

भारत सरकार  
GOVERNMENT OF INDIA  
गृह मंत्रालय, राजभाषा विभाग  
MINISTRY OF HOME AFFAIRS, DEPTT. OF OFFICIAL LANGUAGE  
हिंदी शिक्षण योजना (मध्योत्तर क्षेत्र)  
HINDI TEACHING SCHEME (NORTH CENTRAL REGION)

संख्या/ No.: 03/08/2025/उ.नि.(मध्योत्तर)/६५१.

दिनांक/ Date: 08/05/2026

To,

All Liaison Officers (Hindi) /Administrative Officers  
Head of The Departments/Hindi Officers(Rajbhasha)  
All the Ministries, Departments of Govt. of India and  
Nationalised Banks/ PSUs/Corporations/Autonomous Bodies etc.  
Delhi/NCR/New Delhi/Rajasthan/ Punjab/Haryana/ Uttar Pradesh/ Madhya Pradesh/  
Bihar/Chandigarh/ Jammu & Kashmir/Himachal Pradesh/  
Uttarakhand/Chattisgarh/Jharkhand.

**Subject: Organisation of Long term regular Hindi Prabodh, Praveen, Pragya and Parangat classes for the session July-November, 2026 under Hindi Teaching Scheme, Department of Official Language, MHA.**

Sir/Madam,

As per the Orders dated 27 April 1960 issued by the Honorable President of India, it is mandatory for all the Officers/employees of all Central Government Offices/Undertakings/Banks etc. to obtain in service Hindi training.

In pursuance of the above cited orders, the new session for Hindi Prabodh, Praveen, Pragya and Parangat classes will commence from the month of July, 2026 by Hindi Teaching Scheme (NC). Kindly send the details of the nominated officials for Hindi training of your office filled in the enclosed prescribed proforma (Annexure-I) in duplicate, by **15<sup>th</sup> of July, 2026**.

*In pursuance of guidelines issued by MHA, the Hindi classes for July-November, 2026 session will be conducted offline. For the convenience of the central government offices/ undertakings/ Banks situated in remote areas and where there are no training centres of Hindi teaching scheme **online Parangat course** will be organised as per their request.*

Eligibility of the candidates for Prabodh, Praveen, Pragya and Parangat courses is prescribed as follows :-

.....2/-

Eligibility for Hindi Training :

1	2	3	4	5
Objects	Name of the course	Eligibility	Duration & Examination	Incentives
<p>The Courses are being organized in compliance with the Government of India's official language policy to provide in-service training in Hindi language to all personnel of the Government of India and Public Sector Undertakings, Corporations, Nationalized Banks, Financial institutions, Apex Banks and Autonomous Organizations etc. for whom it is mandatory.</p>	Prabodh	<p>This training is an elementary course. The officers/employees whose mother tongue is Kannada, Tamil, Malayalam, Telugu, Mizo, Manipuri or English are eligible for admission to Prabodh course. Those officers/employees who do not possess primary level knowledge of Hindi, are eligible for the Prabodh Training.</p>	<p>The course duration is for 05 months. Alternate days 2.00 hours or Daily 01 hour. (Classes will commence from July, 2026. Examination will be held in the month of November, 2026.)</p>	<p>Officers/employees who pass this examination will get cash award vide OM No. 21034/66/2010 OL(Training) dated 29<sup>th</sup> July, 2011. The expenditure incurred on this will be borne by the department concerned.</p>
	Praveen	<p>This course is of intermediate level. The officers/employees who have passed Prabodh examination are eligible for admission to this Praveen course. The officers/employees who do not possess knowledge of Hindi of middle class level and whose mother tongue is Marathi, Sindhi, Maithili, Santhali, Bodo, Dogri, Nepali, Gujrati, Bangla, Assamese and Oriya can seek admission directly to this Praveen course.</p>	-do-	-do-
	Pragya	<p>The officers / employees who have passed Praveen course and Non Hindi speaking officers/employees whose mother tongue is Punjabi, Urdu, , Kashmiri and who do not possess knowledge of Hindi up to the Matric level are eligible for admission to Pragya course.</p>	<p>The course duration is 5 months. 1.30 hour alternate days or 1 hour daily. (Classes will commence from July, 2026. Examination will be held in the month of November, 2026.)</p>	-do-
	Parangat	<p>All Officials who possess the working knowledge of Hindi, of all Ministries/Departments and its attached and subordinate offices of Central Government, Public Sector Undertakings/ Statutory Bodies/ Corporations, autonomous bodies and Nationalized Banks under the control of Central Government are eligible for this course.</p>	<p>The course duration is for 05 months. Alternate days 2.00 hours or Daily 01 hour. (Classes will commence from July, 2026. Examination will be held in the month of November, 2026.)</p>	<p>Candidates who pass this examination shall be eligible for cash award vide O.M. No. 21034/69/2008/OL (Trng.) dated 21.12.2020. The expenditure incurred on this will be borne by the department concerned.</p>

