



शिवजी कॉलेज
(दिल्ली विश्वविद्यालय)
Shivaji College
(University of Delhi)
NAAC ACCREDITED "A" GRADE COLLEGE



PART TIME CERTIFICATE COURSE IN GERMAN LANGUAGE

Admission Guidelines

Shivaji College is offering a part time Certificate Course in German Language. This course spreads over two semesters and is run as per the official guidelines of the University of Delhi. The syllabus prescribed by the Department of the German and Roman Studies, University of Delhi, is taught and students take the examination prepared and administered by the University of Delhi. The teachers for these courses are deputed by the relevant department of the University of Delhi, and they may change on session to session or year to year basis. The Examinations will be held as per guidelines and date sheet of University of Delhi and the College is not responsible for adjustment of examination dates. A student shall be awarded a certificate after clearing the examinations at end of each semester as per University rules.

Minimum Eligibility: 45% marks at the Senior School Certificate Examination (Class XII) and should have studied English Language in Class XII.

The Course is open to bona-fide Indian nationals satisfying the eligibility criteria. However, students of Shivaji Colleges shall be given preference during screening.

No of seats: 45. (If the number of registrations exceeds 45, admission will be based on merit)

Admission Forms: available on College website and in College Office from July 16 to 25, 2018

Last date of submission of form: July 25, 2018

Display of Admission List: July 27 on College Website and notice boards.

Payment of Fee: July 30 to August 1, 2018, 10 am to 1 pm in College Office or through Paytm

Course fee: Rs. 9500 (Rs. Nine thousand five hundred only) for two semesters inclusive of examination fee. The fee is Non-refundable.

Fee payment: Online through PaytM or College office.

Class Timings : 7am to 9 am on Wednesday, Friday and 9-11 am on Saturdays.

Please note:

1. Classes shall begin in first week of August. The days of class may change subject to availability of faculty. The information shall be displayed in advance.
2. The college reserves the right to cancel admission of any student found in any act of indiscipline, misbehaving with peers and staff or damaging the College property.
3. If the number of students admitted to the course is not sufficient enough to start a batch, the College shall refund full fee of the student.
4. On being granted admission, outside candidates should mandatorily get a copy of their I-card stamped from Shivaji College office and show the same at the time of entry in College for the classes. Those who do not have an I card should use a copy of their Aadhar Card. Admission to College shall not be granted otherwise.



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List of documents required for admission to part time Certificate Course in German Language

One set photocopy self-attested & original for verification

1. Date of birth certificate
2. Class 12th marksheet/graduation marksheet / last examination passed.
3. Passing certificate of 12th / graduation
4. Character certificate latest
6. Two photographs passport size
7. I-card of the college (if not from Shivaji College)

for

Course Coordinator

Shashi Sharm

Shashi Nijhawan
Dr. Shashi Nijhawan
Principal



Shivaji College

UNIVERSITY OF DELHI
ACCREDITED BY NAAC WITH 'A' GRADE

Raja Garden, Ring Road, New Delhi – 110027

Form. No. - _____

For Office Use (कार्यालय द्वारा भरा जाए)

College Roll No. (महाविद्यालय अनुक्रमांक संख्या) _____

Receipt No. (रसीद संख्या) _____

Date (दिनांक) _____

Passport
Size Photograph
(Self-Attested)

SHORT TERM ADD-ON COURSES

PART TIME CERTIFICATE COURSE IN GERMAN LANGUAGE

ADMISSION FORM

1. Name पूरा नाम (in BLOCK LETTERS (स्पष्ट अक्षरों में)) _____

2. Date of Birth (जन्मतिथि) _____ E-mail _____ Mobile No. & Tel. No. _____

3. Sex _____ 4. Religion _____ 5. Married/Unmarried (विवाहित/ अविवाहित) _____

6. Father's Name (पिता का नाम) _____ Mobile No./Office No. _____

Profession & Annual Income (व्यवसाय एवं आय) _____

7. Mother's Name (माता का नाम) _____ Mobile No./Office No. _____

Professional & Annual Income (व्यवसाय एवं आय) _____

8. Category GEN/SC/ST/OBC/PH/WARD _____

9. Local Address (स्थानीय पता) _____

Tel. No. (दूरभाष) _____

10. Permanent Address (स्थानीय पता) _____

Tel. No. (दूरभाष) _____

11. Area (Rural/Urban) _____ 12. Current Residential Status (Hostel/PG/Day Scholars) _____

13. Aadhaar Card No. and Bank Details (Name, A/c No., IFSC Code) _____

14. Mode of Commuting to College (Own Vehicle/Metro/Bus/Other Means) _____

15. University Enrolment No. (विश्वविद्यालय का नामांकन संख्या) _____

(issued earlier by University of Delhi, If the candidate had earlier passed any course from Delhi University) (यदि दिल्ली विश्वविद्यालय द्वारा पहले निर्गत किया गया है।)

16. School/College Last Attended (पिछले विद्यालय /महाविद्यालय का नाम) _____

17. Qualifying Examination Passed/ Appeared (परीक्षा जो उत्तीर्ण की है / दी है) _____ Roll No. (अनुक्रमांक) _____ Year of passing _____

18. (a) Mother Tongue (मातृ भाषा) _____ (b) State of Domicile (अधिवास का राज्य) _____

19. Board/University from which Passed (मण्डल तथा विश्वविद्यालय, जहाँ से उत्तीर्ण हुए) _____

NOTE: Students wishing to be considered for more than one course must submit a separate application form for each course

जो छात्र एक से अधिक पाठ्यक्रमों के लिए आवेदक हो वे प्रत्येक पाठ्यक्रम के लिए अलग-अलग आवेदन पत्र भरें।

Date: _____ Signature of the Applicant _____

FOR OFFICE USE ONLY

Admitted Mr./Ms. _____ Course _____

Roll No. _____ date _____

PRINCIPAL

COORDINATOR

COURSE COORDINATOR

DEALING ASSISTANT

Note: List of documents to be enclosed (Self Attested Photocopy)

1. Date of Birth Certificate/ Class Xth Certificate
2. Class XIIth Marksheet & Certificate/ Last examination passed
3. Proof of Highest Qualification
4. Proof of Identity/Residence (For External Candidate)
5. Character Certificate Latest
6. Two Photographs passport size