



Pravara Medical Trust's  
**ARTS, COMMERCE AND SCIENCE COLLEGE, SHEVGAON**

Ayurved College Campus, Shevgaon, Tal. Shevgaon, Dist.- Ahmednagar 414502 (MS), India

■ Code : 1481

■ PU/AN/SCI/136/2013

■ Email : pmt.acsc@gmail.com

Outward No.:

Date: 20/12/2023

**SDC/Circular/06/2023-24**  
**Inviting Proposals for Certificate Courses**

With the above mentioned subject, it is to inform that as per guidelines received from Internal Quality Assurance Cell, Skill Development Centre of our college has decided to introduce various Skill Oriented Certificate Courses in the college from the academic year 2023-24. Therefore, departments who would like to run a Certificate Courses for the Second semester of the Academic Year 2023-24 should submit their detail proposal as per following guidelines by 05/01/2024.

❖ **Guidelines for proposal:**

1) **Covering Letter**

2) **Proposed Course Details:**

- I) Introduction
- II) Objectives
- III) Intake
- IV) Eligibility
- V) Structure
- VI) Justification regarding how this course is in the line of existing curriculum?
- VII) How this course will help students to enrich knowledge and thereby employability.
- VIII) Expected outcomes
- IX) Expenditure incurred

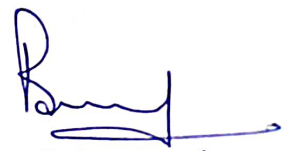
❖ **Sanctioned procedure:**

- 1) Submission of detailed proposal
- 2) Coordinators of individual courses shall give presentation before committee and final approval.

  
**Coordinator**

Skill Development Centre  
PMT's ACSC, Shevgaon

  
**IQAC**  
**PMT's ACSC**  
**Shevgaon**

  
**Principal**  
**Arts, Comm. & Sci. College**  
**Shevgaon, Dist Ahmednagar**