**Note:-**

- The Employees who are not required to do any Ministerial work or not required to write notes on files or deal with correspondence, (e.g. **Staff Car Drivers, Engine Drivers, Record Sorters, Electricians, Fitter, Postmen, Telephone Operators etc.**) are compulsorily required to undergo training for PRABODH Course.
- The officers/employees who are generally not required to do any ministerial work themselves but have to be conversant with Hindi in order to be able to do correspondence and prepare reports etc., (e.g. **Scientists, Doctors, Nurses, Supervisory Staff in Workshops and laboratories etc.**) are compulsorily required to undergo training in PRAVEEN course.
- The Officers/employees who have to do ministerial work, record notes or deal with correspondence are compulsorily required to undergo training in PRAGYA course.
- Parangat course is for all those officials who possess working knowledge in Hindi.
- **As per the compliance of 6<sup>th</sup> Pay Commission recommendation, the Department of Official Language has considered the Group 'D' employees as Group 'C' employees through its OM No.- 14034/30/2009-OL(Trg.) dated 6<sup>th</sup> July, 2010. Hence as per the Honorable President's order dt. April, 1960 it is obligatory to give Hindi training to those Group 'C' employees who have migrated from Group 'D'. Those employees who have prescribed educational qualification to migrate to Group 'C' may also be nominated for Hindi Prabodh, Praveen, Pragya and Parangat courses as per their eligibility. On passing the prescribed course they may be awarded the full incentives like cash award and Personal Pay.**

**1. Registration of Trainees:**

- Details of Hindi PRABODH, PRAVEEN, PRAGYA & PARANGAT Trainees will be uploaded on the Training Pranali (system) developed by Deptt.of Official Language by all the Assistant Directors. Hence, kindly send the details of all the trainees (regular and private) in the prescribed proforma(Annexure-II) to the O/O Dy. Director (NC), Hindi Teaching Scheme, DOL, MHA,East Block-7, level-6, R.K. Puram, New Delhi-110066 so that their details could be uploaded properly.

**2. Information regarding Examination:**

- The Examination for all these courses will be conducted in the Month of November, 2026.
- The details of regular and private candidates November be filled in the prescribed proforma. (Anneure-II) and the same should reach the O/o the Deputy Director (NC), Hindi Teaching Scheme by 15.07.2026.
- Every course will have two Question papers –Paper-1 and Paper-2.The duration of the exams will be three hours each and the total marks will be 100 each. In addition, Private trainees will have to appear for viva-voce also.

**3. Examination Fee and Mode of Payment:**

- No fee for Central Govt Employees.
- Examination fee of Rs. 100/- per candidate is payable for regular/ private candidates of Undertakings, Banks, Autonomous bodies etc., of Govt of India.

