



INFORMATION BULLETIN-- 2023-24

WORLD SKILL CENTRE (WSC)

Cooperation partner



Mushedpur, Gurugram, Haryana- 122506

(In collaboration with TÜV SÜD)

ADMISSION IN FULL TIME CERTIFICATE COURSES IN

- **RETAIL SERVICES**
- **ACCOUNTS, BANKING & FINANCE**
- **LOGISTICS**
- **IT & IT ENABLED SERVICES**
- **BEAUTY & WELLNESS**



“SKILL THAT SHAPES THE WORLD”

The TÜV SÜD Germany provides its Co-operation/Expertise to World Skill Centre (WSC) in following fields:

- Campus Design and Building Works
- Design of Facilities in World Skill Centre (WSC)
- Procurement of Training Equipment and Commissioning of Workshops
- Curriculum Design and Development
- Training of the Trainers
- Training of Centre Management Staff
- Training, Supervision and Evaluation
- Inspection
- Evaluation of Centre Performance
- Assessment and Certification

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1.INTRODUCTION

The Government of Haryana decided to address the shortage of skilled manpower through an ambitious project to develop a "World Skill Centre (WSC)" in Haryana with International collaboration. Germany, with its successful track record in vocational education, emerged as a partner of choice.

The setting up of a World Skill Centre in Haryana in collaboration with TUV SUD, Germany has been conceived on the advice of The Foreign Cooperation Department (FCD), Government of Haryana as a pioneering effort of national interest and will set a benchmark for vocational training in the country. This centre will have the capability of training approximately 5,000 students per year. The Government of Haryana has engaged with Ambey World Skill Development Pvt. Ltd. through MOU to collaborate on this project. The MOU was signed on 7th April 2022 between Ambey World Skill Development Pvt. Ltd and Haryana Skill Development Mission.

The approach of this prestigious national asset is of "institution creation" rather than "infrastructure creation". The reason is to provide world-class skills to the youth of India by imparting world class training, training technologies and world class physical environment. The setting of this institute will demonstrate that skilled people are valued assets to the country and will have the advantage of being qualified for global opportunities as well, as envisaged by FCD for the youth of Haryana.

The courses that will be offered at the Centre i.e., to mention a few includes Hospitality & Tourism, Retail services, IT & ITES, Accounts, Banking & Finance, Beauty & Wellness, Electrical, Electronics, Automotive, Manufacturing & Production (Automation, Mechatronics and Robotics), Aviation, HVAC, Food processing, Solar, Drone, Cyber security, Artificial Intelligence etc. and any other area of mutual interest.

The Centre is operated from the campus of Mushedpur, Gurugram, Haryana existing in new building with Five courses in Retail Services, Logistics, Accounts, Banking & Finance, IT & IT Enabled Services, Beauty & Wellness with the world class facilities for the trainees.

Besides training on domain skills, students will be exposed to sessions on shape-up training to develop soft skills and communication and foreign language - German, to specifically prepare youth of Haryana to compete with global job opportunities.

WHY TUV SUD, Germany

TÜV SÜD Germany is a leading certification, testing, audit and training company, established in 1866. For more than 150 years on, sustainability and safety continue to be the backbone of its mission and services. The TUV-SUD blue is inspired by the Bavarian flag, reflecting the heritage of German engineering and excellence. The TUV SUD is represented by more than 25,000 employees located across over 1,000 locations. They work worldwide to the customers to anticipate and capitalize on technological developments.

TÜV SÜD takes pride in its unique certifications, testing, auditing, and training.

2. Courses Outline and Intake Capacity

Serial Number	Trade	No. of Candidates per classes	No. of Classes	Total No. of Candidates	Program Conducted for each type of Class	Duration of Course
1	Retail Services	40	3	120	Certificate Course in Retail Services	2140 hours 1 year
2	Accounts, Banking & Finance	40	2	80	Certificate Course in Accounts, Banking & Finance	2140 hours 1 year
3	IT & IT Enabled Services	40	2	80	Certificate Course in IT & IT Enabled Services	2140 hours 1 year
4	Logistics	40	2	80	Certificate Course in Logistics	2140 hours 1 year
5	Beauty & wellness	40	3	120	Certificate Course in Beauty & wellness	2140 hours 1 year
Total				480		

* Please visit the website regarding the course commencement on serial no. 5 mentioned above in the table.

3.COURSE OBJECTIVE, STRUCTURE AND ELIGIBILITY

A. RETAIL SERVICES

❖ **Course Objective:**

This course provides students with the skills and knowledge to carry out the operations in retail outlet, such as Handle Merchandise, perform cashiering and serve customers, so as to ensure the efficient delivery of quality service to customers. Students will also have the skills and knowledge to enhance visual appeal of merchandise display in retail outlet, such as prepare merchandise, props and point-of-purchase display, so as to uplift the store's image and customer's satisfaction.

❖ **Job Opportunities:**

After completion of course in Retail Services candidates are employed by departmental stores or companies in the retail business selling products and services direct to customers. Some of the job titles held by candidates include retail assistant, retail associate, Cashiers and assistant visual merchandiser.

❖ **Unit Objective:**

- **Effective Communication Skills**

On completion of the unit Candidate should be able to handle both oral and written communication required at the workplace at a functional level. They will be able to apply communicative skills (listening, speaking, reading and writing) in the workplace in social and cross-culture settings.

- **Customer Services**

On completion of the unit Candidate should be able to cultivate customer rapport manage their needs and expectations and handle services recovery and promote product services.

- **Professional Image & Etiquette**

On completion of the unit, Candidate should be able to project a professional image through proper grooming as well as apply proper etiquette in a business setting.

- **Office Software Application**

On completion of the unit, Candidate should be able to produce office documents using word processing spreadsheet and presentation software

package. In addition, Candidates will be able to handle file management and have a basic appreciation of the user level maintenance of hardware.

- **Store Operation**

On completion of the unit, Candidate should be able to handle a range of core retail operations such as receiving, pricing, replenishing and cashiering.

- **Store Display**

On completion of this unit, Candidate should be able to develop basic visual merchandising skills in executing a visual presentation to enhance a retail store's image, service and merchandising to its customers.

- **Employability Skills**

A group of essential abilities that involve the development of a knowledge base, expertise level and mindset that is increasingly necessary for success in the modern workplace. Employability skills are typically considered essential qualifications for many job positions and hence have become necessary for an individual's employment success at just about any level within a business environment.

- **Internship**

Industrial Training of three months' duration, to have hands on experience in Retail Industry in all major retail firms and MNCs.

