



MARUDHAR KESARI JAIN COLLEGE FOR WOMEN, VANIAMBADI

(A Project of Sri Marudhar Kesari Jain Trust)

Recognized u/s 2(f) & 12(B) of UGC act 1956

Approved by Govt. of Tamilnadu, Permanently Affiliated to Thiruvalluvar University

Re-accredited by the NAAC with "A" Grade (in 3rd cycle)

An ISO 9001-2015 Certified Institution



UGC SPONSORED SKILL DEVELOPMENT COURSES

INTRODUCTION

In view of globalization of education and economy, it has become imperative to reorient and reshape the various policies and programs. To make the current Indian Higher Education System more relevant and career-oriented with a focus on quality and excellence, it is envisaged that professionally qualified graduates with a sound knowledge of their core disciplines and expertise in a concerned skill will have more openings in service, industry and self-employment sectors. Demand and scope for such professionally trained graduates are visible in the applied fields of almost all basic/core disciplines and faculties in the changing global scenario and is likely to increase in the future.

Towards the proactive institutional participation and in order to make education more relevant and to create 'industry fit' skilled workforce to meet locally the industry manpower requirements in the region, the Institution desires to introduce skill based programmes in high employment potential sectors.

MAIN OBJECTIVE

On the backdrop of the fact that there is a serious mismatch between the students pursuing conventional degrees and the skills and knowledge required by the industry which a major contributor in job market. The proposed programmes would lead to developing the skill development centre maintaining a pyramid structure of student enrolment with respect to Certificate, Diploma, in ever demanding sectors. The focus of skill development components has been therefore on equipping the students with appropriate technical knowledge, practice and attitude, so as to fulfil the skill gaps and make them work ready.

The main objectives of the programmes are:

- To provide Communication Skill, Professional Skill, Leadership Skill, Human Value to fill the gaps in domain skills.
- To create skilled manpower for industry requirements based on job roles, skill gaps and job specific skills at various levels in the region with the integrated approach towards industry, entrepreneurship, beauty and health care.
- To provide skill based education to students who are actually interested in entering the workforce at the earliest opportunity.
- To provide for up-gradation and certification of Trained/ acquired skills of the learners irrespective of their age.
- To provide entrepreneurial orientation along with required skill training for self-employment and entrepreneurship development.

- To make higher education relevant to the learner and the community.
- To gain the edge through professional competency, Emotional competency, Intellectual competency.
- Provide expertise by way of consultancy to the industry and also the laboratory backup for modernization and innovation.
- Provide extension services by way of organizing workshops, seminars, orientation programmes for the community around for general awareness and preserve and promote the cultural heritage of the region.

Keeping in view the above stated objective, **Seven Certificate Courses and one Diploma Course at Marudhar Kesari Jain College for Women, Vaniyambadi has been Approved by the University Grants Commission (UGC)**. All these courses have been introduced in the FY 2020-2021.

The certificate and Diploma Courses are certified by **National Skills Qualifications Framework (NSQF)** at various levels as mentioned below:

NSQF Level	Name of the Course	Credit Point	Duration	Exit Points/ Awards
Level 4	Beauty and Wellness	30	One Semester	Certificate
Level 5	Sports, Physical Education and Wellness	60	One year	Diploma
Level 4	Banking & Financial Services / TALLY ERP 9.0 with GST	30	One Semester	Certificate
Level 4	Management And Entrepreneurship / Plan for Basic Entrepreneurial Activity	30	One Semester	Certificate
Level 4	Spoken English and Communication Skill	30	One Semester	Certificate
Level 4	IT/ITes/Office Automation	30	One Semester	Certificate
Level 4	Life Science / Medical Lab technology	30	One Semester	Certificate
Level 4	IT/ITes/ Website Development	30	One Semester	Certificate

For Contact

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HIGHLIGHTS

This Skill based UGC approved programme leads the student as job oriented/ self employed professionals. The following are the some of the highlights

- UGC approved and University Affiliated Certificate/ Diploma
- Industry Linked Curriculum and Syllabus aligned with National Occupational Standards (NOS) and National Skills Qualifications Framework (NSQF) for Various Job Roles
- Registration in Employment Exchange
- Self Employment and Private Sector Employment Opportunity
- Can Avail bank loans for Self employment
- General curriculum 40% and Skill based 60%
- Basic ICT knowledge ,Communication and Ethical practices
- Prepare Skilled Vocational Professionals
- MOUs, Guest Lectures, Internship and On job Training , Workshop facilities.
- Experienced and Well Qualified Facilities
- Well equipped Laboratories
- Career Guidance and Placement Cell

COURSE HIGHLIGHTS

Beauty and Wellness

Eligibility	: Pass in + 2
Duration	: 6 Months
Exit Points/Awards:	Certificate Course
Affiliation	: Affiliated to Thiruvalluvar University and Approved by UGC.

Course Objective :

1.This Programme aimed at training candidates for the job of a “Beauty and Wellness” consultant .

2. Develop professional attitude and knowledge of hair & skin care, manicure, pedicure, beauty treatments comprising of casual makeup, party makeup, bridal makeup, making of eye brows, eye lashes, facial & skin treatments, hina applications, massage & hair styling techniques and methods.
3. Produce a capable & skilful workforce as required by the prevailing market demands.
4. Equip the trainees with skills and knowledge to ensure adherence to safety measures in parlours and emphasize on fitness & diet for a healthy look.

Course Outcome:

Self Employment as beautician, Beautician Related jobs, personal skin care therapist.etc.

