

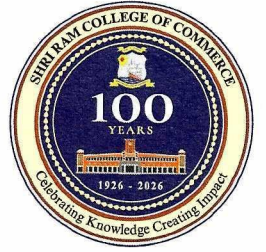


श्री राम कॉलेज ऑफ कॉमर्स SHRI RAM COLLEGE OF COMMERCE

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August 04, 2026

FOREIGN LANGUAGE CELL NOTICE

Registration for the Part-Time Diploma Course in Foreign Language-French

Foreign Language Cell, Shri Ram College of Commerce (FLC-SRCC) invites applications for the **Part-Time Diploma Course in Foreign Language-French (Batch-2026-27)**. This course is affiliated to the Department of Germanic and Romance Studies (GRS), University of Delhi and will be conducted as per the guidelines of University of Delhi.

The details of the course are as follows:

- **Registration Fee-** Rs. 250/- (non-refundable)
- **Course Fee (including examination fee):**
 - Rs. 11,760/-for SRCC candidates
 - Rs. 15,510/-for other candidates
- **Course Duration:** 120-150 hours (6 hours per week from September-2026 to April-2027)
- **Class Timings:** 04:00 pm to 6:00 pm on Monday-Wednesday-Friday (Summer Sessions) 03:30-5:30 on Monday-Wednesday-Friday (Winter Session)
- **Mode of Classes:** Offline, at SRCC Campus
- **Eligibility:** Certificate Examination in French from University of Delhi or an examination recognized as equivalent thereto are eligible to apply

Interested candidates are required to submit the online application form latest by August 16, 2026. Application form can be accessed using the following link:

<https://forms.gle/WuumetQLT6DZvVL8A> OR Click here for registration

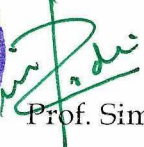
Candidates are advised to carefully read the **Bulletin of Information** attached with this notice before submitting the application form.

For any query, kindly email to foreignlanguage@srcc.du.ac.in


Mr. Satnam Singh
Course Coordinator


Dr. Dixit Yadav
Course Co-Coordinator




Prof. Simrit Kaur
Principal

Bulletin of Information

Diploma Course (Part-Time) in Foreign Language-French (Batch 2026-27)

Foreign Language Cell, Shri Ram College of Commerce
University of Delhi

1. Tentative Timeline

Registration Opens: August 06, 2026

Registration Closes: August 16, 2026

Entrance Test (wherever applicable): Date will be informed via email

Declaration of First List of Provisionally Shortlisted Applicants, Submission of Course Fee and Document Verification: August 18, 2026-August 21, 2026

Commencement of Classes: August 31, 2026

Note:

- (i) *Announcement of second list is subject to availability of seats.*
- (ii) *Provisionally selected candidates will be required to deposit the course fee within 3(three) working days from the date of publication of the list.*
- (iii) *Following successful fee payment, selected candidates will be notified of further admission process and physical documents verification through FLC-SRCC official email.*
- (iv) *Commencement of classes is subject to declaration of result of certificate examination.*

2. Registration Fee and Course Fee

- **Registration Fee-Rs. 250/- (non-refundable) ***
- **Course Fee- Rs. 15,510/- (for other-than SRCC candidate); Rs. 11,760 (for SRCC candidate)**

Note:

- (i) *The course fee is inclusive of the University Examination Fee. Both the registration fee and the course fee are payable only through the online mode.*
- (ii) *Provisionally selected candidates will be required to deposit the course fee within 3(three) working days from the date of publication of the list. The selected candidates will be informed through email regarding the payment of the course fee.*
- (iii) *The fees once paid are non-refundable, non-transferable, and cannot be adjusted against any other course or future admission.*
- (iv) *Detailed instructions for payment of the Registration Fee and Course Fee are provided at the end of this document.*

3. About the Foreign Language Cell and Foreign Language courses

The Foreign Language Cell (FLC) of Shri Ram College of Commerce offers part-time courses in foreign languages in collaboration with the Department of Germanic and Romance Studies, University of Delhi, to equip students with valuable linguistic and intercultural skills in an increasingly globalized world. These courses are designed to develop proficiency in reading, writing, listening, and speaking while providing insights into the culture, history, and traditions of the respective language-speaking regions. Mentored by qualified faculty, the courses complement students' academic pursuits and enhance their employability, higher education prospects, and opportunities in international careers.

Offered in the part-time mode, these courses enable students to pursue a foreign language alongside their regular full-time academic programme without disrupting their academic schedule. By acquiring an additional language, students strengthen their communication and cross-cultural competencies, enrich their personality, and build a more competitive resume, thereby improving their career



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prospects in an increasingly global employment market. The courses are open to students of Shri Ram College of Commerce as well as students from other recognized institutions, subject to the prescribed eligibility criteria and availability of seats.

