Career Planning Centre
Aligarh Muslim University

Admission Notice
Long Term Batch-2015

Career Planning Centre which is a unique entity provides various skill training courses along with the regular studies for the female bonafide students of A.M.U. These courses enable the students to gain skills in area of their interests and need of job for their independence.

Following courses are in the Centre:

1. M S Office
2. Tally
3. Web Designing and Publishing
4. Beauty Culture-I (Skin Care)
5. Beauty Culture-II (Hair Care)
6. Fashion Garments
7. Needle Work
8. Textile Designing
9. Interior Decoration
10. English Fluency Development Course
11. Typing
12. Short Hand

- **Admissions** are open from **1st August to 15th August 2015**
- **Forms** are available from the office of Career Planning Centre, between 9.00 AM to 1.00 PM by paying an amount of **Rs. 50/-**

| Fees of Computer courses (M S Office, Tally and W.D.P.) | Rs. 800/-
| Fees of other courses (B.C.-I, B.C.-II, F.G., E.F.D.C., Typing etc.) | 700/-

- Duration of Course is **6 months** (August to February).
- Classes will commence from **20th August to 20th February 2015**.
- Classes will be held 2 days in a week i.e. **Fridays and Saturdays**.
- Timing of the classes on Fridays **12.30 PM to 1.30 PM** and on Saturdays **2.15 PM to 4.00 PM**.

Prof. Sheila Shahab
Director