



# BANKURA UNIVERSITY

(West Bengal Act XIX of 2013- Bankura University Act, 2013)

Main Campus, P.O.: Purandarpur, Dist.: Bankura,

Pin- 722155, West Bengal

**Office of the Development Officer**

Memo no: BKU/DO/DV/60/2023

Date: 07.06.2023

## Notification

**Sub: Online registration and Submission of necessary information of the intended students from Bankura University and its affiliated colleges for the training programs CEDL (CERTIFICATE IN ENGLISH COMMUNICATION AND DIGITAL LITERACY) for jobs conducted by Anudip Foundation (City Bank Project) collaborating with Bankura University.**

As directed, this is to inform you that the intended students from Bankura University and its affiliated colleges who want to participate for the training programs CEDL (CERTIFICATE IN ENGLISH COMMUNICATION AND DIGITAL LITERACY) for jobs conducted by Anudip Foundation (City Bank Project) collaborating with Bankura University may submit the necessary information as per the enclosed formats and fill up the registration form as directed in the letter section of the notice within 28.06.2023

The intended university students are requested to do the online registration & submit their information to the HoDs/ TiCs/ OiCs of their respective departments of Bankura University. The intended students from the affiliated colleges are requested to do the online registration & submit their information to the Principal of the college, HoDs/ TiCs/ OiCs of their respective departments or Coordinator of Training and Placement Cell of their college. Students may confirm the point of submission of information from his/ her college.

The Coordinator of Training and Placement Cell of the affiliated colleges are requested to issue a notice to intimate the students regarding point of submission of the information of the intended students as per the enclosed format. They are also requested to circulate this notice among all the students of his/her college.

All the HoDs/ TiCs/ OiCs of university academic departments of Bankura University and all the Coordinator of the Training and Placement Cell of the affiliated colleges of Bankura University are requested to send the soft copy of the separate lists of intended students as per the enclosed formats who wish to get the training conducted by Anudip Foundation (City Bank Project) to the dooffice@bankurauniv.ac.in within 28.06.2023.

**The necessary information relating to the training programs are as follows**

- Age of student - 18 to 30
- Education Background – Passed out / Master/ Graduate or final year pursuing UG/ PG students (all streams)
- Candidates with Smart phone and internet connectivity
- **Post training we will provide the placement assistance to all the qualified candidates.**

- Maintaining 75% attendance (Offline/Online) for all students for qualifying for the final assessments.
- Course name-CEDL (Certificate in English communication and Digital Literacy)
  - ❖ Digital Literacy
    1. Fundamental of computers
    2. Basic excel and advanced excel
    3. Microsoft word
    4. Internet
  - ❖ Communication Skill
    1. Communication skill development process
    2. Use Enguru app through Anudip id password
    3. Student self-learning part through Excellus
- Courses Fees and Payment Modes- NIL
- Class will be of 65 hours where 2 hours class will be taken in each day with flexible schedule which does not affect the regular class schedule of the present program carried out by the student.
- Documents required for registration- 1.Adhar Card, 2. Student Photo, 3. Madhaymik Admit, 4. Graduation Mark sheet
- After the end of registration process, a Whatsapp Group Joining Link will be sent to everybody through mail. All the information relating training will be provided through the Whatsapp Group.
- Bankura University will conduct a seminar regarding the same. Students who will unable to upload documents, they may submit their documents on that day. Date and Time of the Seminar will be shared in the Whatsapp Group.
- Students may attend the classes through online or offline mode. If they want to attend the class through offline, they must come to the main campus of the university otherwise they attend the class through Google meet. Overall (both offline & online) 75% attendance must be required.
- Registration Link : <https://anudip.bankurauniversity.registrationfees.in/index.php>

All the Principals/ TiCs/ OiCs, all the Coordinator, Training and Placement Cell of the affiliated Colleges and all the HoDs/ TiCs/ OiCs of university departments, Bankura University are requested to share the information among their students.

Sd/-

Dr. Ramkrishna Das  
Development Officer  
Bankura University

Copy to:

- The Honorable Vice Chancellor, Bankura University
- The Registrar, Bankura University
- The Dean, Bankura University
- The Inspector of Colleges, Bankura University
- All the Principals/ TiCs/ OiCs of the affiliated Colleges, Bankura University
- All the HoDs/ TiCs/ OiCs of university departments, Bankura University
- All the members of Career Counselling Cell, Bankura University
- All the Coordinator, Training and Placement Cell of the affiliated Colleges, Bankura University
- The System Administrator, Bankura University with a request to upload the notice on University website

Sd/-

Dr. Ramkrishna Das  
Development Officer  
Bankura University

UID of the Student	Name of the Student	University/ College Name	Subject	Name of the Degree UG/PG	Present Semester/ Passed out	Email Id of the Student	Whatsapp Number of the Student