

URGENT

GOVERNMENT OF ODISHA
SCHOOL & MASS EDUCATION DEPARTMENT

No. 18741 /SME, Dt. 10-12-2020

SME-GHS-GHS-0490-2019

From

Shri Satyabrata Sahu, IAS
Principal Secretary to Government

To

The Director, Secondary Education, Odisha, Bhubaneswar/

The SPD, OSEPA, Bhubaneswar, Odisha/

All District Education Officers.

Sub: Regarding allowing Contractual teachers or regular Secondary teachers to acquire higher qualification or higher training qualification on distance mode under different Universities.

Sir/Madam,

Inviting reference on the aforesaid subject, I am to say that some teachers who already possess the required qualification for the post they hold, are still requesting for according permission for pursuing higher qualification/ training. Hence it is decided to adopt the following criteria for allowing a teacher to pursue higher studies or training during her/his service period:-

1. The teacher concerned interested for acquiring higher qualification shall have to apply in a prescribed format in *Annexure-A* to the concerned appointing authority.
2. The teacher concerned shall have to obtain a permission from the appointing authority concerned before applying for such course by intimating details of the course, course period etc.

3. After being selected for the said course by the Institution/University, she/he will have to submit an undertaking in the form of affidavit to the appointing authority concerned in the prescribed format as Annexure-B.
4. The appointing authority at his/her level may allow the teacher to pursue such studies, if the course is correspondence in nature.
5. The teacher concerned shall have to pursue the studies at his own cost.
6. No leave will be allowed to the teacher concerned for pursuing the study. Only the teacher will be allowed C.L. on the examination dates as per rules.
7. The teacher shall not claim any higher salary or promotion beyond rule on acquiring the higher qualification/ training.
8. The DEO concerned will examine the case and submit the proposal along with the related documents to the Director, Secondary Education, Odisha for consideration.
9. The institution in which the candidate will take admission for higher course/ training must be affiliated to an University recognized by the UGC (Proof to be attached).
10. The course in which the teacher will take admission must have equivalency from University of Odisha (Proof to be attached).
11. No TA/DA will be claimed by the teacher concerned for the purpose related to the higher study.
12. The normal school work will not be hampered due to the higher study of the teacher concerned.

Yours faithfully,

[Signature]
10/12/2020

Principal Secretary to Government

Memo. 18742 /SME, Dated. 10-12-2020

Copy forwarded to all officers and Sections/Cells of School & Mass Education Department for information and necessary action.

Computer Cell is requested to take steps for hoist this circular in the Department website for all concerned.

[Signature]
10/12/2020
Deputy Secretary to Government

ANNEXURE-A

Application for issue of permission for acquiring Higher Qualification:

1. Name of the teacher:
2. Designation:
3. Whether the teacher is a regular or Contractual employee:
4. Name of the school with address (Govt./Aided):
5. Permanent Residential address:
6. Contact number of the teacher:
7. Date of (i) Joining and date of (ii) Regularization:
8. Name of the course to be pursued (Correpondence only):
9. Name of the Board/ University:
10. Duration of the course:
11. Whether requisite qualification for the
present post has been obtained or not : Yes/No

I do hereby undertake that, the entries made above are complete
and true to the best of my knowledge.

Signature of the Teacher

Place:

Date:

Encl: Affidavit in Original

ANNEXURE-B

UNDERTAKING

1. I do hereby undertake that, the normal school work will not be hampered during my higher study.
2. I shall not claim any TA/DA for pursuing the higher study/ Training.
3. I shall not claim any higher salary or promotion beyond rules on acquiring the higher qualification/ training.
4. I shall not claim any leave other than C.L. for the examination dates only.
5. I shall pursue the higher study/ training at my own cost.
6. The higher study/ training to be pursued by me is through correspondence mode only.