



Students Resource Book

Victoria College of Education, Bhopal

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Message from Principal

Dear Students,

On behalf of the entire faculty and staff, I extend a very warm welcome to you. This Student Resource Book is your guide to the opportunities, resources, and policies that shape our academic community. Our primary goal is to provide a stimulating, supportive, and safe environment where you can explore your potential, acquire knowledge, and develop into well-rounded, ethical individuals ready to make a meaningful contribution to the world.

I encourage you to embrace this journey with curiosity, integrity, and a commitment to excellence, and I wish you a truly rewarding and successful academic year.

Warm regards,

Dr. Saroj Jain,

Principal, Victoria College of Education, Bhopal (Madhya Pradesh)
Place: Bhopal.

Message from Management

Dear Students,

As the Chairman of this institution, it is my privilege to welcome you to a new chapter of learning and growth. This college is built on a foundation of academic excellence, innovation, and a deep commitment to nurturing future leaders and responsible global citizens. My message to you is to look beyond the curriculum; engage critically with ideas, embrace diverse perspectives, and leverage the resources available here to build a strong foundation for your career and character. I urge you to strive for excellence in all your endeavours and to make us proud with your achievements and integrity. I wish you a transformative and inspiring journey ahead.

Best wishes,

Dr. Mohd Faisal Khan,

Chairman, Victoria College of Education, Bhopal

Dear Students of Victoria College of Education,

To our brilliant students, the future architects of our nation, I extend my heartiest greetings. This Resource Book is your compass, designed to guide you through an exhilarating journey of discovery, innovation, and unparalleled growth. Embrace this phase with unbridled enthusiasm and an insatiable curiosity, for you are in a place where dreams are not just nurtured but empowered with the skills and knowledge to take flight. Remember, your potential is limitless.

I challenge you to aim higher, dig deeper, and shine brighter, transforming every challenge into a stepping stone for success. The world is waiting for your unique genius; go forth and conquer it with confidence, compassion, and character.

With immense optimism,

Mr. Sanjoy Kumar Sharma

**Chief Education Officer,
Victoria College of Education, Bhopal,
Madhya Pradesh**

About College

Victoria College of Education was established on 15th July 2005 under the esteemed aegis of the Sahib Shiksha Avam Kalyan Samiti, founded upon a visionary mission to redefine and transform the landscape of teacher education. Permanently affiliated with Barkatullah University, Bhopal, the college offers a comprehensive suite of accredited teacher training programmes, including D. EL. ED, B.Ed., M.Ed., and B. P. Ed., each designed to meet the highest national standards.

Our core aspiration is to cultivate a new generation of educators who are not only profoundly knowledgeable and pedagogically skilled but also inherently compassionate and resilient. We are dedicated to empowering these future leaders with the intellectual depth, ethical foundation, and innovative spirit required to drive meaningful change within the education sector and the communities they will serve.

This mission is realized through our unwavering commitment to academic excellence and a dynamic, learner-centric environment. Our distinguished faculty, comprising dedicated scholars and practitioners, employs a multifaceted and pragmatic approach to pedagogy. This ensures a rigorous, engaging, and transformative learning experience that emphasizes critical thinking, creativity, and practical application.

True to our motto, **“Wheels Ahead in Education,”** we are relentlessly propelled forward, consistently setting new benchmarks for quality and innovation in teacher preparation. Our legacy is reflected in the countless accomplished alumni who have emerged as leaders, administrators, and inspirational educators in prestigious institutions across the nation. Their profound contributions to the field and to societal development stand as the ultimate testament to our college's impact. We take immense pride in their success, which continuously inspires our entire community to pursue ever-higher milestones of excellence and leadership.

Our Vision

To be a leading institution committed to delivering transformative education rooted in academic excellence, ethical values, and inclusive growth. We envision creating a vibrant learning community that fosters intellectual curiosity, professional competence, and personal integrity. Through a culture of discipline, diversity, and continuous innovation, we aim to empower students with the knowledge, skills, and confidence needed to thrive in a competitive global environment and contribute meaningfully to society.

Our Mission

Our mission is to create a dynamic and nurturing educational ecosystem that fosters academic excellence, character development, and professional readiness. With state-of-the-art facilities, a comprehensive and inclusive curriculum, and a team of dedicated educators, we aim to shape

well-rounded individuals who uphold human values, demonstrate ethical leadership, and are prepared to meet the evolving demands of society.

