

Invitation for Online Expression of Interest (EOI) (German Language Program)

Memo No: KW 11/1-2024-ACD (4)

Dated: 15-05-2026

The Department of School Education, Haryana, in collaboration with the German Embassy, is introducing the German Language as an optional subject in Government Schools across Haryana.

In this regard, an online portal has been developed on the MIS Portal to invite Expressions of Interest (EOI) from eligible teachers willing to participate in the German Language Program.

The following teachers may apply online:

- PGT English
- TGT SS
- TGT English

Purpose of the Program

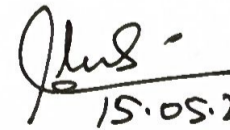
The initiative aims to create a pool of interested teachers for training and future implementation of German Language education in Government Schools of Haryana.

Important Instructions

1. Teachers must fill the online EOI form carefully with accurate information.
2. Any certification/course related to German or other languages may be mentioned in the form.
3. Submission of EOI does not guarantee selection.
4. Only online applications submitted through the MIS Portal shall be considered.

The online portal for submission of Expression of Interest is now live on the MIS Portal. All eligible teachers are requested to submit their Expression of Interest within the stipulated timeline **i.e. 20.05.2026**.

Enclosures: Steps to apply online.


15.05.2026

Assistant Director (Academic Cell)
for Director General Secondary Education
Haryana, Panchkula



USER MANUAL

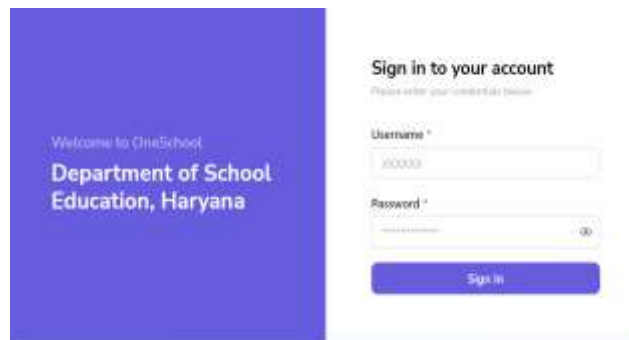
Expression of Interest (EOI) for the German Language

Introduction

This user manual provides step-by-step instructions for employees to submit their **Expression of Interest (EOI) for the German Language** program via the MIS Portal. This module is specifically designed for TGT English, Social Studies and PGT English teachers to apply for language training and integration.

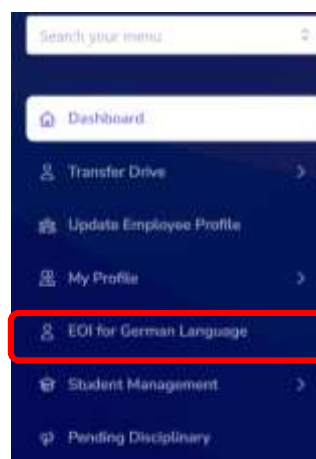
Step 1. Login to the System

1. Navigate to the **MIS Portal**.
2. Enter your **Username** and **Password** in the respective fields.
3. Click **Sign In** to access your dashboard.



Step 2. Navigate to the Module

1. From the left sidebar menu, locate and click on **EOI for German Language**.
2. Alternatively, you can use the "**Search your menu**" bar at the top of the sidebar and type "German Language" to quickly find the link.



Step 3: Review Eligibility and Instructions

Before filling out the form, ensure you meet the following criteria displayed in the **Instructions** box.

Instructions

- Only TGT English, Social Studies and PGT English teacher can apply for Expression of Interest for German Language application.
- If you find any mistakes in the submitted application, please delete it to reinitiate the process.
- To Complete your application form please delete it and re-submit the form. Delete button given in the bottom of the application form.

Step 4: Verify Personal and Appointment Details

The system will automatically populate your profile information: **Basic Info, Appointment Details and Personal Details.**

Current Posting / Appointment Details		
School Code	School Name	School Type
Subject	School District	Current Designation
Cadre	Appointment Type	Joining Date
Personal Details		
Father Name *	Mother Name *	Email Address *

Step 5: Language Exposure and Intent

Do you have exposure to German language? <input type="radio"/> Yes <input checked="" type="radio"/> No	Are you willing to continue German language as your subject for teaching in teaching in your future service years too? * <input type="radio"/> Yes <input checked="" type="radio"/> No
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Answer the required questions regarding your interest:

1. **Exposure:** Select "Yes" or "No" if you have prior exposure to the German language.
2. **Willingness:** Select "Yes" or "No" to indicate if you are willing to continue German as a teaching subject in the future.

Step 6: Upload Documents

Upload Latest Photograph *
No file selected

Upload Signatures *
No file selected

Note :
1. File should be in .png .jpg .jpeg .JPEG .JPG format.
2. File size should not exceed 100 KB.

Note :
1. File should be in .png .jpg .jpeg .JPEG .JPG format.
2. File size should not exceed 50 KB.

1. **Photograph:** Click **Select** to upload your latest photograph (Format: .png, .jpg, .jpeg; Max Size: **100 KB**).
2. **Signatures:** Click **Select** to upload your digital signature (Format: .png, .jpg, .jpeg; Max Size: **50 KB**).

Step 7: Add Qualification Details

Qualification Details

Note: User can add their qualification sequentially.

- In case CGPA, convert into marks
- Any additional course / language course / other course pursued by the candidate must be entered only if a valid certificate or supporting documentation is available, even if it's online.

Qualification * **Name of Degree/Course *** **Upload Qualification Certificate ***

Name of Board/University * **Name of institution *** **Note :**
1. File should be in .pdf .png .jpg .jpeg .JPEG .JPG format.
2. File size should not exceed 150 KB.

Passing Date * **Max Marks ***

Marks Obtained * **Percentage (%) ***

Credit Points *

You must add your educational qualifications sequentially:

1. **Select Qualification:** Choose the level (e.g., Graduation, Post Graduation).
2. **Course Details:** Enter the **Name of Degree, Board/University, and Institution.**
3. **Marks:** Enter the **Passing Date, Marks Obtained, and Max Marks.** The **Percentage (%)** will calculate automatically.
4. **Certificate:** Upload a PDF or Image of your certificate (Max Size: **150 KB**).
5. Click **Add Certificate** to save the entry to the table below.

Step 8: Declaration and Submission

Qualification	Name of Degree/Course	Subject	Name of Board/University	Name of institution	Passing Date	Marks Obtained	Max Marks	Percentage (%)	Cred Point
Graduation	wqasa		swqw	wqwqw	08/05/2026	898	1000	89.8	9

I hereby confirm that details above are correct and true to the best of my knowledge and belief.

I hereby confirm to participate in the German language program.

I hereby declare to apply for the program.

Submit

Your Application has been submitted successfully, if you wish to resubmit/reset then click here to [Delete](#)

1. Review all entries in the qualification table for accuracy.
2. Check the **three declaration boxes** to confirm:
 - Truthfulness of the details.
 - Participation in the program.
 - Intent to apply.
3. Click the **Submit** button.
4. **Success Confirmation:** A green message will appear: *"Your Application has been submitted successfully."*

Note: To make changes after submission, click the red **Delete** link next to the success message to reset the form.