

ICT Continuing Education Centre
Industry Institute Partnership Cell
DAYALBAGH EDUCATIONAL INSTITUTE
DAYALBAGH, AGRA
REGISTRATION FORM FOR DEI STUDENTS/JOBSEEKERS
(FOR COURSES CONDUCTED BY ADEILs)

FILL IN APPLICATION FORM IN BLOCK LETTERS
(BLOCK LETTER SAs it should appear on certificate)



Students / Jobseekers (Circle)

SC _____ ST _____ OBC _____ GN _____

1. Name: Mr/. Mrs./ Ms. _____ M/F

2. STUDYING IN FACULTY _____

ROLL NO. _____

SEMESTER _____ OR for

For Jobseekers

SATSANG BRANCH _____

Qualifications _____

ICT Continuing
Education
Centre



☐ **Soft Skills**

Signature of Applicant: _____

Date _____

email _____

Contact: No. _____

For Office Use:

Date: _____

Amount: _pd_____ Due: _____

Office Located in rear verandah, Central Office,
Administrative Block, DEI Office
Phone: 9808632807/
Contact: Punam Prakash
Email: punam.prakash@gmail.com

ICT Continuing Education Centre
Training Programs
In Collaboration With
Industry Institute Partnership Cell
for DEI Students/Jobseekers
SFS(2018-19)

DEI Courses for Enhancing
Job-Placement

Aim: Prepare and assist current and past DEI students for
placements, including the following:

- Train students in resume writing
- Develop interview and communication skills
- Practice group discussions
- Enhance IT skills and vocational skills

Methodology: Distance Education Mode:

Teaching is conducted using pre-recorded audio or
video instructions, facilitated by mentors at the
locations where the course is run.

ICT CEC DEI

Basic Soft Skills

Timings:

Location: CAO ICT Office

Sun-day	Mon-day	Tues-day	Wed-nesday	Thur-sday	Fri-day	Satur-day

Sun-day	Mon-day	Tues-day	Wed-nesday	Thurs-day	Fri-day	Sat-urday

Course Title:

Basic Soft Skills

Course Description:

- A variety of exercises and discussion to build skills in :
- Resume writing
- Communication Skills, GD's, answering interview questions
- Personality Development...what employers want
- Interview Techniques (most *important* for successful placement)

Dates/Class Timings:

When: July-Sept, 2018

Where: Office

Time: _____ *Tuition:* Rs. 675/

Registration From: NOW...

11:00 AM –4:30 PM

ICT CEC Office (in the rear verandah at Central Office)



Office Location: Central Office (rear verandah) 1:0:30-5:00PM -

Office Phone: 9808632807

Email: punam.prakash@gmail.com

Office Use:
