

SHIVAJI UNIVERSITY, KOLHAPUR
DEPARTMENT OF LIFELONG LEARNING & EXTENSION
&
JANATA SHIKSHAN SANSTHA'S
KISAN VEER MAHAVIDYALAYA, WAI

Department of English

Report

The Department of English introduced the Certificate Course PROFICIENCY IN THE USE OF ENGLISH offered by DEPARTMENT OF LIFELONG LEARNING & EXTENSION of Shivaji University, Kolhapur from the academic year 2019-2020. In all 30 students from Arts, Commerce and Science faculties were enrolled for this six-monthly course conducted from 1st August 2019 to 28 February 2020.

Dr. Sunil Sawant, Head, was the Coordinator for the year 2019-20. Dr. B. S. Magade, Mr. A. D. Sakat, Mr. J. B. Khot, Mrs. R. U. Makandar and Miss K. H. Jadhav engaged classes. 26 students out of 30 appeared for the examination. The course was conducted successfully.

Dr. Sunil Sawant
Head (English)



JANATA SHIKSHAN SHANSTHA'S
KISAN VEER MAHAVIDYALAYA, WAI

Department of English

In Collaboration With

SHIVAJI UNIVERSITY, KOLHAPUR
DEPARTMENT OF LIFELONG LEARNING & EXTENSION

Certificate Course in
PROFICIENCY IN THE USE OF ENGLISH
(Introduced since Academic Year 2019-20)

Duration: 06 Months
Fees: Rs. 1250/- only

Number of Papers: 03
(70 Marks + 30 Marks
for Each Paper)

Eligibility: HSC
Intake Capacity: Min 30 Max 40

Objectives:

1. Acquaintance with the usages of English
2. Acquaintance with basic communication
3. Developing competence in the expression in English
4. Developing overall proficiency in the use of English

Examination System:

- **Paper I – (Subjects: 1, 2, 3)**
70 Marks Theory + 30 Marks Workbook
- **Paper II – (Subjects: 4, 5, 6)**
70 Marks Theory + 30 Marks Group Discussion
- **Paper III – (Subjects: 7, 8, 9)**
70 Marks Theory + 30 Marks Group Discussion

Subjects:

1. Basic English Usage
2. General Vocabulary
3. Written Communication
4. Communication Functions
5. Spoken English for Communication
6. Business Communication
7. English for Computers
8. Reading Comprehension'
9. Personality Development

Medium of Course: ENGLISH

Contact:

- **Dr. Sunil Sawant**
(Head of Department)
Email ID: sawant.sunil50@yahoo.com
Cell No.: 9822409980
- **Dr. Balkrishna Magade**
(Course Coordinator)
Email ID: mbalkrishnan.wai@gmail.com
Cell No.: 9422604385

9. Proficiency in the Use of English

1. Aims And Objectives :-

- a) Acquaintance with the basic usages of English.
- b) Acquaintance with basic communication.
- c) Developing competence in the expression in English.
- d) Developing overall proficiency in the use of English.

2. Duration :- 6 Months (75 sessions , each of 120 minutes) Three days in a week.

3. Qualification :- H.S.C.

4. Intake Capacity :- Minimum 30 – Maximum 40

5. Course Fees :-

Admission - 25/-

Alumni - 25/-

Tuition - 1000/-

Examination - 200/-

Material - Will be intimated in due course of time.

6. Subjects

1. Basic English Usage
2. General Vocabulary
3. Written Communication
4. Communication Functions
5. Spoken English for Communication
6. Business Communication
7. English for Computers
8. Reading Comprehension
9. Personality Development

7. Syllabus of the Course

Paper – I subjects

1. Basic English Usage

2. General Vocabulary

3. Written Communication

Basic English Usage :

1. (1) Types of Sentences (2) Correct Usages

General Vocabulary :

2. (1) Word Formation (2) Synonyms – Antonyms

(3) Abbreviations (4) Foreign Words & Phrases

3. **Written Communication :**

(1) Letter Writing , Direct , Indirect , Narration Precise writing, Punctuation.

Paper – II subjects

4. Communication Functions.

5. Spoken English For Communication.

6. Business Communication.

4. **Communication Functions :**

1. Persuading, Demanding, Convincing, Complaining, Introducing, Greeting, Thanking, Apologizing, Requesting, Inviting, Ordering, Warning, Suggesting, Threatening and Instructing.

2. Possibility, & Ability, Prediction & Probability, Linking, & Dislinking, Permission, Obligation, Approval & Exclamation.

3. Clarification, Condolences, Enquiry, Responding, Promises, Farewell, Good Wishes, Congratulations, Intention, Insistence,

Wish Willingness & Advice.

4. Giving Excuses , Praying , Complimenting.

5. **Spoken English For Communication.**

1. Accent , Stress (Primary) , Pitch , Intonation , Patterns (Falling & Rising) , Rhythm.

2. Telephone Conversation , Narrating a story or an event, Debating , Group discussion , Public speech. (Prepared / Extempore) , Interviewing.

6. **Business Communication.**

1. Report Writing, Notices, Agenda, Minutes, Drafts, Tenders, Quotations, Memos, Marketing , Negotiating , Contract indemnity Bonds.

Paper – III subjects

7. English for Computers
8. Reading Comprehension
9. Personality Development

7. English for Computers :

1. Words For Parts of Computers , Metaphorical Expressions, Interent Communcation.

8. Reading Comprehension :

1. Reading For Specific purpose (scanning) , Reading for general Information (skimming) , skipping matter for importance, Summing up – paraphrasing , Apprecation.

9. Personality Development :

1. Motivation (promotion , employment generation , setting up Business) , Aptitude developing, Confidence building, Body Language, Stage – courage , Public speaking , Formality and Politeness.
2. Tactfulness as strategy, Sense of dressing, Presentation Techniques, Fluency , General Knowledge, Use – Friendly Language , Respect and Politeness.

8. Examination System

* Paper – I (Subjects – 1,2,3)

- 70 Marks Theory + 30 Marks Workbook
(Continuous Assessment)

* Paper- II (Subject -4,5,6)

- 70 Marks Theory + 30 Marks Practical (Group Discussion)

* Paper- III (Subject -7,8,9)

- 70 Marks Theory + 30 Marks Practical (Group Discussion)

*** Recommended Books :**

1. Teach Yourself English : Perparation for English Proficiency Examination
- WM. L. Young
 2. New English Proficiency Course
- H. A. Swan
 3. English for Proficiency
-D. H. Spencer
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SHIVAJI UNIVERSITY, KOLHAPUR
DEPARTMENT OF LIFELONG LEARNING & EXTENSION
List of Students

Name of the Course: PROFICIENCY IN THE USE OF ENGLISH
Period: AUGUST 2019 TO FEBRUARY 2020
Name of the College: JANATA SHIKSHAN SHANSTHA'S
 KISAN VEER MAHAVIDYALAYA, WAI

