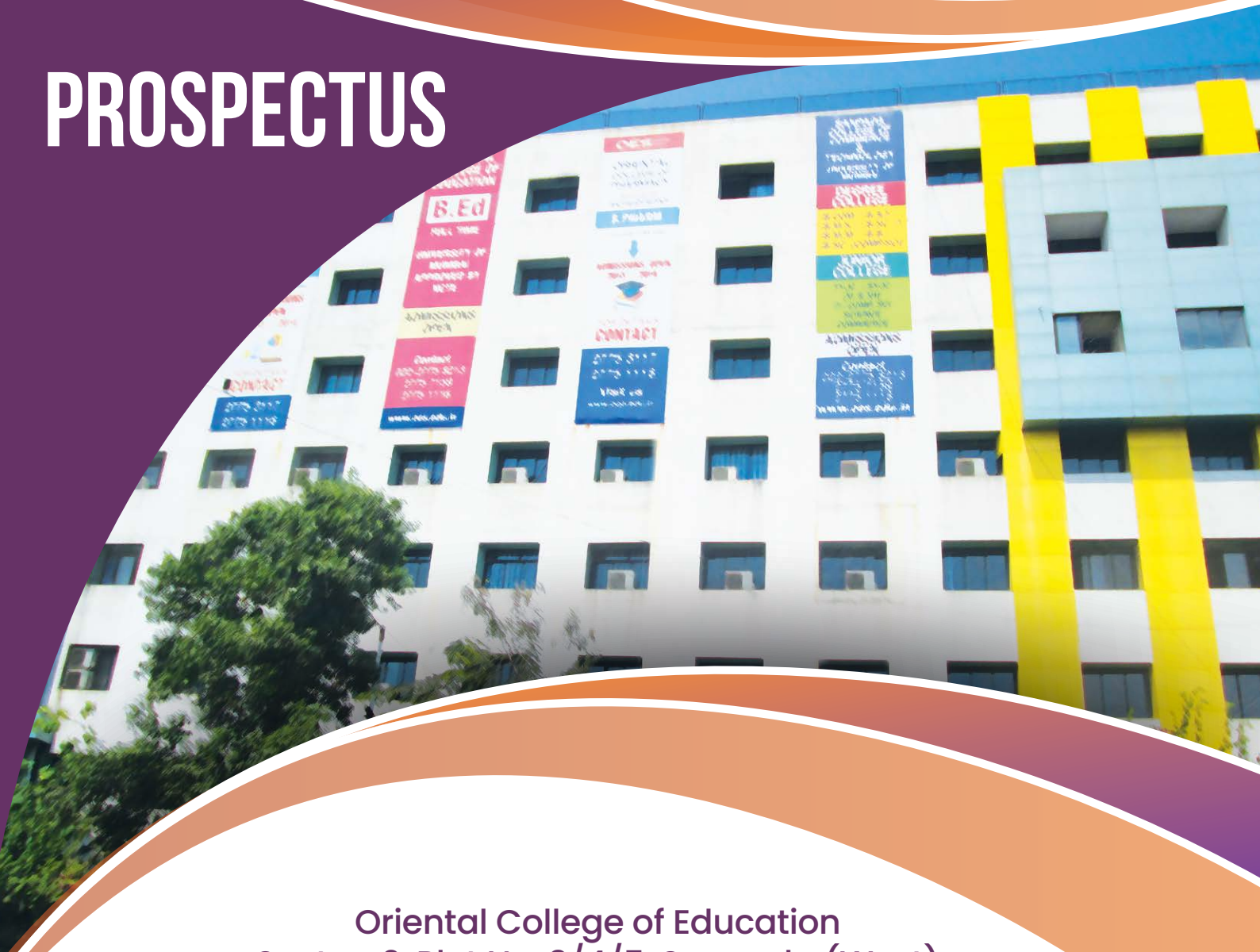


Oriental Education Society's

# ORIENTAL COLLEGE OF EDUCATION

Recognized by NCTE &  
Affiliated to University of Mumbai

## PROSPECTUS



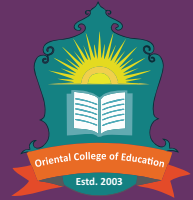
Oriental College of Education  
Sector-2, Plot No. 3/4/5, Sanpada (West)  
Navi Mumbai – 400705.  
Tel.: 022-27758715 / 022-27752213  
[www.oce.edu.in](http://www.oce.edu.in)



