

**TEACHER'S ACTIVITY REPORT 2020- 2021.**

**FACULTY: C. Anupma**

**DEPARTMENT FLC**

**IQAC ACTIVITY No: SVC/2020-21/FLC-GEC/1**

**NAME OF THE ACTIVITY: German Certificate**

DATE	FACULTY	DEPARTMENT/COMMITTEE	COORDINATOR NAME
	C. Anupma	Foreign Language	Dr. Namita Pandey
TIME	VENUE	NUMBER OF PARTICIPANTS	NATURE: Outdoor/Indoor
	SVC	45	
<b>SUPPORT/ASSISTANCE:</b>	Mr. Anshul		

**BRIEF INFORMATION ABOUT THE ACTIVITY (CRITERION NO. -1):**

TOPIC/SUBJECT OF THE ACTIVITY	OBJECTIVES	METHODOLOGY	OUTCOMES
Hören (Listening)	<ul style="list-style-type: none"> <li> <b>Understanding</b>                      To make students familiar with the language and how a native speaker talks. This would help them to comprehend and work intensively with the authentic texts related to everyday situations given in the book Netzwerk A1 and A2.                 </li> <li> <b>Reacting</b>                      Train their ears to attentively hear the speakers talking about different situations. Through this they would be able to catch frequently used expressions and revise their grammar lessons in the process. attentively.                 </li> </ul>	The four foundations of all our German language part time courses are listening, reading, speaking and writing. Group discussions, role plays and interactive conversations in the classroom help everyone to improve every aspect of their language learning journey. We at Sri Venkateswara college design our courses in such a way that the individual level, capability and ability of every student to consume this foreign language is systematically dealt with and no student feels left behind. For each	Passing this exam demonstrates that you can <ul style="list-style-type: none"> <li>Understand and use sentences and common expressions in everyday situations,</li> <li>make yourself understood in simple, routine situations demanding an exchange of information on familiar and common topics,</li> <li>describe your background and education, immediate surroundings and other matters associated with your immediate needs in a simple yet clear way.</li> </ul>

		<p>lesson we not only try to restrict ourselves to the books but we also try to combine the standard course books with some extra material as per the need of the students.</p> <p>Through regular tests, we always keep monitoring and assessing everyone's performance in the classroom.</p> <p>The most important aspect of language learning which many students hate or fear is grammar. In our courses we always try to employ unconventional ways of teaching grammar. Our student-friendly approach would include fun and interactive methods like playing German songs, games and watching movies.</p>	
Sprechen (Speaking)	The students can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar and routine matters. This would allow them to open to new cultures and would make them more flexible and appreciative of other people's opinions and actions.		
Schreiben	To make students		

(Writing)	understand and write different formats of writing comprehensions. This would help them to retain new words which can be accessed later on to form new sentences. Writing practice always help the students to think and speak in foreign language.		
Lesen	To help students expand their vocabulary and use this enhanced knowledge in different contexts. Reading different texts and comprehending them would not help the students to deepen their language skills but would also provide them with new cultural knowledge and perspectives.		

**PROOFS & DOCUMENTS ATTACHED (Tick mark the proofs attached):**

Notice & Letters✓	Student list of participation✓	Activity report✓	Photos	Feedback form
Feedback analysis	News clip with details	Certificate✓	Any other	

IQAC Document No:	Criterion No: 1	Metric No:
Departmental file no	IQAC file No;	

NAME OF TEACHER & SIGNATURE	NAME OF HEAD/ COMMITTEE INCHARGE & SIGNATURE	IQAC COORDINATOR (SEAL & SIGNATURE)

For Reference

Criterion I	Curricular Aspects (planning & Implementation)	Criterion V	Student Support & Progression
Criterion II	Teaching Learning & Evaluation	Criterion VI	Governance
Criterion III	Research, Innovations & Extension	Criterion VII	Institutional Values & Best Practices
Criterion IV	Learning Resources and Infrastructure		



**SRI VENKATESWARA COLLEGE**  
(UNIVERSITY OF DELHI)  
New Delhi-110 021

Ref No : SVC/Admn/2020/P/

29<sup>th</sup> June, 2020

**NOTIFICATION**

**LAST DATE : 14<sup>th</sup> August, 2020**

**College offers following Professional/Vocational Courses for the academic year 2020-2021:-**

1.	One Year Postgraduate Diploma in Bio-Chemical & Molecular Technology
2.	One Year Certificate Course in Travel and Tourism & Travel Management
3.	One Year Certificate Course in German Language (Part-Time)
4.	One Year Diploma in German Language (Part-Time)
5.	One Year Certificate Course in French Language (Part-Time)
6.	One Year Diploma Course in French Language (Part-Time)
7.	One Year Certificate Course in Mandarin (Chinese) Language (Part-Time)*
8.	One Year Certificate Course in Russian Language (Part-Time)
9.	One Year Certificate Course in Spanish Language (Part-Time)
10.	One Year Diploma Course in Spanish Language (Part-Time)

- This course will start subject to the approval of the university.