Sr. No.	Name and Address	Qualification	Application Form No.	Exam Seat No.
1	Ambike Aditi Ganesh	H.S.C.	738	11
2	Bhosale Pritee Santosh	H.S.C.	723	12
3	Gaikwad Mahee Rajendra	BA II	728	13
4	Gaikwad Utkarsha Shankar	BA II	750	14
5	Gavade Bharati Bhagvan	H.S.C.	731	15
6	Gulumbkar Divya Vitthal	H.S.C.	726	16
7	Jadhav Anjali Anil	H.S.C.	721	17
8	Jagtap Akanksha Dilip	BA I	734	18
9	Jaigude Pranali Chandrakant	H.S.C.	725	19
10	Kadam Prachi Suresh	H.S.C.	741	20
11	Kadam Priyanka Uttam	BA II	749	21
12	Khare Anushka Ajay	BA II	729	22
13	Khulape Namrata Mohan	H.S.C.	722	23
14	Mahanavar Rushali Shivaji	H.S.C.	724	24
15	Makandar Nilopher Bandagisha	BA II	748	25
16	Malusare Rutuja Rajendra	BA II	746	26
17	Mujawar Aayasha Tahir	BA II	745	27
18	Nikam Nikita Mahendra	H.S.C.	740	28
19	Padma Desket	BA I	733	29
20	Pawar Pratiksha Gajanan	H.S.C.	737	30
21	Pujari Prerana Ramesh	BA I	732	31
22	Sanas Aishwarya Dattatray	H.S.C.	743	32
23	Sanas Madhuri Narayan	H.S.C.	739	33
24	Sankpal Ravina Ramesh	H.S.C.	744	34
25	Shelar Rohini Shankar	BA I	735	35
26	Shelar Vandana Mahendra	H.S.C.	730	36
27	Wadkar Harshada Balu	BA II	727	37
28	Wadkar Karishma Ajit	H.S.C.	736	38
29	Wadkar Komal Rajendra	H.S.C.	742	39
30	Wadkar Shubhanji Sahadev	BA II	747	40

SHIVAJI UNIVERSITY, KOLHAPUR
DEPARTMENT OF LIFELONG LEARNING & EXTENSION
&
JANATA SHIKSHAN SANSTHA'S
KISAN VEER MAHAVIDYALAYA, WAI

Department of English

Course: PROFICIENCY IN THE USE OF ENGLISH

NOTICE

All the students who have enrolled their names for admission to **PROFICIENCY IN THE USE OF ENGLISH** Course are hereby informed that the **Inaugural Programme** of this course will be organized on Thursday **1st August 2019** at **11.30 am** in Department of English. They should remain present for the same.

Dr. Sunil Sawant
Head
Department of English

SHIVAJI UNIVERSITY, KOLHAPUR
DEPARTMENT OF LIFELONG LEARNING & EXTENSION
&
JANATA SHIKSHAN SANSTHA'S
KISAN VEER MAHA VIDYALAYA, WAI

Department of English

Course: PROFICIENCY IN THE USE OF ENGLISH

INAUGURAL PROGRAMME

1st August 2019

Welcome	:	Mr. Ambadas Sakat Assistant Professor
Introduction to the Programme	:	Dr. Balkrishna Magade Assistant Professor
Introduction to Chief Guest	:	Mr. Santosh Mulik Assistant Professor
Chief Guest	:	Dr. Sunil Sawant (Associate Professor & Head) Member, Academic Council Shivaji University, Kolhapur
Chairperson	:	Dr. Ibrahim Pailwan I/C Principal
Vote of Thanks	:	Mr. Jaywant Khot Assistant Professor
Anchor/s	:	Mrs. R. U. Makandar Assistant Professor Miss K. H. Jadhav Assistant Professor

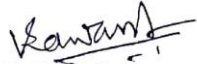
SHIVAJI UNIVERSITY, KOLHAPUR
DEPARTMENT OF LIFELONG LEARNING & EXTENSION
List of Teachers

Name of the Course: PROFICIENCY IN THE USE OF ENGLISH


Period: AUGUST 2019 TO FEBRUARY 2020

Name of the College: JANATA SHIKSHAN SHANSTHA'S
KISAN VEER MAHAVIDYALAYA, WAI

Sr. No.	Name of the Teacher	Designation	Address
1.	Dr. B. S. Magade	Assistant Professor	Department of English Kisan Veer Mahavidyalaya, Wai
2.	Mr. A. D. Sakat	Assistant Professor	Department of English Kisan Veer Mahavidyalaya, Wai
3.	Mr. J. B. Khot	Assistant Professor (CHB)	Department of English Kisan Veer Mahavidyalaya, Wai
4.	Mr. S. K. Mulik	Assistant Professor (CHB)	Department of English Kisan Veer Mahavidyalaya, Wai
5.	Miss R. U. Makandar	Assistant Professor (CHB)	Department of English Kisan Veer Mahavidyalaya, Wai
6.	Miss K. H. Jadhav	Assistant Professor (CHB)	Department of English Kisan Veer Mahavidyalaya, Wai