- ❖ **Course/ Programme Duration**

The duration of the course/programme is one year.

- ❖ **Eligibility**

The minimum entry qualification for admission in Retail Services course:

1. Passed 12th class under 10+2 system of education or its equivalent with English as a subject.
2. Knowledge of Microsoft Office.

Note: The candidate must have passed 10th class with English & Mathematics as a subject with at least minimum passing marks in these subjects.

The candidate having Mathematics as subject in 12th standard shall be given Weightage of 10% of marks scored in Mathematics.

❖ **Course Structure**

Module No	Module Title	Theory Hours	Practical Hours	Total
RAEC	Effective Communication Skills	75	65	140
RACS	Customer Services	55	85	140
RAPI	Professional Image and Etiquettes	53	57	110
RAOS	Office Software Application	22	128	150
RASO	Store Operations	86	74	160
RASD	Store Display	66	114	180
	Total Hours	357	523	880
	DGE&T Addition			
	Industrial Training	0	480	480
	Foreign Language- German	0	300	300
	Employability Skills	60	50	110
	Library & Physical Education	0	140	140
	Extra Curriculum	0	87	87
	Vocational Calculation Studies	47	0	47
	Soft Skills	96	0	96
	Total Hours DGE&T Addition	203	1057	1260
	GRAND TOTAL	560	1580	2140

B. LOGISTICS

❖ **Course Objective:**

On completion of the course, students should be able to:

- Handle import and export documents.
- Handle invoicing and payments.
- Handle multi model shipment.
- Manage inbound/outbound processing and Inventory control.
- Perform order processing and placement and job costing.
- Handle oral and written communication in a business and work environment.
- Provide quality customer services.
- Produce office documents using common software packages.

❖ **Job Opportunities:**

Logistics for international trade students are equipped with the knowledge and skills in integrated logistics management, are employed by logistics companies. Some of the job titles held by graduates include Logistics Coordinator and Logistics Assistant as graduates acquire experience and upgrade their skills and knowledge, their career advancement prospects will improve.

❖ **Unit Objective:**

- **Essentials of communication.**

On completion of the module, students should be able to apply the communication skills in listening, speaking, reading and writing, essential to build successful working relationships in social and workplace settings.

- **Business Environment.**

On completion of the module, students should be able to provide an overview of the general environment in which businesses operate as well as be able to explore a range of contemporary issues relevant to each environment such as the changing public sector, corporate social responsibility and ethics, and globalization.

- **Freight Operations and Distribution.**

On completion of the module, students should be able to explain the freight process and the cost involved in effecting a shipment, to prepare the various shipping documents needed in the sea, air freight and multi-modal environment. Students are trained to explain the documentation used and the procedure for local distribution, the local clearance at the sea and airport which will cover both containerized and conventional transportation.

- **Logistics and Supply Chain Management.**

On completion of the module, students should be able to explain the concepts of logistics, objectives and key activities of logistics, the various parties involved in providing logistics services and know the trends and challenges facing the logistics industry. In addition, students will be trained on basic supply chain management concepts.

- **Warehousing and Inventory Management.**

On completion of the module, students should be able to explain the various functions of a warehouse and to perform the various transactions and activities in a typical warehouse environment. In addition, students will be trained to explain the other aspects of warehousing which will include

inventory control and management, the measurements of warehouse performance and, safety and security issues in a warehouse.

- **Principals of Purchasing.**
On completion of the module, students should be able to understand the purchasing activities of a logistics company, the content includes principles of purchasing purchase management process and purchasing planning and information.
- **Material Planning.**
On completion of the module, students should be able to explain the concepts and means of material requirement planning and inventory planning and control.
- **Cargo Documentation and Practices.**
On completion of the module, students should be able to explain the trade procedure, interpret international trading terms, identify customs documentation and procedures, and handle dangerous goods shipment, insurance and security issues in exporting cargo. In addition, students will be trained to explain the trade procedure, and declare permits using the Trade Net system.
- **Information Technology.**
On completion of the module, students should be able to apply the communication skills in listening, speaking, reading and writing, essential to build successful working relationships in social and workplace settings.
- **Industry Attachment.**
Students are provided with the opportunity to work in an actual business environment.
- **Employability Skills**
A group of essential abilities that involve the development of a knowledge base, expertise level and mindset that is increasingly necessary for success in the modern workplace. Employability skills are typically considered essential qualifications for many job positions and hence have become necessary for an individual's employment success at just about any level within a business environment.

❖ **Course Structure**

Module No.	Module Title	Theory Hours	Practical Hours	Total
E01	Essentials of communication	30	80	110
E02	Business Environment	40	80	120
E03	Freight Operations and Distribution	40	100	140
E04	Logistics and Supply Chain Management	40	100	140
E05	Warehousing and Inventory Management	40	100	140
E06	Principals of Purchasing	40	100	140
E07	Material Planning	40	90	130
E08	Cargo Documentation and Practices	40	100	140
E09	Information Technology	60	120	180
E10	Industry Attachment	0	20	20
E11	Employability Skills	50	50	100
E12	Foreign Language- German	0	300	300
	Total	420	1240	1660
	Industrial Training	0	480	480
	Grand Total	420	1720	2140

❖ **Eligibility**

The minimum entry qualification for admission in Logistics course:

1. Passed 12th class under 10+2 system of education or its equivalent with English as a subject.
2. Knowledge of Microsoft Office.

Note: The candidate must have passed 10th class with English & Mathematics as a subject with at least minimum passing marks in these subjects.

C. ACCOUNTS, BANKING & FINANCE

❖ Course Objective:

On completion of the course, student should be able to handle:

- Handle various type of front-line banking operations.
- Handle Oral and Written Communication in Business and Workplace.
- Handle Cash and Cash Balancing.
- Provide Quality Service.
- Provide Office Documents using common software package.
- Handle Office Procedures.
- Perform Basic Accounting Task.
- Suggest Various banking products to the customers.
- Handle various banking and financial instruments.
- Suggest various banking products and services to customers.
- Process various type of front-line banking transactions.

❖ Job opportunities:

Accounts, Banking & Finance students are, equipped with knowledge and skills in office administration and accounting, are employed by companies in all sectors of the economy, statutory bodies, and private sector companies. Some of the job title held by them include administrative support assistants, customer service representative, financial planner, account assistance etc. There are opportunities for career advancement to supervisory positions and beyond. Bank Tellers with work experience and good performance may be promoted to a bank officer position or special grade clerk.