It may kindly be noted that the admission to Diploma Courses in Foreign Languages (Part-Time) will be strictly according to merit. The candidate may be admitted after passing one year of the Certificate Course in that particular language subject to the enrollment of a minimum of 15 students in the course. The concerned candidate may submit a copy of the statement of marks along with Registration fee of Rs 200/- regarding passing one year certificate course in that particular language for the needful.

For details, please log on to college website : [www.svc.ac.in](http://www.svc.ac.in)

  
Dr Namka Pandey  
Convener,  
Foreign Language & TTM Courses

Dr N. Latha  
Convener, Admissions

  
Dr S.Venkata Kumar  
Ag. Principal

Copy to :- Administrative Officer/Section Officers (Administration and Accounts)/All Concerned/College Website/College Notice Board/File.



**SRI VENKATESWARA COLLEGE  
(UNIVERSITY OF DELHI)**

Ref No : SVC/Admn/2020/P/

29<sup>th</sup> June, 2020

**NOTIFICATION**

**LAST DATE : 14th August, 2020**

**College offers part time Courses in French, German, Mandarin (Chinese), Russian and Spanish Language, as per details given here under, for the academic year 2020-2021:-**

1.	One Year Certificate Course in German Language (Part-Time)
2.	One Year Diploma in German Language (Part-Time)
3.	One Year Certificate Course in French Language (Part-Time)
4.	One Year Diploma Course in French Language (Part-Time)
5.	One Year Certificate Course in Mandarin (Chinese) Language (Part-Time)*
6.	One Year Certificate Course in Russian Language (Part-Time)
7.	One Year Certificate Course in Spanish Language (Part-Time)
8.	One Year Diploma Course in Spanish Language (Part-Time)

- This course will start subject to the approval of the university.

**Eligibility Criteria**

**For Certificate Course**

Candidates who have passed the Senior School Certificate Examination (10+2) of the Central Board of Secondary Education, New Delhi, or an examination recognized as equivalent thereto with an aggregate of at least 45% marks are eligible to apply. Admission will be made in order of merit based on the degree/certificate in each of the following categories:-

I Post-graduate and above

II Graduate

III 10+2

**For Diploma Course**

Candidates who have passed the Certificate Examination of the University of Delhi in a language or an examination recognized as equivalent thereto are eligible to apply for admission to the Diploma Course in that language. Admissions will be made strictly in order of merit of the respective certificate course examination.

Candidates who have obtained their Certificate in the language from any other institution OR one year or more before the year of admission shall be required to submit the certificate/degree for the same.

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*Namita*  
Dr Namita Pandey  
Convener, Foreign Language Courses

Dr N. Latha  
Convener, Admissions

*S. Venkata Kumar*  
Dr S.Venkata Kumar  
Ag. Principal

## For Advanced Diploma Course

Candidates who have passed the Diploma examination in a language concerned from the University of Delhi or an examination recognized as equivalent thereto are eligible to apply for admission to the Advanced Diploma Course in the respective language.

Candidates who have obtained their Diploma in the language from any other institution OR one year or more before the year of admission will be required to submit the certificate/degree for the same.

### Admission Procedure

Online application form may be submitted along with the requisite fee. The candidates pursuing a part-time language course and some other course/s from the University of Delhi /any other University simultaneously may note that the college does not take any responsibility for adjustment of dates for classes/examinations. The candidates may also note that they can pursue only one part-time language course in the college in any academic year.

The Candidates fulfilling the eligibility criteria, as specified above, may submit the online Pre Admission Form, paying requisite application fee of Rs 200/- (Rupees Two Hundred) only, for the academic year 2020-2021, available on the college website ([www.svc.ac.in](http://www.svc.ac.in)) within the stipulated period.