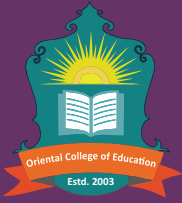
**Oriental College of Education**

**Estd. 2003**

# Content



|                                      |           |
|--------------------------------------|-----------|
| <b>Our Founder</b>                   | <b>2</b>  |
| <b>Oriental Education Society</b>    | <b>3</b>  |
| <b>Oriental College of Education</b> | <b>4</b>  |
| <b>Our Vision &amp; Mission</b>      | <b>5</b>  |
| <b>President's Message</b>           | <b>6</b>  |
| <b>General Secretary's Message</b>   | <b>7</b>  |
| <b>Treasurer's Message</b>           | <b>8</b>  |
| <b>CEO's Message</b>                 | <b>9</b>  |
| <b>Principal's Message</b>           | <b>10</b> |
| <b>OCE provides</b>                  | <b>11</b> |
| <b>Admission process</b>             | <b>12</b> |
| <b>B.Ed. Curriculum Framework</b>    | <b>15</b> |
| <b>Rules of College</b>              | <b>16</b> |
| <b>Infrastructure and Facilities</b> | <b>17</b> |
| <b>Library Rules</b>                 | <b>19</b> |
| <b>Internship and Placement</b>      | <b>20</b> |
| <b>Faculty</b>                       | <b>22</b> |
| <b>Activities at OCE</b>             | <b>24</b> |



## Our Founder



### **Late Prof. Javed Khan**

An EDUCATIONIST, PHILANTHROPIST & SOCIAL REFORMER  
Founder | Oriental Education Society & Maharashtra Educational Society  
Former Minister of Education, Housing & Labour Welfare,  
Govt. of Maharashtra Former Chairman – CIDCO

*“Leadership is the capacity to transform vision into reality”*

# Oriental Education Society



Oriental Education Society was established in the year 1992 under the dynamic leadership of well-known educationist Prof. Javed Khan.

OES is a Public Charitable Trust registered under the Society's Registration Act and Bombay Public Trust Act. OES has always been committed to the cause of providing high quality education at various levels. From its humble beginnings in 1992, the Society today has grown into a big educational complex imparting high-level education to more than 8000+ students.

The objective of the society is to provide quality education with fine exposures to practical knowledge of industry & businesses. At OES, we strongly believe the fact that the base for all development is education, and hence the need for setting up a society for educational activities was initiated. The energy and dynamism of the youth today, need to be channelized into productive pathways. All these institutions aim at identifying and harnessing the potential of youth to its maximum in areas that provide a competitive edge to deal with the demands of markets and economy of tomorrow.

The colleges run by OES are all recognized by various bodies of Govt. of India like the A. I. C. T. E., The Pharmacy council of India, National Council for Teachers Education and all the degree courses at OES are affiliated to the University of Mumbai. With excellent curricula, innovative pedagogy, experiential learning, and numerous foreign tie-ups for equitable and affordable quality education, OES is proud to establish itself as a Centre of Excellence in Research.

OES exhibits a rich diversity as the academic staff and students come from all the states of India. Education at OES is a holistic one, aimed at developing the intellectual and personal strengths of students. The OES experience takes place both within and outside the classroom, nurturing creativity & innovation through challenging project work, participative learning and providing an environment conducive to sparkling ideas and how to translate those ideas into reality. OES has an excellent track record of launching its students into successful careers which has been proved by our Alumni. Our ex-students are presently working in 200+ global and Indian Super companies.



# Oriental College of Education

Oriental College of Education is a teacher training college running B.Ed Course for 15 years under the flagship of Oriental Education Society which was established in the year 1992 under the dynamic leadership of well-known educationist Prof. Javed Khan.

Oriental college of Education has emerged as a widely recognized centre of excellence in Teacher Education. OCE is committed to produce excellent teachers who are highly motivated, globally competitive and are living models of human values. OCE ensures that they are capable of transforming acquired knowledge and skills into professional life to nurture the future of the nation in order to promote innovative and creative teachers.

Under the leadership of our tireless and dynamic Principal ma'am, Dr. Sangeeta Nath, OCE has developed a tradition of expanding knowledge and scholarship in form of intensive exposure to intelligentsia, and pragmatic hand-on experience in community. She taught her humble career as a humble teacher and she rose to the position of principal and still without minding, she shows keen interest in the educative process.

## OUTSTANDING FEATURES OF THE COLLEGE:

- A dedicated and qualified staff providing personalized attention in curricular and co-curricular areas.
- A warm, friendly approachable atmosphere on the part of the administration and staff that aims at total personality development along with intensive preparation for excellent results at the University examination.
- Provision of up-to-date Audio-Visual Equipment, like Video and audio Equipment, Overhead Projector, Slide Projectors with high-speed internet and Wifi and a fully equipped computer laboratory.
- Personalised attention during, teaching, community work and internship programmes.
- Practical all-round training in all aspect of school administration and management.
- Participation in intra and inter-collegiate festivals and functions developing the personality and talent potential of the students, leading to increased self-confidence and competence.