4. Eligibility Criteria

- A. Candidates who have passed the Certificate Examination in the French language from the University of Delhi during the academic year 2025–26 shall be eligible for direct admission without appearing for any entrance examination. Admission shall, however, be granted strictly on the basis of merit determined by the marks obtained in the Certificate Examination.
- B. Candidates who have passed the Certificate Examination in the French language from the University of Delhi prior to the academic year 2025–26, shall be required to appear for and qualify in the admission/entrance test. Their admission shall be considered strictly on the basis of merit, subject to qualifying the test.
- C. Candidates who have passed an examination in the French language recognized as equivalent to the certificate level offered by University of Delhi, from any institution other than the University of Delhi, shall be required to appear for and qualify in the admission/entrance test. Their admission shall be considered strictly on the basis of merit, subject to qualifying the test.

Note: In the case of candidates claims an equivalent qualification eligibility from an institution other than the University of Delhi, the determination of equivalence shall rest exclusively with the Department of Germanic and Romance Studies, University of Delhi. The decision of the Department shall be final and binding on the candidate, and no representation or appeal against such decision shall be entertained.

5. Course Duration and Class Timings

- The Diploma Course in French (Part-time) is offered in the annual mode and comprises approximately 120–150 hours of classroom instruction. Classes will be conducted three days a week, on Monday, Wednesday, and Friday.
- The class timings are as follows: 4:00 PM to 6:00 PM (Summer Session) and 3:30 PM to 5:30 PM (Winter Session)
- Classes will be conducted in the offline mode at the Shri Ram College of Commerce campus. If required, additional classes may be scheduled on Sundays or public holidays to ensure timely completion of the course curriculum.

6. Admission Process

- Interested candidates may apply for the course by submitting the online registration form through the Google Form link provided in the admission notice and paying the non-refundable registration fee of Rs. 250/-.
- The list of provisionally selected candidates, along with the waiting list, will be published on the SRCC website. Provisionally selected candidates will also be informed via email from foreignlanguage@srcc.du.ac.in. If the number of registrations exceeds the available seats, admissions will be made strictly on the basis of merit. The merit list will be prepared based on the marks obtained in the Certificate Examination in French.
- Provisionally selected candidates must pay the prescribed course fee through the online mode, as per the instructions issued by the College. A separate fee payment notice will be published in the Announcements section of the SRCC website.
- After successful payment of the course fee, candidates must submit self-attested hard copies of the prescribed documents (listed below), along with the fee payment receipt, to the College Administrative Office within the stipulated timeline.



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7. Course Affiliation and Certification

Diploma in foreign language French is affiliated to Department of Germanic and Romance studies, University of Delhi. Diploma of the course shall be awarded by the University of Delhi after successfully passing the examination as per the University rules.

8. Scheme of Examination

Examination for the Diploma 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 University of Delhi for the Part-Time Courses. Registered students will be required to fill a separate examination form for diploma course on the University website. 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.

9. Important Information

- (i) The course has a maximum intake of 80 students. If the number of registrations exceeds the available seats, admission will be granted strictly on the basis of merit. The course will commence only if a minimum of 35 students registered successfully.
- (ii) Selected candidates must pay the full course fee within the prescribed timeline. The fee is accepted only through the online mode and, once paid, is non-refundable, non-transferable, and cannot be adjusted against any other course.
- (iii) Students are expected to attend all classes regularly. The minimum attendance requirement prescribed by the University of Delhi must be fulfilled to be eligible to appear in the final examination.
- (iv) All classes will be conducted in the offline mode at the Shri Ram College of Commerce campus.
- (v) Students enrolled in this part-time course are not entitled to regular student facilities such as library, hostel or parking access etc., and are not permitted to participate in college extracurricular activities.
- (vi) Students are required to comply with all College rules and disciplinary regulations. The College reserves the right to cancel the admission of any student found guilty of indiscipline, misconduct, misbehaviour with fellow students or staff, or damage to college property.

9. Documents Required

Documents to be submitted after provisional selection during the document verification stage:

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 proof (any photo ID proof)
4. Self- attested copy of Certificate in French Level Marksheet
5. 2 passport size photographs
6. Copy of Fee Receipt



81

82

10. Detailed Instructions for the Payment of Registration Fee

- Candidates are required to pay a registration fee of Rs. 250/- and course fee (If provisionally shortlisted) to the bank account mentioned below through any online mode of payment.

Name of Account Holder	Principal, Shri Ram College of Commerce
Bank Name and Branch	State Bank of India, Shri Ram College of Commerce
Account Number	10851301539
IFSC Code	SBIN0010437
MICR Code	110002439
Type of Account	Savings account

- After successfully making the payment, candidates must enter the payment reference number/transaction ID and date of payment in the registration form (google form) and upload a screenshot of the payment confirmation as proof of payment.
 - *Please note: Applications submitted without payment of the registration fee and/or without furnishing the payment details, will not be considered.*



8/7

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