



**Savitribai Phule Pune University
(Formerly University of Pune)
Department of Foreign Languages**

Department of Foreign Languages offers Intensive Certificate Course in 3 languages and
Intensive Diploma Course in German

in the second half of the academic year 2018-19

FRENCH, GERMAN AND SPANISH

1. Intensive Certificate in French
2. Intensive Certificate in German
3. Intensive Certificate in Spanish
4. Intensive Diploma in German

Centres:

1. Department of Foreign Languages, Ranade Institute Building, Gopal Krishna Gokhale Path (F.C.Road), Deccan Gymkhana, Pune 411 004.
2. Sevasadan High School, Erandawne, Near Deenanath Hospital, Pune 411004.
3. Sevasadan, Kumathekar Road, Pune 30.

N.B. ALL COURSES are NOT offered at ALL CENTRES and in all Languages. Please check SPECIFIC LANGUAGE TABLES for the Courses and Centres for the year 2018-2019.

Duration:

Intensive Certificate in French/German/ Spanish : 4½ Months from 1st January to 6th May 2019 (One Semester); 5 days a week, 2 hours per day. Examination will take place in May 2019.

Intensive Diploma in German: 4½ Months from 16th January to 21st May 2019 (One Semester); 5 days a week, 2 hours per day. Examination will take place in May 2019.

Eligibility

Intensive Certificate: SSC or equivalent

For Intensive Diploma Course : Certificate / Intensive Certificate Course in the same language or equivalent (CHECK SPECIFIC LANGUAGE TABLE FOR EQUIVALENT QUALIFICATION.) The legal and social reservations will be followed as per Govt. rules.

Schedule for Admissions Intensive Certificate : Schedule for Admissions

	From	To	Timings
Forms available on the Website	12 Nov. 2018	27 Nov. 2018	Online http://campus.unipune.ac.in
Submission of Application Forms along with the challan for Application Fees and relevant enclosures	26 th , 27 th , 28 th Nov. 2018		11am to 3 pm
Display of First Merit List	1 Dec. 2018 by 6 pm		
Submission of challans for Tuition Fees for the First Merit List after the payment in bank	3 rd to 4 th Dec. 2018		2 pm to 5 pm
Display of Second Merit List	7 Dec. 2018 by 11am		
Submission of challans for Tuition Fees for the Second Merit List after the payment in bank	7 th , 8 th Dec. 2018		12 pm to 5 pm
Third Merit List	10 th Dec. 2018 by 6 pm		
Submission of challans for Tuition Fees for the 3 rd Merit List after the payment in bank	11 th Dec. 2018		2 pm to 5 pm
Course starts	1 st Jan. 2019		

Fee Structure 2018-19

1. Application fees for all applicants: Rs 300/-

2. Tuition Fees as below -

Name of course	Duration	Tuition fees (in Rupees) For students			
		From Maharashtra	Domiciles of other Indian states	From SAARC Countries	From Foreign countries
INTENSIVE CERTIFICATE French/German/Spanish	4 & ½ months	4,689/-	8,789/-	12,689/-	20,489/-

Schedule for Admission: Intensive Diploma in German :

	From	To	Timings
Forms available on the Website	24 th Dec. 2018	5 th Jan. 2018	Online http://campus.unipune.ac.in
Submission of Application Forms along with the challan for Application Fees and relevant enclosures	5 th and 7 th , Jan. 2018		11 am to 3 pm
Display of First Merit List	8 th January 2019 by 6 pm		
Submission of challans for Tuition Fees for the First Merit List after the payment in bank	9 th and 10 th Jan. 2019		2 pm to 5 pm
Display of Second Merit List	11 th January 2019 by 6 pm		
Submission of challans for Tuition Fees for the Second Merit List after the payment in bank	12 th and 14 th Jan. 2019		2 pm to 5 pm
Course starts	16 th Jan. 2019		

Fee Structure 2018-19

1. Application fees for all applicants: Rs 300/-

2. Tuition Fees as below -

Name of course	Duration	Tuition fees (in Rs.) For students			
		From Maharashtra	Domiciles of other Indian states	From SAARC Countries	From Foreign countries
INTENSIVE DIPLOMA IN GERMAN	4 & ½ months	5339/-	10,089/-	14,639/-	23,739/-

Language wise Eligibility and Batches

N.B.:

- (i) The legal and social reservations will be followed as per Govt. rules.
- (i) The Intensive Diploma course has 70% seats for Basic Qualification and 30% for Equivalent qualification.
- (ii) Please enter the MARKS in figures. Grades alone are not sufficient to prepare the merit list.

