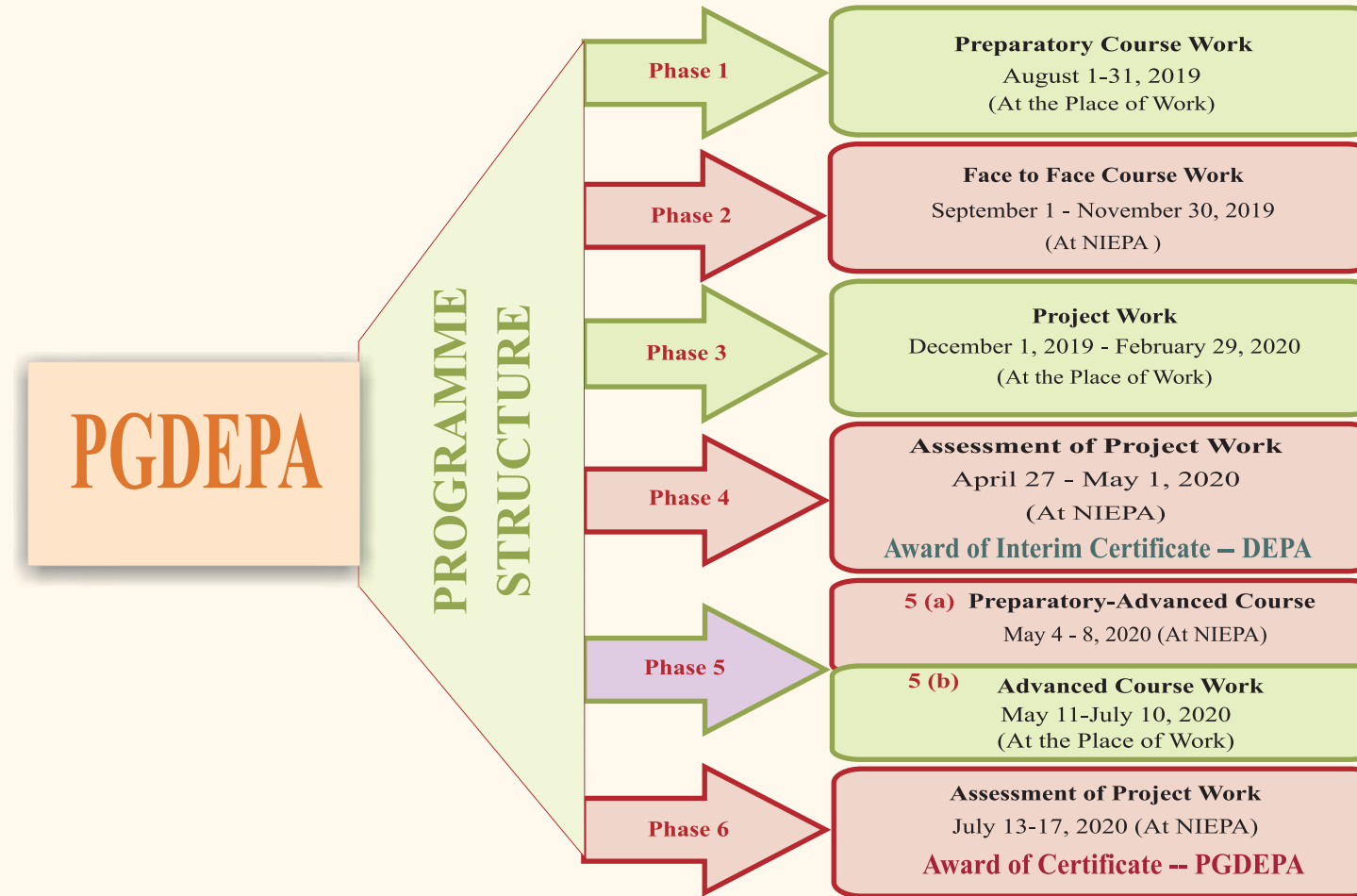




The Programme

Since 1982-83, National Institute of Educational Planning and Administration (NIEPA) has been conducting a specially designed Training Programme leading to Diploma in Educational Planning and Administration (DEPA) for the educational administrators. The programme has undergone transition from DEPA to Post-Graduate Diploma in Educational Planning and Administration (PGDEPA) to offer an opportunity to address fundamental changes in the nature and content of the programme. One of the important considerations for redesigning the programme is the changed profile of those attending the programme and requirements of the organisation that they represent such as SCERTs/ SIEMATs/ DIETs and are DEOs/ BEOs of Directorates of Education of the State Government. The programme also caters to the needs of newly appointed / promoted educational administrators. The present PGDEPA programme is an intensive long duration programme to ensure creating a cadre of professional trained educational administrators in the country.

