### Educational / Training / Job opportunities After 10<sup>th</sup> & 12<sup>th</sup>

Career choice - one of the most important milestones in an individual's life involves self analysis, critical thinking and finally decision making.

The choice of the career is influenced by views of your parents, friends, relatives, teachers and the media. Today with a wider choice and an ever increasing competition, you need to plan your career wisely and at the earliest.

While choosing a stream after  $10^{th}$ , a training course or a career you should know your abilities, interests, aptitudes and personality. Besides these you should gather information regarding different career options, the eligibility criteria, the premier institutions/universities, and other criteria of selection and the market demands.

The present project undertaken by Education Department of Delhi on different educational and vocational courses available in Delhi and the Job opportunities through competitive examination after  $10^{th}$  and  $12^{th}$  aims at giving you the much needed information.

Hoping that it would help you in understanding what each course and a career entails and help you introspect and analyse the required abilities to be successful, happy and content in the course/career you choose.

The information is by no means exhaustive it is given to serve as an indicator of the institution where relevant courses may be available. For detailed and precise information about courses, it is advisable to correspond directly with the respective universities and institutions at the addresses and websites given.

The present work has been compiled and developed by the team of followings EVGCS under the able guidance of DDE (Schools) Mrs. Neelam Verma and Coordination of Ms. Manju Kumar (Incharge EVG Bureau).

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The work is in its present form due to painstaking efforts of Mr. Satyanarayana Pd. Singh, Mr. Naveen and Mr. S.K. Gupta (EVGC)

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### Admission/Entrance Exams for various Schools in Delhi.

Rashtriya Indian Military College Dehradun Conducts entrance test for admission to Class VIII in the month of June for boys only.

Govt. of India started Jawahar Navoday Vidyalaya in the year 1986 in 27 states and 7 Union Territories for under privileged and deserving boys and girls. There are nearly 551 schools all over India. Maximum 80 students per school are selected through entrance test.

Delhi government started Rajkiya Pratibha Vikas Vidyalayas (RPVV) in the year 1997 with 3 schools. Now there are 19 RPVV's running successfully in Delhi. RPVV cater to the students who are studying in government/cantonment school for the last two consecutive years. They have to clear an entrance test for admission to RPVV in Classes VI & IX. However admission to Class XI is done on merit basis & criteria set for all the 3 academic and one vocational stream.

### **Entrance test for different schools**

S.No.	Name of the Exam	Eligibility	Age	Date	Scheme of Exams	Website/Add.
1.	Jawahar Navodaya Vidyalaya Selection Test	Vth	8½ yrs. to 12½ yrs	Last dt. 31st Oct.	Entrance Exams: Duration 2 hrs.  3 Sections. MCQ.  — Mental Ability Test.  — Mathematical ability  — Language usage.  — No. of Questions - 100  — Max. Marks - 100	http://www.navodaya.nic.in
2.	Rashtriya Indian Military College (RIMC) Admission Test	VII Only Males Passed or studying in VII	11½ to 13½ yrs.	1st week February Last date - March Date of Exam Ist Week of June.	Application form to be obtained from commandant RIMC Dehradun, Uttaranchal Subjmit to Exam Cell Directorate of Education. Room No. 256 Old Sectt. Exam based on academic knowledge upto Class VII and Other mental abilities.	
3.	Directorate of Education Admission for Class VI, IX & XI in Rajkiya Pratibha Vikas Vidyalaya	For Class VI, V pass and for Class IX, Class VIII pass, X th pass for Class XI & continuously studied in Delhi Govt. / aided / NDMC / MCD /Cantonment Board		Advertisement in May Submission- Last Week of May to 1st week of June. Test- 1st week of June.	Objective type Qs.  Numerical ability.  Mental ability.  Gen. knowledge.  Language comprehension	

for last 2 yrs. with at least 60% in V, VIII & X.	
XI SC - 65% agg. (excluding addnl.) 70% Sci. & Maths	Merit on basis of math, science & Eng. Taken together.
XI Comm 65% agg. 70% Sci. & Maths 45% - Eng.	Merit on basis of Maths, S.S.T. & Eng. taken together.
XI - Humanities- 50% agg.	Merit on basis of aggregate.
XI- Vocational (Information technology application) 50% aggregate, 50% maths	Merit on basis of Maths & English only.

### Vocational Stream, ITI, Polytechnics and Apprenticeship

Directorate of education, Delhi Vocational Branch introduced vocational education programme in the year 1977-78 by introducing vocational stream at the 10+2 stage. These courses are based on Engineering and Technology, Business and Commerce, Home Science, Health and Para Medicines, Agriculture, Computer etc. and are taught at 10+2 stage after 10<sup>th</sup>.

The Department of Training and Technical Education, Govt. of NCT, in its endeavour to provide technical and skilled manpower suited to various needs of industry is inplementing craftsman training scheme. It imparts technical education and technological skills through industrial training institutes (ITIS). Apprenticeship scheme and AICTE approved polytechnics and Govt. aided Institutions affiliated to the board of technical education Delhi through various courses of study of different levels.

To meet the industry needs and make students employable Industrial Training institutes (ITIs) and Polytechnics impart skilled training in the form of 6 months, 3 yrs. certificate and diploma courses in engineering and other technical courses.

In addition to ITIs and Polytechnics a number of NGOs (Non Government Organisations) and other Government and Private institutes are also imparting technical training and education. There are 17 ITIs and 20 Polytechnicas (10 Government run, 1

Government aided, 8 private and 1 run by Jamia Millia Islamia) providing training in Delhi.

Students have an option to take up technical jobs or study further through lateral entry scheme for degree courses after attaining a certificate or a diploma in concerned trade.

### **10th Based Job Oriented Courses**

S.No.	Name of Course	Duration	Institution	Important Date	Website & Other Addresses	Type of Questions & Weightage
1	Tool & Die Maker (Dies)	3 yrs	ITI (Certificate)	1st Week of	http://tte.nic.in	Merit
				April to 3 <sup>rd</sup>	Fax: 27325341	Merit
				Week of	http://cetdelhi.nic.in	Common Entrance Exam (Min
				April		50% marks in X)
						Maths 50 ques., Phy. 40 ques.,
						Chem 30 ques.,
						Bio. 15 ques.,
						Eng. 15 ques.,
						As per CBSE for class IX & X
_			_	_		Total: 150
2	Tool & Die Maker (Fixtures)	3 yrs	Do	Do	Do	Do
3	Tool & Die Maker	4 yrs	Polytechnic Diploma	Do	Do	Do
4	Draughtman (Civil)	2 yrs	ITI Certificate	Do	Do	Merit
	Draughtman (Mechanical)	2 yrs	Do	Do	Do	Do
5	Architecture Asstt.	2 yrs	ITI Certificate	Do	Do	Do
	Architecture Asstt.	3 yrs	Polytechnic	Do	Do	Common Entrance Exam (Min.
			Diploma			50% marks in X + Aptitude Test)
6	Electrician	2 yrs	ITI Certificate	Do	Do	Merit
7	Electronics Mechanic	2 yrs	Do	Do	Do	Do
8	Information Technology & Electronic System Maintenance	2 yrs	Do	Do	Do	Do
9	Information Technology & Enabled	3 yrs	Polytechnic	Do	Do	Common Entrance Exam (Min
	Services & Management		Diploma			50% marks in X)
10	Instrument Mechanic	2 yrs	ITI Certificate	Do	Do	Merit
11	Machinist (Grinder)	2 yrs	Do	Do	Do	Do
12	Mechanic Motor Vehicle	2 yrs	Do	Do	Do	Do
13	Radio & TV Mechanic	2 yrs	Do	Do	Do	Do
	Do	1 yr	Society for Self		E-26-29 Flatted Factories	First Come First Serve
			Employment		Complex Jhandewalan	
					under Udyog Sadan	
					Patparganj Industrial Area	
	Do	1 yr	Dharmik Vidya		<ul> <li>a) Ministry of Labour</li> </ul>	Do
			Peeth Jan Shikshan		West Block No. 8, Wing	
			Sansthan		No. 7	

			Urivi Vikram		II Floor R.K. Puram, Sec-1,	
			Charitable Trust		New Delhi-66	
			Charitable Trust			
					b) Multipurpose	
					Community Facility Centre	
					Near Vishal Cinema Hall,	
					Raghubir Nagar	
1.4	D.C. C. A.C.M. 1.	1	A 11 (1 ' ' ' '		Ph. 25933875, 25420666	
14	Refrigeration & A.C. Mechanic	1 yr	All the institutes		Do	
1.5	C	2	Same as above		ITI	M:'4
15	Surveyor	2 yrs	ITI Certificate		ITI	Merit
16	Automobile Sector Automobile	2 yrs	ITI Certificate		ITI	Merit
	Engineering	2	D 1 . 1 .		1 // . 1 11	CEE
1.7	D. I O. M G G	3 yrs	Polytechnic		http://cetdelhi.nic.in	CEE
17	Production & Manufacturing Sector	2 yrs	ITI Certificate		ITI	Merit
18	Electrical Sector	2 yrs	Do		Do	Do
19	Filter	2 yrs	Do		Do	Do
20	Mechanist	2 yrs	Do		Do	Do
21	Turner	2 yrs	Do		Do	Do
22	Auto Electrician	1 yr	Do		Do	Do
23	Computer Hardware & Networking	1 yr	Do		Do	Do
24	Dent Beating & Spray Painting	1 yr	Do		Do	Do
25	Mechanic Diesel	1 yr	Do		Do	Do
26	Plastic Processing Operator	1 yr	Do		Do	Do
27	Scooter & Auto Cycle Mechanic	1 yr	Do		Do	Do
28	Steel Fabrication	1 yr	Do		Do	Do
29	Book Binder	1 yr	Do		Do	Do
30	Commercial Art	1 yr	Do		Do	Do
31	Commercial Art	3 yrs	Polytechnic			CEE
32	Commercial Art/Silk Screen	1 yr	Jamia Milia Islamia	1st Week to	www.jmi.nic.in	Min 45% marks, Admission
	Printing/Photography/ Pottery/ Painting			2 <sup>nd</sup> Week		based on Interview
				of April		
33	Interior Decoration and Designing	1 yr	ITI			Merit
34	Interior Design	3 yrs	Polytechnic			CEE
35	Litho Offset Machine	1 yr	ITI Certificate			Merit
36	Steward	1 yr	Do			Do
37	Data Entry Operator	6 months	Do			Do
38	Cookery, Catering and Home	1 yr	Do			Do
	Management					
39	Hair & Skin Care	1 yr	Do			Do
40	Beauticulture	2 yrs	Polytechnic			CEE
41	Textile Designing	1 yr	ITI			Merit

42	Textile Designing	3 yrs	Polytechnic		CEE
43	Garment Fabrication Technology	3 yrs	Do		Do
44	Fashion Designing	3 yrs	Do		Do
45	Event Management Asstt.	6 months	ITI (Women)		Merit
46	Office Machine Operator	6 months	ITI		Merit
47	Food Production	1 yr	Do		Do
48	Diploma Civil	3 yrs	Jamia Milia Islamia	www.jmi.nic.in	Diploma Entrance Test / CET
			& Board of		
			Technical		
			Education, Muni		
			Maya Ram Marg,		
			Pitampura,		
			Polytechnic		
49	Diploma Computer	3 yrs	Do	Do	Do
50	Diploma Electrical	Do	Do	Do	Do
51	Diploma Electronic	Do	Do	Do	Do
52	Diploma Mechanical	Do	Do	Do	Do
53	Diploma Chemical	Do	Do	Do	Do
54	Diploma Electronics & Communication	Do	Do	Do	Do
55	Instrumentation & Control				
56	Medical Lan Technician	3 yrs	Polytechnic		

Note: There is provision for vertical mobility of certificate holders in certain trades for Diploma and Diploma holders with a minimum 60<sup>^</sup> marks in aggregate for lateral entry to second year B.Tech. Prgoramme/BE Part time through CET. Diploma holders can also do AMIL, IETE, professional instituions. These centers are at par with graduates in their respective fields.

# 12th Based Job Oriented Courses (SCIENCE) CERTIFICATE & DIPLOMA COURSES

S.No.	Name of Competitive Exam	Duration	Recruitment Board/	Important	Website & Other	Scheme of	Remarks
			Institute	Dates	Address & Information	Admission	
1	Diploma in General Nursing & Midwifery	3 yrs	Jamia Hamdard Most pvt. & govt. hospitals conduct the	Adv. Feb end	www.jamiahamdard.edu	10+2 (50% or more) preferably with Sience	
			course			subjects and	
			Course			English Selection	
						through written test	
						followed by an	
						interview in some	
						courses.	
2	Certificate Course in	2 yrs	1) Lok Nayak Hospital			10+2 PCB 17yrs-	
	Radialogist Assistant	1 yr 2 yrs	<ul><li>2) Holy Family Hospital</li><li>3) AIIMS</li></ul>			22yrs (Merit Based)	
3	Diploma in Prosthetics &	2 ½ yrs	Rehabilitation	Prospectus		Written Test	
	Orthetics		Department	2 <sup>nd</sup> Week		10+2 with PCB	
			Safdarjung Hospital	of June to		50% written Test	
				2 <sup>nd</sup> Week		Interview	
4	Basic and Advanced Medical	2 ½ yrs	Holy Family Hospital	of July Sept-	Phone: 26845900-09	10+2 with PCB	
*	Lab. Technology	2 /2 y18	Tiory Panniy Hospitar	October	Grams SAMARITAN	50% written Test	
	Certificate in Medical Lab		IGNOU	October	Grains 57 tivi7 tici 17 tiv	Interview	
	Technician Technician		101100			interview	
5	Medical Lab Technician	1 yr	Jamia Hamdard	Ad- June		10+2 with VOC	
	Apprentice		www.jamiahamdard.edu	1 <sup>st</sup> Week		MLT from CBSE,	
	Diploma in Medical Record		AIIMS	to 3 <sup>rd</sup>		Merit Diploma	
	Technician (DMRT)			Week		Entrance Test	
6	Diploma Dialysis Tech	2 yrs				Diploma Entrance	
					DI 0.004#0000.00	Test	
7	Diploma X Ray & ECG	2 yrs	Jamia Hamdard		Ph: 26845900-09	PCB Diploma	
	Tech		Holy Family Hospital			Entrance Test	
	X-Ray Technology					PCB with 50%	

8.	Diploma in Operation	2yrs	Jamia Hamdard			marks 18-22 years as on July 1 <sup>st</sup> Written Test in Science, GK and English will have to be cleared followed by interview DO First Come First Service	
9.	Theatre Tech. Optometrist Fellowship Diploma in Opthalmic Tech.	6 months 2 yrs	Delhi Opticians Association 950, 1 <sup>st</sup> Floor, Street 3, Naiwala Faiz Road		Ph: 25787291	DO First Come First Service 12 <sup>th</sup> PCB (45%)	
10.	Certificate in Ward Attendant		Jamia Hamdard			12 100 (1370)	
11.	Certificate Course in Multi Rehabilitation Therapy	1 ½	Safdarjung Hospital			Written Test + Interview age 17 ½ to 21 yrs	
12.	Diploma Dairy Service	2 yrs	Sanjay Gandhi Institute of Dairy Science & Technology, Pusa			50% PCM in 10+2, Merit	
13.	Medical Transcription	5 months	Indo-American Academy of Medical and Legal Transcription D-133 Okhla Industrial Area Phase-I		www.learnt.org Ph: 26817133	Basic Knowledge of English, Good listening skills preferable science background No age bar	
14.	Diploma in New Economic Skill	2 yrs	Jamia Hamdard		www.jamiahamdard.edu	10+2 with PCB and entrance test from May 20 to 23 and important dates March to Mid April	
15.	Diploma in Pharmacy Diploma in Pharmacy (Unani)	2 yrs	1. Jamia Hamdard, Hamdard Nagar, Delhi	Jan-March Last Date April		10+2 (50%) DET (Diploma entrance test)	50% seats for Muslims Reserved

