

JAIANTIA EASTERN HIGHER SECONDARY SCHOOL



KHLIEHRIAT, EAST JAIANTIA HILLS
MEGHALAYA- 793200

(A Sister Educational Institution of Jaintia Eastern College)

PROSPECTUS 2022



Affiliated: Meghalaya Board of School Education, Tura



Clean India Campaign

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PROSPECTUS - 2022

**EAST JAINTIA HILLS DISTRICT, KHLIEHRIAT
MEGHALAYA - 793200**

Website: www.jecollege.org

Email.id: je_college@yahoo.com

Contact. No. 03655230003/9436115484

JAINTIA EASTERN HIGHER SECONDARY SCHOOL, KHLIEHRIAT

Motto

“Education for All”

Vision

To provide quality and affordable education to all sections of the society.

Objectives

- To impart higher and quality education in rural areas.
- To provide vocational trainings to the educated unemployed youths.
- To impart skills on Information Technology.
- To provide career guidance and counseling.
- To promote environmental awareness.
- To transform the young minds through moral and ethical education based on value system.

Mission

The school is committed to serve the society by developing the young generation to face the challenges of this contemporary world and to remain socio-economically alert. Through knowledge-based education, students are also sensitized to be competent in the employment opportunities. Apart from creating an atmosphere to promote all round growth of a student, the school also equips the students to become good citizens and to meet the social needs of our nation, not just a mere job seekers. Through various school -activities, an awareness regarding preservation and restoration of the environment is also in the roadmap of the school.

FACULTY MEMBERS

Principal: Dr. Phervision Nongtdu

ENGLISH DEPARTMENT

Smt. Affinda G. Lapasam
Shri. Firsterborn Dkhar (HoD)
Miss. Dianghun Shadap
Shri. Emidau P. Sohlsley
Miss. Pinky A. Lamare

KHASI DEPARTMENT

Smt. Percia Phawa
Shri. Lancaster Nongtdu
Shri. Jamphrang Lyngdoh (HoD)
Shri. Deibormi Nongpoh
Smt. Rudawanshuwa Supooh (PG)
Smt. Maximum Sohshang

HISTORY DEPARTMENT

Smt. R. Merika Nongtdu
Miss. P. Syrpailin Phawa
Shri. Spienglang Rymbai (HoD)
Miss. Hannah Bell Lapasam

POLITICAL SCIENCE DEPARTMENT

Smt. Jinalin Pynrge
Shri. Nishwa Rymbai
Shri. Beket Siangshai (HoD)
Smt. Ridalabha Dkhar

Computer Science:

Environmental Education:

ECONOMICS DEPARTMENT

Smt. Renuka Pde
Smt. F. Dalamki Lytan
Smt. Deogratia P. Bareh (HoD)
Smt. Dakaru Bareh

EDUCATION DEPARTMENT

Smt. Eva Aibok Nongtraw
Dr (Mrs). Pyrkhatlang A Shadap
Smt. Theilinda Kyndait
Smt. Sophikitbok Dkhar (HoD)

SOCIOLOGY DEPARTMENT

Smt. Shida Siangshai (HoD)
Miss. Thywillbedone Bareh
Miss. Purify Swer
Miss. Ri akor Dkhar

COMMERCE DEPARTMENT

Shri. Banpynskhembha Papang (HoD)
Shri. Besterwell Dkhar
Shri. Remember Nongtdu
Shri. Samdy Myrchiang
Smt. Sapna Suchiang

