

STATE ELIGIBILITY TEST

(SET December - 2015)

PROSPECTUS



LBS Centre for Science and Technology

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**STATE ELIGIBILITY TEST – December - 2015****Prospectus**

(Approved by G.O. (Rt) No. 4914/15/GI.Edn. Dated 16/10/2015)

1. Introduction

In order to ensure the standards of teaching in Higher Secondary Course, the Government have decided to conduct the State Eligibility Test for the candidates to be selected as Higher Secondary School Teachers and Non-Vocational Teachers in VHSE. A pass in the State Eligibility Test (SET) is stipulated as a mandatory requirement for appointment as Higher Secondary School Teachers in the State as per the Special Rules in force.

As per G.O.(Rt)No.2138/11/GI.Edn. Dated 6/6/2011, the Government have entrusted with the Director, LBS Centre for Science and Technology, Thiruvananthapuram, the conduct of the SET on the basis of the syllabus approved by the Board of Examinations for the conduct of State Eligibility Test. Candidates are requested to go through the Prospectus carefully to get themselves acquainted with the rules and regulations before submitting the online application.

2. Scheme of the Test

- 2.1 There shall be two papers for the SET December - 2015 .

Paper I

Paper I is common for all candidates.It consists of two parts, Part (A) General Knowledge and Part (B) Aptitude in Teaching.

Paper II

Paper II shall be a test based on the subject of specialisation of the candidate at the Post Graduate (PG) Level.

2.2 Subjects for SET

There shall be 35 subjects for Paper II of the SET as listed.

Codes	Subjects
01	Anthropology
02	Arabic
03	Botany
04	Chemistry
05	Commerce
06	Economics
07	English
08	French
09	Gandhian Studies
10	Geography
11	Geology
12	German
13	Hindi
14	History
15	Home Science
16	Islamic History
17	Journalism
18	Kannada
19	Latin
20	Malayalam
21	Mathematics
22	Music
23	Philosophy
24	Physics
25	Political Science
26	Psychology
27	Russian
28	Sanskrit
29	Social Work
30	Sociology
31	Statistics
32	Syriac
33	Tamil
34	Urdu
35	Zoology

2.3 Duration of the Test

The duration of the Test shall be 120 minutes for each paper.



2.4 Number of questions and marks

Paper I: There shall be 120 questions for Paper I with 60 questions each for Part A and Part B. Each question shall carry 1 mark.

Paper II: There shall be 120 questions carrying one mark each for the subjects under Paper II except for Mathematics and Statistics. For Mathematics and Statistics there shall be only 80 questions carrying 1.5 marks each.

2.5 The questions of both the papers shall be objective in nature and based on single response, i.e., for each question four suggested responses (A, B, C, D) will be given of which only one will be the most appropriate answer and the candidates will have to select and mark their response in the appropriate space provided in the OMR Answer Sheets.

2.6 For each correct response the candidates will be awarded 1 mark in both the Papers except for Mathematics and Statistics for which each correct response will be awarded 1.5 marks. Marking more than one response against a question shall be deemed as incorrect answer. No marks shall be deducted for incorrect answers.

Note:

Detailed instructions for marking the OMR Sheets will be issued separately.

3. Requirement for Pass

The minimum requirement for a pass in the State Eligibility Test shall be as follows:

Minimum Percentage of Marks			
Category	Paper I	Paper II	Total
General	40	40	48
OBC *	35	35	45
PWD** SC/ST	35	35	40

* Non-Creamy Layer

** PWD Includes VH & PH Candidates

The pass percentage shall be calculated as follows

Marks secured for (Paper I + Paper II)
Maximum marks for (Paper I + Paper II)

In computing marks, fraction shall be rounded off only to the first two decimal places in the calculation of aggregate percentage of marks. No rounding off of marks shall be made for calculating the pass percentage for Paper I and Paper II separately.

4. Syllabus

The syllabus prescribed for the Test will be based on the core areas in the syllabi in the concerned subjects followed by the Universities in Kerala.

