



**SRI GURU NANAK DEV KHALSA COLLEGE**  
(University of Delhi)  
Dev Nagar, Delhi 110005

*Registration open for*  
**CERTIFICATE COURSES**  
*in*

**FRENCH and GERMAN**  
**Language**

*in collaboration with*  
**Department of Germanic and Romance Studies**  
**University of Delhi**

**ELIGIBILITY**

**Minimum 50% marks in 12th**

**REGISTRATION  
PROCESS**

Candidates have to submit relevant documents via mail to  
[languagecourse@sgndkc.du.ac.in](mailto:languagecourse@sgndkc.du.ac.in)

**LAST DATE OF  
REGISTRATION**

**2<sup>nd</sup> December, 2021**

**Classes to begin in December in Online mode**  
**Classes to be held three times a week between 4 pm - 6 pm**  
**Certificate of completion will be provided by DGRS**

**For more details and for downloading the application form, visit**  
**[sgndkc.org](http://sgndkc.org) and check NOTICES or COURSES**

*Please read all the admission related details thoroughly before filling the form*



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**Certificate Courses in FRENCH and GERMAN Language**  
**2021-22**

*In collaboration with Department of Germanic and Romance Studies (DGRS), University of Delhi*

➤ **About the course**

The certificate course in French / German language is designed for beginners so that they are able to develop writing, reading and speaking skills in the respective language. The course will prepare students to interact in French / German and acquire fluency with respective scripts. Apart from providing knowledge to students, it will also help them in developing their personalities, intercultural competence, academic language skills as well as improve their employability skills.

➤ **Curriculum and syllabus**

The course will be conducted in collaboration with Department of Germanic and Romance Studies, University of Delhi and hence will follow the curriculum and syllabus prescribed by the Department, which will also conduct the examination for awarding the certificate.

➤ **Course Outcome**

This course is aimed to provide fundamental understanding of French / German language to students. On successful completion of this course, students will be able to:

- Develop beginner level reading, writing and speaking skills in French / German language
- Provide a foundation for students to undertake intermediate and higher level course in French / German language
- Develop intercultural competence and acquire fluency with French / German scripts.
- Improve employability skills.

**Areas of employment**

- Can work with historians archaeologists, translators
- Interpreter
- Content Editor - Journalism
- Bilingual Call Centre Customer Service Representative
- Instructor –French Language
- Letter translator
- Tourism
- Sales and logistics

➤ **Eligibility and admission process**

**Candidates who have passed the senior secondary school examination (10+2) with atleast 50% marks.** Preference will be given to students/ex-students of Sri Guru Nanak Dev Khalsa College. Applicants have to fill all the details in the application form and paste a recent passport size photograph in the given space. **Please note that an applicant can apply for only one certificate course.**



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The registration process will be done online. Candidates need to **scan and mail** the following documents:

- a. Duly filled application form (mandatory)
- b. Self-attested copy of 12<sup>th</sup> class marksheet (mandatory)
- c. Self-attested copy of Graduation/Post Graduation certificate (wherever applicable)
- d. Self-attested copy of valid ID card/ Admission slip/ last semester marksheet (mandatory only for currently enrolled DU students)

The documents should be sent via email to the following ID: [languagecourse@sgndkc.du.ac.in](mailto:languagecourse@sgndkc.du.ac.in). The candidate should mention 'Application for Certificate Course 2021-22' as the subject line of the email.

Selection of candidates will be based on merit. Kindly note that candidates who are admitted to the course have to submit hard copies of the above-mentioned documents for verification within 20 days of the beginning of the course.

➤ **Important points to remember**

Total Number of seats	<b>50</b>
Last date of Registration	<b>2<sup>nd</sup> December, 2021</b>
Date of display of first cut off	<b>6<sup>th</sup> December, 2021</b>
Mode of teaching	<b>ONLINE</b> ( <i>until further notification from University for commencing classroom teaching</i> )
Course fees a. For present SGND Khalsa students b. For DU students c. For others	Rs <b>10,000/-</b> (course fee) + <b>510</b> /- (exam fee) + <b>100/-</b> (enrolment fee) Rs <b>11,000/-</b> (course fee) + <b>510</b> /- (exam fee) + <b>100/-</b> (enrolment fee) Rs <b>12,000/-</b> (course fee) + <b>510</b> /- (exam fee) + <b>100/-</b> (enrolment fee)
Frequency of classes	Three times a week (2 hours each day)
Class timings	<b>4:00 PM to 6:00 PM</b>

**Note:**

1. The college reserves the right to cancel the commencement of the course if adequate seats are not filled.
2. The registration process may be completed carefully, as incomplete application forms and non-submission of the above documents via mail will lead to rejection of the application.
3. Hard copies of the mailed documents need to be submitted in college within 20 days of the beginning of the course. Admission will be confirmed only after due verification.



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**CERTIFICATE COURSE ADMISSION FORM 2021-2022**

**Course ID** : LCC 2021 **Delhi University Enrollment No** :

**Language course applied for:** FRENCH / GERMAN \_\_\_\_\_ (*mention any one*)

**Personal details**

**Name of applicant** : \_\_\_\_\_  
**DOB (dd/mm/yyyy)** : \_\_\_\_\_  
**Gender** : \_\_\_\_\_  
**Phone No / Mobile No** : \_\_\_\_\_  
**E-mail** : \_\_\_\_\_  
**Father's name** : \_\_\_\_\_  
**Mother's Name** : \_\_\_\_\_  
**Local Address and Pincode** : \_\_\_\_\_  
\_\_\_\_\_

Paste recent passport  
size photo

**Eligibility details**

**Percentage marks scored in XII** : \_\_\_\_\_  
**Board** : \_\_\_\_\_  
**Are you currently a student in DU** : Yes/ No  
**If yes, mention College/ Department** \_\_\_\_\_  
\_\_\_\_\_

**Date:**

**Signature of Applicant**

**Date:**

**For Office use only**

Admission is hereby granted to \_\_\_\_\_ for attending the **Certificate Course in FRENCH / GERMAN language** at Sri Guru Nanak Dev Khalsa College, University of Delhi

Teacher in charge/ Convenor

Administrative officer

Principal