A basic concern while designing the PGDEPA programme was to ensure that the participants do not have to stay at NIEPA for a period longer than three months and they learn at their own place of work. The PGDEPA is envisaged as twelve months programme leading to a Post-Graduate Diploma. However, keeping in view the difficulty of many education



departments to depute their officials for a long duration programme, the PGDEPA is planned in such a way that the face to face and residential part of the programme does not exceed three months. To facilitate, the PGDEPA involves varying modalities of course transaction. It involves a preparatory phase at the participants' place of work, face to face phase at NIEPA, project phase at work place, transacting advanced courses through open and distance learning mode and presentation of project work in a seminar cum workshop mode at NIEPA.

Objectives

The overall objective of the programme is to promote professional competency and capacity of the educational functionaries in the areas of educational planning and administration. The specific objectives of the programme are to:

- Acquaint the participants with the fundamental concepts of educational planning and management ;
- Enable the participants to develop planning and management skills for improved decision making in educational administration;
- Develop their capacities in monitoring and evaluation of educational programmes and projects.

Certification

The participants who do not wish to continue after phase IV will be awarded an interim Diploma in Educational Planning and Administration. After the successful completion of all the six phases including the advanced courses, participants will be awarded the PGDEPA.

Financial Assistance

The financial assistance to all the participants will be provided by NIEPA for different phases as indicated below:

Phase 2, 4 and 6

- Free boarding and lodging
- Travel Allowance: Phase II, IV and VI
- Travel expenses as per NIEPA rules. **No air travel will be permitted for PGDEPA Programme.** For places not connected by rail, road mileage at the rates applicable for journeys by public transport will be paid. The usual exceptions for North-East Region; A&N Islands and Lakshadweep apply.

Phase 2

- Monthly stipend of Rs 3,000 will be provided to all the participants in phase II only.
- Books grants up to a maximum of Rs.1000 on the basis of actual bills in Phase II only.

Phase 4

- Project grant up to a maximum of Rs.1500 subject to production of receipts and cash memos.

NIEPA does not reimburse any expenses for medical treatment, such expenditure has to be borne by the participants on their own. The participants are encouraged to take up an adequate travel and medical insurance at their own expense/ parent organisation.

Facilities

Accommodation

The programme is residential during Phase II, IV, V(a) and VI for which the Institute provides hostel accommodation for all the participants. It is compulsory for all the participants to stay in the hostel even if they are residents of Delhi or NCR. During the programme, spouse/ children are not allowed to stay with the participant.

Library

The National Institute has an excellent library with a collection of over 60,000 books of educational planning & educational administration and related subjects. It subscribes to more than 350 Indian and Foreign academic periodicals and also maintains a rich documentation centre.

Eligibility Criteria

Essential

- A graduation degree from any Indian or Foreign University;
- Age below 50 years;
- Nominated by the state government or appropriate authority.

Desirable

- It is desirable that participants should have at least two years of working experience in areas related to educational planning and administration
- Working knowledge of computers with computer facility at their work place for using online material.



Last date

The application in prescribed format completed in all aspects should reach NIEPA latest by **30th June, 2019**. The application form can also be downloaded from the Institute website.

Selection Process

NIEPA reserves the right to select participants according to its criteria. The number of participants selected for the programme is limited to thirty. Those candidates, who are selected by the Institute, would be informed of their selection and the joining instructions would also be sent to them. Outstation candidates are advised not to proceed to Delhi without getting confirmation from NIEPA.



Department of Training and Capacity
Building in Education

PGDEPA Programme Team

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**POST-GRADUATE
DIPLOMA IN EDUCATIONAL PLANNING
AND ADMINISTRATION
(PGDEPA)**

2019-20

ANNOUNCEMENT

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Planning and Administration (NIEPA)**
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