We are committed to building strong industry-academic partnerships to bridge the gap between classroom learning and real-world applications. Through hands-on experiences, research opportunities, and a focus on innovation and entrepreneurship, we empower students to become confident, responsible, and future-ready global citizens.

Key Objectives of the Society

The founding society of Victoria College is committed to fostering a supportive and enriching educational ecosystem. Its objectives include:

- Ensuring a **safe, inclusive, and secure learning environment**,
- Encouraging **critical thinking, creativity, and problem-solving**,
- Promoting a **multidisciplinary education** across arts, science, and humanities,
- Facilitating **extracurricular activities** to boost physical fitness and personal growth,
- Instilling **core values** of integrity, empathy, respect, and responsibility,
- Cultivating a **spirit of community, diversity, and inclusiveness**,
- Preparing students for **higher education and gainful employment**,
- Advancing research and **knowledge creation**,
- Supporting **lifelong learning** and professional development,

Academics

Different Courses in College

Bachelor of Education (B.Ed.) - 100 Seats

Duration: 2 Years | **Eligibility:** Graduation in any stream with minimum 50% marks,

The Bachelor of Education (B.Ed.) is a professional degree program that prepares individuals for a rewarding career in teaching. The course equips future educators with pedagogical skills, classroom management techniques, and a deep understanding of child psychology and educational philosophy. Practical training through internships and teaching practice is an essential part of the curriculum. After completion, graduates become eligible to teach at the secondary and senior secondary levels in schools or pursue further studies like M.Ed. or education-related research.

Master of Education (M.Ed.) - 50 Seats

Duration: 2 Years | **Eligibility:** B. ED/ Post Graduate in any stream with minimum 50% marks

The Master of Education (M.Ed.) is a two-year postgraduate programme designed to provide advanced knowledge and skills in the field of education. It focuses on deepening understanding of teaching methodologies, learning processes, and educational leadership. The course includes theoretical studies, practical training, and research work to develop professional competence. M.Ed. is ideal for those who wish to become teacher educators, educational administrators, or researchers in education. Successful completion of this course enhances career opportunities and professional growth in the education sector.

Diploma in Elementary Education (D. El. Ed.) - 50 seats,

Duration: 2 Years | **Eligibility:** 10+2 from a recognized board with minimum 50% marks.

D. El. Ed. is a diploma-level course specifically designed for those who want to become primary or upper primary school teachers (Classes I-VIII). It focuses on child development, elementary pedagogy, inclusive education, and practical teaching experience. The program is ideal for

those passionate about foundational education and offers a direct pathway to becoming a government or private school teacher in the elementary education sector. The course is recognized by NCTE and includes rigorous internship components.

Bachelor of Physical Education (BPED) - 100 Seats,

Duration: 2 Years | **Eligibility:** Graduation with 50% mark from recognized collage,

The Bachelor of Physical Education (B. P. Ed) is a two-year undergraduate programme focusing on physical education and sports training. It is open to students who have completed 10+2 from any recognized board. The course trains students in physical fitness, sports sciences, coaching, and health education. It prepares graduates to become physical education teachers, coaches, and sports instructors. B. P. Ed enhances overall knowledge of sports and promotes a career in physical education and allied fields.

Affiliation

(a) Victoria College of Education, Bhopal is affiliated to Barkatullah University, Bhopal. Courses are recognized by MP Board of Secondary Education, NCTE (National Council for Teachers Training), and Rajya Shiksha Kendra.

(b) Victoria College of Education Bhopal has been recognized by UGC (University Grant Commission) with 2(f) certificate in the year 2023.

Admission Procedure

Admission of students to all the Ongoing courses are done through online registration on the website e-Pravesh Interested students register themselves through this portal by paying registration fees and uploading all details.

Students are required to make their choices of colleges in which they like to study as per their order of choice and preferences.

Following this merit list is declared by Higher Education (Govt of Madhya Pradesh) on the website regarding seat allotment and accordingly letters are issued by higher education. Students are required to report to government college along with allotment letter for verification of their documents.

Thereafter student must deposit first instalment as instructed by Higher Education with an instruction of deadline for remittance of fees.

Admitted students then report to the college allotted to them to complete all formalities.

