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Department of Bilateral Affairs
Ministry of Foreign Affairs
Royal Government of Bhutan

DIRECTOR.

MFA/BDA-1/112/ 3668

25 October 2019

Director
Royal Civil Service Commission
Thimphu

Dear Aum,

Please find enclosed a letter received by the Royal Bhutanese Embassy in New Delhi, from Prof. Veer Gupta, Professor and Head (I/C), Department of Training & Capacity Building in Education, National Institute of Educational Planning and Administration in New Delhi to participate in the Thirty Sixth International Diploma in Educational Planning and Administration (IDEPA) 2020.

The IDEPA programme is for six months which will be held from 1st February to 30th April 2020 at NIEPA and from 1st May to 31st July 2020 in the participant's Home Country. (Five copies of the Announcement for IDEPA-2020 are enclosed)

In this regard, we would like to know if RCSC would be interested to participate in the programme and kindly share the details of participants, if any, at the earliest possible.

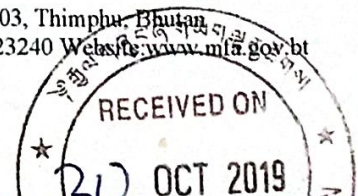
With warm regards,

Yours sincerely,

(Sonam Tobgay)

Handwritten notes:
14080
re. count/End
to MFA apply.
7/10/2019

Post Box No. 03, Gyalong Tshogkhang, Post Box No. 103, Thimphu, Bhutan
EPABX 00975-2-323297, 322771, 322473, 322459, Fax: 00975-2-323240 Website: www.mfa.gov.bt





राष्ट्रीय शैक्षिक योजना एवं प्रशासन संस्थान

(National Institute of Educational Planning and Administration)

17-B, श्री चन्द्रगुप्त मार्ग, नई दिल्ली 110 016

NATIONAL INSTITUTE OF EDUCATIONAL PLANNING AND ADMINISTRATION

(Established in the University)

17-B, Sri Chandragupta Marg, New Delhi 110 016

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Prof. Veera Gupta
Professor and Head (I/C)
Department of Training and Capacity Building in Education
Email: veeragupta@niepa.ac.in
Phone: 011-26544808, 9868280240, 9811912566 (watsapp only)

No.0.7.5/IDEPA-36/19-20/TCBE
11th October, 2019

**Subject: Thirty Sixth International Diploma in Educational Planning and Administration
(New Delhi: February 1-April 30, 2020 & Home Country: May 1-July 31, 2020)**

Dear Sir/Madam,

The National Institute of Educational Planning and Administration (NIEPA) offers a widely acclaimed International Diploma in Educational Planning and Administration (IDEPA) in collaboration with Ministry of External Affairs (MEA), Government of India. The six months diploma programme is an annual feature of the University, supported under the Indian Technical and Economic Co-operation (ITEC) Scheme. A total of 926 delegates from 93 countries from Africa, Eastern Europe, Central Asia, West Asia, South and South East Asia, Latin America and Pacific have participated in the last thirty five programmes.

The IDEPA programme has been designed in order to develop the capacities of key educational planners and administrators serving in the respective countries and would be taking up higher level responsibilities for the future. Accordingly educational personnel engaged in the planning and administration of elementary and secondary sectors of education at the national, provincial, district or institutional level and also at the system level (i.e. Ministry of Education or Directorate of Education) as well as Heads of educational institutions, regional and district education departments, teacher training colleges who are likely to assume higher responsibilities in educational planning and administration are selected for the programme. You are kindly requested to nominate the education officers as mentioned above (not translators/ teachers/ lower staff) to attend this specialised programme in educational planning and administration.

For the forthcoming IDEPA-2020 programme please find enclosed five copies of Announcement of the programme for information and wider dissemination to government departments and other agencies. It would be helpful, if nominations can be sent to Technical Cooperation (TC) section, Government of India at the earliest with the information to the Institute. The announcement link as <http://niepa.ac.in/IDEPA2020.aspx>

Thank you in anticipation for your cooperation.

Assuring you of our highest consideration and with best regards.

Yours sincerely,

Veera Gupta
(Veera Gupta)

Encl.: As above

Royal Bhutanese Embassy
EP-4, Chandragupta Marg,
Chanakyapuri New Delhi,
Delhi 110021
Telephone: +91-11-2688 9807, 2688 9809, 2688 9230



XXXVI IDEPA

International Diploma in Educational Planning and Administration (IDEPA)

**1 February – 30 April 2020 at NIEPA
1 May – 31 July 2020 in Home Country**

ANNOUNCEMENT

Department of Training and Capacity Building in Education
National Institute of Educational Planning and Administration
New Delhi-110016, INDIA

THE INSTITUTE

The National Institute of Educational Planning and Administration (NIEPA) is a premier organization engaged with capacity building and research in policy making, planning and administration of education. The Institute was established by the Ministry of Human Resource Development, Government of India. The Institute is an apex national institution of educational planning and administration and is actively engaged in educational research, training and consultancy.