The approved syllabus of the subjects for SET - December - 2015 is available in the official website of the LBS Centre.

5. Conditions of Eligibility

5.1 Those who have acquired Master's Degree in the concerned subject with not less than 50% marks or equivalent grade and B.Ed. degree in any discipline from any one of the universities in Kerala or have acquired these qualifications from any other university recognised as equivalent thereto are eligible to apply for the SET December -2015 with certain exceptions as mentioned in the following paragraphs.

5.2 For Mathematics, Physics, Chemistry, Botany and Zoology, those having MSc.Ed Degree in the concerned subject with not less than 50% marks or equivalent grade from one of the Regional Institutes of Education sponsored by the NCERT are eligible to apply. For Botany and Zoology, those having MSc.Ed Degree in Life Science (with not less than 50% marks or equivalent grade) from one of the Regional Institutes of Education are also eligible.

5.3 For the subjects Anthropology, Commerce, French, Gandhian Studies, Geology, German, Home Science, Journalism, Latin, Music, Philosophy, Psychology, Russian, Social Work, Sociology, Statistics and Syriac, candidates need not acquire B.Ed. Degree for applying for the State Eligibility Test.

5.4 Those who have acquired II class Master's Degree in Communicative English with not less than 50% marks and BEd. are eligible to appear for SET in English.

5.5 Candidates who have acquired Diploma in Hindi Teaching, but do not have B.Ed. Degree, are eligible to apply for SET in accordance with the exemption clause provided in the Special Rules.

5.6 Candidates who have acquired B.Ed Degree in Hindi conducted by the Dakshin Bharatha Hindi Prachar Sabha are exempted from the requirement of producing the equivalency certificate, as the degree has been recognized by the Universities in Kerala.



- 5.7 Candidates who have acquired their qualification through Correspondence Courses/ Open Universities which are not recognized by any one of the Universities in Kerala are not eligible to appear for the SET. Candidates who have acquired their qualifications through recognized correspondence courses/Open universities should obtain and furnish certificates of recognition and equivalency from any one of the Universities in Kerala.
- 5.8 Candidates who have acquired their Master's Degree with the minimum required marks for eligibility to appear for SET and are undergoing their courses for B.Ed Degree are eligible to appear for the test. Similarly candidates who have acquired their B.Ed Degree and are undergoing the final year courses of their Post Graduate Programme are also eligible to appear for the test. Such candidates must produce the Certificates of their qualifying examinations passed with the minimum required marks within one year from the date of publication of the results of the test, failing which they shall be treated as disqualified.
- 5.9 For the subject Latin, candidates who have passed their degree examination in any discipline from any one of the Universities in Kerala or from any other University recognized as equivalent thereto with Latin as their Second Language under Part II with not less than 50% marks for that Part II are also eligible to appear for SET, provided such candidates have acquired II Class Master's Degree with not less than 50% marks in any discipline.
- 5.10 **Relaxation of Minimum marks for SC/ST Candidates**
Candidates belonging to SC/ST categories shall be granted a relaxation of 5% marks in the minimum marks prescribed for the eligibility to appear for the State Eligibility Test.
- 6. Age Limit**
No age limit is prescribed for candidates appearing for the SET.
- 7. Mode of Registration for SET-December - 2015**
- 7.1 Candidates intending to register for the State Eligibility Test are required to pay the fee for the Test in advance to obtain the site access key along with the application number for Online Registration. The fee shall be

Rs.750 for General/OBC candidates and Rs.375 for SC/ST/VH/PH candidates

7.2 Mode of Remitting fee

The fee for the test can be remitted in any selected office or branch of a service provider to be notified later. A card with site access key and Application number shall be issued to all the candidates who remit the prescribed fee. SC/ST/VH/PH candidates should produce a copy of the Community Certificate/Disability Certificate to get the site access key and Application number (for Rs.375/-). Fee once remitted shall not be refunded. Candidates residing in Kerala shall not be issued the Site Access Key and Application number through post.

