

MAITREYI COLLEGE

(UNIVERSITY OF DELHI)
NAAC 'A' GRADE



**SHORT TERM COURSES COMMITTEE
ANNOUNCES REGISTRATION FOR THE FOLLOWING
SHORT TERM COURSES**

S.No.	COURSES	LINKS TO REGISTRATION FORM
	FOREIGN LANGUAGE COURSES (UNIVERSITY OF DELHI) INSTRUCTIONS FOR FILLING REGISTRATION FORMS: https://docs.google.com/presentation/d/1tab7HvGo-CHmYGv4zzt7cSZJXBC7dbpxGUCcMQBVnn8/edit?usp=sharing	
1.	Certificate in French	https://forms.gle/CPb48QNoWYMWXpSQA
2.	Certificate in Spanish	https://forms.gle/pEe9QSQrwWnwDhKG9
3.	Certificate in Italian*	https://forms.gle/okzvYUsVmHjLbhVb6
4.	Diploma in French	https://forms.gle/T15Be6f5PCgyZBuh7
5.	Diploma in Spanish	https://forms.gle/znwsmbQz3fkjfFcm8
6.	Advanced Diploma in French	https://forms.gle/6kFQG9QqxtzFWzxn7
7.	Advanced Diploma in Spanish	https://forms.gle/XbKBnFA6Q8xkBDHw8

- ❖ SESSION TO BEGIN IN SECOND WEEK OF SEPTEMBER
- ❖ CLASSES WILL BE HELD ONLINE
- ❖ DURATION: 10 MONTHS
- ❖ TIMINGS: 2:30-5:30PM FRIDAY & SATURDAY
- ❖ For queries write to shortterm.maitreyi@gmail.com

COME ENHANCE YOUR SKILLS !!

SHORT TERM COURSES

@

MAITREYI COLLEGE

ADMISSIONS ARE OPEN FOR THE SESSION 2020 - 2021

For queries write to
shortterm.maitreyi@gmail.com

I. FOREIGN LANGUAGES

1. CERTIFICATE COURSE IN FRENCH
2. CERTIFICATE COURSE IN SPANISH
3. CERTIFICATE COURSE IN ITALIAN
4. DIPLOMA IN FRENCH
5. DIPLOMA IN SPANISH
6. ADVANCED DIPLOMA IN FRENCH
7. ADVANCED DIPLOMA IN SPANISH

FOREIGN LANGUAGES

Maitreyi is a Centre For Conducting Foreign Language Courses (Certificate, Diploma & Advanced Diploma) Offered By The Department Of Germanic & Romance Studies, University Of Delhi (Website: <http://grs.du.ac.in/aboutus.html>).

Each course is of 10 months duration, exams are held by the University at the end of Academic session.

LANGUAGES: French, Spanish, Italian*

COURSES: Certificate, Diploma & Advanced Diploma

(*only Certificate)

- ★ Students may also note that they can pursue only one part-time language course in any academic year.
- ★ Students pursuing a part-time language course and some other course/s from the University of Delhi / any other University simultaneously may note that the Department /College does not take any responsibility for adjustment of dates for annual examinations.

IMPORTANT GUIDELINES

1. Classes will be online/offline as per DU and MHA guidelines.
2. Network Connectivity is essential for this course (no fee will be refunded if classes are lost due to poor network issues).
3. Withdrawing from courses:
 - a. Only under special circumstances will withdrawal be allowed.
 - b. If withdrawal is within one week of beginning of classes, 90% fee will be returned.
 - c. If withdrawal is within 15 days of beginning of classes, 80% fee will be returned.
 - d. Withdrawals/ cancellation of admissions after 15 days, no fee will be returned.
4. All registrants may kindly note that although the course is online at present, if guidelines change and offline classes are held, attendance in person will be mandatory*.

* Once admission is confirmed Undertaking Form will be sent.

