

PROF. RAVI TOTEJA | प्रो. रवि टोटेजा

Officiating Principal | कार्यवाहक प्राचार्य



ACHARYA NARENDRA DEV COLLEGE

University of Delhi | NAAC accredited: A Grade

आचार्य नरेंद्र देव कॉलेज

दिल्ली विश्वविद्यालय | एन.ए.ए.सी. मान्यता प्राप्त 'ए' ग्रेड



1.2.1 NUMBER OF ADD ON/CERTIFICATE/VALUE ADDED PROGRAMS OFFERED DURING THE LAST FIVE YEARS

Year	2017-18	2018-19	2019-20	2020-21	2021-22
Name of the Course					
Certificate in French	52	37	30	16	23
Certificate in German	61	46	43	28	18
Certificate in Spanish	56	49	20	17	25
Certificate in Russian	11	7	10	0	0
Diploma in French	11	11	16	12	0
Diploma in German	14	10	11	12	15
Diploma in Spanish	14	0	26	0	22
Diploma in Russian	0	0	0	0	0
Advanced Diploma in Spanish	0	0	0	23	0
Advanced Diploma French	11	0	0	0	0
Advanced Diploma Russian	0	0	0	0	0
Advanced Diploma German	0	0	0	0	0
Total	230	160	156	108	103
Pg. No.	2-3	4	5	6	7

Dr. Sada Nand Prasad
Convenor, NAAC
Acharya Narendra Dev College

Prof. Ravi Toteja
Officiating Principal
Acharya Narendra Dev College

कार्यवाहक प्राचार्य / Officiating Principal
आचार्य नरेंद्र देव कॉलेज / Acharya Narendra Dev College
(दिल्ली विश्वविद्यालय) / (University of Delhi)
गोविंदपुरी, कालकाजी, नई दिल्ली-110019
Govindpuri, Kalkaji, New Delhi-110019

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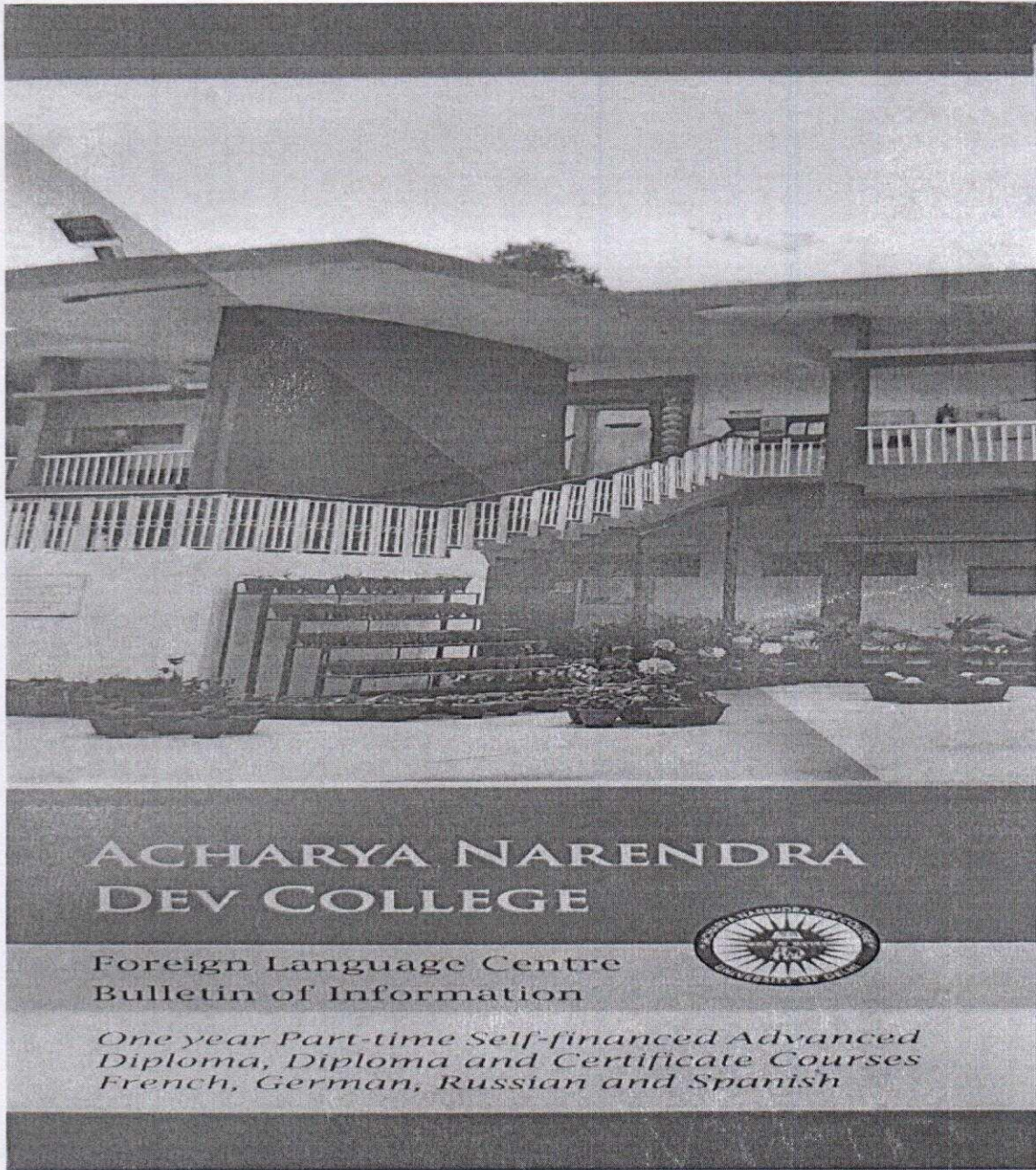
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BROUCHER 2017-2018