❖ Unit objective:

- **Business Communication**

This module encourage student to enjoy the communication process, to be better business communicators and to motivate them to improve their skills. This module will focus on speaking and listening skills.

- **Software Application**

On completion of the modules, students would be able to produce office document using word processing, spread sheet develop and deploy interactive web application using Web designing tool to design and edit Web page with various styles.

- **Business Etiquette & Grooming**
 On completion of the module, student will be aware of personal hygiene, grooming and department. They will plan their wardrobe for professional appearance - they will also have the skills for social business and dining etiquette.
- **Basic of Economics**
 On completion of the module, student will understand control of national economics, planning in Indian critical, detailing of economic development.
- **Business Management**
 On completion of the module, student should be able to provide an overview of the general environment in which business operate as well as business ethics and corporate social environment and entrepreneurship, quality parameters.
- **Accounting Principles**
 On completion of the module students should be able to record simple business transactions, prepare journals and ledgers, maintain petty cash and prepare trial balance and final accounts for a sole proprietorship business.
- **Banking Operations**
 On completion of the module, student should be applying skills and knowledge about the bank operations and handle various banking transaction such as deposits withdrawals, bill payments, and other cash and non-cash financial instruments.
- **Capital Market**
 On completion of the module, student should be able to execute flawlessly the transactions of stocks and mutual funds.
- **Employability Skills.**
 A group of essential abilities that involve the development of a knowledge base, expertise level and mindset that is increasingly necessary for success in the modern workplace. Employability skills are typically considered essential qualification for many job positions and hence have become necessary for an individual's employment success at just about any level within a business environment.
- **Industry Attachment.**
 Student will undergo a three-months Industry Attachment with banks where they will understudy bank operations and their services.

❖ **Course Structure**

Module No.	Module Title	Theory Hours	Practical Hours	Total
FE01	Business Communication Essentials of communication	40	100	140
FE02	Software Application	40	100	140
FE03	Business Etiquette & Grooming	30	110	140
FE04	Basic of Economics	50	100	150
FE05	Business Management	30	100	130
FE06	Accounting Principles	50	120	170
FE07	Banking Operations	60	140	200
FE08	Capital Market	60	120	180
FE09	Employability Skills	60	50	110
FE10	Foreign Language-German	0	300	300
	Total	420	1240	1660
	Industrial Training	0	480	480
	Grand Total	420	1720	2140

❖ **Eligibility**

The minimum entry qualification for admission in Accounts, Banking & Finance course:

1. Passed 12th class under 10+2 system of education or its equivalent with English as a subject.
2. Knowledge of Microsoft Office.

Note: The candidate must have passed 10th class with English & Mathematics as a subject with at least minimum passing marks in these subjects.

D. BEAUTY & WELLNESS

❖ Course Objective:

On completion of the course, students should be able to:

- Handle salon operations.
- Conduct client consultation.
- Sterilize tools and equipment for treatment.
- Provide massage treatment on head, neck, shoulder, hand and foot.
- Provide manual and electrical facial treatments, shape eyebrows, provide waxing for facial and body hair removal.
- Provide manicure and pedicure services.
- Provide makeup services.

❖ Job Opportunities:

Beauty and Wellness trained students are employed by Beauty & Spa establishments. Some of the job titles held by trainees include Beauty Therapist, Beautician, Manicurist and Pedicurist, Beauty Consultant and Makeup artist.

❖ Unit Objective:

- **Personal and Professional Development.**
On completion of the module, students will be equipped with knowledge and skills to be effective individuals, ready to meet challenges and opportunities at workplace.
- **Professional Image at the Workplace.**
On completion of the module, student should be able to project a professional image through proper grooming as well as apply proper etiquette in a workplace setting.
- **Salon Operations.**
On completion of the module, student should be able to perform salon reception activities, maintain clients' records, replenish salon supplies, handle accidents and emergency situations, and promote products and perform general housekeeping in the salon.
- **Manicure and Pedicure.**
On completion of the module, students should be able to provide manicure and pedicure, hand and foot massages, and paraffin hand and foot treatments.

- **Head and Shoulder Massage.**
On completion of the module, students should be able to perform head and shoulder massage as well as seated chair and Indian head massage.
- **Aesthetic Therapy.**
On completion of the module, students should be able to provide advanced facial treatment, provide high frequency treatments, shape eyebrows, and provide waxing for facial and body hair removal.
- **Massage Therapy.**
On completion of the module, students should be able to perform Swedish massage, and hot stone massage.
- **Spa Treatments.**
On completion of the module, students should be able to provide body scrub treatment, body mask and wrap treatment, and hydrotherapy bath treatment with Vichy shower.
- **Interpersonal Skills for Salon Professionals.**
On completion of the module, students should be able to handle communication required at the workplace at a functional level. They will be able to apply communicative skills (listening, speaking, reading and writing) in the workplace, in social and cross-cultural settings. Students will also be able to cultivate customer rapport, manage customer needs and expectations and perform service recovery.
- **Workplace First Aid and CPR.**
On completion of the module, students should be able to apply basic concepts and principles of first aid to render first aid treatment at the workplace and perform CPR during an emergency.
- **Visual Merchandising.**
On completion of the module, students should be able to develop basic visual merchandising skills in executing a visual presentation to enhance a retail store's image, service and merchandise to its customers.
- **Aquaculture Techniques.**
On completion of the module, students should be able to perform basic technical skills required in aquaculture, such as setting up filtration unit packaging, feeding, water testing and treatment of common fish diseases.

- **Marketing and promotion in Entrepreneurship.**
On completion of the module, students should be able to develop effective sales and promotion plan to market their products and services.

❖ **Course Structure**

Module No.	Module Title	Theory Hours	Practical Hours	Total
E01	Personal and Professional Development	30	50	80
E02	Professional Image at the Workplace	40	60	100
E03	Salon Operations	30	60	90
E04	Manicure and Pedicure	40	60	100
E05	Head and Shoulder Massage	30	60	90
E06	Aesthetic Therapy	40	60	100
E07	Massage Therapy	40	60	100
E08	Spa Treatments	60	60	120
E09	Interpersonal Skills for Salon Professionals	40	60	100
E10	Workplace First Aid and CPR	40	30	70
E11	Visual Merchandising	40	60	100
E12	Aquaculture Techniques	40	60	100
E13	Marketing and promotion in Entrepreneurship	40	60	100
E14	Employability Skills	60	50	110
	Foreign Language-German	0	300	300
	Total	570	1090	1660
	Industrial Training	0	480	480
	Grand Total	570	1570	2140

❖ **Eligibility**

The minimum entry qualification for admission in Beauty & Wellness course:

1. Passed 12th class under 10+2 system of education or its equivalent with English as a subject.
2. Knowledge of Microsoft Office.

