

CERTIFICATE/VALUE ADDED COURSE:

Certificate in “Communicative English (CICE)”
2019-2020

CRITERIA 1.2.1



Serampore Girls College

13, T.C. Goswami Street,
Serampore, Hooghly – 712201, West Bengal
Re- Accredited by NAAC : Grade B (2nd Cycle)
Email: serampore_girls_college@yahoo.co.in
Website: www.seramporegirlscollege.org

Serampore Girls' College

13, T.C. Goswami Street Serampore Hooghly - 712201 West Bengal

NAAC Criteria 1.2.1



CERTIFICATE COURSE REPORT 2019-2020

REPORT ON CERTIFICATE COURSE IN COMMUNICATIVE ENGLISH (CICE)

Academic Session: 2019-2020

→ Certificate in “Communicative English (CICE)” Course in collaboration with Netaji Subhas Open University (NSOU) at Serampore Girls' College

a. Name of Course: Certificate in “Communicative English” (CICE)

b. Venue: Serampore Girls' College

b. Course Objective:

Students will learn

- The objective of the course is to train candidates in acquiring English language skills.
- The students are trained to use a number of communication strategies.
- To develop the listening, reading, speaking and writing skills of the students.
- Exposure of the students to an English speaking environment

c. Admission fees: Rs. 2500.00+200.00 (examination fees)

d. Date: 13/08/2019- 19/11/2019

e. Duration: 3 months (42 hours)

f. Enrolled number of students: 27

g. No of students passed: 25

h. Date of exam: 13/11/2019 and 14/11/2019

i. Name of Teachers:

i. Dr Sumana Bandopadhyay (coordinator, NSOU)

ii. Dr Jay Sankar Basu (NSOU)

iii Dr Suranjana Bhadra (Faculty and Coordinator, Dept of English Serampore Girls' College) ,

iv. Mr Shirsak Ghosh, (Faculty, Dept of English Serampore Girls' College)

v. Suchismita Dutta (Faculty, Dept of English Serampore Girls' College)

j. Course Outcome:

- The students will develop skills in survey taking, problem solving and negotiations in the classroom and outside.
- The students will develop English speaking, reading and writing skills that will provide them better job opportunities in future.
- The students can seek placement in various sectors.

Soma Roy,
Principal
Serampore Girls' College
Serampore, Hooghly

Signature of Principal

Serampore Girls' College

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MOU between Serampore Girls College and Netaji Subhas Open University

MOU between Netaji Subhas Open University and Serampore Girls

MEMORANDUM OF UNDERSTANDING

In terms of Clause 5(f) & 10(a) of the General Guidelines of the Centre for Language, Translation & Cultural Studies (CLTCS) under the aegis of the School of Humanities of Netaji Subhas Open University, a Memorandum of Understanding (MoU) is being signed between the NSOU-CLTCS and Serampore Girls College, the host Organization where the Study Centre is housed.

This Memorandum of Understanding (MoU) made this **16th November, Two Thousand Twenty One** between Centre for Language, Translation & Cultural Studies (CLTCS) under the aegis of the School of Humanities of Netaji Subhas Open University, having its office at DD-26, Sector-I, Salt lake, Kolkata-700064 represented by its Coordinator, Centre for Language, Translation & Cultural Studies, hereinafter referred to as NSOU-CLTCS of THE ONE PART

AND

Serampore Girls College, 13 T C Goswami street, Serampore, West Bengal, PIN 712201, running under the represented by its Principal, hereinafter referred to as Serampore Girls College of THE OTHER PART

THE EXPRESSION 'NSOU-CLTCS' AND 'Serampore Girls College' SHALL UNLESS EXCLUDED BY OR REPUGNANT TO THE CONTEXT BE DEEMED TO INCLUDE THEIR SUCCESSOR IN OFFICE OR ASSIGNEE.

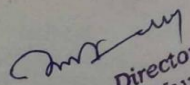
WHEREAS NSOU is the premier State Open University in India and recognized by University Grants Commission (UGC), Distance Education Bureau (DEB) and accredited as 'Grade A' by NAAC.

AND WHEREAS Serampore Girls College has been consistently providing high quality of services in higher education and need based training course affiliated to University of Calcutta, recognized by UGC (2f) & 12(b) certificates.


