



**DAV CENTRE FOR ACADEMIC EXCELLENCE**  
**DAV College Managing Committee**  
**Chitra Gupta Road, Paharganj, New Delhi-55**

Ref.No. DAVCAE/2017-18/

081

Date: 11.05.2017

Dear Training Coordinator/RD/ARD

Continuing with its training endeavour DAV Centre for Academic Excellence, DAV CMC, shall hold two 3-Day **Capacity Building Master Trainer Programmes in Early Education Development Programme (EEDP) i.e. Pre-primary and Early-primary Levels (LKG, UKG, standards 1 & 2)**, in May and June 2017, at DAV College Managing Committee, Delhi.

Kindly, nominate four best teachers one each from LKG, UKG, standards I & 2 for each cluster as per the details given below.

**1. Dates & Days- May 29, 30 & 31, 2017 ; Monday, Tuesday and Wednesday.**

| s.n | Training Coordinator/RD/ARD & Clusters          | No of Teachers to be nominated |
|-----|---|--------------------------------|
| 1   | Mrs. Seetha Kiran: 1) Hyderabad & 2) Karnataka  | 8 ( eight)                     |
| 2   | Dr. U.S. Prasad : 1) Gaya & 2) Aurangabad       | 8 ( eight)                     |
| 3   | Mr. S. P. Arora: 1) Jammu                       | 4 (four)                       |
| 4   | Dr. B.P. Yadav : 1) Godda                       | 4 (four)                       |
| 5   | Mr. Jose Kurien : 1) Gujarat & 2) Mumbai        | 8 ( eight)                     |
| 6   | Mr. L.N. Pradhan : 1) Rourkela & 2) Angul       | 8 ( eight)                     |
| 7   | Ms. Papiya Mukheree : 1) Burdwan & 2) Kharagpur | 8 (four)                       |
|     | Total   | 48 ( forty-eight)              |

**2. Dates & Days - June 7, 8 & 9, 2017 ; Wednesday, Thursday and Friday**

| s.n | Training Coordinator/RD/ARD & Clusters                                       | No of Teachers to be nominated |
|-----|--|--------------------------------|
| 1   | Mrs. Meenu Aggarwal : Vishakhapatnam   | 4 (four)                       |
| 2   | Mr. Uma Maheshwara Rao: Vijaywada  | 4 (four)                       |
| 3   | Mr. K.K Sinha : Bhagalpur  | 4 (four)                       |
| 4   | Chandigarh   | 4 (four)                       |
| 5   | Dr. K.C. Satpathi: 1) Behrampur 2) Bhubaneswar 3) Talcher 4) & Jagatsinghpur | 16 (sixteen)                   |
| 6   | Mr. S.K. Arora: Ludhiana   | 4 (four)                       |
| 7   | Mr. M.L. Goel : 1) Kota  | 4 (four)                       |
| 8   | Mrs. Indoo Taneja : 1) Ajmer   | 4 (four)                       |



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|   |                                |                   |
|---|--------------------------------|-------------------|
| 9 | Mr. P.C. Purohit : 1) Haridwar | 4 (four)          |
|   | Total                          | 48 ( forty-eight) |

**Venue:** The Master Trainer Programmes will be held at the Multi-Purpose Hall of DAV College Managing Committee, Pahar Ganj, New Delhi. The selection criteria for the Master Trainers in EEDP is as appear below

1. Grasp of Early Childhood Education,
2. Good communication skills,
3. Natural love for Children,
4. Good health,
5. Willingness to devote extra time for learning new things and giving training,
6. Good IT skills,
7. Good life skills,
8. Positive attitude towards training.

**Timing** for the programmes will be from 10 a.m. to 6.00 p.m. on Day 1 & 2, and 09 a.m. to 4.00 p.m. on Day 3. Delegates can book their return tickets accordingly. The Master-Trainers shall report on the evening before the commencement of training as per the dates of their programmes.

**Course Fee:**

The Course-fee for this 3-day **Master Trainers Programme in EEDP** is INR 3000/- (three thousand) only, per participant. The teachers should deposit a multicurrency cheque / DD drawn in favour of DAV Centre for Academic Excellence, payable at Delhi, at the time of registration in Delhi.

Kindly, ask the nominated teachers to carry a pen-drive of 16 GB, personal copy of curriculum Guidelines, textbooks, checklist and cumulative card.

**Accommodation:**

Accommodation at DAV Guest House is available only for **08 (eight)** participants. Stay for the participants will also be arranged at safe and hygienic hotels in the vicinity of DAVCMC. Approximate expenditure for accommodation at hotel will be INR 1000/- per day. Please note, the expenses on stay at the hotel (stay & dinner) shall be directly met by the participants. Hence, the school should ensure that the teachers carry enough amount of money with them.



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Online registration is mandatory for participation in the programme. The delegates are required to make online registration on our website under the training tab/link. Please check the announcement of the course after 15<sup>th</sup> May 2017 on our website.

Looking forward to receiving enthusiastic response from your end in our training endeavours.

Yours sincerely,

(Director- DAVCAE)

DAV CMC

**Encl: Registration Form**

Cc to-

1. Mrs. Seetha Kiran & Cluster Heads- Hyderabad & Karnataka
2. Dr. U.S. Prasad & Cluster Heads - Gaya & Aurangabad
3. Mr. S. P. Arora & Cluster head - Jammu
4. Dr. B.P. Yadav & Cluster Head - Godda
5. Mr. Jose Kurien & Cluster Heads - Gujarat & Mumbai
6. Mr. L.N. Pradhan & Cluste Head - Rourkela & Angul
7. Ms. Papiya Mukheree & Cluster Head - Burdwan & Kharagpur
8. Mrs. Meenu Aggarwal & Cluster Head - Vishakhapatnam
9. Mr. Uma Maheshwara Rao & Cluster Head - Vijaywada
10. Mr. K.K. Sinha & Cluster Head - Bhagalpur
11. Mrs Jaskiran Harika, Cluster Head - Chandigarh
12. Dr. K.C. Satpathi & Cluster Heads -Behrampur , Bhubaneswar, Talcher & Jagatsinghpur
13. Mr. S.K. Arora & Cluster Head - Ludhiana
14. Mr. M.L. Goel & Cluster Head- Kota
15. Mrs. Indoo Taneja, Cluster Head - Ajmer
16. Mr. P.C. Purohit, Cluster Head - Haridwar



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**DAV Center for Academic Excellence, DAV College Managing Committee**

**Registration Form**

**Capacity Building Programme for Master Trainer in Early Education Development**  
**Programme ( LKG, UKG & Classes- 1 &2)**

Kindly send the following information about the nominated teachers to our email ID

1. Dates of the Programme \_\_\_\_\_
2. Cluster Head with Address \_\_\_\_\_  
Mobile No \_\_\_\_\_
3. School \_\_\_\_\_
4. Principal \_\_\_\_\_ (M) \_\_\_\_\_
5. Teacher & Class-1 \_\_\_\_\_ (M) \_\_\_\_\_  
2. \_\_\_\_\_ (M) \_\_\_\_\_  
3. \_\_\_\_\_ (M) \_\_\_\_\_  
4. \_\_\_\_\_ (M) \_\_\_\_\_
6. Qualifications \_\_\_\_\_
7. Teaching Experience \_\_\_\_\_
8. Training Programmes Attended/ Conducted \_\_\_\_\_
9. Knowledge of Computer & Smart Phone  
a. MS Word Yes / No  
b. Power point Yes / No  
c. Internet Yes/ No  
d. WhatsApp Yes /No
- 10 Any other \_\_\_\_\_

Signature of the Principal