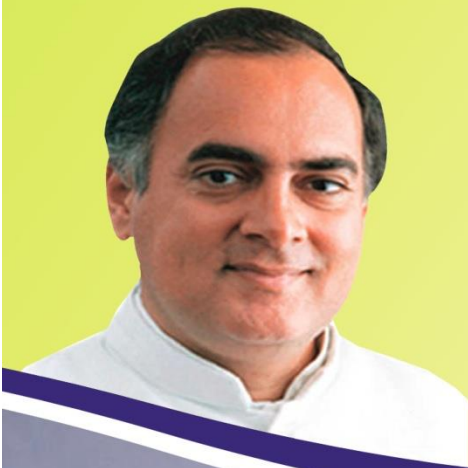


PROSPECTUS



RAJEEV GANDHI COMPUTER SAKSHARTA ABHIYAN

A UNIT OF HWF

A National Institute of Information Technology Education & Research
(An Autonomous Institution Registered Under Public Trust Act.)

Regd. No. 05362/18, Public Trust Act.

Course Reg. Under C.R. Act. 1957, MHRD, Govt. of India.



ADCA

(Advance Diploma in Computer Application)

Duration – 12 Months

Code No. : RA01ADCA

Eligibility : 10th pass

SEMESTER – I	
Subject – 1 : Computer concept & Fundamental	
Subject – 2 : Operating system (windows/Xp/Vista)	
Subject – 3 : MS – office (word, Excel, Power point)	
Subject – 4 : Html & C – language	
Subject – 5 : Live Project & Practical	
SEMESTER – II	
Subject – 6 : C++ programming	
Subject – 7 : Data Entry , Typing skill, Speed test	
Subject – 8 : PC Architecture & its Components	
Subject – 9 : Internet & e – mailing	
Subject – 10 : Live Project & Practical	

Fees Structure :

Reg. Fee – 1500

Course Fee – 10000

Exam Fee - 300

FREE -
Study Materials
,Kit Bag &
NoteBook



ADOAP

(Advance Diploma In Office Application & Publication)

Course registered under C.R.Act of MHRD

(Dept. of Secondary & Higher Education)

Govt. of India

Duration – 12 Months

Code No. : RA02ADOAP

Eligibility : 10th pass.

SEMESTER – I	
Subject – 1 : Computer concept & Fundamental	
Subject – 2 : Operating system (windows/Xp/Vista)	
Subject – 3 : MS office(word,Excel,Powerpoint,Access)	
Subject – 4 : C – language	
Subject – 5 : Live Project & Practical	
SEMESTER – II	
Subject – 6 : DTP(Pagemaker, Corel draw,Photoshop)	
Subject – 7 : Accounting Through Tally (erp.9 inclusive GST)	
Subject – 8 : PC Architecture & its Components.	
Subject – 9 : Email & internet technology	
Subject – 10 : Live Project & Practical	

Fees Structure :

Reg. Fee – 1500

Course Fee – 9000

Exam Fee - 300

FREE -
Study Materials
,Kit Bag &
NoteBook

DITA

(Diploma In Information Technology & Application)

Duration – 12 Months

Code No. : RA03DITA

Eligibility : 10th pass

SEMESTER – I	
Subject – 1 : Computer concept & Fundamental	
Subject – 2 : Operating system (windows/Xp/Vista)	
Subject – 3 : MS – office (word, Excel, Power point)	
Subject – 4 : Live Project & Practical	
SEMESTER – II	
Subject – 5 : Programming in C - language	
Subject – 6 : HTML	
Subject – 7 : Internet & e – mailing	
Subject – 8 : Live Project & Practical	

Fees Structure :

Reg. Fee – 1500

Course Fee – 7500

Exam Fee - 300

FREE -
Study Materials
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NoteBook



PGDCA

(Post Graduate Diploma in Computer Application)

