Courses offered (open to all):

2. Certificate Course on Personality Development and Hospitality Management

**Objective:** Personality Development is highly valued by the employers and involves paying attention to one's appearance. It will help the students to communicate effectively and confidently. The course will govern the professionalism required in any field. The main motive will be to present a full package of knowledge and personality

to conquer the career goals and the positive attitude that they will carry with them will empower in higher quality work.

**Course Outcome:** Mentoring students to improve their innate skills which will empower them to succeed in a diverse, multicultural and competitive job environment. By mastering the skills of personal grooming, interpersonal effectiveness and business etiquette, individuals will be able to achieve professional

success and growth.

Mode of Teaching: Both offline and onlinemode. ICT classes will be conducted as per

requirement.

Level I: Personal Grooming, Interpersonal Effectiveness and Communication

Level II: Business Etiquette, Information Technology Language

Fees: Rs. 500/- for each level

Mode of teaching: Both online & offline

Course duration: 30 hours

Minimum eligibility: Class 12 Pass from any discipline (Arts, Science or Commerce)