Govindpuri, Kalkaji, New Delhi, 110019

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011-26294542, 126293224 <http://andcollege.du.ac.in>

आचार्य नरेंद्र देव कॉलेज / Acharya Narendra Dev College
(दिल्ली विश्वविद्यालय) / (University of Delhi)

गोविंदपुरी, कालकाजी, नई दिल्ली-110019
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In collaboration with the Departments of Germanic and Romance Studies, Slavonic and Finno-Ugric Studies, Persian and Modern Indian languages University of Delhi, the Foreign Language Centre of Acharya Narendra Dev College was started more than ten years back. The College offers the teaching of part-time Certificate courses in Spanish, French, German and Russian languages. Classes are generally scheduled in the late afternoons so as to suit working students. The College conducts Advanced Diploma Courses in these languages, subject to sufficient number of students opting for these courses.

ADMISSIONS

Number of seats offered in each course:

Language	Number of Seats			
	Certificate Course			
	Gen	SC	ST	ORC
French	31	9	5	17
German	31	9	5	17
Spanish	31	9	5	17
Russian	10	3	2	5
Diploma Course				
French	16	5	2	8
German	16	5	2	8
Spanish	16	5	2	8

Note: 3% seats reserved for PwD candidates

RESERVED CATEGORY

22.5% of the total number of seats are reserved for candidates belonging to Scheduled Caste and Scheduled Tribe candidates (15% & 7.5% respectively). Relaxation up to 5% in the minimum marks will be given to such candidates to determine eligibility and merit for admission, subject to the production of required certificates. 27% of the total number of seats is reserved for candidates belonging to Other Backward Classes (Non creamy layer). 3% seats are reserved for physically challenged candidates. 5% seats are reserved for children/widows/ wives of officers and men of the Armed forces including Para-Military Personnel who are in receipt of Gallantry Award or were killed or disabled in action. The candidate wishing to avail this benefit must submit a certificate to that effect.

ELIGIBILITY CRITERIA

Certificate Courses:

Candidates should have passed Senior School Certificate Examination (10 + 2) of the CBSE or an Equivalent Board, with at least 45% marks in aggregate.

Diploma/Advanced Diploma Courses:

Candidates who have passed the Certificate/Diploma Examination of University of Delhi in the language concerned or an examination recognized as equivalent thereto are eligible for applying in the Diploma/Advanced Diploma Course in the respective language. Admission will be made strictly in order of merit of the respective Certificate/ Diploma Course Examination. Candidates who have obtained Certificate/Diploma, in the language concerned, from any other institution or those having obtained the Certificate/Diploma in the language concerned one year before the year of admission in Diploma/Advanced Diploma, will be required to appear in the entrance test which will be conducted in the College on August 1, 2017 (tentative).

Sale and submission of duly filled forms July 1 - July 20, 2017.

	Date of notification and payment of fees*
First list	July 24 - 26, 2017
Second list	July 27 - 31, 2017
Third list	August 1 - 3, 2017

*Admissions will be done on all working days from Monday to Friday from 9:00 am to 1:00 pm

Shortlisted candidates should bring the following at the time of admission:

- Counterfoil of the admission form
- Original certificates for verification.
- ANDC/ DU Identity card or latest fee slip (if applicable).

Candidates will be required to deposit the fees by the requisite date and time, after verification of their documents. If a candidate fails to deposit the fees by the stipulated date and time, he/she will forfeit his/her claim for admission.

Date for entrance tests for Diploma/Advanced Diploma Courses is August 1, 2017 (tentative).

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BROUCHER 2018-2019

EXAMINATION	MARKS
Paper - I (Seminar)	100
Paper - II (Translation)	100
Translation of an unseen Russian text into English or Hindi (about 200 words) / 70	
Translation from English into Russian of a text (about 150 words)	130
Paper - III Oral Exam	100
Reading of text studied and questions on it	
Questions on the topics given below / 50	
Scheme of Examination for French, German, Russian and Spanish Language Courses (100)	

CERTIFICATE COURSES	MARKS
Paper I Communicative Grammar - I	100
Functional grammar based on the text book	
Paper II Text Comprehension and Written Expression	100
Comprehension of simple texts and short-writing	140
Essay on simple topics, questions on the text	140
Translation of simple passages into English and simple sentences into the foreign language	120
Paper III Oral Expression	100
Reading of texts, general questions on the country and institutions	

DIPLOMA COURSES	MARKS
Paper I Communicative Grammar - II	100
Functional grammar based on text book	
Paper II Text Comprehension and Written Expression	100
Comprehension of texts on generic topics	140
Essay writing and letter writing	140
Translation of passages into the foreign language and reverse	120

Paper III
Oral Expression 100

Reading and answering questions on the text
Repeating phrases and discussing issues of general interest

CERTIFICATE FREE (MBA)

Language	Category	ANDC/UGC	Others
Certificate	General	6000	12100
	SC/ST	9740	11890
Diploma	General	5540	9240
	SC/ST	7090	8290
Advanced Diploma	General	11900	13400
	SC/ST	15240	13400
Diploma German	General	13330	13400
	SC/ST	18210	13400

Note: *The fee includes the commission fee of Rs. 110 for Russian and Rs. 210 for French and Spanish for the rest of the languages.

Students who are currently pursuing graduation/ post-graduation from the ANDC will be eligible. Additional fee may be charged depending on the number of students admitted in the course. The same shall be communicated to the students before commencement of the classes. The college reserves the right to not offer this course if sufficient students do not seek admission in this course.

