

4:00 p.m. The duration of one period is 60min. Certificate & Diploma classes are held thrice in

TIMINGS

All classes begin at a week of 2hr duration each. Advance Diploma classes are held four times in a week each of 2hr duration.

ATTENDANCE

A minimum of 67% attendance is compulsory to take the University Examination. The internal assessment exams will be conducted by the Department of East & Asian Studies, Delhi University, twice in a session for Chinese, Japanese & Korean.

DISCIPLINE

The college reserves the right to take disciplinary action against any student found violating college discipline. This includes expulsion from the course/college and rustication from the University.

EXAMINATION FORMS AND DEADLINES

The calendar for filling in examination forms will be notified on the College Notice Board & college website (www.dr.du.ac.in).

CALENDAR OF ADMISSION 2024-25

Online registration of application **18-07-2024 to 31.07.2024**
Final Admission List-as per DU notification
Orientation Programme (Online)-as per DU notification
Daulat Ram College, University of Delhi
Classes begin-as per DU notification

IDENTITY CARDS

Identity cards will be issued to students enrolled in Certificate / Diploma / Advanced Diploma course in foreign language to facilitate entry into college premises after 3:45 p.m. and not for any other purpose whatsoever. The students are expected to carry the Identity cards when coming for the class.

KEY INFORMATION

Principal : Prof. Savita Roy
Visit us : www.dr.du.ac.in
Contact us : drccfl@dr.du.ac.in



DAULAT RAM COLLEGE
UNIVERSITY OF DELHI
4, Patel Marg, Delhi 110007
"NAAC accredited 'A' grade College"



BULLETIN OF INFORMATION 2024-25



**CENTRE FOR FOREIGN
LANGUAGES (PART TIME)**

CENTRE FOR FOREIGN LANGUAGES

PART TIME FOREIGN LANGUAGE COURSES

Aims and Objective

International integration arising from interchange of world news, products, ideas and culture help in generating interdependence of economic and cultural activities. By offering courses in foreign languages the Centre at DRC aims to equip young women and men to be multi-lingual. Learning a foreign language sharpens the memory, enhances the alertness, and helps to develop one's cognitive skills. It aims not only to make the student more confident, but the knowledge of the foreign language gives them a more competitive edge over others enhances their intelligence, flexibility, concept formation, openness to diverse cultures and decision making skills. It also aims to develop their ability to communicate in several languages and overcome cultural barriers. In today's globally connected world, knowledge of a foreign language opens up a whole new world of ideas, culture, music, history, literature and culinary art of the concerned country. One could then connect through books, TV, internet, people and thus broaden his/her outlook. The aim is to make our multi-lingual students become better multitaskers.

Globalization has opened job opportunities for students with multilingual skills. Besides the possibilities of participation in International Student Exchange Programmes, with the knowledge of foreign languages the students would benefit from the employment opportunities in Multi National Companies, Export houses, Business Process Outsourcing (BPO), Information Technology (IT) firms, teaching in schools and colleges. Daulat Ram College at University of Delhi offers part time Certificate / Diploma / Advance Diploma Courses in Foreign Languages to women and men who wish to develop their skills and fluency in both speaking and writing in a language of their choice. The College offers Certificate/Diploma/Advance Diploma courses in French, German, Spanish, Italian, Chinese, Japanese and Korean languages.

Advance Diploma Courses are offered only to those who have qualified the Diploma Course in the relevant language and Diploma Courses are open to those who have qualified the Certificate Course in the concerned language. Students who are seeking admissions in Advance Diploma in German/Spanish/French/Italian language and have passed the Certificate/Diploma Course from Institutions other than Delhi University/Gap year cases are required to clear the entrance test conducted by the Department of Germanic and Romance Studies, Delhi University.

COLLABORATION WITH THE UNIVERSITY OF DELHI

All these Certificate /Diploma & Advance Diploma Courses are conducted in collaboration with the Department of Germanic and Romance Studies, Department of South Asian Studies, University of Delhi. The College will follow the University Calender in all matters related to academics.

The Annual Examination is held according to the schedule announced by Delhi University and the students are required to fulfill all criteria laid down by the respective department.

NUMBER OF SEATS

There are 50 seats in the College. A minimum of 20 students will be deemed to constitute a section to start a course. The College reserves the right to withdraw a course if sufficient number of students have not applied for it. The reservation policy of Government of India is applicable in all courses.

ELIGIBILITY CRITERIA

Candidates who have passed the Senior Secondary School Certificate Examination (10+2) of the Central Board of Secondary Education, New Delhi, or an examination recognized as equivalent there to with an aggregate of at least 45% marks are eligible to apply for admission.

- (a) Certificate Course: (Same)
- (b) Diploma Course : Those who have passed the Certificate course conducted by the University of Delhi.
- (c) Advance Diploma Courses: Those who have passed the Diploma Course conducted by the University of Delhi.
- (d) Those who passes in French / German / Italian / Spanish Certificate / Diploma Course from institutions other than Delhi University / gap year cases are required to clear the entrance test conducted by the respective Department of Delhi University. The Fee for the entrance exam will be Rs. 500/- per entrance test.

DOCUMENTS REQUIRED

Following documents should be self attested & uploaded online with Registration for admission in various Foreign Languages

- (i) Class XII pass certificate (*for certificate course*)
OR / Pass Certificate in the concerned language for Admissica in *Diploma Course*.
OR / Pass Certificate in Diploma Course for Admission in *Advance Diploma Course*.
- (ii) Caste Certificate

Following documents to be submitted online at the time Admission.

- 1. Certificate of last degree/course passed 2. 1 Photographs 3. Anti-ragging Undertaking by student & parents.

ADMISSION PROCEDURE

Admission will be done on merit basis. There is no age bar, Admission will be offered on the spot subject to availability of seats. Students are given two days to pay their fee online failing with their admission is cancelled.

ADMISSION

All admissions will be completed by 30 September 2024 The date will be extended if seats are available. Transfer from one course to another course not permitted.

FEE DETAILS

A fee of Rs. 1000/- will be deducted if admission is cancelled within two week of admission.

Beyond **two** week there will be **NO** refund of fees.

Fees payment mode: **online**.

Registration Fee	Rs. 50/- (Student can apply only 3 languages)
Admission Fee	Rs. 17000/- (For all languages) 17510
University Examination Fee	Rs. 510/- (For all languages)
Continuous Internal Evaluation	Rs. 500/- (Only for Chinese / Japanese / Korean)
Entrance Exam. Fee	Rs. 500/- (Those who passes in French / German / Italian / Spanish Certificate / Diploma Course from institutions other than Delhi University / gap year cases are required to clear the entrance test conducted by the respective Department of Delhi University. The Fee for the entrance exam will be Rs. 500/- per entrance test).
University Enrollment Fee	Rs. 300/- Only for students other than Delhi University.