



THE GEORGE TELEGRAPH TRAINING INSTITUTE

Kharagpur Centre

Address: Arman O T Road, Inda, P.O- Kharagpur 721301 Ph:9073610882 E-mail: kdp@gttigroup.org



ADMISSION PARTICULARS: MAIN CHART

Session: April-May 2019

Refer to Computer Courses Chart for Computer Software courses
Issued on 9th July 2018

Sl. No.	NAMES OF THE COURSES	CLASSES			N.S.D.C Training Partner	N.S.O.U Affiliation	Admission Fees	Course Fees if paid in one Lump	Fees payable under Instalment scheme			Minimum Eligibility
		Duration (months)	Days per week	Classes per day					University Certification Fees	1st Instalment Fees	2nd / Final Instalment Fees	
						(A)	(B)		(C)	(D)	(E)	
ELECTRONICS & TELECOMMUNICATION												
1	Electronics & Telecommunication Engineering	36	4	3 hours.	✓							Passed Class X Board Exam.
2	Electronics & Electrical Equipment Engineering (Household)	12	3	3	✓							Passed Class X Board Exam.
3	Computer Hardware Engineering with Networking	18	3	3 hours.	✓							Appeared Class XII Board Exam.
4	Computer Hardware Technician	6	3	3 hours.	✓							Passed Class X Board Exam. + qualification in basic electronics
6	CCTV Installation Technician	3	3	3 hours		✓						Appeared Class X Board Exam.
7	Mobile & Telephone Repairing Technician	12										Passed Class X Board Exam.
	Module I : Basic Electronics, EPBT, Cordless	6	3	3 hours	✓							Completed Module I
	Module II : Computer Software Overview, EPABX, Mobile handsets (GSM)	6										
8	Mobile & Telephone Repairing Mechanic (with EPBT, Cordless, Mobile handsets)	6	3	3 hours	✓							Passed Class IX
9	CERTIFICATE COURSE IN SMART PHONE REPAIRING (JUNIOR TECHNICIAN LEVEL)	3	3	3 hours								Passed Class VIII Exam.
10	CERTIFICATE COURSE IN SMART PHONE REPAIRING (SENIOR TECHNICIAN LEVEL)	3	3	3 hours								Passed Class VIII Exam.
ELECTRICAL												
11	Electrical Technician	12	5	16 hours/week (4daysX3hrs+1dayX4hrs)	✓							Appeared Class X Board Exam.
12	Armature Winder	6	4	3 hours		✓						Class IX
CIVIL & MECHANICAL												
13	Automobile Engineering	24	3	3 hours.	✓							Passed Class X Board Exam.
14	Automobile Technician (Two & Three Wheeler)	12	3	3 hours.	✓							Appeared Class X Board Exam.
15	Air-conditioning & Refrigeration Engineering	24	3	3 hours.	✓							Passed Class X Board Exam.
16	Air-conditioning & Refrigeration Technician	12			✓							Passed Class IX
	Part I	6	3	3 hours								Completed Part I
	Part II	6	3	3 hours.								
17	Diesel & Electric Pump & Generator Mechanic	6	3	3 hours.	✓							Class IX
18	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	16 hours/week (4daysX3hrs+1dayX4hrs)								
19	Field Surveying (with CAD Overview)	12	3	3 hours.	✓							Passed Class X Board Exam.
COMMERCIAL												
20	Professional Executive Secretary	12	5	4 1/2 hrs.	✓							Graduation
21	Office Management (Module I + Module II) As given below	10	3	3 hours		✓						Passed Class XII Board Exam.
22	Stenography	6	3	2		✓						Passed Class X Board Exam.
23	Stenography	12	3	3 hours		✓						Passed Class X Board Exam.
COMMUNICATION												
24	Communicative English and Personality Development	3 month (40 hours)	2	2 hours								GTTI Existing students
25	Spoken English	3 month	3	2 hours		✓						Passed Class X Board Exam.
26	Advanced Spoken English	6 month	3	2 hours		✓						Passed Class X Board Exam.
Enrollment to Communicative English and Personality Development (CEPD) course is mandatory for admission to all courses having duration of 1 year and above. The course fees for such students for Communicative English & Personality Development course would be Rs. 1700/-. The admission and payment of course fees for CEPD is compulsory at the time of taking admission in all courses of 1 year & above								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 instalment scheme: Admission Fees +Instalment 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 SOFTWARE

Session: April-May 2019

Refer to Main Chart for other courses

Issued on 9th July 2018

Sl. No.	NAMES OF THE COURSES	CLASSES			N.S.D.C Training Partner	N.S.O.U Affiliation	Admission Fees	Course Fees if paid in one Lump	Fees payable in Installment scheme			Minimum Eligibility
		Duration (months)	Days per week	Classes per day				Course Fees	University Certification Fees	1st Installment Fees	Final Installment Fees	
COMPUTER SOFTWARE												
1	Computer Application & Programming	12	3	4 hours.	✓							Passed Class X Board Exam.
	Module I: Computer Fundamentals, Operating Systems, Word, Powerpoint, Excel, Access, "C" Language, Internet, E-mail, Project	6										
	Module II : Overview on HTML, Front Page, Photoshop Basics, Overview on VB Script & ASP, Oracle, OOP with C++, Basic Project.	6										
2	Office & Internet	6	3	2 hours	✓							Passed Class X Board Exam.
	Base Module: Computer Fundamentals n Operating Systems	1										
	Module I: Word n Excel n PowerPoint n Internet (Browsing & E-mailing)	2										
	Module II: Outlook n Access n PhotoDraw n Publisher	3										
3	Computer Aided Drafting (CAD)	6	3	2 hours		✓						D'man/Polytechnic. Completed ATE/ARE from GTTI
	Base Module: Computer Fundamentals n Operating Systems n IT Concepts	1										
	Module I: Drafting Concepts n Basic CAD	2										
	Module II: Intermediate CAD & Advanced CAD	3										
4	Computerised Financial Accounting (CFA)	6	3	2 hours	✓							Passed Class XII Board Exam.
5	Computerised Financial Accounting (CFA)	6	4	2 hours	✓							Passed Class XII Board Exam. (Non-Com.)
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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 ORIGINALS OF ITEMS A AND B ABOVE MUST BE PRODUCED FOR VERIFICATION							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)			by order Gora Dutta Principal		