**4. No fee for Parangat Exam.**

- Examination Fee is payable through Demand Draft in favour of Dy. Director (Exam) Hindi Teaching Scheme, New Delhi. The details of the demand draft should also be uploaded in PRANALI (system).
- Examination Fee can also be paid ONLINE on the website of State Bank of India [www.onlinesbi.com](http://www.onlinesbi.com). **Online fee payment receipt must be sent to Deputy Director (exam), Hindi Teaching Scheme, New Delhi.**

5. **Text Books:**

- Text books for the courses are provided free of cost to all the trainees by Hindi Teaching Scheme.

6. **Incentives :**

- Actual bus/train fare is admissible to attend the classes. If the trainee travels more than 1.6 kms which will be borne by the concerned offices/ Department.
- On passing the prescribed last course of Hindi Teaching Scheme and on fulfilling the Terms and Conditions of the Deptt. of Official Language, Ministry of Home Affairs, the Personal Pay equal to the amount of one increment for the period of 12 months will be granted to the Central Govt. Employees.
- Note: Only cash award is granted on passing Parangat Exam based on the marks obtained.
- After passing the Hindi Prabodh, Praveen, Pragya and Parangat examination and on fulfilling the prescribed terms and conditions, the cash awards are **granted** to the candidates by the **concerned office** as per the table given below:-

S.No.	Course	Percentage of marks		
		55% to 59%	60% to 69 %	70% or more
1	Prabodh	Rs. 1,000/-	Rs. 2,000/-	Rs. 4,000/-
2	Praveen	Rs. 1,500/-	Rs. 3,000/-	Rs. 4,500/-
3	Pragya	Rs. 2,000/-	Rs. 4,000/-	Rs. 6,000/-
4	Parangat	Rs 4,000/.	Rs. 7,000/.	Rs 10,000/.

- For more information regarding Prabodh, Praveen and Pragya examination's cash prize please refer to O.M. No. 21034/25/2024-OL (Training) dated 01.07.2025 of Department of Official Language and for more information about the cash prize of **Parangat Course** please refer to O. M. No. 21034/69/2008 - OL (Training) dated 21 December, 2020 of Department of Official Language.

7. Attendance in the Classes

- As per the O.M. 12014/1/74-Hindi/1/ dated 19.02.1976 and O.M. No. 12044/1/74-O.L.(D) dated 11.03.1985 it is mandatory for all the nominated officials to attend the classes regularly and appear in the examination after completion of the course.
- Every month Internal Assessment marks are awarded by the Concerned faculty of the centre on the basis of trainee's attendance in the class, his/her written work and verbal communication. For passing the course getting Pass marks in internal is mandatory.

Note : If the trainees possess less than 70 percent (70%) of attendance the Exam Hall Ticket will not be allotted to them.

8. Regarding Opening of New Training Centres

- If any Department/Office is interested in starting classes in their office premises then it may be ensured that a minimum of 20 to 25 Trainees be nominated for each course and a proper proposal must be sent to this office before 15/07/2026 so that needful can be done well in time.

9. Important

- The Administrative Heads of the Ministries/Departments/ Undertakings/ Banks/ Corporation are requested that they should nominate maximum number of yet-to-be-trained employees of their office for language training courses so that the target fixed by the Department of Official Language may be achieved by the year 2035. Your co-operation will be highly appreciated.
- It should also be ensured that all the nominated trainees must fill up the Examination form, attend the classes regularly & appear for the examination.
- All the Ministries/Departments are requested to circulate this letter to their attached and subordinate offices.
- All the Ministries/Departments are also requested to send the **Half Yearly Report** (Annexure-III) in respect of Hindi Training to this office on time.