Course Fee : Rs.2,500

Course Coordinator: MS. N.Vijayalaskhmi

Contact Number : 8681973201

Sports, Physical Education and Wellness

Eligibility : Pass in + 2

Duration : 1 year

Exit Points/Awards: Diploma

Affiliation : Affiliated to Thiruvalluvar University and Approved by UGC

Course Objectives:

- 1.This course is aimed at Acquire knowledge about physical and health education.
2. Understand the rules and the regulations of sports and games.
3. Develop the skills in organizing the physical education programmes in schools.
4. Develop the activities required for organizing physical education meets and events.
5. Acquire knowledge about recreation, health and safety education
6. Acquire knowledge about common communicable diseases.
7. Understand the nature of injuries and to provide first aid.
8. Acquire knowledge about yoga and physical exercises.
9. Create awareness on different aspects of health and fitness.
10. Understand the diet modification in the treatment of under-weight and obesity.

Course Outcome :Yoga Trainer/ Own Yoga training Centre/ Physical fitness trainer, etc

Course Fee : Rs. 2000

Course Coordinators : Ms.S.Yogapriya & Ms.A.Vasanthi

Contact Number : 9952833100, 7604902646

Banking & Financial Services / TALLY ERP 9.0 with GST

Eligibility	: Pass in + 2
Duration	: 6 Months
Exit Points/Awards	: Certificate Course
Affiliation	: Affiliated to Thiruvalluvar University and Approved by UGC

Course Objectives:

- 1.The objective of the course is to train individuals in the Computerized Accounting using Tally ERP 9.0 and pursue the career in any sector.
- 2.Student will learn to create company, enter accounting voucher entries including advance voucher entries, do reconcile bank statement, do accrual adjustments, and also print financial statements, etc. in Tally ERP.9 software.

Course Outcome: Students do possess required skill and can also be employed as Tally expert in many leading companies/Tally Data Entry Operator in offices / Starting own company.

Course Fee	: Rs.2000
Course coordinator:	Ms. M.Ashtalakshmi
Contact Number	: 9789565577

Management and Entrepreneurship / Plan for Basic Entrepreneurial Activity

Eligibility	: Pass in + 2
Duration	: 6 Months
Exit Points/Awards	: Certificate Course
Affiliation	: Affiliated to Thiruvalluvar University and Approved by UGC

Course Objectives:

- 1.This program is aimed at training candidates on the National Occupation Standard “Plan for basic entrepreneurial activity”, in the “Management, Entrepreneurship and Professional Skills” Sector/Industry and aims at building the following key competencies amongst the learner

Course Outcome: Identification of various types of Business options/ Entrepreneur/ Self Employment/ E- business techniques. This course will equip the student to become the successful entrepreneur.

Course Fee : Rs.1000
Course Coordinator: Dr.G.Deepalakshmi
Contact Number : 9486914774

Spoken English and Communication Skill

Eligibility : Pass in + 2
Duration : 6 Months
Exit Points/Awards: Certificate Course
Affiliation : Affiliated to Thiruvalluvar University and Approved by UGC

Course Objectives:

- 1.To enable students and making them ready to face the present world professionally.
- 2.This program is mainly aimed at value add to any technical qualification, which help the students to acquire competence to secure jobs in any area related to IT & ITES & in other service industries.
- 3.Understand what are the core competencies to succeed in your professional and personal life.
- 4.To mould the learners with Soft Skills comprising of Personality Development, Interview facing techniques etc. along with Communicative English is included which helps to Present themselves with “corporate readiness” and with “business presence”.

Course outcome: This course would help students to groom their personality, improve upon spoken English, and techniques to face for job, this course can be taken by anyone willing to improve the said traits. More job opportunity in various sectors.

Course Fee : Rs.1000
Course Coordinator: Ms.A.Sumyirra
Contact Number : 7010993524

IT/ITes/Office Automation

Eligibility : Pass in + 2
Duration : 6 Months
Exit Points/Awards: Certificate Course
Affiliation : Affiliated to Thiruvalluvar University and Approved by UGC

Course Objectives:

- 1.Office tools course would enable the students in crafting professional word documents, excel spread sheets, power point presentations using the Microsoft suite of office tools.

2.To familiarize the students in preparation of documents and presentations with office automation tools.

Course Outcome: The course will lead to successful Computer Operator/ Database Management System Administrator, System oriented jobs in all kinds of organizations.

Course Fee :Rs.2000

Course Coordinator: Ms. L.Hemalatha

Contact Number : 9894226470

Life Science / Medical Lab technology

Eligibility : Pass in + 2

Duration : 6 Months

Exit Points/Awards: Certificate Course

Affiliation : Affiliated to Thiruvalluvar University and Approved by UGC

Course Objectives:

Aim of the course designed in such a way that students can able to understand the nature of human body, to perform basic medical lab technology, able to follow the ethics of medical lab technology.

Course Outcome: The course will be useful in performing on basic laboratory techniques on biological specimen and integrate patient data to evaluate validity of laboratory test results/ More jobs opportunities in medical technology.

Course Fee : Rs.2000

Course Coordinator: Dr.M.Gomathi & Ms.R.Malarkodi

Contact Number : 9159891623, 9578329798

IT/ITes/ Website Development

Eligibility : Pass in + 2

Duration : 6 Months

Exit Points/Awards : Certificate Course

Affiliation : Affiliated to Thiruvalluvar University and Approved by UGC

Course Objectives:

- 1.The aim of this course is to provide you the conceptual and technological skills in developing web pages and sites.
2. Understand elements of design with regard to the web.
- 3.Create an Information Architecture document for a web site.
- 4.Construct a web site that conforms to the web standards of today .
- 5.Perform regular web site maintenance (test, repair and change).

Course Outcome: Website content learning make the students to excel in webpage creation, Website content manager/ Creative head in many organization.

Course Fee :Rs.2000

Course Coordinator: Ms. S.Abirami

Contact Number : 9994924605