



Government Degree College, Paderu
Affiliated to Andhra University
(Upgraded to Model Degree College under RUSA 2.0)
VISAKHAPATNAN -District, AP.



Est:1985 NAAC "C" Grade phone no: 08935 250013 Email.ID :Paderu.jkc@gmail.com.

Proposal for Certificate Course in Speaking Skills in Hindi

Academic year 2021-2022

From
The Course Coordinators
Dept of Hindi
Govt Degree College
Paderu

To
The Principal
Govt Degree College
Paderu

Sir,
Sub: Proposal for starting Certificate Course in Speaking Skills in Hindi to B.A., B.Sc., B.Com. Students of our college-Request regarding.

Our department of Hindi is planning to start a certificate course in 'Speaking Skills in Hindi' to the students of all groups choosing 40 among them. This course can enhance the skills of communication, personality development and disciplinary attitude of a student at professional areas. It also makes the students self-employable and entrepreneurs.


In this regard we humbly request your esteemed self to conduct staff council meeting for discussing the syllabus and course out comes.

Thanking you sir,

Name of the Certificate Program: **Speaking Skills in Hindi**
Course Coordinator : U.Varija


Course Coordinator


IQAC Coordinator


Principal
Govt. Degree College
PADERU 534 024
Alluri Sitharama Raju-Dist.





DEPARTMENT OF HINDI

**Detailed Objectives of Certificate Course in Speaking Skills in Hindi
for a II B.A./B.Sc./B.Com.,**

Title	: Speaking Skills in Hindi
Eligibility	: all Under Graduate students of our college
Duration	: 30 days/1 hr daily
Syllabus	: as given below
System of Assessment	: internal
Introduction	:

Certificate Course in Speaking Skills in Hindi : What is it all about?


Certificate Course in Speaking Skills in Hindi is the Advanced Level Hindi Programme with an interactive approach. This program concentrates on Application of Hindi in major areas - Media, Business, Translation, Creative writing, Advertising, Film, Sports and Entertainment, basic language skill - LSRW (Listening, Speaking, Reading and Writing), Fostering human values through exposure to major works of literature in Hindi had stimulating self-exploration and self-expression, Moulding a generation of techno-savvy student competent in tapping ICT for generation of knowledge, Providing support for IELTS, TO EFL and other international language testing system.

Objectives:

- Certificate Course in Speaking Skills in Hindi has been designed for candidates keeping in view the role of Hindi as a major language of international communication in world wide.
- The program in tends to build in student's Speaking Skills through advance study and knowledge of general topics such as Critical Reasoning, Writing & Presentation, Communication Skills in Hindi, Methodology- Humanities, Reading Literature in Hindi, Translation and Communication in Other Languages, Literature in Other Languages, History & Philosophy of Science and Introduction to Linguistics, English language Teaching etc.
- This Certificate Course in Functional Skills in Hindi helps the candidates to go for different English language related works. One can opt for higher study programs in related subjects likewise Masters' degree and after that for research studies.


Course Coordinator


IQAC Coordinator


Principal
Principal
Govt. Degree College
PADERU-531024
Alluri Sitabarama Rajist. Dist.





DEPARTMENT OF HINDI

Detailed Syllabus of 'Certificate Course in Speaking Skills in Hindi' for all
B.A./B.Sc./B.Com.,

Syllabus

Unit I : Developing Conversational Ability

- Greetings and Introduction
- Participating in small talks –At the office, at the railway station, At the airport, At the travelagency, At the bank, At the doctor's clinic, At the hospital.
- Talking on the telephone.

