



TEXMACO GEORGE TELEGRAPH Centre of Excellence

Approved By :National Skills Development Corporation(N.S.D.C)



BELGHARIA CENTRE

Address: Texmaco Campus Belgaria (Near 3 no Rail Gate) Kolkata-700056 Ph: 9830780280

ADMISSION PARTICULARS

Session: April-May 2020

Draft

Sl. No.	NAME OF THE COURSE	Duration (MONTHS)	CLASSES			Admission Fees	Course Fees if paid in one Lump		N.S.D.C Training Partner	Course Fees payable under Installment scheme FEE			Minimum Eligibility
			Days per week	Hours per day	Batch(es) available		Course Fees	1st Installment Fees		2nd/ Final Installment Fees	Final Installment Fees		
						(A)	(B)			(C)	(D)		
1	Computer Hardware Technician	6 Months	3 days	3 hours.				✓					Passed Class X Board Exam. + qualification in basic electronics
2	Computer Hardware & Networking Engineering	18 Months	3 days	3 hours.				✓					Appeared Class XII Board Exam.
3	Air Conditioning and Refrigeration Technician	12 Months	3 days	3 hours.				✓					Passed Class IX
4	Air-conditioning & Refrigeration Engineering	24 months	3 days	3 hours				✓					Passed Class X Board Exam.
5	Electrical Technician	12 months	5 days	16 hours/ week (4days X 3hrs + 1day X 4hrs)				✓					Appeared Class X Board Exam.
6	Computerised Financial Accounting (CFA)	6 months	3 days	2 hours				✓					Passed Class XII Board Exam.(Com.)
7	Computerised Financial Accounting (CFA)	6 Months	4 days	2 hours				✓					Passed Class XII Board Exam. (Non-Com.)
8	Computer Application & Programming (cap)	12 months	3 days	4 hours				✓					Passed Class X Board Exam.
9	Computer Application & Office Management	12 months	3 days	3 hours				Non NSDC					Appeared Class XII Board Exam.
10	Communicative English and Personality Development	3 month (40 hours)	2 days	2 hours				-					Texmaco GTTI Existing students
11	Professional Executive Secretary	12 months	5 days	4 1/2hrs.				✓					Graduation

Class Time and Class Day may vary in exigency of circumstances
N.B. Class Days may vary per week (total class hours remaining same). In case of a batch being divided into small groups for better group wise practical training, in that case the class hours may go beyond the scheduled batch timings.

Instalment to be paid within the following Dates

	Second Instalment	Final Instalment
For courses of six months in duration	-	20th July, 2020
For courses of one year and more in duration	15th October, 2020	15th April, 2021

N.B. The following documents are required at the time of admission

PROSPECTUS: Rs.200/-

A. Photocopy of age-proof Certificate	Please Note: At the time of admission: (A+B)	For one lump: Admission Fees +Course Fees i.e 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 AT THE TIME OF ADMISSION

By order

Gora Dutta

Principal