

Build your career wit

Courses offered at this institute

Certificate in Information Technology Application (CITA)

Duration : 6 months

Concept of Computer Fundamentals of Computer Operating System - Windows XP/Vista / 2007 Ms-Office (Word, Excel & PowerPoint) Banglaword & English Typing Speed Internate **Course Fees :** ` 2,500

Diploma in Information Technology Application (DITA)

Duration : 12 months.

The course is divided into two semesters of 6 months each. The course content, fees & others for the

1st Semester is same as CITA. 2nd Semester :

Programming Concepts Algorithm & Flow chart Visual Basic RDBMS concepts with Ms- Access Project on Visual Basic & MS-Access Internet & E-Mail Overview of VB.Net Course Fees : 2(500 + 3,500 = 6,000

Advance (Niploma in Information Technology Application (ADITA)

Duration : 6 months after DITA. This course is an extension to the One Year DITA Course & only the students passing out of **DITA** from Youth Computer Training Centres may apply for this course.

3rd Semester : C++ with OOPS VB Net Javascript, VB Script R/L Project with VB.Net. **Total Fees :** 2,500 + 3,000 + 3,000 = 8,500

Courses offered at this institute

Certificate in Financial Accounting System (CFAS)

Duration : 6 months

Fundamentals of Computer

- Concept of Accountancy
- Fundamental of Accounts
- Financial Accounting
- Tally ERP-9
- Course Fees : 3,000

Diploma in Financial Accounting System (DFAS)

Duration : 12 months

The course is divided into two semesters of 6 months each.

- Concept of Computer
- Computer Fundamentals
- MS-Office (Word, Excel, PowerPoint)
- MS Excel Special Project
- Concept of Accountancy
- Fundamental of Accounts
- Financial Accounting
- Tally 9.0 with VAT and TAX
- **Course Fees :** 3,000 + 3,000 = 6,000

Advanced Diploma in Financial Accounting System (ADFAS)

Duration : 6 months after DFAS. (Career Course)

This course is an extension to the One Year DFAS Course & only the students passing out of **DFAS** from Youth Computer Training Centres may apply for this course.

rd 3 Semester

Manufacturing Payroll System Taxation Software TDS & e-return preparation Software Advanced Financial Management with FA packages Share Trading Software

Total Fees : 3,000 + 3,000 + 3,000 = 9,000

Courses offered at this institute

Certificate in Desk Top Publishing (CDTP)

Duration 6 months

Fundamentals of Computer Operating System - Windows Vista Ws-Word Adobe PageMaker CorelDRAW Use of Bengal fonts in Publications **Course Fees :** 2,000

Diploma in Desk Top Publishing (DDTP)

Duration : 12 months

The course is divided into two semesters of 6 months each. The course content, fees & others for the

st 1 semester is same as CDTP.

nd 2 Semester :

Scanning & Editing Images of Publications. Adobe Photoshop. Freehand Flash, Handling Scanner & Digital Camera Internet & E-Mail **Total Fees :** 2,000 + 3,000 = 5,000

Advanced Diploma in Desk Top Publishing (ADDTP)

Duration : 6 months after DDTP.

This course is an extension to the One Year **DDTP** Course & only the students passing out of **DDTP** from Youth Computer Training Centres may apply for this course.

rd 3 Semester :

Adobe ILLustrator

Adobe Indesign

Basic of web designing with Flash / Dreamweaver or Adobe Premiere

Total Fees : ` 2,000 + ` 3,000 + ` 5,000 = ` 10,000

Courses offered at this institute

Certificate in Basic Multimedia (CBM

Duration : 6 months

Creating Illustrations with Abobe Illustrator C32, CorelDraw X3 Imaging with Adobe Photoshop 2D Animation with Flash Authoring with Adobe Director Sound Editing with Sound Forge **Course Fees :** 6000

Diploma in Multimedia, Animation & Video Editing (DMAVE)

Duration : 1 Year st The course is divided into two semesters of 6 months each. The course content, fees & others for the 1 semester is same as CBM. nd 2 Semester : Video Composition & Editing with Adobe Aftereffects Deek-Link Card with Adobe Premiere Pro 3D Animation with Autodesk 3D Max Autodesk Maya Course Fees : `15,000

