

# Department of Communicative English

## UGC Add On Course

In the time of globalization the importance of English as global language has increased manifold. So, for vocational education at the undergraduate level the UGC Add on Course of Communicative English has proved a boon for easy access at the entrance level of any job as well as in promoting career development, competence growth and growth of self



confidence. With the help of this two year course the students get fully equipped with their Certificates and Diplomas at the end of their graduation to enter into the job field more confidently.

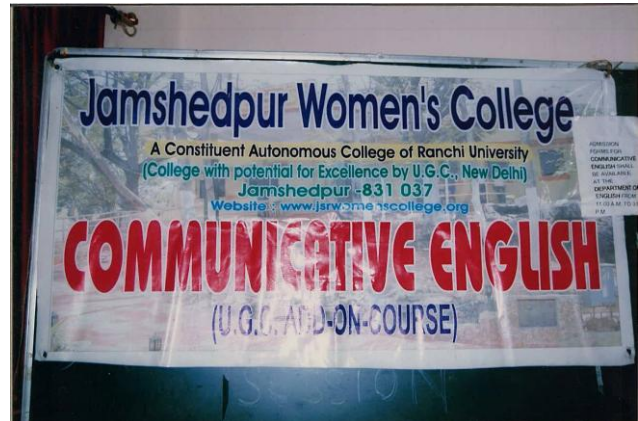
This is a two year course. The first year is the Certificate Course and the second year is the Diploma Course. This Course runs parallel with the two year graduation course and at the end of graduation the student earns double degree.

### Objectives:

To enhance marketable skill in English speaking-writing-learning,

To put in focus soft skill development for entry in job market,

Practical training and grooming for personality development, team spirit development, leadership quality development.



All the enrolled students become active members of the *English Literary Club* conducted by the students of this Department. The Club carries on its activities all through the year.



### **Eligibility:**

The undergraduate girl students of any college of any faculty [ science, arts, commerce, vocational, professional] are eligible to apply.

### **Academic criteria are:**

- a. 45% marks at the aggregate and 45% marks in English in previous board examinations.
- b. The candidate must have basic knowledge of English grammar.

### **Selection Procedure and points to note:**

Entrance will be determined after Interview and written test.

Applicants must submit the following documents along with the Application Form

- Proof of having applied for undergraduate course [photocopy of admission receipt]
- Photocopy of Identity card
- Cast certificate for SC/S T
- Mark sheet of Intermediate, +2 examination

### **Focus will be on:**

- a. Participative Learning
- b. Interactive class sessions
- c. Colloquial English
- d. Social manners and etiquette
- e. Role Playing
- f. Both oral and written communication

### **Fee Structure :**

General: Rs. 3000/- , SC/ST: Rs. 2500/-, OBC : Rs. 3000/- . [ Annual ]

Annual Examination Fee Rs. 600/- + Rs. 50/-.

### **Career Prospects:**

In the field of higher studies, research and scholarship or in any kind of job sector--- government, private, NGO, entrepreneurship, start up business, the skill of English communication will help build upward mobile career. Prospects are prominent in the following areas though the list is not exclusive:

- a. Print and Electronic Media

- b. Computer related job areas like call centers
- c. Travel, Tourism Industry
- d. Hospitality Industry
- e. Aviation Sector
- f. Front Office secretarial and other jobs in Service sector, Business sector, Health sector, Placement Agencies, Advertisement sector
- g. Presenter of Shows, Master of Ceremony and so on.

For more details Contact :

Ms. Debarati Das - 9031465087