



D.A.V. COLLEGE, JALANDHAR



VALUE ADDED- SKILL BASED & MICROSOFT COURSES

(Under the aegis of Training & Placement Cell)

Application Form

Affix your latest
passport size
photo

Admission Form No. _____

Session 2026-27

1. Name of the Course opted _____
(Detail of courses on backside of the form)

2. Name _____
(in Block Letters)
(The name written should be the same as entered in the Matriculation Certificate)

3. Father's Name _____

4. Mother's Name _____

5. Class, Section & Roll No. (In case currently studying in DAV College, Jalandhar)

Class _____ Roll No. _____ Section _____

6. Name of the School/College if studying in another school/college _____

7. Date of Birth (as given in Matriculation Certificate) _____

8. Lower examination passed _____

9. Address For Correspondence _____

10. Mobile Number _____ 11. Email ID _____

(Signature of the Candidate) _____

FOR OFFICE USE:

Fee Paid: Rs. _____ Receipt No. _____ Dt: _____ Sign: _____

Subject Co-Ordinator
(Value Added Course)

Co-Ordinator
(Microsoft & Value Added Courses)
m.n. 7888772721

Principal

Microsoft Certified Courses (2026-27) w.e.f May 1, 2026

Sr no	Name of the Course	Department	Course Fees	Mode of teaching	Duration
1.	Introduction to Cloud Infrastructure	Microsoft Courses	3500	Online (self paced mode)	One year
2.	Introduction to AI in Azure	Microsoft Courses	3500	Online (self paced mode)	One year
3.	Introduction to Finance in Dynamics 365	Microsoft Courses	3500	Online (self paced mode)	One year
4.	Introduction to Service in Dynamics 365	Microsoft Courses	3500	Online (self paced mode)	One year
5.	Transform Business workflow with generative AI	Microsoft Courses	3500	Online (self paced mode)	One year

Documents Required: DMC and Certificate copy of the lower examination passed (if issued) and passport size photograph.

Notes: All requirements are subject to conditions of Microsoft Company as mentioned separately.

Value Added- Skill based Short Duration Courses (2026-27)

Sr no	Name of the Course	Department	Course Fees	Mode of teaching	Duration
6.	Computerised Accounting (Catpro & Tally)	Commerce	3000/-	offline	30 hours
7.	Artificial Intelligence and Machine Learning	Computer Science	3000/-	offline	30 hours
8.	Quantitative Aptitude and Reasoning	Mathematics	3000/-	offline	30 hours
9.	Nail Art and Make Up Learning	Multidisciplinary	3000/-	offline	30 hours
10.	Digital Marketing (introduced from current session)	New Course	3000/-	offline	30 hours

Documents Required: DMC and Certificate copy of the lower examination passed (if issued) and passport size photograph.

NOTE: The courses of Herbal Cosmetology, Fine Arts (Drawing & Painting), Spoken English, Modern Bakery Technology, Yoga & Yogic Diet (Ashtanga Yoga) will be available subject to demand & minimum number of students.

Notes:

1. All the Courses are 30 hours in duration.
2. A maximum Practical approach will be followed in all the Courses.
3. At the end of the Course, a written exam (including practical) of three hours duration will be conducted.
4. Certificate of the Course will be awarded subject to successful completion of the course.
5. A student may opt for more than one Course subject to the availability of a time slot for the same.
6. Timings of the Course: Flexible

STEPS FOR ADMISSION

1. Collect the form from Mr Surjeet in counselling cell or Mr. Sanjay in the Computer Science Department (lab no 8) or from the respective department. Fill it, paste the photo and attach the latest DMC of the lower exam passed. Get it signed from the Principal office.

2. Submit the form to the Accounts office with the requisite Fee for the full Course. Get the receipt for the same. The issue of receipt is confirmation of admission.

Contact for details: (forms also available with these contact persons)	
Dr Manav Aggarwal (Coordinator, Value Added Courses)	7888772721
Dr Nischay Bahl (Head, Computer Science)	9914024722
Mr Surjeet (for technical support)	7837677227
Mr Sanjay (for technical support)	9781818866