



**SAVITRIBAI PHULE PUNE UNIVERSITY**  
**DEPARTMENT OF FOREIGN LANGUAGES**

The following part time courses are hereby announced

Language and level:

1. Intensive Certificate Course : - *French, German, Spanish Japanese* (beginners' course)
2. Intensive Diploma Course : - *German* (for those who already have done Certificate or Intensive Certificate Course in German)

Duration : 180 hours

Centres : The courses will be conducted in Online mode in 2021-22. However, the final examination may be conducted in offline mode, if the university regulations stipulate so.

Intensive Certificate Course : - *French, German, Spanish and Japanese* from 1<sup>st</sup> February 2022 to 31<sup>st</sup> May 2022, five days a week, two hours per day. Examination will take place in June 2022.

Intensive Diploma Course : - *German* from 8<sup>th</sup> February 2022 to 10<sup>th</sup> June 2022, five days a week, two hours per day. Examination will take place in June 2022.

❖ Admissions will be done as per the rules of Maharashtra Government regarding social reservations.

❖ **Eligibility and Batches :**

For all intensive **Certificate** courses : HSC XII std or Equivalent (SSC + 3 years Diploma)

Intensive Certificate Course in French (Seats 105)					
Batch	Days	Time	Timing	Venue	Intake
F I C 4	Monday to Friday	Morning	8.30 to 10.30	Online	35
F I C 5	Monday to Friday	Afternoon	4.00 to 6.00	Online	35
F I C 6	Monday to Friday	Evening	6.30 to 8.30	Online	35

Intensive Certificate Course in Spanish (Seats 50)					
Batch	Days	Time	Timing	Venue	Intake
S I C 2	Monday to Friday	Evening	6.30 to 8.30	Online	50

Intensive Certificate Course in Japanese (Seats 50)					
Batch	Days	Time	Timing	Venue	Intake
J I C 2	Monday to Friday	Morning	7.30 to 9.30	Online	50

Batch	Days	Time	Timing	Venue	Intake
Intensive Certificate Course in German (Seats 150)					
G I C 5	Monday to Friday	Morning	8.30 to 10.30	Online	50
G I C 6	Monday to Friday	Evening	6.30 to 8.30	Online	50
G I C 7	Monday to Friday	Evening	6.30 to 8.30	Online	50

#### ❖ Eligibility for Intensive Diploma in German

**Basic Qualifications : (70% seats)**

Certificate / Intensive Certificate Course in German of SPPU conducted by FL Department

**Equivalent Qualifications : (30% seats)** any one of the following –

1. HSC with German as one subject; minimum 70% in German
2. Minimum 70% in German at FY BA / B.Com
3. 180 hours' classroom learning of German from a recognized institute; exam passed with min. 80%
4. A2 exam of GI / MMB passed with minimum 80%

Batch	Days	Time	Timing	Venue	Intake
Intensive Diploma in German (Seats 100)					
G I D 3	Monday to Friday	Morning	8.30 to 10.30	Online	50
G I D 4	Monday to Friday	Evening	6.30 to 8.30	Online	50

❖ **ADMISSIONS SCHEDULE**

<b>Intensive Certificate Course (For beginners)</b> <b>French / German / Spanish / Japanese</b> <b>Classes to begin from 1 February 2022</b>	From	To
Forms can be created on the CCEP portal	15/12/2021	7/1/2022
<b>First Merit List</b>	13 January 2021 by 6 p.m.	
Payment of Tuition Fees y the 1 <sup>st</sup> Merit List candidates	Till 20 January 2022	
<b>Second Merit List</b>	21 January by 6 p.m.	
Payment of Tuition Fees by 2 <sup>nd</sup> Merit List candidates	Till 25 January 2022	
<b>Third Merit List (if necessary)</b>	27 January 2022 by 1 p.m.	
Payment of Tuition Fees by 3 <sup>rd</sup> Merit List candidates	Till 30 January 2022	

**N.B.** Please enter marks while filling the form. Just grades are not enough for preparing Merit Lists

<b>Intensive Diploma Course in German</b> <b>Classes to begin from 15 February 2022</b>	From	To
Forms can be created on the CCEP portal	23/12/2021	21/1/2022
<b>First Merit List</b>	27 January by 6 p.m.	
Payment of Tuition Fees y the 1 <sup>st</sup> Merit List candidates	Till 31 January 2022	
<b>Second Merit List</b>	2 February 2022 by 6 p.m.	
Payment of Tuition Fees by 2 <sup>nd</sup> Merit List candidates	Till 5 February 2022	
<b>Third Merit List (if necessary)</b>	8 February 2022 by 1 p.m.	
Payment of Tuition Fees by 3 <sup>rd</sup> Merit List candidates	Till 10 February 2022	

**N.B.** If there are any candidates of GID with equivalent qualification, they should also write a mail to [dfldgerman19.20@gmail.com](mailto:dfldgerman19.20@gmail.com) mentioning their Application id. In case the number of candidates with equivalent qualifications applying for Intensive Diploma exceeds the 30% limit, an entrance exam will be conducted, details of which will be communicated to the concerned students later.

