



COURSE STRUCTURE

Course Name	Post Graduate Diploma in Guidance and Counselling (PGDGC)	Duration	One Year
Mode	Distance Learning Program (DLP) with Live Instructor-led Online Classes	Intake	Winter 2023
Fee	USD 385 all inclusive per candidate residing outside the Indian territory	Last Date	October 10, 2023

Component A. Self Learning Modules (SLM) and Assignments

Code No.	Title	Dispatch of Study Material
GCM-011	Introduction to Guidance and Counselling	<i>Candidates will get the complete set of SLM on receipt of their duly filled in Application form along with the course fee</i>
GCM-012	Counselling Skills and Techniques	
GCM-013	Career Guidance – Theory and Practice	
GCM-014	Guidance for Developing Positive Mental Health	
GCM-015	Adolescence Education and Life Skills Development	
GCM-016	Guidance and Counselling for Special Groups	

Component B. Instructor-led Online Classes

Number of Classes	Five days of Instructor-led Online Classes (on Sundays)
Timings	10:00 am to 3:00 pm Indian Standard Time (for All the Five Days)
Date and Topic	Coverage
Day 1 November 26, 2023 (Sunday) Introduction to Guidance and Counselling	<ul style="list-style-type: none"> ➤ What is Guidance ➤ What is Counselling ➤ The Role of Teachers as Counsellors ➤ Fundamentals of Counselling ➤ Counselling Skills and Attitudes ➤ Qualities of an Effective Counsellor ➤ Ethical Issues in Counselling
Day 2 December 3, 2023 (Sunday) Fundamentals of Psychological Testing	<ul style="list-style-type: none"> ➤ Myths and Misconceptions about Psychological Testing ➤ Types of Psychological Tests used in school setting (e.g. Intelligence, Aptitude, Interest, Personality etc) ➤ Administration, Scoring and Interpretation of Psychological Tests ➤ Ethical Issues in the use of Psychological Tests
Day 3 December 10, 2023 (Sunday) Career Guidance – Theory and Practice	<ul style="list-style-type: none"> ➤ What is Career Counselling ➤ Career Guidance and Career Counselling ➤ Career Counselling vs Career Information ➤ Scientific Process of Career Planning ➤ Collection, Classification and Dissemination of Career Information
Day 4 December 17, 2023 (Sunday) Learning Problems – Identification and Management	<ul style="list-style-type: none"> ➤ What are Learning Problems ➤ Causes of Learning Problems ➤ Intellectual Disability and Learning Disability ➤ Early Identification of Learning Problems ➤ Guidance and Counselling approach to Managing Learning Problems
Day 5 December 24, 2023 (Sunday) Behavior Problems - Causes, Prevention and Remediation	<ul style="list-style-type: none"> ➤ What Constitutes Problem Behavior ➤ Causes of Behavior Problems – Genetic vs Early Childhood Experiences ➤ Prevention and Management of Behavior Problems ➤ Strategies for Managing Severely Disruptive Behavior ➤ Case Studies on Behavior Problems

Component C. Open Book Written Examination and Viva Voce

Nature	Online (Descriptive)	
Duration	Written Examination	Two Days (Four Papers)
	Viva Voce	30 minutes
