



**Rushipeetham Charitable Trust**

'Samanvaya is Sanātana – Sāmarasya is Bhāratīyata'

RUSHI VIDYABHYASAM



**DHRUVA JNANAM**

Success with Character

# Parent & Student Handbook

[2024-25] School Year

 [www.dhruvajnanam.org](http://www.dhruvajnanam.org)

 [dhruvajnanam@rushipeetham.org](mailto:dhruvajnanam@rushipeetham.org)

 <https://shorturl.at/kn029>

 +1 630 246 0931

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# WELCOME

## Sivaya Gurave Namaha

Welcome to the Dhruva Jnanam. This handbook has been developed to acquaint you about Dhruva Jnanam, policies, and procedures. This helps in understanding many frequent questions. However, this is not an all-inclusive documentation.

All parents and students should become familiar with the system. If you like clarification of any questions in this handbook, please feel free to contact number provided.

Keep the handbook close at hand for reference throughout the year.



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# THE CONCEPT OF 'SYLLABUS' & 'MATERIAL'

- ❖ It is mandatory for any course to have a 'Prescribed' Syllabus and 'Prescribed' Textbook. This is done to focus on specific topics among the infinite content available on any subject.
- ❖ As we all know, Brahmasri Dr. Samavedam Shanmukha Sarma garu also emphasizes this concept time and again in his pravachanams mentioning about the basic source.
- ❖ Appropriate additions in the material on various topics at all levels have been given at the directive of Sri Guruvu garu and the guidance of Sri SVSN Sarma garu.



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# Mission Statement

The eternal truth, profound knowledge, universality of application and magnanimity embedded in Sanatana Dharma can best be understood, when one reminisces about how young Naren filled with a temperament of rhetoric, rationality and reasoning, later got transformed into Swami Vivekananda and became a world leader.

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# Vision

‘Dhruva Jnanam’ course emphasizes on understanding the knowledge imparted to the students and putting it into application to become a proud practicing Hindu with conviction, courage and confidence.



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# DHRUVA JNANAM DECORUM

- ❖ **Tilaka / Kumkuma Dharana** – It's important for everyone participating in Dhruva Jnanam to adore the forehead with **KUMKUMA** (even if you have sticker / Tilakam). Try to have **BHASMA** as well.
- ❖ All students must attend class with proper dress.  
(No tank tops or shorts.)
- ❖ Ensure that all students have neat hair and girls with braids.  
**NO LOOSE HAIR.**
- ❖ **Dhruva Jnanam Sampradayam** - It is the tradition (Sampradayam) of Dhruva Jnanam that none should utter 'OM' karam or any bijaksharams in classes and presentations.



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# CLASSROOM GUIDELINES

- ❖ It will be helpful for students if they come prepared to the class with the material provide on website.
- ❖ Slokas from 'Valmiki Ramayana' will not be taught in class. Slokas were given in the document for reference only.
- ❖ No sloka chanting will happen during class. Children will learn from the videos provided which helps to maintain consistency in chanting. This will also help in the future for group programs. Request all parents to play them repeatedly during the week.
- ❖ **Please note that the intention of the course is to thoroughly understand the concepts of Sanatana Dharma rather than memorize.**





# CLASSROOM GUIDELINES

- ❖ Class time will be utilized in explaining the material to the students.
- ❖ The class capacity has been determined keeping students focus in mind for undivided attention and better understanding of the course content. **Staying in the same class is highly recommended for good student – teacher relationship.** If necessary, class changes can be accommodated based on availability.



# CLASSROOM EXPECTATIONS

- ❖ Please join the zoom meeting 10 minutes prior to class time.
- ❖ Please note that class begins and ends on time.
- ❖ Please label your name & class code
- ❖ Please make sure that students turn their cameras on and unmute themselves during the class.
- ❖ Greet everyone with '**Sivaya Gurave Namah**'.
- ❖ Class beginning prayers 'antarāya timirōpaśāntayē' (<https://www.youtube.com/watch?v=mVBCeQee-z8>) and 'sarva caitanya rūpāṁ tām ādyām vidyām' (<https://www.youtube.com/watch?v=eTVMT9Me9g&t=33s>). These links can be shared in respective class groups.
- ❖ Make sure the children call the teacher with relation like Atta, Mavayya, Akka etc.
- ❖ Please make sure that students sit in proper posture either on floor or on a chair but not on sofa in relaxed posture.
- ❖ Please do not allow students to bring any food/drink except water into the class.