In the event of University of Delhi not financially supporting the Certificate course in Russian language, the fee to be increased.

No fee is refunded in the event of cancellation of admission on any of the courses. The fee includes a refundable security fee of Rs. 500 in case of withdrawal, which security fee shall be returned.

Certificate courses will run only if there are minimum 10 students in each course.

Advanced Diploma courses will run only if there are minimum of 15 students in each course.

CAREER OPTIONS

Academic qualification and proficiency in foreign languages opens the gate for many in sectors such as tourism, education, diplomatic service, entertainment, public relations and mass communication etc. Additionally, various multinational corporate bodies require candidates possessing excellent language skills in French, German, Russian, Chinese, Spanish, etc. Growth in global media and information technology has led to an increasing need of multilingual writers and translators. Some new careers such as online content writers, technical translators or developers too have come up in a big way. One can think of applying for the job of a teacher, translator, and interpreter of an translator.

JOB PROSPECTS

Teaching & Research (university and school teaching) in India or abroad (Government jobs through UPSC, Management, Train and Engineer, Media (All India Radio has foreign language services), Indian Armed Forces, RAW, paramilitary forces, embassies, multinational companies, call centres, employment, international organisations such as the United Nations Organization (UNO), Food and Agriculture Organization (FAO) and various Indian national organisations such as Ministry of External Affairs, Reserve Bank of India (RBI), etc. One can also opt for jobs in India. Some of the jobs in India are: Translation, Interpretation, Foreign Language Specialist, etc. Some of the jobs in India are: Translation, Interpretation, Foreign Language Specialist, etc. Some of the jobs in India are: Translation, Interpretation, Foreign Language Specialist, etc.

COORDINATION COMMITTEE
FOREIGN LANGUAGE COURSES

Dr. Geetika Kalia, Dept. of Botany (Coordinator)
Dr. Sumita Mehta, Dept. of Chemistry (Member)
Dr. Jyoti Gupta, Dept. of Mathematics (Member)

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Acharya Narendra Dev College

Foreign Language Centre
Bulletin of Information

One Year Part time Self financed Advanced Diploma, Diploma and Certificate Courses French, German, Russian and Spanish

Rs. 60/-

In collaboration with the Departments of Germanic and Romance Studies, Slavonic and Pseudo-Oriental Studies, Persian and Modern Indian Languages, University of Delhi, the Foreign Language Centre of Acharya Narendra Dev College has started more than six years back. The College offers the teaching of part-time Certificate courses in Spanish, French, German and Russian languages. Classes are generally scheduled in the late afternoon to suit the working professionals. The College conducts Advanced Diploma courses in these languages, subject to sufficient number of students opting for these courses.

ADMISSIONS

Number of seats offered in each course:

Language	Category	SC	ST	Other
French	General	11	9	12
	SC/ST	11	9	12
German	General	11	9	12
	SC/ST	11	9	12
Spanish	General	11	9	12
	SC/ST	11	9	12

RESERVED CATEGORY

22.5% of the total number of seats are reserved for candidates belonging to Scheduled Caste and Scheduled Tribe candidates (15% & 5% respectively). Relaxation up to 5% in the minimum marks will be given to such candidates to determine eligibility and merit for admission, subject to the production of required certificates. 2% of the total number of seats is reserved for candidates belonging to Other Backward Classes (OBC) cream layer. 3% seats are reserved for physically challenged candidates. 3% seats are reserved for children widows, widows of officers and men of the Armed Forces including Para-Military Personnel who are in receipt of Soldier's Award or were killed or disabled in action. The candidate wishing to avail this benefit must submit a certificate to this effect.

ELIGIBILITY CRITERIA

Certificate Courses:
Candidates should have passed school Certificate Examination (10 + 2) of the CBSE or an Equivalent Board, with at least 45% marks in aggregate.

Diploma/Advanced Diploma Courses:
Candidates who have passed the Certificate/Diploma Examination of University of Delhi in the language concerned or an examination recognized as equivalent thereto are eligible for applying in the Diploma/Advanced Diploma Courses in the respective language. Admissions will be made strictly in order of merit of the respective Certificate/Diploma/Examination. Candidates who have obtained Certificate/Diploma in the language concerned, from any other institution or those having obtained the Certificate/Diploma in the language concerned one year before the year of admission in Diploma/Advanced Diploma, will be required to appear in the entrance test which will be conducted in the college.

Procedure for Admission:
Completed application forms, must reach the college on or before July 16, 2018. Candidates, if applying for more than one language course have to fill separate application forms. Students may also note that they can pursue only one part-time language course at the College in any academic year.

Procedure for Admission:
An admission to Certificate courses will be made strictly in order of merit based on the degree certificate. Selection would be based on marks secured in post graduate, graduation and in the Senior School Certificate Examination of the CBSE or an equivalent board for Categories I, II and III as mentioned below, respectively.

Category	% Seats	Documents needed for admissions (upon self-selected category)
I Post graduate	20	Class XII Mark Sheet, Bachelor's Degree and Class X and XI Mark Sheet and Class XII Mark Sheet
II Graduate	20	Class XII Mark Sheet and Bachelor's Degree and Class X and XI Mark Sheet
III Senior School Certificate (B examination (I, II, & III))	60	Class XII Mark Sheet and Certificate

Additional documents to be attached:

- Class X Certificate for verification of date of birth.
- Copy of Mark Sheet of the Certificate/Diploma Course in the language for admission to Diploma/Advanced Diploma Course respectively.
- Two recent passport size photographs. The photographs should not be attached.
- Copy of SC / ST / OBC (non-creamy layer) certificate.
- Copy of the College Library Card on request for the students belonging to University of Delhi category.

