



Regional Institute of English, South India

Jnanabharathi Campus, Bengaluru-560056

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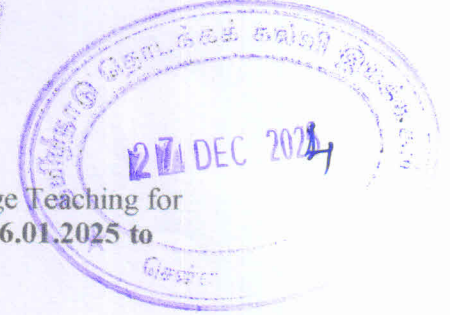


RIE/TRG/CELT/PRY-CRS-3/AP-TN-TG-KT-KL/ 2024-2025/

16.12.2024

The Director
Elementary Education
DPI Compound, College Road
Chennai, Tamil Nadu - 600 006

029226



Sir/Madam,

Sub: Course No. 3 30-days Certificate Course in English Language Teaching for Primary/Elementary School Teachers/Teacher trainers from 16.01.2025 to 14.02.2025 at RIESI Bengaluru.

Ref: 1. The annual Plan of the Institute for the year 2024-2025.

Greetings,

The Regional Institute of English, South India, Jnanabharathi Campus, Bengaluru conducts 30-day Certificate Courses in English Language Teaching (CELT) Primary/Elementary School Teachers/Teacher trainers every year. Teachers are trained in various skills of English language which are required in day to day language classroom.

The 30-day CELT Programme for Primary/Elementary School Teachers/Teacher trainers is scheduled from 16.01.2025 to 14.02.2025 at this Institute. Member states are requested to depute teachers. Accordingly we request you to **identify 50 teachers** from your state who are teaching English at the Primary school level and to depute them to attend the training programme:

Training Dates : 16.01.2025 to 14.02.2025
Venue : Regional Institute of English, South India,
Jnanabharathi Campus, Bengaluru - 560 056
Date of reporting: : 16.01.2025 - 09.30 a.m.

Kindly send the list of identified teachers before 10.01.2025 to the Institute so as to enable us to make logistic arrangements. The criteria for selection of teachers, facilities available at RIESI and the course details are enclosed. Information to be sent to the trainees is also enclosed. Soliciting your kind co-operation.

With warm regards,

DIRECTOR

Encl: Annexure 1 & 2

Copy to:

1. The Director, S C E R T, DPI Compound, College Road, Chennai, Tamil Nadu - 600 006.
2. The Joint Director (Personnel), O/o Director of School Education, General Education Department, DPI Compound, College Road, Chennai, Tamil Nadu - 600 006.



Regional Institute of English, South India

Innanabharathi Campus, Bangalore - 560 056

Annexure - 01

Criteria for selecting the teachers / teacher trainers:

1. willing to undergo this training
2. capable of acting as teacher trainer in the department
3. sound health with no chronic ailments.
4. preference to be given to women - SC / ST / OBC / Differently abled categories.
5. preference to be given to newly recruited teachers.
6. Teachers already undergone RIESI Training (60/30-day) either on line or face to face are not eligible.
7. should be below the age of 50 years

Course details:

- It is a residential training course.
Trainees allowance of **Rs.200/-** per day is allocated and this amount will be adjusted towards the food, contingent expenditure course materials and maintenance.
- **The State department has to arrange travel allowance of participants from the work place to RIESI Bengaluru and back to work place. TA will not be paid by RIESI.**
- Duration of the course is 30 days. **Course No. 3 2024-2025 (from 16.01.2025 to 14.02.2025)**
- Certificates indicating the grade of achievement will be issued to the participants.

Facilities available:

- Hostel (Separate for male and Female)
- English Language Teaching Library
- Computer Laboratory
- Digital Multimedia Language Laboratory
- Sports / games
- Medical help.

DIRECTOR

REGIONAL INSTITUTE OF ENGLISH
Innanabharathi Campus Bangalore-56



Regional Institute of English, South India

Jnanabharathi Campus, Bangalore - 560 056

ANNEXTURE -02

Phone : (Off) : (080) 35101131
Email : riesi.bangalore@gmail.com
Web : www.riesi.ac.in

**Thirty – day Certificate Course in English Language Teaching
for Teachers of Primary School Level
Information for Trainees**

Course No. 3/ 2024-2025

Trainees for the above course should report at the Regional Institute of English before
9.30 am on 16.01.2025

The Regional Institute of English South India is functioning on its own premises on Jnanabharathi Campus of the Bangalore University, situated on the Bangalore – Mysore Highway, about 10 Kms, from the centre of the city i.e., City Railway Station or Bus Station (Majestic). Metro station: Jnanabharathi

You can take one of the buses in the following BMTC city bus routes, to reach Jnanabharathi Campus.