Duration – 24 Months

Code No. : RA04PGDCA

Eligibility : Graduate

SEMESTER – I	
Subject – 1 : Computer concept & Fundamental	
Subject – 2 : Operating system (windows/Xp/Vista)	
Subject – 3 : MS – office (word, Excel, Power point)	
Subject – 4 : Html & C – language	
Subject – 5 : Live Project & Practical	
SEMESTER – II	
Subject – 6 : C++ programming	
Subject – 7 : DBMS & Oracle	
Subject – 8 : Php & Java script.	
Subject – 9 : Internet & e – mailing	
Subject – 10 : Live Project & Practical	

Fees Structure :

Reg. Fee – 1800

Course Fee – 19000

Exam Fee - 300

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DCTTC

(Diploma in Computer Teacher Training Course)

Duration – 24 Months

Code No. : RA05DCTTC

Eligibility : 10th pass

SEMESTER – I	
Subject – 1 : Computer Fundamental & Operating System (Windows/XP/Vista)	
Subject – 2 : MS – office (word, Excel, Power point, Access)	
Subject – 3 : Live Project & Practical	
SEMESTER - II	
Subject – 4 : HTML	
Subject – 5 : Accounting Through Tally - ERP.9, GST	
Subject – 6 : Live Project & Practical	
SEMESTER - III	
Subject – 7 : DTP (corel Draw, pagemaker, Photoshop) Speed test (English & Bengali typing) , Scanning, Data Backup, Print	
Subject – 8 : PC Architecture & its Components (Installation, Assembling , Formatting, Virus removing & Detection, LAN connectivity)	
Subject – 9 : Live Project & Practical	
SEMESTER - IV	
Subject – 10 : C - Language & Visual Basic (V.B.)	
Subject – 11 : Internet & e – mailing	
Subject – 12 : Live Project & Practical	

Fees Structure :

Reg. Fee – 2000

Course Fee – 18000

Exam Fee - 300

FREE -
Study Materials
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NoteBook



DCFA

(Diploma In Computer Financial Accounting)

Duration – 12 Months

Code No. : RA06DCFA

Eligibility : 10 th

SEMESTER – I	
Subject – 1 : Computer concept & Fundamental	
Subject – 2 : Operating system (windows/Xp/Vista)	
Subject – 3 : MS office(word, Excel, Powerpoint)	
Subject – 4 : HTML	
Subject – 5 : Live Project & Practical	
SEMESTER – II	
Subject – 6 : Basic Accounting.	
Subject – 7 : Accounting Through Tally –erp.9 (GST)	
Subject – 8 : Taxation & Auditing.	
Subject – 9 : Internet & e – mailing	
Subject – 10 : Live Project & Practical	

Fees Structure :

Reg. Fee – 1500

Course Fee – 12000

Exam Fee - 300

FREE -
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NoteBook

DOAP

(Diploma In Office Automation & Publishing)

Duration – 12 Months

Code No. : RA07DOAP

Eligibility : 10th

SEMESTER – I	
Subject – 1 : Computer concept & Fundamental	
Subject – 2 : Operating system (windows/Xp/Vista)	
Subject – 3 : MS – office (word, Excel, Power point)	
Subject – 4 : Live Project & Practical	
SEMESTER – II	
Subject – 5 : Basic accounting , Tally erp.9	
Subject – 6 : DTP(Coreldraw, Pagemaker, Photoshop)	
Subject – 7 : Internet & email technology.	
Subject – 8 : Live Project & Practical	

Fees Structure :

Reg. Fee – 1500

Course Fee – 8000

Exam Fee - 300

FREE -
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NoteBook



ADHNT

(Advance Diploma In Hardware & Network Technology)

Duration – 18 Months

Code No. : RA08ADHNT

Eligibility : 12 th

SEMESTER – I	
Subject – 1 : Computer concept & Fundamental	
Subject – 2 : O.S. (DOS, windows/Xp/Vista/unix linux)	
Subject – 3 : Microprocessors	
Subject – 4 : Installation, Assembling & maintenance.	
Subject – 5 : Live Project & Practical	
SEMESTER – II	
Subject – 6 : PC – architecture & its components.	
Subject – 7 : Power supply & Display System.	
Subject – 8 : Virus Removing & Detection.	
Subject – 9 : Web browsing & e – mailing	
Subject – 10 : Live Project & Practical	