If there are limited numbers of seats available, eligibility does not guarantee admission. Admission to the course shall be provisional, subject to the confirmation by Admissions Committee of the college.

GENERAL INFORMATION

ATTENDANCE
No candidate shall be allowed to appear in the annual examinations unless he/she has attended at least 75% of the total number of lectures delivered during the academic year in the language course.

SCHEDULE OF CLASSES
Classes in the college will commence on the date as advised by the University of Delhi (usually first week of August 2018). Classes will be held from 3:30 pm to 5:30 pm on Mondays, Wednesdays and Fridays for Certificate Courses and on Tuesdays, Thursdays and Saturdays for Diploma Courses. Advanced Diploma classes will be scheduled later. Please note that all students are tentative and college reserves the right to rechedule classes based on administrative requirements.

EXAMINATIONS
The Examinations of these courses will be held on dates in the month of April 2019. A student will be deemed to have passed the examinations on securing 70% marks in aggregate and 40% marks in each paper separately except in Spanish where the minimum marks required to pass the examinations will be 40% in aggregate and 40% in each written and oral paper. For Russian examination pass percentage would be 45%. Students should regularly use the Notice Board for information regarding courses, timetable, examinations, holidays and attendance.

Students pursuing a part-time language course along with some other course, from the University of Delhi, any other University simultaneously may note that the college does not take any responsibility for adjustment of dates for annual examinations. Students are responsible to fulfill all the administrative commitments (submission of fees, examination fee etc.) For all updates in students' duty to regularly check the college information bulletin for foreign languages. Administration will not be responsible for any negligence from the students' side.

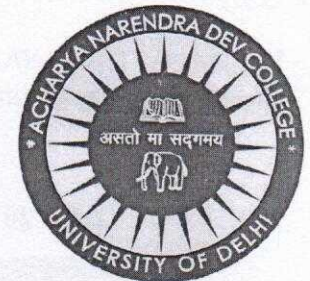
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BROUCHER 2019-2020

EXAMINATION	MARKS
Paper - I Grammar	100
Paper - II Translation	100
Translation of an extract chosen from into English or Hindi (about 100 words)	(20)
Translation from English into Sanskrit of a not (about 150 words)	(20)
Paper - III Oral Exam	100
Reading of five selected and questions on the text given below. Test Scheme of Examination in French, German, Russian and Spanish Language Courses	

CERTIFICATE COURSES	MARKS
Paper I Communicative Grammar - I	100
Functional grammar based on the text book	
Paper II Text comprehension and Writing	100
Comprehension of simple texts and text-writing	(60)
Focus on simple topics, questions on comprehension	(40)
Translation of simple passages into Hindi and simple sentences into	
Paper III Oral Examinations	100
Reading of texts, general questions on the country and civilization	

DIPLOMA COURSES	MARKS
Paper I Communicative Grammar - II	100
Functional grammar based on the text book	
Paper II Text Comprehension and Writing	100
Comprehension of texts on selected topics	(60)
Text writing and letter writing	(40)
Translation of passages into the foreign language and vice versa	(20)

Paper II
Oral Expression 100
Reading and answering questions on the text Expressing opinion and discussing issues of general interests.

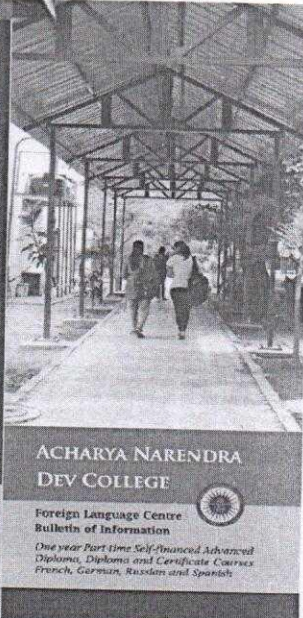
COURSE FEE (INR)

Course	Category	Amount	Others
Certificate (General)	General/Students	9800	12140
(French, German, Spanish)	SC/ST	9740	11990
Diploma (General)	General/Students	3240	3240
(Russian)	SC/ST	2090	2090
Diploma (General)	General/Students	11350	13660
(French, German, Spanish)	SC/ST	11280	13590
Advanced Diploma (General)	General/Students	13340	15650
(Russian)	SC/ST	13280	15590

JOB PROSPECTS
Teaching & Research (university and school) in India for abroad Governments jobs through UPSC, Management, Pilot and Electronics India (AI India India for Foreign language services, Indian Armed Forces, RAW paramilitary forces, intelligence, educational institutions, call centres, computer networks, international organizations, such as the United Nations Organization (UNO), Food and Agriculture Organization (FAO) and various Indian national organizations such as Ministry of External Affairs, Reserve Bank of India (RBI), etc. One can create professional who have specialization in foreign languages. Companies like IIT, Oracle, Samsung, Hyundai, LG, Thomson, etc. also employ language experts for recruiting. Other companies like Microsoft, Volkswagen, Mercedes, Thomson, Krugier, and Schaeffler are also offering jobs to Indian students. Delivery, Design, Service, ITC, World Bank, IFCI, Schaeffler, Bosch, Indian, India, Tech, Schneider, Wipro, Oracle, Siemens, American Express, American, Tata, Tata Consultancy Services, Evidance, Thomson, Reuters, etc. also offering jobs to Indian students.