Unit II : Functional Reading

- Reading official Letters and Profiles
- Reading News Reports/Newspapers
- Reading Online Content
- Reading Comprehension, Description and Narration (Objects Places and People)

Unit III : Media


- Role playing/Enactment e.g. Doctor- Patient
- Picture description E.g. framing story based on picture/visual
- Field visit :Visit to Print Media
- Mock TV News Reading

Unit IV : Developing Conversational Ability

- Formal Interviews
- Making enquiries
- Making requests and seeking permissions
- Expressing gratitude and apologizing
- Complaining


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IQAC Coordinator


Principal
Principal
Government Degree College
Vidyanagar, Paderu-531024
Alltharam, Rayachoti Dist.





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DEPARTMENT OF HINDI

Course outcomes

This program benefits participants in the following ways :

- 1 Enables them to develop a natural and accurate style of Hindi pronunciation.
- 2 Enhances their abilities to read, write, speak and comprehend the Hindi language.
- 3 Equips participants to exchange ideas and opinions, express emotions, and presenting formation.
- 4 Gain the relevant language skills for success in future courses
- 5 The participants will work with highly qualified teaching staff who have broad teaching experience
- 6 Discuss and respond to content of a reading or listening passage
- 7 Use communication strategies to participate in group and class discussions
- 8 select, compile, and synthesize information for an oral presentation
- 9 use search tools to locate appropriate sources
- 10 evaluate and select sources for relevance
- 11 paraphrase and citeources
- 12 use vocabulary appropriately
- 13 use grammatical structures appropriately
- 14 deliver an effective oral presentation
- 15 present information using digital tools


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DEPARTMENT OF HINDI

Minutes of the Meeting

The following are the minutes of the meeting is held on 14.10.2021 for starting a certificate course in 'Speaking Skills in Hindi' B.A, B.COM ,B.SC students for the academic year 2021-2022. The following minutes have been discussed and resolved unanimously.

1. It is proposed to start a certificate course in 'Speaking Skills in Hindi' for the students of B. A, B.COM, B.Sc during the academic year 2021-2022.
2. It is proposed to endorse Smt. U.Varija as course coordinators.
3. It is suggested to the coordinator to enrol maximum number of students for the certificate course.
4. It is also discussed to use Virtual classroom and other equipment to teach in an easy way.
5. It is also discussed how we can motivate the students towards the course.

Members of the committee during minutes

1. Dr. T. N. Raoob (Telugu)
2. Mr. Aswini Reddy (English)
- 3.
4. U. Varija


Course Coordinator


IQAC Coordinator


Principal

Principal
Govt. Degree College
PADERU-532024
A/N/Sitharama Bja Dist.





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DEPARTMENT OF HINDI

Date: 20.10.2021

CIRCULAR

Sub: Certificate Program for the academic year 2021-2022

The Department of Hindi is planned to conduct the certificate program for BA, B.COM, B.Sc students. The certificate course which are designed and offered by our department for the benefit of the students. Course will be conducted at free of cost and based on the performance of the participated students, the merit certificate will be issued after the successful completion of the course. Students those who are willing to attend the certificate course can enrol their names to the course coordinator.

Name of the certificate Program : Speaking Skills in Hindi
Course Coordinator : U. Varija

Commencement of the course from 25.10.2021 to 30.11.2021
Time : 4.00 pm to 5.00 pm


Course Coordinator


IQAC Coordinator


Principal

Principal
Govt. Degree College
PADERU 534 024
Atluri Sitharama Raju-Dist.



