



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 2020-21

Intensive Certificate Course : - *French, German, Spanish and Japanese* from 1st February to 21 May 2021, six days a week, two hours per day. Examination will take place in May 2021.

Intensive Diploma Course : - *German* from 15 February to 5 June 2021, six days a week, two hours per day. Examination will take place in June 2021.

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

❖ **Eligibility and Batches :**

For all intensive courses SSC/ CBSC/ ICSE (10th standard exam passed)

Intensive Certificate Course in French (Seats 100)					
Batch	Days	Time	Timing	Venue	Intake
F I C 3	Monday to Saturday	Evening	6.30 to 8.30	Online	50
F I C 4	Monday to Saturday	Afternoon	4.30 to 6.30	Online	50

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

Intensive Certificate Course in Japanese (Seats 50)					
Batch	Days	Time	Timing	Venue	Intake
J I C 1	Monday to Saturday	Morning	7.30 to 9.30	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/BCom
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 Certificate Course in German (Seats 150)					
G I C 4	Monday to Saturday	Morning	8.30 to 10.30	Online	50
G I C 5	Monday to Saturday	Morning	8.30 to 10.30	Online	50
G I C 6	Monday to Saturday	Evening	6.30 to 8.30	Online	50
Intensive Diploma in German (Seats 50)					
G I D 3	Monday to Saturday	Morning	8.30 to 10.30	Online	50
G I D 4	Monday to Saturday	Evening	6.30 to 8.30	Online	50

❖ **ADMISSIONS SCHEDULE**

Intensive Certificate Course (For beginners) French / German / Spanish / Japanese Classes to begin from 1 February 2021	From	To
Forms can be created on the CCEP portal	18/12/2020	16/1/2021
First Merit List	20 January by 6 p.m.	
Payment of Tuition Fees by the 1 st Merit List candidates	Till 23 January 2021	
Second Merit List	25 January by 6 p.m.	
Payment of Tuition Fees by 2 nd Merit List candidates	Till 27 January 2021	
Third Merit List (if necessary)	28 January 2021 by 1 p.m.	
Payment of Tuition Fees by 3 rd Merit List candidates	Till 29 January 2021	

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

Intensive Diploma Course in German Classes to begin from 15 February 2021	From	To
Forms can be created on the CCEP portal	24/12/2020	22/1/2021
First Merit List	28 January by 6 p.m.	
Payment of Tuition Fees by the 1 st Merit List candidates	Till 31 January 2021	
Second Merit List	2 February by 6 p.m.	
Payment of Tuition Fees by 2 nd Merit List candidates	Till 5 February 2021	
Third Merit List (if necessary)	8 February 2021 by 1 p.m.	
Payment of Tuition Fees by 3 rd Merit List candidates	Till 10 February 2021	

N.B. If there are any candidates of GID with equivalent qualification, they should also write a mail to dfldgerman19.20@gmail.com mentioning their Application id. An entrance test for candidates with equivalent qualifications will be held on 25 January 2021. Details will be communicated to all such candidates.

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
Intensive Certificate	4 & ½ months	4,754/-	9443/-	9,443/-	14,132/-
Intensive Diploma	4 & ½ months	5430/-	10,180/-	10,180/-	14,730/-

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 will 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 SSC 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. As this is a common form for all courses offered by SPPU, you need to identify the qualifying exam of the course you wish to apply for at this stage. Hence, for all Intensive Certificate Courses, select Special / General under SSC and then Basic or Equivalent qualification. All 10th standard SSC fall under Basic qualification. CBSC, ICSE boards are mentioned, Maharashtra board is not mentioned explicitly. Select the appropriate SSC exam. If old SSC (11th Standard), it is the Equivalent qualification. Selecting the correct Basic / Equivalent qualifying examination is your responsibility. Under upload documents upload the qualifying exam mark list, your photograph and signature are enough. The same photo will be required when you confirm your admission.
3. If you have already registered your name for another full time course, then all above information can be found when you log in. But selecting the relevant qualifying exam needs to be done here before proceeding to Apply.
4. You may proceed to apply by clicking on 'Application'. There select All in the drop down 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-2021-FIC-400) 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 AND 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 **S.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 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.
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 wrong. No refund will be payable in such case.**
5. You may or may not get the batch of your choice. It will be made clear while announcing the merit lists.