- 7.3 Candidates residing outside the State of Kerala can request for the card with site access key and application number for registration by post. In such cases the mode of payment of fee shall be only through Demand Draft (Rs.800/- for general/OBC category candidates and Rs.425/- for SC/ST/VH/PH candidates) drawn from any one of the nationalised banks in India in favour of the Director, LBS Centre for Science & Technology, payable at Thiruvananthapuram. Such request by post, along with the Demand Draft and a self addressed envelope of size 31 cm X 25 cm, should reach the office of the Director, LBS Centre at least 10 days before the closing date fixed for registration for SET-December - 2015.

8.PROCEDURE FOR ONLINE REGISTRATION

8.1 STEP 1

- Log on to the site www.lbscentre.org or www.lbskerala.com
- Click **SET DECEMBER 2015**
- Click **ONLINE REGISTRATION**
The candidate will be prompted to type the application number and the Site Access Key. The application number and Site Access Key should be typed without error. The Candidate will be prompted to upload the photograph.
- Click **UPLOAD PHOTO** (see Note for details).
After successful uploading of the photo the application form will be displayed.
- Fill in the application form carefully without mistakes
- Click **SUBMIT**
- Click the **PRINT** Button to take the printout of the submitted application with the Registration ID



- h) Take a photocopy of the Printout and keep it for future reference.

NOTE**Instructions for uploading photo**

- i) Photographs should have been taken within one year from the date on which application is sent. The name of candidate and the date of taking photograph should be printed at the bottom portion of the photo.
- ii) The face and shoulder of the candidate should be clear and the background should be white/light colored.
- iii) Uploading photographs should be of 200 pixels height, 150 pixels width not exceeding a file size 30 kb, in jpg format
- iv) Face should be centrally focused and be at the center of the photograph.
- v) The eyes should be open and vivid.
- vi) Photographs should be without cap or goggles (except those worn in adherence to religious custom). Photographs showing a portion of the face, unclear face, photograph wearing uniform shall not be used.
- vii) The photo taken by using mobile phone, webcam or Polaroid camera and photos which are computer generated are not acceptable.
- viii) Light coloured dress should be used in the photographs.

The applications with photographs not as per the instructions from i to viii above will summarily be rejected.

8.2 STEP 2

MODE OF SENDING THE APPLICATIONS
After completion of Step 1, the printout of the online application shall be signed by the candidate and sent to the Director, LBS Centre for Science and Technology, Extra Police Road, Nandavanam, Palayam, Thiruvananthapuram-695033 by registered post or can be handed over in person at the LBS Centre Headquarters (address given above) so as to reach his office on or before the last date fixed for submission of applications.

NOTE

- i) The applications will not be accepted in the Regional units or Sub Centres of the LBS Centre.
- ii) Copies of certificates / mark lists of qualifying examination should not be sent along with the application. These documents are required only after the results are announced.

- iii) **SC/ST/VH/PH Candidates shall enclose community certificate/disability certificate with their applications. OBC non-creamy layer candidates shall submit their Non-Creamy Layer certificate from the village officer concerned, with validity on the date of application.**

IMPORTANT: Results of the test shall be prepared based on the details furnished by the candidates in their online application regarding their eligibility for relaxation of minimum marks for a pass in the test. Subsequent claims for inclusion in the list of eligible candidates for such relaxation shall not be entertained. Pass certificate shall be issued only after verifying the genuineness of the original Caste/Catery certificate.

9 Important points for filling in the online application form

- 9.1 The name of the candidate should be filled in exactly as given in the SSLC book, as SET Certificate will be issued only in the name furnished by the candidate.
- 9.2 The District opted as the Centre for Test and the subject opted for SET should be filled in correctly.
- 9.3 A candidate will be allowed to appear for the SET only in the District opted by him/her.
- 9.4 The printout of the online application should be sent in the envelope supplied. The optional subject selected under Paper II should be written in the space provided on the envelope.
- 9.5 The LBS Centre will not be responsible for loss of applications, if any, which are sent to it, in any method other than those described in Clauses 8.2 of the Prospectus.

