



# THE GEORGE TELEGRAPH TRAINING INSTITUTE

## Memari Centre

Bamunpara More, PO Memari, District. Burdwan, (Opposite Indian Oil Petrol Pump), Mobile : 9433349788



### ADMISSION PARTICULARS: MAIN CHART

Session: April - May 2020

Refer to Computer Courses Chart for Computer Software courses  
To be effective 1st March 2020

Sl. No.	NAMES OF THE COURSES	CLASSES			N.S.D.C Training Partner	Admission Fees	Course Fees if paid in one Lump	Fees payable under Installment scheme					Minimum Eligibility
		Duration (months)	Days per week	Classes per day				Fees	1st Installment Fees	2nd / Final Installment Fees	3rd / Final Installment Fees	Final Installment Fees	
<b>ELECTRONICS &amp; TELECOMMUNICATION</b>													
1	<b>ELECTRONICS &amp; ELECTRICAL EQUIPMENT ENGINEERING (HOUSEHOLD)</b>	12	3	3 hours								Passed Class X Board Exam.	
2	Computer Hardware & Networking Engineering <i>(with Networking - (LAN))</i>	18	3	3 hours.	✓							Appeared Class XII Board Exam.	
3	<b>CHIP LEVEL LAPTOP REPAIRING</b>	6	3	3 hours								Passed Class X Board Exam.	
4	Mobile & Telephone Repairing Technician	12										Passed Class X Board Exam.	
	Module I : Basic Electronics, EPBT	6	3	3 hours	✓							Completed Module I	
5	Mobile & Telephone Mechanic <i>(with EPBT, Cordless, Mobile handsets)</i>	6	3	3 hours	✓							Passed Class IX	
6	<b>CERTIFICATE COURSE IN SMART PHONE REPAIRING (JUNIOR TECHNICIAN LEVEL)</b>	3	3	3 hours								Passed Class VIII Exam.	
7	<b>CERTIFICATE COURSE IN SMART PHONE REPAIRING (SENIOR TECHNICIAN LEVEL)</b>	3	3	3 hours								Passed Class VIII Exam.	
8	<b>CCTV INSTALLATION TECHNICIAN</b>	3	3	3 hours								Appeared Class X Board Exam.	
<b>ELECTRICAL</b>													
9	Electrical Technician <i>(Including Wireman, Electrician, Armature Winder Overview &amp; Engineering Drawing)</i>	12	5	16 hours/ week (4daysX3hrs+1day X4hrs)	✓							Appeared Class X Board Exam.	
<b>CIVIL &amp; MECHANICAL</b>													
10	<b>Automobile Engineering</b>	24	3	3 hours.	✓							Passed Class X Board Exam.	
11	Automobile Technician <i>(Two &amp; Three Wheeler)</i>	12	3	3 hours.	✓							Appeared Class X Board Exam.	
12	<b>AUTOMOBILE MECHANIC</b>	6	3	3 hours.								Passed Class VIII Exam.	
13	<b>Air-conditioning &amp; Refrigeration Engineering</b>	24	3	3 hours.	✓							Passed Class X Board Exam.	
14	Air-conditioning & Refrigeration Technician	12										Passed Class IX	
	Part I	6	3	3 hours	✓							Completed Part I	
15	<b>AIR-CONDITIONING &amp; REFRIGERATION MECHANIC</b>	6	3	3 hours								Passed Class VIII Exam	
16	Civil Draughtsmanship (with CAD)	12										Passed Class X Board Exam.	
	Part I	6	5	15 hours/week (5daysX3hrs.)	✓							Completed Part I	
17	Civil Construction Technology	12	3	4 Hours	✓							Passed Class XX Board Exam.	
18	Field Surveying (with Cad Overview)	12	3	2 Hours	✓							Gradualte	
19	<b>Field Surveying (Amin)</b>	6	3	3 hours.								Passed Class X Board Exam.	
20	<b>Office Management (Module I + Module II) As given below</b>	10	3	3 hours								Passed Class XII Board Exam.	
21	<b>Front Office Management (Module I)</b>	6	3	3 hours								Passed Class XII Board Exam..	
22	<b>Back Office Management (Module II)</b>	4	3	3 hours								Passed Class XII Board Exam.	
23	<b>Spoken English</b>	3	3	2 hours								Passed Class X Board Exam.	
24	<b>Advanced Spoken English</b>	6	3	2 hours								Passed Class X Board Exam.	
<i>Class Time and Class Day may vary in exigency of circumstance</i>													
							Installment to be paid within the following Dates						
							Second Instalment		Final Instalment				
							-		20th Jan 2020				
							15th April 2020		15th Sept 2020				
N.B. The following documents are required at the time of admission													
A. Photocopy of age-proof Certificate							Please Note: At the time of admission: For one lump: Admission Fees +Course Fees i.e (A+B) For Installment scheme: Admission Fees +Installment Fees i.e (A+C)						
B. Photocopy of last board/council/university examination Mark Sheet/Certificate													
C. 3 copies of recent passport size photograph													
ORIGINALS OF ITEMS A AND B ABOVE MUST BE PRODUCED FOR VERIFICATION							By order		Gora Dutta			Principal	



