

RASHTRASANT TUKDLOJI MAHARAJ NAGPUR UNIVERSITY
DEPARTMENT OF LIFELONG LEARNING AND EXTENSION
INITIAL REPORT UNDER JEEVEN SHIKSHAN COURSES

1. Name of Course : CERTIFICATE COURSE IN ENGLISH PROFICIENCY SKILL
2. Name of the College/Departments : Department of Commerce & Management, Dr S C Gulhane
Prerna College of Commerce, Science & Arts, Nagpur
3. Name and Address of the : Mrs. Snehal P. Rakhunde, Department of Humanities
Course Co-Ordinator E-mail : snehalrakhunde3@gmail.com
Ph. No. 8669990816
4. Venue of the Course : Room No .509, Fifth Floor
with full address
5. Date of Starting the Course : 10th September 2025
6. Timings of the Course : 11.15 AM – 12.30 PM
(Attach a copy of Time-Table)
7. Duration : 45 Hrs.(15 Hrs – Theory
(10th September – 10th October 2025)
8. Medium of Instruction : English & Hindi
9. No. of Students Admitted : 50 (List Enclosed)
(Attach a List with Names)
10. Accommodation available : Room No. 509
(Class Rooms) with furniture
keeping in view the No. of
Candidates to be admitted to
The course.
11. Information of Faculty Member

S.No.	Name	Topics to be Tought	Full Postal Address	Phone no. If Any
1		All Syllabus		

12. Any Other Matter relating the Course : NIL
13. Total Fees Charges Per Student: Rs. 200
14. Amount of Enrolment Fees to be Deposited
with the Dept. : Rs. 1000/-



**SIGNATURE & SEAL OF THE
COLLEGE/HEAD OF THE INSTITUTION**



**SIGNATURE & SEAL OF THE
COURSE CO-ORDINATOR**

Principal
Dr. S. C. Gulhane Prerna College
of Commerce, Science And Arts

RASHTRASANT TUKDOJI MAHARAJ NAGPUR UNIVERSITY, NAGPUR
DR S.C. GULHANE PRERNA COLLEGE OF COMMERCE, SCIENCE AND ARTS
Under
JEEVAN SHIKSHAN ABHIYAN DEPARTMENT OF LIFELONG LEARNING AND
EXTENSION,
English Language Certificate Course in English Proficiency Skills
ACADEMIC SESSION 2025-2026

These objectives and outcomes aim to create a holistic learning experience that not only enhances students' writing abilities but also prepares them for future opportunities in writing and literary communication, whether through publishing, self-expression, or career paths in related fields.

Course Objectives

- Improve English language skills: Enhance reading, writing, listening, and speaking skills in English.
- Develop effective communication skills: Enable learners to communicate confidently and effectively in English in various contexts.
- Enhance employability: Equip learners with the English language skills required to succeed in the job market.
- Foster cultural understanding and exchange: Facilitate learners' ability to communicate effectively with people from diverse cultural backgrounds.

Course Outcomes

By the end of the course, learners will be able to:

- Communicate effectively in English: Express themselves clearly and confidently in writing and speaking.
- Understand various types of texts: Comprehend academic, professional, and social materials, including articles, reports, and conversations.
- Use English language structures accurately: Apply grammar, vocabulary, and pronunciation skills correctly in context.
- Participate in discussions and presentations: Engage confidently in group discussions, debates, and presentations.
- Write coherent and well-structured texts: Produce clear, concise, and well-organized written texts, such as essays, reports, and emails.
- Use technology to enhance English language skills: Utilize digital tools and resources to improve English language proficiency.
- Demonstrate cultural awareness and understanding: Show appreciation for diverse cultural backgrounds and communicate effectively with people from different cultures.



Course Coordinator

RASHTRASANT TUKDOJI MAHARAJ NAGPUR UNIVERSITY, NAGPUR
DR S.C. GULHANE PRERNA COLLEGE OF COMMERCE, SCIENCE AND ARTS
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Certificate Course in English Proficiency Skills
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Detailed syllabus and Teaching plan