# Our Vision and Mission



## Vision

The Oriental college of education seeks to function as a teacher training institution that will create a resource pool of educators who are humane yet experts in their subject areas, disciplined yet sensitive to learners, techno savvy yet deeply rooted in their cultural values.



## Mission

1. Our mission is to create architects of education to shape future generations.
2. To generate a resource pool of talented teachers who can handle the next generation with sensitivity.
3. To ingrain values pertaining to life, lifelong learning and a quest for perfection.
4. To embody those virtues in teachers which need to be nurtured in the next generation.
5. To help teachers overcome their fear of technology and change by empowering them to be active agents of social change.
6. To foster respect for humanity's culture while also being critical of it.



# President's Message



**Mrs. Humera J. Khan**  
**President**  
Oriental Education Society

Education aims at spreading the light of knowledge, cultivate young minds, giving wings, making life colourful, happy and successful by sculpting values within oneself. As rightly said by Martin Luther King, "The function of education is to teach one to think intensively and to think critically. Intelligence plus character – that is the goal of true education".

Oriental College of Education (OCE) has set its goal to prepare teachers to adapt to the changing global educational methodology to face the challenges, unfurl talent and creativity of the students to enlarge their vision. We aim to flourish the core of education and its ethics, igniting and enlightening the minds of our students to enhance their character to make them a better educator, guide and mentor for the future generation.

Our mission is to become a centre of excellence in teacher education which we obtain through experiential and engaging teaching techniques enabling future teachers to meet the need of individuals in imparting education.

I, truly believe that the ultimate goal of any society is to make each individual self-reliant and independent for the overall benefit of the society and Oriental College of Education (OCE) is proud to play a pivotal role in making this dream come true.

# General Secretary's Message



**Mr. Waseem J. Khan**  
**General Secretary**  
Oriental Education Society

Ralph W. Emerson has rightly said, "Every artist was at first an amateur."

Teaching is an art and we are in the profession of creating artists to paint the heart, soul and the mind of future educators with creativity, compassion, curiosity, alertness, flexibility and intelligence.

Educating Teachers is a challenge as it needs to prepare them not only to teach but also to prepare them to be able to read the versatile thoughts flowing from every student, understand those thoughts and counter or collaborate with them.

Oriental college of Education strives its best to impart the four pillars of Education i.e., Learning to Know, Learning to Do, Learning to Live and Learning to Be. Our mission is to be a centre of excellence for comprehensive quality education.

Our institute enables students to spread their wings of aspiration. It provides specialized and diversified strategies and approaches to prepare teachers for value-oriented goals. We have the best industry qualified professionals to enable our students with the necessary skills and guide and mentor them to become future educators. Our infrastructure facilities provide a learning and conducive ambience for our students to provoke their thinking process and creative buds.



# Treasurer's Message



**Dr. Azeem Khan**  
**Treasurer**  
Oriental Education Society

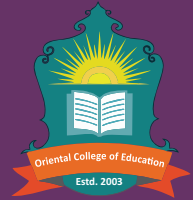
Our purpose and objective is providing the best infrastructural facilities and faculty to the students of Oriental College of education. I believe to implant a sense of confidence in the students and nurture them with every possible needs so that they can give their best after entering the professional world. It is my firm belief that our students will come across with flying colours in whatever endeavour they choose to.

The motive of our educational institutions is to develop a worldwide perspective to cope -up with the fast-changing technological scenario. In addition to this, values with discipline are the hallmark of our college. Besides, we ensure a quality education for the students; here the importance is not only on academic excellence but the development of the overall personality of a student. To achieve this goal, add on courses, training in personality development, and other soft skills trainings are also provided in our college.

I sincerely believe that real education lies way beyond books. Having devoted over decades to the field of education, working and gaining rich experience, Management of Oriental Education Society College is bound to do great lengths to shape the career of the students and make them as a shining star. We believe that providing quality education is the best service that one can provide to the country as today's youth are tomorrow's leaders.

I am happy to witness the continuous growth of our institution in imparting quality technical education to the students at this part of our country. I wish all our students a grand success in all their endeavours.

# CEO's Message



**Dr. Haider-E-Karaar**  
**CEO**

Oriental Education Society

Education enables a person to face new challenges, achieve progresses and lead a successful life. The institute undertook a series of reforming exercises to become what it has become today. We now welcome students to come forward to experience the difference. Keeping abreast of this contemporary world of cutthroat competitions, we at Oriental education Society, aim at creating an inter-disciplinary and a holistic academic environment that enable students to gain knowledge with- out stress.

Oriental Education Society has been working relentlessly towards providing the highest quality of professional education to students with the objective of equipping them for a global career. To make a great career is a dream for every student, and they see their dream coming true in this education Institute of excellence. We have been succeeded in our relentless pursuit of excellence which can be evidenced in our remarkable growth from one institution to a group, giving us a large family of students, faculty members, support staff and industry heavyweights, all of whom we are honoured to be associated with. In the present competitive global scenario, we provide you a platform to fulfil your most-cherished dreams and hopes.