1. SCOPE OF SERVICES:

- a) The NSOU-CLTCS in association with 'Serampore Girls College' will conduct the following Short-term Training Programme:
 - i) Certificate in Communicative English (CICE)
 - ii) Advance Certificate in Communicative English (ACICE)
- b) Classroom part of the course will be arranged by **Serampore Girls College** at their premises, 13TC Goswami Street, Serampore, West Bengal, PIN

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Director
School of Humanities




Principal
Serampore Girls' College
Serampore, Hooghly


Principal
Serampore Girls' College
Serampore, Hooghly

Signature of Principal

Serampore Girls' College

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MOU between Netaji Subhas Open University and Serampore Girls

revenue as agreed to NSOU after admission and before the commencement of the course, either through bank Demand Draft or fund transfer to the designated bank account "NSOU-CLTCS" A/c. Assessment fees may be collected by the Serampore Girls College with prior approval of the CLTCS, NSOU. No other fees to be collected from the trainees by the Serampore Girls College. The revenue sharing ratio may be revised depending on the number of students from time to time mutually.

4. VALIDITY

This Memorandum of Understanding shall remain valid for a period of two years from the date of signing of the MoU unless it is terminated as per Para 8(c). The same may be extended and modified on mutually agreed written terms and conditions.

5. ASSESSMENT PROCEDURE

At the end of the training programmes the Serampore Girls college will conduct the assessment of the students. The assessment would comprise class interaction, class participation, continuous assessment, performance in workshop and hands-on-training and also include viva voce etc as per guidelines framed by CAC. On the basis of the performance, the Certificate will be issued with grade under joint signatories as specified in Para 1(d).

6. CERTIFICATE WITH GRADUATION

At the end of the duration, a completion certificate will be issued to the participants jointly signed by the Director/ Officer-in-Charge of the School/ Coordinator of CLTCS, NSOU and the Joint Director of the Serampore Girls College with the following grade.

A+	90% and above
A	80% to 89%
B+	70% to 79%
B	60% to 69%
C	below 60%

7. FORCE MAJEURE

- a) In the event either party cannot perform its respective obligation under the Memorandum due to Force Majeure, the corresponding obligations of the other party may at the instance and notice of such either party be suspended for a similar period of time.

Force Majeure shall include but limited to regulations of Government, earthquakes, floods, epidemic, war, revolution, strikes, lockouts, explosion, computer virus attack and natural calamities.

8. SPECIAL CLAUSE

- a) A joint committee comprising the Principal/ Teacher-in-Charge of Serampore Girls College and the Director/Officer-in-Charge, School of Humanities of

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Principal
Serampore Girls College
Serampore

pages 3 and 4

NSOU shall control/monitor the functioning of the joint venture. The committee would, as and when necessary, will suggest to alter/modify and review the existing MOU for effective implementation of the course. All such alterations/modifications and review of the existing MOU shall be made in writing and be agreed upon by both the parties in order to be effective.

- b) On all aspects where the above articles of understanding are silent or for special cases of deviation from these articles, the decision mutually agreed upon in writing between the parties will be final. However, in case of any dispute relating to or arising out of the MOU, such dispute shall be resolved amicably through Joint Committee constituted for the purpose with the consent of Vice-Chancellor, NSOU and joint committee's decision shall be final and binding on both parties with the approval of the Vice-Chancellor, NSOU.
- c) Either side could terminate this MOU by giving notice of at least three months in writing to the other side without causing any harm to the existing students who have not completed the course.

Signed on behalf of the NSOU-CLTCS

Coordinator, Centre for Language,
Translation & Cultural Studies, SOH,
NSOU
Prof. MANAN KUMAR MANDAL
DIRECTOR
SCHOOL OF HUMANITIES
NETAJI SUBHAS OPEN UNIVERSITY

Witness:

Signed on behalf of Serampore
Girls College

Principal
Principal
Serampore Girls' College
Serampore, Hooghly

Witness:

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Principal
Serampore Girls' College
Serampore, Hooghly
Signature of Principal

Serampore Girls' College

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Director, NSOU & Principal Serampore Girls' College with the Coordinators are signing the MOU



Soma Roy
Principal
Serampore Girls' College
Serampore, Hooghly

Signature of Principal


Serampore Girls' College

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List of Registered Students

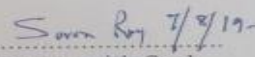
 Centre for Language, Translation & Cultural Studies
School of Humanities
Netaji Subhas Open University
Website : www.cltcsnsou.in

Short term Course CICE
Batch: 1 (August, 2019 – November, 2019)
Centre: Serampore Girls College