16-11-202216-11-2022



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ADD ON COURSE 2021-22

Department of Hindi

TOPIC – Speaking Skills in Hindi

Mentor :U.Varija

Group: All Groups

Sl. No	Hall Ticket No.	Name of the Student	Group & Yeae	Remarks
1.	119125301001	ARLABU VIKRANTH	III B.A. HEP	
2.	119125301002	ATHAVA BHASKARA RAO	III B.A. HEP	
3.	119125301003	BADNAINI MADHAVI	III B.A. HEP	
4.	119125301004	BAKURU PADMA	III B.A. HEP	
5.	119125301005	BAKURU SOMESH KUMAR RAJU	III B.A. HEP	
6.	119125301107	BASUDORA SANJEEV KUMAR	III B.A. Spl Telegu	
7.	119125301108	GADDALA NAGA MAHESWARI	III B.A. Spl Telegu	
8.	119125301109	GOLLURU SANDHYA RANI	III B.A. Spl Telegu	
9.	119125301110	GUBARI BHUSHANAM	III B.A. Spl Telegu	
10	119125301111	GUJELI RANJITH KUMAR	III B.A. Spl Telegu	
11	119125301112	GULLELI SARITHA	III B.A. Spl Telegu	
12	119125301072	BADNAINI MOUNIKA	III B.A. Spl English	
13	119125301073	BAKURU PAVANKALYAN RAJU	III B.A. Spl English	
14	119125301074	BAKURU SANTHI KUMARI	III B.A. Spl English	
15	119125301075	DEESARI NAGASREE	III B.A. Spl English	
16	119125301076	GEMMELI BHARATHI	III B.A. Spl English	
17	119125301077	GOLLORI POORNA CHANDRA MOHAN	III B.A. Spl English	
18	120125301001	ADIKATIYA ANKITHA	II B.A. HEP	
19	120125301002	ALLANGI MAHESH BABU	II B.A. HEP	
20	120125301004	BADAM MAHESH	II B.A. HEP	
21	120125301005	BADNAINI SANDHYA	II B.A. HEP	
22	120125301006	BISSOYI KAMARAJU	II B.A. HEP	
23	120125301109	ARISELA JANAKI RAM	II B.A. Spl Telegu	
24	120125301110	ARLABU VARALAKSHMI	II B.A. Spl Telegu	
25	120125301111	DOKULU SUMITHRA	II B.A. Spl Telegu	
26	120125301112	DUSURU LAKSHMI	II B.A. Spl Telegu	
27	120125301113	JANNI RANJITHA	II B.A. Spl Telegu	
28	120125301073	BAKURU DURGA SRI	II B.A. Spl English	
29	120125301074	BISINGI SANTHOSH KUMAR	II B.A. Spl English	
30	120125301075	BONDA SAI KUMAR	II B.A. Spl English	

31

120125301076

BOYINII ANJALI

II B.A. Spl English



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32	120125301077	BUTARI VENKATA RAO	II B.A. Spl English
33.	120125403006	GUTHI SAI KUMAR	II B. Com (Gen)
34.	120125403007	HANUMANTHA GURUNADH	II B. Com (Gen)
35.	120125403008	JARSINGI SANTHOSH	II B. Com (Gen)
36.	120125403010	KILLO CHANTI	II B. Com (Gen)
37.	120125403011	KILLO RAVI SANKAR	II B. Com (Gen)
38	120125404001	ARLABU SRI SAI LATHA	II B. Com (C.A.)
39	120125404002	BADNAINI ASWANTH	II B. Com (C.A.)
40.	120125404003	BARJA VARAPRASAD	II B. Com (C.A.)

V. Ch
Principal
Govt. Degree College
PADERU-531024
Alluri Sitharama Raju Dist.

U. Varija
Smt U.Varija

Lecture in Hindi



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DEPARTMENT OF HINDI

Name of the Certificate course : Speaking Skills in Hindi

Course Coordinator : U.Varija


Total Hours: 40 Hrs

Academic Year : 2021-22

S.No	Topic to be covered	Hour duration
Unit I	Developing Conversational Ability	2
Unit II	Functional Reading	10
Unit III	Media	08
Unit IV	Developing Conversational Ability	10