Following documents are required for admission and per the university guidelines:

- Passport Size Photo - 4 copies,
- Copy of 10th, 12th, Graduation and PG Marksheets,
- Transfer/ Migration Certificate,
- Adhar Card of Students,
- Income Certificate of Family for Scholarship,
- Domicile Certificate,
- Samagar Id of Students,
- If there are gap in academic session, then Gap Certificate,

Code of Conduct

A **Code of Conduct** for colleges establishes guidelines that promote a respectful, inclusive, and disciplined environment for students, faculty, and staff. It emphasizes academic integrity, ethical behaviour, and mutual respect among all members of the college community. Key aspects include use of resources responsively, prohibition of harassment or bullying, and compliance with college regulations. Management is very particular regarding maintenance of decorum and discipline within the campus. The Code of Conduct, guideline needs to be followed by everyone thus contributing to a safe and supportive educational environment conducive to learning and personal growth.

A. Code of Conduct for Principal

- Implement all policies which are approved by the Board of the Society, which is also the highest body for structuring key policies in the college.
- Ensure coordination between various statutory committees in the college for smooth functioning of all activities.
- Closely monitor admission, examination, and evaluation for ensuing timely compliances.
- Conduct regular meetings of teaching & non-teaching staff and instruct/ guide them appropriately.
- Conduct college council meeting as per the set interval.
- Coordinate with all staff (teaching & non-teaching) and where needed guide them to meet the deadlines and effective execution of individuals responsibility.
- Guide students were required to ensure that students fulfill his/her career and lifelong learning.
- Monitor class work to ensure schedules and time tables are followed as desired.

- Organize various academics activities i.e. conferences, seminars, workshops as planned and scheduled.
- Advise HODs to conduct remedial classes for the slow learner if necessary.
- Ensure quality assurance with the help of IQAC.
- Conduct development & consultancy activities.
- Ensure discipline within the college premise to support good academic & learning environment in the campus.
- Appropriate liaison with UGC, government and university.
- Involve faculty members at different levels for various institutional activities.
- Conduct performance appraisal of all staff of the college.

B. Code of Conduct for Teaching Faculty

- Maintain proper conduct consistent with the expectations from a faculty as a role model.
- Facilitate students physical, social, intellectual, emotional, and moral development in the college.
- Treat all students with love and affection.
- Respect values and be impartial with all students irrespective of their caste, creed, religion, sex, economic status, disability, language, and place of birth.
- Respect the right and dignity of the students in expressing his/her opinion.
- Encourage and guide students to develop their personalities.
- Guide them for various opportunity to build their career.
- Make yourself available beyond the class hours and help them solve their problems without any biasness.
- Establish relationship of trust with the parents/ guardians in the interest of the all-round development of the students.
- Work to improve education in the community and strengthen the community moral and intellectual life,
- Beware of local social problems, conduct meeting of society and guide them as required and promote importance of education within the society,
- Respect the professional standing and opinions of the colleagues.
- Do not make unconfirmed statements against the colleagues or higher authorities.
- Maintain confidentiality of information concerning colleagues and dispenses such information that are authorized by management.
- Strive for continuous professional development.

- Visit college on time and conduct classes as scheduled.
- Remain in the college campus till the agreed time.
- Share and express opinion by participation at professional meetings, seminars, conferences etc. for contributing towards the knowledge base.
- Perform duties in the form of teaching, practical, and seminar work simultaneously with dedication.
- Treat non-teaching staff and colleagues equally and in a cooperative manner.

C. Code of Conduct for Non-teaching Staff

- Non-teaching staff should wear uniform provided by the management.
- They should wear their Identity card all the time during college working time.
- Non-teaching staff assigned to laboratories should keep the Lab neat and tidy.
- Any loss or damage in Lab should be immediately brought to the notice of department HODs.
- Non-teaching staff should to adhere the timings of the college and ensure all assets are safe and protected.
- They should carry out their duties as instructed by the authorities to whom they are attached/ reporting.
- They should not leave the college premise without permission of the principal.

