



Harikisan Jajoo Education Sanstha
**COLLEGE OF MANAGEMENT AND
COMPUTER SCIENCE, YAVATMAL.**

(Affiliated to Amravati University, Amravati) College Code 457/ MBA Code 1106

Behind Naringe Nagar, Dhamangaon Road, Yavatmal - 445 001. (Maharashtra) Tele Fax. : 255595

Ref.No.

Date : 2/2/2021

To ,

Director,
Dept. of Lifelong Learning
& Extension,
SGBAU, Amravati.

Subject: proposal for certificate courses.

Dear sir,

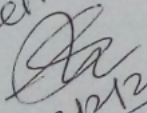
with reference to above subject, we
are willing to start following certificate courses
from the session 2020-2021.

- 1) Certificate course in Desktop publishing
- 2) Certificate course in Tally.

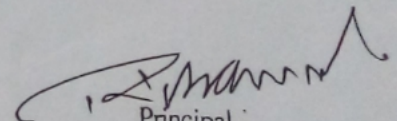
Kindly permit us to start the above
courses as per the guidelines of SGBAU, Amravati.

- Encl: 1) proposal for DTP
2) proposal for Tally

Received


2/2/2021

DIRECTOR
Department of Lifelong
Learning & Extension
Jai Gadge Baba Amravati University


Principal
College Of Management And
Computer Science, Yavatmal.

Sant Gadge Baba Amravati University, Amravati

Department of Lifelong Learning & Extension Services

Proposal for conducting Short term/Long term/ Advance Diploma Certificate Courses

1. Basic Information about the Applicant Departments/College/Institute:

- i) Name of the Department/ College/ Institute : College Of Management And Computer Science, Yavatmal
- ii) Complete Postal Address of Department/College/Institute : 13/4-A, Behind Naringe Nagar, Dhamangaon Road, Yavatmal
- iii) Phone Number : 9405812321, 9405392530
- Name of the University : Prof. Ritesh D. Chandak
- iv) Deptt./Principal/Institute with full Postal Address : College Of Management And Computer Science, 13/4-A, Behind Naringe Nagar, Dhamangaon Road, Yavatmal

2. Details of the Course Proposed:

- i) Name of the Course: :
 a. Certificate : Certificate Course in Tally
 b. Diploma
 c. Advance Diploma
- ii) Target Group : UG Students
- iii) Duration Of The Course : 3 Months
- iv) Timings : 03:00 PM to 04:00 PM
- v) Medium of Instruction : English
- vi) No. of Candidate to be admitted :
 vii) Fees to be charged per student :

3. Details of the Faculty for Course :

- i) Whether Department/College/ Institute has any Degree/ Diploma related to the Proposed Course : NO
- ii) Whether the Course is Prepared by experts from related field : NO
- iii) Information of Course Co-Ordinator (To be appointed for the Course)

Name and Address	Qualification	Experience
Prof. Sudhir N. Velukar	M.Sc. (Applied Electronics)	17 Years

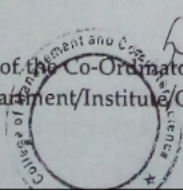
iv) Information of Faculty Members (To be appointed for the Course)

Sr. No.	Name of the Faculty Member	Qualification	Topics	Full Postal Address
1	Mr. Sagar Sopan Komalwar	B.Com., KLIC Certificate Course In Advance Accounting With Tally ERP, Certificate in Financial Accounting	Tally	25, Shanti Nagar, Wadgaon Road, Yavatmal

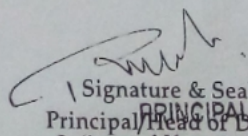
4. Details of the Physical Infrastructure to be provided for the course:

- i) Class rooms : ICT Class Room 75 sq.m.
- ii) Library : ICT Library 116 sq.m.
- iii) Equipements : 13, 15 Intel Computers
- iv) Any others : Required Software

Signature of the Co-Ordinator Seal of the Department/Institute/College



Signature & Seal of the Principal, Head of Department College of Management And Computer Science, Yavatmal



Sant Gadge Baba Amravati University, Amravati

Department of Lifelong Learning & Extension Services

Proposal for conducting Short term/Long term/ Advance Diploma Certificate Courses

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- Name of the University : Prof. Ritesh D. Chandak
- iv) Deptt./Principal/Institute with full Postal Address : College Of Management And Computer Science, 13/4-A, Behind Naringe Nagar, Dhamangaon Road, Yavatmal

2. Details of the Course Proposed:

- i) Name of the Course : Certificate Course in Desk Top Publishing
- a. Certificate
- b. Diploma
- c. Advance Diploma
- ii) Target Group : UG Students
- iii) Duration Of The Course : 3 Months
- iv) Timings : 04:00 PM to 05:00 PM
- v) Medium of Instruction : English
- vi) No. of Candidate to be admitted :
- vii) Fees to be charged per student :

3. Details of the Faculty for Course :

- i) Whether Department/College/ Institute has any Degree/ Diploma related to the Proposed Course : NO
- ii) Whether the Course is Prepared by experts from related field : NO
- iii) Information of Course Co-Ordinator (To be appointed for the Course)

Name and Address	Qualification	Experience
Prof. Sudhir N. Velukar	M.Sc. (Applied Electronics)	17 Years

iv) Information of Faculty Members (To be appointed for the Course)

Sr. No.	Name of the Faculty Member	Qualification	Topics	Full Postal Address
1	Mr. Sagar Sopan Komalwar	B.Com., Certificate in Desktop Publishing	DTP	25, Shanti Nagar, Wadgaon Road, Yavatmal

4. Details of the Physical Infrastructure to be provided for the course:

- i) Class rooms : ICT Class Room 75 sq.m.
- ii) Library : ICT Library 116 sq.m.
- iii) Equipements : I3, I5 Intel Computers
- iv) Any others : Required Software

Signature of the Co-Ordinator Seal of the Department/Institute/College

Signature & Seal of the Principal/Head of Department College of Management And Computer Science, Yavatmal