Dr. S. R. Sawant
Course Coordinator





Principal

SHIVAJI UNIVERSITY, KOLHAPUR
DEPARTMENT OF LIFELONG LEARNING & EXTENSION
Time Table

Name of the Course: PROFICIENCY IN THE USE OF ENGLISH
Period: AUGUST 2019 TO FEBRUARY 2020
Name of the College: JANATA SHIKSHAN SHANSTHA'S
KISAN VEER MAHAVIDYALAYA, WAI

Time	Mon	Tue	Wed	Thu	Fri	Sat
12 to 1	BSM	SKM	RUM	KHJ	ADS	JBK

BSM – Dr. B. S. Magade
ADS – Mr. A. D. Sakat
JBK – Mr. J. B. Khot
SKM – Mr. S. K. Mulik
RUM – Mrs. R. U. Makandar
KHJ – Miss K. H. Jadhav


Dr. S. R. Sawant
Course Coordinator




Principal

कार्यालय,
किसन वीर महाविद्यालय, वाई
दिनांक - २३/११/२०२०

विद्यार्थ्यांसाठी महत्वाची सूचना-

शिवाजी विद्यापीठाच्या आजीवन अध्ययन व विस्तार विभागाच्या Proficiency in the Use of English या अभ्यासक्रमास प्रवेश घेतलेल्या विद्यार्थ्यांना कळविण्यात येते की, सदर अभ्यासक्रमाची परीक्षा दिनांक २६ ते २८ नोव्हेंबर २०२० दरम्यान सकाळी ११ ते २ या वेळेत मास्क परिधान करून व सामाजिक अंतर ठेवून महाविद्यालयातील इंग्रजी विभागात घेण्यात येणार आहे.

Paper No.	Date
Proficiency in the Use of English Paper - I	26.11.2020
Proficiency in the Use of English Paper - II	27.11.2020
Proficiency in the Use of English Paper - III	28.11.2020

तरी संबंधित विद्यार्थ्यांनी वेळेवर उपस्थित रहावे.



[Signature]
प्रभारी प्राचार्य

प्रत - फाईल क्रमांक - 89 व डॉ. एस. आर. सावंत (समन्वयक)

SHIVAJI UNIVERSITY, KOLHAPUR
DEPARTMENT OF LIFELONG LEARNING & EXTENSION
Attendance

Name of the Course: PROFICIENCY IN THE USE OF ENGLISH
Name of the College: JANATA SHIKSHAN SHANSTHA'S
KISAN VEER MAHAVIDYALAYA, WAI