# Course Structure

Course Structure	Foundation	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
Direct entry to Dhruva Jnanam*	Without test	Without test	With test	No	No	No	No
<b>Topics covered during the course</b>							
1. Recitation – Ślōka, Stōtrams, Padyālu	✓	✓	✓	✓	✓	✓	✓
2. Dēvatā Vijñānaṁ**	✓	✓	✓	✓	✓	✓	✓
3. Saṅkhyāvācaka Parijñānaṁ	✓	✓	✓	✓	✓	✓	✓
4. Bāla Śikṣa			✓	✓	✓	✓	✓
5. Vālmiki Rāmāyaṇaṁ	✓	✓	✓	✓	✓	✓	✓
6. Śrīmad Bhagavad Gīta		✓	✓	✓	✓	✓	✓
7. Spiritual Quest		✓	✓	✓	✓	✓	✓
8. Bhāratīya Stories		✓	✓	✓	✓	✓	✓
9. Sri Ādi Śankara Praśnōttara Mālika		✓	✓	✓	✓	✓	✓
10. Hita Vachanam	✓	✓	✓	✓	✓	✓	✓
11. Vidura Nīti		✓	✓	✓	✓	✓	✓
12. Gō-Vijñānaṁ		✓	✓	✓	✓	✓	✓
13. Sadācāraṁ	✓	✓	✓	✓			
14. Bhāratadēśa Charitra - Role Models, Kṣētrās		✓	✓	✓			
15. Bhāratīya Mahārṣi contribution to the World					✓	✓	
16. Dharma & Dharma Sukshma					✓ (Introduction)	✓ (Mahābhārataṁ)	✓ (Śrīmad Bhāgavataṁ)
17. Leadership Lessons					✓	✓	✓
18. Mahātmas						✓	✓

## \*\*DĒVATĀ VIJÑĀNAṀ -

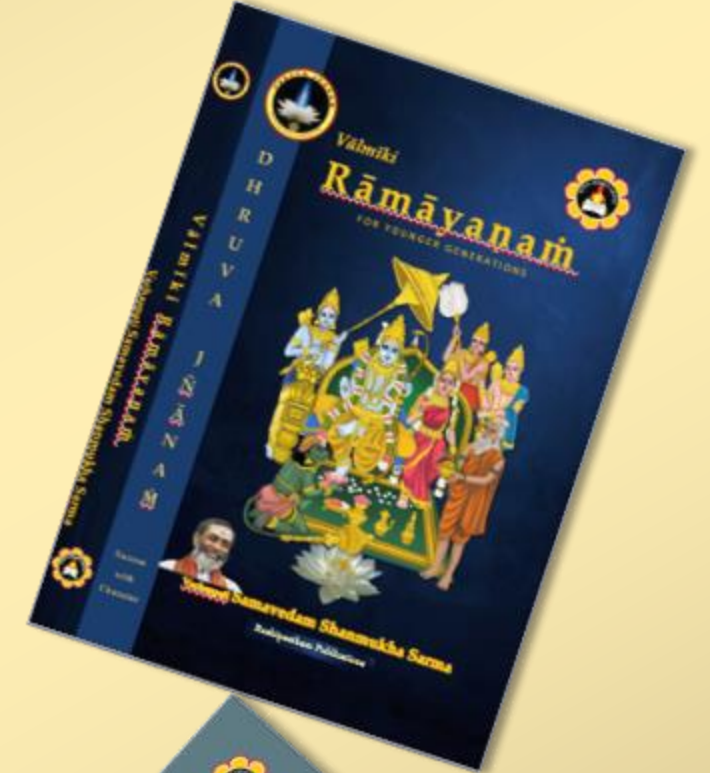
- |                |              |               |
|----------------|--------------|---------------|
| ❖ Gaṇēśa       | ❖ Śiva       | ❖ Sūrya       |
| ❖ Subrahmaṇya  | ❖ Śakti      | ❖ Viṣṇu       |
| ❖ Vēṅkaṭēśvara | ❖ Dikpālakas | ❖ Piṭṛdēvatas |
| ❖ Ādi Śankara  | ❖ Dattātrēya | ❖ Hanumān     |

'Foundation' level helps children to get acclimatized to Dhruva Jnanam and is the pathway to higher levels

## \* Direct Entry to Dhruva Jnanam

1. Foundation without test
2. Level 1 without test
3. Level 2 for 8 years and above with 80% in test

*Character Building & Personality Development are the kernel of Dhruva Jnanam course*



More to come...