Fees Structure :

Reg. Fee – 1600

Course Fee – 15000

Exam Fee - 300

FREE -
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KIDS

(Advance Computer Education)

Duration – 12 Months

Code No. : RA09KIDS

Eligibility : 5th

SEMESTER – I
Subject – 1 : Computer concept & Fundamental
Subject – 2 : Paint , wordpad,Notepad
Subject – 3 : Microsoft Word
Subject – 4 : Number & Calculation
Subject – 5 : Live Project & Practical
SEMESTER – II
Subject – 6 : MS - Excel
Subject – 7 : Powerpoint
Subject – 8 : Photo editing
Subject – 9 : Internet & e – mailing
Subject – 10 : Live Project & Practical

Fees Structure :

Reg. Fee – 500
 Course Fee – 4000
 Exam Fee - 300

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 Notebook



DCA

(Diploma In Computer Application)

Duration – 6 Months

Code No. : RA010DCA

Eligibility : 10th pass

SEMESTER – I
Subject – 1 : Computer concept & Fundamental
Subject – 2 : Operating system (windows/Xp/Vista)
Subject – 3 : Microsoft office(word, Excel, Powerpoint)
Subject – 4 : C - language
Subject – 5 : Email & internet technology
Subject – 6 : Live Project & Practical

Fees Structure :

Reg. Fee – 1000
 Course Fee – 5000
 Exam Fee - 200

FREE -
 Study Materials
 Kit Bag &
 Notebook



CITA

(Certificate In Information Technology Application)

Duration – 6 Months

Code No. : RA011CITA

Eligibility : 10th

SEMESTER – I
Subject – 1 : Computer concept & Fundamental
Subject – 2 : Operating system (windows/Xp/Vista)
Subject – 3 : MS office(word, Excel, Power point,Access)
Subject – 4 : HTML
Subject – 5 : Live Project & Practical

Fees Structure :

Reg. Fee – 800
 Course Fee – 5000
 Exam Fee - 200

FREE -
 Study Materials
 Kit Bag &
 Notebook



DPCA

(Diploma in Professional Computer Accounting)

Duration – 6 Months

Code No. : RA012DPCA

Eligibility : 10th

SEMESTER – I
Subject – 1 : Computer concept & Fundamental
Subject – 2 : Operating system (windows/Xp/Vista)
Subject – 3 : MS – office (word, Excel, Power point,Access)
Subject – 4 : Tally erp.9 with GST.
Subject – 5 : Internet & e mail technology
Subject – 6 : Live Project & Practical

Fees Structure :

Reg. Fee – 1000
 Course Fee – 6000
 Exam Fee - 200

FREE -
 Study Materials
 Kit Bag &
 Notebook





DDTP

(Diploma in Desktop Publishing)

Duration – 6 Months

Code No. : RA013DDTP

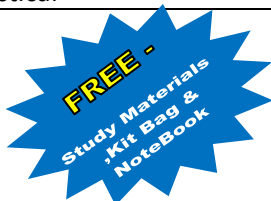
Eligibility : 10th pass

SEMESTER – I

Subject – 1 : Computer concept & Fundamental
Subject – 2 : Operating system (windows-7/Xp/Vista)
Subject – 3 : Microsoft office(word, Excel, Powerpoint)
Subject – 4 : Pagemaker , Coreldraw & Photoshop.
Subject – 5 : Email & Internet technology.
Subject – 6 : Live Project & Practical

Fees Structure :

Reg. Fee – 1000
 Course Fee – 6500
 Exam Fee - 200



DCP

(Diploma in Computer Programming)

Duration – 6 Months

Code No. : RA014DCP

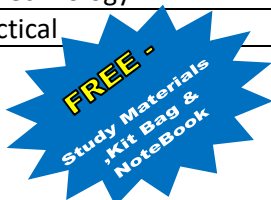
Eligibility : 10th

SEMESTER – I

Subject – 1 : Computer concept & Fundamental
Subject – 2 : Operating system (windows/Xp/Vista)
Subject – 3 : MS – office (word, Excel, Power point)
Subject – 4 : C-Language
Subject – 5 : Internet & E mail Technology.
Subject – 6 : Live Project & Practical