UNITS	TOPIC	THEORY
UNIT 1	Introduction	
	<ul style="list-style-type: none"> Sentences Kinds of Sentences Parts of Speech Noun Gender 	1h 1h 1h 1h
UNIT 2	Discussion	
	<ul style="list-style-type: none"> Degree of Comparison Degree of Comparison Degree of Comparison Degree of Comparison 	1h 1h 1h 1h
UNIT 3	Reading	
	<ul style="list-style-type: none"> Verb Verb Verb Verb 	1h 1h 1h 1h
UNIT -4	Talk Vacation/Picnic	
	<ul style="list-style-type: none"> Tenses Tenses Tenses Tenses 	1h 1h 1h 1h
UNIT 5	Movie	
	<ul style="list-style-type: none"> Voices Voices Voices Voices 	1h 1h 1h 1h
UNIT 6	Famous Person	
	<ul style="list-style-type: none"> Direct & Indirect Speech Direct & Indirect Speech Direct & Indirect Speech Direct & Indirect Speech 	1h 1h 1h 1h
UNIT 7	Reading Act	

	<ul style="list-style-type: none"> Error Identification Error Identification Describe Pictures Preposition Describe Pictures Preposition 	1h 1h 1h 1h
UNIT 8	Group Discussion	
	<ul style="list-style-type: none"> Prefixes & Suffixes Prefixes & Suffixes Prefixes & Suffixes Prefixes & Suffixes Sentence Correction Sentence Correction Sentence Correction 	1h 1h 1h 1h 1h 1h 1h
UNIT 9	Newspaper	
	<ul style="list-style-type: none"> Synonyms Synonyms Synonyms Antonyms Antonyms Antonyms 	1h 1h 1h 1h 1h 1h
UNIT 10	My Opinion	
	<ul style="list-style-type: none"> Comprehension Comprehension 	1h 1h
UNIT 11	Final Assessment and Feedback	
	<ul style="list-style-type: none"> Final Exams Written Final Exams Orals 	1h 1h
		45 Hrs.

Rakhsund's

Course Coordinator



Academic Year : 2025 - 2026

RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY, NAGPUR

Original Copy

Receipt No : 940001/2526 **Date** : Wednesday, 8 October, 2025
Received From : Dr.S.G.Guhane Prerna College, Nagpur
Narration : 10% Fees Under JSA COurses
Email Address : prernacollegengp@gmail.com **Mobile No.** : 9403209892

On Account Of	Amount [Rs]
1. 318 (N-17) Deparment Of Life Long Learning And Extension	0.00
2. 318A N1717A Praposal & Application & Registration Fee From Center	0.00
3. 318B N1717B Skillbased Course Fee From Center	0.00
4. 318C N1717C Student Fees Share & Exam Fee	0.00
5. 318D N1717D Institute Visit	0.00
6. 318E N1717E Proposal Form Fee JSA (GST Liabl) - Jivanshikshan Adbhiya Bhaiyan	0.00
7. 318F N1717F 10% Fees Under JSA Courses (Students Fees Share) - Jivan Shikshan Abhiyan	6,560.00
8. 318G N1717G Proposal Form Fee CEP (GST Liable) - Continuing Education Program	0.00
9. 318H N1717H 10% Fees Under CEP Courses (Students Fees Share) - Continuing Education Proogram	0.00
10. 318I N1717I Examination Fees - Continuing Education Program	0.00
11. 318J N1717J Proposal Form Fee Skill Based Courses (GST Liable) - Recognition To Skill Based Couses	0.00
12. 318K N1717K 10% Fees Under Skill Based Courses (Students Fees Share) - Recognition To Skill Based Couses	0.00
13. 318L N1717L Institute Visit Fee Etc (GST Liable) / Honorarium - Other Fee	0.00
Subject To Relisation Receipt Total	6,560.00

Rupees (in words) : Six Thousand Five Hundred Sixty Rupees Only.

Payment Details : 1 Net Bank

1. 08.10.25 6,560.00 By Net Bank 25510425784, ORC for Token
FSTKN0014754834847

Department : 20152 -Depatment Of Lifelong Learning And Extension (Other Department)

Receipt Type: StudentFees For Superintendent (Income), RTMNU,
Receiver : Online Receipt Counter Nagpur



Academic Year : 2025 - 2026

RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY, NAGPUR

University Copy

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**RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY**(Established by Government of Central Provinces Education Department by Notification No. 513 dated the 1st of August 1923 & presently a State University governed by Maharashtra Universities Act No. VI of 2017)**DEPARTMENT OF LIFELONG LEARNING AND EXTENSION**

Guru Nanak Bhawan, University Campus, Ambazari Bypass Road, Nagpur - 440033

Email ID : dcll@rtnu.ac.in@gmail.com

Mob. No. 9921140553

Dr. Samit Mahore, (Director)