Note: The candidate must have passed 10th class with English & Mathematics as a subject with at least minimum passing marks in these subjects.

E. INFORMATION TECHNOLOGY AND IT ENABLED SERVICES

Following courses offered

Module Code - IT501 Web Designing

Module Code - IT502 Computer Fundamentals

Module Code - IT503 Information Security

Module Code - IT504 Software Project Management & Testing

Module Code - IT505 Technical Communication

A. Web Designing

❖ Course Objective:

- Web Designing course provides students with the skills and knowledge to Understand principle of Web page design and about types of websites, Visualize and Recognize the basic concept of HTML and application in Web Designing, Recognize and apply the elements of Creating Style Sheet (CSS). Understanding the basic concept of Java Script and its application, introduce basic concept of Web Hosting and apply the concept of SEO.

❖ Job Opportunities:

After completion of the course in Web Designing candidates are employed by web Site Designing and Development sector. Some of the job titles held by candidates include Web Administrator, Web Developer and Front-End Support etc.

❖ Unit objective:

Web Introduction

Basic principles involved in developing a web site, Planning process, Domains and Hosting, Responsive Web Designing, Types of Websites (Static and Dynamic Websites), Web Standards and W3C recommendations, Introduction to HTML: What is HTML, HTML Documents, Basic structure of an HTML document, creating an HTML document, Mark up Tags, Heading-Paragraphs, Line Breaks.

- **Elements of HTML**

HTML Tags., Working with Text, working with Lists, Tables and Frames, working with Hyperlinks, Images and Multimedia, Working with Forms and controls.

- **Concept of CSS**

Creating Style Sheet, CSS Properties, CSS Styling (Background, Text Format, Controlling Fonts), Working with block elements and objects, Working with Lists and Tables, CSS Id and Class, Box Model (Introduction, Border properties, Padding Properties, Margin properties) CSS Advanced (Grouping, Dimension, Display, Positioning, Floating, Align, Pseudo class, Navigation Bar, Image Sprites, Attribute sector), CSS Color, Creating page Layout and Site Designs.

- **Introduction to Scripting**

Introduction to Java Script, Java script Types, Variables in JS, Operators in JS, Conditions Statements, Java Script Loops, JS Popup Boxes, JS Events, JS Arrays, working with Arrays, JS Objects, JS Functions, Using Java Script in Real time, Validation of Forms.

- **Web Hosting**

Web Hosting Basics, Types of Hosting Packages, registering domains, Defining Name Servers, Using Control Panel, Creating Emails in C panel, Using FTP Client, Maintaining a Website Concepts of SEO: Basics of SEO, Importance of SEO, On page Optimization Basics.

B. Computer Fundamental

❖ Course Objective:

- This course provides students with the skills and knowledge to carry out the operations a computer system that has hardware and software components, which controls and makes them useful. Student must be able to understand the operating system as the interface to the computer system. Outline various application of IT, outline various application of IT, identify various web browser Use the Internet to send mail and surf the World Wide Web.

❖ Job Opportunities:

After completion of course in Computer Fundamental candidates are employed by in IT sectors as support engineer. Some of the job titles held by candidates include IT administrator, Network Engineers.

❖ Unit Objective:

- **Fundamental of Computers**

On completion of the unit Candidate should be able to know Historical evolution of computers, Generations of computers, Classification of computers - based on size, processor, Usefulness of Computers. Applications of computers, Block Diagram along its components and characteristics, Interaction between the CPU, Memory Input/output devices, function of CPU and major functional parts of CPU. State the relevance of speed and word length for CPU Performance, Recognize the current family of CPUs used in Computers, Types of Memory- RAM ROM, Monitor, Mouse, Keyboard, Disk, Joysticks, Storage Devices, floppy disk, CD, DVD, Pen drive, Trackballs, Printers Types of Printers, Scanner, Modem, Video, Sound cards, Speakers.

- **Data Representation**

On completion of the unit Candidate should be able to understand definition of Information, difference between data and information importance of Binary Number System, various number systems, Conversion from Decimal to Binary, Conversion from Binary to Decimal, binary number into hexadecimal number, hexadecimal number into binary number System, Memory Addressing and its Importance, ASCII and EBCDIC coding System.

- **DOS and Windows Operating Systems**

On completion of the unit, Candidate should be able to project a professional image through proper knowledge of Hardware and Software, Types of Software's, Introduction and need of operating system, Types of operating system, dos operating system, Types of dos Commands, operating system as a resource manager; BIOS; System utilities - Editor, Loader, Linker, File Manager. Concept of GUI and CUI standards. Directories and files, wild cards, autoexec.bat, config. says, features of Window desktop, components of Window, function of each component of Window, method of starting a program using start button, understand maximize, minimize, restore down and close button, uses of file and folder, method of viewing the contents of hard disk drive using explore option,

control panel, disk defragmentation installation and un installation of the application software.

- **Fundamentals of Internet**

On completion of the unit, Candidate should be able to produce office documents using word processing spreadsheet and presentation software package. In addition, Candidates will be able to handle file management and have a basic appreciation of the user level maintenance of hardware. Concepts of computer Network, Client Server Model, Peer to Peer Model, Networking Devices: Switch, Router, Hub, Bridge, Gateway, LAN, MAN, WAN, Topology, Internet, Intranet, Extranet, internet service provider and its relevance, role of the modem in accessing the internet, installation procedure of a modem using control panel, purpose of web browser software, URL,URI, URN, WWW, FTP,HTTP,RDC(Remote Desktop Connection), Telnet, Email, process of sending and receiving e-mail, transmission modes, IP address and its format, MAC Address, DNS, search engines, social network sites, internet security, Firewall, Cloud Computing and its services.

C. Information Security

❖ Course Objective:

On completion of the course, student should be able to handle:

- To discover software bugs that pose cyber security threats and to explain how to fix the bugs to mitigate such threats.
- To discover cyber-attack scenarios to web browsers and web servers and to explain how to mitigate such threats.
- To discover and explain mobile software bugs posing cyber security threats, explain and recreate exploits, and to explain mitigation techniques.
- To articulate the urgent need for cyber security in critical computer systems, networks, and World Wide Web, and to explain various threat scenarios.
- To articulate the well-known cyber-attack incidents, explain the attack scenarios, and explain mitigation techniques.