The core activities of the Institute include training of educational planners and administrators; research; consultancy services at national and international levels; clearing house for dissemination of knowledge and information; and providing a forum for exchange of views and experiences between practicing educational administrators, planners and academics. In addition to its multifarious activities, the Institute also offers a number of Research Programmes namely M.Phil., Ph.D. and Post-Doctoral Programmes in educational policy, planning, finance and administration from a broader inter-disciplinary social science perspective.



INTERNATIONAL DIPLOMA IN EDUCATIONAL PLANNING AND ADMINISTRATION (IDEPA)

NIEPA offers an International Diploma in Educational Planning and Administration (IDEPA) for the senior and middle educational policy makers, planners and administrators annually from the developing countries. IDEPA was started in the year 1985 as a sequel to the recommendations of the sub-regional meeting for Asian countries organised by the Indian National

Commission for Cooperation with UNESCO in 1983. The National Institute has successfully completed as many as thirty five such IDEPA Programmes, one in each successive year. Over the years, participation in terms of number of countries and participants has increased considerably.

Until now, a total of 926 Trainees from 93 countries of Africa, Eastern Europe, Central Asia, West Asia, South and South-East Asia, Latin America and Pacific regions have participated in the Programme.



AIM

IDEPA is aimed at helping countries in building their national capacities in educational planning and administration, to promote the spirit of regional cooperation, international understanding and goodwill through exchange of experiences on subject matter and issues important to the development of human resource.

OBJECTIVES

The Programme is envisaged at fostering cooperation among countries and an understanding of the changing role of present day educational administrators in meeting the challenges of education. The Programme looks at broader aspects of educational planning and administration and creating the requisite knowledge among the participants to enable them to meet the global challenges vis-à-vis challenges of their country for its development. IDEPA encompasses the principles, concepts and techniques of educational

planning, supervision, administration, management and leadership for fulfilling the national goals and meeting local requirements of various countries. In this regard, it tries to develop skills of analysis, statistical interpretation, forecasting, project preparation for macro and micro level educational planning, on the one hand, and effective managerial leadership skills in educational administration, project management and programme implementation on the other.

ELIGIBILITY

1. Educational personnel engaged in the planning and administration of elementary and secondary sectors of education at the national, provincial, district or institutional level and also at the system level (i.e., Ministry of Education or Directorates of Education) are eligible. **It may kindly be noted that school and university teachers and other educational staff are not eligible for this programme.**
2. Heads of educational institutions, regional and district education departments, teacher-training colleges who are likely to assume higher responsibilities in educational planning and administration.

PROGRAMME DESIGN

The IDEPA Programme is for the duration of six months and is conducted in two phases.

First Phase

(1 February-30 April 2020 at NIEPA, India)

The first Phase of the programme involves three months intensive curricular work at NIEPA, New Delhi. This Phase is residential and participants are required to stay in the campus throughout this phase.

Second Phase

(1 May-31 July 2020 in Home Country)

The second phase entails a Field Research Project Work in the participant's home country, through his/her own efforts (guidance for which will be provided during the first phase and will continue during this phase also.)

PROGRAMME METHODOLOGY

The overall methodology of the Programme comprises the principles and methods used for instruction. Commonly used teaching methods may include class participation, demonstration, group work, discussions, lectures discussions, or combinations of these. The choice of teaching method or methods to be used depends largely on the information or skill that is being taught, and it may also be influenced by the aptitude and enthusiasm of the participants. The Programme also lays emphasis on academic exercise at the micro level, besides focusing on educational and cultural field visits, and seminars by eminent educationists.

COURSE OVERVIEW

The course consists of three major components: intensive curricular work; applied work; and Project Work.

During the first phase intensive curricular work and applied work is carried out for the duration of three months' at NIEPA. The intensive curricular work consists of courses on educational planning and management. Correspondingly, the applied work consists of *Country Paper Presentation, Thematic Seminar, Research Design of a Project Work and Educational Study Visit.*

THEMATIC SEMINAR

Thematic Seminar is an integral part of the training programme that provides an opportunity to each participant or a group of participants from one country to share his/her/their views based on factual data and experience on the theme. Seminar Theme for the 2020 Diploma Programme is **"Role of Educational Administrator in School Education"**. Participants are, therefore, requested to bring along with them relevant data and material pertaining to the above theme and also present the unique features of the education system of their own country.

LANGUAGE

English is the medium of instruction. A satisfactory knowledge (both spoken and written) of English language is necessary.