Our focus on continuous development, emphasizing quality teaching and sense of belongingness of the qualified and experience faculty has brought laurels to our credit.

I am sure, the student aspiring to seek admission in our prestigious Institutions are bound to meet success.

I wish you all bright and prosperous future.



# Principal's Message



**Dr. Sangeeta Nath**  
**Principal**  
Oriental College of Education

Oriental College of Education has excelled and developed a distinct position in the noble field of teaching over the course of 17 years. Our college has a history of excelling in extracurricular activities, which has brought us laurels year after year.

Teacher education is critical in assisting both new and seasoned teachers in gaining the competence and effectiveness necessary to meet today's demands. Effective cooperation is required to increase the quality of teaching and learning in schools. This needs shared ideals for the profession and shared responsibilities for high-quality teacher education. As a result, teachers must instil knowledge, employable skills and leadership qualities in their students.

I feel proud to be part of this great institution of higher learning and assure a nurturing and caring environment to blossom the empowered and perceptive teachers with immense capability of facing the expectations with resilience and optimism.

Wish you Good Luck students.

# OCE Provides...



## ***World class Education and Subject comprehension***

A great teacher should have incredible knowledge and enthusiasm for the subject matter they are teaching. We impart remarkable education through different innovative techniques in classroom with the help of Lectures, Demonstrations, PPT (power point presentations) and Well-equipped Workshops to provide our students a wide vision and comprehension.

## ***Professional Efficiency***

It is the most important skill of doing accurate things according to diverse situations. We endow our students with the best exposure by Authentic Internship and Teaching Practice in the best schools of Navi Mumbai to build up these valuable qualities.

## ***Competent Communication***

Radiant Communication skills are some of the most essential skills that you need to succeed in the workplace. In Oriental, we bestow our students with diverse opportunities of growing expertise in communication with Seminars, Classroom Presentations, Extempore, Mock conversations, Group Discussions, Role-Play and Debate.

## ***Classroom Management Skills***

These skills are required to ensure good student behaviour, effective study and work habits, and an overall sense of respect in the classroom. In Oriental, we put into practice these skills by introducing Administration of Assembly, Micro teaching, Team Teaching and Simulation Teaching with Co-operative and Collaborative Learning environment in the classroom to furnish them the inspiration of their future classroom.

## ***Vibrant Personality Development***

A Dazzling Personality of a teacher is palpable when the teacher is passionate about teaching and working with children. An Extraordinary teacher has to create a strong rapport with students and establishes trustworthy relationships. We frequently cultivate the spirit of the versatile personality by emerging them in mutual Individual and Group Competitions as: Vase decoration, Poster making, Bouquet-making, Seasonal card making, Display board decoration and Wall & door hanging etc.



# Admission process

## Eligibility Criteria

| S.No | General Condition                   | Degree   | Special/optional Subject at UG/PG             | Subjects included in the Field mentioned in Column No. 4 studied at UG/PG level as Special/Optional Subject                     | Minimum Marks  |
|------|-------------------------------------|--|---|---|--|
| .    | 2.                                  | 3.   | 4.  | 5   | 6/   |
| 1.   | Candidate should be Indian National | Bachelor's Degree of Three Years with specialization in And/Or Master's Degree with specialization shown in column 4 and 5 | 1) Sciences and Mathematics                   | Science & Mathematics   | 50% Marks for Open Category and 45% marks for Reserved Class candidates belonging to State of Maharashtra having caste certificate, Caste validity and Non Creamy layer Certificate if applicable. |
|      |                                     |  | 2) Social Science                             | i) History ii) Geography iii) Economics iv) Political Science v) Psychology vi) Philosophy vii) Education viii) Library Science |  |
|      |                                     |  | 3) Humanity Sciences: Language and Literature | i) Marathi ii) Hindi iii) Urdu iv) Sanskrit v) Pali vi) Prakrut vii) Gujarathi viii) Sindhi etc.                                |  |
|      |                                     |  | 4) Commerce                                   | Commerce  |  |
|      |                                     |  | 1) Sciences and Mathematics                   | Science & Mathematics   |  |
|      |                                     |  | 2) Social Science                             | i) History ii) Geography iii) Economics iv) Political Science v) Psychology vi) Philosophy vii) Education                       |  |
|      |                                     |  | 3) Humanity Sciences: Language and Literature | i) Marathi ii) Hindi iii) Urdu iv) Sanskrit v) Pali vi) Prakrut vii) Gujarathi viii) Sindhi etc.                                |  |
|      |                                     |  | 4) Commerce                                   | Commerce  |  |