			2. Polytechnic's (6)  3. Delhi Institute of Pharmaceutical Science & Research, Pushp Vihar		http://cetdelhi.nic.in  www.dipsar.in Tel.: 29553771	10+2 (45%) (PCM/B) 10+2 (60%) (PCM/B) Merit	CET conducted by board of technical education, pitampura, Delhi-88, Tel.:27326020 CET- Phy (45 ques), Che (45 ques) Maths/Bio (60 ques) as per CBSE Syllabus of XI & XII Total ques 210 only 150 to be attempted
			4. Holy Family Hospital 5. Safdarjung, Hospital	1 <sup>st</sup> Week of June	http://cetdelhi.nic.in	Phy (60 ques), Maths (60 ques), Che (30 ques) as per CBSE syllabus for class X, XI and XII Total ques 150	
18.	Lateral Entry of ITI/10+2 (Vocational Stream) passout to 3 <sup>rd</sup> Semester in analogous Diploma Course	2 yrs	Board of Technical				
19.	Air Craft Maintenance Engineering	3 yrs	1) Hindustan Institute of Aeronautices 2) School of Aviation Science & Technology, Delhi 3) Institute of Aviation Technology 4) Indian Institute of Aircraft Engineering 5) School of Aeronautics, H-947, Palam Extn., Sector-7, Dwarka, New Delhi		1) Temple View Near Mandir Ghati, Bhopal 2) Delhi Fying Club, Safdarjung Airport 3) Sec-6, Bahadurgarh, Haryana 4) A-1191, Mahipalpur Extn. Road No. 4	10+2 with 55% PCM age 17 ½ - 23 yrs	

# Diploma & certificate courses run by various institutes/ univ. leading to employment (based on 10 th 10+2)

S.No.	Course	Dur.	Institution / University	Important Dates	Website and other addresses	Criteria of Admission
1.	Computer Operator and Programming Asstt.	1 yr.	ITI (women)	Ist to 3 <sup>rd</sup> week July	http://ttee.nic.in	Merit
	Certificate Computer & Info.	1 yr.	Jamia Milia	1st Week to 2nd Week April	http://jmi.nic.in	Entrance Test
2.	Secretarial Practice (Eng.)	1 yr	ITI Jan Seva Sansthan	1st to 3rd Week July	http://tte.nic.in	Merit
3.	Fashion Technolgy	1 yr.	ITI (Women)	1st to 3rd week July	http://tte.nic.in	Merit
4.	Front office Astt.	6 months	ITI (women)	1st to 3 rd week of July		Merit
5.	Call Centre Asstt.	6 months	ITI (Women)	1st to 3rd week July		
6.	Desk Top Publishing Operator	1 yr.	— do —	— do —		Merit
7.	Steno (Eng. / Hindi)	1 yr.	— do —	— do —		— do —
8.	Tourist Guide	6 months	ITI	— do —		
9.	Health & Sanitary Inspector	1 yr.	ITI	— do —		'— do —
10.	Digital Photography	1 yr.	ITI	— do —		— do —

11.	Power Generation Engineering (DPGE) (Dip.)		JMI	1st week to April	http://gmi/nic/in
12.	Power Transmission Engineering (Dip.)			— do —	— do —
13.	Modern Office Practice (Eng.)	3 yrs	Polytechnic	1 <sup>st</sup> Week of April to 3 <sup>rd</sup> Week of April	English Comprehension with Grammar (60 ques) Class XII Level Current Affairs (45 ques) Logical & Analytical Ability (45 ques) Total Ques: 150
14.	Modern Office Practice (Hindi)	3 yrs	Polytechnic		Hindi Comprehension with Grammar (60 ques) and rest as that of Modern Office Practice (Eng.)
15.	Store Keeping and Purchasing	1 to 3 yrs.	Commercial and Secretarial Institute - ICP Complex, Opp. Madhuban Shabarpur, Delhi- 92		
16.	Sales and Accountancy	-do-	— do —		
17.	Book keeping & Accountancy	-do-	_do_		

### **Computers**

The growing importance of computers is now an established fact. Everyone needs at least some basic knowledge of computers to perform his duties well. Computer education has multiplied many folds. In the formal sector we have engineering colleges, polytechnics, ITI's & other training institutes and universities which offer a number of certificate, diploma and degree courses.

### **CERTIFICATE & DIPLOMA COURSES IN COMPUTERS**

S.No.	Course	Duration	Institution	Eligibility	Scheme of Selection	Remarks
1	DOEACC 'O' Level	1 yr.	Institutes affiliated to DOEACC for 'O' level www.doe.gov.in	10+2	Direct/Counseling	
2.	Diploma in Advanced Software technology	2 yr.	CMC(A Govt. of India Enterprise through various franchise)	10+2	— do —	
3.	Diploma in Software technology	1 yr.	— do —	10+2	— do —	
4.	Certificate in Information Technology	6 months	— do —	— do —	— do —	
5.	Certificate in UNI & C	6 months	— do —	— do —	— do —	
6.	Diploma in Computer Software Technology	6 months	ET & T Computer Edn. & Trg. Division, 15/48 Malcha Marg, Chanakyapuri, New Delhi-21 (A Govt. of India Enterprise)	— do —	— do —	
7.	Certificate in Computer Applications	3 months	— do —	— do —	— do —	
8.	Certificate Course in Local Area Networking	8 weeks	— do —	— do —	— do —	
9.	Certificate Course in DTP	36 hrs.	— do —	— do —	— do —	
10.	Foundation Course in	3 months	Indian Institute	— do —	— do —	

	Computer Hardware Maintenance					
11.	Certificate in Computing (CIC)	10 months	IGNOU	— do —	— do —	
12.	Diploma in Computers in office Management (DOC)		IGNOU	10+2 with 3 yrs experience or Degree	— do —	
13.	Advanced Diploma in Computer & Telecom.	2 yrs.	Indian Institute of hardware Technology, A- 166, Ashok Vihar, Phase- 1, Delhi-52	10+2	— do —	
14.	Computer Software, Hardware & Network Engineering Diploma	1 yr.	— do —	— do —	— do —	
15.	Dip. in Telecommunication and Network Engineering	1 yr.	— do —	— do —	— do —	
16.	Computer Hardware & Network Engg. Diploma	1 yr.	Head Office: B-78, Sec 6, Noida, A govt. Of India Enterprises	— do —	— do —	
17.	Dip. Network Engg.	3 yrs.	— do —	— do —	— do —	
18.	Dip. Electronics Engg.	3 yrs.	— do —	10+2 with science	— do —	
19.	Automation Engg.	3 yrs.	— do —	— do —	— do —	
20.	Certificate Course in Computer Programming	1 yr.	Tool Room & Training Centre Wazirpur Industrial area Delhi-52	— do —	— do —	
21.	Computer Hardware and Networking	6 months	NSIC Technical Services Centre Okhla Industrial Estate, Phase-III, New Delhi-20 P.B. No.	10+2	Direct	Part Time

			26826246			
22.	Computer Application	1 yr.	YMCA Jai Singh Road, New Delhi-1	— do —	— do —	Part Time
23.	Certificate Course in Computer Application & Internet	1 months	— do —	— do —	— do —	
24.	Web designing & Web Development	2 months	— do —	— do —	— do —	
25.	Computer Operator and Programme Assistant	1 yr.	Women Technical Institute, NDMC Netaji, Nagar, New Delhi-23 # 26881084, 24105206	10+2 For Girls only.	— do —	
26.	Multimedia and Animation/Graphic Designing		NID- Ahmedabad, Delhi College of Art, Arena-A division of Aptech, American Institute, Priyadarshani, Maya Academy of Advanced Cinematics (Rajauri Garden), Kamla Nagar			Creativity
27.	Diploma in Advertising and Graphic designing	2 yrs.	Wigar & Leigh college Ansal Tower, 1001-1005, 38, Nehru Place, New Delhi #011-51617053/4/5/6	10+2		Diploma awarded by WLC, U.K.
28.	Game Design & Development	1 yr.	SAE Technology College, D-72, Hauj Khas, New Delhi	— do —	— do —	
29.	Media Technology	1 yr.	— do —	— do —	— do —	

30.	Digital Film Making	1 yr.	— do —	— do —	— do —	
31.	Print Imaging and Publishing / Cartoon animation / e-com. development / ecom designing / web graphics and animation / audio video editing / character design and animation / digital graphics and animation	1 yr.	Arena Multimedia NIIT	— do —	— do —	
32.	Foundation in Multi media, Advanced Programme	1 yr.	NIIT	— do —	— do —	
33.	Dip. in Animation	1 yr.	MAYA Academy of Advanced Cinematics  www.magaindia.com			J-1/164, Lower Ground Rajouri Garden, 26-A/UA Ist Bunglow Road, Kamla Nagar, ITL Tower, BlkB-09 10th Floor, Neta Ji, Subhash Place.
34.	Advanced Dip. in Digital Design, Professional Dip. in 3D Animation and visual effects.	1 yr.	— do —	— do —	— do —	— do —
35.	Certificate Programme in Merchandising programme Computer Aided Design Programme	1 yr.	— do —	— do —	— do —	— do —

### **Hospitality and Tourism**

This industry is expanding tremendously and has become highly professionalized. The career requires one to possess a pleasing personality, good communication skills and efficiency.

Major services offered by this industry is travel, tour, cargo, ticketing and accounts, flight attendants, air hostesses, counter attendants, front office, house keeping, public relations. food & beverage, sales and marketing, banquet etc.

Industrial growth and the promotion of tourism has made the hotel and hospitality industry and tourism sector one of the fastest growing sectors of the Indian Economy. This career is not only about glitz and glamour but based on the wish to serve and please people and one has to be on one's toes all the time, temper has to be kept under check while guest/clients are looked after with a smile.

### **JOBS OPPORTUNITY IN HOSPITALITY AND TOURISM**

S.No.	Name of Course	Duration	Recruitment Board/ Institute	Age	Eligibility	Scheme of Admission	Remarks/Email/ Website
1	Diploma in Food & Beverage Service	1 1/2	Institute of Hotel Management Catering & Nutrition, Pusa www.ihmpusa.net	Upto 22yrs	10+2	Admn. Based on the merit of qualifying exam	
2	Diploma in Bakery & Confectionary	1 1/2	1) Institute of Hotel Management Catering & Nutrition, Pusa 2) Delhi Institute of Hotel Management & Catering Technology	Do	Do		
3	Diploma / Craft Course in Food Production	1 ½	Do	Do	Do		
4	Diploma in Cookery	1 1/2	Delhi Institute of Hotel Management & Catering Technology Old Gargi College Building Lajpat Nagar IV, New Delhi-24 Ph: 26435883, 26214812		10 <sup>th</sup>		July
5	Diploma in House Keeping	1 1/2	Do		Do		
6	Diploma in Restaurant & Counter Service	1 ½	Do		Do		
7	Diploma in Hotel Reception & Book Keeping	1 ½	Do		Do		
8	Travel & Tourism & Airport Handling	1 yr	YMCA, Jai Singh Road, Connaught Place, New Delhi Ph: 23360501		12 <sup>th</sup>	Round the year	Admn. On First Come First Serve Part-Time
9	Basic Course on Travel Fare & Ticketing	3 months	Do Indian Institute of Toursim & Travel		Do	Do	Do Offered as an add-on course by

10	Basic Course in Computerized Reservation System (Air Ticketing)	1 month	Management, 9 Nyaya Marg, Chanakyapuri, Delhi-21 Ph: 26883724 YMCA, Jai Singh Road,		12 <sup>th</sup>	Do	DU colleges  Do
11	Basic Course on Airlines, Travel Agency & Tour Operation/ Airlines Travel Agent Personnel	5 months	YMCA, Jai Singh Road,		12 <sup>th</sup>	Do	Round the Year (Part Time)
12a	Airhostess & Flight Stewards (Cabin Crew) International	3 months to 1 yr	YMCA / AHA/ Frankfinn/ Skyline Aviation / Pacific Airways/ Aptima AH Note- Though training is not essential Ph: AHA- 2622624/720 Frankfinn-25532757 Pacific- 25576463	Below 25yrs	12 <sup>th</sup>	Direct  1) Interview to assess physical requireme nt  2) Shortlisted candidates given written test for GK, Mental ability & language ability  3) Final Interview	Round the year part time All international & national airlines give training to candidates for 2 to 5 months for servicing, grooming, safety & first aid
12b	Airhostess & Flight Stewards (Cabin Crew) National	months 6 months to 18 months	— do —	Do	10+2 Hotel Mgmt. Diploma/Nursing/Diploma /Language Diploma or Graduate	Height Min. 157 cm for female 6/6 eye sight Height Min 163 for male Candidate should not have air borne sickness, should have stamina to	

13	Adventure Sports Trakking Mountaineering Fast Driving Camping Rock Climbing Ballooning Bungie Jumping		Indian Mountaineering Foundation, National Adventure Foundation, Jawaharlal Nehru Stadium Himalayan River Serach- F-5 Hauz Khas Mercury Himalyan Exploration, Sansad Marg, New Delhi Hawaii Water Rafting & Training Centre, Delhi I-Becks Expedition, G-66, East of Kailash, New Delhi Delhi Flying Club,	Above 18 yrs & Parent's Consent in Writing	No Formal Educational Requirement But preference is given to 10+2 with English & the candidates who have love for the adventure	endure at least 8 hrs in standing position. Should have a pleasing personality Physical fitness / no airborne sickness	
14	Foreign Languages Ceritificate & Diploma Courses in Asian, European, African Languages	Varies from Institute to Institute	Safdarjung Airport JNU, DU, JMI, Indian Institute of Tourism & Travel Management, Chanakya Puri, Max Muller Bhawan, Bhartiya Vidya Bhawan School of Languages, Raksha Mantralaya, 25 Lodhi Estate Alliance de Francis Culture-de Affairs of different Embassies	No bar	12 <sup>th</sup>	Direct In some institute test and internview.	Add on courses are offered by various colleges. Entrance Test by JNU www.jnu.ac.in Maxmuller: www.goethe.de/s u/ned

### **MISCELLANEOUS COURSES (AFTER 10+2)**

S.No.	Course	Duration	Institution	Date	Eligibility	Website and other Address	Scheme of Examination
1	Dip. in Elementary Teacher Education E.T.E./ J.B.T.	2 yrs.	State Council of Educational Research and Training, Varun Marg, Defence Colony	Last week of July	10+2 with 50%	www.scertdelhi.org Ph.: 24331409	Merit
	— do —	2 yrs.	Faculty of Education, Jamia Millia Islamia	May	10+2, 50%	www.jmi.ac.in	Entrance Test (Written + Interview) Part I- General Ability Test - 75 marks PartII- Teaching Subjects Comprehension- 60 marks Part III- Language Proficiency Test- 35 marks Interview - 30 marks.
2.	Diploma in Early Childhood cure in Education (ECCE)	2 yrs.	SCERT, Defence Colony	Last Week of July	10+2 with 50%	www.scert.delhi.org	Merit
3.	Diploma in Special Education	10 months	Rehabilitation Council of India		10+2 with 50%	Amar Jyoti Rehabilitation and Research Centre Ph.: 22151296  E-mail: amarjoti@del2vsnl.net.in  Institute of Vocational Training Centre for Development Training Centre for Development of Youth and the Challenged YMCA  Nizamuddin ND-13 Ph.:	Interview

						24359405	
4.	Diplomas and Certificates of IGNOU      HIV and Family     Education      Creative Writing in     English     Youth in Development     work      Nutrition and Health     Education      Women's Empowerment     & Development      Diploma in Retailing     Certificate - Disaster     management      Environmental studies      Food & Nutrition      Human Right     Computing     Guidance      Nutrition & Child Care      Consumer Protection      Rural development      Teaching of English etc.	1 yr.	Indira Gandhi National Open University	Jan (16 June to 31 Oct) July session (15 June)	10+2	www.ignou.ac.in	
5.	<u>Designing:</u> ◆ Fashion Designing	4 yrs.	National Institute of Fashion Technology, NIFT Campus, Hauz	June - July — do —	10+2	www.niftindia.com Ph.: 6965059	Entrance Exam Pearl Academy of Fashion A-21/13, Naraina Industrial Area,

	◆ Leather Designing		Khas	— do —		Phase-II, ND-28
	◆ Fashion Communication		— do —	— do —		Tel.: 2570850
	◆ Knitwear Designing		— do —	— do —		YWCA- Bangla Saheb Lane also conduct same courses.
	◆ Textile Designing		— do —	— do —		conduct same courses.
	<ul><li>◆ Fasion &amp; Life Style Accessories</li><li>◆ Apparel Manufacturing</li></ul>		NIFT/Apparel Tr. & Design Centre  — do —  Development Institute-	June - Jyly/May — do — — do —	www.niftindia.com  ATDC, Delhi, A-223, Okhla Industrial area, Phase-I, Delhi-20	
	◆ Information Technology		Ministry of Commerce, Govt. of India, A-10A,	— do —	# 26814251, 26372721	
	<ul> <li>Diploma Course in Footwear Designing</li> </ul>		Sector-24, Nodia-	— do —		
6.	Dip. in Fashion Sampling / Coordination	1 yr.	Apparel Training & Design Centre	May	ATDC, Delhi A-223, Okhal Industrial Area, Phase-I, Delhi-20 P.No. 011- 2681425126372721	First come first
7.	Production Supervison and Quality Control Course	1 yr.	— do —	— do —	— do —	— do —
8.	Apparel (CAD) Course	1½ yrs	— do —	— do —	— do —	— do —
9.	Medical Transcription	5 months	Kitco, H-10, South Extension, Part-I, ND-49	10+2	First - Cum First Serve	
10.	Business process outsourcing  ◆ Information Technology  ◆ Human Resource  ◆ Operation Sales  ◆ Call Centre Agents		Haromindmine Centre Sin New Delhi Akiko Callnet New Delhi/Noida	10+2	— do —	