Course Coordinator


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DEPARTMENT OF HINDI

Day wise Topics

Sl.No.	Date	Topic
01	25.10.2021	अपना परिचय
02	26.10.2021	परिचय लिखित रूप में
03	27.10.2021	दिनचर्या
04	28.10.2021	लिखित दिनचर्या
05	29.10.2021	वार्तालाप हिन्दी में
06	30.10.2021	अध्यापक से वार्तालाप
07.	01.11.2021	पुस्तकालय की जानकारी
08	02.11.2021	पुस्तक चर्चा आपस में
09.	03.11.2021	अधिकारियों या बड़ों का भिवादन
10.	05.11.2021	स्वपरिचय प्रस्तुत करना
11.	06.11.2021	लिखित अभ्यास कराना
12.	08.11.2021	आपसी वार्तालाप का अभ्यास
13.	09.11.2021	नाटक का मंचन कराना
14.	10.11.2021	अनौपचारिक परिचय
15.	11.11.2021	लिखित अभ्यास कराना
16.	12.11.2021	दूरभाष पर वार्तालाप
17.	15.11.2021	श्रुतलेख का अभ्यास
18.	16.11.2021	दिनचर्या लेखन
19.	17.11.2021	मौखिक परिचय प्रस्तुत करना
20.	18.11.2021	दैनंदिनी डायरी विधि से परिचय कराना
21.	19.11.2021	चित्र वर्णन कराना
22.	20.11.2021	विषय चर्चा कराना



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23.	22.11.2021	अभिव्यक्तिकरण कराना
24.	23.11.2021	कहानी वाचन कराना
25.	24.11.2021	पुस्कालय का उपयोग बताना
26.	25.11.2021	आपसी चर्चा करवाना
27.	26.11.2021	सराश वाचन कराना
28.	27.11.2021	मौखिक अभिव्यक्तिकरण
29.	29.11.2021	लिखित अभ्यास कराना
30.	30.11.2021	अपने -अपने अनुभवों का प्रस्तुतिकरण


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Certificate program Assessment test

Academic year: 2021-2022

Name of the course : Speaking Skills in Hindi

date: 02.12.2021

Time : 1.00 hrs

Max.marks: 30

PART-A

- प्र.1 अपना पूरा परिचय दीजिए – मोखिक 2 अंक
प्र.2 अपनी दिनचर्या कर विस्तार से वर्णन कीजिए ? – मोखिक 3 अंक

PART-B

- प्र.3 हिन्दी में 10 साधारण वाक्य लिखिए ? 5 अंक
प्र.4 दूरभाष पर मित्र से वार्तालाप – शैक्षिक विषय पर । –लिखित 5 अंक
प्र.5 ग्रंथालय से पठित किसी एक कहानी का सारांश लिखिए ? 5 अंक

2/12/21
Dept of Hindi
Lect in Hindi



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DEPARTMENT OF HINDI

Test Analysis Report

Name of the course: Speaking Skills in Hindi

Name of the Course Coordinator: U.Varija

Academic Year: 2021-2022


The Department of Hindi offered Certificate course to students of all disciplines. We provided a syllabus to the students and covered the entire syllabus. The overall course duration was 35 hrs and the attendance of the students was recorded.

I confirmed that all the students for this certificate course actively attended and performed well. We conducted an exam and the eligible students received certificates.

No of Students Enrolled	-	40
No of Students Appeared	-	38
No of Students Absent	-	02
No of Certificates Issue	-	35


Course coordinator


IQAC Coordinator


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GOVERNMENT DEGREE COLLEGE, PADERU, VISAKHAPATNAM DIST -531024.

