

**Vidya Bharati Mahavidyalaya, Amravati**

**Certificate Course in Preparation of Competitive Examinations  
Admissions are open for Certificate Course in Preparation of Competitive  
Examinations.**

**Competitive Examination Cell :- 2019-20**

**Preface:**

Competitive examinations are considered as an integral part for entry into elite institutions to get an admission. These are also conducted for selecting a person for a job. After completion of graduation students either go for post-graduation or for seeking the appropriate job. However, most of the time, in both the cases, they have to face competitive examinations if they search for good opportunity. For that most of the students start their studies after completion of their graduation. However, it will be better if they start the preparation for competitive examination during the period of graduation. It will save the very precious period of their career. Moreover, to prepare yourself for the competition through competitive examination, you are required to take initial steps at a very early age. Students, irrespective of their career interest, should start appearing in various national and international-level competitive exams.

Of course they need proper guidance for it. Therefore, along with the graduation if they get an opportunity to seek admission to the short term **Certificate Course in Preparation of Competitive Examinations**, it will be benefitted them a lot. In the view of this the present course is designed.

**Course Aims & Objectives :-**

- Students will be able to face the various Competitive Examinations conducted by various agencies.
- The students will be familiar with the nature of syllabi, structure of the examinations.
- How to face Personal Interview.
- Distribution of marks and its weightage.

**Name of the Course** :Certificate Course in Preparation of Competitive Examinations

**Duration of Course** :30 Hours

**Course Co-ordinator:** Dr. Minal Kherde

**Intake Capacity** :40 Students / Batch

**Eligibility** :HSSC passed and admitted to the college

**Course Commencement:**This course shall be conducted twice in each academic year.

**Course Outline:**

**Certificate Course in Preparing for Competitive Examination**

**Course Content**

**Module 1: Introduction of Competitive Examinations**

1. Commissions : UPSC, MPSC, SSC, IBPS, RRB etc
2. UPSC Examinations : Civil Service, Indian Forest Service, Indian Economic Service, Indian Statistical Service, Engineering Service, National Defence Academy and Naval Academy Examination, Combined Medical Service, Combined Defence Service, etc.
3. Civil Service Examinations : IAS, IPS, Indian Foreign Service, Indian Revenue Service, Indian Postal Service, Indian Audit and Account Service, Indian Railway Traffic Service, Indian Railway Account Service, Indian Railway Personal Service, Indian Trade Service, etc.
4. MPSC Examinations : State Service Examination, Maharashtra Secondary Service Group B Non Gazetted (STI, PSI, ASO), Maharashtra Forest Service, Maharashtra Engineering Service, Maharashtra Agriculture Service, etc.
5. Examinations Schemes

**Module 2: General Knowledge**

1. Current Events
2. History of Indian
3. Indian Polity and Governance
4. Economic and Social Development
5. General Science

**Module 3: Grammar (Marathi and English), Communication Skill and Skills Test**

1. Grammar and Comprehension
2. Essay writing, Precis Writing, Translation
3. Interpersonal skills
4. Test of Reasoning
5. Quantitative Aptitude

**Module 4: Interview Technique and Mock Tests**

1. Personality Development
2. Interview Techniques
3. Test on General Knowledge
4. Test on Grammar
5. Test on Reasoning and Quantitative Aptitude

### Scheme of Examination

- There shall be a Theory paper of 100 marks
- The passing percentage shall be of 50%. (Pattern of question paper and distribution of marks)
- The theory paper shall be of 90 minutes duration
- Question shall be of Multiple Choice pattern
- Total questions shall be 100 in number
- All questions carry equal marks

### Workload Distribution :

Sr. No.	Name of Faculty Members	No. of Lectures
1	Dr.M.M.Kherde	5
2	Dr.T.S.Wasnik	2
3	Mr.V.P.Shekokar	5
4	Dr.G.D.Bansod	5
5	Dr. P. P. Khade	2
6	Dr.PratikUpase	2
7	Dr.C.N.Deshmukh	4
8	Dr.PankajWaghmare	3
9	Dr.D.S.Rangacharya	2



**Dr.Minal Kherde**

Coordinator

Competitive Examination Cell