S.No.	Course of Study	Special Requirements/Eligibility Criteria
1.	Certificate/Diploma Course in French, German, Mandarin (Chinese), Russian and Spanish Language Course (Part Time), wherever applicable	<p>For Merit Purpose, the aggregate of English or One Language and Three Best relevant subjects will be considered. Students from all streams may apply. Admission through <u>merit only</u>.</p> <p>Reservation in seats for SC/ST/OBC/EWSs/KM/PWD candidates is applicable as per university rules.</p> <p>SC : Schedule Caste ST : Schedule Tribe PWD : Person with Disabilities OBC : Other Backward Class EWSs : Economically Weaker Sections KM : Kashmiri Migrant</p>

**Mode of Payment of Application Fee:-** The application fee of Rs 200/- (Rupees Two Hundred) only may be paid by Credit Card/Debit Card/Net Banking/Demand Draft within the stipulated time. The Demand Draft should be drawn in favour of "The Principal, Sri Venkateswara College, New Delhi" issued by any Nationalized/Scheduled Bank, if payment is made through Demand Draft. **Please do not wait until the last day for the submission. Please complete the process well in time positively. The following steps may be followed for successful completion of the same:-**

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Dr Namita Pandey  
Convener, Foreign Language Courses

Dr N. Latha  
Convener, Admissions

  
Dr S. Venkata Kumar  
Ag. Principal

**LIST OF CERTIFICATES/DOCUMENTS REQUIRED**

**List of Certificates/Documents:-** The applicants shall be required to upload the following documents along with the preliminary online admission form: -

1. Class X Certificate (Marks-sheet or certificate) indicating date of birth and Parents' names\* (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the names that appear on the corresponding reservation certificates; similarly their parents' names must match with the certificates).
2. Class XII Marks-Sheet.
3. SC/ST/OBC/EWS/CW/KM Certificate (in the name of the Applicant) issued by the competent authority. (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match with the certificates).
4. Income Certificate issued by the Competent Authority from SC/ST applicants for reimbursement of Admission and Tuition Fee testifying that their parents are not Income Tax Payees.
5. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) issued by the competent authority, and wherein the caste is in the OBC central list issued by <http://ncbc.nic.in>. (The name of the applicant claiming reservation under OBC (Non-Creamy Layer) must match with the applicant's name as it appears on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). Income certificate for the financial year 2019-20, dated on or after March 31, 2020, as stipulated, will be required. The format of the OBC certificate is as per the DOPT certificate issued in 2014.
6. EWS Certificate (Appendix V) from competent authority certifying the applicant can claim reservation under this category. (The names of applicants claiming reservation under this category must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). Income certificate for the financial year 2019-20, dated on or after March 31, 2020, as stipulated, will be required.
7. Transfer Certificate from school / college as well as Migration Certificate from Board /University are required from those candidates who have passed senior secondary exam from outside Delhi
8. Upload a recent Photograph (without Signature or Stamp) and signature as per requirement on the online preliminary admission form.
9. Mandatory Anti Ragging Self-Certification (Both from candidate and Parent/Guardian as per the prescribed proforma duly signed. The same may be downloaded from the college website ([www.svc.ac.in](http://www.svc.ac.in)))
10. One identity proof issued by competent authority as notified by Government of India.
11. Self-attested copy of Passport & VISA (for Foreign Candidates).

**Note:**

1. Applicants shall be responsible for the quality and authenticity of the images they upload at the time of registration. Applicants must take care to ensure that uploads are authentic and accurate. Applicants will be responsible for production of documents as sought. All certificates/documents will be returned to the applicant by the College upon completion of any physical verification that may be required at a later stage.


2. If the applicants do not have recent / valid EWS / OBC (Non-Creamy Layer) / SC or ST Caste /Tribe certificate at the time of Registration, the applicant may upload the acknowledgement slip of application for the certificate. However, at the time of admission, the applicant will have to produce his / her recent / valid original EWS / OBC (Non-Creamy Layer) / SC / ST certificate.

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**Dr Namita Pandey**  
Convener, Foreign Language Courses

**Dr N. Latha**  
Convener, Admissions



**Dr S.Venkata Kumar**  
Ag. Principal

3. Please note that all admissions are purely provisional and subject to further detailed verification and confirmation by the competent authority.

4. It is made clear that if any false attestation / falsified records are detected, the candidate will be debarred from attending any course in the college for next five years and in addition, a criminal case under relevant sections of IPC (viz. 470,471,474 etc.) will be instituted against him/her, as per university rules. No request for non-production of any document/certificate at the time of admission shall be considered under any circumstances. Further, the uploaded documents will need to be presented in the colleges at the time of admission, for online and/or forensic verification. If any false attestation / falsified records are detected, the applicant will be debarred from the University and / or its colleges and penal action will be taken against the applicant.

