



# SHRI RAM COLLEGE OF COMMERCE

University of Delhi, Maurice Nagar, Delhi - 110 007  
Website: www.srcc.edu Phone: 27667905, 27666519

## FOREIGN LANGUAGE CELL SHRI RAM COLLEGE OF COMMERCE

September 11, 2023

### NOTICE REGISTRATION FOR THE PART-TIME CERTIFICATE COURSE IN FOREIGN LANGUAGE-GERMAN

The Foreign Language Cell at Shri Ram College of Commerce is pleased to announce the commencement of the **Part-Time Certificate Course in Foreign Language – German (2023-24)**. This course presents a unique opportunity for students to acquire proficiency in the German language, enriching their linguistic and cultural knowledge.

#### Course Details:

<b>Language:</b>	German
<b>Course Fee:</b>	₹12,310 for SRCC students, ₹18,210 for students from other colleges (Including GST and University Examination Fee)
<b>Duration:</b>	120 to 150 hours (6 hours per week from September-2023 to April-2024)
<b>Eligibility:</b>	A student enrolled in any course in any college/department of University of Delhi meeting the minimum eligibility as stated in general guidelines.
<b>Mode:</b>	Offline at SRCC Campus

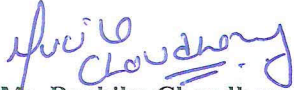
Please note that this course is conducted as per the official guidelines of the University of Delhi and is affiliated with the Department of Germanic and Romance Studies (GRS), University of Delhi.

Interested students can apply by filling up the registration form latest by September 18, 2023.

**Registration link:** <https://forms.gle/GZYnxtj2oHDY9hXz5>

Please read the general guidelines attached.

For any inquiries, please mail to: [foreignlanguage@srcc.du.ac.in](mailto:foreignlanguage@srcc.du.ac.in)

  
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Co-Convenor (German Course)  
Foreign Language Cell, SRCC

  
Prof. Aruna Jha  
Convenor  
Foreign Language Cell, SRCC

  
Prof. Simrit Kaur  
Principal

## GENERAL GUIDELINES

1. Registrations are invited from students studying in Shri Ram College of Commerce and other colleges affiliated to University of Delhi only.
2. Maximum number of seats is 100. Candidates shall be shortlisted on merit basis in case of excess applications are received. Minimum 40 successful registrations are required in the course and without minimum registrations, the course shall not be commenced and fee received shall be refunded.
3. The selected candidates will be required to pay the fee in full upon confirmation of their selection. Fee shall be received in online-mode only. The fee once paid shall not be refundable or transferable.
4. On the commencement of the course, it is mandatory for the students to attend all the classes pertaining to the course. University Guidelines regarding minimum attendance shall be applicable for appearing in Final Examination.
5. The total duration of the course shall be 120-150 hours (6 months to 7 months).
6. The classes shall be scheduled from 4:00 PM to 6:00 PM and three days a week. If required, classes may be conducted on Sunday and public holiday as well.
7. The classes will be conducted in offline mode. Some classes may be conducted in online mode but not more than 1/3rd of the total classes shall be conducted in online mode.
8. The college reserves the right to revoke the admission of any student found in any act of indiscipline, misbehaving with peers and staff or damaging the college property.

### **Eligibility Criteria**

Candidates who have passed the senior secondary Examination (10+2) or an examination recognized as equivalent with an aggregate of at least 45% marks are eligible to apply.

### **Certification of the Course**

Certificate of the course shall be awarded by the University of Delhi after successfully passing the examination as per University rules.

### **Admission Process:**

1. Interested students may apply for the course by filling the registration form shared through Google Form link in this notice. (Link can also be accessed in Announcement Section of SRCC website)
2. The names of the provisionally selected students with waiting list will be put up in a notice on the college website. Provisionally selected students will also receive a mail from [foreignlanguage@srcc.du.ac.in](mailto:foreignlanguage@srcc.du.ac.in).
3. Selection shall be made on merit basis if number of applicants is more than the number of seats. Merit list shall be prepared as per marks scored in 12th standard.
4. Provisionally selected students will be required to deposit the fee in online mode as per instructions. A separate notice for fee payment will be published on the college website (Announcement Section).
5. After successful submission of fee, students will be required to submit the self —attested hard copies of their documents (mentioned below) along with fee receipt to the college Admin Office.

6. A final selection list will be prepared and published on the college website before the commencement of classes.

### **Tentative Timeline**

Registration Opens: 12<sup>th</sup> September, 2023

Registration Closes: 23<sup>rd</sup> September, 2023

Announcement of Merit List: 24<sup>th</sup> September, 2023

Commencement of Classes: From 1st Week of October, 2023

### **Note:**

1. Announcement of second list is subject to availability of seats.
2. Fee payment details will be shared with the announcement of merit list.
3. Selected students will be required to deposit the fee within 3 (three) working days from the date of publication of the list.
4. Following successful fee payment, selected candidates will be notified of further admission process and physical documents verification through FLC-SRCC official email-id.

### **Scheme of Examination**

Examination for the Certificate Course shall be conducted by the Shri Ram College of Commerce in coordination with the Department of Germanic and Romance Studies as per the date sheet published by DU for the Part-Time Courses. Registered students will be required to fill a separate examination form for certificate course on the University website when university opens the link. Generally, this link is opened by University in December/January month.

Normally the examinations of part time courses are held in the month of April. Students who pursue a part time language course as well as other course/s from University of Delhi /any other university simultaneously may note that the college does not take any responsibility for adjustment of dates for the annual examination. Students may also note that they can pursue only one part time language course at a time.

### **Merit-Cum-Need Scholarship**

In order to support economically weaker section students, Merit-cum-Need based scholarships are offered in the form of 50% fee waiver to 10 percent students of total batch size. This scholarship shall be given in the form of refund after completing the course. **Only students enrolled in SRCC for a UG/PG course are eligible to apply for this.**

The applications for the scholarships will be invited after commencement of the course and eligible students may apply for this by submitting the soft copies of their relevant certificates.

### **Syllabus of the Certificate course in German Language**

#### **Paper I**

Communicative Grammar-I

Functional grammar based on the text book

**Paper II**

Text Comprehension and Written Expression	100
Comprehension of simple texts and précis-writing	40
Essays on simple topics, questions on civilisation	40
Translation of simple passages into English and simple sentences into the foreign language	20

**Paper III**

Oral Expression	100
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Reading of texts, general questions on the country and civilisation.

For more details visit the website of Department of Germanic and Romance Studies by using the following link: <http://grs.du.ac.in/courses/partTimeCourses.html>

**Documents Required**

1. Self-attested copy of 10th class mark sheet (as a proof of date of birth)
2. Self-attested copy of 12th class mark sheet
3. Self-attested copy of College ID card
4. 2 passport size photographs
5. Self-attested copy of Fee Receipt
6. Self-attested copy Category Certificate (wherever applicable)