	◆ Marketing					
	◆ Accounting					
11.	Modelling		Meyhar Bhasin     Academy, Greater     Kailash-I, N.D.			
			2. Elite School of     Modelling, G.K., Part-I,     N.D.			
			3. NIFT, Hauz Khas			
			4. Wigon Fashion School			
12.	Radio Jockey (RJ)		Indian Institute of     Mass Communication,     ND		www.iimc.in	
			Xavier Institute of     Communication		www.xaviercomm.org	
			Broadcasting,     Compering and     Dubbing			
13.	Video Jockey (VJ)		Academic of Radio     Management Delhi			
			2. SET (Song Entertainment Television) Ltd., 501VIPP, Centre 2, Commercial Complex, Masjid Moth, G.KII, ND-48		www.arm.net.in	
14.	Beauty Care	6 months to 2 yrs.	Shehnaz Hussain's     Woman's World     International Institute     of Beauty M-106,     G.KI, ND-48			

			<ol> <li>South Delhi         Polytechnic for women         south extnl, ND-29</li> <li>Habib Hair Academy         M-3, South Extnll,         ND-49</li> <li>Delhi Institute of         Management &amp;         Services A-3,         Akashdeep, ND</li> </ol>			
15.	PET Groming		Training with a veterinarian.			
16.	Retailing	1 yr.	IGNOU, Maidan Garhi with the Retailers Ass. of India India Retail School		www.indianretailschool.com	
17.	Disc. Jonkey		Sound of Music - Flat No. 3546, Sector-D, Pocket-I, Vasant Kunj Studio Baker's B-1/8, Apsra Archt., Pusa Road, ND			
18.	Event Management (Dip.)	1-2 yrs.	School of Business Communication and Studies ND Amity Institute of Event Management International Centre for Event Management	10+2		

	Ι				
19.	Gamming		School of Advanced Graphic Engg. ND		
			Academic of Animation and Gaming ND		
			Apjeey Institute of Design ND (Multi Media)		
			Arena Multimedia (Animation Engg.)		
			Aptech Multimedia (Animation & Multimedia)		
			Maya Academic of Advanced (Animation)		
			Piccasso Animation College, ND (Digital Animation)		
20.	Science and Sports Jounalism	3½ yrs.	Adult and Continuing Education		
21.	Carpet Weaving	1 yr	Office of Commissioner of Industries, Udyog Sadan, Plot No. 419, Weavers Society, Bharat Nagar	10 <sup>th</sup>	
22.	Paper Craft and paper Mache	2 yrs.	— do —		
23.	Cooking	1 yr.	Women Tech. Instituion, Netaji Nagar	10+2	
			Taj mahal Hotel Man Singh Road		
			Oberoi Centre of Learning and Development ShyamNath Marg, ND-54		

24.	Counseling & Guidance	1 yr. to 2 yrs.	Adult, Continuing Education & Extension, Delhi University.	10+2	www.ywcaofdelhi.org	Direct Notification in July
25.	Foreign Languages (European & Asian)					
26.	Portfolio Management					
27.	Hotel & Hospitality Operations Management					
28.	Cargo Management					
29.	Mass Communication					
30.	Retail Merchandising					
31.	Beauty Culture (Advance Hair Colour)					
32.	Beauty Culture (Advance Hair Cuts)					
33.	<ul> <li>Polyvalent (multi faced) short duration part time technical courses.</li> <li>Electrical technology (5 courses)</li> <li>Refrigeration and Air Conditioning Mechanism (2 courses)</li> <li>Business and Commerce related (13 courses)</li> <li>Alternative Mode of Electrical Energy</li> </ul>	5 session to 120 sessions	Jan Shikshan Sansthan, Delhi West Block 8, Wing 7, 2 <sup>nd</sup> Floor, R. K Puram, N.D- 110066 Shramik Vidyapeeth Ph.: 26105868, 27174611 www.janshikshansansthan.com	Unemployed youths belonging to weaker sections. i.e. SCs, STs, OBCs women opp or migrants slum dwellers.	First-cum-first serve (Waiting List)	Free for Girls but Rs. 60/- per month for boys.

	Mechanism (3 courses)     Welding Technology (2 courses)     Electronic Trade (5 courses)     Automobile Technology (4 courses)     Building Technology (6 courses)     Agro Base & Allied Technology (9 courses)				
34.	Interior Designing	South Delhi Polytechnic for women, Lajpat Nagar- IV, ND-24 The school of Interior Design, Ahmedabad.	10+2		
35.	Textile Designing & Fashion Designing	<ul><li>NIFT Hauz Khas</li><li>◆ IFIT New Delhi</li></ul>	10+2		
36.	<ul> <li>Cutting and sewing (1 yr.)</li> <li>Embroidery &amp; Needle Work (1 Yr.)</li> <li>Stenography Hindi/Eng. (1 yr.)</li> <li>Computer (OPA) (1 yr.)</li> <li>Beautician &amp; Hair designing (1 yr.)</li> <li>Dress Designing (1 yr.)</li> <li>Textile Designing (1 yr.)</li> </ul>	New Delhi Unicipal Council Women Technical Institute Netaj Nagar, www.ndmc.gov.in	VIII VIII XII XII X NTC in Cutting Tailoring X		

	<ul> <li>Cookery (1 yr.)</li> <li>Catering &amp; Home Management (1 yr.)</li> <li>Music light Sr. Diploma (4 yr.)</li> <li>Vocal Sr. Diploma (5 yr.)</li> <li>Dance Sr. Diploma (5 yr.)</li> </ul>			X		
37.	<ul> <li>Clock and Watch Repairing Technology (1 course)</li> <li>Textile Technology (4 course)</li> <li>Printing Technology (5 course)</li> <li>Others (3 courses)</li> <li>Some Life Environment</li> <li>Education Aspects 10 courses</li> <li>Home Science / Household industries / Handicrafts (29 courses)</li> </ul>	5 sessions to 120 session	Jan Skikshan Sansthan Delhi (Shramik Vidyapeeth) West Block 8, Wing 7 2 <sup>nd</sup> Floor, R K Puram New Delhi-66 Ph.: 26105868, 26174611			

## GOVERNMENT AND PRIVATELY MANAGED INSTITUTES AFFILIATED WITH N.C.T./S.C.V.T. UNDER DEPARTMENT OF TRAINING & TECHNICAL EDUCATION

S.No.	Name of the Courses	Eligibility	Duration	Name of Institute & Address	Website
1.	Cutting & Sewing	VIII	1 yr.	T.C.P.C B-Block, Near Gurudwara Kalkaji, New Delhi Ph.: 26866112, 26412196 PP	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
2.	Cutting & Sewing	VIII	1 yr.	T.C.P.C. Bara Hindu Rao, Gali Chimny Mill, Delhi-6	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
3.	Cutting & Sewing	VIII	1 yr.	T.C.P.C. Opposite Congress Committee Office, Meharuli, New Delhi (Ph. 26642142)	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
4.	Cutting & Sewing	VIII	1 yr.	T.C.P.C. K.N. Home Complex-II, Lajpat Nagar, New Delhi (Ph.: 26832829)	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
5.	Cutting & Sewing	VIII	1 yr.	T.C.P.C. Jheel, Geeta Colony Opp. Block 10 Delhi (Ph. 25417037)	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
6.	Cutting & Sewing	VIII	1 yr.	T.C.P.C. Ramesh Nagar, Opposite B-Block, New Delhi (Ph.: 25417037)	website: http://tte.delhigovt.nic.in e-mail: ddtte@nic.in
7.	Cutting & Sewing	VIII	1 yr.	T.C.P.C. Subhash Nagar, (Near Nirankari Gurudwara) Beri Wala bagh, New Delhi-110027	website: http://tte.delhigovt.nic.in e-mail: ddtte@nic.in
8.	Cutting & Sewing	VIII	1 yr.	T.C.P.C. Azadpur, Indra Nagar Opposite Subzi Mandi, G.No. 2, Delhi (Ph.: 27126809)	website: http://tte.delhigovt.nic.in e-mail: ddtte@nic.in
9.	Cutting & Sewing	VIII	1 yr.	T.C.P.C. Tilak Nagar, Behind Sant Pura Gurudwara, New Delhi	website: http://tte.delhigovt.nic.in

				(Ph. 25409897)	e-mail: ddtte@nic.in
10.	Cutting & Sewing	VIII	1 yr.	T.C.P.C. Mukim Pura, DDA Community Centre, Ist Floor, Delhi (Ph. 23899913)	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
11.	Cutting & Sewing	VIII	1 yr.	W.C.W., DDA Community Centre, D-II Block, Madangir, New Delhi	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
12.	Cutting & Sewing	VIII	1 yr.	W.C.W., DDA Community Centre Hastal, Pankha Road, New Delhi (Ph.: 25632580)	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
13.	Cutting & Sewing	VIII	1 yr.	W.C.W., EBlock, Sakur Pur, Near Dispensary, Delhi	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
14.	Cutting & Sewing	VIII	1 yr.	W.C.W., E-Block, Shani Bazar Road, Sultan Puri, Delhi	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
15.	Cutting & Sewing	VIII	1 yr.	W.C.W. Jehangir Puri, Near Super Bazar A-Block, (Scooter Wali Gali), Delhi-110033 (Ph.: 27225952)	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
<u>B.</u>	Government Institutes Manag	ged by other	Departments	<u>s.</u>	
16	<ol> <li>Mech. R &amp; TV</li> <li>Welder</li> <li>Mech. (Motor Vehicle)</li> <li>Electronics Mech.</li> </ol>	X VIII X X	2 yrs. 1 yr. 2 yrs. 2 yrs.	C.R.P.F. Ind. Trg. Instt., C.R.P.F. Campus Wazirabad, Delhi-94, Ph.: 22560150	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
17.	<ol> <li>Ref. &amp; A/C Mech.</li> <li>Electrician</li> <li>Welding (Gas &amp; Electric)</li> <li>Mech. Motor Vehicle</li> <li>Electronics Mech.</li> </ol>	X X VIII X X	2 yrs. 2 yrs. 1 yr. 2 yrs. 2 yrs.	Delhi Police ITC, Wazirabad, Delhi-94 Ph.: 22186369	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>

18.	Cutting & Sewing	VIII	1 yr.	N.D.M.C. Women Tech. Institute, Netaji	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a>
	2. Emb. & Needle Work	VIII	1 yr.	Nagar, New Delhi-23	e-mail: <u>ddtte@nic.in</u>
	3. Stenography (Eng.)	XII	1 yr.	Ph.: 26881084, 24105206	
	4. Stenography (Hindi)	XII	1 yr.		
	5. Textile Designing	X	1 yr.		
	6. Beautifician	X	1 yr.		
	7. Dress Designing	VIII	1 yr.		
	8. COPA	X	1 yr.		
	9. Cookery Catering & H.M.	X	1 yr.		
19.	1. Turner	Х	2 yr.	NSIC Tech. Services Centre	website: http://tte.delhigovt.nic.in
	2. Fitter	Х	2 yr.	Okhla Ind. Estate, PhIII Okhla, New Delhi-20	e-mail: ddtte@nic.in
	3. Machinist	Х	2 yr.	(Ph.: 26826801, 26826796)	
	4. D/Man (Mech.)	X	2 yr.		
<u>C.</u> <u>P</u>	rivately Managed Institutes				
20.	1. COPA	XII	1 yr.	Aakashline ITC, 1449/21, Main 100 feet Road, Durga Puri,	website: http://tte.delhigovt.nic.in
	2. Health Sanitary Inspector	XII	1 yr.	Shahdara, Delhi-93 Ph.: 22311603	e-mail: <u>ddtte@nic.in</u>
21.	1. COPA	XII	1 yr.	AlM's ITC, R-Block, Community Hall (MCD), Jwala Puri (Sunder	website: http://tte.delhigovt.nic.in
				Vihar), Delhi-87 Ph.: 9210068529, 9868072300	e-mail: <u>ddtte@nic.in</u>
22.	Cutting & Sewing	VIII	1 yr.	Anurag Ind. Trg. Centre, F-156/2 Lado Sarai, Mehrauli, Delhi-30,	website: http://tte.delhigovt.nic.in
				Ph.: 29523441, 29521156	e-mail: <u>ddtte@nic.in</u>
23.	cutting & Sewing	VIII	1 yr.	Arwachin Ind. Trg. Centre, Vivek Vihar, Shahdara, Delhi	website: http://tte.delhigovt.nic.in
	2. COPA	XII	1 yr.	Ph.: 22141630, 22151630	e-mail: ddtte@nic.in
	3. Commercial Art	Х	1 yr.		
	4. Textile Designing	Х	1 yr.		

24.	Cutting & Sewing	VIII	1 yr.	Asha Sadan C & T Centre, Najafgarh, New Delhi	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a>
	2. Dress Designing	NTC in Cutt. & Tail.	1 yr.	Ph.: 25011101, 25016543	e-mail: <u>ddtte@nic.in</u>
25.	1. Electrician	Х	2 yr.	Baba Saheb Ambedkar ITC, BSAITM Building	website: http://tte.delhigovt.nic.in
	2. Ref. & A/C	Х	2 yr.	Plot No. 13B, Bodhela, Vikas Puri, New Delhi-18	e-mail: <u>ddtte@nic.in</u>
	3. Electronics	X	2 yr.	Ph.: 28532901, 28532959	
	4. Fitter	X	2 yr.		
	5. D/Man (mechanical)	X	2 yr.		
	6. Dental Technician	X	2 yr.		
	7. COPA	XII	1 yr.		
	8. Health Sanitary Inspector	XII	1 yr.		
	9. Computer Hardware &	X	1 yr.		
	Networking				
	10. Refrigeration & AC Repair &	X	1 yr.		
	Maintenance Mechanic				
	11. Mechanic Plumbing & Sanitary	VIII	1 yr.		
	Fittings				
	12. Scooter & Auto Cycle Mech.	Х	1 yr.		
	13. House Wiring & Electrical	VIII	1yr.		
	Appliances Repairing				
26.	1. COPA	XII	1 yr.	DAV ITC, 5A/15, Tilak Nagar, New Delhi-18	website: http://tte.delhigovt.nic.in
	2. IT & ESM	XII	2 yr.	Ph.: 25170802 / 803 (Near Subhash Nagar Metro Station & Opp.	e-mail: ddtte@nic.in
	3. Health & Sanitary Inspector	XII	1 yr.	Metro Pillar No. 486)	
27.	Health & Sanitary Inspector	XII	1 yr.	Delhi Institute of ITC, Nangali Poona, Delhi	website: http://tte.delhigovt.nic.in
	2. Library & Information Science	XII	6 months		e-mail: <u>ddtte@nic.in</u>

28.	Fire Fighting     Fire Technology & Industrial     Safety Management	XII	6 months 1 yr.	Delhi Institute of Fire Engineering, RZ-579, Sir Chhotu Ram Marg, Raj nagar, Opp. Sector-7, Dwarka, New Delhi. Ph.: 39474700, 55724298	website: http://tte.delhigovt.nic.in e-mail: ddtte@nic.in
29.	<ol> <li>D/Man/Mech.</li> <li>Machinist Grinder</li> <li>Turner</li> <li>COPA</li> <li>Machinist</li> </ol>	X X X XIII X	2 yr. 2 yr. 2 yr. 1 yr. 2 yr.	Don Bosco Tech. Instt. Okhla Road, Okhla, New Delhi-110020 (Ph.: 26830596, 26838121)	website: http://tte.delhigovt.nic.in e-mail: ddtte@nic.in
30.	1. COPA	XII	1 yr.	Indian Instt. of Computer Education Centre C-574, Saraswati Vihar, Pitam Pura, Delhi-34 (Ph.: 27018033, 27021619)	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
31.	1. COPA	XII	1 yr.	International Computer Institute, Pataudi House 3830, Lal Kothi, Darya Ganj, Delhi-110002 (Ph.: 23273057, 23275309)	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
32.	Electronics Mech.	Х	1 yr.	Maharaja Suraj Mal Instt. C-4, Janak Puri, New Delhi (Ph. 25551667)	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
33.	Cutting & Sewing	VIII	1 yr.	Mahila Vikas Sansthan, RZ-1031C, Gali No. 14A, Sadh Nagar, Palam Colony, New Delhi-110045 Ph.: 25036329	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
34.	1. COPA	XII	1 yr.	Merit ITC, A-9, Qutub Institutional Area, U.S.O. Road, New Delhi-67, Ph.: 26560456, 26561504	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
35.	1. COPA	XII	1 yr.	Mount Abu ITC, Sector-5, Rohini, Delhi-85	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>