Fees Structure :

Reg. Fee – 1000
 Course Fee – 6500
 Exam Fee - 200



DFA

(Diploma in Financial Accounting)

Duration – 6 Months

Code No. : RA015DFA

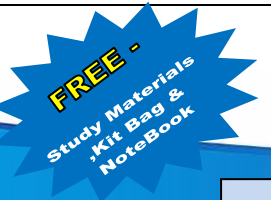
Eligibility : 10th

SEMESTER – I

Subject – 1 : Computer concept & Fundamental
Subject – 2 : Operating system (windows/Xp/Vista)
Subject – 3 : MS – office (word, Excel, Power point)
Subject – 4 : Basic Accounting through Tally erp.9
Subject – 5 : TDS, GST, Service tax, Interest Calculation
Subject – 6 : Live Project & Practical

Fees Structure :

Reg. Fee – 1000
 Course Fee – 4000
 Exam Fee - 200



DCH

(Diploma in Computer Hardware)

Duration – 6 Months

Code No. : RA016DCH

Eligibility : 10th

SEMESTER – I

Subject – 1 : Computer concept & Fundamental
Subject – 2 : Operating system (windows/Xp/Vista)
Subject – 3 : Analog & Digital System.
Subject – 4 : Microprocessor
Subject – 5 : Installation,Assembling & maintenance.
Subject – 6 : Live Project & Practical

Fees Structure :

Reg. Fee – 1000
 Course Fee – 8000
 Exam Fee - 200



CCA

(Certificate In Computer Application)

Duration – 3 Months

Code No. : RA017CCA

Eligibility : 10th pass

SEMESTER – I

Subject – 1 : Computer concept & Fundamental
Subject – 2 : Operating system.
Subject – 3 : Microsoft Office(word,Excel,Powerpoint)
Subject – 4 : Live project & Practical

Fees Structure :

Reg. Fee – 500
 Course Fee – 3000
 Exam Fee - 150



CFA

(Certificate In Financial Accounting)

Duration – 3 Months

Code No. : RA018CFA

Eligibility : 10th

SEMESTER – I

Subject – 1 : Computer concept & Fundamental
Subject – 2 : MS OFFICE (word,Excel)
Subject – 3 : Tally erp.9
Subject – 4 : Live project & practical

Fees Structure :

Reg. Fee – 500
 Course Fee – 3000
 Exam Fee - 150





CIT

(Certificate In Information Technology)

Duration – 3 Months

Code No. : RA019CIT

Eligibility : 10th

SEMESTER – I

Subject – 1 : Computer concept & Fundamental
 Subject – 2 : MS OFFICE (word,Excel,powerpoint)
 Subject – 3 : Scanning, Data back up, Print
 Subject – 4 : Internet & Email.

Fees Structure :

Reg. Fee – 500
 Course Fee – 2000
 Exam Fee - 150

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 Study Materials
 ,Kit Bag &
 NoteBook

CDEO

(Certificate In Data Entry Operator)

Duration – 3 Months

Code No. : RA020CDEO

Eligibility : 10th

SEMESTER – I

Subject – 1 : Computer concept & Fundamental
 Subject – 2 : MS OFFICE (word,Excel,Powerpoint,Access)
 Subject – 3 : Typing(Bengali & English),Speed Test(wpm) and Accuracy
 Subject – 4 : Internet & Email.

Fees Structure :

Reg. Fee – 500
 Course Fee – 3000
 Exam Fee - 150

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CCDL

(Certificate Course In Digital Literacy)

Duration – 3 Months

Code No. : RA021CCDL

Eligibility : 5th

SEMESTER – I

Subject – 1 : Computer concept & Fundamental
 Subject – 2 : MS OFFICE (word,Excel)
 Subject – 3 : Bengali & English Typing, Speed Test and Internet & Email.
 Subject – 4 : Project & Practical

Fees Structure :

Reg. Fee – 500
 Course Fee – 4000
 Exam Fee - 150

FREE -
 Study Materials
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DAC

Diploma in Auto Cad

Duration – 6 Months

Code No. : RA022DAC

Eligibility : 10th

SEMESTER – I

Subject – 1 : Computer concept & Fundamental
 Subject – 2 : MS OFFICE (word, Excel, Powerpoint)
 Subject – 3 : Auto Cad.
 Subject – 4 : Internet & Email.

