

The Institute

The National Institute of Educational Planning and Administration (NIEPA) is a premier organization engaged with capacity building and research in policy making, planning and administration of education. The Institute was established by the Ministry of Education, Government of India. The Institute is an apex national institution of educational planning and administration and is actively engaged in educational research, training and consultancy.

The core activities of the Institute include training of educational planners and administrators; research; consultancy services at national and international levels; clearing house for dissemination of knowledge and information; and providing a forum for exchange of views and experiences between practicing educational administrators, planners and academics. In addition to its multifarious activities, the Institute also offers a number of Research Programmes namely M.A., Ph.D. and Post-Doctoral Programmes in educational policy, planning, finance and administration from a broader inter-disciplinary social science perspective.

International Programme on Institutional Planning for Heads of Educational Institutions (IPHEI)

This programme is specifically designed for Heads of Institutions, who serve as educational administrators responsible for a diverse range of institutional activities. The role demands not just strong administrative skills, but also effective leadership, planning, and management abilities. As Heads, it is required to balance multiple responsibilities, making the position both challenging and critical for institutional success. In this context this programme will allow the educational administrators to understand the nuances of institutional planning which will enable them to lead dynamically the institution with ease. Participants will reflect on their own country-specific

contexts and, through sharing their experiences, will develop institutional planning skills under expert guidance.

Objectives of the Programme

- The participating education officers/heads will be acquainted to the concept of institutional planning and its importance;
- They will also be provided with the inputs on the ways and means by which they can develop and implement the institutional plans in their respective institutions;
- They will be guided about the possible areas of institutional planning after a brain storming session in which the education officers/heads can undertake institutional planning exercise on their own and plan to implement and work on their proposed institutional plan effectively; and
- The importance of sustainability will also be covered in the programme by developing continuous in house monitoring and evaluation methods of the proposed institutional plan of their respective institutions.

The Eligibility

The course is for middle-level education officials with good working knowledge of English. Nominees should either be working or be expected to work in the capacity of Head of the Institution.

- Heads of educational institutions, regional and district education departments, teacher-training colleges who are likely to assume higher responsibilities in educational planning and administration.
- Officials from middle-level management engaged in the planning and administration of elementary and secondary sectors of education at the national, provincial, district or institutional level and also at the system level (i.e., Ministry of Education or Directorates of Education).

Programme Design

The programme has been designed for two weeks sessions with NIEPA Faculty.

Programme Methodology

The programme would follow the logic of the course contents and select methods, details and techniques relevant to the course. Broadly, these are in the form of lecture-discussions, panel discussions, simulation and practical exercises, role-plays, case-discussions and group exercises.

Language

English is the medium of instruction. A satisfactory knowledge (both spoken and written) of English language is necessary.

Enrolment Procedure And Funding

The total number of available seats are thirty based on specified selection criteria. The nominations should reach NIEPA as early as possible, but not later than 15 March 2026 as per procedure given below.

Application of the candidate in the prescribed form must be routed through the respective national government. All official applications will be reviewed from the academic perspective by NIEPA. Eligible participants will be enrolled subject to the clearance from the Government of India.

Indian Government provides financial assistance under the Indian Technical and Economic Cooperation (ITEC) scheme through the Development Partnership Administration (DPA) set up in the Ministry of External Affairs since January 2012. The entire expenses of candidates nominated under Government of India schemes are paid directly by the Government to the Institute. Enquiries in this regard can be made at the Indian Diplomatic Mission in the country concerned.

NIEPA does not provide fellowship or any financial assistance to the participants of the programme.

Facilities

Accommodation

The programme is residential and the Institute provides hostel accommodation for all the participants on single room basis in NIEPA Hostel.

Spouse and children are not allowed to stay with the participant during the first phase.

Library

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

Computer Centre

The Institute has a modern, well-equipped Computer Centre to support its academic as well as training activities.

Medical Care for Minor Ailments

Medical care is available to the participants for minor ailments only (excluding eye testing, spectacles and dentures) in the Hostel. The Institute will provide only basic medical in-house care. For persisting ailments participants are encouraged to take up an adequate **travel and medical insurance** at their own expense. A copy of the insurance policy may be deposited with NIEPA for information.

NIEPA does not reimburse any expenses for medical treatment, such expenditure has to be borne by the participants from their living allowance.

General Information

The Institute is located in New Delhi, the capital city of India. The city is well connected by air with all the major cities of the world. New Delhi is endowed with a number of renowned institutions. Besides, it has a prominent place in the historical map of the country as well as in the world with rich cultural heritage and monuments to remember and discover. The campus is situated in south of Delhi with well-maintained gardens, and lawns. It has a post office, bank, super-market and a laundry.

Climate: The city is situated on the foothills of the Aravalli range and has varied climatic conditions and the temperature ranges between 25°C to 35°C.

Location of NIEPA Campus: The Institute campus is located at Sri Aurobindo Marg, in South New Delhi, opposite to the Clarion Collection- Qutab (formerly known as Qutab Hotel) and adjoining the Indian Institute of Technology (IIT). The distance of the campus from Indira Gandhi International Airport and the Domestic Airport is around 20 kms. A roadmap of Delhi to facilitate and guide the participants to reach the campus is available on the website.

Visa Requirements: Participants are advised to obtain visa for their stay in India for the relevant period of the programme plus one week of transit visa as well wherever necessary. Participants should fulfill the requirements of medical examination and possess the medical certificate at the time of their arrival at the International Airport at New Delhi, India.

For further details, please write to:

**Department of Training and
Professional Development in Education**

**National Institute of
Educational Planning and Administration**

(Deemed to be University)

17-B, Sri Aurobindo Marg, New Delhi - 110 016, INDIA

IPHEI PROGRAMME TEAM

Prof. Neeru Snehi

*Head of the Department (I/c)
Programme Director*

Dr. Mona Sedwal

*Assistant Professor
Programme Coordinator*

Enquiries Regarding Nominations

Nominating Authorities as well as nominated participants wishing to make enquiries about the receipt of nomination form, funding etc. may contact the Programme Coordinator.

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International Programme on Institutional Planning for Heads of Educational Institutions (IPHEI)

30 March - 10 April, 2026



ANNOUNCEMENT

**Department of Training and
Professional Development in Education**

**National Institute of Educational
Planning and Administration**

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17-B, Sri Aurobindo Marg, New Delhi - 110 016, INDIA