❖ Job opportunities:

Students are, equipped with knowledge and skills in Cyber Security administration are employed by companies in all sectors of the economy, statutory bodies and private sector companies. Some of the job title held by them

includes Cyber Security Administrator, Security support assistants, Security service representative, Cyber Security planner etc.

❖ **Unit objective:**

- **Computer System Security Introduction**

This module encourage student to enjoy about Computers i.e. What is computer security and what to learn? Sample Attacks, The Marketplace for vulnerabilities, Error 404 Hacking digital India part 1 chase. Hijacking& Defense: Control Hijacking, More Control Hijacking attacks integer overflow, More Control Hijacking attacks format string vulnerabilities, Defense against Control Hijacking - Platform Defenses, Defense against Control Hijacking - Run-time Defenses, Advanced Control Hijacking attacks.

- **Confidentiality Policies**

On completion of the modules, students would be able to produce Confinement Principle, Detour Unix user IDs process IDs and privileges, more on confinement techniques, System call interposition, Error 404 digital Hacking in India part 2 chase, VM based isolation, Confinement principle, Software fault isolation, Rootkits, Intrusion Detection Systems.

- **Secure architecture principles isolation and leas**

On completion of the module, student will be aware of Access Control Concepts, Unix and windows access control summary, Other issues in access control, Introduction to browser isolation. Web security landscape: Web security definitions goals and threat models, HTTP content rendering, Browser isolation, Security interface, Cookies frames and frame busting, Major web server threats, Cross site request forgery, Cross site scripting, Defenses and protections against XSS, Finding vulnerabilities, Secure development.

- **Basic cryptography**

On completion of the module, student will understand Public key cryptography, RSA public key crypto, Digital signature Hash functions, Public key distribution, Real world protocols, Basic terminologies, Email security certificates, Transport Layer security TLS, IP security, DNS security.

- **Internet Infrastructure**

On completion of the module, student should be able to provide an overview of Basic security problems, Routing security, DNS revisited, Summary of weaknesses of internet security, Link layer connectivity and TCP IP connectivity, Packet filtering firewall, Intrusion detection. the general environment in which business operate as well as business ethics and corporate social environment and entrepreneurship, quality parameters.

D. Software Project Management & Testing

❖ Course Objective:

On completion of the course, students should be able to:

- Handle Software testing.
- Handle black Box Testing.
- Handle White Box testing.
- Manage inbound/outbound processing and developing process of Software.

❖ Job Opportunities:

Software testing students are equipped with the knowledge and skills in integrated software Management, are employed by IT Companies. Some of the job titles held by Software Testing students include Software Coordinator and Testing Assistant etc.

❖ Unit Objective:

- **Introduction, Basic Concepts**

Introduction to Software Project Management, Software Project Management Competencies, responsibilities of a software project manager, Software Process, Software Process Models, Project Planning, Organization of project team, Software Size Estimation, Estimation of Efforts & Duration.

- **Black Box Testing**

Boundary value testing, Equivalence class testing, White Box Testing: statement coverage, branch coverage, condition coverage, path coverage, McCabe's cyclomatic complexity; Decision Table based testing, Data flow-based testing.

- **White Box Testing**
Integration testing, system testing, interaction testing, performance testing, Mutation testing, Regression testing, error seeding.
- **Object Oriented Testing**
Issue in object-oriented testing, Test case design by object-oriented software, fault-based testing, test cases and class hierarchy, Scenario based test design, testing surface structure and deep structure.
- **Tests Case derived from behavior models**
Test case generation using UML diagrams, GUI testing, object-oriented system testing.

E. Technical Communication

❖ Course Objective:

On completion of the course, students should be able to:

- To understand the nature and objective of Technical Communication relevant for the workplace.
- Students will utilize the technical writing for the purposes of Technical Communication and its exposure in various dimensions.
- Students would imbibe inputs by presentation skills to enhance confidence in face of diverse audience.
- Technical communication skills will create a vast know-how of the application of the learning to promote their technical competence.
- It would enable them to evaluate their efficacy as fluent & efficient communicators by learning the voice-dynamics.

❖ Job Opportunities:

Technical Skills trained students for the establishments of the job titles Office Executives, PRO, Language Experts etc.

❖ Unit Objective:

- **Fundamentals of Technical Communication**

Technical Communication: Features; Distinction between General and Technical Communication; Language as a tool of Communication; Dimensions of Communication: Reading & comprehension; Technical writing: sentences; Paragraph; Technical style: Definition, types & Methods; The flow of Communication: Downward; upward, Lateral or Horizontal; Barriers to Communication.

- **Forms of Technical Communication**

Technical Report: Definition & importance; Thesis/Project writing: structure & importance; synopsis writing: Methods; Technical research Paper writing: Methods & style; Seminar & Conference paper writing; Expert Technical Lecture: Theme clarity; Analysis & Findings; 7 Cs of effective business writing: concreteness, completeness, clarity, conciseness, courtesy, correctness, consideration, C.V./Resume writing; Technical Proposal: Types, Structure & Draft.

- **Technical Presentation: Strategies & Techniques**

Presentation: Forms; interpersonal Communication; Class room presentation; style; method; Individual conferencing: essentials: Public Speaking: method; Techniques: Clarity of substance; emotion; Humor; Modes of Presentation; Overcoming Stage Fear; Audience Analysis & retention of audience interest; Methods of Presentation: Interpersonal; Impersonal; Audience Participation: Quizzes & Interjections.

- **Technical Communication Skills**

Interview skills; Group Discussion: Objective & Method; Seminar/Conferences Presentation skills: Focus; Content; Style; Argumentation skills: Devices: Analysis; Cohesion & Emphasis; Critical thinking; Nuances: Exposition narration & Description; effective business communication competence: Grammatical; Discourse competence: combination of expression & conclusion; Socio-linguistic competence: Strategic competence: Solution of communication problems with verbal and non-verbal means.

- **Dimensions of Oral Communication & Voice Dynamics**

Code and Content; Stimulus & Response; Encoding process; Decoding process; Pronunciation Etiquette; Syllables; Vowel sounds; Consonant sounds; Tone: Rising tone; Falling Tone; Flow in Speaking; Speaking with a purpose; Speech & personality; Professional Personality Attributes: Empathy; Considerateness; Leadership; Competence.

- **Employability Skills**

A group of essential abilities that involve the development of a knowledge base, expertise level and mindset that is increasingly necessary for success in the modern workplace. Employability skills are typically considered essential qualification for many job positions and hence have become necessary for an individual's employment success at just about any level within a business

❖ Eligibility

The minimum entry qualification for admission in IT & ITES course:

1. Passed 12th class under 10+2 system of education or its equivalent with English as a subject.
2. Knowledge of Microsoft Office.