Sr. No.	Name and Address	Exam Seat No.	26/11/2020	27/11/2020	28/11/2020
1	Ambike Aditi Ganesh	11	Ambike	Ambike	Ambike
2	Bhosale Pritee Santosh	12	Peshosale	Peshosale	Peshosale
3	Gaikwad Mahee Rajendra	13	Mgaikwad	Mgaikwad	Mgaikwad
4	Gaikwad Utkarsha Shankar	14	Jhawal	Jhawal	Jhawal
5	Gavade Bharati Bhagvan	15	BGawade	BGawade	BGawade
6	Gulumbkar Divya Vitthal	16	Gulumbkar	Gulumbkar	Gulumbkar
7	Jadhav Anjali Anil	17	A.A.Jadhav	A.A.Jadhav	A.A.Jadhav
8	Jagtap Akanksha Dilip	18	A6	A6	A6
9	Jaigude Pranali Chandrakant	19	Pranali	Pranali	Pranali
10	Kadam Prachi Suresh	20	Pracham	Pracham	Pracham
11	Kadam Priyanka Uttam	21	Pradama	Pradama	Pradama
12	Khare Anushka Ajay	22	Anshika	Anshika	Anshika
13	Khulape Namrata Mohan	23	Prkhulape	Prkhulape	Prkhulape
14	Mahanavar Rushali Shivaji	24	Rushali	Rushali	Rushali
15	Makandar Nilopher Bandagisha	25	Pratakamkar	Pratakamkar	Pratakamkar
16	Malusare Rutuja Rajendra	26	Pralusare	Pralusare	Pralusare
17	Mujawar Aayasha Tahir	27	A6	A6	A6
18	Nikam Nikita Mahendra	28	Nikam	Nikam	Nikam
19	Padma Desket	29	A6	A6	A6
20	Pawar Pratiksha Gajanan	30	Pravard	Pravard	Pravard
21	Pujari Prerana Ramesh	31	A6	A6	A6
22	Sanas Aishwarya Dattatray	32	Pranas	Pranas	Pranas
23	Sanas Madhuri Narayan	33	Prasul	Prasul	Prasul
24	Sankpal Ravina Ramesh	34	Pravina	Pravina	Pravina
25	Shelar Rohini Shankar	35	Prshelar	Prshelar	Prshelar
26	Shelar Vandana Mahendra	36	Prshelar	Prshelar	Prshelar
27	Wadkar Harshada Balu	37	Prwadkar	Prwadkar	Prwadkar
28	Wadkar Karishma Ajit	38	Prwadkar	Prwadkar	Prwadkar
29	Wadkar Komal Rajendra	39	Prwadkar	Prwadkar	Prwadkar
30	Wadkar Shubhanji Sahadev	40	Prwadkar	Prwadkar	Prwadkar

SHIVAJI UNIVERSITY, KOLHAPUR
Department of Lifelong Learning and Extension

No. : 39



1. Grade 'A+' Indicates 70% & above
2. Grade 'A' Indicates above 60% upto 69.99%
3. Grade 'B' Indicates above 45% upto 59.99%
4. Grade 'C' Indicates above 35% upto 44.99%

Certificate Course in Proficiency in the use of English

Exam.: November, 2020

Shri/Smt. : Wadkar Komal Rajendra
Centre : Kisan Veer Mahavidyalaya, Wai

Seat No.	Paper I	Paper II	Paper III	Grand Total	Percentage	Grade	Remark
39							
Maximum Marks	100	100	100	300			
Minimum for Passing	35	35	35	105	79.00	A+	Pass
Marks Obtained	80	81	76	237			

Entered by : *SK*

Read by : *Rjo*

Checked by : *Del*

Kolhapur - Date : 08/01/2021

Assistant Professor
Assistant Professor

Director
I/C Director

SHIVAJI UNIVERSITY, KOLHAPUR Department of Lifelong Learning and Extension RESULT SHEET											
Center Name :- 2) Kisan Veer Mahavidyalaya, Wai Exam Month :- November, 2020						Name of the Course : Proficiency in the use of English Period : September, 2019 to February, 2020					
Seat No.	Name	Paper I	Paper II	Paper III	Grand Total	Percentage	Grade	REMARKS	Statement of Marks	Certificate No.	
		Max. 100 Min. 35	100 35	100 35							300 105
11	Ambike Aditi Ganesh	66	71	66	203	67.66	A	Pass	11		
12	Bhosale Priti Santosh	58	58	52	166	56.00	B	Pass	12		
13	Gaikwad Mahee Rajendra	84	71	78	233	77.66	A+	Pass	13		
14	Gaikwad Utarksha Shankar	83	73	77	233	77.66	A+	Pass	14		
15	Gawade Bharati Bhagwan	75	42	64	181	60.33	A	Pass	15		
16	Gulumkar Divya Vitthal	82	69	52	203	67.66	A	Pass	16		
17	Jadhav Anjali Anil	77	68	71	216	72.00	A+	Pass	17		
18	Jagtap Akanksha Dilip	Ab	Ab	Ab	-	-	-	Absent	18		
19	Jaigude Pranali Chandrakant	69	61	55	185	61.66	A	Pass	19		
20	Kadam Prachi Suresh	81	73	70	224	74.66	A+	Pass	20		
21	Kadam Priyanka Uttam	83	61	67	211	70.33	A+	Pass	21		
22	Khare Anushka Ajay	71	63	60	194	64.66	A	Pass	22		
23	Khulape Namrata Mohan	66	66	58	190	63.33	A	Pass	23		
24	Mahanavar Rushali Shivaji	81	47	70	198	66.00	A	Pass	24		
25	Makandar Nilofar Bandgisha	84	75	73	242	80.66	A+	Pass	25		
26	Malusare Rutuja Rajendra	83	69	73	225	75.00	A+	Pass	26		
27	Mujawar Aayasha Tahir	Ab	Ab	Ab	-	-	-	Absent	27		
28	Nikam Nikita Mahendra	78	74	67	219	73.00	A+	Pass	28		
29	Desket Padma	Ab	Ab	Ab	-	-	-	Absent	29		
30	Pawar Pratiksha Gajanan	78	73	52	203	67.66	A	Pass	30		