Date : 31.07.2025

No./DLLE/ /25

To,

The PrincipalDr. S.C. Gulhane Purna College of Commerce,
Science & Art's, Nagpur.**Subject : Sanction for Conducting Short Term Courses under Jeevan Shikshan
Abhiyan on No Grant Basis. (2025-26)**

Sir/Madam,

With reference to your proposal for conducting Short Term courses indicated below under Jeevan Shikshan Abhiyan of this Department, this is to inform you that your proposal has been accepted and your College has been granted permission to conduct the course on the following conditions:

Details of the Course

Sr. No.	Name of the Course	Name of Course Coordinator	Duration	Credit	No. of Candidates to be admitted	Fees to be Charged per Student	Fees to be Deposited With the Deptt.
1	Certificate Course in Problem Solving Through Programming in C Language	Dr. Bharti Deshmukh	45 hrs. T-15 hrs. P-30hrs.	2	50	200/-	10%
2	Certificate Course in Financial Management	Mr. Gaurav Gajbe	52 hrs. T-52 hrs.	2	50	200/-	10%
3	Certificate Course in Basic Knowledge of Marathi Grammar	Prof. Jyotsana Channe	71 hrs. T- 45 hrs. P-26 hrs.	2	50	200/-	10%
4	Certificate Course in English Proficiency Skill	Ms. Snehal Rakunde	45 hrs. T-45 hrs.	2	30	200/-	10%
5	Certificate Course in Jeevan Vidya Mission's Life Skills for Success	Ms. Dipawali Randive	36 hrs. T- 28 hrs. P-08 hrs.	2	50	200/-	10%
6	Certificate Course in Digital Marketing	Dr. Bharti Deshmukh	30 hrs. T-30 hrs.	2	50	200/-	10%
7	Certificate Course in Yoga & Holistic Health	Mrs. Sarika Satish Gurve	75 hrs. T- 15 hrs. P-60 hrs.	3	50	200/-	10%

Rules & Regulations of this Department regarding these courses should be strictly followed.







- This sanction is valid for this particular Batch only.**
- Fees for the course should be charged as per the norms prescribed.
- Expenditure on the course should be incurred as per norms.
- Course should be started within a Month from **the date of sanction.**
Please communicate your acceptance within **a month and submit the Initial Report**
- Submit the List of Students admitted in **the excel format attached** herewith.
- Send **Time Table** of the Course along with **Name of the Faculties.**
- Geotagged Photographs clicked during theory and practical classes have to be submitted along with the final report. **Other than geotagged photographs will not be accepted.**
- Complete details and evidences (along with geotagged photographs) for theory & practical exam / assessment will have to be submitted. Guidelines for allotment of grades should be strictly followed.
- After Completion of the course the dates for assessment /exam should be informed to the Department **at least 10 days in advance.**









Your's faithfully,










 Director









List of Admitted Students









Certificate Course in ' English Language proficiency Skill '









SR. NO	NAME OF THE STUDENT IN FULL	PHOTO	GENDER	DATE OF BIRTH	PLACE OF BIRTH	CATEGORY	ENROLLMENT NUMBER / REGIST	EDUCATIONAL QUALIFICATION (MENTION CLASS)	CONTACT NO	E-MAIL ID	ADDRESS FOR CORRESPONDANCE
1	Rahul S Rathod		MALE	15-12-06	Yavatmal	ST/N T/VJ	3437	B.Com	8830643347	rahulsrathod0015@gmail.com	House no 33 sai nagar umred road nagpur
2	Samir.Premchand.Umathe		MALE	19-05-08	Nagpur	ST/N T/VJ	3480	BBA	8459924549	samirumathe@gmail.com	Tandapeth road,chandrabhaga nagar tandapeth,
3	Mansi sheshrao Gajghate		FEMALE	04-09-07	Umred	SC	3451	BBA -1	9322730387	mansigajghate7@gmail.com	At Lohara post shirpur ta umred Dist nagpur
4	Nishika Rajkumar Gillurkar		FEMALE	21-06-05	Nagpur, Maharashtra.	OBC	3445	BBA 1st	8010970620	nishikagillurkar2105@gmail.com	Siddheshwar nagar, Dighori, Nagpur,
5	Janhavi Dhanraj Wankhede		FEMALE	02-07-07	nagpur	SC	3446	B.A1	80104 99208	janhaviwankghede02@gmail.com	aashirwad nagar hudkeshwar road nagpur
6	Harshita Arvind Bahoriya		FEMALE	17-09-06	Nagpur	SC	5789	B.A	8010189268	ujwalabahoriya11@gmail.com	Amar Sanjay society Manish nagar Nagpur-