COORDINATION COMMITTEE
FOREIGN LANGUAGE COURSES
Dr. Cecilia Kalia, Dept. of Botany (Coordinator)
Dr. Saptha Hossain, Dept. of Chemistry (Member)
Dr. Anura Dey, Dept. of Mathematics (Member)

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In collaboration with the Departments of Germanic and Romance Studies, Slavonic and Finno-Ugric Studies, Persian and Modern Indian Languages University of Delhi, the Foreign Language Centre of Acharya Narendra Dev College was started more than two years back. The College offers the facilities of certificate courses in Spanish, French, German and Russian languages. Classes are generally scheduled in the late afternoon so as to suit working students. The College conducts Advanced Diploma Courses in two languages, subject to sufficient number of students opting for these courses.

ADMISSIONS
Number of seats offered in each course:

Language	Certificate Course			
	Gen	SC	ST	Other
French	25	10	2	12
German	10	5	2	5
Spanish	10	5	2	5
Russian	10	5	2	5

French 16, Diploma Course
German 16, 5, 2, 3, 9
Russian 16, 5, 2, 9

RESERVED CATEGORY
10% seats are reserved for SC, 22.5% of the total number of seats are reserved for candidates belonging to Scheduled Caste and Scheduled Tribe candidates (25% a 7.5% respectively). Reservation to 5% in the private marks will be given to such candidates to decrease the gap between the marks for admission. In the event of reservation of seats is reserved for candidates belonging to Other Backward Classes (non creamy layer) 10% seats are reserved for physically challenged candidates. 5% seats are reserved for children/children's of officers and men of the armed forces including Para-Military Personnel who are in receipt of Category Award or were killed or disabled in service. The candidate belonging to this category must submit a certificate to that effect.

ELIGIBILITY CRITERIA
Certificate Courses:
Candidates should have passed Senior School Certificate Examination (10 + 2) of the CBSE or an equivalent Board with at least 45% marks in aggregate.
Diploma/Advanced Diploma Courses:
Candidates who have passed the Certificate/Diploma Examination of University of Delhi in the language concerned or an examination recognized as equivalent thereto are eligible for admission to the Diploma/Advanced Diploma Course in the respective language. Admission will be made strictly in order of merit of the respective Certificate/Diploma Examination.
Candidates who have obtained Certificate/Diploma in the language concerned from any other institution or have having obtained the Certificate/Diploma in the language concerned one year before the year of admission in Diploma/Advanced Diploma will be required to appear in the entrance test which will be conducted in the College.
Date and submission of entry form: French: 01, July 16, 2019

PROCEDURE FOR ADMISSION
Completed applications form, must reach the college on or before July 16, 2019. Candidates, if applying for more than one language course, have to fill separate application forms. Applicants may also note that they can pursue only one part-time language course at the College in any academic year.
Admission to Certificate courses will be made strictly in order of merit based on the aggregate. Selections would be based on ranks secured in past examination, examinations and in the Senior School Certificate Examination of the CBSE or an equivalent Board for Categories I, II and III (as mentioned below):
Category I: 20
Category II: 20
Category III: 20
Category IV: 20
Category V: 20
Category VI: 20
Category VII: 20
Category VIII: 20
Category IX: 20
Category X: 20
Category XI: 20
Category XII: 20
Category XIII: 20
Category XIV: 20
Category XV: 20
Category XVI: 20
Category XVII: 20
Category XVIII: 20
Category XIX: 20
Category XX: 20
Category XXI: 20
Category XXII: 20
Category XXIII: 20
Category XXIV: 20
Category XXV: 20
Category XXVI: 20
Category XXVII: 20
Category XXVIII: 20
Category XXIX: 20
Category XXX: 20

GENERAL INFORMATION
ATTENDANCE
No candidate shall be allowed to appear in the annual examinations unless he/she has attended at least 75% of the total number of lectures delivered during the academic year in the language concerned.
SCHEDULE OF CLASSES
Classes in the college shall commence on the date as notified by the University of Delhi (generally first week of August 2019). Classes will be held from 3:30 pm to 5:30 p.m. on Mondays, Wednesdays and Fridays for Certificate Courses and on Tuesdays, Thursdays and Saturdays for Diploma Courses. Advanced Diploma classes will be scheduled later. Please note that as students at a private and college courses do not have to attend classes based on administrative requirements.
EXAMINATIONS
The examinations of these courses will be held sometime in the month of April 2020. A student will be deemed to have passed the examinations on attaining 50% marks in aggregate and 40% marks in each paper separately except in Spanish where the minimum marks required to pass the examination will be 40% in aggregate and 40% in each written and oral paper. For Russian, the minimum pass percentage would be 45%. Students should refer to the notice board for information regarding course, timetable, examinations, holidays and attendance.
Students pursuing a part-time language course along with some other course(s) from the University of Delhi / any other University/Institution may note that the College does not take any responsibility for admission of dates for annual examinations. Students are responsible to fulfill the administrative requirements of the University of Delhi, examination fees etc. For all updates, it is suggested to regularly check the college information bulletin for foreign language. The administration will not be responsible for any negligence from the student's side.