SHIVAJI UNIVERSITY, KOLHAPUR
Department of Lifelong Learning and Extension
RESULT SHEET

Center Name :- 2) Kisan Veer Mahavidyalaya, Wai
Exam Month :- November, 2020

Name of the Course : Proficiency in the use of English
Period : September, 2019 to February, 2020

Seat No.	Name	Paper I	Paper II	Paper III	Grand Total	Percentage	Grade	REMARKS	Statement of Marks	Certificate No.
		Max. 100	100	100	300					
		Min. 35	35	35	105					
31	Pujari Prerana Ramesh	Ab	Ab	Ab	-	-	-	Absent	31	
32	Sanas Aishwarya Dattatray	80	74	76	230	76.66	A+	Pass	32	
33	Snas Madhuri Narayn	82	77	71	230	76.66	A+	Pass	33	
34	Sankpal Ravina Ramesh	76	79	74	229	76.33	A+	Pass	34	
35	Shelar Rohini Shankar	61	49	62	172	57.33	B	Pass	35	
36	Shelar Vandana Mahendra	81	46	65	192	64.00	A	Pass	36	
37	Wadkar Harshada Balu	74	65	59	198	66.00	A	Pass	37	
38	Wadkar Karishma Ajit	80	75	75	230	76.66	A+	Pass	38	
39	Wadkar Komal Rajendra	88	81	76	237	79.00	A+	Pass	39	
40	Wadkar Shubhangi Sahadev	72	68	57	197	65.66	A	Pass	40	

In Grade A+	In Grade A	In Grade B	In Grade C
13	11	2	-

1) Result Prepared by : *AK*
2) Result Checked by :
a) Read by : *RGA*
b) Seen by : *Sub*

1. Grade 'A+' Indicates 70% & above
2. Grade 'A' Indicates above 60% upto 69.99%
3. Grade 'B' Indicates above 45% upto 59.99%
4. Grade 'C' Indicates above 35% upto 44.99%

	Male	Female	Total
No. of Candidate Registered	-	30	30
No. of Candidate Appeared	-	26	26
No. of Candidate Absent	-	4	4
No. of Candidate Passed	-	26	26

3) Result Declared On : 08/01/2021

MBOKAT
ASSISTANT PROFESSOR
Department of Lifelong Learning and Extension
SHIVAJI UNIVERSITY, KOLHAPUR

AK
Ue DIRECTOR
Department of Lifelong Learning and Extension
SHIVAJI UNIVERSITY, KOLHAPUR

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Type	Degree	DMS
Latitude	17.9447344416452	17°56'41.0439" N
Longitude	73.87668686130044	73°52'36.0692" W



Type	Degree	DMS
Latitude	17.945392166320097	17°56'43.0528" N
Longitude	73.8757678647578	73°52'32.7424" W