#### **Course Fee :**

1. For Certificate Course : Rs 17,000/- (excluding University Examination Fee) PA.
2. For Diploma/Advance Diploma Course : Rs 17,000/- (excluding University Examination Fee) PA.
3. In case of withdrawal of admission, fees will be refunded as per rules.
4. The classes will be held on Mondays, Wednesdays and Saturdays after 2:00 PM onwards.

#### **Number of Seats :: 62 (Sixty Two)**

All Original Certificates/Documents, submitted by the candidate as per requirement, will be returned to the candidates only after verification by the concerned official (s) after signing the specified box on the Admission Form within due course of time. The candidate shall ensure before leaving the Counter that the Certificates/Documents received by him/her is/are complete in all the respects. The college shall not be held responsible for any loss of the Certificates/Documents and no claim will be considered under any circumstances thereafter.

It is pertinent to mention here that the language course will be offered subject to the enrollment of a minimum of 15 candidates in the course.

For clarification, if any, Mr Anshul, Junior Assistant (Administration) may be contacted via email ([anshul@svc.ac.in](mailto:anshul@svc.ac.in))

  
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శ్రీ వేంకటేశ్వర కళాశాల  
**Sri Venkateswara College**

(University of Delhi)

NAAC 'A' Accredited, DBT Star Status

Benito Juarez Road, Dhaula Kuan, New Delhi-110021

Ph.: 011-24112196, 24118590, Telefax : 011-24118535

principal@svc.ac.in

**Prof. C. SHEELA REDDY**  
**PRINCIPAL**

Ref No. : SVC/Admn/2021/

Date : 19-01-2021

**Provisional Cum Character Certificate**

University Roll No. : 25952

College Roll No. : 3219008

This is to certify that Ms. Agrima Kishore Daughter of Mr Parveen Kumar and Mrs Priti who appeared from the College at the **Certificate Course in German Language – I (One Year)** Examination held by the University in Delhi in June, 2020 has been declared successful in the said Examination securing **259/300** Marks as per results announced by the University of Delhi.

Her date of birth as recorded in the College Register is **25.12.1997, Twenty Fifth December Nineteen Hundred Ninety Seven (in words).**

Her conduct and character are Good. I wish her all success in life.

*C. Sheela Reddy, 19/1/2021*

**Principal**

Sri Venkateswara College

(University of Delhi)

Dhaula Kuan

New Delhi-110 021

*A*

## List of Students

S.No.	Name of the Student	College Roll No
1	JITHIN B.J.V	3220003
2	KHUSHI TANEJA	3220004
3	RISHABH MEDIRATTA	3220005
4	ANJALI KUMARI	3220007
5	NIMISHA AGARWAL	3220013
6	JAHANVI KHANDELWAL	3220016
7	RIA MATHUR	3220018
8	BHANU SHARMA	3220019
9	HRISHABH BORAR	3220021
10	MOHITA JAIN	3220024
11	JYOTI	3220027
12	DHRUV ARORA	3220029
13	PRIYA SHARMA	3220030
14	AYESHA MALIK	3220031
15	KRITIKA RASAL	3220043
16	KUSHAGRA	3220044
17	AASTHA SINGH	3220045
18	PRAYGA VATS	3220047
19	KAJAL	3220051
20	MUSKAN ARORA	3220053
21	SIDDHARTH RATHI	3220055
22	MONIKA CHAUHAN	3220056
23	PREETI KHANDELWAL	3220058
24	VIDHI	3220061
25	KUMKUM CHOPRA	3220068
26	MONARCH PORWAL	3220069
27	PRINCE YADAV	3220071
28	GAGAN SINGH	3220074
29	SHASHI KANT	3220075
30	PRATEEK VERMA	3220076
31	SNEHA RAWAT	3220078
32	KAJAL TANWAR	3220081
33	SHOBHIT JAIN	3220083
34	ROUSHAN KUMAR SINGH	3220087
35	DHIRAJ GOSAIN	3220089
36	POOJA CHOUDHARY	3220090
37	PRIYANK YADAV	3220091
38	SHUBHAM SHARMA	3220093
39	ABHINAV RAJ	3220099
40	SUMIT GIRI	3220108
41	CHANCHAL KUMARI	3220116
42	MANVI	3220119
43	RITIKA SEHRAWAT	3220120
44	ABHILASH KUMAR	3220123
45	TAMANNA	3220125