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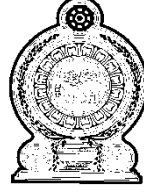
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கல்வி அமைச்சு

Ministry of Education

"இசுரூபாயா" . ஐ சுவரணபுர காவிரி  
வற்றத்தில்  
"இசுரூபாயா" ஸ்ரீ ஜயவர்தனபுர

பத்தரமுல்ல  
"Isurupaya", Sri Jayawardhanapura

Battaramulla.

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எமது இல. } ED/01/44/01/1/In.C.  
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My No. }  
දිනය 31.12.2012  
திகதி }  
Date } .....

Circular No: 04/2013

All Presidents of Colleges of Education  
All Teachers' College Principals  
All Managers of Teachers' Centers

**Program of Evaluation to ensure quality in Institutions of Teacher Education**

The Management and Quality Assurance Branch of the Ministry of Education has already introduced a methodology to ensure quality in all the schools in the island and in Zonal Education Offices.

02. Parallel to this, plans have been made by introducing standards, indices and criteria to put in place a self-assessment methodology as well as an external evaluation with a view to ensuring quality in all institutions of teacher education.

03. For this purpose, indicators have been formulated to evaluate the activities of the teacher education institutions under the five following fields.

1. Institutional management
2. Management of physical resources
3. Human Resources Management
4. Subject related and welfare activities
5. Curriculum management and evaluation of classes

04. The attention of all heads of teachers' institutions is drawn to the implementation of internal evaluation programs through the indicators formulated. In the meantime internal matters should be organized through the following measures.

1. Establishment of an internal evaluation committee
2. The preparation of a simple evaluation plan for the fields that should be evaluated using indicators; creating an awareness about this in the institutional community.
3. Appointment of 5 committees for the 5 themes
4. Subjecting the activities of the institution under the relevant themes to an internal evaluation through these committees twice an year
5. To prepare evaluation reports and to create an awareness in the relevant sections; to file and retain the reports.
6. Two weeks after the evaluation to conduct feed-back programs
7. To establish quality circles and to report progress

05. The officers of the Colleges of Education and Teachers' Colleges Branch will conduct external evaluations of Teacher Education Institutions, and will guide in the identification of the strengths and weakness of these institutions, and having arrived at appropriate conclusions in the implementation of solutions having arrived at appropriate conclusions.



**S.M. Gotabhaya Jayaratne**  
Secretary Education

Copies:

1. Hon. Minister of Education - For your information please
2. Hon. Deputy Minister of Education - For your information please
3. Additional Secretaries - For your information please
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