10. Test Centres

There will be Test Centres at all the District Head Quarters in the State (Districts and District Codes are given below). A candidate can select a District Head Quarter as Test Centre. Change of District Centre once selected will not be allowed under any circumstances. The Venue will be allotted by the Director, LBS Centre for Science & Technology, Thiruvananthapuram which will be intimated to the candidates in due course when Admit Cards are released online.



Codes	Districts
01	THIRUVANANTHAPURAM
02	KOLLAM
03	PATHANAMTHITTA
04	ALAPPUZHA
05	KOTTAYAM
06	IDUKKI
07	ERNAKULAM
08	THRISSUR
09	PALAKKAD
10	MALAPPURAM
11	KOZHIKODE
12	WAYANAD
13	KANNUR
14	KASARAGOD

11. Online Admit Card for the Test

The admit card for the SET shall be prepared for all the candidates who have applied as above and will be available in the websites of the LBS Centre www.lbscentre.org or www.lbskerala.com from the date which will be announced later in leading dailies and in the official websites of the LBS Centre.

Candidates are advised to visit the websites and keep a constant watch on the leading print and electronic media, pertaining to notifications/instructions regarding SET

11.1 Procedure for obtaining Admit Card

- Log on to the Website www.lbscentre.org or www.lbskerala.com
- click the link **SET-December - 2015**
- click '**Print Your Admit Card**'
- Enter the Application Number and Date of Birth/Site Access Key, when prompted.
- Take a printout of the Admit Card displayed on the screen.

Read the instructions printed on the Admit Card carefully before going for the test.

12. Answer Sheet

- Separate Answer sheet (OMR Answer Sheet) shall be given to mark responses for each paper.
- A specimen copy of the OMR Answer sheet is attached.
- Only blue/black ink ball-point pen shall be used for marking in the OMR answer sheet.
- Each answer sheet has a unique printed BAR CODE that will be used as a secret

code against which the evaluation takes place. If a candidate tampers, mutilates or damages the bar code, he/she shall be disqualified and his/her candidature shall be cancelled. The answer sheet in respect of such candidates shall not be valued and they will be debarred from appearing for the SET for two subsequent chances.

- Candidates are warned that they should enter only the necessary information as required on the left part of the OMR answer sheet. Any additional information which is not required and which may help to identify the candidate, that is made on any part of the OMR sheet, shall disqualify the candidate and his candidature shall be cancelled without any further intimation in this regard. Further, such candidates shall be debarred from appearing for SET for two subsequent chances.

- Facility shall be provided for issuing a carbon copy of the OMR sheet to the candidates. The invigilator in the examination hall shall detach the carbon copies of the OMR sheets on completion of each paper, and hand them over to the candidates. Candidates can verify the same with the answer keys published subsequently. No complaints from candidates regarding valuation of answer sheets will be considered if any tampering with the entries in the carbon copy is detected. Moreover any tampering with the carbon copy shall invoke legal action against the candidate amounting to debarring from appearing for SET in future.

13. Special Instructions for the Test

- The candidates shall be present at the Examination Hall 30 minutes before the prescribed time for the commencement of the test.
- The question paper will be given in the form of a Question Booklet bearing a Question Booklet Number, Version of the Question Booklet (A/B) on the front page. The candidate shall mark the Booklet Number and Version of the Booklet correctly on the OMR Sheet.
- The candidates will not be permitted to use calculator, logarithm table, mobile phone or any other electronic equipment in the Examination Hall.
- Rough work/calculations can be made only in the blank sheet of the Question Booklet.

