

## TEACHER'S ACTIVITY REPORT 2020 - 2021.

**FACULTY:** Jasleen Kaur

**DEPARTMENT** FLC

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

**NAME OF THE ACTIVITY:** Spanish Certificate

DATE	FACULTY	DEPARTMENT/COMMITTEE	COORDINATOR NAME
	Jasleen Kaur	Foreign Language	Dr. Namita Pandey
TIME	VENUE	NUMBER OF PARTICIPANTS	NATURE: Outdoor/Indoor
	SVC	35	
<b>SUPPORT/ASSISTANCE:</b>	Mr. Anshul		

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

TOPIC/SUBJECT OF THE ACTIVITY	
OBJECTIVES	No prior knowledge of Spanish needed. The goal is to learn Spanish for study or work overseas. This course will provide you a general understanding of common vocabulary and phrases (basic information on him/herself and his/her family, shopping, places of interest, activities etc.), as well as fundamental grammar, Spanish pronunciation, and conversation skills, enabling you to converse in daily situations.
METHODOLOGY	<p>The methodology adopted for teaching comprised lectures, activities, and audio-visual. A holistic approach was utilized to ensure that the courses are learned effectively and quickly enough to be applied in everyday situations within a few days of the commencement of the courses.</p> <p>Apart from the recommended, few additional Spanish books were done and sent in the classes to students to enhance their grammar. Latin American authors, writers, and poets like Gabriel García Márquez, Pablo Nerida, etc. were studied to understand the language and literature. Spanish movies like El Laberinto Del Fauno, Volver, etc., and music like Macarena, Me gustas tu, etc. were reviewed to convey the idea of the Spanish-speaking world, culture, and to boost their speaking abilities. Class assessments and oral exams were used to assess students continually. Various academic activities with an interdisciplinary focus were carried out throughout the sessions to cover a broad range of topics such as culture, society, politics, history, and literary and cultural studies of the Spanish regions. The common theoretical component was taught in English.</p> <p><b>Prescribed Books</b></p> <p>Español sin fronteras, I, SGEL, 1997</p>
OUTCOMES	After completing the course, students will be able to understand and apply commonly used expressions and simple sentences to convey basic needs. The student will be able to describe himself/herself, as well as request and provide basic personal information about his/her place of residence, belongings, and people he/she knows. We cover present tense, continuous, perfect, imperatives, near future, articles & prepositions, adjectives, adverbs etc., a bit of Spanish and Latin American culture and literature and future with Spanish.

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

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

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

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

For Reference

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



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

Ref No : SVC/Admn/2020/P/

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

**NOTIFICATION**

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

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

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

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

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

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

  
Dr Namka Pandey  
Convener,  
Foreign Language & TTM Courses

Dr N. Latha  
Convener, Admissions

  
Dr S.Venkata Kumar  
Ag. Principal

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



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

Ref No : SVC/Admn/2020/P/

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

**NOTIFICATION**

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

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

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

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

**Eligibility Criteria**

**For Certificate Course**

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

I Post-graduate and above

II Graduate

III 10+2

**For Diploma Course**

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

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

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*Namita*  
Dr Namita Pandey  
Convener, Foreign Language Courses

Dr N. Latha  
Convener, Admissions

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

## For Advanced Diploma Course

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

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

### Admission Procedure

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

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

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

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

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Convener, Foreign Language Courses

Dr N. Latha  
Convener, Admissions

  
Dr S. Venkata Kumar  
Ag. Principal

**LIST OF CERTIFICATES/DOCUMENTS REQUIRED**

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

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

**Note:**

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

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

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

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

#### **Course Fee :**

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

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

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

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

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

  
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శ్రీ వేంకటేశ్వర కళాశాల  
**Sri Venkateswara College**

(University of Delhi)

NAAC 'A' Accredited, DBT Star Status

Benito Juarez Road, Dhaula Kuan, New Delhi-110021

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

principal@svc.ac.in

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

Ref No. : SVC/Admn/2021/

Date : 19-01-2021

**Provisional Cum Character Certificate**

University Roll No. : 25952

College Roll No. : 3219008

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

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

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

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

**Principal**

Sri Venkateswara College

(University of Delhi)

Dhaula Kuan

New Delhi-110 021

*A* *[Signature]*

## List of Students

S.No.	Name of the Student	College Roll No
1	RIYA JOON	3820001
2	HAZIKA BILAL	3820009
3	SANJANA AGARWAL	3820012
4	NANDIKA KAUL	3820015
5	SHEETAL KUMARI	3820026
6	DHARINI MISHRA	3820030
7	KAVI RAJ SINGH TOMAR	3820031
8	KANIKA SURI	3820032
9	PAYASAM RAJA RANGA PULLA REDDY	3820034
10	SIDDHANT NAGPAL	3820035
11	RASHMI VOHRA	3820037
12	NAVRAJ CHOUDHARY	3820040
13	SARTHAK NAGPAL	3820041
14	HEENA SIKRI	3820042
15	ASHOK BHANDARI	3820045
16	VRINDA SHARMA	3820046
17	SWATI BANSAL	3820048
18	PIYUSH ISRANI	3820049
19	SRISHTI NEGI	3820053
20	DEEPIKA CHHETRI	3820055
21	ROSHNI RAWAT	3820061
22	RAHUL YADAV	3820071
23	KANIKA	3820074
24	KANAK SOLANKI	3820075
25	SHIVAM CHAUHAN	3820076
26	ROHAN SINGH	3820078
27	TARUN VATS	3820079
28	VANSHIKA	3820080
29	VANSHIKA	3820081
30	KOMAL	3820083
31	ASHWETA KUMARI	3820084
32	AELISH KUMARI SHARMA	3820087
33	ANKITA SINGH	3820096
34	ANKUSH PRASAD	3820099
35	NILESH BHATTACHARYA	3820106