

**MINISTRY OF EDUCATION AND HUMAN RESOURCES
TERTIARY EDUCATION AND SCIENTIFIC RESEARCH**

CIRCULAR LETTER NO. 71 OF 2018

ME/CR/43/38/1/20 V2

30 November 2018

From: Senior Chief Executive, Ministry of Education and Human Resources, Tertiary Education and Scientific Research

To: Director, Educational Zones 1, 2, 3 and 4
Head of Government Primary Schools/ Aided Schools
Officer-in-Charge, Specialised Schools
MHR, Educational Zones 1, 2 and 4
AMHR, Educational Zone 3

Subject: **Diploma in Educational Management Programme (DEM Level I and II)**

Applications are invited from eligible officers in the grades of Deputy Head Master, Primary School Educator, (reckoning at least 10 years' service), Mentor and Health and Physical Education Instructor who, wish to follow the Diploma in Educational Management (DEM) (Level I and II) programmes to be run by the Mauritius Institute of Education as from January 2019.

2. Course Requirements and outline

The requirements for the above course are as follows:

Programme	Duration	No. of Modules	Entry Requirements
Diploma in Educational Management (Level II)	1 year (two Semesters)	06	Candidates should hold the following qualifications namely the Teacher's Diploma Primary (joint MIE/IGNOU), Certificate in Educational Management, Advanced Certificate in Management and/or possessing a Degree.
Diploma in Educational Management (Level I)	2 years (four Semesters)	12	Candidates should hold the Teacher's Certificate Primary and the Advanced Certificate of Education of the MIE.

3. Candidates should pay a registration fee of Rs 1800 per academic year.

4. **Mode of Application**

Candidates should submit their applications by **registered post** on the prescribed form as per enclosed format **not later than 3.00 p.m on Thursday 20 December 2018** to the following address:

**Senior Chief Executive
Ministry of Education and Human Resources, Tertiary Education
and Scientific Research
[Attn. HR Section (Primary)]
Room 2.60, 2nd Floor
MITD House
Phoenix**

The envelope should be clearly marked on the top left-hand corner "**Diploma in Educational Management Programme (DEM Level I and II)**".

5. **IMPORTANT**

By copy of this Circular Letter, the Director, Mauritius Institute of Education, is kindly requested to bring the contents thereof to the attention of all officers concerned posted to the MIE.

V. Napaul (Mrs)
for Senior Chief Executive

Copy to: *Director, Mauritius Institute of Education
President, Government Teachers' Union*