INTENSIVE CERTIFICATE IN FRENCH: ELIGIBILITY AND BATCH

Intensive Certificate Course in French		Basic Qualification : SSC/ CBSC/ ICSE with 10 th standard Equivalent Qualification : SSC Old (before 1975) with 11 th standard,			
Batch	Days	Session	Timings	Centre	Capacity
Intensive Certificate Course in French (Total : 45 seats)					
F I C 2	Mon to Fri	Evening	6:30 ~ 8:30 pm	Sevasadan High School, Erandawne, Pune 4	45

INTENSIVE CERTIFICATE AND INTENSIVE DIPLOMA IN GERMAN IN GERMAN: ELIGIBILITY AND BATCHES

Intensive Certificate	Basic Qualification : SSC/ CBSC/ ICSE with 10 th standard Equivalent Qualification : SSC Old (before 1975) with 11 th standard				
Intensive Diploma	Basic Qualification : (70% seats) Certificate / Int. Certificate course in German from SPPU (University of Pune) Equivalent Qualification : (30% seats) 1. HSC (Std.10+2) with minimum 70% marks in German subject of 100 marks paper 2. F.Y.B.A. / B. Com. with 70% marks in German Subject at beginner's OR advanced level 3. 180 hrs. course in German with minimum 80% marks. 4. A2 of Goethe Inst./ MMB with 80% marks (grade 'Gut')				
Batch	Days	Session	Timings	Centre	Capacity
Intensive Certificate Course in German (Total : 135 seats)					
G I C 4	Mon to Fri	Morning	8.30 - 10.30am	FL Dept. Pune 4	50
G I C 5	Mon to Fri	Morning	8.30 - 10.30am	Sevasadan , Kumathekar Road, Pune 30	40
G I C 6	Mon to Fri	Evening	6.30 - 8.30pm	Sevasadan High School, Erandawne, Pune 4	45

Intensive Diploma in German (Total : 45 seats)					
GID 2	Mon to Fri	Evening	6.30 - 8.30pm	Sevasadan School, Kumathekar Road, Pune 30	45

INTENSIVE CERTIFICATE IN SPANISH: ELIGIBILITY AND BATCH

Intensive Certificate in Spanish	Basic Qualification: SSC/ CBSC/ ICSE with 10th standard				
	Equivalent Qualification : SSC Old (before 1975) with 11 th standard,				
Batch	Days	Session	Timings	Centre	Capacity
Intensive Certificate Course in Spanish (Total seats 45)					
SIC 2	Mon. to Fri.	Evening	6:30 ~ 8:30 pm.	Sevasadan High School, Erandawne, Pune 4	45

Instructions

ALL THE ADMISSIONS WILL BE DONE ON THE BASIS OF MERIT.

Procedure of admission:

1. Log on to <http://campus.unipune.ac.in> Click on the Link **Sign up** if you don't have an account.
2. If you have already sought admission for any Post Graduate course of SPPU, you have to log in with the same ID.
3. **Those who Sign up for the first time will get the Login ID and password you have created by email on the email ID you give while signing up for your reference. It is essential for the candidate to remember his/her Login ID and Password for further transactions.**
4. You can start filling up a form immediately; or you can do so later by going back to <http://campus.unipune.ac.in> and logging in. Fill up the form carefully and completely. Fill

up your AADHAR card number, if you do not have AADHAR card you may write 0 (zero) where the number of the same is required.

