



THE GEORGE TELEGRAPH TRAINING INSTITUTE

Bardhaman Centre

'Spandan' Complex (3rd floor) G.T. Road, Bardhaman - 713101, Ph:(034
E-mail: brd@georgetelegraph.org



ADMISSION PARTICULARS: MAIN CHART

Session: April - May 2019

Refer to Computer Courses Chart for Computer Software courses
Issued on 22nd December 2018

Sl. No.	NAMES OF THE COURSES	CLASSES			N.S.D.C TRAINING PARTNER	Admission Fee	Course Fees if paid in one Lump	Course Fees payable under Installment scheme			Minimum Eligibility	
		Duration (months)	Days per week	Classes per day				1st Installment Fees	2nd / Final Installment Fees	Final Installment Fees		
						Fees	Fees	Fees	Fees	Fees		
ELECTRONICS & TELECOMMUNICATION												
1	Electronics Appliances Engineering	12	3	3	✓						Passed Class X Board Exam.	
2	Computer Hardware & Networking Engineering {with Networking - (LAN)}	18	3	3 hours	✓						Appeared Class XII Board Exam.	
3	Mobile & Telephone Repairing Technician	12									Passed Class X Board Exam.	
	Module I : Basic Electronics, EPBT	6									Completed Module I	
	Module II : Computer Software Overview, Mobile handsets (GSM)	6	3	3 hours	✓							
4	Mobile & Telephone Mechanic (with EPBT, Cordless, Mobile handsets)	6	3	3 hours	✓						Passed Class IX	
ELECTRICAL												
5	Electrical Technician	12									Appeared Class X Board Exam.	
	(Including Wireman, Electrician, Armature Winder Overview & Engineering Drawing)		5	16 hours/ week (4daysX3hrs+ 1dayX4hrs)	✓							
CIVIL & MECHANICAL												
6	Automobile Engineering	24	3	3 hours	✓						Passed Class X Board Exam.	
7	Air-conditioning & Refrigeration Engineering	24	3	3 hours	✓						Passed Class X Board Exam.	
8	Air-conditioning & Refrigeration Technician	12									Passed Class IX	
	Part I	6	3	3 hours	✓						Completed Part I	
	Part II	6	3	3 hours								
9	Civil Draughtsmanship (with CAD)	12									Passed Class X Board Exam.	
	Part I	6	5	15 hours/week (5daysX3hrs.)	✓						Completed Part I	
	Part II	6	5	hours/week (4daysX3hrs+ 1dayX4hrs)								
10	CIVIL CONSTRUCTION TECHNOLOGY	12	3	4 hours	✓						Passed Class XII Board Exam.	
11	Field Surveying (with CAD Overview)	12	3	3 hours							Passed Class X Board Exam.	
COMMERCIAL												
12	Professional Executive Secretary	12	5	41/2 hrs.	✓						Graduation	
<i>Class Time and Class Day may vary in exigency of circumstance</i>												
Communicative English is Compulsory for Courses having duration of 1year and above. These Classes will be held additionally beyond normal class timings. (One Class of 45 mins.Per Week)							Instalment to be paid within the following dates					
							Second Instalment		Final Instalment			
For courses of six months in duration							-		20th Jan 2019			
For courses of one year and more in duration							15th April 2019		15th Sept 2020			
N.B. The following documents are required at the time of admission							PROSPECTUS: Rs.150/-					
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 2019

Refer to Main Chart for other courses

Issued on 22nd December 2018

Sl. No.	NAMES OF THE COURSES	CLASSES			N.S.D.C TRAINING PARTNER	Admission Fee	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	
					Fees	Fees	Fees	Fees		
COMPUTER SOFTWARE										
1	Computer Application & Programming (CAP)	12								Passed Class X Board Exam.
	Module I: Computer Fundamentals, Operating Systems, Word, Powerpoint, Excel, Access, "C" Language, Internet, E-mail, Project	6	4	3 hours	✓					
	Module II: Overview on HTML, Front Page & Java Script, PHP with MySQL, Oracle, OOP with C++, Basic Project.	6								
2	Office & Internet	6								Passed Class X Board Exam.
	Base Module: Computer Fundamentals ■ Operating Systems	1	3	2 hours	✓					
	Module I: Word ■ Excel ■ PowerPoint ■ Internet (Browsing & E-mailing)	2								
	Module II: Outlook ■ Access ■ PhotoDraw ■ Publisher	3								
Computer Application (CA)	6	3				2 hours				
5	Computer Aided Drafting (CAD)	6								D'man/Polytechnic. Completed ATE/ARE from GTTI
	Base Module: Computer Fundamentals ■ Operating Systems ■ IT Concepts	1	3	2 hours						
	Module I: Drafting Concepts ■ Basic CAD	2								
	Module II: Intermediate CAD & Advanced CAD	3								
Computerised Financial Accounting (CFA)	6	3				2 hours	✓			
7	Computerised Financial Accounting (CFA)	6	4	2 hours	✓				Passed Class XII Board Exam. (Non-Com.)	
Class Time and Class Day may vary in exigency of circumstance										
Communicative English is Compulsory for Courses having duration of 1 year and above. These Classes will be held additionally beyond normal class timings. (One Class of 45 mins.Per Week)						Instalment to be paid within the following Dates				
For courses of six months in duration						20th July 2019				
For courses of one year in duration						15th Oct 2019				
N.B. The following documents are required at the time of admission						PROSPECTUS: Rs.150/-				
A. Photocopy of age-proof Certificate B. Photocopy of last board/council/university examination Mark Sheet/Certificate C. 3 copies of recent passport size photograph						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)				
ORIGINALS OF ITEMS A AND B ABOVE MUST BE PRODUCED FOR VERIFICATION						by order Gora Dutta Principal				