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BROUCHER 2020-2021

ACHARYA NARENDRA DEV COLLEGE

Examination	Marks
Grammar	100
Paper - II Translation	100
Translation of an unseen Russian text into English or vice versa (about 200 words)	(70)
Translation from English into Russian of a text (about 150 words)	(30)
Paper - III Oral Exam	100
Reading of text studied and questions on it. Questions on the topics given below. Scheme of Examination for French, German, Russian and Spanish Language Courses	(50)
	(50)

Certificate Courses	Marks
Paper I Communicative Grammar - I Functional grammar based on the text book	100
Paper II Text Comprehension and Written Expression Comprehension of simple texts and piece-writing Essays on simple topics, questions on circulation	100
Translation of simple passages into English and simple sentences into the foreign language.	(40)
	(40)
Paper III Oral Expression Reading of texts, general questions on the country and culture	100

Diploma Courses	Marks
Paper I Communicative Grammar - II Functional grammar based on the text book	100
Paper II Text Comprehension and Written Expression Comprehension of texts on general topics Essays writing and letter writing Translation of passages into the foreign language and vice-versa	100
	(40)
	(40)
Paper III Oral Expression Reading and answering questions on the text Expressing opinion and discussing issues of general interests	100

Course	Category	ANDC** Students (Rs.)	Others (Rs.)
Certificate (French, German, Spanish)	General/ OBC/ SC / ST	11740/ 11590	14490/ 14340
Certificate (Russian)	General/ OBC/ SC / ST	3090/ 2943	3090/ 2943
Diploma (French, German, Spanish)	General/ OBC/ SC / ST	12740/ 12590	15590/ 15440
Advanced Diploma (French, German, Spanish, Russian)	General/ OBC/ SC / ST	16740/ 16590	19590/ 19440

Note: The fee includes the examination fee of INR 710 for Russian and INR 110 for rest of the languages.

*Students who are currently pursuing graduation/ post-graduation from the ANDC will be eligible. An additional fee may be charged depending on the number of students admitted to the course. The same shall be communicated to the students before commencement of the classes. The college reserves the right to not offer the course if sufficient students do not seek admission to this course. *In the event of University of Delhi not financially supporting the Certificate course in Russian language, the fee is likely to be increased. *In the event of University of Delhi not financially supporting the Certificate course in Russian language, the fee is likely to be increased. Certificate courses will run only if there are minimum of 30 students in each course. Diploma & Advanced Diploma courses will run only if there are minimum of 15 students in each course.

Career Options

Academic qualification and proficiency in foreign languages opens the gate for career in sectors such as tourism, embassies, diplomatic service, entertainment, stock markets and mass communication etc. Additionally, various multinational corporate bodies reserve candidates possessing excellent language skills in French, German, Russian, Chinese, Spanish, etc. Growth in global media and information technology has led to an increasing need of multilingual writers and translators. Some new avenues such as online content writers, technical translators or decoders too have come up as a big wave. One can think of applying for the job of a teacher, freelance, and interpreter or as a translator.

Job Prospects

Teaching & Research (University and school teaching) in India or abroad Government jobs through UPSC, Management, Print and Electronic Media (All India Radio has foreign language services), Indian Armed Forces, RAW, paramilitary forces, embassies, multinational companies, call centres, export-import, International organizations such as the United Nations Organization (UNO), Food and Agriculture Organization (FAO) and various Indian national organizations such as Ministry of External Affairs, Reserve Bank of India (RBI), etc. too require professionals who have specialization in foreign languages. Companies like HP, Oracle, Samsung, Hyundai, LG, Thomson, GE etc. employ language experts for outsourcing. Other companies like Microsoft, Volkswagen, Siemens, Thyssen Krupp and Schaeffler are also offering jobs to Indian students. Faculty, Orange, e-Serve, CIL, World Bank, ICAI, Achariya, Enchanting India, Thales, Tech Mahindra, Wipro, Oracle, Siemens, American Express, Amazon.com, Tata Consultancy, Unilever, Swiggy, etc. are also offering jobs to Indian students.

COORDINATION COMMITTEE

FOREIGN LANGUAGE COURSES

Dr. Geetika Kalra, Dept. of Botany (Coordinator)
Dr. Vikram Kumar, Dept. of Chemistry (Member)
Dr. Rashmi Sharma, Dept. of Botany (Member)

Foreign Language Centre Bulletin of Information

One year Part-time Self-financed Advanced Diploma, Diploma and Certificate Courses French, German, Russian and Spanish

ACHARYA NARENDRA DEV COLLEGE (UNIVERSITY OF DELHI)
Govindpuri, Kalkaji, New Delhi 110019

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http://andcollege.du.ac.in
http://www.facebook.com/andcollege1982
http://en.wikipedia.org/wiki/Acharya_Narendra_Dev_College

In collaboration with the Departments of German and Romance Studies, Slavonic and Finno-Ugric Studies, Persian and Modern Indian Languages, University of Delhi, the Foreign Language Centre of Acharya Narendra Dev College, was started more than ten years back. The College offers the learning of six-time Certificate courses in Spanish, French, German and Russian languages. Classes are generally scheduled in the late afternoon so as to suit working students. The College conducts Advanced Diploma Courses in these languages, subject to sufficient

ADMISSIONS

Number of students opting for these courses

Number of seats offered in each course:

LANGUAGE	FEMALE COURSES				
	Gen	SC	ST	OBC	EWS
French	31	30	5	18	4
German	31	30	5	18	4
Spanish	31	30	5	18	4
Russian	10	3	2	18	1

LANGUAGE	DIPLOMA COURSES				
	Gen	SC	ST	OBC	EWS
French	14	3	3	7	1
German	14	3	3	7	1
Spanish	14	3	3	7	1

Note: 2% seats reserved for PwD candidates

Reserved Category

22.5% of the total number of seats are reserved for candidates belonging to Scheduled Caste and Scheduled Tribe candidates (15% & 7.5% respectively). Reservation up to 3% in the minimum marks will be given to such candidates to determine eligibility and merit for admission, subject to the production of the required certificates. 2% of the total number of seats is reserved for candidates belonging to Other Backward Classes (Non-creamy layer). 3% seats are reserved for physically challenged candidates. 5% seats are reserved for children of ex-servicemen and men of the armed forces including para-military personnel who are in receipt of disability award or were killed or disabled in action. The candidate wishing to avail the benefit must submit a certificate to that effect.