36.	Health & Sanitary Inspector	XII	1 yr.	MRS ITC, Village Kadipur, Delhi-110036 Ph.: 27731980, 20469186	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
37.	Cutting & Sewing     Photographer	VIII	1 yr. 1 yr.	Multipurpose Training Center for Deaf, ITC, 12 & 13 Spl. Institutional Area, Shaheed Jeet Singh Marg, Near J.N. University, Delhi-67	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
38.	<ol> <li>Health &amp; Sanitary Inspector</li> <li>Library &amp; Information Services</li> <li>Dental Lab Technician</li> </ol>	XII XII XII	1 yr. 6 months 2 yr.	National ITC, Sewak Park, Uttam Nagar, Najafgarh Road, New Delhi-59 Ph.: 25343737, 55473376	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
39.	<ol> <li>Beautician &amp; Hair Dressing</li> <li>Fashion Designing</li> </ol>	X XII	1 yr. 1 yr.	Navbharat Vocational Training Centre, 16/241-242, Dakshin Puri (South Niketan), New Delhi-62	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
40	Cutting & Sewing     D/Man Civil	VIII X	1 yr. 2 yr.	Shahid Rao Tula Ram ITC, Yadav Bhawan, Rao Laxmi Chand Marg, Khaira More, Najafgarh, New Delhi-43 Ph.: 28011111	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
41.	COPA     Cutting & Sewing	XII VIII	1 yr. 1 yr.	Sai Baba ITC, RZE-84, New Roshan Pura Extn., Najafgarh, Delhi-43 Ph.: 25015911	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
42.	1. Hair & Skin Care	Х	1 yr.	Sampurna ITC, Basti Vikas Kendra, Amar Jyoti Colony, Bawana Road, Delhi-85 Ph.: 27871188	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
43.	Cutting & Sewing	VIII	1 yr.	Saraswati Mahila Shilp Kala Kendra, 230/E, Railway Colony, Mandawali, Delhi-11092 Ph.: 22477685	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
44.	1. COPA	XII	1 yr.	Sarvodaya ITc, 1449/21A, Main 100 Ft. Road, Durgapuri, Delhi-93	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>

				Ph.: 22130322	
45.	Commercial Art     Fashion Designing	X XII	1 yr. 1 yr.	Satyam International Institute of Vocational Training G.D. Block, Pitampura, Delhi-88 Ph.: 27313042, 27317069	website: http://tte.delhigovt.nic.in e-mail: ddtte@nic.in
46.	1. Cutting & Sewing	VIII	1 yr.	Satyawati Shiksha Sadan, 2/3-4, Corner Gali No. 4 Satyawati Marg, Roo Nagar, Delhi-7 Ph.: 23976762	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
47.	<ol> <li>Electronics Mech.</li> <li>Electrician</li> <li>Cutting &amp; Sewing</li> <li>Stenography (Eng.)</li> <li>Mech. (Motor Vehicle)</li> <li>Mech. Ref. &amp; AC</li> <li>COPA</li> <li>Dress Designing</li> <li>Textile Designing</li> <li>Commercial Art</li> </ol>	X VII VIII XII X X XII VIIII X	2 yr. 2 yr. 1 yr. 2 yr. 2 yr. 2 yr. 1 yr. 1 yr. 1 yr. 1 yr. 1 yr.	S.G.T.B. Ind. Trg. Centr, Gurudwara Nanak Piao G.t. Karnal Road Rana Pratap Bagh, Delhi-33 Ph.: 27465798, 27124670	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
48.	<ol> <li>COPA</li> <li>Electronics Mech.</li> <li>Ref. &amp; A/C Mech.</li> <li>Mech. Motor Vehicle</li> <li>Electrician</li> <li>cutting &amp; Sewing</li> </ol>	XII X X X X	1 yr. 2 yr. 2 yr. 2 yr. 2 yr. 1 yr.	Shri Guru Harikrishan ITC, 20 Blkock, Tilak Vihar, Tilak Nagar, New Delhi-18, Ph.: 30964086/87  Shri Mahalaxmi Udyogshala, R-Block, 278 East Vinod Nagar,	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a> website: <a href="mailto:http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a>
47.	Emb. & Needle Work	VIII	1 yr.	Delhi-9 Ph.: 22775609	e-mail: ddtte@nic.in

50.	1. COPA	XII	1 yr.	Softron Ind. Trg. Centre, 10133-36 East Park Road, Opposite Filmistan Cinema Delhi-7 Ph.: 23554387, 23514167	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
51.	1. COPA	XII	1 yr.	St. Gurubux ITC, 1683/7G, Todarmal Colony, Thana Road, Najafgarh, Ph.: 25011472	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
52.	Electronics Mech.	Х	2yr.	St. Johns Ind. Training Centre, 119, Anand Gram, Tahir Pur, Shahadra, Delhi Ph. 22573974	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
53.	<ol> <li>Cutting &amp; Sewing</li> <li>Steno (Eng.)</li> </ol>	VIII	1 yr. 1 yr.	Sulabh Industrial Training Centre, RZ-83 Sulabh Bhawan, Mahavir Enclave, Delhi-45 Ph.: 25038093, 25032043	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>
54.	<ol> <li>Cutting &amp; Sewing</li> <li>Emb. &amp; Needle Work</li> <li>Stenography (Eng.)</li> <li>Stenography (Hindi)</li> <li>Dress Designing</li> <li>Secretarial Practice</li> </ol>	VIII VIII XII XII VIII+NTC Cutt. Tail. XII	1 yr. 1 yr. 1 yr. 1 yr. 1 yr. 1 yr.	Swami Shivanand Memorial Instt. Of Fine Art and Craft, East Avenue, Punjabi Bagh Road, No. 31, New Delhi Ph.: 25103555	website: http://tte.delhigovt.nic.in e-mail: ddtte@nic.in
55.	General Mech-cum-machine     operator	Х	1 yr.	Technical Training Centre (Blind Relief Association), Near Oberoi Hotel, Lodhi Colony New Delhi Ph.: 24361376	website: <a href="http://tte.delhigovt.nic.in">http://tte.delhigovt.nic.in</a> e-mail: <a href="mailto:ddtte@nic.in">ddtte@nic.in</a>

<sup>—</sup>Admission per ITI norms

<sup>—</sup> Correct status of the course seats affiliation with NGVT/SCVT may please be got verified from respective Head of the Institution.

## **Self Employment**

Job opportunities are not adequate enough to absorb a large number of Job seekers but there is a small enterprise of choice available for everyone, who is enterprising. Self Employment implies creation of a job for oneself, by engaging in a gainful economic activity and earning one's livelihood. One self employed person can create multiple job opportunities for others too.

If you are looking forward to being self employed you should possess certain qualities such as:

- capacity to work hard
- *Imagination*
- Fore sightedness
- Sense of Responsibility
- Inventive Ability
- Self Confidence
- Risk Taking Ability
- Managerial Skill
- Resourcefulness

Different organisations offer services to young entrepreneurs for preparing project report, securing technical, financial and marketing assistance.

# self employment opportunities after 10<sup>th</sup> & 10+2

S.No.	Course	Duration	Eligibility	Institute	Remarks
1. 2. 3.	Diploma course in entrepreneurship & small business development Industrial Management Marketing research (SISI)	1 yr 3 Weeks 1 Week	Personality traits Capacity to work hard Imagination Sense of responsibility Inventive ability Risk Taking ability Leadership quality etc.	<ul> <li>▶ FICCI</li> <li>▶ Small Scale Industries service instituion</li> <li>▶ Khadi &amp; Village Industries commission</li> <li>▶ Integrated training centre (INDS)</li> <li>Nilokheri, Haryana</li> <li>▶ National Institute for entrepreneurship and</li> <li>small business development (NIESBUD)</li> <li>New Delhi</li> </ul>	smallind@vsnl.com  It provides practical training in village industrices eg. cotage match industry, Hand Made Paper, Silk & fibre cloth etc.
4.	Short term job oriented course Fashion designing for girls Repair of electrical appliances Plumber etc. Tailoring, Textile printing & boutique work Canteen and catering Beauty parlour Glass and Gramics Toys and Dolls Pickels and other Food products		VIII to XII pass depending on the course	Society for self employment E-26-29, Flatted Factories Complex, Jhandewalan, Delhi-55	All nationalised Banks  Delhi Financial corporation have a wide range of loan schemes for starting new ventures.  Small indust. corp. impart specialised courses in Industrial entrepreneurship.  Technical guidance is provided Tool room.  Traiing centre & small scale industries give technical know how management, consultancy & industrial design service etc.

5.	Financial / Technical / Marketing / Assistance to ITI Trade & Polytechnic Diploma Holders			Bal Sahyog Extension, Near Narula, Connaught Place, New Delhi	Assistance is provided in establishing contact with appropriate authorities for Preparation of project report, securing financial / technical assistance.
6.	Apprenticeship	5 month to 4 yrs.	Engg. Diploma Holder ITI Certificate Holder Vocational Stream of 10+2	Regional Director of Education of Apprenticeship training, Faridabad	Graduate & Technician Apprentices Scheme - 88 (Engg. & Tech.) Vocational Apprentice in 60 schemes.
7.	Vocational Educational Prog. in Delhi	2 yrs.	10 <sup>th</sup> Pass	Delhi Govt. Schools under vocation education scheme	Engineering Based Commerce Based Home Science Based Health & Paramedical Based Agriculture Based

#### **Short Term Add-on Courses in the Universities**

Universities in Delhi in collaboration with many private institutes have introduced various short term professional and addon courses in their different colleges. The courses are meant for students studying in the colleges and the outsiders too. These courses have been introduced keeping in mind new job avenues being created by the globalization and Common-Wealth Games 2010.

Radio Jamia- the ratio journalism department of Jamia Millia Islamia has introduced Radio Jockeying, anchoring and running commentories on sports events as short term professional courses.

However, the courses may discontinue or new courses may be introduced as per the needs of market and interests shown by the students.

## short term and add-on courses in Delhi university

S.No.	Course	Eligibility	Institute / Colleges	Remarks
Α.	Foreign Languages			
	Certificate in German Certificate in French Certificate in Russian Certificate in Spanish Certificate in Chinese Certificate in Japanese Certificate in Korean	10+2 passed of any stream.	Satyawati College, Gargi College Coll, DR Coll., St. Stephan Satyawati Coll, JMC, St. Stephanl KNC St. Stephan, Gargi College, DR Khalsa, JMC Ramjas College, JMC St. Stephan LSR, LSR	Department of Modern Indian languages University of Delhi www.du.ac.in
	Dip. & Adv. Dip. in German Dip. & Adv. Dip. in French Dip. & Adv. Dip. in Spanish Dip. & Adv. Dip. in Italian Dip. & Adv. Dip. in Russian Dip. & Adv. Dip. inPersian		St. Stephans, Satyawati Coll., LSR, Ramjas College St. Stephans, KNC, Satyawati Coll., LSR, Ramjas College LSR, Ramjas College Ramjas College Ramjas College Ramjas College Ramjas College	
В.	Mass Media / Journalism  Media Studies  News Reading & Anchoring  Entrepreneurship for Media Organisation		JMC, St. Stephans JMC St. Stephans	

	Film Appreciation	KNC, Miranda House
	Art Appreciation	LSR
	Mass Communication	Shri Venkateshwara
	Film Study & Critic	Shri Venkateshwara, Bhartiya Mahila
	Journalism & Mass Comm.	Bhartiya Mahila
	Broadcast Journalism	Bhartiya Mahila
	Adv. & Pub. Rel.	Bhartiya Mahila
	TV & Radio Practical Trg.	Bhartiya Mahila
	Print & TV Journalism	Miranda House
	Photography	Miranda House
	Print Journalism (Part time)	IP, Hindu, Kalinia
	Photo Journalism	Kalindi
	Video Programming Production	Kalindi
	Dip. Business Journalism & Corporate Communication	Sh. Guru Gobind Singh College of Comm.
	Mass Media Ethics Studies	Ramjas College.
C.	<u>Travel and Tourism</u>	
	Travel and Tourism	Zakir Hussain, JMC
	Destination & Tra vel Mgnt.	Gargi College
	Airlines & Travel Agent Personnel	Gargi College
	Track & Map[ping of Siri Fort	KNC
	Dip. in Airline	IP College
	International Ticketing	IP College
	Computerised Reservation and domestic ticketing	IP College
	Airtravel fares & ticketing	Garg Coll., Shri Venkateshwara
	Historical tourism	Gargi College
D.	Banking / Commerce Related"	

	Interoduction to risk Mgmt. & Insurance	Ramjas College	
	Course in Management	JMC	Certified by ICICI Bank
	Prog. in Mathematical Finance	St. Stephans	
	Dip. Banking and Insurance	Gargi College	
	Dip. in advertising & Marketing Communication	Gargi College	
	Tele Accounting Prog.	Gargi College & DR	
	Professional Education for CA	Gargi College	
	Vedic Maths	Gargi College	
	Financial Technical Analysis	Gargi College	Out sourced courses
	Banking, Foundation of Banking	School of open learning, Deptt. of Commerce	through entrance test.
	Advanced Statistical topics relevant to Acturial Insurance Science	Ramjas College	EMPI Citi Center
E.	General		
	Certificate in women development	D R College	
	Certificate in Human Rights	Ramjas College	
	Certificate in Counselling Skills	Gargi College & DR College	
	Education for special children	Gargi College	
	Certificate in peace building	Gargi College	
	Theatre workshop	Gargi College	
	English proficiency	Gargi College, Shri Venkateshwara	
	Personality Development (Pace Up)	Gargi College	
	Certificate in women studies	KNC	
	Dip. in conflict transformation & Peace Building (2 yrs.)	LSR	
	Women & politics	LSR	
	Soft skills	I P College	
	Special Course on Spoken English	IP College	
	Certificate in Peace and Conflict Resolution	Ramjas College	

Env. Ma	Management & law	Ramjas College	
Commu	unication & Self Development	Ramjas College	
Mathen	matical Skills in everyday life problems	Ramjas College	
Interest	st theory	Ramjas College	
Develop	opment of entrepreneurship excellence	Ramjas College	
Psycho	ological Assessment	Ramjas College	
Psycho	ological Counselling	Ramjas College	
Self aw	vareness for success	Ramjas College	
Intellect	ctual Proeprty Rights	Ramjas College	
Gandhi	niji - Reinterpreting Gandhi in Modern Content	Ramjas College	
Emotion	onal Management Techniques of Mind control	Ramjas College	
		Ramjas College	
Econon courses	aja Agrasen College & Institute of Home mics and some other colleges offer add-on es. These are open to general condidates but of own colleges are preferred in some colleges.		
Capital	I market Programme	Ramjas College	EMPI Citi Centre Cut
Resear	rch & Analytical training	Gargi College College	sourced courses
Fundan	mental Financial Analysis	Gargi College College	
Stock m	market Operation	Gargi College College	
NCFM	preparation	Gargi College College	
Corpora	rate communication	Gargi College College	
Mathem	matics for Manager	LSR	
Operati	tional Research	Miranda House	
Stenog	graphy	DR	
India in	n the Era of Globalisation	Ramja	
Certifica	cate in Insurance	Zakir Hussain College	

Computer IT & Science Computerised Research System Zakir Hussain College Statistical Programming JMC Prog. in computer simulation with IT with an option in St. Stephen Mathematical Engineering Miranda House Gargi College, Maitri Web Designing Gargi College Video Editing Animation Ramjas College Coll., Gargi College Introduction to Biotechnology and Biinformatics KNC Coll. Certificate in Disaster Management & Environment Shri Venkateshwara College Studies Shri Venkateshwara & Maitri Bio informatics and Computational Biology Miranda House Nanotechnology Kalindi College **Green Chemistry** Maitrey College Cartoon making Maitrey College Office Automation Ramjas College Food Technology & Preservation Forensic Science (Finger Prints & Document Examination)

#### Websites of different Delhi Colleges (who run add-on courses):

1.	St. Stephen	www.ststephens.edu.
2.	Gargi College	www.gargicolleges.in
3.	Miranda House	www.mirandahouse.ac.in
4.	Satyawati College	
5.	Daulat Ram	www.daulatramcollege.net.
6.	Jesus & Marry College	www.jmcdelhi.com
7.	Maitreyi College	www.south.duac.in
8.	Sri Venkateshwara	www.svcollege.net
9.	Kamla Nehru	www.kamalanehru.college.org
10.	Ramjas College	www.ramjascollege.edu
11.	Lady Shree Ram College	www.isrcollege.org
12.	I P College	www.ipcollege.com
13.	Bhartiya Mahilla College	www.bharaticollege.com
14.	Khalsa College	khalsasgto@vsnl.com
15.	School of open Learning	http://sol.du.ac.in
16.	Kalindi College	www.kalindi.du.ac.in
17.	Hindu College	www.hinducollege.org.