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### ADMISSION PARTICULARS: COMPUTER SOFTWARE

**Session: April - May 2020**

Refer to Main Chart for other courses

To be effective from 1st march 2020



Sl. No.	NAMES OF THE COURSES	CLASSES			N.S.D.C Training Partner	Admission Fees	Course Fees if paid in one Lump	Fees payable under Installment scheme		Minimum Eligibility
		Duration (months)	Days per week	Classes per day				1st Installment Fees	Final Installment Fees	
<b>COMPUTER SOFTWARE</b>										
1	<b>Computer Application &amp; Programming (CAP)</b>	12								Passed Class X Board Exam.
	<i>Module I: Computer Fundamentals, Operating Systems, Word, Powerpoint, Excel, Access, "C" Language, Internet, E-mail, Project</i>	6	4	3 hours.	✓					
	<i>Module II : Overview on HTML, Front Page &amp; Java Script, PHP with MySQL, Oracle, OOP with C++, Basic Project.</i>	6								
2	<b>Computer Aided Drafting (CAD)</b>	6								D'man/Polytech.  Completed ATE/ARE from GTTI
	<i>Base Module: Computer Fundamentals ■ Operating Systems ■ IT Concepts</i>	1	3	2 hours						
	<i>Module I: Drafting Concepts ■ Basic CAD</i>	2								
	<i>Module II: Intermediate CAD &amp; Advanced CAD</i>	3								
3	<b>Computerised Financial Accounting (CFA)</b>	6								Passed Class XII Board Exam.(Com.)
			3	2 hours	✓					
4	<b>Office &amp; Internet</b>	6								Passed Class X Board Exam.
	<i>Base Module: Computer Fundamentals ■ Operating Systems</i>	1	3	2 Hours	✓					
	<i>Module I: Word ■ Excel ■ PowerPoint ■ Internet (Browsing &amp; E-mailing)</i>	2								
	<i>Module II: Outlook ■ Access ■ PhotoDraw ■ Publisher</i>	3								
5	<b>Computer Application (CA)</b>	6	3	2 Hours						Passed Class X Board Exam.
	<i>Module I: Computer Fundamentals, Operating Systems, Word, Powerpoint, Excel, Access, Outlook, Internet, E-mail, Oracle, Project</i>									
<b>Class Time and Class Day may vary in exigency of circumstance</b>										
							<b>Instalment to be paid within the following Dates</b>			
For courses of six months in duration							20th Jan 2020			
For courses of one year in duration							30th April 2020			
<b>N.B. The following documents are required at the time of admission</b>							<b>PROSPECTUS: Rs.200/-</b>			
A. Photocopy of age-proof Certificate							Please Note: At the time of admission: For one lump: Admission Fees +Course Fees i.e (A+B) For Installment scheme: Admission Fees +Installment Fees i.e (A+C)			
B. Photocopy of last board/council/university examination Mark Sheet/Certificate										
C. 3 copies of recent passport size photograph										
ORIGINALS OF ITEMS A AND B ABOVE MUST BE PRODUCED FOR VERIFICATION							by order		<b>Gora Dutta</b>	