Shri. Niphri Rymbai

Miss Shalomi Nongtdu

TENTATIVE ACADEMIC CALENDAR 2022-23

Month	Dates	Days	Event	Holiday
January	26 th	Wed	Republic Day	1
February	3 rd – 21 st	Thurs	School-Reopened	-
	17 th	Thurs	Class XI Internal Promotion Exam 2022	-
March	18 th	Fri	Holi	1
	25 th	Fri	Class XII (Arts & Com) HSSLC Exam 2022	-
April	14 th	Thurs	Ambedkar Jayanti	1
	15 th - 16 th	Fri	Good Friday	1
	18 th	Mon	Commencement of Class XII Classes	-
	21 st	Thurs	World No-Tobacco Day Rally	-
May	3 rd	Tue	Id-UI Fitre	1
	16 th	Mon	Buddha Purnima	1
June	22 nd	Wed	Rev.Thomas Jones Day	1
July	1 st	Fri	Induction Ceremony-Cum-Orientation Classes	-
	4 th	Mon	Commencement of Class XI Classes	-
	14 th	Thurs	Beh Deinkhlam, Jowai	1
	22 nd	Fri	Beh Deinkhlam, Tuber	1
	28 th	Thurs	Voter Education & Awareness Campaign	-
August	15 th	Sat	Independence Day	1
	19 th	Fri	Janmashtami	1
September	25 th	Sat	Parent Teacher Meeting	-
October	1 st – 5 th	Sat	Puja Holiday	3
	24 th	Mon	Deepavali Puja	1
	27 th – 2 nd	Thurs	Selection Test for Class XII	-
November	8 th	Tue	Guru Nanak	1
	23 rd	Wed	Seng kutsnem	1
December	12 th	Sat	Pa Togan N Sangma	1
	18 th	Wed	Death Anniversary of U Soso Tham	1
	23 rd	Mon	Winter Vacation begins	-
Jan 2023	24 th	Tue	Re-Opening of School	-
			Total Holiday	19

NB. Holiday falls on Sunday is not included. Date for regular tests and monthly tests, pre-promotion test, etc. will be notified by the respective HoDs.

THE PRINCIPAL'S DESK

I am privileged to extend to you a cordial and loving welcome into the portals of Jaintia Eastern Higher Secondary School, Khliehriat to the HSSLC courses in Arts and Commerce for the Academic Year 2022-2023. The school provides a conducive learning environment in Higher Education, especially for young men and women who seek education away from home. JEHSS enjoys an unparalleled reputation, and our beneficiaries choose to send their wards in this institute for well-adjusted education which also emphasizes character building.



Conveniently, the school located at Khliehriat, the district headquarters of East Jaintia Hills along the National Highway No. 6 and it is easily accessible. The school is managed and run by the Society for Higher Education, founded in 1992. It will be completed three decades of existence in August 2022, and in this span of time has incrementally striven to provide quality education, blending knowledge with employability. Grooming future for men and women leaders as well as instilling environmentally friendly ethos in its students is what JEHSS prides itself on.

As one enters the gates of JEHSS, one is greeted by a lush green ambience. The spacious campus instantly relaxes and rejuvenates a visitor as well as a learner and the faculty. The school boasts of ICT classrooms, Wi-Fi, Broadband connectivity and well furnishes separate toilets for students and faculty.

The school not only ensures academic development of the students but also provides them with opportunities to prove themselves by means of extracurricular activities through NSS, NCC, EBSB club, Games & Sports activities. Moreover, seminars/workshops are also conducted and participated as a part of the school's academic activities.

Our teaching faculty are young and highly qualified and distinguished in their domain. They are our intellectual assets and walk the extra mile beyond the four walls of the classroom to keep students well informed and provides various academic amenities and ensuring student mentoring to meet academic interests. As a reputed educational institution, the management, faculty, students, administrative and support staff and our esteemed parents function as a united family with a common goal for academic excellence along with integrated and inclusive development of the students.

Our vision emphasizes the holistic development of youths through education amidst a challenging, changing, and developing society and our mission is to educate youths for an altruistic leadership by integrating academic excellence and human ethics. We look forward to your contribution as students of the school along with continued support and guidance of all our stakeholders to take this institution to heights of relevance and glory in building character and careers. Together we move ahead for the enhancement of school and for the betterment of our state.

Once again, a loving welcome and God Bless You.