7	Sejal Ashok Kohad		FEMALE	28-11-07	Nagpur	OBC	3478	<u>B.Com</u>	8788793466	sejalkohad28@gmail.com	Plot no.106, new kirti nagar, kirtidhar Ho.
8	Anushree Gumgaonkar		FEMALE	27-10-07	Nagpur	OBC	3853	B.A 1st	7558711429	anushreegumgaonkar7558@gmail.com	43-A, Bhagyashree Nagar, behind HP Gas
9	Bhagyashri Narendra Kamone		FEMALE	12-06-06	Nagpur	OBC	3448	BA 1st year	9172652848	kamonebhagyashri4@gmail.com	Plot no 6 behind post office bhagwan
10	Khushi Rangrao Kumre		FEMALE	16-03-07	Nagpur	ST/N T/VJ	1015	BBA 1 st	9021297578	khushikumre219@gmail.com	Khapri raja
11	Tanushree maroti jambhule		FEMALE	21-04-08	Nagpur	ST/N T/VJ	3923	BCCA-1 st	9175862855	marotijambhule2@gmail.com	Gaytri nagar, jagnade chowk nandanvan
12	Janvi Chandrashekar Niwal		FEMALE	17-08-25	Nagpur	OBC	3892	<u>B.COM</u>	9130684311	janviniwal006@gmail.com	1/15 new subhedar layout nagpur
13	DHANASHREE MAHESH SONKAR		FEMALE	12-12-07	NAGPUR	OBC	3938	BCCA 1st	9766211577	sonkardhanashri@gmail.com	Lalganj bahuli well nagpur
14	Toshita Rajkumar Chimote		FEMALE	14-10-07	Nagpur, Maharashtra	OBC	3852	B.A 1st	9579137531	chimotetoshita@gmail.com	Plot no.6 B/H Sai mandir lane no. 1 Ayodhya

15	Tanushree Rajendra Mate		FEMALE	13-06-08	Bela (Bandara)	OBC	3446	BBA 1st	8329952668	tanushree mate510@gmail.com	C. P. And berar college Tulsibag, mahal Nagar
16	Arpit Anil Jagtap		MALE	21-07-04	Pune	OPEN	3956	BA	8483093071	arpitjagtap652@gmail.com	Dighori Naka Shriram Nagar Umred Road Nagpur
17	Sarthak saptesh gupta		MALE	20-03-06	Nagpur	OBC	3401	B.A 2	8275416360	s20265073@gmail.com	Yogeshwar nagar dighori nagpur
18	Tanvi Surendra koradkar		FEMALE	21-03-08	Nagpur	OPEN	3446	BBA	8237883022	koradkarta nvi@gmail.com	Tandapeth nagpur
19	VEDANT RAMU SHAHANE		MALE	11-12-02	NAGPUR	OBC	3978	B.A 2	9527736805	vedant.s111202@gmail.com	PLOT NO:-6, SHIVAJI COLONY HUDKESHW
20	Archit Shyam Budwe		MALE	28-10-06	Nagpur	OBC	3977	B.A 2	9970607463	architbudwe@gmail.com	Plot.no. 1 Kukday layout,Ajni,Nagpur
21	FALGUNI DHOKE		FEMALE	01-07-07	NAGPUR	OBC	3475	BBA 1st	9209885469	falgunidho ke77@gmail.com	new mahalgi Nagar Nagpur Maharashtra
22	Tejaswini Raju Vishwakarma		FEMALE	29-05-07	Nagpur	ST/NT/VJ	3124	B. Com 1st	8999311814	Vishwakarmaarun3119@gmail.com	Khapri Raja