DEPARTMENT OF HINDI

ACADEMIC YEAR : 2021-22

COURSE NAME - SPEAKING SKILLS IN HINDI

Sl. NO.	NAME OF THE CANDIDATE		25/10	26/10	27/10	28/10	29/10	30/10	31/10	02/11	3/11	05/11	06/11	08/11	09/11	10/11	11/11	12/11	15/11	16/11	17/11	18/11	19/11	20/11	22/11	13/11	14/11	15/11	16/11	27/11	19/11	30/11	DAYS PRESENT
1	ARLABU VIKRANTH	III B.A. HEP	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
2	ATHAVA BHASKARA RAO	III B.A. HEP	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
3	BADNANI MADHAVI	III B.A. HEP	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
4	BAKURU PADMA	III B.A. HEP	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
5	BAKURU SOMESH KUMAR RAU	III B.A. HEP	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
6	BASUDOORA SANJEEV KUMAR	III B.A. Spl Telegu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
7	GADDALA NAGA MAHESWARI	III B.A. Spl Telegu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
8	GOLLURU SANDHYA RANI	III B.A. Spl Telegu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
9	GUBARI BHUSHANAM	III B.A. Spl Telegu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
10	GUJELI RANJITH KUMAR	III B.A. Spl Telegu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
11	GULELLI SARITHA	III B.A. Spl Telegu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
12	BADNANI MOUNIKA	III B.A. Spl English	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
13	BAKURU PAVANKALYAN RAU	III B.A. Spl English	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
14	BAKURU SANTHI KUMARI	III B.A. Spl English	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
15	DEESARI NAGASREE	III B.A. Spl English	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
16	GEMMELU BHARATHI	III B.A. Spl English	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
17	GOLLURI POORNA CHANDRA MOH	III B.A. Spl English	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
18	ADIKATYA ANKITHA	III B.A. HEP	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
19	ALLANGI MAHESH BABU	III B.A. HEP	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
20	BADAM MAHESH	III B.A. HEP	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
21	BADNANI SANDHYA	III B.A. HEP	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
22	BISSEYI KAMARAJU	III B.A. HEP	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
23	ARISELA JANAKI RAM	III B.A. Spl Telegu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
24	ARLABU VARALAKSHMI	III B.A. Spl Telegu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
25	DOKULU SUMATHRA	III B.A. Spl Telegu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
26	DUSURU LAKSHMI	III B.A. Spl Telegu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
27	JANNI RANJITHA	III B.A. Spl Telegu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
28	BAKURU DURGA SRI	III B.A. Spl English	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
29	BISINGI SANTHOSH KUMAR	III B.A. Spl English	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
30	BONDA SAI KUMAR	III B.A. Spl English	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
31	BOYINI ANJALI	III B.A. Spl English	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
32	BUTARI VENKATA RAO	III B.A. Spl English	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
33	GUTHI SAI KUMAR	III B. Com (Gen)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
34	HANUMANTHA GURUNADH	III B. Com (Gen)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
35	JASINGI SANTHOSH	III B. Com (Gen)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
36	KILLO CHANTI	III B. Com (Gen)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
37	KILLO RAVI SANKAR	III B. Com (Gen)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
38	ARLABU SRI SAI LATHA	III B. Com (C.A.)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
39	BADNANI ASWANTH	III B. Com (C.A.)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28
40	BARUA VARAPRASAD	III B. Com (C.A.)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	28

V. Principal
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 28/11
 U. Venkita
 Col. Head in Hindi



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VISAKHAPATNAM DISTRICT, AP-531024



Certificate of Completion

This is to certify that Mr./Mrs *Bakamma Padma* 119125301004
....., B.A./B.Com./B.Sc.

Completion of Add on Course in "Hindi – SPEAKING SKILLS IN HINDI" organized by
Department of HINDI for All groups B.A, B.com, B.Sc, the academic year 2021-22.

He/She are passed the course successfully in *A*... Grade

Course coordinator



V. V.
Principal
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PADERU-531024
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Certificate of Completion

This is to certify that Mr./Mrs. Sulbela Rajitha Kumari B.A./B.Com./B.Sc.

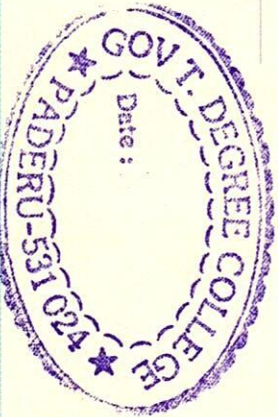
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