OR

| S.No | General Condition                   | Degree  | Special/optional Subject at UG/PG   | Subjects included in the Field mentioned in Column No. 4 studied at UG/PG level as Special/Optional Subject                                      | Minimum Marks   |
|------|-------------------------------------|---|---|--|---|
| .    | 2.                                  | 3.  | 4.  | 5  | 6/  |
|      | Candidate should be Indian National | Bachelor's Degree of Three Years with specialization in And/ Or Master's Degree with Specialization shown in column 4 and 5 | 1) Engineering and Technology   | (with Science and Mathematics as a special subjects)   | 55% Marks for Open Category and 50% marks for Reserved Class candidates belonging to State of Maharashtra having caste certificate, Caste validity and Non Creamy layer Certificate if applicable |
|      |                                     |   | 2) Management   |  |   |
|      |                                     |   | 3) Computer Science   |  |   |
|      |                                     |   | 4) Law  |  |   |
|      |                                     |   | 5) Information – Technology   |  |   |
|      |                                     |   | 6) Agriculture  |  |   |
|      |                                     |   | 7) Bachelor of Banking & Insurance  |  |   |
|      |                                     |   | 8) Medical Sciences   |  |   |
|      |                                     |   | 9) All Social Sciences(Subjects not included in Table 1 Sr. No.2 Column 5 above | Sociology, Anthropology, Social Work, Journalism, Ancient History and Culture, Mass Media, Heritage Management, Labour Studies, Statistics, Home |   |
|      |                                     |   | 10) Fine ART  | Science, Home Economics  |   |
|      |                                     | 11) Performing ART  |   |  |   |

**Special Note:-** Candidates who are born in Maharashtra or domiciled in Maharashtra and have Graduated from the University within the State of Maharashtra will only be considered as Maharashtra State Candidate

OR

The Candidate should have passed Bachelor's Degree recognized as an equivalent degree by the Government of Maharashtra, to the Bachelor's Degree and / or Master's Degree in subjects mentioned in (i) and (ii) above.

OR

The candidate should have passed any Bachelor's Degree given by Open University Incorporated by an act of the Central or State Legislature.

OR

The candidate should be appeared for the Final Year Examination of any Bachelor's Degree awarded by any of the universities incorporated by an Act of the Central or State Legislature or declared to be Deemed University under section 3 of the UGC Act, 1956.

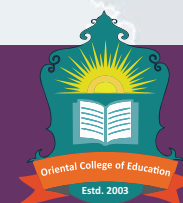
(Candidates are advised to refer to Subject Specialization Table given in the Information Brochure before filling in the on-line application)

**Educational Qualification for Outside Maharashtra State Candidates (All India Candidature and J&K Migrant Candidates): -**

The Candidate should be an Indian National and should have passed any Bachelor's Degree/Post Graduate degree awarded by any of the Universities in corporate by an Act of the Central or State Legislature or declared to be Deemed University under section 3 of the UGC Act,1956 of Minimum 3 years duration of Any Discipline recognized by the Association of the Indian Universities, or possess an equivalent Qualification recognized by the Ministry of HRD, Government of India/NCTE with **Minimum 55% Marks** for all Categories all Subjects and all Faculties.

**Special Note:** -Candidates who are not born in Maharashtra or domiciled in Maharashtra and have Graduated from the University within the State of Maharashtra will be considered as OMS/ All India Candidate.