Certificate in Web Designing (CWD)

Duration : 6 months

Concepts on Internet, Protocols, Browsers Domain names & registering domain names HTML, DHTML, XML, and Java Script Implementation using Dreamweaver Gif Animator, Cool 3D Project on Web Page Designing Available Web Hosting options **Course Fees :** ` 3,600

Certificate in Client Server Technology (CCST)

Duration : 6 months

Windows NT SQL Server ORACLE Real life Project on ORACLE **Course Fees :** ` 5,000

Courses offered at this institute

Certificate in Computer Aided Designing (CCAD)

Duration : 6 months

Fundamentals of Computer Operating System - Windows Vista / XP Ms-Word AUTOCAD, Autolips Internet & E-Mail **Course Fees :** 2,800

Certificate in Computer Hardware Maintenance (CCHM)

Duration : 6 months Basic Electronics Digital Electronics Basic Hardware Theory Contruction & Functioning of Different Personal Computer Parts (Monitor Motherboard, Hard disk, CD-ROM etc Software Instillation Troubleshooting Course Fees : ` 2,800

Diploma in Computer Hardware Maintenance (DCHM)

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PROFESSIONAL COURSES COURSES

PROFESSIONAL COURSE IN SPOKEN ENGLISH

With Communications of the second **Duration : 6 months** Basic knowledge about English language Skill development on English language Basic Grammar and vocabulary test Writing skill develop accessing your knowledge with daily activities Course Fees : 2,000 **Duration : 12 months** Revise your knowledge Skill development on English language More Grammar and vocabulary test accessing your knowledge with daily activities Writing skill develop Skill test Practice with our eminent client Course Fees : ` 5,000

TYPING TEST

Duration : 6 months Course Fees : 2,000 **Duration : 12 months** Course Fees: `4,000

LAND SURVEIOR

Duration : 6 months Course Fees : `5,000

BEAUTICIAN

Duration : 6 months Course Fees : ` 5,000

TAILORING

Duration : 6 months Course Fees : 5.000

RING MOBI

Duration: 6 months Course Fees * 5,000

Y CHILD CARE EDUCATION

tion : 12 months **urse Fees :** ` 15,000

LATERAL ENTRY PROCEDURE

If any existing student is willing to take admission in CFAS or CDTP after successful completion of CITA or equivalent, they have to pay only ` 1,200 as Course Fees instead of ` 2,000 for remaining modules, common modules between the Courses will not be repeated. The same procedure will also be followed for the following Courses :

1. The students have to be very punctual in attending theory & practical classes.

2. To be able for appearing in the examinations, a student must have attended at least 75% of the classes of that module. Students have to obtain at least 40% average marks in the aggregate in all the modular examinations to be eligible for a certificate.

3. The students must come to the institute with proper Identity Cards. Student coming without proper Identity may not be permitted to enter the institute.

4. The students applying for admission must read the prospectus carefully & convince himself that he qualities for the training. In case, if in any part of the admission process or after the commencement of classes he is found to be ineligible, he may be expelled from the institute & no refund will be given in that case.

5. Students applying for the One year Diploma Course will not be allowed to shorten his course to the six-months certificate course.

LAB Facilities :

The labs are well designed to provide a congenial environment for learning. The labs are equipped with a range of State-of-the-art Computers. The computers are interconnected through Local Area Network (LAN).

FACULTY :

Our expert & experienced faculties are drawn from the industry. They are young & friendly and the students can expect to benefit from their focus on relating theoretical issues to their business applications.

STUDY MATERIALS :

The students are given exhaustive study materials which are designed to benefit the students not only during the course but also as a reference tool in their future career.

STUDENTS FEEDBACK :

Feedback sheets are circulated to the participating students after the end of each topic, providing an opportunity for the students to comment on the teaching or the contents of that topic.

EXAMINATION / EVALUATION PROCESS:

After the end of each topic a theoretical & a phactical exam is held on each subject. Judging by the performances of these examinations the final grades are awarded at the end of the course.

FINAL CITATION / CERTIFICATE

A certificate will be issued on successful completion of training.