18.	Sri Guru Gobind Singh College of Commerce	www.sggscc.com
19.	Zakir Hussain	www.zhe.du.ac.in

## Job Opportunities through Competitive Examinations after 10 & 10+2

The Union Public Service Commission (UPSC) conducts selection examination for recruitment for the post of Indian Civil Service (IFS, IAS, IPS and Allied Services in Central Govt.) Doctors, Engineers, Economists, Geologists, Statisticians and Assistant Grade, Forest Service, Combined Defence Services for Graduates. For 10+2 pass students it conducts only two competitive exams i.e. National Defence Academy (NDA) and special Class Railway Apprentices Exam (SCRA).

The Staff Selection Commission (SSC) undertakes recruitment for middle and subordinate level posts of all the departments of the Govt. of India all over the country. generally the posts include clerks, assitants, inspectors of income tax, excise, customs, sub inspectors of police, CBI etc., stenographers, Grade C & D Exams, Auditors, Junior Accountants Exam, Hindi Pradhyapak, Junior Hindi translaters, Transmission Executives (AIR) exams.

Railway Recruitment Board and Banking services also conduct competitive exams. Direct recruitment to posts and services in Class I and Class II in Railways is made through UPSC. The posts of Assitants stenographers and clerks in the Ministry of Railways are filled by SSC.

Recruitment for the rest of the group 'C' is done by 19 Railways Recruitment Boards.

For the posts of non technical office clerks, commercial clerks, Ticket Collector, Trains clerk, direct recruitment is made by RRBs (Railway Recruitment Boards) for 10+2 pass students.

For technical skilled categories such as Diesal / Elect. Assitant, skilled artisans, mechanical/electric, 10<sup>th</sup> & ITI certificate in relevant trade is required.

# JOB OPPORTUNITIES THROUGH COMPETITIVE EXAM FOR CLASS x & XII

S.No.	Name of the Exam	Eligibility	Age	Date	Scheme of Exams & Weightage	Website			
1.	<u>UPSC Competitions</u>								
	(a) NDA (for Army, Navy & Air Force Wings of NDA) & & Naval Academy (Executive Exam)	Unmarried male for Naval & Air Force wing of NDA & Naval Academy 12 <sup>th</sup> with Phy. & Maths For Army wing - 12 <sup>th</sup>	16½ to 19 yrs. as on 1st Jan. or 1st of July.	Exam is held twice in a year i.e. April & Sept. Advt. in March & Sept.	Written Exam:  Medium of Question Paper English only.  Objective type:  Mathematics- 2½ hrs 300 marks  Gen. Ability test. (Eng., G.K. & Science) - 2½ hrs 300 marks.  Total 900 marks  Intelligence & Personality test - Max. Marks 900. (SSB)  SSB (Service Selection Board)				
	(b) Special Class Railway Apprentices Exam	Class 12th with Math & Phy. / Chem. as a subject with 1st/2nd Div.	16 yrs 26 yrs.		(a) Written Exam:  Paper 1- General Ability Test (English, G.K., Psychological tests) - 2hrs - 200 marks.  Paper 2- Physical Sciences. (Physics & Chemistry) - 2 hrs200 marks.  Paper 3- Maths- 2 hrs 200 marks.  (b) Personality Test: Interview - 200 marks.  (those qualifying written exam are called for				

			personality test).
Examination conducted by Staff Selection Commission for Matric Level Posts.	Combined Preliminary (CP) for the Post of Clerk Grade Grade (D), Stenographers, Grade 'C' Stenographers. Grade D	18 to 27 yrs.	Written Examination (one paper having two parts )  Part 1- General intelligence - 100  Part 2- General Awareness - 100  Total = 200 marks / 2 hours.  (Objective - multiple choice)
	(A) Main Examination for Matric level posts: LDC		Paper 1: Part A- General English - 50 marks Part B- General Studies - English/Hindi 100 Part C- Arthmetic (Eng./Hindi) - 50 Duration : 2 hours. Skilled test- Typing test at the prescribed speed after clearing main exams.
	(B) Stenographer Grade 'D"		Paper 1- Part A- General studies - 100 Part B- Language Hindi/Eng. (comprehensive on - 100) 2 hours test. Shorthand test in Hindi/Eng 300 marks after qualifying main exam.
	(C) Grade 'C' stenographer.		Written examination Paper- 1 Part A- Gen. English - 100 marks Part B- Gen. Studies - 100 marks. Paper 2- Essay (Hindi / Eng.) - 100 marks Shorthand Test in English/Hindi comprises

				one dictation test at 100 words per minutes of 10 min. Which the candidates will be required to transcribe in 50 min. Eng./ 65 min. in Hindi.	
3.	SSC Data Entry Operator Exam	10+2 Basic Knowledge of Computers.	18 - 27 yrs.	Staff Selection Commission  Block No. 12, Kendriya Karyalaya Parisar.  Lodhi Road, New Delhi	
4.	Railway Recruitment Board Ticket Collector Asstt.Loco Pilot Electrical Signal maintainer - II	X with 50% marks agg. X with Apprenticeship or ITI Diploma XII with Science (PCM)		Written Exam General Eng./Hindi Objective Type- Maths, G.K. Gen. Intelligence	
5.	Clerical Grade Banking Exams.	XII with60% marks	18-28 yrs.	Written Exam objective type.  Reasoning Ability  Clerical Attitude, Numerical Ability, English Language, Descriptive Test - Short essay or exposition on given situation.	

#### **Armed Forces and Protective Forces**

Donning the armed forces uniform fascinates many students. Joining Armed Forces and Protective forces doesnot simply signify a choice of one's career among many. The training imparted is both physically and intellectually demanding and continuous.

There is a common nationwide UPSC (Union Public Service Commission) exam for the three services through the National Defence Academy (NDA) after 10+2. The other points of entry in Defence are:

- An open Armed Forces Medical College (AFMC) exam for Medical service after 10+2 with science.
- For Naval Academy (Engineering) after 10+2 with science.
- Military Nursing service after 10+2 with science for girls.
- Army Technical Entry Scheme after 10+2 with science.

Besides above opportunities, other job options in Defence and protective services after X and XII are given.

## **JOBS IN DEFENSE & PROTECTIVE SERVICES AFTER X & XII**

S.No.	Name of the Exam	Eligibility	Age (in yrs.)	Date	Scheme of Exams	Institute address/Website			
A.	Army/Para Military Services								
1.	Soldiers in the Army	l v	16-21 yr.		A. Written Test a) G. K. & Arithmetic	I.R.O., Delhi Cantt., Delhi-10			
	<ul><li>(a) General Duty</li><li>(b) Technical</li><li>(c) Nursing Asstt.</li></ul>	X X with English X with Biology	16-21 16-23 16-25		b) High School/X syllabus.  B. Physical Test				
2.	Soldiers Tradesman  a) General  b) specified	Non Matric	16-20 16-25		Direct & Physical Test	Nearest Recruiting Office			
3.	JCO (Catering)	10+2 with Sc. & One yrs. Cookery dip/certificate from recog. Food Craft Instt.	21-27 yrs.			Nearest Recruiting Office.			
4.	Mahila Constable (General Duty) (CRPF/TBP)	Х	18-23 yrs For SC/ST 5 yrs. relaxation		Physical efficiency test, Interview, Sportsmen, Ht. min. 157 cm & well built.	CRPF Jharodhakalan, New Delhi HO CRPF Office CGO Complex, Lodhi Road, Delhi			
5.	Constable (BSF) CISF/ITBP/CRPF	X	18-22 yrs For SC/ST 5 yrs. relaxation		Min. Height 170 cm. (Waived for candidate of hilly area i.e. 165 cm., Fort ST 162-5 cm.)	HO BSF  Dy Dir. Personal BSF HQ, Block - 10, CGO Complex, Ldhi Road,  ITBP;  Director General ITBP (MHA) Block-2			

						CGO Complex, Lodhi Road
6.	Army Technical Branch Entry	XII with PCM (min 70%)	16½-19½		SSB No Written Test.	Director General ITBP (MHA) Block-2 CGO Complex, Lodhi Road HO-CISF, DIG, CISF, North Zone, CISF Campus, Saket, PO Malviya Nagar, Delhi-17
B.	Navy / Coast Guard					
1.	Naviks (Other ranks in coast Guard) a) Gen. Duty (GD) b) Domestic Branch (DB)	X XII with 50%	17-22 yrs Relaxation of 5 yrs. for SC/ST		Written Exam Interview	Coast Guard Recruitment Cell
	c) Musician	VIII	17 - 20 yrs.		Selection based on Trade Skill.	Commanding Officer (Music) INS Kunjali, Kalaba, Mumbai-5
2.	Yantrik (Technical Sailors) in Coast Guard)	a) X b) Dip. in Mech./Elect./Electro. /Aeronetical Engg.) with min 45%.	Max. 22 yrs. Relaxation to SC/ST		Selection Test/Interview	Coast Guard HQ, E-Block, Hutments, DHQ PO, New Delhi-11
3.	Cadet Entry Scheme (Tech.)	Male Candidate XII with PCM with 70% English Compulsory at X or XII with 50% marks	16½ to 19 yrs.	Adv May / June	Interview	Dte. of Manpower Planning & Recruitment (R&R Sect.), Naval HQ, Room No. 208, C Wing, Seva Bhawan, New Delhi-11  Naval Orientation Training at Naval Academy, Goa for 6 months, Followed by 4 yrs. Engg. Course at Naval College (Pune)
4.	Sailor (un married males)	X with 50% marks	17-20 yrs.		a) Written Exam: English lang., Comprehension including Maths b) Gen. knowledge & gen. sci. c) Sports trial in case of outstanding	Independent Recruiting Office Gopinath Bazar, Delhi Cantt. For Residents of Delhi, Rajasthan & Himachal: Post Box No. 4921,

				sportsman	Safdarjung Enclave, Post Office, New Delhi-29
5.	a) Pre Sea Training of Ratings - Seaman	X with Science Maths & English	17½ to 21 yr.	Direct	Maritime Educational Training and Research Institute, Maitri Educational Trust
	b) Pre Sea Training of Saloon Ratings - Seaman	X with English	и и	Direct	Falta Industrial Growth Centre, Sector-4, Falta, 24 Paragnas, West Bengal
C.	Air Force				
1.	Airmen in Tech. Trades	XII with Maths, Physics, Chem.	15-19 yrs.	Written Exam: English, Maths, Science, Gen. Awareness/Testing Abilities test	Central Airmen, Selection Board, PB No. 3004, New Delhi-3
				Medical Examination	
2.	Airmen in Non Tech. Trades				
	a) For all non Technical Trades except mechanical transport driver.	XII with PCM	16-19 yrs.	Written Test: English, Intelligence, G.K.	Central Airmen Selection Board, Post Box No. 3004, New Delhi-3
	b) For Mech. Transport Driver	X with Civil Driving	16-19 yrs.	Trade Allocation Test	
	Trade only.	License		Physical Test & Interview	
D.	Fire Safety				
	Diploma in Fire Safety Engineering	XII/ITI		Physical Test  Physical standards. Height - 165 cms., Weight - 50 Kg., Chest - 81 cms + 5.5 cm expression (with no physical disability)	Indian Institute of Fire Engineering, Iqbal manzil, Near SBi Cantt., Katol Road, Nagpur-13
	Certificate in Fire Safety Engg.	Х		Physical Test	— do —
	Certificate in Industrial Security	Х		Physical Test	— do —

E. F	Forest Ranger	XII	18-25 yrs.		PC BM at XII girls - 160 cm height Boys - 163 cm.	Eastern Forest Ranger Kashiyang, Dehradun
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## CAREER OPTIONS IN LAW

Lawyers generally practice before judges in the Subordinate courts, Administrative tribunals, High courts and the Supreme courts. Their practice pertains to mainly private matters and public matters. Lawyers specialize in criminal law, real estate, civil law, tax law, international law, labour law, family law, constitutional law, corporate law, excise law, customs and transportations etc.. The jobs involve giving legal advice and representing clients in legal matters. Lawyers as advocates and advisers in court, present the facts of the case to the judges, cross examine witnesses and finally sum up the reasons as to why the court should decide in their clients favour. Lawyers also work in the legal department of firms, in defence services, as political advisers, in government legal services, with the judiciary as Magistrate, District and Session Judge, Munsif, Public Prosecutors, Solicitors, Attorney General, Advocates etc.

For Law you need to have good intellect, ability to assimilate and analyze facts, good judgment to distinguish the relevant from the irrelevant. Qualities of good speech and excellent presentation skills, integrity, character and mental and physical stamina are qualities of good lawyers.

## **Courses in Law**

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LSIU),
l Academy of
R), Univ. of Law,
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#### **Courses in Law**

S.No.	Name of Course/College	<b>Duration</b>	<b>Eligibility</b>	<b>Scheme of Examination</b>	<b>Important</b>	<u>Institute Address/</u>
					dates	Website
IV	B.A. LLB (Hons)	5 Years	10+2	All India Entrance Exam.	Notification-	National Law Schools of
	National Law Schools		with 50%		Apr./May	Delhi(NLSD), Sec14, Dwarka,
	of Delhi		marks		Last date – May	New Delhi
					Exam –June	www.delhicourts.nic.in
						www.delhigovt.nic.in

### **CAREER OPTIONS IN MASS MEDIA & JOURNALISM**

The mass communication industry offers opportunities in two major sectors: the print journalism and the electronic journalism. Journalists work for newspapers and magazines, with radio and television production teams. The work of a journalist involves both field and desk work. Chasing news stories, covering national and local events, telling the world what is happening where, why and how is the work of a journalist. The various job titles in this profession are; the editor, the sub editor, correspondent, reporters and freelance journalist, photojournalist etc. Jobs in television industry can be divided into reporting, anchoring and production. The main jobs relate to production of a programme and to its transmission. Production of a TV and radio programme involves the producer and his technical team etc. Journalists need to have broad based education, good general knowledge and a style of writing that is accurate, readable and informed. Journalists need to be observant, with keen interest in current affairs.

## Courses in Mass Media & Journalism

S. No.	Name of Course/College	Duration	Eligibility	Scheme of Examination	Important dates	Institue Address/ Website
I	Bachelor of Journalism & Mass	3 Years	10+2 with min. 50%	Objective type written test	Notification –	Guru Gobind
	Communication (Hons.) from IP		marks in any stream	of 2 1/2 hours duration	1 <sup>st</sup> week of	Singh
	University		with English as one	Entrance Weightage	Jan.,	Indraprastha
			of the subjects.	(i) English language &	Last dt. of	University,
				comprehension - 25%	submission -	Kashmere
				(ii) General Awareness-	last wk. of	Gate, Delhi -
				25%	March,	110006,
				(iii) Reasoning -25%	entrance exam	website:
				(iv) Media Aptitude - 25%	-2 <sup>nd</sup> wk. of	www.ipu.ac.in
					May	
П	Bachelor of Journalism (Hons.)	3 Years	10+2 with min. 50%	Written test - objective and	Notification –	contact: -
	from University of Delhi		marks in any stream	written expression test +	- May -June,	college
				interview of shortlisted	Last dt. of	concerned or
				candidates held separately	submission -	visit
				for each of the DU	2 <sup>nd</sup> wk of	www.du.ac.in
				Colleges	June,	
					Entrance test	
					- 3 <sup>rd</sup> wk of	
					June	

III	Patrakarita(Hons.) (Hindi Journalism	3 Years	10+2 in any stream	Entrance test,	Notification –	Aditi
	from Univ. of Delhi)		with Hindi as one of	Objective + creative	May/June,	Mahavidyalaya
			the subjects	written expression and	Last dt of	SGTB Khalsa
				interview	submission -	College(eve.),
					2nd week of	Dev Nagar,
					June,	Delhi
					Entrance test	www.du.ac.in
					- Last wk of	
					June	
IV	Bachelor in Mass Media and Mass	3 Years	For women only	3 phase entrance test:	Notification –	Indraprastha
	Communication (BMMMC) (Hons.)		10+2 with minimum	Phase-I Objective test,	1 <sup>st</sup> wk of	college for
	from Indraprastha College of Delhi		55% in aggregate	comprising of general	May, Last	Women, Civil
	Unversity			awareness, general English	date – 2 <sup>nd</sup> wk	Lines, Delhi,
				and general knowledge,	of June, Test	website:
				Phase-II -creative written	between 3 <sup>rd</sup>	www.ipcollege.
				ability,	and 4 <sup>th</sup> wk of	com
				Phase-III- Interview.	June,	
					interview- 1 <sup>st</sup>	
					wk of July	
V	BA(Hons) Mass Media (Hindi) from	3 Years	10+2 with 45%	85% weightage to written		www.jmi.ac.in
	Jamia Milia Islamia Univ.		marks	test, 15% to interview		

### **CAREER OPTIONS IN HOTEL MANAGEMENT**

Manpower requirements for hotels are on the rise. Star hotels employ specialized trained staff for their various departments: food and beverages, housekeeping, accounting, marketing, recreation and other services, computer applicants, financial management, engineering, maintenance, security, fire fighting and public relations. The key departments in a big hotel are the Front Office department, Catering department, Housekeeping department, Accounts department, Engineering department and Personnel department. If you have an aptitude and attitude for service, liking for people, an outgoing and pleasant personality, capacity for hard work you could be successful in this profession.