Dr. Nongtdu, M.Sc, MA, Ph.D
Principal

SCHOOL PROFILE:

Jaintia Eastern Higher Secondary School, Khliehriat, a sister institution of Jaintia Eastern College is the premier seat of learning in the eastern part of Meghalaya, affiliated to Meghalaya Board of School Education, Tura. The school is run and managed by the Society For Higher Education. To enhance the teaching learning process and monitoring the quality education delivered in the school, different Committees was established in 2014 under the coordinatorship of senior Assistant Professor.

At a meeting held on 16th June, 1992 at Moowakhu, Dkhiah that was chaired by Late Rev Tiplang Dkhar, the then President of Society For Higher Education which was attended by Late Rev S.W. Lyngdoh, the then Secretary of Society for Higher Education, parents, well-wishers and prominent citizen and many others to discuss the feasibility of establishment a college at Khliehriat. A resolution was taken in the meeting to establish 'Jaintia Eastern College'.

The College (Erstwhile Pre-Universality Course) started on 1st August 1992 functioning from rented building at Dkhiah village and community hall, Khliehriat West under the principalship of Dr. Phervision Nongtdu. It was formally inaugurated on the 23rd October 1992 by Shri. O.L. Nongtdu, the then Home Minister, Govt. of Meghalaya.

Initially the college was started with Pre-University Course in Arts under North Eastern Hill University, Shillong and later it was delinked to Higher Secondary School in 1995 under Meghalaya Board of School Education, Tura. In 1996 the school was shifted to the present campus offering HSSLC courses in Arts and Commerce.

HIGHER SECONDARY PROGRAMME:

- For Admission to Higher Secondary Course in Arts and Commerce, a candidate shall have passed SSLC or equivalent Examinations.
- The duration of the course is two years.
- There shall be two Examinations to be held annually. Internal/Promotion Examination at the end of Class XI and Board Examination at the end of Class XII.
- A candidate shall be promoted to the next higher classes (Class XII) only after having cleared the Class XI Internal/Promotion Examination.
- The final result will be declared on the basis of Class XII (HSSLC) Examination conducted by the Board.

ADMISSION PROCEDURE:

Admission in the school should be made in the prescribed Admission Form supplied along with the school prospectus available from the school office on payment of Rs 200/- (Rupees Two Hundred) only soon after the declaration of SSLC results or equivalent examinations recognized by Meghalaya Board of School Education. The same may also be downloaded and applied from the website: www.jecollege.org for online admission.

Admission Process:-

- i) Based on first come first serve.
- ii) Reservation of Seats – as per State and Central Reservation Policy.
- iii) 5% Seats are reserved for physically challenged candidates for admission to HSSLC Courses as per Government rules prescribed from time to time.

SUBMISSION OF APPLICATION FORM:

Application form affixed with 2 (Two) recent passport size photograph in specified column and information completed in all respects addressed to the Principal with the following documents mentioned below duly self-attested should be submitted within the period as specified in the advertisement/application form.

Each Application must be accompanied with:

1. Character and Transfer Certificates from the School last attended.
2. Self-attested copy of mark sheet of the last examination passed (Class X).
3. 2 (Two) recent passport size photographs of the student.
4. The original Migration Certificate for students from Boards other than MBOSE.
5. SC/ST/OBC and Person with Disability (PwD) Certificate.
6. Original documents are to be produced at the time of submission of application form for verification.

COURSES OF STUDY:

Higher Secondary Course: ARTS

1. Compulsory Subjects:-

- (i) English
- (ii) MIL (Khasi) / Alternative English
- (iii) Environmental Education

2. Elective Subjects (Any three of the following):

- (i) Political Science
- (ii) Education
- (iii) Economics
- (iv) History / Computer Science
- (v) Elective Khasi
- (vi) Sociology

3. Additional Subject (Choose any one from the above Elective Subjects):

- (i).....

COMMERCE

1. Compulsory Subjects:

- (i) English
- (ii) MIL (Khasi) / Alternative English
- (iii) Environmental Education

2. Elective Subjects:

- (i) Economics
- (ii) Accountancy
- (iii) Business Studies

3. Additional Subject: Any one from the following

- (i) Entrepreneurship
- (ii) Computer Science

GENERAL INFORMATION

1. REGISTRATION:

After completion of admission process, a student shall be required to register under the Meghalaya Board of School Education, Tura within one month of his/her admission. Those students passing from outside the jurisdiction of the MBOSE will have to submit their Migration Certificate within one month after the admission.

