

مولانا آزاد نیشنل اردو یونیورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY
(A Central University established by an Act of Parliament in the year 1998)



Accredited "A" Grade by NAAC

Training & Placement Cell

Abid Abdul Wasay
P.R.O

CIRCULAR

No. PC-24/156

Date: 30.07.2019

Sub: Training & Placement Cell- Course in "Communication Skills in English" and Oral Communication & Fluency for the UG and PG students of MANUU- Reg.

Ref: Approval of the Competent Authority dated 25.07.2019

Training and Placement Cell, Department of English, MANUU in association with U.S. Consulate, Hyderabad and Regional English Language, U.S. Embassy, New Delhi is conducting 3rd phase of coaching programme "Communication Skills in English" and "Oral Communication & Fluency" for the Under Graduate and Post Graduate students of MANUU. The details of the courses are as follow:

S. no	Dates	Course name	Description
1.	Commencement of classes from 19 th August 2019	"Communication Skills in English" by Ms. Robin Cathey, English Language Fellow, MANUU	10 week introductory course to improve skills in English reading, writing, speaking and listening. All the UG and PG students are eligible to enrol in this course. There will be 02 time slots for this course. Group 1: Monday- Thursday, 1:00 to 2:00 Group 2: Monday-Thursday, 3:15 to 4:15
2.		"Oral Communication and Fluency" by Ms. Robin Cathey, English Language Fellow, MANUU	A course for students who have already completed a course in Communication skills in English, with a focus on presentation skills and speaking. Monday-Thursday, 4:30 to 5:30
3.	4 classes on last Friday of every month (Aug to Nov 2019)	"English Corner" by Mr. Michael Forrest Baxter	In this course students will be learn to discuss and debate the current issues and events in English.

The above courses will be offered in two batches first in August 2019 and again in January 2020. Interested students may apply online via link <https://forms.gle/zXcYKYgcSRWqc1AZA>.

Around 180 students will be selected in the month of August. Preference is given to madarsa educated students, women students and students who aim to teach after graduation. Students who do not

meet these criteria may write a short essay on why they should be selected and the most persuasive students will be chosen.

These courses are beneficial for the students of MANUU in improving their communication skills in English. Hence, the Department/School heads are requested to pass this information among the students and encourage their participation.

P.R.O
Training and Placement Cell

To:
All Deans/HoDs

Copy to:
(1) O/o Vice Chancellor
(2) O/o Pro Vice Chancellor
(3) O/o Registrar
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