**14. Publication of Answer Keys**

14.1 The answer keys of all subjects shall be published in the official websites of the LBS Centre immediately after the examination. Complaints, if any, from the candidates regarding the answer keys may be sent to the Director, LBS Centre, in writing, within five working days from the date of publication of the keys. The complaint should be accompanied with a DD for Rs.300/- for each question challenged by the candidates. The DD should be drawn from any branch of a nationalised bank in favour of the Director, LBS Centre payable at Thiruvananthapuram. If the complaint/complaints regarding a question or questions is/are found genuine the fee remitted for that question/questions will be refunded to the complainant. Complaints not accompanied by the prescribed fee and supporting documents will not be entertained. The complaints, if any, received from the candidates will be placed before a panel of experts constituted by the Director, LBS Centre and the decision of the experts shall be final. Complaints received after five working days from the date of publication of answer keys will not be entertained.

14.2 Exclusion of Question(s) from Evaluation

The Director, LBS Centre is authorised to exclude from evaluation any question or questions found to be wrong or question/s with answers not appropriate, as recommended by the panel of experts. When a question(s) is/are excluded from evaluation, the mark(s) allotted to that question(s) is/are also excluded from evaluation.

15. Valuation

- 15.1 A fully computerized system has been adopted for the valuation of the answer scripts using Optical Mark Reader (OMR) for the preparation of the results.
- 15.2 Since the valuation will be error free under the above system, there is no provision for revaluation or rechecking of the answer scripts or recounting of the marks scored. However, those who want to get a photocopy of the OMR Answer Sheet, shall be provided the same on payment of a fee of Rs.500/- per paper. Application for providing photocopy shall be made within a period of one month from the date of publication of results. Late applications will not be considered.

16. Declaration of results

The details of marks and the eligibility status secured by the candidates appeared for SET December - 2015 will be published in the websites of the LBS Centre. Those who are eligible to be declared as successful shall have to produce the required documents for verification and issue of certificates.

17. Documents to be Produced by Eligible Candidates

Eligible candidates as per Clause 16 shall send attested copies of the following documents by post to the Director, LBS Centre, Nandavanam, Thiruvananthapuram for verification.

1. Filled in application form for SET Certificate downloaded from the official website of the LBS Centre
2. Copies of the following documents attested by a Gazetted Officer
 - a) Provisional/Original Certificate and Marklist of PG Degree
 - b) Provisional/Original Certificate of B.Ed Degree
3. Recognition Certificate from any one of the Universities in Kerala, if applicable.
4. Equivalency Certificate from any one of the Universities in Kerala, in the case of candidates possessing qualifications in subjects other than those mentioned in the list of subjects in Clause 2.2.
5. Original of the Caste/Category certificate(valid on the date of application submitted for SET-December 2015) of the candidate eligible for relaxation of minimum marks for a pass (if not already submitted along with the application)

18. Issue of Certificates

Certificates signed by the Director of Higher Secondary Education will be issued to the candidates who pass the SET, after verification of the Documents produced by the candidates as per Clause 17.

19. Issue of Duplicate Certificates

If the Certificate once issued is irrecoverably lost, a Duplicate Certificate will be issued to the candidate who apply for the same, to the Director, LBS Centre for Science and Technology on payment of the fee of Rs.1000/-. The following documents shall be attached with the request for the issue of Duplicate Certificate.



- i. A Demand Draft for Rs.1000/- (Rupees one thousand only) drawn from a Nationalised Bank in favour of the Director, LBS Centre for Science and Technology, payable at Thiruvananthapuram.
- ii. An affidavit in stamp paper worth Rs.100/- to the effect that the SET Certificate issued to the candidate has been irrecoverably lost, duly certified by a Notary Public/First Class Judicial Magistrate.

20. Notification

Notifications containing the time schedule and other related matters of SET December - 2015 will be issued by the Director, LBS Centre for Science and Technology, Thiruvananthapuram.

THIRUVANANTHAPURAM
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21. Jurisdiction

In matters of disputes, the jurisdiction will be the Honourable High Court of Kerala at Ernakulam.

22. Power of Government to make rules.

Any other items not specifically covered in this Prospectus will be decided by the Secretary to Government, General Education Department, Kerala and his decision shall be final.

S/d.

DIRECTOR

LBS CENTRE FOR SCIENCE
AND TECHNOLOGY