23	Vipin Yadav		MALE	13-11-07	Madhya Pradesh	OBC	3473	BBA	7498230232	vipinyadav.5097@gmail.com	90, new kailash nagar, Ashok garage, Manewada
24	Prachi Manoj Narnaware		FEMALE	26-04-06	At. Post. Champa	ST/NT/VJ	3402	B.A (2nd)	9604252934	prachinarnaware00@gmail.com	At.post. Champa, Ta.Umred, Dist.Nagpur
25	Reshma raju shambharkar		FEMALE	17-09-08	Umred	SC	3412	B.com -I	9552951533	reshmashambharkar77@gmail.com	Umred
26	Shreya Dilip Varma		FEMALE	07-05-08	Nagpur	OBC	3449	BBA 1st	8857094651	dilipverma4372@gmail.com	Somwari quarter 63\1 Purana Kamgar
27	Bhumika Gharat		FEMALE	11-12-07	Nagpur	ST	3936	B.com - I	9322044964	bhumikagharat299@gmail.com	c/o megha narad plot no 2 ,near Sai mandir
28	Harshal vilas Bhoskar		MALE	08-12-06	Nagpur	OBC	3655	BBA	9767181538	hbhoskar0@gmail.com	776 sudampuri Umred Road Nagpur
29	Tejas Kisnaji Bawane		MALE	12-04-07	Singori	NT	3957	B.A 1year	9689647146	tejasbawane012@gmail.com	Singori post pipra ta.umared.dist.nagpur
30	Dolly yogesh Chamat		FEMALE	05-10-07	Nagpur	OBC	3477	BBA	9307188319	dollychamat5@gmail.com	Ashirwad nagar hudkeswar road nagpur

31	Krishna Sanjay Nagtode		MALE	30-07-06	Nagpur	OBC	3955	BA 1st	7823884694	krishnanagtode67@gmail.com	At. Bhowari post. Gumthala tah. Kamptee
32	Ruchika suresh wagh		FEMALE	23-08-07	Nagpur	OBC	3425	BBA	8261852779	Waghpriyanka571@gmail.com	At wadegaon (kale) sub district:kuhi . District
33	Bhumika chhotelal shivhare		FEMALE	08-08-05	Nagpur	OBC, SBC	3471	<u>B.com</u>	7262834689	shivharebhuma185@gmail.com	01 swagat nagar new narsada road nagpur
34	Sanket Kishor Borsare		MALE	13-10-05	Khadsangi	OBC	3463	BBA 2nd	9307183568	sanketborsare77@gmail.com	At Post, Bank Colony, Narsala Road, Dighori,
35	Samiksha Digambar Lakadswar		FEMALE	18-09-07	Chandrapur	OBC	3853	BA 1st	9822724598	savitawadewar91@gmail.com	Plot no 153, kadu layout, saidham nagar , piplafata ,
36	Dipanshu Chhaganlal Mohapekar		MALE	10-02-08	Nagpur	SBC	3654	BBA- 1	8888434979	omdevimohapekar@gmail.com	Bangali Panja Pili Marbat Square Nagpur
37	Prajwal yende		MALE	20-10-06	Bhowari	OBC	3959	B,A-I	8830594087	prajwalyende@gmail.com	Bhowari
38	Vaishali Ravindra benibangde		FEMALE	29-10-07	Nagpur	OBC	3446	B.A -I	9156894655	khushboobenibangde@gmail.com	Nandanvan kdk college road line no 11 Nagpur

39	Tejeshwari virendra parate		FEMALE	24-07-07	Nagpu r	SBC	3476	BBA	8999012261	atharvapar ate14@gm ail.com	New om nagar, dhande layout, hudkeshwar
40	Chetan Satyawar Narware		MALE	04-02-06	Umred	OBC	3928	BBA 2nd	9503967831	chetannar ware4@g mail.com	New chicken market itwari peth Umred, Nagpur
41	Ayush Rajendra Sherki		MALE	20-08-03	Umred	NT	3899	BBA	8010704691	ayushsher ki79@gma il.com	, Dhangar Mohalla, Jogithana Peth, Umred,
42	Saniya Sheikh		FEMALE	14-11-05	Nagpu r	OPEN	357	B.A.2	9307598421	1200skjab bar@gmai l.com	Mahesh nagar shanti Nagar Nagpur
43	Saniya Ananta Kinnake		FEMALE	05-07-07	Warza di	ST	3656	BA 1st	8766765512	saniyakinn ake@gmai l.com	Nagpur
44	Nutan kapur gurnule		FEMALE	10-12-07	Nagpu r	OBC	1326	BA1st	8080 7861 97	Nandinigu rnule07 email.con	Vakilpet nagpur
45	Snehal Nandkishor Yadav		FEMALE	01-01-94	Chand rapur	NT	3652	B.com 1st	7709007260	Snehalyad av42@gm ail.com	Kashi nagar near iffl God loan rameshwari
46	Mansi kedarnath shahu		FEMALE	27-10-07	Nagpu r	OBC	3937	<u>B.com</u>	9356782655	aachalshah u108@gm ail.com	Narsala road, Dighori, nagpur

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