From the City Bus Station or City Railway Station
(i.e., Majestic Platform No. 19A)

235	}	Alight at the University Health Centre / University Ladies Hostel on Jnanabharathi Campus
235C		
235E		

From the City Market (Near Victoria Hospital)

235E	}	The stop to alight is the same as above.
234, 234A		
234E, 223		
& 223D		

Metro Rail service

From Majestic to Mysore Road

At the University Ladies Hostel, take a left turn and walk about a Km to the RIE Campus, situated next to the University Physical Education Department Hostel. It is advisable for the trainees to arrive and get settled a day before the start of the course.

IMPORTANT NOTE:

- Teachers deputed for training are instructed to join the course without fail and no representation for cancellation of this order or for leave will be entertained. Failure to comply with the instruction will be construed as defiance and will expose them to disciplinary action.

HOURS OF WORK

- **09:30 AM – 05:00 PM** – on all working days.
- Trainees ought to be punctual in attending classes. Unpunctuality and irregularity will be viewed seriously and may result in the trainees being sent back.

HOLIDAYS

- The Institute will remain closed on all second and fourth Saturdays, Sundays and declared holidays by Karnataka Government.

ATTENDENCE

- 100% attendance is expected.

FACILITIES AVAILABLE

- Trainees draw their normal salaries in the manner ordered by their respective State Governments.
- **The Institute DOES NOT pay TA / DA for their journey to and fro.**
- A Trainees allowance of **Rs.200/-** will be adjusted towards food, contingent, course material and Maintenance.

ACCOMMODATION

- Men trainees are accommodated in large dormitories at the Men's hostel and women trainees in the Women's Hostel.
- Trainees will be provided free accommodation.
- The hostels has metal cots. We also provide mattresses and pillows and mosquito nets & for cleaning the rooms a fee of Rs.20/- per day per trainee will be collected from their stipend.

FOOD

- – Breakfast, tea , mid morning / mid evening tea, lunch and dinner will be served in the canteen.
- The Institute provides plates and tumblers to the trainees. Self-service is the mode of serving.

LIBRARY

- The Regional Institute of English South India has a well-equipped library that has nearly 20,000 books on ELT and gets important national and international periodicals and journals.
- The library will be open from 09:45 AM to 08:00 PM on all working days and **from 9:45 AM to 5:00 PM** on holidays so as to enable the trainees to make the best use of the library.

DIGITAL MULTIMEDIA LANGUAGE LABORATORY

- There is a Digital Multimedia Language Laboratory here, with 20 booths where the participants can take individual practice in listening and speaking that provides feedback on every individual's improvement in Spoken English and Grammar.

CULTURAL PROGRAMME

- Facilities are provided for Cultural Programme in the form of recitation of poems, skit, etc in English

PROFESSIONAL MATERIALS

1. Trainees are expected to bring with them the following materials:
2. Copies of the recent Question papers (Test, Mid-term and Preparatory in English for classes 8, 9 and 10.
3. Copies of Textbooks and workbooks in use.
4. Copy of the syllabus in English. .
5. A set of question papers (*English*).
6. A Laptop (Optional)

WEATHER CONDITION

Bangalore weather is warm during April – October and cool during November – March.

WHAT TO BRING WITH YOU?

- 2 photographs *essential*- one passport size and one stamp size
- One bed sheet and One blanket
- A torch
- A personal kit /Suitcase with lock and key
- Medicine kit if any.

HOSTEL REGULATION

- Trainees will sign for the items of furniture, steel plates and tumblers and other equipment issued to them as soon as they arrive. They will have to pay for any loss or damage.
- They will not change the rooms without prior permission from the Hostel Deputy Warden.
- They will be responsible for the safe custody of their money, mobiles and other valuables.
- Trainees will strictly observe the mealtime notified.
- Trainees who wish to stay out on any holiday should obtain prior permission from the Coordinator and Administrative Officer.
- Trainees who wish to go out on working days in the evening should take permission from the coordinator / Deputy Warden. It applies to in holidays also.
- Food if not taken in the canteen on any particular day should be intimated to the coordinator prior to such cases

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DIRECTOR

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Jennebbarethi Campus Bangalore-56