D. Code of Conduct for the Students

- Students should wear identity Card all the time during the college time.
- All students should abide by the rules and regulations of the college.
- Only Bonafide students and their parent should be allowed to enter the premise of the college.
- Any student involved in Ragging of any sort of activities directly or indirectly prohibited will attract disciplinary action which could be termination or facing action by the law enforcing authorities.
- It will be responsibility of all students to keep the campus clean and tidy and should also not damage any college property.
- All students should maintain decent and cordinal relationship with the faculty and staff of the college.
- Maintain discipline in college campuses of utmost importance; hence disturbance of the academic pursuit at any manner will not be tolerated.

- All enrolled students should be punctual and regular in attending classes. The minimum attendance mandatory (% is 75). Anyone who fails to adhere to this shall not be permitted to appear for the examinations.
- Use of mobile phone in college campus especially in corridors, classroom is strictly prohibited.
- All Students are expected to dress themselves properly and wear sober dress during presence in college campus.
- Students should be polite and respectful to all others in the college.
- Use only official email for corresponding with students and teachers. They should also check their mail on regular basis and respond mail promptly.
- Every student must provide his/ her details i.e. mobile number and address to the college.
- Students should not bring illegal substance or dangerous items into the college premise.
- They should not behave aggressively with the college staff or any students in the campus.
- Follow all college policies and procedures.

If the college rules, regulations, and policies are not adhered by the students, management committees have right to execute disciplinary actions against the students.

Principals, faculties, non-teaching staff and students should keep copies of Code of Conduct for reference and to follow the agreed rules of colleges.

Staff & Faculty

Dr. Saroj Jain, Principal, Victoria College of Education, Bhopal

M.ED (Master in Education)				
SN	Name	Course Subject	Subject	Qualification
1	Dr. Saroj Jain	M. ED	M.Sc. / M. ED	Doctorate
2	Dr. Girija Bhati	M. ED	M.Sc. / M. ED	Doctorate
3	Dr. Jay Prakash Tiwari	M. ED	MA in Education	Doctorate
4	Dr. Dharmendra Shukla	M.ED	MA in Education	Doctorate
5	Dr. Sanjay Kr. Verma	M.ED	MA	Doctorate
6	Dr. Jehangir Lone	M.ED	MA	Doctorate
7	Mr. Ramesh Kr. Yadav	M.ED	MA	UGC NET
8	Mr. Shyam Narayan	M.ED	MA	UGC NET
9	Mrs. Rizwana Qureshi	M.ED	MA	UGC NET (JFR)
10	Mrs. Deepika Prajapati	M.ED	MA	UGC NET
B. ED (Bachelor in Education)				
1	Dr. Mayank Limaye	B. ED	M.Sc.	Doctorate
2	Dr. Sandeep Kr. Yadav	B. ED	MA	Doctorate
3	Mr. Ramesh Singh	B. ED	MA	UGC NET
4	Mr. Shiv Lal Yadav	B. ED	MA	UGC NET
5	Mr. Brijesh Kr. Yadav	B. ED	M.Sc.	UGC NET
6	Mr. Veerendra Kr. Singh	B. ED	M.SC	UGC NET
7	Mr. Ashwin Kumar	B. ED	M.Sc.	UGC NET
8	Mr. Anil Kr. Ojha	B. ED	M.Sc.	UGC NET
9	Mohd. Faisal	B. ED	MA	UGC NET
10	Mr. Mohd. Vaseem	B. ED	BA Drawing	MA Drawing
11	Mrs. Benazeer Khan	B. ED	MA	M.ED
12	Mr. Rajkumar	B. ED	B.P. ED	M.P. ED
13	Mr. Ankit Mallick	B. ED	Music	MA in Music
14	Mrs. Bhawana Geetay	B. ED	MA	M.ED
15	Mrs. Nirmla Jhade	B. ED	MA	PGD in Painting & Sewing
16	Mrs. Dimple Singh	B. ED	MA	M.ED
D.EL. ED (Diploma in Elementary Education)				
1	Mrs. Archana Parihar	D.EL. ED	MA	M.ED
2	Mrs. Pratibha Parihar	D.EL. ED	M.Com	M.ED
3	Mrs. Priya Rathore	D.EL. ED	M.Sc.	M.ED
4	Mrs. Shyamla Khare	D.EL. ED	BFA (Fine Arts)	MFA (Fine Arts)
5	Mr. Raj Kumar Garg	D.EL. ED	MA	M.ED
6	Vacant			
7	Vacant			
8	Vacant			

B.P. ED (Bachelor in Physical Education)