Note: The candidate must have passed 10th class with English & Mathematics as a subject with at least minimum passing marks in these subjects.

❖ MULTI LANGUAGE LEARNING

In addition to regular subjects of the courses, students are having the opportunity of learning international language like German, and can prepare for IELTS (International English Language Testing System) for job opportunities at abroad.

❖ COURSE TIMING

The working hours of institute will be from Monday to Saturday and timing of training will be from 08:30 A.M. to 05:00P.M.

❖ EXTRA CURRICULAR ACTIVITIES

The Centre provides ample opportunities to develop the social skills of a student. Sports adventure activities, General Outlook and Interpersonal skills of the students are also enhanced. Regular intra centre, inter centre competitions are organized to encourage and prepare students to face the industry with a positive zeal.

Module No.	Module Title	Theory Hours	Practical Hours	Total
IT501	Web Designing	64	170	234
IT502	Computer Fundamentals	64	200	264
IT503	Information Security	44	100	144
IT504	Software Project Management and Testing	84	200	284
IT505	Technical Communication	104	220	324
IT07	Employability Skills	60	50	110
	Foreign Language-German	0	300	300
	Total	420	1240	1660
	Industrial Training	0	480	480
	Grand Total	420	1720	2140

Additional COURSES

Language - German

Soft Skills - As applicable

EXTRACURRICULAR ACTIVITIES

The centre provides ample opportunities to develop the social skills of a student. Sports, Adventure Activities, General Outlook and Interpersonal skills of the student are also enhanced. Regular intra centre and inter centre competitions are organized to encourage and prepare students to face the industry with a positive zeal.

❖ COURSE TIMING

The normal working hours of institute will be from Monday to Saturday and timing of training will be from 08:30 A.M. to 05:00 P.M.

4. SEAT ALLOCATION

30% of seats are reserved for women in all the courses

Admission will only be given to the PH candidates having certificate issued by the Medical Board of State Government Hospital with minimum disability of 40% and trade will be allotted as per Haryana Government Policies for Physically disabled person.

Candidates to specifically note that if any incident of ragging comes to the notice of the authorities, the concerned Candidate shall be given liberty to explain and if the explanation is not found satisfactory, the authority would expel him/her from the institution as directed by the Hon'ble supreme Court of India SLP (c) nos. 24295 and 24296-99 of 2004 dated 10.12.2007

Admission of the Candidates shall stand cancelled ab-initio, if any information supplied or document submitted is proved to be false/fake at any stage even after admission.

5. AGE LIMIT

- Minimum age limit for Male candidates is 18 years and maximum age limit is 40 years as on last date of application.
- Minimum age limit for Female candidates is 18 years and maximum age limit is 40 years as on last date of application.

6. PHYSICAL FITNESS

All the Candidates shall be required to submit a Medical Fitness Certificate from a Registered Medical Practitioner at the time of admission.

7. SALE OF INFORMATION BULLETIN

Information Bulletin along with Application Forms can be obtained from website of World Skill Centre i.e., www.aworldskillcentre.org or physically from World Skill Centre Campus against Cash payment of Rs.1000/- till 31.03.2023 from 9.00 am to 4.00 pm Monday to Saturday.

8. SUBMISSION OF APPLICATION FORM

Application form, complete in all respect, along with self-attested documents should be submitted Online or Personally (at World Skill Centre, Mushedpur on all working days Including Saturday from 10:00 a.m. to 04:00 p.m.).

The online registration fees of ₹1000/-per application form will be deposited at the time of submission of application form through Portal/Gateway i.e., <https://forms.eduqfix.com/ambeywsd/add>

9. LAST DATE

The application form duly filled along with self-attested copies of requisite documents shall be submitted/ uploaded online on the website: www.aworldskillcentre.org.

Note: -

1. Candidates are solely responsible for the submission of Application Form.
2. Application, which are incomplete or received after the last date, will be summarily rejected and no correspondence will be entertained in the matter thereafter.

10. PROCEDURE OF ADMISSION

1. Admission shall be made strictly as per merit based on the percentage of marks obtained in the qualifying Examination from a recognized school / board / university.
2. Interview
3. IT Skills (MS Office)

Note: - The bifurcation of marks for selection are as follows: -

Sr No	Selection Criteria	Weightage
1	Qualifying Exam	60
2	Interview	30
3	IT Skills	10

11. CRITERIA FOR CALCULATING PERCENTAGE OF MARKS

The aggregate percentage of marks of all the 12th class subjects including optional subjects shall be taken into account provided the candidate fulfills the requisite subject conditions.

Weightage of 10% marks obtained in Mathematics subject will be given to the candidate having Mathematics as a subject in 12th class applying for the Retail Services.

12 REGISTRATION, CAUTION MONEY & TUITION FEE

1. Registration Fee ₹1000/- (one time) per candidate at the time of submission of form.
2. Caution money ₹1000/- (Refundable) per candidate has to be deposited at the time of admission which will be refundable after successful completion of the training.
3. Tuition Fee- ₹1.5 lakh for all courses, which is to be deposited in two installments (non- Refundable)
 - a) 1st Installment - At the time of Admission- ₹75000/-
 - b) 2nd Installment - After six months of admission- Rs.75000/- (For non-residents of Haryana)
4. Pupil Fund ₹1000/- (Non-Refundable) per candidate has to be deposited at the time of admission

Note: -

- a) Concession of 50% of Tuition Fee from Haryana Government for students of Haryana only.

- b) Full/Partial Tuition fee can also be financed by HDFC Bank as per their Terms & conditions. The loan for tuition fee is at the sole discretion of bank & eligibility of the candidate.
- c) Any kind of fee paid will not be refunded at any stage of training.

HOSTEL FACILITY

Separate hostels for girls and boys are available on payment of ₹7000 - 7500/- per month inclusive of mess and travel charges.

13. DISPLAY OF MERIT LIST

Consolidated Merit list shall be displayed on the Notice Board and website of World Skill Centre Mushedpur. Objection if any, against consolidated merit list can be filed at the admission centre. The Final Merit List shall be displayed on the Notice Board of World Skill Centre (WSC), Mushedpur. The Final Merit List will also be available on the website of the WSC i.e., www.aworldskillcentre.org

For admission procedure Candidates are advised to see the website for admission program for their turn.

