

**Courses offered (open to all):**

**Certificate Course on NGO Management**

**Objective:** To give insight towards development of proper understanding about the concept of NGO Management and also to highlight promotional mechanism to deal with the upcoming opportunities in the field of NGO Sector.

**Course Outcome:** Learners will get the employment opportunities in all National and International NGOs as well as they will be able to form and operate an NGO in a professional way .

**Level I : Concept, Functions and Establishment of NGO, overview of Societies Registrations Act, India's Companies Act**

**Level II : Documentation – Legal & Others, preparation of Organisational Profile and Project**

**Level III : Different schemes of State Level, National Level and International Level Funding Agency, preparation of Details Project Report**

Fees: Rs. 500/- for each level

Mode of teaching: Both online & offline

Course Duration: 30 hours

Minimum Eligibility Criteria: Class XII pass and having knowledge in Management