

Faculty of Languages

DEPARTMENT OF FOREIGN LANGUAGES

STAFF

Professor

Prem Sagar Sharma, Ph.D. (Head)

Lecturer

Sudeep Singh, Ph.D.

Mohan Kumar, Ph.D.

Courses offered/Distribution of seats

Courses available	Eligibility	Total Seats	Duration
A) Full-time Diploma Courses			
i) French	10+2	40	One Year
ii) Russian	10+2	10	One Year
B) Part-time Certificate Courses			
i) French	10+2	130*	One Year
ii) Russian	10+2	20	One Year
iii) German	10+2	40	One Year
iv) Japanese	10+2	10	One Year

*On the availability of teachers in French there will be four groups in Certificate Course in French. Each group will have 30-35 students. Number of students in any course can be changed depending upon the availability of the teachers. **Any course can even be discontinued if the teacher of the concerned language is not available.**

Selection Procedure

1. The applicants for all Certificate & Full-time Diploma Courses will have to appear for interview in the Department of Foreign Languages.
2. Admission Committee shall assess the aptitude & objective of the applicants before finalizing admissions.
3. Admission will be strictly on merit basis and the decision of the Admission Committee will be final and binding. The admission criterion for Certificate Course in French will be as follows:
 - i) University students pursuing higher education i.e., Ph.D., M.Phil., Post-graduate & Graduate courses etc., will be given preference.
 - ii) Final year college students.
 - iii) Employees, professionals i.e., army personnel, bank employees, doctors, advocates etc.
 - iv) +2 candidates will be given the last preference.Few seats are reserved for the University employees (Teachers & Non-teaching staff) and their wards.
4. It is mandatory for employees to produce proof of employment at the time of interview.

5. Regular students of various Departments of Guru Nanak Dev University and its affiliated colleges shall bring bonafide certificates from their respective heads of the Departments/ institutions.
6. For admission to Certificate Course in Russian/French/Japanese/German, the applicants will be required to give options of the language (preference wise).
7. Photographs and photocopies of the certificates attached with the form should be duly attested. Incomplete forms will be rejected.
8. The applicants are required to submit the applications in the Department. Date of interview and admission schedule can be enquired from the Department office.
9. The applicants for all Certificate Courses and Full-time Diploma Courses shall bring all their original documents for the perusal of the Admission Committee.

Notes

- Classes for One Year Diploma (Full-Time) in Russian and French are held in the morning.
- Classes for part-time courses (Certificate) are held in the afternoon.
- Attendance as per university rules is mandatory.
- No entrance test fee is charged for admission.

Special Features

The Department lays major emphasis on translation, dictionary aids and vocabulary building. The Department is on the mailing list of French, German, Russian and Japanese embassies.

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