

From

The Director,  
Regional Institute of English,  
Chandigarh Administration,  
Sector-32-C, Chandigarh-160030.

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To

The Director School Education/  
✓ The Director Higher Education,  
Chandigarh Administration,  
✓ Punjab, Haryana, HP, J&K and Ladhak.

Memo No. 1242-65 / RIE/PGCTE-118<sup>th</sup>/2023/  
Dated Chandigarh, the 06/12/22

Subject: - **Qualitative improvement in the teaching of English: Nomination of 10 Masters/Mistress/Lecturers in English per State for admission to the 118<sup>th</sup> PGCTE Course. Teacher trainees with Computer Skills to be given preference.**

This is to inform you that the Regional Institute of English, Chandigarh will conduct the 118<sup>th</sup> Postgraduate Certificate Course in the Teaching of English (PGCTE) from 09<sup>th</sup> January to 07<sup>th</sup> April, 2023. The first eight weeks (09.01.23 to 03.03.23) of the course will be conducted on campus. The remaining five weeks (06.03.23 to 07.04.23) will be conducted online and the participants will return to their place of work for online mode. The application form is available on the institute's website ([www.rieni.org](http://www.rieni.org)). The form needs to be duly filled and emailed by 06.01.2023. The details of the website link for application form and email are given below:-

Link on website: 118 PGCTE Admission Form  
Email Address: **anuradhareports2021@gmail.com**

This course is meant for teachers who are Graduates/Postgraduates/Masters /Mistress/Lecturers in English at the middle, high and higher secondary school of your state. This course aims at:-

1. training the teachers in adopting the latest techniques & methods including using computers and multimedia software while teaching English as a second language.
2. acquainting teacher-trainees with the structure of English through Linguistics, Phonetics and Phonology, English Grammar and Usage.
3. improving the trainee's proficiency in English through holistic improvement of listening, speaking reading and writing skills.



4. sensitizing the teacher-trainees to classroom research, which leads to production of materials that can be readily used in classroom.
5. Benefits of pursuing online course.

The course accordingly includes the following areas:

1. Linguistics.
2. Phonetics and Phonology.
3. Contemporary English Grammar and Usage.
4. Methodology and Material of English Language.
5. NEP 2020.
6. Integrating Technology in Classroom.
7. Lesson Planning/ Project.

You are requested to direct the District Education Officers(s) of your state to nominate at least 10 teachers from your state to attend the course. Copies of application forms are enclosed for further circulation to the District Education Officers(s).

VH  
Director,  
Regional Institute of English,  
Sector-32, Chandigarh

Dated:-

A copy of this may be forwarded to all District Education Officers of the States of Punjab, Haryana, Himachal Pradesh, Jammu and Kashmir, Ladakh and the Union Territory of Chandigarh for immediate action. Please note that:-

- > The teacher should be below 55 years.
- > The teacher will receive completion certificate on the basis of his/her attendance during the course.

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ਪੰਜਾਬ ਸਰਕਾਰ (ਸ. ਸ) ਆਈ. ਐੱਸ. ਐੱਸ.  
ਪਿੰਡ ਨੰਬਰ 5671/1/2022/379 ਤਾਰੀਖ 20/12/22  
ਉਪਰੋਕਤ ਦੀ ਉਪਰਾਲਾ ਸਾਰੇ ਸਰਕਾਰੀ ਸਕੂਲਾਂ ਦੇ ਪਿੰਡਾਂ  
ਤੇ ਸਕੂਲਾਂ ਨੂੰ 5 ਤੋਂ 12 ਵੱਲੋਂ ਪੇਸ਼ ਕੀਤੇ ਗਏ ਹਨ ਅਤੇ  
ਅਧਿਕਾਰੀ ਆਈ. ਐੱਸ. ਐੱਸ.

VH  
Director,  
Regional Institute of English,  
Sector 32, Chandigarh

To All District Education Officers (Punjab)  
Room No. 455, 3rd Floor,  
Mini Secretariat,  
Bathinda.  
PIN CODE- 151001.

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ਪੰਜਾਬ ਸਰਕਾਰ (ਸ. ਸ) ਆਈ. ਐੱਸ. ਐੱਸ.  
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20/12/22