1. IDENTITY CARD:

After admission to the school each student is entitled to get an identity card signed by the Principal. It is a proof of his/her status as a student of the school and required to bring and produce it as and when necessary. The students should ensure that the particulars in the Identity Card filled by him/her are correct. Loss of identity card must be reported immediately to the office and will be replaced on payment of Rs. 200/-. In case of transfer or withdrawal from the school, the card must be surrendered at the school office.

2. EXAMINATION:

The school conducts regular tests, monthly tests, pre-promotion test and selection test, etc. At the end of the courses there shall be Board examination.

3. ATTENDANCE:

Name of the student will be struck off if he/she fails to attend the classes held during the first 15 days of the new academic session. Attendance of at least 75% of the classes held during the course of study is mandatory. Students failing to meet the requirement of minimum attendance will not be allowed to sit at the Selection Test.

4. ANTI-RAGGING CELL:

Anti-Ragging Cell takes various precautionary measures to prevent ragging in the school campus. It ensures the implementation of all regulations and directives about curbing the menace of ragging in higher educational institutions as per the directives of the Honorable Supreme Court of India. Ragging in any form, physical or mental within and outside the school premises. It is a cognizable offence and punishable by law under (Punishment of ragging is suspension or expulsion or cancellation of Degree or Penal Action). To comply with, the institute has constituted Anti-Ragging Cell comprising Principal as chairperson, senior teachers and students as its members. It is mandatory for the students and guardians to fill online Anti Ragging undertaking at the time of

admission at www.antiragging.in. Helpline: Shri. Firsterborn Dkhar, Asst. Professor, Department of English (9856005085/8974779511) and Vice President of the Students Union.

5. **DRESS CODE:**

To enforce discipline among the students and to help them get concessional taxi/bus fare while going and coming from school, dress code (Uniform) was introduced in the school. The students are to wear uniform compulsorily as per the following specification :- a) For Boys: - White *Shirt*, Black *Trousers*, Green-*neck tie*. b) For Girls: - White *trouser/ Green Salwaar-Kameezes* with white *Dopatta*.

6. **DISCIPLINE:**

School gives great emphasis on character of students and they are expected to maintain a high standard of discipline in and outside of the campus. The students are subjected to be under rules and regulations of the institution prescribed from time to time. Violation of rules, unsatisfactory academic progress, irregular attendance to class, showing discourtesy to the teachers and staff members in any form, recourse to unfair means in examination etc. are some of the offences which may make students liable to disciplinary action like termination of scholarship, forced transfer and even expulsion from the school. The school expects every student to abide by the following code of conduct. The Disciplinary Committee is empowered to deal with cases of indiscipline such as:-

- (i) Sitting inside the vehicle while in the school compound is strictly prohibited.
- (ii) Students shall take good care of the school property and must not spoil or cause any deliberate damage or tamper with the furniture, fittings etc.
- (iii) Not switching off electronic gadgets like mobile phones, music systems etc. before entering the classrooms/library/conference hall etc.
- (iv) Chewing of bettle-nut (Kwai), spitting and sticking or pasting of chewing gum in any form on the wall/desks/benches of the school.
- (v) Smoking and chewing of tobacco and its products anywhere in the campus including toilets/washrooms.
- (vi) Littering- like throwing of scraps, used polythene bags, empty water bottles, chewing gum wrappers, etc.(Please use the dustbins provided all around).
- (vii) Passing improper comments about anybody and eve teasing of all forms are strictly prohibited.
- (viii) Mobile phone if carried by the students should be switch off while in classrooms/library and corridor of the school.