14. ADMISSION

Admission to courses will be offered to candidates strictly according to the Final Merit List displayed on the website of WSC. The courses will be offered on the basis of availability of seats. If any discrepancy in the merit list is noted, it should be brought to the notice of the Principal/Admission In-charge on the day of display of merit list and before the actual date of admission in writing in any case. Any complain afterwards will not be entertained.

In case of candidates having equal percentage, the candidate who is elder in age will be given preference. The candidates whose names appear in the merit list must report on the prescribed date and time at WSC- Mushedpur. No separate communication to the candidate will be made. Transfer of the sector will not be entertained under any circumstances after admission.

Instruction to the Candidates to be followed at the time of admission: -

On his/her arrival at Admission Centre the candidate must sign in arrival register giving the time and date of his/her arrival at the reception on the admission day. The candidate has to produce/keep ready all originals & other documents for submission to the Admission In-charge as and when his/her name is called for verification.

The Admission In-charge will call the Candidates as per the merit order one by one. Self-authenticated photocopies of the documents submitted along with the application shall be checked and compared with the original documents before the admission is finalized. If original documents are not produced, no seat will be offered.

Candidate shall preserve registration/admission slip till he/she is enrolled in Centre. If a candidate does not report for admission within 10 days of issue of admission slip issued to him/her, thereafter the admission shall stand cancelled and no request will be entertained thereafter.

Documents to be submitted within three days of admission:

- a) Medical fitness certificate from Registered Medical Practitioner in format given at Annexure-I
- b) Undertaking by the selected candidates on the prescribed form in format given at Annexure-II
- c) Affidavit on prohibition of ragging by the candidate and candidate's parent/guardian in format given at Annexure-III
- d) Character certificate from Principal of the school last attended/ Gazetted Officer issued with-in last six months.

15. GENERAL INSTRUCTIONS

1. Incomplete application forms in any respect will not be accepted and summarily rejected. If re-corrected, cutting without initial by candidate shall not be considered.
2. Before submission of application form at counter, self-authenticated two passport size photographs should be pasted.
3. Special Reservation: One seat per course per batch is reserved for local candidates of Mushedpur village for admission on merit basis only.
4. For further details and any other problem, candidates may contact the Admission In-charge/Principal of the Centre.

16. GENERAL RULES & INFORMATION FOR CANDIDATES

1. **Study hours:** - Candidates are required to complete the required Sector/Module hours/year is as under:

Sector/Module	Curriculum Hours		
	Theory Hours	Practical Hours	Total Hours
Retail Services	560	1580	2140
Logistics	420	1720	2140
Accounts, Banking, & Finance	420	1720	2140
Beauty & Wellness	570	1570	2140
Information Technology & IT Enabled Services	420	1720	2140

2. **Uniform:** - Candidates shall have to get two sets of prescribed uniform stitched for respective Sector within 7 days from the date of admission and shall wear the same daily during training as well as right from his/her residence till reaching back to the residence. The dress code of all sectors are as follows:
- **RETAIL SERVICES:** -Peach Shirt, Dark Grey Trousers, Black Tie, Black Shoes with Black Socks and Dark Grey Coat. In winter apart from the uniform Candidates can wear Peach Sweater.
 - **SOFTWARE TESTING ASSISTANT:** - Blue Shirt, Blue Trouser, Black Tie, Black Shoes, Black Socks and Blue Coat. In winter apart from the Uniform candidate can wear Black Sweater.
 - **FINANCE EXECUTIVE:** -Light Blue Shirt, Light Blue Trouser, Black Tie, Black shoes, Black Socks and Light Blue Coat. In winter apart from the Uniform candidate can wear Black Sweater.
 - **LOGISTICS:** - Grey Shirt, Light Grey Trouser, Black Tie, Black shoes, Black Socks and Light Grey Coat. In winter apart from the Uniform candidate can wear Black Sweater, Orange Boiler Suit for practical classes.
 - **BEAUTY AND WELLNESS:** - Beige shirt, Beige Trouser, Black Tie, Black shoes, Black Socks and Beige Coat. In winter apart from the Uniform candidate can wear Black Sweater, Beige Scrub Suit for practical classes.

3. **HOLIDAYS/LEAVE ADMISSIBLE TO CANDIDATES:** - Candidates are allowed the same holidays as fixed by Haryana Government for its industrial training staff (ITI). There will be no summer/winter holidays.

i. **Casual Leave:** - In addition to usual holidays, Candidates are admissible to avail casual leave @ 8 days per year, 5 days at any one-time subject to the sanctioning of leave by competent authority. Casual leave can't be combined with another kind of leave.

ii. **Medical Leave:** - Medical Leave up to 15 days subject to production of Medical Certificate from a Registered Medical Officer/ Practitioner may be granted. Leave for a further period of not exceeding 3 weeks may be granted as special leaves. This leave can be granted only once in the training period on recommendations of medical officer acceptable to competent authority.

iii. **Unauthorized Absence:** - For unauthorized absence up to 5 consecutive days at a time, Candidate will be issued a written warning for first occasion. If the same is repeated, Candidate will be discharged from roll of the Institute.

4. **SUSPENSION, DISCHARGE**

- a) Candidates are liable for discharge on account of unsatisfactory progress in training.
- b) For acts of indiscipline, ragging activity and misconduct.
- c) If attendance percentage falls below 60%.
- d) The pending investigation of allegations against him/her

5. **MINIMUM COMPULSORY ATTENDANCE FOR CANDIDATE**

The minimum compulsory attendance in each subject for candidates in regard to their eligibility for final examination is 80% of the actual number of working days.

Note: - All disputes pertaining to the admission shall fall within the jurisdiction of courts located in Haryana.

17. DISCIPLINE

The complete disciplinary control will rest with the Principal of the Institute or any other officer(s) appointed by the competent authority for the purpose and the Candidates must conduct themselves in accordance with the disciplinary rules of centre as framed and notified by the Principal.

Under the rules, the following activities are strictly forbidden:

- a) Ragging in any form is strictly prohibited. If any incident of ragging comes to the notice of the authority, the concerned Candidate/Candidates may be given the opportunity to explain and if his/her/their explanation is not found satisfactory, the authority would expel him/her/them from the Centre.
- b) Disfiguring or otherwise damaging Centre property.
- c) Smoking in the class room, workshop and laboratory or during field training.
- d) Use of drugs or intoxicants except for those prescribed by a registered medical practitioner and under the knowledge of Principal of the Centre.
- e) Any form of gambling.
- f) Rowdyism and rude behavior.
- g) Use of violence in any form.
- h) Casteism, communalism or practice of untouchability.
- i) Offence of cognizable nature.
- j) Any other conduct unbecoming of a candidate of the institution, any candidate indulging in any of the forbidden practice may attract any or more of the following disciplinary action: -

Cancellation of the scholarship/stipend (in part or in whole, temporarily or permanently) in accordance with the rules prescribed in this regard.