ELIGIBILITY CRITERIA

Certificate Courses: Candidates should have passed Senior School Certificate Examination (10 + 2) of the CBSE or an Equivalent Board, with at least 45% marks in aggregate.

Diploma/Advanced Diploma Courses: Candidates who have passed the Certificate/Diploma Examination of University of Delhi in the language concerned or an examination recognized as equivalent thereto are eligible for applying in the Diploma/Advanced Diploma Courses in the respective language. Admission will be made strictly in order of merit of the respective Certificate/Diploma Course Examinations. Candidates who have obtained Certificate/Diploma in the language concerned, from any other institution of their having obtained the Certificate/Diploma in the language concerned one year before the year of admission to Diploma/Advanced Diploma, will be required to appear in the entrance test which will be conducted in the College.

Sole and substitute of day: Formed from Monday to Friday from 09.00 am to 12.00 pm.

MODE OF INSTITUTION AND PAYMENT OF FEES	
First fee	To be notified later
Second fee	To be notified later
Third fee	To be notified later

*Admissions will be done on all working days from Monday to Friday from 09.00 am to 12.00 pm.

Shortlisted candidates should bring the following at the time of admission:

- 1. Counterfeit of the admission form (Original certificate for verification)
- 2. ANDC, DU Identity card or latest Fee slip of applicable
- 3. Candidates will be required to deposit the fees by the requisite date and time, after verification of their documents at a stipulated date and time. So the fee will suffice for their class for admission.
- 4. Date for entrance test for Diploma/Advanced Diploma Courses to be announced later.

PROCEDURE FOR ADMISSION

Completed application forms, must reach the college. Candidates, if applying for more than one language course, have to fill separate applications forms. Students may also note that they can pursue only one part-time language course at the College in any academic year.

Admission to Certificate courses will be made strictly in order of merit based on the degree certificate. Selections will be based on marks scored in previous examinations and in the recent Senior Certificate Examination of the CBSE or its equivalent board for Categories I, II and III (as mentioned below), respectively.

CATEGORY	10+2 MARKS	DOCUMENTS NEEDED FOR ADMISSION
POST GRADUATE AND ABOVE	50	Bachelor's Degree and Mark Sheet and Master's Degree and Mark Sheet
GRADUATE	50	Class 10 Mark Sheet, Bachelor's degree and Mark Sheet
10+2 SENIOR SCHOOL CERTIFICATE (CBSE)	60	CLASS 10 Mark Sheet and Certificate

Additional documents to be attached:

- 1. Copy of Certificate for verification of date of birth.
- 2. Copy of Mark Sheet of the Certificate/Diploma Course in the language for admission to Diploma/Advanced Diploma Course respectively.
- 3. Two recent passport size photographs. The photographs should not be attested.
- 4. Copy of SC/ST/OBC (non-creamy layer) certificate.
- 5. Copy of the College Identity Card or fee receipt for the students belonging to University of Delhi category.

As there are limited numbers of seats available, eligibility does not guarantee admission. Admission to the course shall be provisional, subject to the confirmation by Admission Committee of the College.

GENERAL INFORMATION

ATTENDANCE

No candidate shall be allowed to appear in the annual examinations unless he/she has attended at least 75% of the total number of lectures delivered during the academic year in the language concerned.

SCHEDULE FOR CLASSES

Classes in the college shall commence on the date as advised by the University of Delhi. Classes will be held from 3.30 pm to 5.30 pm, on Mondays, Wednesdays and Fridays for Certificate Courses and on Tuesdays, Thursdays and Saturdays for Diploma Courses. Advanced Diploma classes will be scheduled later. Please note that all schedules are tentative and college reserves the right to introduce classes based on administrative requirements.

EXAMINATIONS

The Examinations of these courses will be held sometime in the month of April 2021. A student will be deemed to have passed the examinations only if he/she has secured the aggregate marks required to pass the examination in each paper (aggregate and 40% marks in each paper). The minimum marks required to pass the examination will be 40% in aggregate and 40% in each written and oral paper. For Russian examination pass percentage would be 45%. Students should regularly see the Notice Board for information regarding courses, timetables, examinations, holidays and attendance.

Students pursuing a part-time language course along with some other course from the University of Delhi / any other University should not take any responsibility for suspension of fees for annual examinations. Students are responsible to fulfill all the academic formalities, submission of fees, examination fees etc. For all updates in students' due to regular check the college information bulletin for foreign languages. Admissions will not be responsible for any negligence from the student's side.

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कॉलेज का आचार्य / Officiating Principal
आचार्य नरेंद्र देव कॉलेज / Acharya Narendra Dev College

(दिल्ली विश्वविद्यालय) / (University of Delhi)

गोविंदपुरी, कालकाजी, नई दिल्ली-110019
Govindpuri, Kalkaji, New Delhi-110019

ACHARYA NARENDRA DEV COLLEGE

Preparing for the future...

आचार्य नरेंद्र देव कॉलेज

तैयारी भविष्य की...