After Class XII Diploma/Degree courses in hotel management are offered by Government and privately managed institutions and operated by hotel chains etc. Selection to most of the courses is conducted through entrance examinations, which includes a written test, interview and group discussion. All hotels take apprentices and provide them training of 6 months to two years.

S.No.	Name of Course/College	<b>Duration</b>	Eligibility	<b>Scheme of Examination</b>	<b>Important</b>	<u>Institute</u>
					dates	Address/
						<u>Website</u>
I	B.Sc. In Hospitality and Hotel	3 Years	10+2 in any	Entrance exam consists of:	Notification – Jan.	National Council
	Administration from NCHMCT &		stream with	Part-I- Reasoning and logical	Last date for	for Hotel
	IGNOU		English as one	deduction,	submission – Feb.	Management &
			of the subjects	Part-II- Aptitude for service	Entrance exam -	Catering
				sector,	April last week	Technology Plot
				Part-III Numerical ability &		No. A, 34, Srctor-
				scientific aptitude,		62, Noida (UP),
				Part-IV- General English,		website;
				Part V- English language.		www.nchmct.org
II	Bachelor of Hotel Management	3 Years	10+2 (50%) in	Objective type written test of	Notification – Ist	Guru Gobind
	and Catering Technology from IP		any stream	21/2 hour duration.	week of Jan.,	Singh
	University		with English	Entrance test & weightage	Last date of	Indraprastha
			as one of the	(i) English language &	submission - last	University,
			subjects	comprehension - 30%	wk of March,	Kashmere Gate,
				(ii) General Awareness - 20%	Entrance exam –	Delhi - 110006,
				(iii) Logical and analytical	2 <sup>nd</sup> wk of May	website:
				ability including computer		www.ipu.ac.in
				awareness - 30%		
				(iv) Knowledge of Accounts		
				(Commerce & Science) - 20%		

## CAREER OPTIONS IN FASHION DESIGN

Fashion designers create designs for garments of men, women and children. The designs created by them make the garments look attractive as well as functional. The designers need to keep a close track with fit, style, color; texture; size and material. The process begins with sketching the original idea on paper and then shaping the pattern pieces which make the garment. The pieces are then drawn in actual size on paper and cut out on a rough material. These pieces are then stitched together and fitted on a model. From the rough model sample garments are made in the final fabric. The work of a fashion designer is competitive, challenging and often involves teamwork. Fashion designing is also a very creative field. Success in this field is dependent more on inherent creativity and visual imagination. The job opportunities exist in export houses, retail and whole sale garment businesses, fashion show organizers, television and film industry. Self employment opportunities include selling designs and obtaining contracts with garment manufacturers or marketing garments.

### **COURSES IN FASHION/INDUSTRIAL DESIGN**

S.No.	Name of Course/College	<b>Duration</b>	Eligibility	Scheme of Examination	Important dates	Institute Address/ Website
I	Graduate Diploma	4 Years	10+2	Admission test in two	Notification -:	National Institute of Design, Main
	Programme in Design			phases:	September,	campus, Ahmedabad Ph-
	(i) Industrial Design			Phase-I : Design	Application	26623692,
	(ii) Textile and apparel			Aptitude Test,	Form- 2 <sup>nd</sup> wk of	www.nid.edu
	Design			Phase-II : Studio Test,	Oct.,	
	(iii) Communication			followed by interview at	Last date of	
	Design			Ahmedabad	submission -	
					Last wk of Nov.,	
					Exam - 1 <sup>st</sup> wk of	
					Jan.,	
					Studio Test	
					/interview - April	
II	Bachelor of Design (B.Des) (i) Fashion & Apparel (ii) Fashion & Lifestyle Accessories (iii) Fashion & Textiles (iv)Fashion Communication	4 Years	10+2	Admission Test in two phases: Phase-I: General knowledge and aptitude for the programme. opted, Phase-II: Situation Test (only for design) Thematic Apperception Test, group discussion	Nov-Dec, submission – Jan., Exam-2 <sup>nd</sup> wk of Feb., Situation Test: April-May	National Institute of Fashion technology, NIFT campus, Hauz Khas, near Gulmohar Park, Delhi, Tel_ 26542100

#### **FINE ARTS**

Fine arts provides a person to explore a wide range of fields as painting, sculpture, applied arts, graphic arts, photography etc. The study of art prepares you for design related jobs. The work of fine artists is a form of self expression while the work of applied artists finds commercial application in advertising agencies, interior design and display exhibition work, Govt. and semi Govt. undertakings. Traits required are creativity, self motivation and commitment. After 10+2 fine arts can be studied by joining a 4 year course call BFA course are also offered at Polytechnics after 10<sup>th</sup>.

#### **CARRER OPTIONS IN FINE ARTS**

S N	Name of Course/College	Duration	Eligibility	Scheme of Examination	Important dates	Institute Address/
						Website
	DELHI					
I	B.F.A.(Fine Arts)	4 Years	10+2 in any stream with 50% in aggregate	Aptitude Test Papers on Object drawing, General Knowledge &composition		For detail contact 20-22, Tilak Marg, New Delhi, website ca.du.ac.in Ph: 22130298
П	Applied Art Art Education	4 Years	10+2 in any stream with 45% in aggregate	Entrance Test of 50 marks (i) Written test- 35 marks,, (ii) Interview - 15 marks, Duration of Practical Test - I hour, Theory - 30 min	Last date- Last week of April,, Entrance Test: Second week of June	Faculty of Fine Arts, Jamia Millia Islamia, website: www.jmi.ac.in
III	B.F.A. Sculpture	4 Years	10+2 in any stream with 45% in aggregate	Practical test will be of 3 hours, Theory test will be of 2 hours.		

#### **Travel and Tourism**

The tourism sector operates at 4 levels – (i) Central Govt. and State Govt. level (ii) commercial sector (iii) institutional sector – hotels (iV) service sector – interpreters , tourist guides, sales and publicity in the Govt. – Dept. of Tourism formulates policy, selects and develops tourist destinations, promotes International tourists, plans travel facilities etc.

Tourist information offices are scattered through out the country. In commercial sector it involves- providing transport services by air, railways, road and water ways to the tourists. A travel agency also has departments as tours, travel, accounts and cargo. The agency takes responsibility for planning, booking, advising travelers from all categories. Opportunities in tourism exist at all levels and in all sectors. If one has personal knowledge and experience of travel to major tourists destinations, hotels, places of interest, one would make a good travel agent. People in travel business, must possess social etiquettes, business tact and positive approach.

Class 12<sup>th</sup> students from all subject streams can choose to enter this sector. Courses at graduation levels in travel and tourism are offered by several universities Indian Institute of Travel and Tourism Management also offers short term courses after 12<sup>h</sup>.

#### CARRER OPTIONS IN TRAVEL AND TOURISM

S N	Name of Course/College	Duration	Eligibility	Scheme of Examination	Important dates	Institute Address/ Website
	DELHI					
I	Bachelor of Arts (Tourism Studies) BTS from IGNOU in collaboration with Oberoi Centre for Learning and Development		10+2 with 45%	Written Test and interview , Computer based STEP test	January and July session	Indira Gandhi National Open University, Maidan Garhi, New Delhi -110068

### **CARRER OPTIONS IN GENERAL**

S N	Name of Course/College	Duration	Eligibility	<b>Scheme of Examination</b>	Important	Institute
					dates	Address/ Website
I	Actuarial Science from Actuarial Society of India	3- 5 years (Preliminar y, Inter, Final)	10+2 with 85% marks in Maths	Written Test in Math and English	Twice a year in May and November	Actuarial Society of India, Jeewan Bharati , Mumbai
П	B.A.(Hons) Sociology, Political Science, History, English, Hindi, Islamic Studies, B.A. Economics	3 Years	10+2	Written test + Interview	April- Notification, May - Last Date for submission of Form, Test - Second week of June	Jamia Millia Islamia, Jamia Nagar, New Delhi, www.jmi.ac.in
III	Bachelor of Social Work (B.Sw) from Delhi University	3 Years	10+2	Written test and Interview,	May/June - Notification, Test - June 3rd week	
IV	Bachelor of Social Work Jamia	3 Years	10+2	Written test and Interview ,	April - Notification, Test - June	Deptt. Of Social Science Jamia Millia Islamia, www.jmi.ac.in

V	Bachelor of Elementary Education(B.EL.ED)Delhi University	4 years	12 the of 10+2 with 50% marks in each of the four subject	Written test of 2 1/2 hrs duration: 1(a) Reasoning + subject knowledge up to Class Xth Multiple Choice - 70 mins (b) Aptitude and Attitude MCQ - 20 mins. 2(a) Bilingual language comprehension - 40 mins (b) Written expression paragraph - 20 mins , Interview	Month of advertiseme nt- 2nd week of MARCH, Entrance Test - Second week of June, Interview - Last week of June.	Contact: Department of Education University of Delhi, website: www.du.ac.in
VI	Bachelor of Science in Physical Education & Health Education & Sports (B.Sc.PHE&S)	4 Years	10+2	Written test and Interview , Written Test: Sports Proficiency Test, Interview	May/June - Notification, Test - June 3rd week	Indira Gandhi Institute of Physical Science & Sports Sciences, Vikaspuri, Delhi www.du.ac.in

#### **UNDERGRADUATES COURSE IN HUMANITIES IN DELHI UNIVERSITY**

SN	Name of Course/College	Duration	Eligibility	Scheme of Examination	Important dates	Institute Address/ Website
I	B.A. (Hons) Courses in DU  English Economics ** History Political Science Philosophy Psychology Applied Psychology Sociology Geography Hindi Sanskrit Arabic Bengali Persian Bengali	3Years	10+2 with Minimum 45 % Marks **Maths compulsory	On the basis of cut off list	June	Delhi University North and South Campus www.du.ac.in
II	B.A (Programme )	3 Years	10+2 with Minimum 40 % Marks	On the basis of cut off list	June	Delhi University North and South Campus www.du.ac.in

III	B.A (Hons) Vocational Studies ,	3 Years	10+2 with Minimum 45 % Marks	On the basis of cut off list	June	Delhi University College of Vocational Studies Sheikh Sarai, New Delhi. www.du.ac.in
	• Management &					
	Marketing of Insurance • Small & Medium					
	<ul><li>Enterprise</li><li>Material Management</li></ul>					
	Human Resource     Management					
	Marketing Management & Retail Business					

# COURSES IN COMMERCE AFTER 10+2

### **BUSINESS MANAGEMENT**

Business Management course is very popular among students because the graduates armed with understanding of how business work; can venture into different areas of management. The jobs of business managers do involve planning and forecasting, organizing controlling and coordinating. The graduate course in management is called the Bachelor in Business Studies (BBS) or Bachelor of Business Administration (BBA) which is of three years duration.

Graduates entrants are appointed as management trainees and after the training they are assigned to junior level managerial positions. All business organizations, industry, financial institutions, banks employ management graduates. Opportunity for work is varied, depending upon the area of specialization such as finance, marketing, personnel, material and Production management.

## **COURSES IN BUSINESS MANAGEMENT**

S	Name of Course	Duration	Eligibility	Scheme of	Important	Institue adress/Website
N				Examination	dates	
1	Bachelor of Business Studies	3 Years	10+2 with 60%	Written Entrance exam is	Notification - 1st	Sukhdev College of Business
	(BBS) from Delhi University		marks in 4 papers	common for BBS and	wk of Apr.	Studies, Jhilmil, Vivek Vihar,
			including Eng.	BFIA followed by an	Form Available-	Dlehi Ph-22154581
			(55% for SC/ST	interview group discussion	1st wk of	www.cbsdu.net
			etc.)	and performance in class	Apr./May	
				12th	Entrance exam-	
				Exam duration- 2hrs. And	1st wk of June	
				10 min.		
				Objective type		
				consists of sections:		
				-Business Aptitude,		
				General Awareness,		
				Quantitative Aptitude,		
				Reasoning ability, English		
2	Bach. of Finance & Investment	3 Years	10+2 with 60%	Same as above	Same as above	Same as above
	Analysis(BFIA)		marks in 4 papers			
	from Delhi University		including Eng.&			
			Maths			
			(55% for SC/ST			
			etc.)			
3	Bach. of Business	3 Years	10+2 with 55%	Written Entrance exam of 2	Notification -	Dept. of Business Economics,
	Economics(BBE)		marks in 4 papers	hrs.(Objective Type)	May	DU South Campus, Benito
	from Delhi University		including Eng.&	Gen. Awareness 20%	Form Available-	Juarez Marg, Dhaula Kuan,
			Maths and 2	Quantitative Ability 30%	1st wk of June	ND-21
			elective subjects	Logical Reasoning 30%	Entrance exam-	www.mbe-du.org
			(50% for SC/ST	Gen. Eng. 20%	3rd wk of June	
			etc.)			

4	Bach. Of Business Admin.(BBA) from GGSIP Univ. (i) CAM- Computer Aided Mgmt. (ii) Banking & Insurance (III)Tour & Travel Mgmt.	3 Years	10+2 with 50% mark in aggregate .with English	Written Entrance exam of 21 hrs. Eng. Language 25% Gen. Awareness 25% Logical & Analytical ability 25% Aptitude relating to Mgmt. Field 25 %	Notification – January Last date – March Test – May	Guru Gobind Singh Indraprastha Univ., Kashmere Gate, Delhi -6 www.ipu.ac.in
5	Jamia Millia University  B.B.S (Hons)  Bachelor of International Business and Finance(BIBF)  B.Com (Hons)  B.A.(Computer Application)  B.A.(Hons) Eco.	3 Years	10+2 with 50% mark in aggregate .with English	Written Entrance Exam 85% Interview – 15%	April/May Test - June	Jamia Millia Islamia University. Jamia Nagar, New Delhi-25 www.jmi.ac.in
6	Bach. Of Computer Applications(BCA)	3 Years	10+2 with 50% mark in aggre.with Eng. and Maths	Written Entrance exam of 21/2 hrs. Area Weightage Eng 15%. Maths -30% Computer Awareness 30% Gen. Knowledge (IT & Sci. related) 25%	Notification - 1st wk of January Form submission- last wk of Mar. Entrance exam- 2nd wk of May	Guru Gobind Singh Indraprastha Univ., Kashmere Gate, Delhi -6 www.ipu.ac.in

#### **BANKING AND INSURANCE**

Banking activities are carried through it's various departments. Managing a bank branch is the branch manager. There are officers, clerical and other staff who undertake responsibilities in it's various departments. All banks are governed by the regulations and directives from the Reserve Bank of India. The multinational banks follow a flexible and business oriented work structure. Corporate and merchant banks carry on business related activities. Investment banks are associated with financial activities. Lawyers, engineers, agriculturists, language specialists all work in banks as experts. Banks recruit candidates at 10+2 levels for the clerical level. The procedure of selection varies with nationalized and international banks. Posts of officers requires people with leadership qualities. Integrity, confidentiality and honesty in dealing with money, customers and staff is required. Good personal habits, such as neatness, promptness and organized mind are valuable personal qualities.

