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CIRCULAR

Beloved Chorepiscopoi, Priests, Religious, and Faithful!

We express our gratitude for all the support and assistance you have been continuously rendering towards the educational development of our diocese.

In our diocesan schools, 131 teaching and non-teaching staff members are currently employed receiving state government salaries. Owing to a significant drop in student enrolment, the Department of Education has declared 5 percent of the teaching staff surplus. Furthermore, 35 additional teachers have been appointed to teach in self-financing section classes. It has become exceptionally difficult for these teachers to secure government salaries.

Presently, based on court orders and instructions issued from time to time by officials of the Department of Education, I wish to share with you certain procedural guidelines concerning the administration and developmental work of MSK Schools in the Diocese of Marthandam.

1. Teacher Recruitment and TET Examination

As per Supreme Court orders, passing the Teacher Eligibility Test (TET) has been made mandatory for appointment as Graduate Teachers and Secondary Grade Teachers. Therefore, in our institutions, recruitments for the academic year 2026–2027 shall be conducted strictly in accordance with government guidelines. Consequently, it is imperative that all teachers qualify in the Teacher Eligibility Test (TET).

2. Priority List of Job Applicants

The priority list of candidates who have registered their names with the Diocesan Education Office shall be prepared and maintained strictly on the basis of B.Ed. pass merit.

3. Renewal

Job applicants registered in the roster must renew their registrations along with their B.Ed. degree certificate. Furthermore, they must renew their registration numbers on the designated dates every year. If registration is not renewed within one month from the specified date, their names shall be removed from the priority list without any prior notice. Those whose names have been removed must register afresh if they wish to re-apply.

4. Local Managers

The General Manager of MSK Schools is the Bishop of the Diocese. The Parish Priest serving in the respective parish where the school is located is appointed by the Bishop as its Local Manager (formerly designated as Local Administrator). They shall render cooperation and counsel to the Correspondent of MSK Schools regarding school infrastructure and other related matters.

5. Non-Salaried Teachers

Year after year, student enrolment in our schools has been declining significantly. It is extremely difficult for teachers serving in non-government-approved posts to secure regular appointments. Therefore, it is essential that they seek alternative employment.

6. Student Enrolment in Schools

Salaried teachers must take active measures by visiting students' homes, interacting with parents, and taking necessary steps to ensure students continue their studies in our schools. Salaried teachers must undertake collective efforts in the public interest to increase student enrolment.

May the Lord encourage all teachers and staff to carry out their educational ministry as a divine ministry efficiently!

May God's blessings be upon you!

Yours affectionately,

† Most Rev. Vincent Mar Paulos

General Manager - MSK Schools

Diocese of Marthandam

Note: Translated into official UK English preserving complete legal and administrative meaning without omission.