**Name and Addresses of probable Hindi Training Centres under the O/o the Dy Director (NC), Hindi Teaching Scheme**

(Session July-November, 2026)

Sl. No.	Training Centre
1.	Hindi Teaching Scheme (NC), R. K. Puram, New Delhi -110066
2.	Directorate General of Border Roads, Narayana, Ring Road, New Delhi
3.	Inter University, Accelerator Centre, New Delhi
4.	GeM Office, New Delhi
5.	Rail Bhavan, Ministry of Railways (Railway Board), Raisina Marg, New Delhi-110001
6.	Agricultural and Processed Food Products Export Development Authority, New Delhi.
7.	Unani Medical Council, Janakpuri, New Delhi
8.	National Highways Authority of India, G-5 & 6, Dwarka Sector-10, New Delhi-110075
9.	Office of the Audit General, ITO, New Delhi.
10.	National Institute of Open Schooling, Noida.
11.	National Institute of Cancer Prevention and Research, Noida
12.	IIFCL, Kidwai Nagar, New Delhi.
13.	University Grant Commission, Bahadurshah Zafar Marg, ITO, New Delhi.
14.	Kalavati Saran Children Hospital, Canaught Place, New Delhi.
15.	National Housing Bank, Indian Habitat Centre, New Delhi.
16.	NCRTC, INA, New Delhi.
17.	National Institute of Biologicals, Sector-62, Noida.
18.	56 ASP Airforce Station, Dabua Colony, Ballabgarh, Faridabad.
19.	C I S F, New Press Colony, Hardware Chowk, Ballabgarh, Faridabad.
20.	National Cement and Building Material Council, Delhi-Mathura Road, Ballabgarh, Faridabad
21.	Central Public Works Department, Office of the Superintendent Engineer, C.G.O. Complex, Faridabad.
22.	Office of the Principal Accountant General (Accounts and Entitlement) Punjab A1, Union Territory, Chandigarh-160017.
23.	3, B.R.D., Indian Air Force, Chandigarh.
24.	National Institute Of Ayurveda, Amer Road, Jaipur.
25.	Office of the Principal Accountant General (Accounts and Entitlement), Jaipur.
26.	G.S.I., Jaipur.
27.	Central Reserve Police Force, Deoli, Rajasthan.
28.	Hindi Teaching Scheme, Gangyal, Jammu.

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**Office Address/Contact Details**

**Office of the Dy. Director(NC),  
Hindi Teaching Scheme,  
East Block-7, Level-6, R.K. Puram,  
New Delhi-110066.  
E-mail- [ddhts-nc-dol@nic.in](mailto:ddhts-nc-dol@nic.in)  
Phone:011- 26175246, 26191572**

**Dr. P.V.Radhika  
Assistant Director/Head of office  
E-mail-[chti1185@nic.in](mailto:chti1185@nic.in)  
Mob: 944462262  
[ddhts-nc-dol@nic.in](mailto:ddhts-nc-dol@nic.in)**

**Dr.Rameshwar Lal  
Meena  
Assistant Director  
Mob.: 9018451848  
E-mail- [chti1272@nic.in](mailto:chti1272@nic.in)**

<b>Names of the Assistant Directors/ Hindi Pradhyapak</b>	<b>Mobile No</b>	<b>E-mail address</b>
1. Smt. Nipa Sharma, Assistant Director (New Delhi)	9899989821	<a href="mailto:chti1227@nic.in">chti1227@nic.in</a>
2. Sh. Raj Kumar Balmiki, Assistant Director (New Delhi)	9971953257	<a href="mailto:chti1260@nic.in">chti1260@nic.in</a>
3. Smt. Seema Rani, Assistant Director (New Delhi)	9990197892	<a href="mailto:chti1267@nic.in">chti1267@nic.in</a>
4. Smt. Sunita Yadav, Assistant Director (New Delhi)	9654009808	<a href="mailto:chti1284-dol@gov.in">chti1284-dol@gov.in</a>
5. Ms. Akanksha Mishra, Assistant Director (New Delhi)	8720910570	<a href="mailto:chti1287-dol@nic.in">chti1287-dol@nic.in</a>
6. Smt. Kiran Lata Yadav, Assistant Director (New Delhi)	9044220163	<a href="mailto:chti1299-dol@nic.in">chti1299-dol@nic.in</a>
7. Smt. Poonam, Assistant Director (New Delhi)	9306096497	<a href="mailto:chti1305@nic.in">chti1305@nic.in</a>