Fees Structure :

Reg. Fee – 500
 Course Fee – 4000
 Exam Fee - 150

FREE -
 Study Materials
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DBC



Diploma in Beautician Course

Duration – 6 Months

Code No. : RA023DBC

Eligibility : 8th

SEMESTER – I

Subject – 1 : Introduction of Facial & Different shape
 Subject – 2 : Simple make up, Bridal Make up.
 Subject – 3 : Eye shadow & eye brow shaping.
 Subject – 4 : Hair styles & cutting, Home made bleach.
 Subject - 5 : skin type , Lipsticks & Liners.
 Subject – 6 : Live Project & Practical

Fees Structure :

Reg. Fee – 1000
 Course Fee – 6000
 Exam Fee - 200

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DMRM

Diploma in Mobile Repairing & Maintenance

Duration – 6 Months

Code No. : RA024DMRM

Eligibility : 8th pass

SEMESTER – I

Subject – 1 : Introduction of Different mobile & Parts.
 Subject – 2 : Use of tools & instruments for repairing.
 Subject – 3 : Basic parts(mic,speaker,buzzer,lcd,antenna
 Subject – 4 : Different IC ,Smd, PCB, fault finding & Troubleshooting.
 Subject - 5 : Software,formatting,flashing,unlocking.
 Subject – 6 : Live Project & Practical.

Fees Structure :

Reg. Fee – 1000
 Course Fee – 5000
 Exam Fee - 200

FREE -
 Study Materials
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**BCC****(Basic Computer Course)****Duration – 6 Months****Code No. : RA40BCC****Eligibility : 5th pass**

SEMESTER – I
Subject – 1 : Computer concept & Fundamental
Subject – 2 : Operating System (Windows - 7 / xp / vista)
Subject – 3 : Microsoft office - word
Subject – 4 : Email & Internet technology.
Subject - 5 : Live Project & Practical.

Fees Structure :**Reg. Fee – 500****Course Fee – 5000****Exam Fee - 150**

FREE -
Study Materials
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ADCAP**(Advance Diploma in Computer Application and Programming)****Duration – 12 Months****Code No. : RA52ADCAP****Eligibility : 10th Pass**

SEMESTER – I
Subject - 1 : Computer Concept & Fundamental
Subject - 2 : Operating System (Windows/Xp/Vista)
Subject - 3 : Ms - Office (Word,Excel,Powerpoint,Access)
Subject - 4 : HTML
Subject - 5 : Project & Practical
SEMESTER – II
Subject - 6 : Accounting through Tally erp.9 with GST.
Subject - 7 : DTP (Page maker,Corel Draw and Photoshop)Typing (Bengali & English)
Subject - 8 : Visual Basic & C Language
Subject - 9 : Internet and email technology
Subject - 10: Project & Practical

Fees Structure :**Reg. Fee – 500****Course Fee – 13000****Exam Fee - 150**

FREE -
Study Materials
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NoteBook

**ABCC****Advance Basic Computer Course****Duration – 12 Months****Code No. : RA39ABCC****Eligibility : 5th pass**

SEMESTER – I
Subject – 1 : Computer concept & Fundamental
Subject – 2 : Microsoft office word
Subject – 3 : Microsoft office excel.
Subject - 4 : Project & Practical
SEMESTER – II
Subject - 5 : Microsoft Powerpoint
Subject - 6 : Bengali & English Typing, Speed Test
Subject – 7 : Internet & Email.
Subject - 8 : Project & Practical