# GRADING POLICY

	Name	Evaluation Type	Total Marks
1.	Trimester Test	Qualitative	50
2.	HomeWorks	Quantitative	20
3.	Elocution	Participation	10
4.	Essay	Quantitative	10
5.	Kahoot	Participation	10
<b>Total</b>			<b>100</b>

Trimester activities	Foundation	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
Home-work Submission		✓	✓	✓	✓	✓	✓
Essay Writing		✓	✓	✓	✓	✓	✓
Elocution	✓	✓	✓	✓	✓	✓	✓
Kahoot Game	✓	✓	✓	✓	✓	✓	✓
Test		✓	✓	✓	✓	✓	✓

Homework for children under 6 years can be submitted as Audio files of size < 2 MB

# PROGRESS REPORTS / CERTIFICATES



- ❖ **Level 1 – 6 : At the end of each academic year, average of all the three trimesters is taken.**
- ❖ **Certificate will be awarded based on the following criteria.**
- ❖ **Successful completion – 50% or above**
- ❖ **Distinction- 80% or above**
- ❖ **Foundation Level: Student's attendance is considered for giving certificate. Certificate will be given based on teacher's approval.**

# TRIMESTER TESTS



- ❖ Taking test in every trimester is mandatory to move to the next level. This cannot be exempted. Encourage students to take tests on time.
- ❖ For the convenience of all the students to take test at their own schedule, a 4-week time will be given to complete and submit the test.
- ❖ There is a late penalty of 1 mark for each calendar day in the delay of submission of the test within the grace period of 2 weeks.
- ❖ The test will no longer be available on the website after 6 weeks.

# TRIMESTER END EVENTS

- ❖ At the end of every Trimester, Elocution and Kahoot games will be conducted.
- ❖ Registration is required to participate in these events.
- ❖ Event registrations are open 4 weeks prior to the date of event.
- ❖ Please register before the last date.



# 2024-25 YEAR CALENDAR

Trimester 1			Trimester 2			Trimester 3		
Week	Week Beginning	Activity	Week	Week Beginning	Activity	Week	Week Beginning	Activity
1	Aug 09, 2024	Lesson 1	1	Nov 08, 2024	Lesson 1	1	Feb 07, 2025	Lesson 1
2	Aug 16, 2024	Lesson 2	2	Nov 15, 2024	Lesson 2	2	Feb 14, 2025	Lesson 2
3	Aug 23, 2024	Lesson 3	3	Nov 22, 2024	Lesson 3	3	Feb 21, 2025	Lesson 3
4	Aug 30, 2024	Lesson 4	4	Nov 29, 2024	Lesson 4	4	Feb 28, 2025	Lesson 4
5	Sep 06, 2024	Lesson 5	5	Dec 06, 2024	Lesson 5	5	Mar 07, 2025	Lesson 5
6	Sep 13, 2024	Lesson 6	6	Dec 13, 2024	Lesson 6	6	Mar 14, 2025	Lesson 6
7	Sep 20, 2024	Lesson 7	7	Dec 20, 2024	Lesson 7	7	Mar 21, 2025	Lesson 7
8	Sep 27, 2024	Lesson 8	8	Dec 27, 2024	Lesson 8	8	Mar 28, 2025	Lesson 8
9	Oct 4, 2024	Lesson 9 Access for Test	9	Jan 03, 2025	Lesson 9 Access for Test	9	Apr 04, 2025	Lesson 9 Access for Test
10	Oct 11, 2024	Lesson 10	10	Jan 10, 2025	Lesson 10	10	Apr 11, 2025	Lesson 10
11	Oct 18, 2024	Review	11	Jan 17, 2025	Review	11	Apr 18, 2025	Review
12	Oct 26, 2024	Kahoot	12	Jan 25, 2025	Kahoot	12	Apr 26, 2025	Kahoot
13	Nov 03, 2024	Elocution Last date to submit test, homework & essay	13	Feb 02, 2025	Elocution Last date to submit test, homework & essay	13	May 04, 2025	Elocution Last date to submit test, homework & essay
Last date for Trimester 1 November 03, 2024			Last date for Trimester 2 February 02, 2025			Last date for Trimester 3 May 04, 2025		