ELIGIBILITY & FEE - CERTIFICATE COURSES

1. Candidates who have passed the Senior School Certificate Examination (10+2) of the Central Board of Secondary Education, New Delhi, or an examination recognised as equivalent thereto with an aggregate of at least **55% marks** are eligible to apply.
2. Admission will be made in order of merit based on the marks in degree/certificate in each of the following categories: a. Post Graduate ; b. Graduate; c. 10+2 (English/Best of Four/Aggregate percentage)
3. **FEE FOR CERTIFICATE COURSE IS INR 13,800/- (THIRTEEN THOUSAND EIGHT HUNDRED ONLY)**. Kindly confirm your registration by paying fee via Net banking and send details of transaction-ID, date and time of payment/transaction. Please ensure that **YOUR NAME** is on the payment receipt. Please upload screenshot with payment details.
4. This year courses will begin online by mid-September and will be held as per DU/MHA guidelines. It is requested that in the probability that the session becomes offline during the 10 month duration of the course. then candidate must be able to present himself/herself in person in Delhi.
5. Click here to register for Certificate in French : <https://forms.gle/CPb48QNoWYMWXpSQA>

ELIGIBILITY & FEE - DIPLOMA COURSES

1. Candidates who have passed the Certificate Examination of the University of Delhi in a language or an examination recognised as equivalent to the above , are eligible to apply for admission to the Diploma Course in that language.
2. Admissions will be made strictly in order of merit of the respective certificate course examination (Please upload requisite documents at time of registration).Please scan & upload your admit card if result is not declared as yet.
3. Candidates who have obtained their Certificate in the language from any other institution OR one year or more before the year of admission shall be required to appear in an admission test.
4. This year courses will begin online by mid-September and will be held as per DU/MHA guidelines. It is requested that in the probability that the session becomes offline during the 10 month duration of the course. then candidate must be able to present himself/herself in person in Delhi.
5. **FEE FOR DIPLOMA COURSE IS INR 17,250/-(SEVENTEEN THOUSAND TWO HUNDRED FIFTY ONLY)**. Kindly confirm your registration by paying fee via Net banking and send details of transaction-ID, date and time of payment/transaction. Please ensure that **YOUR NAME** is on the payment receipt. Please upload screenshot with payment details.

ELIGIBILITY & FEE -ADVANCED DIPLOMA COURSES

1. Candidates who have passed the Diploma examination in a language concerned from the University of Delhi or an examination recognised as equivalent thereto are eligible to apply for admission to the Advanced Diploma Course in the respective language.
2. Candidates who have obtained their Diploma in the language from any other institution OR one year or more before the year of admission will be required to appear in an admission test.
3. Please scan & upload results of Certificate , Diploma; in case result of Diploma not declared, scan and upload Admit card of Diploma Exam.
4. **FEE FOR ADVANCED DIPLOMA COURSE IS INR 20,000/- (TWENTY THOUSAND ONLY).** Kindly confirm your registration by paying fee via Net banking and send details of transaction-id, date and time of payment/transaction. Please ensure that **YOUR NAME** is on the payment receipt. Please upload screenshot with payment details.
5. This year courses will begin online by mid-September and will be held as per DU/MHA guidelines. It is requested that in the probability that the session becomes offline during the 10 month duration of the course. then candidate must be able to present himself/herself in person in Delhi.

Instructions for filling Registration Form

1. Please ensure that you have read and understood all instructions and guidelines clearly.
2. In case you are applying for Diploma and Advanced diploma, please upload marksheet if certificate not yet awarded.
3. Please keep the scans of the following documents ready for uploading as jpeg or pdf format size less than 10MB
 - a. Scan of Class X certificate*
 - b. Scan of Class XII certificate*
 - c. Scan of Class XII Marksheet*
 - d. Screenshot of Fee Payment - Please pay fee via Net banking and upload screenshot with payment details (clearly visible transaction-id, date and time of payment).
 - e. Please ensure that YOUR NAME is visible on the payment receipt.