# B.Ed. Curriculum Framework



| Courses   | Credits   | External Marks | Internal Marks | Total Marks |
|---|-----------|----------------|----------------|-------------|
| <b>Semester 1</b>   |           |                |                |             |
| Core Course 1: Childhood and Growing up   | 6         | 60             | 40             | 100         |
| Core Course 2: Knowledge and Curriculum   | 6         | 60             | 40             | 100         |
| Interdisciplinary Course 1 :Gender, School and Society  | 6         | 60             | 40             | 100         |
| Ability Course 1:Critical Understanding of ICT  | 3         | ----           | 50             | 50          |
| Project Based Course 1  | 3         | ----           | 50             | 50          |
| <b>Total</b>  | <b>24</b> | <b>180</b>     | <b>220</b>     | <b>400</b>  |
| <b>Semester 2</b>   |           |                |                |             |
| Core Course 3: Learning and Teaching  | 6         | 60             | 40             | 100         |
| Elective Course 1: Pedagogy of School Subject 1   | 6         | 60             | 40             | 100         |
| Interdisciplinary Course 2: Educational Management  | 6         | 60             | 40             | 100         |
| Project Based Course 2  | 6         | ----           | 100            | 100         |
| <b>Total</b>  | <b>24</b> | <b>180</b>     | <b>220</b>     | <b>400</b>  |
| <b>Semester 3</b>   |           |                |                |             |
| Core Course 4: Assessment for Learning  | 6         | 60             | 40             | 100         |
| Elective Course 2: Pedagogy of School Subject 2 /Peace Education/ Education for Rural Development (Any one)                                 | 6         | 60             | 40             | 100         |
| Interdisciplinary Course 3: Language Across the Curriculum  | 6         | 60             | 40             | 100         |
| Project Based Course 3  | 12        | ----           | 200            | 200         |
| <b>Total</b>  | <b>30</b> | <b>180</b>     | <b>320</b>     | <b>500</b>  |
| <b>Semester 4</b>   |           |                |                |             |
| Core Course 5: Contemporary India and Education   | 6         | 60             | 40             | 100         |
| Elective Course 3: Special Field Action Research/Guidance and Counselling/Environmental Education (any one)                                 | 6         | 60             | 40             | 100         |
| Interdisciplinary Courses 4: Creating an Inclusive School   | 6         | 60             | 40             | 100         |
| Ability Course 2: Reading and Reflecting on Texts   | 3         | ----           | 50             | 50          |
| Project Based Course 4  | 9         | ---            | 150            | 150         |
| Any one Audit Course(Understanding the Self, Drama and Art in education) will be opted by student in Semester 1 and Certified in Semester 4 | 3         | ---            | ----           | ---         |
| <b>Total Credits</b>  | <b>33</b> | <b>180</b>     | <b>320</b>     | <b>500</b>  |



# Rules of College

1. Students are answerable to the Principal and the Staff for their conduct both on and off the premises of the Institution.
2. Regular attendance and punctuality are a must. Absence often means missing out on interesting and important activities. This act is reprimanded.
3. Whole-hearted cooperation is required especially in dealing with the Staff and students of the practicing School as they are our co-operators in the task of training the teachers.
4. Participation in College activities is highly esteemed as it helps develop latent talents.
5. Indiscipline and unbecoming conduct will be considered sufficient reason for the rustication of a student.
6. Any student who is persistently or repeatedly or wilfully mischievous or is guilty of malpractice in connection with the examination or has committed any act of serious indiscipline or misbehaviour or who, in the opinion of the Principal has adverse influence on his fellow students, may be expelled permanently or removed from the roll for a specified period by the Head of the Institution.
7. If the Principal is satisfied that the Continuance of a student in the Institution is undesirable in the interest of the Institution, or that the student is not likely to profit by the training, she may remove the name of the student without assigning him any reason for the same.
8. Students should scrupulously follow the instructions and notices of the University which will be communicated to them from time to time.
9. Students are expected to take proper care of the college property and co-operate with the college authorities in keeping the premises neat and tidy.
10. Smoking and eating paan is strictly prohibited in any part of the college building.
11. Students must not do anything inside or outside the college that will in any way interfere with its orderly administration, discipline, and smooth working.
12. Matters not covered by the above rules will rest at the absolute discretion of the principal.

# Infrastructure



## 1. CLASSROOMS:

We own State of the art Classrooms for curriculum transactions which are complete with comfortable seating arrangements for our learners. We have an airy, well ventilated, and calm class ambience to aid maximum effectiveness from class proceedings. The LCD projector and the screen are well maintained to further enhance the teaching learning of our learners. The walls of our classrooms are adorned with various teaching learning resources which help in the quick acquisition of knowledge and provide a congenial and conducive area for healthy learning.



## 2. IT LABORATORY:

The institution shares the 3 IT laboratories on the 2nd and 4th floors of the campus with over 150 working computers replete with internet connections and LAN facilities which is available to all students of the campus for academic related work. Printout facilities are also available to teachers of the campus.



## 3. GYMNASIUM:

The institution houses a well-equipped gymnasium for the physical and mental wellness of the learners. This is open to our faculty and students for their use. There are also indoor sports facilities for our learners in this gym.



## 4. SPORTS GROUND:

To organise various outdoor sports and national festival celebrations, the institution boasts of a sprawling outdoor sports ground. Various Collegiate and inter collegiate events and other training facilities pertaining to sports are organised on this venue.



## 5. SANITATION AND REST:

The institution has clean washrooms for the male and female students and faculty of the campus. The support staff ensure that these are kept spic n span for use by constantly cleaning the area. Students and faculty are trained to use water resources in a conserving manner to obliterate wastage of resources. A common room for girls is also present in the campus to special requirements of our female students.

#### 6. CANTEEN:

A hygienic and pocket friendly canteen meets the food requirements of our campus. Beverages like tea, coffee, soft drinks, buttermilk etc snacks such as Wada pav, samosas, upma, poha, idli etc and lunch menu comprising dal rice, Chinese food items, etc are served to students at competitive rates.



#### 7. LIBRARY:

A well-stocked and updated library housing thousands of books, magazines, references, and manuals are available for the faculty and students of the institution through a well-oiled system of issuing books. Students are always welcome at the library, and librarians encourage them to read there.