5. Upload a scanned photo onto the form as a part of the filling process. Bring the same photo with you while confirming admission. It will be used for your I-card.
6. **Only if the form is completed in every respect, you will see the Create Challan link. Click on the same and you will get a message that your form is ready for printing. Download the form by clicking on the print link. Take a print out of the **Application Form containing 3 pages: Application Form, Declaration Page & Challan Page. The challan will also contain your form number.****
7. **At times, some people make a mistake in filling up personal details including marks and then create another form. If you happen to be such a candidate, MAKE SURE THAT THE CHALLN YOU USE TO PAY, CORRESPONDS WITH THE FORM YOU WISH TO SUBMIT. Your form is liable to be rejected in case of mismatch.**
8. Beginners, you may apply for more than one language by creating a separate form and challan for each language course and by paying Rs. 300/- for each application. Even if your name appears in the merit lists of more than one language, finally you can take admission to **only one** language course. The application fee of Rs. 300/- paid for the other part time course / language(s) will NOT be refunded.
9. Sign the Application Form and the Undertaking before submitting it.
10. Attach photocopies of all the required documents, duly attested to the form. Attestation will NOT be done at the Department of Foreign Languages, but if the applicant himself / herself is submitting the form, self-attestation will be acceptable.
11. **Please bring the originals for verification.**
12. **Pay Rs. 300/- using the challan created online in any of the branches of HDFC Bank OR Bank of Maharashtra. One part of the challan will be kept by the bank. Two parts will be returned to you.**
13. Submit the form along with the attachments and University Copy of the challan by hand in the Department of Foreign Languages, SPPU, Ranade Institute Building, Gopal Krishna Gokhale Path, (F.C. Road) Deccan Gymkhana, Pune - 411 004. Bring the original documents for verification. You will be given acknowledgement on the student copy of the challan.

N.B. Diploma and above students too need to bring the SSC mark list only for checking the name. They will also bring the mark list of the qualifying examination in the language concerned.

14. All admissions to the Intensive Certificate Courses will be made on the basis of merit of **total marks secured at S.S.C. or an equivalent examination** and as per reservation quota.
15. The merit lists for all the courses will be put up on the notice board of the **Department of Foreign Languages, Ranade Institute Building, Pune 411004** as well as will be available on <http://campus.unipune.ac.in> as per the schedule.
16. **For confirming admission, the candidates are requested to -**
 - a. Check the merit list and batch number within the stipulated time.
 - b. Visit <http://campus.unipune.ac.in> Log in and open your Application Form within the stipulated time schedule. A challan will be created for paying the tuition fees. Take a print out of this page. Pay the tuition fees in any of the branches of HDFC Bank OR Bank of Maharashtra. One part of the challan will be kept by the bank. Two parts will be returned to you.
 - c. Submit the University Copy of the challan **by hand** in the Department of Foreign Languages, SPPU, Fergusson College Road, (Gopal Krishna Gokhale Path) Pune 411004. You will be given acknowledgement on the student copy of the challan.
 - d. Bring a copy of the scanned photo for your I-card.

Please note the following:

1. Beginners, you may apply for more than one language or by creating a separate form and challan for each language course and by paying Rs. 300/- for each application. Even if your name appears in the merit lists of more than one language, finally you can take admission to **only one** language course. The application fee of Rs. 300/- paid for the other course / language(s) will NOT be refunded.
2. Beginners, in case you apply for only one particular language course and if it happens to be oversubscribed, you may be offered with another language **FOR THE SAME APPLICATION FEE** provided Second Option of language was filled by you while filling up the form. This procedure will take place **AFTER** the third merit list. In that case, you will be communicated by email.

3. Acceptance of the admission form does not mean confirmation of admission to the course.
4. Incomplete applications (not generated in our system) or applications not accompanied by **relevant attested copies** of certificates will not be considered.
5. **Forms received late for any reason whatsoever or submitted at any other place will not be considered.**
6. Providing incorrect or false information or marks will lead to cancellation of admission and forfeiture of the fees paid.
7. It is your responsibility to go to <http://campus.unipune.ac.in>, check your name in the Merit list within the stipulated time schedule, log in again and create the Fees challan. Take a print out of this page. Pay the tuition fees in any of the branches of HDFC Bank OR Bank of Maharashtra. One part of the challan will be kept by the bank. Two parts will be returned to you. Submit one copy of fees challan to the Department WITHIN THE STIPULATED TIME FRAME.
8. **Failing to submit the Fee challan in the Department within the stipulated period will automatically cancel your priority to take admission. Your case could then be considered only after the last date of submission of last merit list if any seats are vacant.**
9. **You may or may not get the batch of your first preference. But the availability or otherwise will be clear in the merit list itself. No change of batch will be allowed.**