B.P. ED (Bachelor in Physical Education)				
1	Dr. Praveen Kumar	B.P. ED	B.P. ED/ M.P. ED	Doctorate
2	Dr. Kashmir Singh	B.P. ED	B.P. ED/ M.P. ED	Doctorate
3	Dr. Sheela Devi	B.P. ED	B.P. ED/ M.P. ED	Doctorate
4	Mr. Badar Ahmed	B.P. ED	B.P. ED	M.P. ED
5	Mr. Hakim Singh	B.P. ED	B.P. ED	M.P. ED
6	Mr. Susheel Kumar	B.P. ED	B.P. ED	M.P. ED
7	Mr. Atul Gautam	B.P. ED	B.P. ED	M.P. ED
8	Mr. Pradeep Kumar	B.P. ED	B.P. ED	M.P. ED

Facilities

Victoria College has all the fundamental facilities to function effectively meeting all needs a college should have.

Infrastructure

Victoria College of Education in Bhopal boasts a state-of-the-art infrastructure designed to enhance academic excellence and practical learning. The institution houses specialized, well-equipped laboratories, including a Social Studies Lab with interactive learning tools, a Mathematics Lab featuring advanced computational and geometric resources, a Computer Lab with high-speed internet and modern software, and a Science Laboratory stocked with the latest apparatus for physics, chemistry, and biology experiments. Each lab is meticulously maintained to meet rigorous academic standards, ensuring students gain hands-on experience in their respective disciplines.

The college also features a dedicated Activity Room, upgraded with contemporary resources to support innovative teaching methodologies and student engagement. With 10 spacious, well-ventilated classrooms, each fitted with ergonomic furniture and digital aids, the institution provides an optimal learning environment. Safety is a priority, with a secure campus equipped with surveillance systems and controlled access to ensure student well-being.

Administrative efficiency is upheld through a spacious Principal's office and a fully functional Administrative Room; both designed for seamless operations. Additionally, the college offers modern conference and seminar facilities, complete with audiovisual presentation tools, to host academic discussions, workshops, and meetings. Every aspect of the infrastructure is tailored to facilitate smooth academic delivery, making Victoria College of Education a premier institution for aspiring educators.

Academic Excellence at Victoria College of Education, Bhopal

At Victoria College of Education, academic excellence is the cornerstone of our mission. We are committed to delivering high-quality education through a dynamic curriculum, innovative teaching methodologies, and a relentless focus on student growth and development. Our experienced and dedicated faculty fosters a culture of critical thinking, creativity, and intellectual curiosity, ensuring that students not only acquire knowledge but also learn to apply it effectively.

To maximize learning outcomes, we deploy structured assessments, interactive classroom sessions, and practical engagements that bridge theory with real-world application. Recognizing the diverse learning needs of students, we provide personalized academic support, including remedial and extra classes, to ensure conceptual clarity and mastery of

subjects. This student-centric approach has consistently yielded outstanding results, reflecting the rigorous academic standards upheld by the institution.

Beyond traditional instruction, we emphasize research, collaborative learning, and professional skill development, preparing our graduates to excel in the competitive field of education. By nurturing well-rounded, knowledgeable, and confident educators, Victoria College of Education continues to set benchmarks in teacher training and academic excellence.

Library at Victoria College of Education, Bhopal - A Hub of Knowledge and Academic Enrichment

The library at Victoria College of Education Bhopal stands as a vibrant intellectual hub, meticulously designed to support the academic and research needs of students and faculty. With a vast collection of over 14,000 books encompassing diverse disciplines—including education, psychology, science, social studies, and humanities—it serves as a treasure trove of knowledge for aspiring educators. Each resource is carefully curated to align with the curriculum, ensuring that learners have access to relevant, up-to-date, and authoritative content that enhances their academic journey.

Spacious, Comfortable, and Conducive Learning Environment

The library boasts a well-planned, spacious interior with ample natural light and a serene ambiance, fostering an ideal setting for deep study and research. Thoughtfully arranged reading tables and ergonomic seating accommodate many students, allowing them to study in comfort. The silent zones within the library provide a distraction-free environment, while discussion corners facilitate collaborative learning and academic discourse among peers.