## Fees

1. **Application Fees Rs 500/- (general) Rs 350/- (for SC, ST candidates)**

**The application fee is non refundable**

2. **Tuition Fees –**

Course Name	Duration	Tuition Fees			
		Maharashtra Domicile	Domicile outside of Maharashtra	SAARC countries	Other Foreigners
<b>Intensive Certificate</b>	4 & ½ months	5655	10655	10655	15655
<b>Intensive Diploma</b>	4 & ½ months	7605	14555	14555	21505

**N.B. : All admissions will be done as per merit and social reservations of Maharashtra State Govt.**

### **Admission Procedure :**

1. Go to <http://campus.unipune.ac.in/CCEP/Login.aspx> If you have not already registered your name in the system, please do so by clicking on **Register**. The user name you create and password will be required every time you want to log in.
2. Initial fields pertain to your Profile – personal and academic. **The information required for the part time courses of F.L Department (Intensive Certificate Course) is marks at HSC or equivalent only. As for Intensive Diploma in German, marks obtained in the qualifying examination are also required.** No other qualifications are of any use for this purpose. Since it is the same form for all possible courses of SPPU, you need to identify the necessary qualification required for the course you intend to apply for. Hence, click on Special / General option under HSC and then select Basic qualification “HSC with 12std only”. For SSC + 3 years Diploma, click on Equivalent qualification. Under “upload documents” upload your qualifying exam mark list, your photograph and signature. The same photo will be required when you confirm your admission.
3. If you have already registered your name for another fulltime course, then all above information can be found when you log in.
4. You may proceed to apply by clicking on ‘Application’. There select All in the dropdown menu. Then you will see the option Certificate / Diploma Courses. Select the same. That will show you the available courses of F.L. department. Select the desired course and complete the form.
5. Application fees are to paid Online. After the payment is done, your form will be ready to Print. Clicking on Print will show your form with 3 pages – basic form; check list and

declaration; fess challan in duplicate. It will have your application number with FL department reference (eg FL-2122-FIC-200) If FL Application Number is not visible on the challan page, bring this to our notice immediately, by writing to [cspsupport@pun.unipune.ac.in](mailto:cspsupport@pun.unipune.ac.in) AND [fl@unipune.ac.in](mailto:fl@unipune.ac.in) with subject line "FL Application Number not visible on Challan Page"

6. Since we are not asking to bring a hard copy, you need not take a print out, but YOU MUST DOWNLOAD THE APPLICATION FORM ON YOUR DEVICE for future reference.
7. Merit lists of Intensive Certificate courses will be based on marks obtained in H.S.C. or equivalent examination and by following the social reservations.
8. All merit lists will be displayed both at the FL department (hard copy) and on the FL Department Home page, CCEP portal (soft copy) on the scheduled dates.
9. **In order to confirm your admission -**
  - a. Check the merit list within the stipulated period.
  - b. If your name is in the merit list, log in to the CCEP portal and pay the tuition fees online. **It is essential to pay the tuition fees within the stipulated period and confirm your seat.** If not, you lose your claim to the seat and it goes to a waitlisted candidate. Even if there is no waiting list, the system closes as per schedule. Also, **once the classes begin, late entrants will not be taught from the beginning.**
  - c. When you pay the tuition fees, the paid challan will be ready to print. That challan too must contain your Application number. Make sure that it is there. **Also download that fees challan cum receipt.**

**Please note -**

1. Beginners, you may apply for more than one language by creating as many forms and paying separate application fees per language. Even if your name appears in the merit list of more than one languages, **you can take admission to only one course.** Application fees paid for other languages will not be refunded. **IF YOU HAVE TAKEN ADMISSION TO ANY OTHER PART TIME LANGUAGE COURSE IN THE DEPARTMENT, YOU CANNOT ENROLL FOR AN INTENSIVE COURSE OF THIS SESSION.**
2. Beginners, if the language you have applied for is oversubscribed and your name could not be included in the merit lists, but if there are seats in another language course then you will be offered the same for the same application fees. Therefore, please fill up the second language preference while filling up the form. You will be contacted regarding the same by e-mail.
3. Generating the application form does not mean that your seat is confirmed.
4. **Your admission is liable to be cancelled if information provided by you is found to be incorrect. No refund will be payable in such case.**
5. You may or may not get the batch of your choice. The batch allocation will be announced along with the merit lists.