATE TO PLEASE FOLD AT PERFORATION AND THEN TEAR AFTER EXAMINATION IS OVER.
SEPARATE ORIGINAL COPY AND CANDIDATE'S COPY OF OMR ANSWER SHEET AND HAND OVER ORIGINAL ANSWER SHEET TO INVIGILATOR







ORIGINAL COPY **ANSWER SHEET** **Answer Sheet No.**

PHOTOGRAPH

ROLL NO. _____
CANDIDATE'S NAME _____
FATHER'S NAME _____
CATEGORY _____
DATE OF BIRTH _____

INSTRUCTIONS

- Do not fold, tear, wrinkle or staple this sheet.
- Use only Blue or Black Ball Point Pen to fill this Answer Sheet.
- Darken only one circle for each question as shown in the example below.
Marking should be dark and the circle is to be filled in completely as shown in the example below.

Correct way of marking:   
Incorrect way of marking:   

- Mark your answer only in the space provided. Please do not mark any stray mark on this answer sheet.
- Rough work must not be done on this Answer Sheet. Use rough sheets provided at the end of the question booklet for rough work.
- Mark your answer only in the appropriate circle against the corresponding number to the question you are answering.
- Mark your Question Booklet Number and Question Booklet Series correctly.
- There will be 0.2 negative mark for every wrong answer.
- Do not use fluid pens, erasers or blades.
- In case you do not follow the above instructions, your answer sheet is likely to be rejected wherever detected.

ANSWERS

1	1 2 3 4	41	1 2 3 4	81	1 2 3 4
2	1 2 3 4	42	1 2 3 4	82	1 2 3 4
3	1 2 3 4	43	1 2 3 4	83	1 2 3 4
4	1 2 3 4	44	1 2 3 4	84	1 2 3 4
5	1 2 3 4	45	1 2 3 4	85	1 2 3 4
6	1 2 3 4	46	1 2 3 4	86	1 2 3 4
7	1 2 3 4	47	1 2 3 4	87	1 2 3 4
8	1 2 3 4	48	1 2 3 4	88	1 2 3 4
9	1 2 3 4	49	1 2 3 4	89	1 2 3 4
10	1 2 3 4	50	1 2 3 4	90	1 2 3 4
11	1 2 3 4	51	1 2 3 4	91	1 2 3 4
12	1 2 3 4	52	1 2 3 4	92	1 2 3 4
13	1 2 3 4	53	1 2 3 4	93	1 2 3 4
14	1 2 3 4	54	1 2 3 4	94	1 2 3 4
15	1 2 3 4	55	1 2 3 4	95	1 2 3 4
16	1 2 3 4	56	1 2 3 4	96	1 2 3 4
17	1 2 3 4	57	1 2 3 4	97	1 2 3 4
18	1 2 3 4	58	1 2 3 4	98	1 2 3 4
19	1 2 3 4	59	1 2 3 4	99	1 2 3 4
20	1 2 3 4	60	1 2 3 4	100	1 2 3 4
21	1 2 3 4	61	1 2 3 4	101	1 2 3 4
22	1 2 3 4	62	1 2 3 4	102	1 2 3 4
23	1 2 3 4	63	1 2 3 4	103	1 2 3 4
24	1 2 3 4	64	1 2 3 4	104	1 2 3 4
25	1 2 3 4	65	1 2 3 4	105	1 2 3 4
26	1 2 3 4	66	1 2 3 4	106	1 2 3 4
27	1 2 3 4	67	1 2 3 4	107	1 2 3 4
28	1 2 3 4	68	1 2 3 4	108	1 2 3 4
29	1 2 3 4	69	1 2 3 4	109	1 2 3 4
30	1 2 3 4	70	1 2 3 4	110	1 2 3 4
31	1 2 3 4	71	1 2 3 4	111	1 2 3 4
32	1 2 3 4	72	1 2 3 4	112	1 2 3 4
33	1 2 3 4	73	1 2 3 4	113	1 2 3 4
34	1 2 3 4	74	1 2 3 4	114	1 2 3 4
35	1 2 3 4	75	1 2 3 4	115	1 2 3 4
36	1 2 3 4	76	1 2 3 4	116	1 2 3 4
37	1 2 3 4	77	1 2 3 4	117	1 2 3 4
38	1 2 3 4	78	1 2 3 4	118	1 2 3 4
39	1 2 3 4	79	1 2 3 4	119	1 2 3 4
40	1 2 3 4	80	1 2 3 4	120	1 2 3 4

ROLL NUMBER:

QUESTION BOOKLET NUMBER:

QUESTION BOOKLET SERIES:

A ☐ B ☐ C ☐ D ☐

Write below as given certification statement in your running handwriting in English:

I certify that I am the person whose Roll Number and Photograph appear on this sheet. The Question Booklet No. and Booklet Series have been correctly filled by me. I have filled the answer sheet mayball, signed and put my thumb impression.

SIGNATURE OF THE CANDIDATE: _____

SIGNATURE OF THE INVIGILATOR: _____

NUMBER OF QUESTIONS ATTEMPTED:

LEFT HAND THUMB IMPRESSION OF THE CANDIDATE: _____

SIGNATURE OF THE SUPERINTENDENT: _____

Invigilator and Superintendent to ensure that the candidate has given correct information regarding No. of Questions attempted, Booklet No. and Series.

ATTENTION

Carrying of cellphone, pager, calculator or any other electronic gadget to the examination centre is strictly prohibited. Neither BOPEE will make any arrangement for the safe custody of these items nor will be responsible for loss of any such item. Hence, the candidates are directed not to carry such items with them while going to respective examination centres for taking the entrance examination.

The guidelines to curb the menace of ragging in professional colleges issued by the Hon'ble Supreme Court of India.

1. An annual undertaking signed by each student, whether fresher or senior and his/her parent(s) jointly stating that each of them has read the relevant instructions/regulations against ragging, as well as punishments, and that if the ward is found guilty, he/she shall be proceeded against and shall be prosecuted.
2. Such an undertaking shall be furnished in English as well as vernacular language (mother tongue of the parent) at the beginning of each academic year by every student.
3. An undertaking to the similar effect should be obtained every year from each student admitted to the hostel.
4. The compliance to the above effect shall be ensured by each of the affiliating university to which the concerned institution is affiliated and would be verified by them annually.
5. In order to ensure "the ragging free environment" in the campus, each institution shall compulsorily in their prospectus and other admission related documents, shall depict the earlier directions of the Apex Court and/or of the Central or State Governments as applicable, so that candidates and their parents are sensitised for the same.

THE JAMMU AND KASHMIR
BOARD OF PROFESSIONAL ENTRANCE EXAMINATIONS

Jammu	<ul style="list-style-type: none">• 4th Floor, South Block, Bahu Plaza, Jammu - 180012• +91 191 - 2470102, +91 191 - 2479371
Srinagar	<ul style="list-style-type: none">• Baghat-i-Barzulla, Opposite J&K Bank, Srinagar - 190005• +91 194 - 2433590, +91 194 2433760
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