



Sri Guru Gobind Singh College of Commerce

(University of Delhi)
Pitam Pura, Delhi-110034

9th August, 2023

Notice

Foreign Language Courses

Registration for Admissions

Sri Guru Gobind Singh College of Commerce offers the following part-time Foreign Language Courses:

1. **Certificate Course in French Language** (in affiliation with the Department of Germanic and Romance Studies, University of Delhi)
2. **Certificate Course in German Language** (in affiliation with the Department of Germanic and Romance Studies, University of Delhi)
3. **Certificate Course in Japanese Language** (in affiliation with the Department of East Asian Studies, University of Delhi).

- All admissions will be based on merit.
- A separate application form needs to be submitted for each language.
- A student will be admitted to only one of the above courses in an academic session.
- Submission of the application form does not guarantee admission.
- Incomplete applications will not be accepted.
- Transfer from one certificate course to another will not be permitted after admission.
- Preference will be given to the students of the college.
- The college reserves the right to cancel any course if adequate number of students do not enroll.

Eligibility: Senior Secondary School Certificate Examination (10+2) or any other recognized equivalent examination with a minimum of 45% aggregate marks.

Duration: 1 year (according to the university calendar).

Class Schedule: Classes will be held thrice a week after the regular classes of the college.

Course Fee:

Regular Students of SGGSCC	Rs. 13,500/- + Rs. 510/- (examination fee)
Former Students of SGGSCC	Rs. 14,500/- + Rs. 510/- (examination fee)
Other Students	Rs. 16,500/- + Rs. 510/- (examination fee)

Application Process: Admission process is online.

Step 1 - Pay Rs. 100/- Registration Fee on the link <https://www.sggsc.ac.in/payments>

Step 2 – After making the payment, search for transaction ID by entering your mobile number and email ID.

- ☐ Go to bottom of the page <https://www.sggsc.ac.in/payments>
- ☐ Enter your mobile number or email ID
- ☐ Click “Submit”
- ☐ Note the **Transaction ID (GGSWEB.....)**.

This transaction ID (GGSWEB...) is to be filled in the registration form.

This fee is non-refundable.

Step 3 – Fill the registration form.

Form for French Language Course-<https://forms.gle/GMydS1EJRxDuezth7>

Form for German Language Course-<https://forms.gle/Ds1at4efQkaEsjFz6>

Form for Japanese Language Course –<https://forms.gle/SGKJbfzrG7XxbnSaA>

Step 4 – Upload soft copies of the following documents:

1. Self-attested photograph, max. size 250kb, .jpg/.jpeg/.png format
2. Signature on white paper, max. size 250kb, .jpg/.jpeg/.png format
3. Self- attested copy of Class 10 certificate, max. size 500 kb
4. Self-attested copy of Class12 marksheet, max. size 500 kb
5. Self-attested copy of graduation/post-graduation marksheet (if applicable), max. size 500 kb
6. Character Certificate from the last institution attended, max. size 500 kb (optional).

After the submission of the form, a confirmation email will be sent to the applicant with a soft copy of the form received.

Selected candidates will be notified on the college website and the course fee has to be paid within three days of the notification.

Last date for the submission of forms is **24th August, 2023**. Please check the college website for further updates.

For queries please contact the following:

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Dr. Jatinder Bir Singh
Principal