Fully Automated for Efficiency and Accessibility

Embracing modern technology, the library is fully automated with advanced library management software, streamlining processes such as book issuance, returns, and inventory tracking. This digital integration ensures quick and hassle-free access to resources, enabling students and faculty to locate and borrow books with ease. Additionally, the system maintains

a comprehensive digital record of borrowing history, helping users manage their academic references efficiently.

Extensive Collection of Journals and Periodicals

Beyond textbooks, the library subscribes to a wide range of national and international journals, research papers, and periodicals, providing students with exposure to cutting-edge developments in education and related fields. These resources are invaluable for in-depth research, assignments, and project work, allowing learners to explore theories, methodologies, and contemporary trends in pedagogy.

Digital and E-Learning Support

Recognizing the growing importance of digital resources, the library also offers access to e-books, online databases, and educational e-journals, ensuring that students stay abreast of the latest academic advancements. Computer terminals with internet connectivity are available for online research, e-learning modules, and digital reference searches, making the library a hybrid center of traditional and modern learning.



Dedicated Support for Research and Academic Growth

The library staff, comprising knowledgeable and approachable professionals, provides personalized assistance in locating resources, referencing, and research guidance. Regular orientation sessions are conducted to familiarize new students with the library's facilities, ensuring optimal utilization of available materials.

A Pillar of Academic Excellence

By offering a rich repository of books, journals, and digital resources, coupled with a calm and scholarly atmosphere, the library at Victoria College of Education plays a pivotal role in shaping informed, resourceful, and intellectually curious educators. It stands not just as a storehouse of knowledge but as a dynamic space that inspires learning, critical thinking, and academic excellence.

Through its well-structured systems, modern amenities, and extensive collection, the library remains an indispensable asset in nurturing the next generation of skilled and knowledgeable teachers.

Conference Room Facilities at Victoria College of Education - Professional Spaces for Academic Excellence

At Victoria College of Education, our conference rooms represent the institution's commitment to fostering meaningful academic discourse and collaborative planning. These carefully designed spaces serve as the intellectual crossroads where faculty, administrators, and visiting scholars converge to shape the educational landscape of our institution. The conference facilities are strategically positioned within the campus architecture to maintain an atmosphere of focused deliberation while preserving the sanctity of ongoing classroom instruction, ensuring that neither academic schedules nor meeting productivity are compromised.



The conference rooms boast sophisticated interior design that blends functionality with professional aesthetics. Premium ergonomic furniture arranged in both boardroom and collaborative configurations accommodates various meeting formats, from formal administrative reviews to interactive academic brainstorming sessions. The spaces are equipped with cutting-edge presentation technology, including high-lumen projection systems, integrated conferencing audio solutions, and interactive digital whiteboards that transform traditional discussions into dynamic, multimedia-enhanced exchanges. Climate control systems and acoustic treatments maintain optimal environmental conditions, allowing participants to concentrate fully on the matters at hand without physical distractions.

Multipurpose Academic Hubs

Beyond their primary function as meeting venues, these rooms serve multiple roles in our educational ecosystem. They become examination centers during assessment planning, training rooms for faculty development programs, and interview spaces for academic recruitment. The facilities regularly host curriculum review committees, research proposal

discussions, and quality assurance meetings that directly contribute to the institution's continuous improvement. With provisions for both in-person and hybrid participation through advanced teleconferencing capabilities, the rooms bridge geographical gaps, enabling international collaborations and guest lectures from global experts in teacher education.

Commitment to Professional Standards

Every design element and technological inclusion in our conference facilities reflects our dedication to maintaining professional standards that match our academic aspirations. From the strategically placed power outlets that facilitate seamless technology use to the carefully curated reference materials available in each room, no detail has been overlooked in creating spaces that inspire productivity and innovation. The conference rooms stand as physical manifestations of our institutional values - spaces where ideas are rigorously examined, strategies thoughtfully developed, and educational excellence consistently pursued. These facilities not only meet current academic needs but are designed with the flexibility to evolve alongside emerging educational technologies and pedagogical approaches, ensuring their continued relevance in shaping future educators.

Comprehensive Sports Infrastructure

Victoria College of Education boasts exceptional sports facilities designed to foster physical fitness, teamwork, and competitive spirit among students. The campus features a vast, well-maintained playground that serves as the epicenter for outdoor sporting activities. This expansive space regularly hosts intercollegiate football matches, cricket tournaments, and athletic meets, equipped with proper markings,



goalposts, and pitch maintenance to meet competitive standards. The outdoor arena not only facilitates organized sports but also provides students with ample space for recreational activities and fitness training.

