

THE GEORGE TELEGRAPH TRAINING INSTITUTE

Kakdwip Centre

Opposite Registry Office Kakdwip Deed Writer Association Building 2nd Floor, Kakdwip South 24 Parganas -743347
Ph.- 9830077802/03 Email:kdp@georgetelegraphgroup.org

ADMISSION PARTICULARS: MAIN CHART

Session: April - May 2019

Refer to Computer Courses Chart for Computer Software courses

Issued on 27th December 2018



Sl. No.	COURSE	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											
1	Computer Hardware Technician	6	3	3 hours	✓					Passed Class X Board Exam.+ qualification in basic electronics	
2	Computer Hardware & Networking Engineering {with Networking - (LAN)}	18	3	3 hours	✓					Appeared Class XII Board Exam.	
3	Mobile & Telephone Mechanic (with EPBT,Cordless, Mobile handsets)	6	3	3 hours	✓					Passed Class IX	
4	Mobile & Telephone Repairing Technician Module I : Basic Electronics, EPBT Module II : Computer Software Overview, Mobile handsets (GSM)	12								Passed Class X Board Exam.	
		6	3	3 hours	✓					Completed Module I	
ELECTRICAL											
5	Electrical Technician (Including Wireman, Electrician, Armature Winder Overview & Engineering Drawing)	12	5	16 hours/ week (4daysX3hrs+1dayX4hrs)	✓					Appeared Class X Board Exam.	
CIVIL & MECHANICAL											
6	Automobile Engineering	24	3	3 hours	✓					Passed Class X Board Exam.	
7	Automobile Technician (Two & Three Wheeler)	12	3	3 hours.	✓					Appeared Class X Board Exam.	
8	Air-conditioning & Refrigeration Engineering	24	3	3 hours	✓					Passed Class X Board Exam.	
9	Air-conditioning & Refrigeration Technician Part I Part II	12								Passed Class IX	
		6	3	3 hours	✓					Completed Part I	
10	Civil Draughtsmanship (with CAD) Part I Part II	12								Passed Class X Board Exam.	
		6	5	15 hours/week (5daysX3hrs.)	✓					Completed Part I	
11	Diesel & Electric Pump & Generator Mechanic	6	3	3 hours.	✓					Class IX	
13	Field Surveying (with CAD Overview)	12	3	3 hours.	✓					Passed Class X Board Exam.	
14	Field Surveying (Amin)	6	3	3 hours.						Passed Class X Board Exam.	
COMMERCIAL											
15	Telephone Operator & Receptionist (with Computer Software Overview)	6	3	3 hours 45 min.						Passed Class X Board Exam.	
<i>Class Time and Class Day may vary in exigency of circumstance</i>											
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						Second Instalment		Final Instalment			
For courses of one year and more in duration						15th Oct 2019		20th July 2019		15th April 2020	
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	

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ADMISSION PARTICULARS: COMPUTER COURSES

Session: April - May 2019

Refer to Main Chart for other courses

Issued on 27th December 2018



Sl. No.	COURSE	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	
	Computer Software									
						Fees	Fees	Fees	Fees	
1	Computer Application & Programming (CAP)	12	4	3 hours	✓					Passed Class X Board Exam.
	<i>Module I: Computer Fundamentals, Operating Systems, Word, Powerpoint, Excel, Access, "C" Language, Internet, E-mail, Project</i>	6								
	<i>Module II: Overview on HTML, Front Page & Java Script, PHP with MySQL, Oracle, OOP with C++, Basic Project.</i>	6								
2	Office & Internet	6	3	2 hours	✓					Passed Class X Board Exam.
	<i>Base Module: Computer Fundamentals ■ Operating Systems</i>	1								
	<i>Module I: Word ■ Excel ■ PowerPoint ■ Internet (Browsing & E-mailing)</i>	2								
	<i>Module II: Outlook ■ Access ■ PhotoDraw ■ Publisher</i>	3								
3	Internet & Web Publishing	3	3	2 hours						Passed Class X Board Exam.
	<i>Base Module: PC Fundamentals ■ Operating Systems ■ IT Concepts ■ Internet</i>	1								
	<i>Module I: Word ■ PhotoShop ■ HTML ■ FrontPage ■ Flash</i>	2								
5	Computer Aided Drafting (CAD)	6	3	2 hours						D'man/ Polytech.
	<i>Base Module: Computer Fundamentals ■ Operating Systems ■ IT Concepts</i>	1								
	<i>Module I: Drafting Concepts ■ Basic CAD</i>	2								
	<i>Module II: Intermediate CAD & Advanced CAD</i>	3								
6	Computerised Financial Accounting (CFA)	6	3	2 hours	✓					Passed Class XII Board Exam.(Com.)
7	Computerised Financial Accounting (CFA)	6	4	2 hours	✓					Passed Class XII Board Exam. (Non-Com.)
<i>Class Time and Class Day may vary in exigency of circumstance</i>										
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For courses of six months in duration						20th July 2019				
For courses of one year and more in duration						30th 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