- | | |
|-----------------|-------------------|
| (i) Fine, | (iii) Suspension, |
| (ii) Expulsion, | (iv) Rustication. |

The candidates for admission have to give an undertaking that they will abide by the rules and regulations prescribed by the Principal and any action taken in this regard on the Candidate by the Principal shall be final.

18. EXAMINATION & CERTIFICATE

Final Examination will be conducted in October-November 2023/as per academic cycle by the TUV SUD Germany and AWSO. Upon successful completion of the respective courses and passing of exams, candidates will be awarded Joint certification issued by Govt. of Haryana & TUV SUD- Germany

19. CAMPUS FACILITIES

1. Master Trainers for imparting training trained by TUV SUD, Germany.
2. WSC Campus is a Greenfield and Eco-friendly.
3. Air-Conditioned with Power Back-up & Ramp Facility
4. Provides RO drinking water to all the trainees.
5. Wi-Fi/Internet facility.
6. Digitized Interactive classrooms with modern furniture.
7. Latest and most advanced room with indoor games facility.
8. Curriculum for specialized courses prepared by TUV SUD, Germany.
9. Labs with latest/ advanced equipment.
10. Employment opportunity in prominent MNCs, Big Retailers, Five-star hotels in Country and abroad as well.

20. PROSPECTIVE EMPLOYERS

Successful Candidates can apply in prudent Companies/Groups, shopping malls, Retail outlets etc., as well as Global/international MNCs in Haryana, Delhi NCR, PAN India and abroad.

There are many prominent companies nationwide as well as in international areas asking for Master Craftsman/Specified Skilled Professionals as follows: -

Retail: -

- | | |
|----------------------------|--|
| 1. Reliance Retail Limited | 7. Shoppers Stop |
| 2. H&M | 8. Jubilant Food Works Limited |
| 3. Bharti Retail | 9. Vaango (Devyani International Ltd.) |
| 4. Marks and Spencer | 10. Eureka Forbes |
| 5. Mahindra Retail Limited | 11. Costa Coffee |
| 6. TATA Croma | 12. HOT |

Beauty & Wellness: -

- | | |
|----------------|------------------------|
| 1. Lakme | 4. Alcor Spa & Resorts |
| 2. Ozone | 5. L'Oreal |
| 3. Javed Habib | 6. VLCC |

Information Technology –

- | | |
|------------|--------------|
| 1. HCL | 5. Ericson |
| 2. Wipro | 6. IBM |
| 3. TCS | 7. Amazon |
| 4. Infosys | 8. Accenture |

Logistics

- | | |
|-------------|---------------|
| 1. Flipkart | 4. Bluedart |
| 2. Amazon | 5. Christiani |
| 3. DHL | 6. DTDC |

Accounts, Banking and Finance

- | | |
|---------------|---------------|
| 1. HDFC. | 2. ICICI Bank |
|---------------|---------------|

21. PLACEMENTS

Along with the above-mentioned organizations Ambey World Skill Development Pvt Limited has also signed MOU with Leading Multinational in country and globally as well.

22. FORTHCOMING PROGRAMS

Electrical, Electronics, Automotive, Manufacturing & Production (Automation, Mechatronics and Robotics), Aviation, HVAC, Food processing, Solar, Drone, Cyber security, Artificial Intelligence etc.

Annexure-I

Medical Certificate

(To be signed by Registered Medical Practitioner)

(To Be Submitted at The Time of Admission)

This is to certify that I have conducted clinical examination of Mr./Ms
..... who is desirous of admission to World Skill Centre.

On clinical examination it has been found that he/she is medically fit to undergo the
professional course.

Mark of identification

Signature of the candidate

Name & Signature of The Medical Officer
(With Seal and Registration Number)

Annexure-II

Undertaking

(To be submitted at the Time of Admission)

1. I am liable to be struck off the roll of Institution without notice in case I remain absent for 05 consecutive days without information / sanction of leave, unsatisfactory progress in the training, short of attendance below 80%, Committing breach of discipline in the Institution.
2. I shall get two sets of prescribed uniform stitched within seven days from the day of reporting at admitted institute positively and shall wear the same daily right from my residence & till reaching back to the residence.
3. I shall have no objection in attending Institution as per the existing or changed timing by the institute as per shift timing.
4. I shall maintain at least 80% attendance in each subject for making me eligible for appearing in each examination.
5. I will not use mobile phone in the campus.
6. I hereby declare that I am aware of the law regarding prohibition of ragging as well as the punishments, and that, if found guilty of the offence of ragging and/or abetting ragging, I am liable to be punished as per guideline issued by the Honorable Supreme Court of India.
7. I will attend the Industrial visit / On-Job Training during the training period at various Industries at my own risk. In case of any accident, mishappening, or riots, I/We will not hold the Institute/Industry responsible for the same.

In case, I fail to abide myself as stated above, the Principal/Head of the Institute is empowered to take disciplinary action against me as per rules.

Yours faithfully

.....
(Full Signature of Parent/Guardian)
Name (Block Letters)
Relation

.....
(Full Signature of Candidate)
Name (Block Letters)
Course
Roll No.

Annexure-III

AFFIDAVIT ON PROHIBITION OF RAGGING

(Self-declaration to be submitted at the time of admission)

I, _____ son/daughter o of Sh. _____ Resident of _____
hereby declare that I am aware of the law regarding prohibition of ragging as well as the
punishments, and that, if found guilty of the offence ofragging and/or abetting ragging, I am
liable to be punished appropriately.

Place:

Date:

Signature of the Candidate

Name:

I, _____ Father/Guardian of Mr. /Ms. _____ resident
of _____ hereby declare that I am aware of the law regarding prohibition of ragging and
I agree to abide by the punishment meted out to my ward in case the latter is found guilty of
ragging.

Signature of Parent/Guardian

Name:







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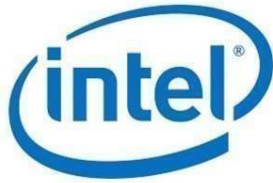
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SERVICES

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Mahindra

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L&T Infotech



World Skill Centre
Mushedpur, Gurugram, Haryana
Tel: 9599819956,9599819957
Website: www.aworldskillcentre.org
E-mail: admission@ambeywsd.com