

From

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

To

The Director Public School(S)/  
Director of Higher Education/  
Director of Education, Chandigarh Admn.,  
Punjab, Haryana, HP, J&K, and Ladhak.

Memo No. RIE/COS-113-I/PGCTE/2020/ 824 - 828  
Dated Chandigarh, the 07/09/20

Subject:-

**Qualitative improvement in the teaching of English: Nomination of 10 Masters/mistress/Lecturers in English per State for admission to the 114<sup>th</sup> 4-Month PGCTE (Online 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 114<sup>th</sup> 4-Month Postgraduate Certificate Online Course in the teaching of English (PGCTE) from 05<sup>th</sup> Oct 2020 to 21<sup>th</sup> Feb 2021. **Due to COVID-19, the 114<sup>th</sup> course will be conducted online from the place of residence/work. The applicant will enrol themselves through the Google Form link given on RIE Website i.e. [www.rieni.org](http://www.rieni.org). The form needs to be duly filled and sent by 30-09-2020 positively.** This course is meant for trainee Graduate/Postgraduate/Masters/Mistress/Lectures in teaching English at the middle, high and higher secondary school of your state. This course aims at:-

1. acquainting the teacher's trainees with the structure of English through Linguistics, Phonetics and phonology, English Grammar and Usage.
2. training the teachers in adopting the latest techniques & methods including using computers and multimedia software while teaching English as a second language.
3. improving the trainees proficiency in English by holistic Improvement of listening, speaking reading and writing skills, and
4. sensitizing the teacher trainees to classroom research, which leads to production of material that can be readily used in classroom.
5. training Teachers besides pursuing online learning.

The course accordingly includes the following subjects:

1. English Linguistics.
2. English Phonetics and Phonology.
3. Contemporary English Grammar and Usage.
4. Methods of Teaching Grammar and Usage.
5. Materials of English language.
6. Effectiveness of online courses.
7. Lesson planning/project.

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

*Vhd*  
Director,  
Regional Institute of English,  
Sector-32, Chandigarh

Endst No. RIE/COS-114-I/PGCTE/2020/829-864 Dated:- 07/09/20

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

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

*Vhd*  
Director,  
Regional Institute of English,  
Sector 32, Chandigarh

All District Education Officer

-----

-----