**Contact details and address for offices outside Delhi**

1. Sh. Rajesh Kumar Meena, Assistant Director, (Jaipur)	9460474143 <a href="mailto:chti1277@nic.in">chti1277@nic.in</a>	Officer-In-Charge, Hindi Teaching Scheme, Office of the Accountant General (Accounts and Entitlement), Rajasthan, Jaipur-302005.
2. Sh. Mahesh Kumar Meena, Assistant Director, Deoli, Rajasthan	6367933528 <a href="mailto:maheshgudli007@gmail.com">maheshgudli007@gmail.com</a>	Officer-In-Charge, Office of the Hindi Teaching Scheme, Central Industrial Security Force, Deoli, Rajasthan-304804.
3. Dr. Urmila Saini, Assistant Director, Chandigarh.	8279230752 <a href="mailto:drurmilasaini21@gmail.com">drurmilasaini21@gmail.com</a>	Officer-In-Charge, Office of the Hindi Teaching Scheme, Survey of India, Chandigarh-160030.
4. Dr. Kamaljeet, Assistant Director (Consultant)	6005284842 <a href="mailto:kamaljit034@gmail.com">kamaljit034@gmail.com</a>	Officer-In-Charge, Office of the Hindi Teaching Scheme, Gangayal, Babliyana Road, Jammu- 180010.

All the Head of the Departments/Liasion Officers are requested to send the full Office Address alongwith Telephone Number / Fax Number and E-mail id for future correspondence.

For more details kindly visit the official website of Department of official Language [www.rajbhasha.gov.in](http://www.rajbhasha.gov.in).

Yours,  
4.1.2112  
8/5/2026  
(Dr. P.V.Radhika)  
Assistant Director &  
Head of office

Endorsement No. 3/8/2023-H.T.S.(NC)/ 842

Dated: 08/05/2026

Copy forwarded for information and necessary action:-

1. Director, Central Hindi Training Institute, 7<sup>th</sup> Floor, Pt. Deen Dayal Antyodaya Bhawan, C.G.O Complex, Lodhi Road, New Delhi.
2. Deputy Director (Examination), Hindi Teaching Scheme, R.K.Puram, New Delhi.
3. Deputy Director (Language), Karyashala/Correspondence Unit, Central Hindi Training Institute, 2-A, Prithviraj Road, New Delhi.
4. Deputy Director (Hindi Typing/Hindi Shorthand), R. K. Puram, New Delhi.
5. Officer in overall charge, Hindi Teaching Scheme, Jammu. Chandigarh and Jaipur/Deoli(Rajasthan).
6. Assistant Director and Nodal Officer (Headquarter), Central Hindi Training Institute, Antyoday Bhawan, CGO Complex, Lodhi Road, New Delhi-110003.
7. The Nodal Officer for website uploading is requested to upload this circular on CHTI, Department of Official Language, MHA's official website for wide propaganda.

4.1.2112  
8/5/2026  
(Dr. P.V.Radhika)  
Assistant Director &  
Head of Office

**NOMINATION FORM**

**ANNEXURE - I**

S.N.	Name of Officer/Employee	Designation	Mother-tongue	Course for which Nominated	Nearest Training Centre	Office address & Ph. No.	Total No. of Employees

Place :

Date :

Signature .....

Name and designation of nominating officer.....

Name and Full address of office with telephone number .....

E-mail ID.....