Fees Structure :**Reg. Fee – 1200****Course Fee – 6000****Exam Fee - 150**

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MDCAP**(Master diploma in computer accounting and programming)****Duration – 18 Months****Code No. : RA57MDCAP****Eligibility : 12th**

SEMESTER – I
Subject-1 : Computer concept & Fundamental.
Subject-2 : Operating System (Windows or Linux)
Subject-3 : Microsoft office (Word,Excel,Powerpoint,Access)
Subject-4 : Live project & Practical
SEMESTER – II
Subject-5 : Concept of Accounting Through Tally (erp.9 with GST)
Subject-6 : DTP (CorelDraw,PageMaker,Photoshop)Typing (Bengali & English)
Subject-7 : Concept of C-language.
Subject-8 : Live project & Practical
SEMESTER – III
Subject-9 : Concept of Python programming language
Subject-10 : HTML (Hypertext Markup language)
Subject-11 : E-mail & Internet technology
Subject-12 : Live Project & Practical

Fees Structure :**Reg. Fee – 1000****Course Fee – 15000****Exam Fee - 200**

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CDL

(Certificate in Digital Literacy)

Duration – 1 Months or (16 hours)

Code No. : RA55CDL

Eligibility : Awesome

Subject -1 :

Computer Concept & Fundamental. [marks : 100]

Definition & types of computer and its uses.
Advantage & disadvantage of computer. Definition and concept of keyboard & mouse and it's types and activity. Concept of Paint, Word pad and Notepad.

Subject -2 :

Internet & E mail. [marks : 100]

What is Internet. Concept of Web browser, Navigation Tool Bar, About the Buttons, Using the Address Bar, Searching, Censoring content, Chatting on the Web.
E-Mail : Sending & Receiving message, Concept of CC, BCC. Inbox, Outbox, Draft and Schedule message. Concept of Address Book, Attachment and Link.

Subject -3 :

Practical [marks : 100]

Fees Structure :

Reg. Fee – 500
Course Fee – 2000
Exam Fee – 150

FREE -
Study Materials
Kit Bag & Notebook

PDAC

(Professional Diploma In Auto CAD)

Duration – 12 Months

Code No. : RA53PDCA

Eligibility : 12th Pass

SEMESTER – I

Subject - 1 : Introduction of Auto CAD
Subject - 2 : Drawing Commands
Subject - 3 : Modify Command
Subject - 4 : Project & Practical.

SEMESTER – II

Subject - 5 : Isometric Drawing
Subject - 6 : 3D Command
Subject - 7 : Surface Design
Subject - 8 : Project & Practical

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Study Materials
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Fees Structure :

Reg. Fee – 500
Course Fee – 10000
Exam Fee – 150



CCK

(Certificate in Computer Knowledge)

Duration – 2 Months

Code No. : RA56CCK

Eligibility : Awesome

Subject -1 :

Computer Fundamental & Operating System.
[marks : 100]

Subject - 2 :

Microsoft office Word. [marks : 100]

Subject - 3 :

Internet & E mail technology. [marks : 100]

Subject - 4 :

Practical [marks : 100]

Fees Structure :

Reg. Fee – 500
Course Fee – 4000
Exam Fee – 150



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DGWD

Diploma in Graphics and Web Designing

Duration – 24 Months

Code No. : RA54DGWD

Eligibility : 12th pass

SEMESTER – I

Subject – 1: Operating Systems
Subject – 2: Programming Fundamentals
Subject – 3: Object Oriented Concept
Subject – 4 : Project & Practical

SEMESTER – II

Subject – 5 : HTML
Subject – 6: CSS
Subject – 7: MYSQL
Subject – 8 : Project & Practical

SEMESTER – III

Subject – 9 : Adobe Photoshop
Subject – 10 : PHP
Subject – 11 : JOOMLA
Subject – 12 : Project & Practical

SEMESTER – IV

Subject – 13 : Drupal
Subject – 14 : Word press Fundamentals
Subject – 15 : Java Script
Subject – 16 : Project & Practical

Fees Structure :

Reg. Fee – 1500
Course Fee – 20000
Exam Fee – 400

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ADARM

(Advance Diploma in Automobile Repairing & Maintenance)

Duration – 18 Months

Code No. : RA025ADARM

Eligibility : 10th pass

SEMESTER – I

Subject – 1 : **BASIC OF TWO WHEELER** : (concept & fundamentals of Two wheeler,) chassis, engine, Suspension, Break & Tyres. Electrical System & Safety Precautions.)