Complementing the outdoor facilities, the college houses a dedicated indoor sports complex featuring a professional-grade badminton court with and tournament-quality lighting. The multipurpose indoor space accommodates various games such as table tennis, carrom, and chess, catering to diverse student interests. This climate-controlled environment ensures year-round access to physical activities regardless of weather conditions, encouraging consistent participation in sports.

Commitment to Sports Excellence

These facilities demonstrate the institution's strong belief in balanced development of mind and body. Regular inter-departmental competitions, annual sports days, and yoga sessions form an integral part of campus life. The college continually upgrades its sports infrastructure, ensuring students have access to professional-grade equipment and training spaces. This investment in physical education complements academic pursuits by developing leadership qualities, perseverance, and healthy lifestyle habits essential for aspiring educators. Through these comprehensive sports provisions, Victoria College cultivates not just skilled teachers, but well-rounded individuals prepared to inspire future generations.



First Aid Room: Ensuring Health and Safety on Campus

At Victoria College of Education, the health and well-being of our students and staff remain paramount. Our **fully equipped First Aid Room** serves as a critical facility to address medical emergencies and minor health concerns with efficiency and care. Located in an easily accessible area of the campus, the room is **exclusively dedicated to medical assistance** and is stocked with **essential medicines, wound care supplies, diagnostic tools (such as a blood pressure monitor and thermometer), and a comfortable resting bed** for observation. A **trained nurse or first-aid attendant** is available during college hours to provide immediate care, administer basic treatment, and offer guidance on health-related concerns.

Understanding the importance of preparedness, the college also **organizes periodic visits by medical professionals** to conduct basic first-aid training sessions for staff and students. These sessions empower the college community with knowledge on handling emergencies, recognizing symptoms, and taking appropriate action before professional medical help arrives. In cases requiring advanced care, the institution has **established protocols for swift referral to nearby hospitals**, ensuring seamless access to comprehensive treatment.

The presence of this facility underscores our commitment to maintaining a **safe, responsive, and health-conscious campus environment**. By integrating immediate first-aid support with preventive health awareness, we ensure that every individual at Victoria College of Education can pursue their academic and professional activities with confidence and security.

Art Room for D. El. Ed: Cultivating Creative Educators

The **Art Room** at Victoria College of Education is a specialized learning space meticulously designed to support the **Diploma in Elementary Education (D. El. Ed)** curriculum, equipping future teachers with essential artistic skills and creative teaching methodologies. This well-equipped facility serves as a dynamic workshop where students engage in hands-on practice with a comprehensive range of art supplies, including **clay modelling tools, watercolors, poster colours, crayons, sketching pencils, collage materials, and craft supplies** - all fundamental components of elementary art education. The room features **spacious worktables, display boards for sample artworks, and proper storage systems** to maintain an organized, inspiring environment for artistic exploration.

Here, teacher trainees learn to **develop age-appropriate art activities, create teaching aids, and design visual learning materials** that they will eventually use in their classrooms. Through structured exercises in **drawing techniques, colour theory, paper crafts, and educational chart making**, students master the practical application of art in elementary education while understanding its importance in **cognitive development, motor skill enhancement, and creative expression** among young learners. The Art Room also hosts **demonstration sessions by experienced art educators** who showcase innovative ways to integrate art across the curriculum, transforming abstract concepts into tangible, engaging learning experiences. Regular **peer-teaching activities and lesson plan workshops** in this space allow trainees to practice delivering art instruction, receiving constructive feedback to refine their teaching approaches.



Through structured exercises in **drawing techniques, colour theory, paper crafts, and educational chart making**, students master the practical application of art in elementary education while understanding its importance in **cognitive development, motor skill enhancement, and creative expression** among young learners. The Art Room also hosts **demonstration sessions by experienced art educators** who showcase innovative ways to integrate art across the curriculum, transforming abstract concepts into tangible, engaging learning experiences. Regular **peer-teaching activities and lesson plan workshops** in this space allow trainees to practice delivering art instruction, receiving constructive feedback to refine their teaching approaches.

This dedicated facility embodies the college's commitment to producing **well-rounded elementary teachers** who can effectively harness the power of visual arts to make learning more interactive, inclusive, and impactful in diverse classroom settings.

