

**AADEIs ICT Continuing Education Centre**

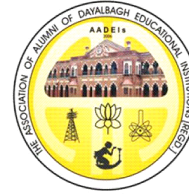
**Industry Institute Partnership Cell**

DAYALBAGH EDUCATIONAL INSTITUTE

DAYALBAGH, AGRA

REGISTRATION FORM FOR DEI STUDENTS/JOBSEEKERS  
(FOR COURSES CONDUCTED BY AADEIs)

FILL IN APPLICATION FORM IN BLOCK LETTERS  
(BLOCK LETTERS as 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 \_\_\_\_\_

**Soft Skills (Basic)**

Signature of Applicant: \_\_\_\_\_

Date \_\_\_\_\_

email \_\_\_\_\_

Contact: No. \_\_\_\_\_

For Office Use:

Date: \_\_\_\_\_

Amount: pd \_\_\_\_\_ Due: \_\_\_\_\_

# AADEIs

Office Located in rear verandah, Central Office,  
Administrative Block, DEI Office Phone: 8755921765,  
9634555217  
Phone: 9808632807/  
Contact: Punam Prakash  
Email: punam.prakash@gmail.com

## AADEIs Training Programs In Collaboration With Industry Institute Partnership Cell for DEI Students/Jobseekers BSFS(2015-16)

DEI -APAC 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.

**AADEIs ICT CEC DEI**

**Basic Soft Skills**

**Timings:8:00AM-9:45AM**

**Location: Commerce Faculty**  
**AUG-SEPT**

Sun-day	Mon-day	Tues-day	Wed-nesday	Thur-day	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 30, 2015

**Where:** Commerce Fac.

**Time:** 8:00AM –9::45AM

**Tuition:** Rs. 675/

**.Registration From: NOW...**

**11:00 AM –4:30 PM**

**AADEIs ICT CEC Office (in the verandah at Central Office)**



rear

Office Location: Central Office (rear

verandah) Office Phone: 1:0:30-4:30PM -9808632807

Phone: 9634555217

Email: punam.prakash@gmail.com

**Office Use:**

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