# IMPORTANT DATES IN 2024-25 ACADEMIC YEAR

Mark your calendar

**Trimester 1: Aug 09, 2024 - Nov 03, 2024**

**Trimester 2: Nov 08, 2024 - Feb 02, 2025**

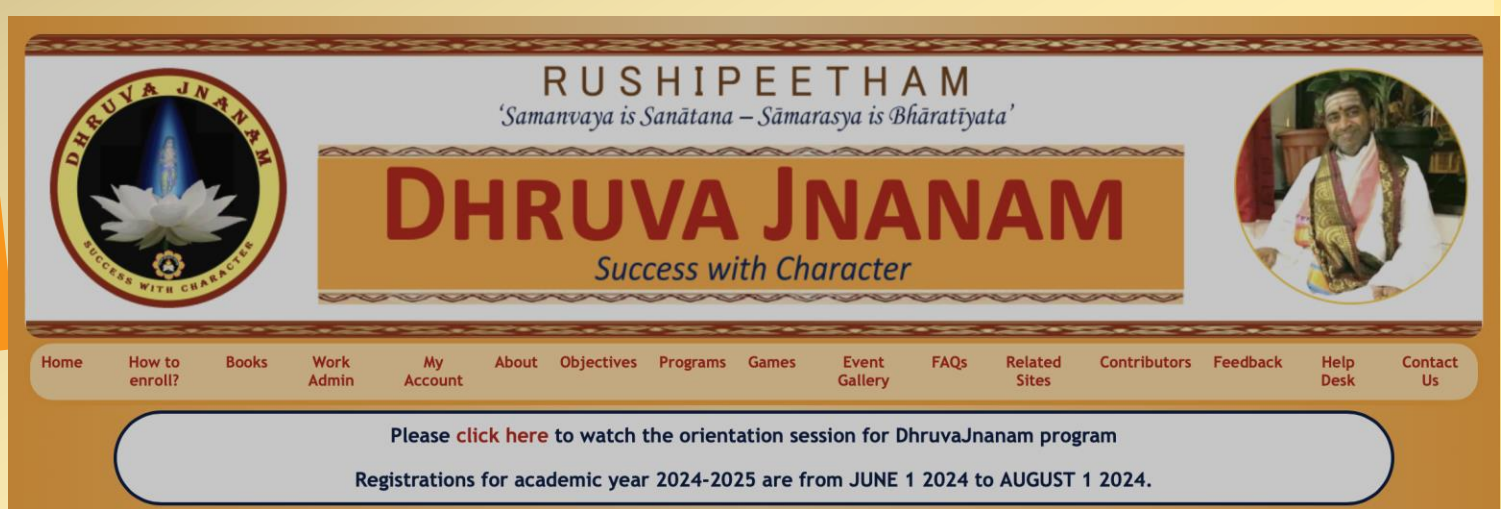
**Trimester 3: Feb 07, 2025 - May 04, 2025**

**Year end concluding event / Graduation Ceremony**

**Sunday May 04, 2025**



## Website Functionality



The screenshot shows the header of the Dhruva Jnanam website. On the left is a circular logo with a white lotus flower and the text 'DHURVA JNANAM' and 'SUCCESS WITH CHARACTER'. In the center, the text reads 'RUSHIPEETHAM' with the tagline 'Samanvaya is Sanātana – Sāmarasya is Bhāratīyata' below it. To the right is a circular portrait of a man in traditional Indian attire. Below the header is a navigation menu with links: Home, How to enroll?, Books, Work Admin, My Account, About, Objectives, Programs, Games, Event Gallery, FAQs, Related Sites, Contributors, Feedback, Help Desk, and Contact Us. A central banner contains the text: 'Please [click here](#) to watch the orientation session for DhruvaJnanam program' and 'Registrations for academic year 2024-2025 are from JUNE 1 2024 to AUGUST 1 2024.'