GENERAL RULES:

- (i) Students must be punctual in attending classes.
- (ii) They should come to the school in a decent attire.
- (iii) Students must consult the school Notice board, website every day, failing which the school authority will not be responsible for any inconveniences.
- (iv) Students are required to attend all extra-curricular activities organized by the institution.
- (v) Parking of vehicle is available in the earmarked parking area for the Assistant Professors and guests.
- (vi) In view of shortage of space, students should park their cars outside the school premises in the place provide for.
- (vii) The Principal will use his discretionary powers for all matters not covered above.

7. FACILITIES:

- i. Scholarships:** For claiming all types of scholarships, a student has to compulsorily fill the online application form (www.scholarships.gov.in). After filling in the online application form, the student must submit the hard copy to the school office.
- ii. Career Guidance and Counseling Cell:** Career Guidance and Counseling Cell has been setup with the objectives to guide students in selecting suitable courses of study. The cell create and awareness about self-employment and entrepreneurship; and also provides regular counseling on career opportunities. Besides, the cell provides need based coaching for various competitive exams and Central University Entrance (CUET) and prominent career counselors are invited to interact with students. Shri B.Papang, Asst. Professor, Department of Commerce is the Coordinator of the Cell.
- iii. Skill Development:** Education is meant not only to nurture excellence but also to develop academic skills and qualitative techniques. With the increasing demand and competition in the job market, the school also offer Add on courses for skills development in computer education to acclimatize the students with the changing global scenario. Interested students may contact the teacher in-charge of the courses.
- iv. Internal Complaint Committee (ICC):** The school is committed to maintain an academic and work environment free of sexual harassment for its teachers, non-teaching staff and students. In accordance with section 4(1) of 'Sexual Harassment of Women at the Workplace (Prevention, Prohibition and Redressal) Act, 2013 (No. 14 of 2013), school has instituted ICC to address complaints related to sexual

harassment. For any such complaint, the Principal or Teacher In-Charge may be contacted.

- v. Library:** The school library is situated in the first floor, have spacious and well ventilated reading rooms. It has rich collection of books on various subjects, which is continuously updated. Besides text books, library also equipped with journals, leading magazines, journals leisure books, competitive exam books and newspapers in English and Khasi languages, previous years question papers are also kept for ready reference by the students and teachers. Students and other stakeholders can get access to e-journals and e-book through N-LIST. Moreover, a book bank facility is available for which the students are required to apply for. Regarding rules and regulations pertaining to library, students are advised to get informed from the librarian.
- vi. Conference Hall and Seminar Room:** The school has an adequate conference hall with ICT and Audio Visual facilities for various seminars and programmes. Seminar room serves as a venue for interactive seminars and discussions, committee, meetings and career counseling sessions. The audio-visual facilities available make it the ideal space for film screening and workshops.
- vii. Classrooms:** The school possesses spacious and well-furnished class rooms. Further, keeping up with the latest development in the field of teaching learning process, ICT enabled classrooms are in place.
- viii. Computer Laboratory:** Well-furnished Computer Laboratory is equipped with a good number of computers with internet connectivity, Wi-Fi-enabled facility, Digital Language Lab, etc.
- ix. Canteen:** The school has a canteen where staffs and students are served with snacks and other refreshments. The Canteen is available from 9:00 A.M to 5:00 P.M to meet the needs of the students and faculties.
- x. Grievance Redressal Cell:** The Grievance Redressal Cell (GRC) comprises of the Principal (Chairman), senior teachers, staff and students representatives is instituted in the school to redress grievances of the students and other stakeholders at the individual level, group or class level for common interest. Complaint/Suggestion boxes are kept in the school premises to collect any form of suggestions and feedback. The stake holders may also log in their suggestions and complaints through the institution website via GRC tab. The Assistant Professors act as facilitators to sort

out the grievances of the stakeholders at their level while the unresolved problems are referred to the GRC. As a preventive measure CCTVs have been installed at various places on the campus.

8. **EXTRA-CURRICULAR ACTIVITIES:**

To achieve an all-round development, the school creates opportunities for the students to excel their hidden talent through social work and other extension activities. National Service Scheme (NSS) and Red Ribbon Club (RRC), Games & Sports, Seminars, Lectures, School Week, Study Tours and other extra-curricular activities are the regular annual features of the school calendar. The school also promotes extra-curricular activities through various associations with Arts and Commerce faculties.

