



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: 16 /12/2024

**SDC/Circular/08/2024-25**  
**Inviting Proposals for Certificate Courses**

With the above mentioned subject, it is to inform that Skill Development Centre of our college has decided to introduce Skill Oriented Certificate Courses in the college for the academic year 2024-25. Therefore, departments who would like to run a Certificate Courses for the second semester of the Academic Year 2024-25 should submit their detail proposal as per following guidelines by 23/12/2024.


❖ **Guidelines for submission of proposal:**


- 1) **Covering Letter**
- 2) **Detail Proposal;**
  - I) Introduction
  - II) Course Objectives and Outcomes
  - III) Course Structure (i.e. Eligibility, Intake, Exam etc.)
  - IV) Justification regarding how this course is in the line of existing curriculum?
  - V) How this course will help students to enrich knowledge and thereby employability?
  - VI) Expenditure incurred

❖ **Sanctioned procedure:**

- 1) Submission of detailed proposal
- 2) Presentation of the individual coordinators of courses before committee.
- 3) Final approval

  
**Coordinator**  
Skill Development Centre  
PMT's ACSC, Shevgaon

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

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