- Access to Material -  
[https://drive.google.com/file/d/1iknc52t2uyL5vjECL\\_SKBrH MV6zY6Qgl/view?usp=sharing](https://drive.google.com/file/d/1iknc52t2uyL5vjECL_SKBrH MV6zY6Qgl/view?usp=sharing)
- Upload Home-works  
<https://drive.google.com/file/d/1a9MSGaaLAnkIW5cGUKXgQpx034Vfn2wj/view?usp=sharing>



# Annual Programs

## (Global Retreat, Workshops, Seminars)

- ❖ A three-day Dhruva Jnanam 1<sup>st</sup> Global Retreat was organized in 2023 at Rajamahendravaram with 70 students across the globe.
- ❖ Workshop Coming soon...



# VOLUNTEERS

❖ Please try to follow Rushipeetham activities and participate in the local events.



❖ Those who are interested to volunteer for Dhruva Jnanam, please fill the form.

Form Link: <https://forms.gle/iJZ6MDRHJNUYDkqp7>

# Communication

- ❖ Always connect first with class teachers.
- ❖ **Every student must inform teachers incase of absence.**
- ❖ Please understand every volunteer in Dhruva Jnanam is dedicating their time for future generations. So, please take a minute to call and talk to teachers offline to know about your child(ren).
- ❖ Please follow all announcements in Dhruva Jnanam Telegram main group as well as respective class groups.
- ❖ **Please attend Parent Teacher meetings without fail.**
- ❖ Please share your experiences with teachers.
- ❖ Please do not hesitate to reach out at the number provided any time for any suggestions, questions, and concerns.

**FOLLOW TELEGRAM  
without fail...**

# ETIQUETTE

- ❖ Please maintain absolute confidentiality with respect to student information, volunteer information, Dhruva Jnanam material, website, and proceedings.
- ❖ Please note that the entire material of 'Dhruva Jnanam' has the Copyright of 'Rushipeetham Charitable Trust' and hence any attempts to reuse, redistribute, and repurpose the material(Documents, Videos, Presentations etc.,) in any other formats is complete violation of the ethics, norms and regulations of 'Rushipeetham'.



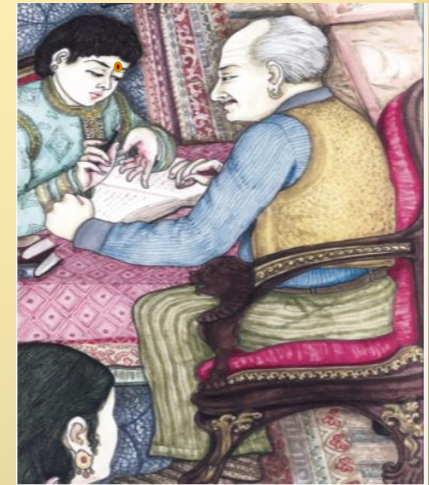
# STUDENT ABSENCE

- ❖ Request all parents to inform teacher incase of student absence.
- ❖ Also, encourage them to attend the next class without fail.
- ❖ Encourage students to read the material provided for the class that they are absent and reach out to respective class teachers for any clarifications and questions.

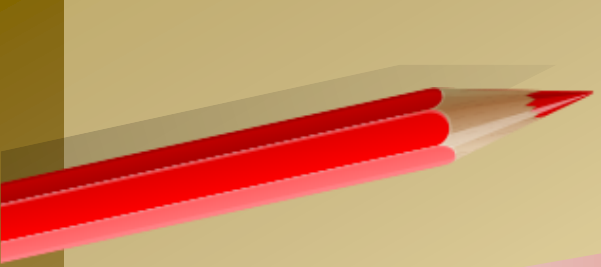
# OUR DUTY AND RESPONSIBILITY

Make learning  
intuitive..

- ❖ Request every parent to go through the material.
- ❖ **Ensure to discuss with your child(ren) and inculcate interest to learn about our Dharma.**
- ❖ **Make them feel proud for their learning while talking to friends and family.**
- ❖ **Encourage them to do home-works. But, at the same time do not discourage or discontinue if they missed to submit home-works. Home-works are created as part of Mananam. Even a little amount of grasping the content helps them in long run.**
- ❖ **Please ensure to complete all six-levels to get substantial knowledge about our Dharma and lead Dharmic life.**







Thank You!

[www.dhruvajnanam.org](http://www.dhruvajnanam.org)

