



TEACHERS' BROCHURE

INDIAN ASSOCIATION OF PHYSICS TEACHERS

National Standard Examination 2019 - 20
in

Physics (NSEP), Chemistry (NSEC), Biology (NSEB) & Astronomy (NSEA)

Day & Date of Examination: Sunday, November 24, 2019

NSEJS-2019 will be held separately on November 17, 2019 in KVs/JNV and other designated centers. *General Instructions cum guide-lines for the use of School Principal/Vice Principal/ Centre in-charge.* Here-in-after the word "School" will imply college/ Jr. College/ Sr. Sec. School/ Hr. Sec. School/ High School or any other similar Govt approved & recognized institution AFFILIATED TO A Board/University. Only such schools/colleges can be NSE centres. Coaching centers/classes/any private premises cannot be registered as a centre.

Read the students' brochure first

Indian Association of Physics Teachers (IAPT) is an organization of Physics Teachers spread throughout the country. It was started by Late Dr. D.P. Khandelwal in 1984 and today it has more than 8000 life members. All the work of this organization is voluntary in character thus NOBODY is paid any honorarium or remuneration for any work of IAPT. Hence that of these examinations.

All work of IAPT and therefore of these examinations is VOLUNTARY

ONLINE REGISTRATION OF CENTRES

Online center registration will start w.e.f. August 1, 2019 on the **examination portal: iaptexam.in** on the Website: <https://www.iapt.org.in> The centre registration includes the details of centre and centre in-charge and later the enrolment list of students and deposition of examination fee on the portal. For guidelines visit the website <https://www.iapt.org.in> All the centre in-charges are requested to co-operate to improve the process and make the system more efficient. Centres will be allotted new number which may be used for next few years. Ensure that proper address with PINCODE, email address and at least two phone numbers are provided.

Address should be given with PINCODE

Students of class XII, XI or lower are advised to enroll for NSE in their own school/college but may be his/ her school/college is not opting to be a centre. You are thereby urged to enroll all such desirous students at your centre and oblige. A minimum enrolment of total 20 students is essential for any institute desiring to be a centre of NSEs. Kindly enroll students by collecting fees yourself. Student enrolment forms may be **downloaded from the Website www.iapt.org.in and issued to students for their enrolment.** Issue the receipt for the fees collected. **The fee is ₹150/-** (Rupees One Hundred & Fifty only) **per student per subject.** Also note that NSEB, and NSEA are simultaneous. So a student can opt only one of the two. **Last Date of Enrolment is September 15, 2019. Accept fees till this date.** (NOT BEYOND THAT) Kindly collect appropriate fees (as indicated above). Keep ₹ 30/- from every ₹150/- collected by you, for the expenses at your centre. Transfer the remaining amount ₹120/- per student per subject to IAPT through **Pay fees section under student management** by using Centre Login on the web. This facility will allow you to make payment online using debit/credit card/ Net banking/ UPI/ E-Wallet. The last date for remittance of fee by the centre in-charge will be September 18, 2019. If the fee is not deposited by this date Enrolment will not be accepted. For the guidelines for online payment one may visit the website.

Payment of fees will be online

The expenses at the centre include stationery items needed, photo state charges, the postage, taking printout of hall tickets & hospitality to the staff working voluntarily etc. The balance amount left at the end of the entire examination work is at your disposal to be utilized for any other similar academic activity. No account needs to be submitted of this amount.

Just to repeat, you keep 20% for your expenses and transfer online 80% of the amount you collect, to IAPT.

During online registration, IAPT will allot a Centre Number to each center. This centre number is to be mentioned in all future correspondence and will be used for enrolment of students and payment of fees on the said portal on the website. The centre number may remain same for future years as well. The receipt for the payment received by IAPT will be sent to you by email. The receipt also indicates the details of the enrollment at your centre. Ensure that there is no discrepancy. Question Paper packets for your centre are prepared according to this information written on the fee receipt. **In case of centres having enrollment for junior science and senior ones, registration have to be done separately.**

Two weeks before the examination, the list of students enrolled in your centre with roll number and hall tickets will be sent to your email address. The hall tickets have to be printed and attested by the Principal/centre in-charge with the school seal. Hall tickets must be given to students and they must be made mandatory to produce the same during the examination along with a proof of identity.

Open every letter, packet or any other communication (email) received from IAPT IMMEDIATELY on its receipt. LOOK FOR A LETTER OF INSTRUCTIONS and act accordingly.

IMPORTANT: Dispatch of Examination Parcels

Examination material will reach the centre well in time before the examination, by speed post/courier. The centre in-charge may be requested to collect the material from local coordinator. To keep a safe custody of the same is your sole responsibility & academic obligation. IAPT observer will come on the day of examination. In case the examination material does not reach you by 15.11.19 immediately contact **Help Line No. 0135-2787020 or 9632221945 or 9411530162** between 9.00 am to 6.00 pm.

Conducting the examination: The Question Paper envelopes are NOT to be opened till the time of that examination (open only 20 minutes before)

The Roll number of students will be assigned by IAPT central examination office. Kindly display appropriate list of names indicating the students' roll number one week before the exam. Along with this; kindly display the details of the examination such as subject, date, time and above all the place of examination classroom (s), seating arrangement etc. **Adhere to the given time schedule.** Be extra vigilant and careful. These NSEs are very prestigious examinations. Prestige depends on YOU. Each NSE must be conducted in the premises of your school/college, under the control of the centre in-charge. Ensure that no malpractice occurs. Any malpractice detected will summarily disqualify the entire centre. In the past, few centres were disqualified on account of improper conduct of examinations.

IAPT's decision in the matter shall be final

IAPT provides envelopes for sending the answer papers. Seal the answer papers in proper envelope (according to subject) immediately at the close of an examination. After the examination all the sealed envelopes be put in one and dispatch it to Dehradun positively on 25.11.19. Else handover the sealed envelop to IAPT representative. He will arrange to send them safely to nodal centre for evaluation. Please read the instructions carefully and follow them. It is our experience that delays and inconveniences are caused by not adhering to these instructions.

Important Note

For the convenience of registration of centres and enrolment of students, a tutorial video is given as a link in the website, please go through video before registering, which gives a clear demo of the procedure.

Chief Co-ordinator of IAPT Examinations:

Prof. B.P. Tyagi (9837123716)

Examination Co-ordinators:

Dr. Anand Singh Rana (9412954316) Dehradun

Dr. Vijay V. Soman (9822107522) Nagpur

(nsejs.ngp@gmail.com)

IAPT Central Examination Office:

15, Block II, Rispana Road,

DBS (PG) College Chowk, Dehradun - 248001

Helpline No. 9632221945, 9411530162

Email: iapt.nse@gmail.com, iaptddn@gmail.com

Website: <https://www.iapt.org.in>

Note: Legal Matter (if any) shall be subject to the jurisdiction of Dehradun District Court only & no where else.