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दिल्ली विश्वविद्यालय | नैक मान्यता प्राप्त 'ए' ग्रेड



BROUCHER 2021-2022

EXAMINATION	MARKS
Grammar	100
Paper - II Translation	100
Translation of an address in Russian into Urdu (English or Hindi) (about 200 words) (70)	
Translation from English into Russian of a text (about 150 words) (30)	
Paper - III Oral Exam	100
Reading of text studied and questions on it.	
Questions on the topics given below (50)	
Scheme of Examination for French, German, Russian and Spanish Language Courses (50)	

CERTIFICATE COURSES	MARKS
Functional Grammar - I	100
Functional grammar based on the text book	
Paper II	100
Text Comprehension and Written Expressions	
Comprehension of simple texts and questions on them	40
Essay on simple topic, questions on comprehension	40
Translation of simple passages into English and simple sentences into the foreign language	20
Paper III	100
Oral Expression	
Reading of text, general questions on the country and civilization	40

DIPLOMA COURSES	MARKS
Communicative Grammar - II	100
Functional grammar based on the text book	
Paper II	100
Text Comprehension and Written Expressions	
Comprehension of texts on general topics	40
Essay writing and letter writing	40
Translation of passages into the foreign language and vice-versa	20

COURSE FEE (INR)	Category	AMDCN	Others
Certificate	General	11749	14499
	Other	11749	14499
Diploma	General	13740	15840
	Other	13740	15840
Diploma	General	16240	18490
	Other	16240	18490

Acharya Narendra Dev College
Foreign Language Centre
Bulletin of Information

One Year Part-time Self-Financed Advanced Diploma, Diploma and Certificate Courses
French, German, Russian and Spanish

ELIGIBILITY CRITERIA

Certificate Courses: Candidates should have passed Senior School Certificate Examination (10 + 2) of the CBSE or an Equivalent Board, with at least 45% marks in aggregate.

Diploma/Advanced Diploma Courses: Candidates who have passed the Certificate/Diploma Examination of University of Delhi in the language concerned or an examination recognized as equivalent thereto are eligible for applying to the Diploma/Advanced Diploma Course in the respective language. Admission will be made strictly in order of merit of the respective Certificate/Diploma Course Examination. Candidates who have obtained Certificate/Diploma in the language concerned from any other institution or those having obtained the Certificate/Diploma in the language concerned one year before the year of admission in Diploma/Advanced Diploma will be required to appear in the entrance test which will be conducted in the College.

RESERVED CATEGORY

22.5% of the total number of seats are reserved for candidates belonging to Scheduled Caste and Scheduled Tribe candidates (25% + 7.5% respectively). Relaxation up to 5% in the minimum marks will be given to such candidates to determine eligibility and merit for admission, subject to the production of required certificates to determine eligibility. 5% seats are reserved for physically challenged candidates. 5% seats are reserved for candidates belonging to Other Backward Classes (OBC) creamy layer. 5% seats are reserved for the same forces including Para-Military Personnel who are in receipt of Colours awarded or were killed or disabled in action. The candidate wishing to avail this benefit must submit a certificate to that effect.

ADMISSIONS

Number of seats offered in each course:

Language	Year	Number of Seats
French	1st	10
	2nd	10
German	1st	10
	2nd	10
Spanish	1st	10
	2nd	10
Russian	1st	10
	2nd	10

RESERVED CATEGORY

22.5% of the total number of seats are reserved for candidates belonging to Scheduled Caste and Scheduled Tribe candidates (25% + 7.5% respectively). Relaxation up to 5% in the minimum marks will be given to such candidates to determine eligibility and merit for admission, subject to the production of required certificates to determine eligibility. 5% seats are reserved for physically challenged candidates. 5% seats are reserved for the same forces including Para-Military Personnel who are in receipt of Colours awarded or were killed or disabled in action. The candidate wishing to avail this benefit must submit a certificate to that effect.

PROCEDURE FOR ADMISSION

Completed application forms, must reach the college on or before September 24, 2021. Candidates, if applying for more than one language course, have to fill separate application forms. Students may also note that they can pursue only one part-time language course at the College in any academic year.

Admission to Certificate courses will be made strictly in order of merit based on the certificate examination. For more details on the certificate admission would be based on marks secured in post graduation, graduation and in the Senior School Certificate Examination of the CBSE or an equivalent Board for Categories II and III as mentioned below respectively.

Category	% Seats	Examinations accepted for admission (One year)
I	25	Class XII (not done), Bachelor's Degree and (not done) and Master's Degree and (not done)
II	10	Class XII (not done) and Bachelor's Degree and (not done)
III	65	Class XII (not done) and Certificate Examination (10+2)

GENERAL INFORMATION

ATTENDANCE

No candidate shall be allowed to appear in the annual examinations unless he has attended at least 75% of the total number of lectures delivered during the academic year in the language concerned.

SCHEDULE OF CLASSES

Classes in the college shall commence on the date as advised by the University of Delhi (reinstatement of Classes). Classes will be held from 9.30 p.m. to 1.30 p.m. on Mondays, Wednesdays and Thursdays and Saturdays for Diploma Courses. Thursday and Saturdays for Certificate Courses. College reserved classes will be scheduled later. Please note that all candidates are creative and college preserves the right to re-schedule classes based on administrative requirements.

EXAMINATIONS

The Examinations of these courses will be held sometime in the month of April 2022. A student will be deemed to have passed the examinations if he secures 50% marks in aggregate and 40% marks in each paper separately except in Spanish where the minimum marks required to pass the examination will be 40% in aggregate and 40% in each written and oral paper. For Russian and German, the minimum marks required to pass the examination will be 40% in aggregate and 40% in each written and oral paper. For Spanish, the minimum marks required to pass the examination will be 40% in aggregate and 40% in each written and oral paper. For all examinations, the candidate must appear in all the examinations. Students are responsible for the submission of fees. The administrative commitments of the students are to regularly check the college information bulletin for foreign languages. Administration will not be responsible for any negligence from the student's side.

Officializing Principal
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