

Office of the Director of  
Higher Secondary Education,  
Housing Board Building,  
Santhi Nagar, Thiruvananthapuram.  
[cgacdhse@gmail.com](mailto:cgacdhse@gmail.com)  
Ph No. 2323198.  
**Dated: 10/01/2019**

**CG & AC/ 2148(2)/2018/DHSE**

**Circular**

Sub:- HSE-Career Guidance & Adolescent Counselling – Refresher Training for Career Guides of **Palakkad District – scheduled-reg**

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

As part of students centric programme 2018-19, one day Empowerment Training for career guides of **Palakkad District** are scheduled as follows:

<b>District</b>	<b>Participants</b>	<b>Date</b>	<b>Venue</b>
<b>Palakkad</b>	Career Guide	11 <sup>th</sup> January 2019	Maps Residency Shornur

Principals shall relieve Career Guides for the training programme as per the above schedule. Career Guides are directed to reach the venue at 9.30 am.

**Career Guides shall submit the duly filled attached form to the District Co-ordinator at the time of registration.**

Sri. Saanu Sugathan , Edn. Dist. Convener, Palakkad (Phone No. 9495363817) shall make all necessary arrangements for the smooth conduct of the programme.

**Sd/-  
State Co-ordinator**

**To,**

- 1. The RDD Malappuram**
- 2. The Principals 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**

<b>Sl.No</b>	<b>Stream</b>	<b>No of batches in first year</b>
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