Sl.No.	Name of Candidate	Fees to be Received with date	NSOU Share	SGC Share	Remarks
1.	Punam Khan	2500	40%	60%	
2.	Upasona Ghoshal	2500			
3.	Riya Mondal	2500			
4.	Nisa Das	2500			
5.	Mousumi Singha	2500			
6.	Priyanka Santra	2500			
7.	Debolina Khan	2500			
8.	Dalia Majhi	2500			
9.	Moupriya Panda	2500			
10.	Debangana Ghosh	2500			
11.	Puja Chadra	2500			
12.	Roshni Das	2500			
13.	Somasri Santra	2500			
14.	Preana Singha	2500			
15.	Snehashi Gayen	2500			
16.	Puja Chakraborty	2500			
17.	Tithi Das	2500			
18.	Sarita Adhikari	2500			
19.	Purbasha Konar	2500			
20.	Sudipta Sikdar	2500			
21.	Sayntani Chakraborty	2500			
22.	Tania Roy	2500			
23.	Soumili Mukherjee	2500			
24.	Ranjana Mondal	2500			
25.	Tuhina Bhattacharya	2500			
26.	Tanbira Rahaman	2500			
27.	Momima Khatun	2500			
	TOTAL	67,500	27,000	40,500	

Note: -
Rs.....27,000... (Rs Twenty seven thousand only) transferred to designated the Bank Account of
CLTCS (Bank Name : Allahabad Bank, A/C Name: CLTCS-NSOU, A/C Number : 50375446309,
IFSC Code : ALLA0211829, Branch: Salt Lake City)

Date: 7/8/19.


Signature with Seal
Principal, Serampore Girls College
Serampore, Hooghly

Principal
Serampore Girls' College
Serampore, Hooghly


Principal
Serampore Girls' College
Serampore, Hooghly

Signature of Principal

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Total - (25)

Roll No.	NAME OF PUPILS
1.	Purnam Khan
2.	Ubasona Ghoshal
3.	Riya Mondal
4.	Nisa Das
5.	Mousumi Singha
6.	Priyanka Santra
7.	Sebolina Khan
8.	Dalia Majhi
9.	Moupriya Panda
10.	Sebolina Khan
10.	Sebangana Ghosh
11.	Puja Chandra
12.	Rohini Das
13.	Somasri Santra
14.	Prerana Singha
15.	Snehashi Gayen
16.	Puja Chakraborty
17.	Tilki Das
18.	Sarita Adhikari
19.	Purbasha Konar
20.	Sudipta Sikdar
21.	Sayantani Chakraborty
22.	Tanya Ray
23.	Soumiti Mukherjee
24.	Ranjana Mondal
25.	Tanbira Rahaman
X 26.	Tuhina Bhattacharya (F)
X 27.	Momina Khatun

(F) 26 Tanbira Rahaman
dis. + Enroll
Assignment. 14-11-19
23/14/19

No. Present daily ...
No. Absent daily ...
TOTAL ...

REGISTER OF ATTEND- FOR THE MONTH

Roll No.	ATTEND -																		
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
1	1	2	3	4	5	6	7	8	9	10	11	12	13						
2	1	2	3	4	5	6	7	8	9	10	11	12	13						
3	1	2	3	4	5	6	7	8	9	10	11	12	13						
4	1	2	3	4	5	6	7	8	9	10	11	12	13						
5	1	2	3	4	5	6	7	8	9	10	11	12	13						
6	1	2	3	4	5	6	7	8	9	10	11	12	13						
7	1	2	3	4	5	6	7	8	9	10	11	12	13						
8	1	2	3	4	5	6	7	8	9	10	11	12	13						
9	1	2	3	4	5	6	7	8	9	10	11	12	13						
10	1	2	3	4	5	6	7	8	9	10	11	12	13						
11	1	2	3	4	5	6	7	8	9	10	11	12	13						
12	1	2	3	4	5	6	7	8	9	10	11	12	13						
13	1	2	3	4	5	6	7	8	9	10	11	12	13						
14	1	2	3	4	5	6	7	8	9	10	11	12	13						
15	1	2	3	4	5	6	7	8	9	10	11	12	13						
16	1	2	3	4	5	6	7	8	9	10	11	12	13						
17	1	2	3	4	5	6	7	8	9	10	11	12	13						
18	1	2	3	4	5	6	7	8	9	10	11	12	13						
19	1	2	3	4	5	6	7	8	9	10	11	12	13						
20	1	2	3	4	5	6	7	8	9	10	11	12	13						
21	1	2	3	4	5	6	7	8	9	10	11	12	13						
22	1	2	3	4	5	6	7	8	9	10	11	12	13						
23	1	2	3	4	5	6	7	8	9	10	11	12	13						
24	1	2	3	4	5	6	7	8	9	10	11	12	13						
25	1	2	3	4	5	6	7	8	9	10	11	12	13						
X 26	1	2	3	4	5	6	7	8	9	10	11	12	13						
X 27	1	2	3	4	5	6	7	8	9	10	11	12	13						

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Principal,
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Serampore, Hooghly

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List of Students awarded the certificates

