

## Registration open for FREE Course for SC/ST/EWS(Woman) of Udham Singh Nagar District

Course Name	<b>Advance Diploma in Computer Application Accounting and Publishing (ADCAAP)</b>
NSQF Level	Level 4
Target Group	<b>Only for SC/ST and EWS (Woman) Youth of Udham Singh Nagar District</b>
Project/Scheme & Sponsoring Ministry	<b>“Skill Development of youths in Aspirational Districts in area of IECT leading to enhancement in Employability”</b> sponsored by: Ministry of Electronics & Information Technology, Government of India
Duration (in Hrs)	200 (Theory: 80 Hrs, Practical: 120 Hrs)
Eligibility	10+2 with knowledge of basic computer and Internet Concepts
Fee	<b>NIL</b>
Batch Size	30 Seats [ SC : 12, ST : 12, EWS (Woman) : 6 ]
Course Contents	- Understanding computer fundamentals and office automation software - Introduction to Financial Accounting - Preparation of Account Books using Accounting Packages - Working with Desktop Publishing Softwares
Job Prospects/Job Roles	Office Assistant, Technical Assistant, Account Assistant, Desktop Publisher
Course Start Date	01-Sep-2021 (tentative)
<b>Last Date for Submitting Application</b>	<b>18-Aug-2021</b>
Application Form Download Link	<a href="http://nielit.gov.in/haridwar/content/asp-districts">http://nielit.gov.in/haridwar/content/asp-districts</a>
Documents Required (Self-attested copies)	- High School (10) Certificate & Marksheet - Intermediate (10+2) Certificate & Marksheet - Caste Certificate - <i>for SC/ST candidates</i> OR EWS Certificate - <i>for EWS(Woman) candidates</i> - ID Proof - Address Proof (in support of domicile of Haridwar District), any one out of following: - Voter-ID Card/Ration Card/Aadhaar Card - Electricity/Water/Landline Telephone Bill - Job card issued by MGNREGA - Passbook of Public Sector Bank - Letter issued by Gazetted officer with duly attested photographs - Driving License issued by Haridwar RTO - Property of Municipal tax receipt, Proof of Gas Connection - Residential/Caste Certificate issued by District authorities OR Domicile Certificate
Filled application forms to be sent/submitted to	College of Information Technology and Management, <b>Training Partner</b> (Aspirational District Project) B-53, New Avas Vikas, Kashipur, U.S. Nagar, Uttarakhand – 244713 <b>Contact Person (TP)</b> : Shri Puneet Rastogi, Phone: 8126381577, Email: <a href="mailto:citmkspp@gmail.com">citmkspp@gmail.com</a>
Nodal Officer	Shri Sanyam Rathor, Email: <a href="mailto:sanyam.rathor@nielit.gov.in">sanyam.rathor@nielit.gov.in</a>
Phone Nos. for enquiry	01334-235617,235054, 9368349990 (WhatsApp)

**NOTE:** Classes will be conducted in online mode till regular classes resume at campus.