#### **COURSES IN BANKING AND INSURANCE**

S	Name of Course/College	Duration	Eligibility	<b>Scheme of Examination</b>		Important	Institute
N						dates	Address/
							Website
I	Actuarial Science from Actuarial	3- 5 years	10+2 with	Written Test in Mat	n and	Twice a year	Actuarial
	Society of India	(Preliminar	85% marks	English		in May and	Society of
		y, Inter,	in Maths			November	India, Jeewan
		Final)					Bharati ,
							Mumbai

## CHARTERED ACCOUNTANCY

The main function of a Chartered Accountants is to deal with the management of money and provide financial advice. Chartered Accountants maintain records of financial transactions which every organization is required to keep by law. They also carry out company audits. Legally only Charted Accountants are allowed to audit a company's books. Chartered Accountants are member of the Institute of Chartered Accountants of India. They work in private practice or in the account department of firms and organizations. If you have good numerical ability, an analytical mind, a logical and methodical approach a career in accountancy could be the career for you.

Chartered Accountants work in independent professional practice, with firms, in capital market service, with industry, banks and consultancy firms. Chartered Accountancy can be pursued after 10+2. After class X students can register with the Institute for Common Proficiency Test in Chartered Accountancy. However, the CPT can be taken after Class XII only. After registration the course material is sent to the candidate. The student has to complete the study and the papers

#### **COURSES IN CHARTERED ACCOUNTANCY**

S	Name of Course/College	Duration	Eligibility	Scheme of Examination	Important	Institute
N					dates	Address/
						Website
I	Common Proficiency Test in Chartered Accountancy	-	10+2 in any stream	Registration after 10 <sup>th</sup> Test after 12 <sup>th</sup> Two sessions of CPT 4 papers Consisting of Accounting, Mercantile Law, Economics, Quantities Aptitude.	Twice in a year i.e. May and November	Studies, Institute of Chartered Accountants of India, New Delhi
						www.icai.org

#### **Cost & Works Accountancy**

Cost accounting provides a system for effective utilization of money and provides the management with an effective system of appraisal and evaluation of investments and alternatives in monetary terms. The job involves evaluating and managing costs, value and management information systems. Cost accountants are involved in cost analysis; they collect, organize, collate and analyze all internal and financial information to evaluate regular critical analyses of past and present financial performance. They then make future projections which help to take important decisions in any company. Cost accountants monitor all costs from raw material and labour costs to transport, administrative costs, overheads on buildings etc..

They are responsible for budget control with the ultimate goal for maximization of profits. Cost and works accountants work with businesses, industries and financial organizations. One should have an analytical mind and good judgement skills. Cost and works accountancy can be studied after 10+2 or after graduation. ICWA foundation course is open to students who have passed the class 12<sup>th</sup> exam in any stream- Humanities, Science or Commerce. After the completion of foundation course, the student can register themselves for the ICWA programme which consists of intermediate and final levels.

#### **COURSES IN COST & WORKS ACCOUNTANCY**

SN	Name of Course/College	Duration	Eligibility	<b>Scheme of Examination</b>	Important	Institute
					dates	Address/
						Website
I	Cost & Work Accountancy	Foundation	,	Foundation Course Test	Twice in a	
		course of 8	stream		year i.e. May	& Works
	***( After clearing the test register				and	Accountancy, 3,
	for main course having duration	duration* **			November	Institutional
	3-4 years)					Area, Lodhi
						Road, New
						Delhi -110003

#### **COMPANY SECRETARY**

Company Secretaries work as one of the principal officers of a company to deal with aspects of management of the company as a legal entity. Company secretaries co-ordinate various functions of the company – finance, legal and personnel and carry on their secretarial duties and responsibilities. The tasks are legal in nature from the formation of a company, to maintaining company's records, managing tax returns, ensuring compliance with statutory legislation, arranging company's meetings etc.

They act as link between the shareholders and management. Company secretaries work as advisers to small companies. In management and administration they are junior secretarial officer or company secretary to financial adviser.

#### **COURSES IN COMPANY SECRETARY**

SN	Name of Course/College	Duration	Eligibility	Scheme of Examination	Important	Institute
					dates	Address/ Website
T	Company Secretary Foundation	8 month.	Pass in	Subjects of Foundation	May &	Northern
	Course	After	10+2 in any	Course: English, Business	J	India
		clearing	stream	Communication,		Regional
		the test		Economics, Financial		Council,
		register		Accounting Business		Institute of
		for main		Laws, Quantitative		Company
		course		Techniques		Secretary of
		having				India, Plot
		duration				No. 4, Prasad
		3-4 years				Nagar, New
						Delhi
						www.icsi.edu

### **UNDERGRADUATES COURSE IN COMMERCE IN DELHI UNIVERSITY**

SN	Name of Course/College	Duration	Eligibility	Scheme of	Important	Institute Address/
				Examination	dates	Website
Ι	B.Com(Hons)	3 Years	10+2 with 45	On the	June	Delhi University,
	B.Com(Pass)		% marks in	basis of cut		Delhi
			commerce	off list		www.du.ac.in
			stream			

# CAREER OPTIONS FOR 10+2 STUDENTS IN MEDICAL & ALLIED FIELDS

#### **MEDICINE**

Medicine is a career has been valued very high because of its power to heal and save life. A doctor's profession involves a lot of hard work and at the same time, it brings along with it the satisfaction of having cured patients and of having alleviated pain and suffering. Doctors all over the world are treated with great respect and the scope and prospects in the medical field are always bright. Medicine in general encompasses both traditional Indian as well as modern allopathy. IN allopathic medicine the basic degree of MBBS is followed by a year of rotating internship, which provides hands on training in clinical examination, diagnosis and treatment of different ailments. A doctor's training and career centers around the hospital. There are multi specialty hospitals clinics, nursing homes or hospitals in defence or government hospitals to provide medical facilities.

The study and practice of medicine requires intense mental activity and constant updating of skills and knowledge. Dealing with patients in various conditions of illness, injury and trauma requires patience and compassionate outlook. You should be prepared to study for an extended period as the training is long and demanding. Team spirit is essential to be able to work with senior and junior doctors and paramedical staff.

## **MEDICINE**

S.No.	Name of Course / College	Duration	Eligibility	Schemes of Examination	Imp. Dates	Institute Address & Website
I	All India Pre Medical Entrance Examination			Examination		Website
	(AIPMT) MBBS	5 ½	Indian Nationals 17-	Preliminary Exam	Notification	AIPMT, Central Board
		Years	25 years passed 12 <sup>th</sup>	One paper objective	-	of Secondary
	Conducted by C.B.S.E. (Central Board of	including	class with Physics,	type 200 questions of 3	Oct. / Nov.	Education, Shiksha
	Secondary Education) for 15% All India seats in	one year	Chemistry Biology	hours duration.	Last Date-	Kendra, 2, Community
	All Medical Dental Colleges run by Central.,	internship	(PCB) & English	Final Exam	Nov last	Centre, Preet Vihar,
	State Government, Municipal. Other local		with 50% marks	2 papers each 2 hrs.	week	Delhi-110301
	authorities barring Andhra Pradesh & Jammu &		(SC/ST with 40%	Paper I : Physics,	Pre. Exam	www.cbse.nic.in
	Kashmir.		marks).	Chemistry.	April	
				Paper II: Botony,	followed by	
				Zoology	Main Exam	
					May	
					Result	
					Jun./July	
II	Delhi University Medical Entrance Test	5 ½ years	Passed 12 <sup>th</sup> class	Three hour paper with		
	(DUMET)		with PCB English	200 questions objective	Notification	Faculty of Medical

			and 50% marks	type questions. 50	-	science 6 <sup>th</sup> Floor V.P.
			(SC/ST with 40%	questions from each	Last week	Patel Chest Building
			marks)	subject including	of Feb.	University of Delhi,
				Physics, Chem.,	Last Date-	Delhi-110007
				Zoology and Botany.	First week	
				Each question is 4	of April	
				marks totaling to 800	Entrance	
				marks.	Test: 3 <sup>rd</sup>	
				Student loses one mark	Week of	
				to each wrong entries.	May	
IIII	All India Institute of Medical Sciences (AIIMS)	5 ½ years	Passed 12 <sup>th</sup> Class	Entrance Exam.		AIIMS
			with PCB with at	Objective Type of 200		Ansari Road,
			least 60% marks	marks of 3½ hour		Safdarjung Enclave,
			(SC/ST with 50%	duration.		Delhi – 29
			marks	60 questions on Phy.		
				Chem. & Botany		Web.
				20 questions on G.K.		www.aiims.edu
				One mark is given for		
				every correct answer		
				1/3 marks deducted for		
				every wrong answer.		

IV	Guru Gobind Singh Indraprastha University	5 ½ years	12 <sup>th</sup> class pass with	Common Entrance	Issue &	G.G.S. Indraprastha
			PCB and 50% Marks	Test (CET)	Forms : January last	University Kashmere
	(Vardhman Mahavir			In two stages	week	Gate New Delhi
	Medical College, Safdarjang Hospital,			Stage-I – 200 Objective	Late Date	110403
	New Delhi-29)			type questions in 3 hrs.	March End	www.ipu.ac.in
				duration.	Date of	www.vmmc.sjh.nic.in
				Stage-II – After	Exam:	
				qualifying Stage –I	June	
				exam, Single paper of		
				3 hour dutation.		
V	Armed Forces Medical College (AFMC) Pune	5 ½ years	12 <sup>th</sup> class pass unmarried male/female of 17- 22 years with PCB & English and 60% marks.	Entrance Test  2 Hours  Objectives Type in 4 parts of 100 mark Biology – 50 marks Chemistry – 50 marks Physics – 50 marks Intelligences – 25 marks Logical Reasoning b) English Language – 25 marks	Notification Dec./Jan. Exam May / June Result June / July	Armed Forces Medical College, Shadarpur Road, Pune – 411040 Web.: unipune.ernet.in

# BACHELOR OF DENTAL SURGERY (BDS)

S.No.	Name of Course / College	Duration	Eligibility	Schemes of	Imp. Dates	Institute Address &
				Examination		Website
1.	Mualana Azad Medical Institute of Dental	4 Yrs.	Same as per MBBS	Admission to this		Moulana Azad
	Sciences ,Bachelor of Dental Surgery (BDS)		Course	course is made through	Notification -	Medical Institute of
				competitive	Oct. / Nov.	Dental Science
				examination conducted	Last Date- Nov last	Bahadur Shah Zafar
				along with MBBS	week	Marg, New Delhi
				Entrance Exam	Pre. Exam April	Website.:
				(DUMET)	followed by	www.madch.ac.in
					Main Exam	
					May	
					Result	
					Jun./July	
2.	All India Pre Dental Entrance Exam for BDS	4 Yrs	S	ame as per AIPMT		www.cbse.nic.in

#### **BACHELOR OF VETERINARY SCIENCE**

S.No.	Name of Course / College	Duration	Eligibility	Schemes of	Imp. Dates	Institute Address &
				Examination		Website
1	Bachelor of Veterinary Science & Animal	5 1/2	12 <sup>th</sup> class pass with	Entrance Test	May-June	Veterinary Council of
	Husbandry	Years	PCB & English and			India, Arya Samaj
						Road, Karol Bagh,
						New Delhi.

### **BACHELOR OF HOMEOPATHIC MEDICINES**

I	Nehru Homoeopathic College & Hospital		12 <sup>th</sup> pass	Admission	on	merit		www.delhihomeo.com
	B Block Defence Colony, New Delhi.		with	basis			Notification -	
	(University of Delhi)	5½ years	РСВ				May	
							Last Date- For	
							submission	
							of Forms-	
							June	
			_					
II	Dr. B.R. Sur Homoeopathic Medical College		12 <sup>th</sup> pass	Admission	on	merit		www.delhihomeo.com
	Hospital & Research Centre		with	basis				and www.ipu.ac.in
	Nanak Pura, Moti Bagh, New Delhi-21		PCB					
	(Guru Gobind Singh)							
	Indraprastha University)							

### **BACHELOR OF AYURVEDIC & UNANI MEDICINE**

S.No.	Name of Course / College	Duration	Eligibility	Schemes of		Imp. Dates	Institute Address &
				Examin	Examination		Website
I	Bachelor of Unani Medical Sciences (BUMS)	5½	12 <sup>th</sup> class with PCB	Merit (No	Entrance	Notification	
	Bachelor of Ayurvedic Medical Sciences	yrs.		Test)		Feb.	
	(BAMS)					Sub. Of	
	Delhi University					<u>Form</u>	
i)	Ayurved Unani Tibbia College Karol Bagh, New					April	
	Delhi.						
ii)	Faculty of Medicine (Unani)						
	Jamia Hadard, New Delhi-62						

# **BACHELOR OF SCIENCE (B.SC.) NURSING (Only for Women)**

S.No.	Name of Course / College	Duration	Eligibility (Only for Women)	Schemes of Examination	Imp. Dates	Institute Address & Website
1.	Bachelor of Science - Nursing (B.Sc	4 yrs.	12 <sup>th</sup> with PCB	3 hours Objective Type	Last date:	Raj Kumari
	Nursing), Delhi University		50%	Test(MCQ)	April end	Amrit Kaur
						College of
						Nursing Lajpat
						Nagar,
						New Delhi
						www.du.ac.in
2	All India Institute of Medical Sciences (AIIMS)	4 yrs.	12 <sup>th</sup> with PCB 2	Entrance exam of 2	Notification	All India
			English and 55%	hours duration	_	Institute of
			Marks (SC/ST -50%		March/April.	Medical
			Marks)		Last date-	Sciences
					May	(AIIMS),Ansari
					Entrance	Nagar, New
					Test- June	Delhi.
						www.aiims.edu
3	Jamia Hamdard Faculty of Nursing B.Sc.	4 yrs.	17-21 yrs.	Merit in written Exam	Notification	Jamia Hamdard
	Nursing (Hons.)		12 <sup>th</sup> Pass PCB		April	Hamdard
			English with 50%			Nagar,
			marks (SC/ST 50%)			New Delhi
						www.jamiaham
						<u>dard.edu</u>

4	Ahilya Bal College of Nursing Lok Nayak Hospital, New Delhi. B.Sc. Nursing (Hons.)	4 yrs.	12 <sup>th</sup> class with PCB 50% marks (SC/ST 45% marks)	Merit in written Exam	Notification March end Last date- April end Entrance Exam- June	Ahilya Bal College of Nursing Lok Nayak Hospital, 2 Jawahar Lal Nehru Marg, New Delhi.
5	B.S.c Nursing (I.P. University)	4 yers	12 <sup>th</sup> class with PCB 50% marks (SC/ST 45% marks)	Merit in written Exam Weightage: Physics, Chemistry – 20% each, Biology – 40%, English, G.K. – 10% each	Notification- January end Last date- March end Entrance Test - May	G.G.S. Indraprastha University Kashmere Gate New Delhi 110403 www.ipu.ac.in

#### **PHARMACY**

Pharmacists study the chemistry of drugs, their origin, procedures for drug developments, their preparations, dispensing effects and eventual uses for presentation and treatment of disease. Pharmacists work in four areas: hospital pharmacy, retail pharmacy, industrial pharmacy and research to develop new formulations, conduct clinical trials where drugs are tested for safety and effectiveness. They also work in marketing. Research pharmacists work in Pharmaceutical firms, research organizations and laboratories. If you have a scientific bent of mind and interest in medicine, pharmacy would be an interesting option. An ability to work methodically carefully and accuracy is needed. Registered Pharmacists work in various health centers, hospitals and medical dispensing stores and in pharmaceutical industries. They also work in Drug Control Administration as Drug Inspector. Study of Pharmacy can be pursued at the following levels – Diploma of 2 years, 3years, and Degree of 4 years duration after class XII with (PCM/B)

## **COURSES IN PHARMACY**

S.No.	Name of Course / College	Duration	Eligibility	Schemes of Examination	Imp. Dates	Institute Address & Website
1.	Bachelor of Pharmacy (B. Pharma)	4 yrs.		Admission on Merit	May/June	College of
				bases		Pharmacy
						Sector-III,
			12 <sup>th</sup> class with			Pushap Vihar,
			PCB/PCM with 50% marks.			New Delhi-
2	Bachelor of Pharmacy (B. Pharma) Jamia	4 yrs	marks.	Common Entrance	April	Faculty of
	Hamdard University, Delhi.			Exam by the University		Pharmacy,
						Hamdard
						University
						Jamia Hamdard,
						Hamdard
						Nagar, New
						Delhi-110062
3	Bachelor of Pharmacy (B. Pharma) (I.P	4 years		Common Entrance	Notification-	G.G.S.
	Univesity)			Exam by the University	January end	Indraprastha
					Last date-	University
			12 <sup>th</sup> class with PCB		March end	Kashmere Gate
			with 50% marks.		Entrance	New Delhi
					Test - May	110403
						www.ipu.ac.in

#### PHYSICAL & OCCUPATIONAL THERAPY

Physiotherapists and Occupational therapists are paramedic professionals, while physiotherapists restore mobility alleviate pain and suffering and work to prevent disability inpatients. Occupational therapists treat patients with physical and spastic disabilities, premature infants, disabled children etc. People affected by physical or mental injury or illness or by aging process need to develop special skills for performing normal acts so as to sustain themselves without being a burden on any individual. Paramedics work in coordination with treating physicians. If you value service to patients, have patience, dedications and concern for the physically disabled, this is a profession which will be immensely satisfying. Physiotherapists work in hospitals orthopedic departments and rehabilitation centers for the handicapped, schools for the mentally retarded and physically disabled children. Training for these paramedical professionals extends over 4 ½ period fro degree courses. The courses can be pursued after class XII with Physics, Chemistry and Biology.

