**Advisory for the selected Master Trainers**

**Dear Participant,**

1. Many felicitations on being selected for the role of a Master Trainer for Biology (Classes XI –XII). Following is the advisory for your participation in the three days programme organized by DAV CAE from **23 - 25 January, 2019. At Venue – National Research Centre on Plant Biotechnology, Pusa Institute, Pusa Road, New Delhi.**

**Please note the instructions carefully :**

1. As we begin the sessions from **9 a.m. on 23 January 2019 try and reach Delhi on the evening of 22 January,2019** and programme will be over by **3.00 p.m. on 25th January,2019 the final day of training. Therefore book your Rly. Tickets accordingly.**
2. Be ready and prepared with innovative ideas and discuss and identify any problems area in the concepts of particular classes.
3. Registration - Register on [**www.davcae.net.in**](http://www.davcae.net.in) under the training heading which is mandatory. Incase of any queries regarding registration, please contact :

**Mrs. Vanita Jaisingh - (011-23503500 Extn: 302 & 233)**

1. Course Fee : Demand Draft of **Rs.3,000/- drawn in favour of DAV Centre for Academic Excellence, New Delhi** may either be sent by post or can be deposited during the programme at Delhi.
2. Reporting for the program - Kindly do intimate through your Principal, your arrival and departure time well before time on e-mail ID – [dcae.aa@davcae.net.in](mailto:dcae.aa@davcae.net.in) and call Mr.Vikram Bhalla, DAVCAE at Mobile No: 09560609853 inform him the date and time of arrival and departure. **You report directly at the Hotel(intimated to you) and after reaching Hotel inform Mr. Vikram Bhalla your arrival.**
3. Your stay arrangement will be made at good, safe and hygienic hotels nearby which will provide breakfast and dinner. Please carry enough extra cash for payment of your hotel bills. **The room will be on sharing basis i.e two persons in a room, which will cost Rs.1600/- per person per day (including breakfast and dinner)** All other expenses of Lunch and Tea will be borne by DAVCAE.

With regards

**Mrs.Rajinder Narula**

**OSD - Academic Audit & Programme Coordinator**