

**CG&AC/16445/2014**

Office of the Director of  
Higher Secondary Education,  
Housing Board Buildings,  
Santhi Nagar, Thiruvananthapuram  
**Dated: 21/04/2014**

**CIRCULAR**

**Sub: Career Guidance- Constitution of FOCUS POINTS at each Education District Centres-reg**

In order to provide support to students and parents in submission of Single Window Applications and guide them on selection of subjects to plus one courses, higher studies and career opportunities, Career Guidance and Adolescent Counselling cell has decided to constitute FOCUS POINTS (Help Desks) at each education district centres with trained teachers.

Application are invited from interested Higher Secondary School Teachers to work as counselors in FOCUS POINT at each education district centres. FOCUS POINT will function for one week from the date of issuance of application forms for +1 class of the Single Window Scheme.

Career Guidance/Souhrida Co-ordinators with exposure in career related activities in the schools will be given preference.

Interested applicants who are willing to associate with FOCUS POINT activities may forward their application in prescribed format (attached) through Principals to the following address before **30/04/2014**.

State Co-ordinator,  
Career Guidance and Adolescent Counselling Cell  
Directorate of Higher Secondary Education  
Housing Board Buildings  
Santhi Nagar, Thiruvananthapuram-1

**State Co-ordinator  
CG &AC**

To,  
The DHSE Portal for Publication

**DIRECTORATE OF HIGHER SECONDARY EDUCATION**  
**CAREER GUIDANCE & ADOLESCENT COUNSELLING CELL**  
**APPLICATION FOR SELECTION TO FOCUS POINT**

1.	Name	
2	Designation with Subject	
3	Name of school, School Code and District in which working	
4	Date of Joining in Higher Secondary Education Department	
5	Mobile No.	
6	Educational Qualification	
7	Experience in the field of Career related activities	
8	Education District in which willing to work in Focus Point Centre.	
9	Total years of experience as Career/Souhrida Co-ordinator	
10.	Whether associated with Focus Point Centre earlier	

Place :

Date:

Signature

Recommendation of the Principal

Whether Recommended or not

Seal

Signature of the Principal

### LIST OF EDUCATIONAL DISTRICTS

1	Neyyattinkara
2	Thiruvananthapuram
3	Attingal
4	Kollam
5	Kottarakkara
6	Punalur
7	Pathanamthitta
8	Thiruvalla
9	Alappuzha
10	Mavelikkara
11	Cherthala
12	Kuttanad
13	Kottayam
14	Pala
15	Kaduthuruthy
16	Kanjirappally
17	Thodupuzha
18	Kattappana
19	Muvattupuzha
20	Kothamangalam
21	Ernakulam
22	Aluva
23	Irinjalakuda
24	Thrissur
25	Chavakkad

26	Ottappalam
27	Palakkad
28	Mannarakkad
29	Tirur
30	Malappuram
31	Wandoor
32	Thirurangadi
33	Kozhikode
34	Vadakara
35	Thamarassery
36	Wayanad
37	Thalassery
38	Kannur
39	Taliparamba
40	Kasargode
41	Kanhangad