Name	Grade	Result
1. Riya Mondal	B+	Riya Mondal
2. Fathi Das	B+	Fathi Das
3. Upasana Ghoshal	C+	Upasana Ghoshal
4. Nisha Das	B+	Nisha Das
5. Debolina Khan	B+	Debolina Khan
6. Qalia Majhi	B+	Qalia Majhi
7. Tanaya Ray	B+	Tanaya Ray
8. Sanita Adhikari	B+, Certificate received	Sanita Adhikari
9. Mausumi Singha	B+, Certificate received	Mausumi Singha
10. Puja Chandra	B+, Certificate received	Puja Chandra
1. Snehasi Gayen	B+, certificate received	Snehasi Gayen
2. Roshni Das	B certificate received	Roshni Das
3. Somasri Samtra	A certificate received	Somasri Samtra
4. Debarupa Ghosh	B+ Certificate received	Debarupa Ghosh
5. Moubrinja Panda	B+ Certificate received	Moubrinja Panda
6. Sudipta Sikdar	B certificate received	Sudipta Sikdar
7. Prerana Singha	B certificate received	Prerana Singha
8. Soumili Mukherjee	B+ Certificate received	Soumili Mukherjee
9. Ranjana Mandal	B certificate received	Ranjana Mandal

certificate awarded to all the participants.

Soma Roy
Principal
21/11/19

Soma Roy,
Principal
Serampore Girls' College
Serampore, Hooghly
Signature of Principal

Serampore Girls' College

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Inauguration of the Course



Classroom Teaching

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Principal
Serampore Girls' College
Serampore, Hooghly

Signature of Principal

Serampore Girls' College

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Examination Dates

Centre for Language, Translation and Cultural Studies
School of Humanities
NETAJI SUBHAS OPEN UNIVERSITY
Website: www.wbnsou.ac.in; Email: nsou@wbnsou.ac.in

Ref. No.: SoH - 19/304 Date: 17.10.2019

Examination Notification
Certificate in Communicative English (CICE)

It is hereby notified that the Term End Examination for Certificate in Communicative English Course will be held on 13th and 14th of November 2019 as per the following schedule.

Venue	Date	Paper	Time
Serampore Girls' College	13.11.2019 Wednesday	I (Listening and Speaking Skill)	3.00 P.M. - 5.00 P.M.
Serampore Girls' College	14.11.2019 Thursday	II (Reading and Writing Skill)	3.00 P.M. - 5.00 P.M.

Distribution of admit card: 7th November 2019 at Serampore Girls' College.

Enrolled candidates are requested to collect admit card accordingly.

Dr Sumana Bandyopadhyay 17.10.19
Dr Sumana Bandyopadhyay
Course Co-ordinator
CICE

Professor Manan K Mandal 17-10-19
Professor Manan K Mandal
Director, School of Humanities
Co-ordinator, CLTCS
Director
School of Humanities

Copy to:

1. Principal, Serampore Girls' College
2. Dr Suranjana Bhadra, Co-ordinator, CICE Serampore College
3. Dr Jaysankar Basu, Associate Professor, ELT
4. SoH Kalyani Office for record
5. ITO, NSOU for website upload

Soma Roy
Principal
Serampore Girls' College
Serampore, Hooghly

Signature of Principal

Serampore Girls' College

13, T.C. Goswami Street Serampore Hooghly - 712201 West Bengal

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Students awarded Certificates



The Certificate

Ref no : SGC/CICE/B-1-109

Centre for Language, Translation and Cultural Studies (CLTCS)
School of Humanities
Netaji Subhas Open University (NSOU)
A Premier State Open University
Serampore Girl's College Study Centre
Certificate in Communicative English (CICE)

This is to certify that Moupriya Panda
Roll No. SGC 0209 has successfully completed CLTCS-conducted Short-term Course
in Communicative English (CICE), for the session August 2019-November 2019,
and is hereby conferred The Certificate in Communicative English with
Grade B+ The performance of the candidate.

Paper-I			Paper-II			Aggregate	Grade
Assignment	Term End	Total (Assignment + Term End 80%)	Assignment	Term End	Total (Assignment + Term End 80%)		
20	100	80%	20	100	80%		
15	77	61.6	19	67	53.6	74.6	B+

Professor Manan Kumar Mandal
Director, School of Humanities, NSOU

Dr. Sumana Bandopadhyay
Assistant Professor of ELT
NSOU & Course Coordinator

Suranjana Bhadra
Course Coordinator
Serampore Girl's College

Date : 24.11.2019
Place : Kolkata

Soma Roy
Principal
Serampore Girls' College
Serampore, Hooghly

Signature of Principal