Subject – 2 : **MAJOR SYSTEM IN TWO WHEELERS**
(Types, components of power system, two stroke & four stroke engine, lubricating, chassis & sub system.

Subject – 3 : **GENERAL CHECKUP FOR TWO WHEELERS**
(basic check up, inlet problem, starting problem, engine assembly ,clutch assembly.

Subject – 4 : **Live Project & Practical**

SEMESTER – II

Subject – 5 : **ASSEMBLIES AND AUTO-ELECTRICAL**
(basic electrical, battery, engine electrical, sensor, auxiliary units.

Subject – 6 : **CUSTOMER RELATIONSHIP MANAGEMENT**
(communication skill for customer support, customer relationship skills, personality traits in delivering service.

Subject – 7 : **INDUSTRIAL PLACEMENT FOR HANDS-ON-EXPERIENCE** : (chassis frame, SI engine, CI engine, Valve timing & port timing diagram, Brake & clutch Adjustment, Dismantling of engine & Gear box, Chain test & electrical system.

Subject – 8 : **Live Project & Practical**

Fees Structure :

Reg. Fee – 2000

Course Fee – 22000

Exam Fee - 1000

DSC

Diploma in Sewing Course

Duration – 6 Months

Code No. : RA026DSC

Eligibility : 8th pass

SEMESTER – I

Subject – 1 : Introduction of Sewing Machine.

Subject – 2 : Information about cloth,Material & hand Stitch, Measurement & prepare Tables.

Subject – 3 : Making Paper Cutting.

Subject – 4 : Stitching types of collar, Neck & Sleeves.

Subject - 5 : Stitching types of clothes .

Subject – 6 : Live Project & Practical.

Fees Structure :

Reg. Fee – 1000

Course Fee – 5000

Exam Fee - 200

DEHW

(Diploma In Electrical House Wiring)

Duration – 6 Months

Code No. : RA027DEHW

Eligibility : 8th pass

SEMESTER – I

Subject – 1 : Introduction to L & T/ECCG.

Subject – 2 : Introduction to Tool & Equipments.

Subject – 3 : Basic Theory & Basic sketches, Blueprint.

Subject – 4 : Installation Main Switch Board, MCB

Subject - 5 : Testing Earth, wiring calculation, Growler.

Subject – 6 : Live Project & Practical.

Fees Structure :

Reg. Fee – 1000

Course Fee – 5000

Exam Fee - 200

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OTHER COURSE NAME	CODE
Certificate in Tally	RA28TLY
Certificate in MS-Word	RA29WORD
Certificate in Excel	RA30XL
Certificate In MS-Powerpoint	RA31MS-POWERPOINT
Certificate in Photoshop	RA32PS
Certificate in Corel Draw	RA33CW
Certificate In Java	RA34JVA
Certificate in C Language	RA35C
Certificate In C++ Language	RA36C++
Certificate in Computer Typing(CCT)	RA37CM
Certificate In Computer Basic	RA38CCB
Certificate in DTP	RA39DTP



RGCSA - FREE COURSE

ITDL

(Information Technology & Digital Literacy)

Duration – 1 -3 months.

Code No. : RA041ITDL

Eligibility : 5th

SEMESTER – I

Subject – 1 : Computer concept & Fundamental.

Subject – 2 : Operating System (Windows – 7)

Subject – 3 : Ms office (word,excel)

Subject – 4 : Web browsing.

Subject - 5 : Internet & email Technology.

Subject – 6 : Live Project & Practical.

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NoteBook

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60/-**

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SAKSHARTA ABHIYAN**



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Mob : 7047829438 , 7001507466

E - mail : helpdesk.rgcsa@gmail.com

Website : www.rgcsa.co.in