

Syllabus for the post of Principal

- a) Reasoning & numerical ability - 20 marks
- b) Language (Hindi & English) - 20 marks (10 marks each)
- c) General Awareness - 20 marks
- d) Academics (Educational aspects) - 50 marks

1) Child Development & Pedagogy - 15 marks

- Child Development - physical, intellectual, emotion & social;
- Problems of adolescence – role of home, school, hostel and society in dealing with them.
- Learning :
 - i) Concepts
 - ii) Factors affecting learning
 - iii) Motivation and measures for creative effective learning situations.

2) Perspective in education - 15 marks

- i) Right to Education(RTE) 2009, POSCO, child rights
- ii) NCF 2005, Learning Outcome
- iii) School organisation
- iv) Institutions of higher learning & research of India
- v) Formal & distance education systems
- vi) Good governance in school system

3) Teaching Methodology - 10 marks

- i) ICT in education
- ii) Curriculum
- iii) Academic Planning
- iv) Assessment & Evaluation

4) Rights & duties of Principal in residential schools - 10 marks

- i) Right & duties of Principal with reference to different stake holders
- ii) Development and maintenance of facilities & assets
- iii) Role of Principal in promoting excellence in academics & curricular activities.
- iv) Promotion of ethics and values in academic institutions.

e) **Administration & Finance** - **40 marks**

- i) CCS (CCS Rules)
- ii) Medical attendant rules
- iii) Fundamental and Supplementary rules
- iv) CPF & NPS
- v) Travelling allowance rules
- vi) P.F.M.S.
- vii) Leave Travel Concession rules
- viii) General Financial Rules (GFR)
- ix) Income Tax
- x) ERP for schools
