

Higher Secondary Education - Vocational Course in 'Office Secretaryship' in recognition of a pass, in the subjects 'Typewriting' and 'Shorthand' in that course as equivalent to a pass in the Tamil Nadu Government Technical Examinations in Typewriting English (Higher) and Shorthand English (Lower) - Orders issued.

DEPARTMENT OF EDUCATION, SCIENCE AND TECHNOLOGY

O(Ms) No. 1512.

Dated: 9.8.1983.

READ:

1. From the Director of School Education Rc. 276609/W5/80, dt. 24.11.80, 10.6.82 and 21.9.82.
2. From the Director of Government Examination Rc. 105/HS1/82, dt. 19.10.81.
3. From the Director of Technical Examination Lr. 9492/S1/81, dt. 30.12.81.
4. From the Joint Secretary, Tamil Nadu Public Service Commission 44337/C/83, dt. 8.6.83.

ORDER:

The syllabus for the higher Secondary Vocational Course in 'Office Secretaryship' is of the level of the Government Technical Examination in Typewriting (Higher) so far as the subject Typewriting is concerned and that of the said examination in Shorthand (Lower) so far as the subject shorthand is concerned. Even when the subjects 'Typewriting and Shorthand' were taught earlier in Standards 10-11 under the bifurcated course: Secretarial Practice, the Government had in G.O. Ms. No. 1318, Education, dt. 30.7.74 issued specific orders that they would be equivalent to the Government Technical Examinations in Typewriting (Higher) and Shorthand (Lower).

2. The Director of School Education has proposed that the orders issued in G.O. Ms. 1318, Education, dt. 30.7.74 may be reiterated now in the context of the transfer of the course 'Office Secretaryship' to higher Secondary level as a Vocational Higher Secondary Course and that the Director of Government Examination may be asked to indicate the said equivalence specifically in the Higher Secondary Leaving Certificate Mark sheets issued to the students of that course. The Director of Technical Education and the Director of Government Examination have accepted the proposal of the Director of School Education but the Director of Government Examination has contended that making entry in the certificate regarding equivalence for qualification in the another qualification will not be advisable. The Tamil Nadu Public Service Commission has accepted the proposal of the Director of School Education.

3. The Government direct that a pass in the subjects 'Typewriting' and 'Shorthand' in the 'Office Secretaryship' course in the Tamil Nadu Higher Secondary School Leaving Certificate Examination be recognised as equivalent to a pass in the Tamil Nadu Government Technical Examination in Typewriting English by Higher Grade and

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Shorthand English by Lower Grade respectively. The Government also consider that there is no need to make any entry in the higher Secondary Leaving Certificate mark sheet in this regard.

(BY ORDER OF THE GOVERNOR)

T. D. SUNDAR RAJ,
COMMISSIONER AND SECRETARY TO GOVERNMENT.

To
The Director of School Education, Madras.6.
The Secretary, Tamilnadu Public Service Commission, Madras.2.
The Director of Government Examination, Madras.6.
The Director of Technical Examination, Madras.25.
All Other heads of Departments.
All Departments of Secretariat.

Copy to: The P & A.R. Department (Personnel. R). Madras.9.

/Forwarded by order /

Ej.10.8.

L. G. ...
SECTION OFFICER.

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11/5/83

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