ENROLMENT PROCEDURE AND FUNDING

The total number of 35 seats are available that are allotted on specified selection criteria. The nominations should reach NIEPA as early as possible, but not later than **10 December 2019**, clearly indicating the name of the funding agency as per procedure given below.

I. Participants Funded by Government of India (GoI)

Application of the candidate in the prescribed form must be routed through the respective national government. All official applications will be reviewed from the academic perspective by NIEPA. Eligible participants will be enrolled subject to the clearance from the Government of India.

Indian Government provides financial assistance under the Indian Technical and Economic Cooperation (ITEC) scheme through the Development Partnership Administration (DPA) set up in the Ministry of External Affairs since January 2012. The entire expenses of candidates nominated under Government of India schemes are paid directly by the Government to the Institute. Enquiries in this regard can be made at the Indian Diplomatic Mission in the country concerned.

II. Participants Funded by Sources Other than Government of India (GoI)

Application of the candidate giving full details, including educational administrative experience, educational qualifications, source of funding etc. routed through the respective National government and the Indian Embassy in the country should be sent to NIEPA.

To meet the expenditure in such cases a total amount of US \$ 10,000/- per sponsored participant is charged and expended as per NIEPA rules. Funding for this scholarship can be sought from international agencies like UNESCO, UNDP, UNICEF, World Bank, Swedish International Development Agency (SIDA), Commonwealth Fund for Technical Cooperation (CFTC), Asian Development Bank (ADB), Danish International Development Assistance (DANIDA) and British Council.

NIEPA does not provide fellowship or any financial assistance to the participants of the programme.

FACILITIES

ACCOMMODATION

The programme is residential during the first phase and the Institute provides hostel accommodation for all the participants on single room basis in NIEPA.

Spouse and children are not allowed to stay with the participant during the first phase.

LIBRARY

The Institute has an excellent Library with a collection of over 60,000 books related to educational planning and administration and related subjects. It subscribes to more than 350 Indian and foreign academic periodicals and also maintains a rich documentation centre.

COMPUTER CENTRE

The National Institute has a modern, well-equipped Computer Centre to support its academic as well as training activities.

Participants are encouraged to carry their laptops.

MEDICAL CARE FOR MINOR AILMENTS

Medical care is available to the participants for minor ailments only (excluding eye testing, spectacles and dentures) in the Hostel. The Institute will provide only basic medical in-house care. For persisting ailments participants are encouraged to take up an adequate travel and medical insurance at their own expense. A copy of the insurance policy may be deposited with NIEPA for information.

NIEPA does not reimburse any expenses for medical treatment, such expenditure has to be borne by the participants from their living allowance.

GENERAL INFORMATION

The Institute is located in New Delhi, the capital city of India. The city is well connected by air with all the major cities of the world. New Delhi is endowed with a number of renowned institutions. Besides, it has a prominent place in the historical map of the country as well as in the world with rich cultural heritage and monuments to remember and discover. The campus is situated in south of Delhi with well-maintained gardens, and lawns. It has a post office, bank, super-market and a laundry.

Climate: The city is situated on the foothills of the Aravalli range and has varied climatic conditions. The spring season sets in February. The climate is normally comfortable during the period of the programme (temperature ranges between 10°C to 35° C).

Location of NIEPA Campus: The Institute campus is located at Sri Aurobindo Marg, in South New Delhi, opposite to the Clarion Collection- Qutab (formerly known as Qutab Hotel) and adjoining the Indian Institute of Technology (IIT). The distance of the campus from Indira Gandhi International Airport and the Domestic Airport is around 20 kms. A roadmap of Delhi to facilitate and guide the participants to reach the campus is available on the website.

Visa Requirements: Participants are advised to obtain visa for their stay in India for the relevant period of the programme plus one week of transit visa as well wherever necessary. Participants should fulfill the requirements of medical examination and possess the medical certificate at the time of their arrival at the International Airport at New Delhi, India.

For further details, please write to:

Department of Training and Capacity Building in Education

**National Institute of Educational
Planning and Administration (NIEPA)**

(Deemed to be University)

17-B, Sri Aurobindo Marg, New Delhi - 110016, INDIA

IDEPA Programme Team

Professor B. K. Panda
Head & Programme Director

Dr. Mona Sedwal
Programme Coordinator

Enquiries Regarding Nominations

Nominating Authorities as well as nominated participants wishing to make enquiries about the receipt of nomination form, funding etc. may contact the Programme Coordinator.

Phones: (+91-11) 26544871, 26544863

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Fax: (+91-11) 26853041 and 26865180

Email: bkpanda@niepa.ac.in,

monasedwal@niepa.ac.in, idepa@niepa.ac.in

Website: www.niepa.ac.in/New/IDEPA2020.aspx

www.niepa.ac.in