**O/o The Deputy Director (NC)**  
**Hindi Teaching Scheme, New Delhi.**  
**Trainees Proforma**

Name of the Training Centre :

Training Session :

Name of the class: Prabodh/ Praveen/ Pragya/ Parangat

Mode : Regular / Private

प्रशिक्षार्थी का नाम (हिंदी में):	Name of the Candidate: (BLOCK)
लिंग (स्त्री /पुरुष/ अन्य )	Gender (M /F/ Other)
पिता /पति का नाम:	Father's/ Husband name:
प्रशिक्षार्थी का पदनाम :	Designation of the candidate:
मातृभाषा:	Mother tongue:
हिंदी भाषा में ज्ञान का स्तर:	Knowledge of Hindi :
मंत्रालय का नाम (हिंदी में):	Name of the Ministry:
विभाग का नाम (हिंदी में) :	Name of the Department:
नामित करने वाले अधिकारी का नाम तथा पदनाम:	Name & Designation of the Nominating officer:
कार्यालय का पूरा पता (हिंदी में) : ईमेल/दूरभाष सहित :	Full office address With Email/ phone:
परीक्षा शुल्क भरने का बैंक विवरण: Bank details of Examination Fees:	
प्रशिक्षार्थीका दूरभाष/मो. Candidate's Phone/mob.	
प्रशिक्षार्थीका ई मेल : Email id of the Candidate :	

Note Please fill up this form bilingually

Signature of the Trainee

प्रशिक्षार्थी के हस्ताक्षर

दिनांक: .....

हिंदी शिक्षण योजना से संबंधित अर्धवार्षिक रिपोर्ट  
मंत्रालय/विभाग/कार्यालय/निगम/बैंक/उपक्रम आदि का नाम तथा पूरा पता (पिन कोड सहित)

		1	2	3	4	5
		प्रशासनिक अधिकारी		प्रचालन अधिकारी		योग
		राजपत्रित	अराजपत्रित	राजपत्रित	अराजपत्रित	
1.	कुल अधिकारियों/कर्मचारियों की संख्या					
2.	मद सं. 0 1 में से हिंदी प्रबोध, प्रवीण एवं प्राज्ञ, पारंगत तथा हिंदी टंकण/आशुलिपि प्रशिक्षण की अनिवार्यता से छूट प्राप्त कर्मचारियों की संख्या					
3.	मद सं0 1 में से	जिनके लिए प्रबोध अंतिम परीक्षा थी।				
		जिनके लिए प्रवीण अंतिम परीक्षा है।				
		जिनके लिए प्राज्ञ अंतिम परीक्षा थी।				
		जिनके लिए पारंगत अंतिम परीक्षा थी।				
		जिनके लिए टंकण अंतिम परीक्षा थी।				
		जिनके लिए आशुलिपि अंतिम परीक्षा थी।				
4.	मद सं0 1 में से सामने दर्शाए गए पाठ्यक्रमों में प्रशिक्षण प्राप्त कर रहे कर्मचारियों की संख्या	जिनके लिए प्रबोध अंतिम परीक्षा है।				
		जिनके लिए प्रवीण अंतिम परीक्षा है।				
		जिनके लिए प्राज्ञ अंतिम परीक्षा है।				
		जिनके लिए पारंगत अंतिम परीक्षा है।				
		जिनके लिए टंकण अंतिम परीक्षा है।				
		जिनके लिए आशुलिपि अंतिम परीक्षा है।				

5.	मद सं. 1 में से सामने दर्शाए गए पाठ्यक्रमों के लिए शेष कर्मचारियों की संख्या	जिनके लिए प्रबोध अंतिम परीक्षा है।					
		जिनके लिए प्रवीण अंतिम परीक्षा है।					
		जिनके लिए प्राज्ञ अंतिम परीक्षा है।					
		जिनके लिए पारंगत अंतिम परीक्षा है।					
		जिनके लिए टंकण अंतिम परीक्षा है।					
		जिनके लिए आशुलिपि अंतिम परीक्षा है।					
6.	वर्ग 'घ' से वर्ग 'ग' में आए कर्मचारियों की संख्या	जिनके लिए भाषा प्रशिक्षण दिया जाना है।					
7.		जिनके लिए टंकण प्रशिक्षण दिया जाना है।					

कार्यालय अध्यक्ष का नाम.....

दूरभाष संख्या.....

ई-मेल .....

सक्षम अधिकारी के हस्ताक्षर .....

(मोहर सहित)

दूरभाष संख्या.....