

**SYLLABUS FOR THE LIMITED DEPARTMENTAL EXAMINATION FOR
PROMOTION TO HEADMASTER, GOVERNMENT MIDDLE SCHOOL
(ENTRY GRADE)**

DURATION : 3 HOURS EACH

PAPER	SUBJECT	MARKS ALLOTTED	FULL MARKS
Paper I	Essay writing	20	100
	Precis writing	20	
	Comprehension	20	
	English grammar	40	
Paper II	Education - Meaning, aims and functions. Education for fostering Moral Education Educational Psychology - Meaning & scope, relationship between Education & Psychology - Growth & Development, Stages and educational implication. Learning-Meaning and factors affecting learning, Guidance & Counseling Concept, Nature, Needs and services. School Management, Concept, Classroom & Institutional Management. Qualities of Ideal Head of Institution. School & Community, meaning, relationship and utilization of community resources.		100
Paper III	Act, Rules & Policy under School Education Department <ul style="list-style-type: none"> • The Right of Children to Free and Compulsory Education (RTE) Act, 2009 • The Mizoram Right of Children to Free & Compulsory Education Rules, 2011 • Mid Day Meal Scheme • The Protection of Children from Sexual Offences (POSCO) Act, 2012 • The Education Policy of Mizoram, 2013 • The Mizoram Prevention of Malpractices at Examination Act, 1990 • Guidelines for Constitution of School Management Committee (SMC) and Village Education Committee (VEC). • Continuous & Comprehensive Evaluation Manual for Teacher Class VI - VIII (CBSE) 		100
Paper IV	Central Civil Services (Conduct) Rules, 1964 - Rules 3, 5, 6, 7, 8, 9, 15, 18, 20, 21 & 22	30	100
	Central Civil Services (Classification, Control & Appeal) Rules, 1965 - Suspension Chapter 2 No 1, 2, 6, 7, 8, 9, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25.	20	
	Central Civil Services (Leave) Rules, 1972 - Rules 3, 26, 28, 29, 30, 31, 32, 38, 39, 43, 50, 51, 52.	20	
	Central Services (Medical Attendance) Rules, 1944	10	
	Procedure for maintenance of Annual Confidential Reports (ACR) issued by the Government from time to time	10	
	Central Civil Services (Joining Time) Rules, 1979	10	