

Office of the Director of
Higher Secondary Education,
Housing Board Building,
Santhi Nagar, Thiruvananthapuram.
Dated: 17/01/2019

CG & AC/ 2148/2018/DHSE

Circular

Sub:- Career Guidance & Adolescent Counselling – Refresher Training for Career Guides of
Kollam, Idukki, Thrissur & Ernakulam Districts-reg

Ref: G.O.(Rt) 2200/2018/Gl.Edn dated 13/06/2018

As part of students centric programme 2018-19, one day refresher training for all the Career Guides of Kollam, Idukki, Thrissur & Ernakulam Districts is scheduled as detailed below:

District	Participants	Date	Venue
Kollam	Career Guides	24 th January 2019	YMCA Hall Kollam
Thrissur	Career Guides	28 th January 2019	Hotel Pearl Regency, near Railway station Thrissur
Ernakulam	Career Guides	31 st January 2019	Ashir Bhavan, Kacheripady Ernakulam
Idukki	Career Guides	06 th February 2019	Kattappana Service Co-operative Bank-Mini Hall, Kattapana

Principal shall relieve the Career Guides with a direction to attend the training without fail. Career Guides should reach the venue at 9.30 am and **submit the duly filled form in the format attached herewith at the time of registration.**

Sri.Casmir Thomas, Edn. Dist. Convener, Kollam (Phone No. 9497131669), Sri. Bharatharajan K.S, District co-ordinator, Thrissur (Phone No. 9447215269) ,Dr. C.A Bijoy, Dist. co-ordinator, Ernakulam (Phone No. 9447813059) & Sri. K.J Joseph Koyickal, Dist. co-ordinator, Idukki (Phone No. 9446720363) shall make all necessary arrangements for the smooth conduct of the programme.

**Sd/-
DIRECTOR**

To

- 1. RDD concerned**
- 2. Principal concerned**

**DIRECTORATE OF HIGHER SECONDARY EDUCATION
CAREER GUIDANCE AND ADOLESCENT COUNSELING CELL**

DETAILS OF CAREER GUIDANCE UNIT

1	Name of School	
2	School Code	
3	Phone No	
4.	E-mail of the School	
5	Type of School	Govt/Aided/Unaided
6	District	
7	Name of Taluk	
8	Educational District	
9	Legislative Assembly Constituency	
10	Parliamentary Constituency	
11	Type of LSG-Corporation	Municipality-Panchayath-Township
12	Name of LSG	
13	Nearest SBT Branch	
14	Name of Treasury	
15	Year of Starting of school	
16	Year of starting of Career Guidance unit	
17	Name and Designation of Career Guide	

Details of batches

Sl.No	Stream	No of batches in first year
1	Science	
2	Humanities	
3	Commerce	

Counter Signature of Principal

Signature of Career Guide

DIRECTORATE OF HIGHER SECONDARY EDUCATION

**CAREER GUIDANCE AND ADOLESCENT COUNSELING CELL
DETAILS OF CAREER GUIDE**

1	Name of School	
2	School Code	
3	Type of School	Govt/Aided/Unaided
4	District	
5	Name of Career Guide	
6	Designation with Subject	
7	Mobile No	
8	E-mail	
9	Gender	
10	Date of Birth	
11	Date of entry in Higher Secondary Education Department	
12	Year of taking charge of Career Guidance	
13	Qualification	

Period of service as Career Guide

SL.No	Name of School	From	To

a. Training Attended

SL.No	Name of training Programme	Organized by	Venue	From	To

b. Programmes Attended

SL.No	Name of Programme	Organized by	Venue	From	To

Counter Signature of Principal

Signature of Career Guide