Performance of College in last 3 years (Course Wise)

Name of Course	Batch (2020 - 2022)	Batch (2021- 2023)	Batch (2022- 2024)
M.Ed.	48/ 50	48/ 49	47/50
B.Ed.	92/100	89/100	91/100
D. El. ED	46/50	43/48	44/49
B.P. ED	89/100	86/100	72/85

Important Instruction for Students in the Campus

- **Dress Code:** Formal attire (No casuals in classrooms).
- **Mobile Phones:** Allowed only in silent mode; restricted in labs/library.
- **Disciplinary Action:** Misconduct may lead to suspension/expulsion.

NAAC (National Assessment & Accreditation Council)

NAAC (National Assessment and Accreditation Council)

Our institution underwent its first cycle of NAAC Accreditation in the year 2012 for the period 2013-2018 and was awarded a CGPA of 2.69 with Grade **B+**. Since then, consistent, and continuous efforts have been made to strengthen the academic environment, physical infrastructure, and overall institutional processes in accordance with the quality parameters prescribed by NAAC.

As we prepare for the second cycle of accreditation in 2026, we take pride in the systematic improvements achieved during the last decade. The upgradation of facilities, adoption of innovative teaching-learning methodologies, promotion of research culture, and implementation of student-centric reforms have added significant value to our institution. With the **Internal Quality Assurance Cell (IQAC)** functioning actively to ensure continuous quality upgradation, and with the wholehearted support of faculty, staff, and stakeholders, we are confident of achieving a higher CGPA and an improved grade in the forthcoming assessment.

These endeavours reaffirm our commitment to academic excellence and our contribution to the higher education landscape of India, by nurturing quality, innovation, and holistic development of learners.

IQAC (Internal Quality Assurance Cell)

The **Internal Quality Assurance Cell** has been constituted with representation from diverse sections of the institution to initiate, plan, and implement quality measures on a regular basis. The IQAC meets at least once every quarter to review the developmental activities of the college and to address key academic and administrative concerns. The Cell ensures that quality sustenance and enhancement become an integral part of institutional functioning through participative decision-making and systematic monitoring.

AQAR (Annual Quality Assurance Report)

The institution has displayed an unwavering commitment towards quality enhancement through timely and regular submission of the **Annual Quality Assurance Report (AQAR)**. All reports up to June 2024 have already been uploaded on the NAAC portal. The disciplined and systematic approach adopted by the institution has enabled accurate documentation and effective presentation of academic and administrative data.

Regular IQAC meetings and interactions have strengthened the collective understanding of NAAC parameters among faculty and staff, thereby ensuring comprehensive reporting. These processes have facilitated transparency, accountability, and a culture of continuous improvement. The institution's proactive approach in maintaining quality standards through the AQAR mechanism positions us favourably for the upcoming NAAC accreditation cycle.

Academic Calendar & Events Period: - 1st July'2025 to 30th June'2026

Semester - I (1st July'2025 to 31st Dec'2025)

Month	Activities
July'2025	Admission of New Students & Orientation, Commencement of Classes, Event on World Population Day
Aug'2025	Regular Classes + Assignments, Extension Activities, Event on Independence Day,
Sep'2025	Internal Test/ Presentation, Teaching Practices, Cultural Activity, 5th Sep'2024 Teachers Day Event
Oct'2025	Mid Term Semester Break (1 week), Submission of Assignment, Event - Gandhi Jayanti,
Nov'2025	Examination Preparation, School Visit Exposure,
Dec'2025	Semester & Practical Exam, Winter Break,

Semester - II (1st Jan'2026 to 30th June'2026)

Month	Activities
Jan'2026	Field Work, Classes Begins, Event on Republic Day, National Seminar,
Feb'2026	Theory Classes, Extension Work, Internal Assessment,
Mar'2026/ Apr'2026	Event on International day, Midterm Assignments, Guidance and Clarifications, Preparation of Practical Work
May'2026	Submission of Assignment, Reports,
June'2026	Second Semester Exam, Practical, Evaluation and Results

Contact Information

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Note: This Student Resource Book is subject to updates. Students are advised to check the college notice board/website regularly.

"Education is the most powerful weapon which you can use to change the world." - Nelson Mandela