- i. **National Service Scheme and Red Ribbon Club:** The School has a very active NSS wing, which performs laudable activities to help the students grow into better responsible citizens of tomorrow. Cultural, social and humanitarian activities are regular affair with the NSS/RRC of this school. The NSS unit holds social service camps in rural areas where students and teachers work in collaboration with local youths. Usually, the programme includes road construction, road repairing, cleaning of school campus, cleaning of water tanks, plantation of saplings, organizing health checkup camps, blood donation camp, pulse polio immunization programme, cultural programmes, observing World's AIDS day, Anti leprosy day, etc. To expose students to social service, the unit/club organizes regular activities including special camps in rural areas and adopted villages. Every year the NSS unit in collaboration with District Administration organizes cleaning drives in part of Khliehriat Town.
- ii. **Games and Sports:** In keeping with its tradition of all-round education, with a purposive accent on sports and games, the school organizes and participates in outdoor and indoor games & sports. The school provides ample scope for development of an integrated personality and it has keen interest in promoting co-curricular activities of the students. Each year competitions are held in various events like debates, music, song, extempore speech, quiz, etc. among the students of this school.
- iii. **Music and Cultural Committee:** The Music and Cultural Committee have excelled in all its three wings namely Music, Dance and Drama. Over the years it has brought home several trophies and won prizes at inter - school and district level competition. The other objective of the committee is to inculcate in the students a sense of cultural

values and helps them understand the importance of preserving the rich traditional arts and culture of the region.

- iv. **Parent-Teacher Committee (PTC):** The Parent-Teacher Committee aims to foster and promote good relationship among members of the faculty, students and parents of students. The parents of each student taking admission in the school will become members of PTC. This forum communicates their views about the functioning of the school and thus facilitates further improvement.
- v. **Industrial Visit and Educational tour:** An industrial visit was organized for Commerce Students to nearby Cement Plant in the district/state. The objective of the visit was to provide students an insight regarding internal working of the company and opportunity to learn practically through interaction regarding the manufacturing, packaging in the plant and understand the functioning of the Plant. Organizes educational tours in and outside the State for both educative and entertaining for the students.
- vi. **CCTV:** The school campus is under CCTV surveillance to support Security Services in protecting the premises, property and the people using its facilities.
 - The CCTV system is spread across all campuses.
 - The system uses Digital Recording to capture images.
 - All recorded images are managed under the school's CCTV.

FEE STRUCTURE:

Sl. No	Particulars	+ 2 level (Arts & Com)
		(Rs)
1	Admission fee	2000
2	Library fee	600
3	Tuition fee	4800
4	Identity Card	200
5	Development Fund	700
6	Tests & Examinations	500
7	Maintenance & Miscellaneous fee	600
8	Extension and Co-Curricular Activities	300
9	Water & Electricity fee	300
10	Games & Sports	300
11	Magazine fee	200
12	Library Development fund	300
13	Common room	200
14	Field Trip	300
15	Training, Seminar & workshop etc.	300
	Total	11600

* MBOSE fee not included

PLEASE NOTE:

- Admission fee may be paid in full/installment of 70% at the time of admission and second Installment on or before the Selection Test Examinations. Fees once paid are not refundable.
- The school reserves the right to reject an application for admission without assigning any reasons for the same.
- When admission is granted, the prescribed fees must be paid and the admission form must be deposited at the school office within 24 hours.
- Application forms not having all the required documents will not be considered.

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Skill Development/Add On Courses
Eligibility: SSLC/HSSLC

1. Basic Course in Computer & Internet /Computer literacy: 1 (One) month
2. Office Automation 2 (Two) months
3. Desktop Publishing (DTP) 2 (Two) months
4. Certificate in Computer Accounting 2 (Two) months
5. Diploma in Computer Applications 6 (Six) months
6. Certificate Course in Tourism 6 (Six) months

For admission into the above mentioned courses students are advised to contact the teacher's
I/C Computer Applications.