#### 8. AUDITORIUM:

A 100-seater air conditioned and technology driven auditorium is gifted to the institution. Here is where various sister institutions of the campus conduct seminars, conferences, symposia, convocation ceremonies of just expert talks for the learners.



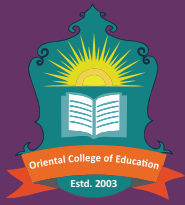
#### 9. SANPADA RAILWAY STATION:

Our institution is just 5 minutes' walk outside the Sanpada Railway station on the West. This resource is put to use often, while our students conduct street plays on various socially relevant themes as part of their course requirements. The hustle and bustle of people at the station ensures a ready and sufficient audience for the conduct of such street plays.



# Library Rules

1. Bonafide Students of the college only can take benefit of the library.
2. Silence shall be strictly observed in the library.
3. Spitting, smoking, eating, drinking (Tea, Coffee etc.) or talking are Strictly Prohibited.
4. No Students shall be allowed to enter the library without a proper Identity Card.
5. Only One book or question paper set will be issued, but they can be referred to in the library.
6. No reference book or reports or periodicals will be issued, but they can be referred in the library.
7. One theory book can be issued to a student at a time.
8. No students shall damage any book, manuscript, records, or any other library material by tearing the pages etc. all these constitute damage to a book. These damages to the books should be scrupulously avoided.
9. The borrower will be required to pay full current market price of any book lost or damaged. The cost payable for the books that are out of print will be determined by the principal.
10. The students to see that no pages are missing, should check all the books taken for reading at first. If any pages are missing the librarian should be informed. The Librarian shall bring to the notice of the principal such reports.
11. Librarian has power to call back issued book/books from the library at any point of time, when it is needed.
12. Student should write-down his name and signed, in time & out time in attendance register when they enter the library.
13. Library will be open from 8.30am to 5.00 pm. Except Sunday & Public Holidays.
14. Student should maintain silence in the library.
15. Cell phone is strictly prohibited inside the library.
16. Reference books and exam question paper are not allowed to be taken out of the Library without Librarian permission.
17. A fine of Rs. 5/- per day will be charged in case of delay returning the books. After three days the penalty amount will be Rs. 10/- per day.
18. Student must handle Library books carefully. In case of any damage of books a disciplinary action will be taken against that student.
19. Since the Library has storage space. All students are requested to leave their bags in this area.
20. Library Timing for issue & return of books is as follows.



# Internship and Placement

The aim of education is employability. Enabling all students of Oriental College of Education, to acquire employability skills, plan and manage their careers for their personal growth and also to contribute to the society at large, is the work and responsibility of the Placement Cell.

The Placement cell is an integral part of the college activities. The main responsibility of the cell is to place the right candidate at the right organization. The cell identifies the qualities, preferences, talents and traits of the student teachers which help during the time of placement. The Placement cell helps the students to enhance their soft skills, grooms and prepares the students for interviews and demo lessons. Along with this, the cell also identifies suitable potential employers/institutes and helps them achieve their hiring goals. The cell organizes activities concerning career planning and acts as a bridge between students, alumni and employers.

## COMMITTEE MEMBERS OF PLACEMENT CELL

- Principal Of Oriental College of Education – Dr. Sangeeta Nath.
- In-charge Professor Placement Cell - Prof. Asmita Galande
- Student Placement Incharge- Tanzil Shaikh (S.Y.B.Ed)

## OBJECTIVES

- To look after the placement activities of the students;
- To orient the students about the trends in teaching career;
- To orient students about the requirements of various school boards;
- To disseminate information on the career opportunities in various school boards;
- To gather the information about the schools that require the skilled teachers;
- To arrange for campus interviews;
- To document the details of the recruitment;
- To keep a track on the current status of our ex-students and to record and maintain their needs and comments;
- To act the catalyst for reducing unemployment;
- To train and prepare the students for the interviews

## **Preparation & Activities for Campus Interview**

### **GUIDELINES directed by Placement In-charge are as under:**

Placement cell arranges the following training programmes for the students using institutional and external expertise:

- Student Orientation for preparing CVs and cover letters.
- Workshop on “Enhancement of Soft-skills”;
- Motivating student to face interview.
- Workshops on “Interview Facing skills”;
- Activities to find out own special skills.
- Guiding sessions for demo lessons.
- Performance program to enhance Self Confidence.
- Shown various video clips teacher recruitment process.
- Mock Interviews.
- Guideline for type of question asked.
- “Job Alert” forum is created to update students for upcoming vacancies.