## **COURSES IN PHYSICAL & OCCUPATIONAL THERAPY**

S.No.	Name of Course / College	Duration	Eligibility	Schemes of Examination	Imp. Dates	Institute Address & Website
1.	(i) Bachelor of Physiotherapy (BPT) (Delhi University)  (ii)Bachelor of Occupational Therapy(BOT) (Delhi University)  (iii)Bachelor of Prosthetics & Orthotics (Delhi University)	4 ½ yrs.	12 <sup>th</sup> class with PCB with 50% marks.  12 <sup>th</sup> class with PCBE/PCME with 50% marks.	Common Entrance Test for BPT, BOT & BPO	Notification  2 <sup>nd</sup> week of  April  Last Date –  May end  Entrance  Teste – 2 <sup>ND</sup> week of  June	Deen Dayal Upadhyaya Institute for the Physically handicapped, Vishnu Digamber Marg, New Delhi-110002. www.iphnewd elhi.in

2	I.P University	4 ½ yrs.			Notification-	G.G.S.
	(i) Bachelor of Physiotherapy (BPT)				January end	Indraprastha
	(ii) Bachelor of Occupational Therapy(BOT)				Last date-	University
			12 <sup>th</sup> class with PCB		March end	Kashmere Gate
			with 50% marks.		Entrance	New Delhi
				Common Entrance Test	Test - May	110403
				for BPT, BOT		www.ipu.ac.in
				conducted by IP		
				University		
3	Jamia Hamdard University	4 ½ yrs.	12 <sup>th</sup> class with PCB	Common Entrance Test	April	Faculty of
	(i) Bachelor of Physiotherapy (BPT)		with 50% marks.	for BPT, BOT		Pharmacy,
	(ii) Bachelor of Occupational Therapy(BOT			conducted by the		Hamdard
				University		University
						Jamia
						Hamdard,
						Hamdard
						Nagar, New
						Delhi-110062

## OTHER PARA-MEDICAL COURSES

S.No.	Name of Course / College	Duration	Eligibility	Schemes of Examination	Imp. Dates	Institute Address & Website
1.	B.Sc. Hons. (Ophthalmic Techniques)	3 Years	12 <sup>th</sup> class with PCB	Entrance Examination		vvensite
			with 50% marks.	of 1 ½ hr. duration in	Notification-	All India
2	B.Sc. Hons. (Medical Technology in	3 Years		PCB Objective type	March/April	Institute of
	Radiography)				Date of	Medical Sciences
					Exam- June	(AIIMS), Ansari
						Nagar, New
						Delhi
						www.aiims.edu

## **CARREER OPTIONS IN ENGINEERING & TECHNOLOGY**

Engineers design machinery and equipment, consumer goods, electrical, electronics equipment of plan construction of highways, buildings, dams and bridges. They work in diverse sectors such as chemicals, environment, defense, in biomedical engineering. Their job incorporates application of engineering techniques for manufacturing processes; they work in maintenance, production or testing. They carry out quality control procedures and supervise production units.

The study of engineering has a range of specialization: Civil Engineering, Mechanical Engineering, Electrical Engineering, Aerospace Engineering, Automobile Engineering, Chemical Engineering, Computer Engineering etc.

# **COURSES IN ENGINEERING & TECHNOLOGY**

SN	Name of Course/College	Duration	Eligibility	Scheme of	Important	Institue Address/
				Examination	dates	Website
Ι	All India Engineering Entrance	4 Years	Pass in 12 <sup>th</sup>	One paper	Notification:	Central Board of
	Examination(AIEEE) for B. Tech.		with PCM	consisting of	Nov./Dec.	Secondary
	Courses (for 15% seats in			three parts:	Submission	Education
	Engineering Colleges all over			Physics,	of Form: Jan	(CBSE), Preet Vihar,
	India) Conducted by CBSE.			Chemistry	Test: April end	Delhi
				and Math		www.cbse.nic.in
II	Joint Entrance Examination(JEE)	4 Years	Pass in 12 <sup>th</sup>	Two papers	Notification:	Indian Institute of
	for B. Tech by Indian Institute of		with PCM with	of 3 hours	Nov./Dec.	Technology, Hauz
	Technology		60%	duration	Submission	Khas, New Delh-16
				each divided	of Form: Jan	www.jee.iitd.ac.in
				in three parts	Test: April 2 <sup>nd</sup>	
					week	

III	Combined Entrance Examination by University of Delhi for admission to B.E. course for Delhi region ( in all Engineering fields)		10+2 with Maths & Science, 60% marks in aggregate of PCM(50% for SC/ST, 55% for Physically handicapped and Defence)	CEE for admission to Bachelor of Engineering. Consists of objective type questions in Physics, Chemistry and Maths	Notification in the 2 <sup>nd</sup> week of March, Submission: 1 <sup>st</sup> week of April. Test: Last week of May	Faculty of Technology, Delhi University Room No. 13, HCFF, First floor, (Health Centre), Delhi. www.du.ac.in
(a)	Delhi College of Engineering (BE)	4 Years		As above		Bawana Road, Delhi- 42. www.dce.edu
(b)	Netaji Subash Institute of Technology	4 Years		As above		Sector 3, Dwarka (Pappankala) New Delhi. www.nsit.ac.in
IV	Guru Gobind Singh Indrap	rastha Un	iversity		l	
(a)	B. Tech. in	4 Years	10+2 with	Admission to various	Notification in	
	(i) Information Technology		Maths &	programmes in these	Jan.,	
	(ii) Computer Science & Engg.		Science, 50%	courses is based on		
	iii)Electronics & Communication		marks in	merit in	Submission:	
	Engg.		aggregate of	CET(Common	March end	
	(iv) Mechanical &Automation		PCM	Entrance Test)		Guru Gobind Singh
	Engg.			consisting of one	Test: Last week	Indraprastha
	(v) Power Engg.			paper of equal	of May	University, Kashmere
	(vi) Electrical & Electronics Engg.			Weightage to		Gate, Delhi-6
	(vii) Civil Engg.			Physics, Chemistry		www.ipu.ac.in
	(viii) Instrumentation and Control			and Maths		www.ipu.uc.iii
	Engg.					

(b)	Admission to various programmes in these courses is based on merit in CET(Common Entrance Test) consisting of one paper of equal Weightage to Physics, Chemistry and Maths	4 Years + 2 years	10+2 with Maths & Science, 50% marks in aggregate of PCM	Admission to various programmes in these courses is based on merit in CET(Common Entrance Test) consisting of one paper of equal Weightage to Physics, Chemistry and Maths	Notification in Jan., Submission: March end Test: Last week of May	
(c)	Lateral Entry B.Tech.	4 years	3 year Diploma in Engg/B.Sc	Entrance Test		
V	B.Tech. (Jamia Millia Islamia University	4 Years	10+2 with Maths & Science, 45% marks in aggregate of PCM	Entrance Test One paper consisting of 3 sections- Physics, Chemistry Maths 3 hrs. duration Weightage 170 marks , 30 marks for Interview	Notification in April Submission: May end Test: June	Faculty of Engineering &Technology, Jamia Millia University, Jamia Nagar, , New Delhi-25 www.jmi.ac.in

## **ARCHITECTURE**

Architecture is the area of study and work which deals with designing and planning of buildings and structures. Architects are trained basically trained to organize space and know all the technical requirement of a building.

Architects work with architectural firms, in entrepreneur ventures, with Government Departments and Construction industry.

Architects are taught in architecture departments in Engineering Collets, in Architectural Institutes both Govt. and Privates. B.Arch. is a 5 year course after 10+2. A student who has studies physics, Mathematics and Chemistry can apply for admission to a college.

# **COURSES IN ARCHITECTURE & PLANNING**

SN	Name of Course/College	Duration	Eligibility	Scheme of Examination	Important	Institute Address/
I	School of Planning & Architecture  (i) B.Arch.  (ii) B. Planning	5 years 4 years	10+2 with Maths & Engg. Drawing 50% marks in aggregate	Entrance Examination conducted by AIEEE consisting of Maths and Architectural aptitude.	dates Notification: Nov./Dec. Submission of Form: Jan Test: April end	Website School of Planning and Architecture, 4 Block, B, I.P Estate, New Delhi-2 www.spa.ernet.in
II	Faculty of Architecture & Ekistics, Jamia Millia Islamia.  B.Arch.	5 years	10+2 with 50% marks in Maths, English, Physics & Chemistry	Entrance Test: 2 Papers of 2 hours and 3 hours duration Paper I – Physics, Chemistry and Maths ,Objective type – 70 marks Paper –II – Aptitude Test – 100 marks followed by Interview – 30 marks Medium -English	Notification in April Submission: May end Test: June	Faculty of Engineering &Technology, Jamia Millia University, Jamia Nagar, , New Delhi-25 www.jmi.ac.in
III	B.Arch (Guru Gobind Singh Indraprastha University)	5 Years	12 th Class with Maths (50%) OR 10+3 years Diploma in Architecture	On the basis of National Aptitude Test of Architecture (NATA) Scores – Conducted by Council of Architecture	Notification in Jan., Submission: March end Test: Last week of May	Guru Gobind Singh Indraprastha University, Kashmere Gate,Delhi-6 www.ipu.ac.in

IV	B.Arch. (IIT/JEE)	5 Years	Pass in 12 <sup>th</sup>	Separate Aptitude	Notification:	Indian Institute of
IV	B.Arch. (IIT/JEE) Roorke & Kharagpur	5 Years	Pass in 12 <sup>th</sup> with PCM with 60%	Separate Aptitude test after obtaining rank in IIT	Notification: Nov./Dec. Submission of Form: Jan Test: April	Indian Institute of Technology, Hauz Khas, New Delh-16 www.jee.iitd.ac.in

	COURSES IN MARINE ENGINEERING										
	1				I						
I	Degree course in Marine	4 years	Pass in 12 <sup>th</sup>	Qualify in IIT-JEE		Marine Engineering &					
	Engineering.		with PCM with	Examination.		Research Institute,					
			60%			P-19, Taratolla Road.					
				Application to Indian		Kolkata: 700 088. West					
			Unmarried	Institute of Maritime		Bengal, India.					
			(male/female)	Studies (IIMS), Mumbai.		Phone: (033) 2401					
			Indian Citizens			4673/4674/4675/4676/					
			Maximum: 20	Counseling of the		4678/3677, 2401-					
			years old on 1st	selected candidates		1943/1944/1945 .					
			October in the	(Tentatively Last week of		Fax: (033) 2401					
			year of	July/ First week of		4431/4333.					
			admission.	August).							
			SC/ST: relax		Notification:						
			able by 5 years		Nov./Dec.						
I	B.Sc. (Nautical Sciences)	3 Years	All unmarried	Qualify in IIT-JEE	Nov./Dec.	T. S. Chanakya					
I	DEGREE COURSE		citizens of	Examination.	Submission	Superintendent (I/C)					
	T. S. Chanakya Training Ship		India.		of Form: Jan	Karave, New Mumbai-					
	, , ,		b) Not more		of Form: Jan	400 706					
			than 20 yrs. of		Test: April 2 <sup>nd</sup>	Tel No:022-					
			age as on 1st			27703876/27701935/3					
			Oct. of the year		week	6					
			of entry			e-					
			c) Passed 10 +			mail:tschanakya@hotm					
			2 with Physics,			ail.com					
			Chemistry,								
			Math & English								

#### **AERONAUTICAL/AIRCRAFT ENGINEERING**

This fields of engineering deals with the development of new technology in the field of aviation, space exploration and defence systems. It specializes in the designing, construction, development, testing, operation and maintenance of both commercial and military aircraft, spacecrafts and their components as well as satellites and missiles. One needs to be alert, have an eye for detail and should have a high level of mathematical precision to be successful.. Engineers may work in areas like design, development, and maintenance as well as in the managerial and teaching posts in institutes. They find a very good demand in airlines, aircraft manufacturing units, air turbine production plants or design development programmes for the aviation industry

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## COURSES IN AERONAUTICAL/AIRCRAFT ENGINEERING

SN	Name of	Duration	Eligibility	Scheme of	Important	Institute Address/
I	Course/College  B.Sc.(Civil Aviation) Indira	3 Years	10+2 with	Examination Written Test and Pilot	dates Last date July	Website Indira Gandhi National
	Gandhi National Uran		English,	Aptitude Test		Uran Academy,
	Academy, Raibareli		Physics &			Raibareli
			Maths			www.igrua.com
II	B.Tech.(Aeronautical Engg)	4 Years	Same as in JEE(IIT)	Qualify JEE	As per IIT	IITs
			VED(III)			Indian Institute of Aeronautics, Punjabi Bagh, New Delhi
						Delhi Institute of Aeronautical Studies, Chirag Delhi, New Delhi
						School of Aeronautics, Palam, New Delhi
						School of Aviation
						Science and
						Technology, Delhi
						Flying Club, New Delhi

# **OTHER ENGINEERING COURSES**

SN	Name of	Duration	Eligibility	Scheme of	Important	Institute Address/
	Course/College			Examination	dates	Website
I	B.Tech.(Agricultural Engg)	4 Years	10+2 with English, Physics ,Maths & Chemistry	Written Test	March April	Indian Council of Agricultural Research, Pusa, New Delhi.
II	B.Tech.(,Mining Engg) Indian School Of Mines (ISM) - Dhanbad Campus	4 Years	10+2 with English, Physics ,Maths & Chemistry	Written Test along with JEE	March April	Indian School Of Mines (ISM) - Dhanbad Jharkhand, India and IITs

# ACADEMIC COURSES FOR SCIENCE STREAM IN DELHI UNIVERSITY

SN	Name of	Duration	Eligibility	Scheme of	Important	Institute Address/
	Course/College			<b>Examination</b>	dates	Website
1.	B.Sc. Hons. Biomedical Science	3 Years	10+2 with 55% marks in PCB/Bio Technology	Entrance Exam from PCB/Bio technology	June	Bhaskaracharya College of Applied Sciences, Sector -2 Phase-I, Dwarka, Delhi-75 University of Delhi www.du.ac.in
2	B.Sc. Hons. in  Physics Chemistry Electronics Polymer Science	3 Years	10+2 with 50% marks in PCM & English	Admission as per Delhi University cut off list	June	University of Delhi www.du.ac.in
3	B.Sc. Hons. in  Geology  Anthropology  Biochemistry  Botany  Zoology	3 Years	10+2 with 50% marks in PCB/Bio Technology	Admission as per Delhi University cut off list on merit bases	June	University of Delhi www.du.ac.in
4	Bachelor of Applied Science (Hons)  • Instrumentation • Electronics	3 Years	10+2 with 60% marks in PCM & English	Admission as per Delhi University cut off list on merit bases	June	University of Delhi www.du.ac.in

5	Bachelor of Applied Science (Hons)  • Food Technology	3 Years	10+2 with 60% marks in PCB & English	Admission as per Delhi University cut off list on merit bases	June	University of Delhi www.du.ac.in
6	Bachelor of Science	3 Years	10+2 with 60% Maths & English as compulsory subject	Admission as per Delhi University cut off list on merit bases	June	University of Delhi www.du.ac.in
7	B.Sc. (General)  • Physical Sciences  • Applied Physical Sciences	3 Years	10+2 with 45% marks in PCM & English as compulsory subject	Admission as per Delhi University cut off list on merit bases	June	University of Delhi www.du.ac.in
8	B.Sc. (General)  • Life Sciences  • Applied Life Sciences	3 Years	10+2 with 45% marks in PCB/Bio Technology	Admission as per Delhi University cut off list on merit bases	June	University of Delhi www.du.ac.in
9	B. Sc Home Science (Hons)	3 Years	10+2 with 45% marks in PCB/Bio Technology	Admission as per Delhi University cut off list on merit bases	June	Lady Irwin College, Sikandra Road, New Delh-1 University of Delhi www.du.ac.in