### **List of the School conducted campus interviews at OCE: -**

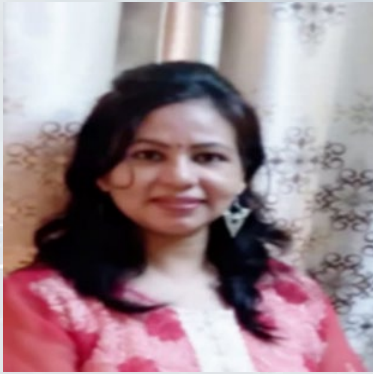
- Orchids International School, Koperkhairane
- Empyrean Heights, Vashi
- Avalon Heights, Vashi
- Jaipuriar School, Juinagar
- Sadhu Vaswani School, Sanpada
- Radcliffe International School, Kharghar
- Vibgyor International School, Kharghar & Airoli
- Lokmanya Tilak International School Koperkhairane
- Vishwajyot International School, Kharghar



# Faculty



**Dr. (Mrs.) Sangeeta Nath - Principal**  
M.A. (Eng), M.A.(Edu.), M.Phil., Ph.D., NET



**Mrs. Swarnalata Soni - Asst. Professor**  
M.Com., M.Ed., SET, NET, PGDCA



**Mrs. Tejal Nikam - Asst. Professor**  
M.Com, M.Ed.



**Mrs. Divya Wadhwa**  
Asst. Professor  
M.A, M.Ed, TTC

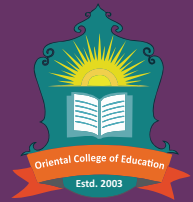


**Mrs. Asmita Wewhare**  
Asst. Professor  
M.Sc, M.Ed.



**Mr. Salim Dhase**  
Librarian  
M.A, B.Ed. & M.Lib. & I.Sc

# Non-Teaching Faculty



**Mrs. Vijayadevi Patil** - Office cum Account Assistant  
M.A. (Hist.), B. Ed., M.Phil.(Hist).



**Mrs. Apurva Vichare** - Office Assistant cum Computer Operator.  
B.A.(Hist), MSCIT.



**Ms. Nagma Khan** - Lab Assistant



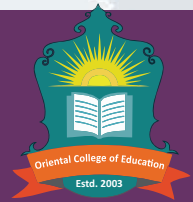
**Mrs. Savitri Gagarai** - Helper / Support Staff  
Non-SSC

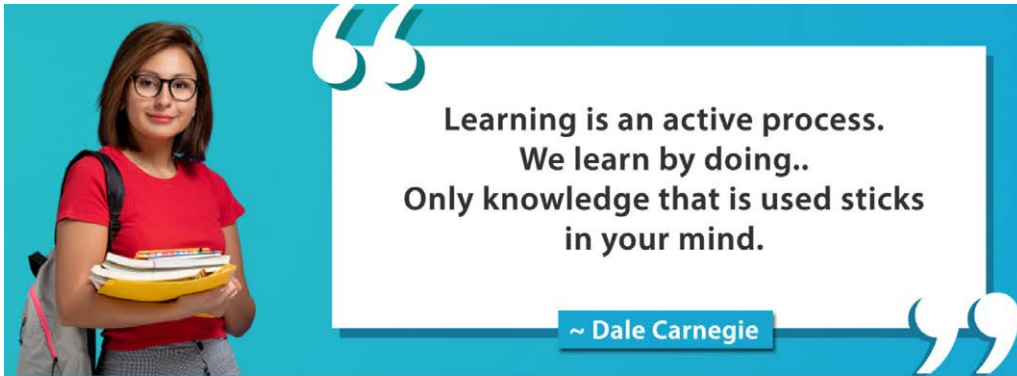


# Activities at OCE



# Activities at OCE





## INSTITUTIONS COMPRISING THE OES FAMILY

- Oriental College of Commerce and Management, Andheri, Mumbai
- Oriental college of Education and Research, Andheri, Mumbai
- OES International School, Andheri, Mumbai
- HK College of Education, Jogeshwari, Mumbai
- HK College of Pharmacy, Jogeshwari, Mumbai
- HK Institute of Management Studies and Research, Jogeshwari, Mumbai
- Oriental College of Education, Sanpada, Navi Mumbai
- Oriental College of Law, Sanpada ,Navi Mumbai
- Oriental College of Pharmacy, Sanpada, Navi Mumbai
- Sanpada College of Commerce and Technology, Sanpada, Navi Mumbai
- Oriental Institute of Management, Vashi, Navi Mumbai
- Oriental School of Business, Vashi, Navi Mumbai
- OES International School, Vashi, Navi Mumbai

*Oriental Education Society's*

## **ORIENTAL COLLEGE OF EDUCATION**

(Recognized by NCTE and Affiliated to University of Mumbai)

Sector-2, Plot No. 3/4/5, Sanpada (West), Navi Mumbai – 400705.

Tel.: 022-27758715 / 022-27752213