



## CERTIFICATE COURSE AT A GLANCE

1. TITLE OF THE COURSE: ENGLISH FOR COMPETITIVE EXAMS
2. LEVEL OF THE COURSE: UG
3. NAME OF THE COORDINATOR :D.REDDIAH
4. DURATION OF THE COURSE: 30 HOURS
5. DATE OF COMMENCEMENT:04.10.2022
6. DATE OF CLOSURE:15.12..2022
7. TIME OF CONDUCT OF THE CLASSES: 5:00 PM - 6:00 PM
8. NUMBER OF STUDENTS ENROLLED FOR THE COURSE:25
9. NUMBER OF STUDENTS COMPLETED THE COURSE:23
10. ASSESSMENT CRITERION: EVALUATION TEST

## CONTENTS

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## Minutes of departmental meeting on certificate course

The faculty members of the Department of English met in the principal's chamber under the chairpersonship of Dr. Giri babu at 3 PM on Dt:25.09.2022 discussed and resolved as detailed here under.

After a thorough discussion on the agenda of conducting the certificate course as per the departmental action plan, it was resolved to

1. Conduct a certificate course titled English for competitive exams with a duration of 30 hours during the working days
2. Frame the syllabus and regulations for the successful completion of the certificate course
3. Examine the completion of the course and issue certificates to the qualified students
4. Set 40% of marks as eligibility for the completion of the course
5. Serve notice to the students well in advance for their enrollment into this course
6. Commence the course on the date fixed obtaining due permission from the chair.

Signatures of the faculty



— —  
Principal

## Request Letter to Principal for Certificate Course Permission

From

Incharge

Narayananapuram,

Department of English ,

Date: 26.09.2022.

SAS GDC, Narayananapuram.

To

The Principal,

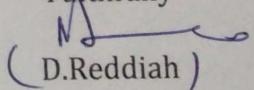
SAS GDC, Narayananapuram.

Respected Sir

Sub:-Accordance of Permission to Certificate Course on ENGLISH FOR COMPETITIVE EXAMINATIONS – Requested-Reg.

The Department of English is palnning to Conduct a Certificate course on ENGLISH FOR COMPETITIVE EXAMINATIONS from 04.10.2022 with the Duration of 30 Hours. In this connection, the I request you to accord permission to conduct above mentioned Certificate Course from 04.10.2022.

Thanking You Sir,

Faithfully  
  
( D. Reddiah )

Lecturer in English

Enclosures

1. A Xerox copy of the minutes of Departmental meeting dt .25.09.2022
2. A copy of the syllabus



PROCEEDINGS OF THE PRINCIPAL

Present Dr.G.Giri Babu

Sub:- Accordance of Permission to the Department of English for conducting Certificate Course on ENGLISH FOR COMPETITIVE EXAMINATIONS -Reg :-

Ref:- Letter from the in charge, Department of English dated 26.09.2022

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The In-charge of the Department of English requested permission to conduct a certificate course in ENGLISH FOR COMPETITIVE EXAMINATIONS From 04.10.2022 vide reference cited. Accordingly, the Principal is pleased to accord permission to start a certificate course on ENGLISH FOR COMPETITIVE EXAMINATIONS from 04.10.2022 onwards.

The In-charge, Department of English is instructed to make necessary arrangements in this regard.



h-h  
Principal

NOTICE

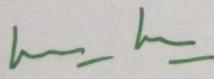
NARAYANAPURAM

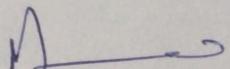
Dt.27.09.2022

All the students of SAS Govt. Degree College, Narayananapuram is hereby informed that the Department of English is intending to conduct a certificate course in "English for competitive examinations" from 04.10.2022 onwards. The required permission from the honorable Principal of the college has been obtained. Hence the students who are interested in enrolling themselves for the course may please contact the in-charge of the department for further details on or before

30.09.2022.



  
Initials of the Principal

  
In-charge of the dept.

SAS GOVT. NARAYANAPURAM, WEST GODAVARI DIST

DEPARTMENT OF ENGLISH

30 DAY CERTIFICATE COURSE ON

ENGLISH FOR COMPETITIVE EXAMINATIONS 2022 - 23

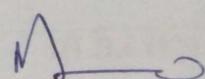
SYLLABUS

Sl. No	TOPIC	NO OF HOURS ALLOTTED
01	VOCABULARY BUILDING	03
02	TENSES	03
03	ACTIVE AND PASSIVE VOICE	04
04	DIRECT AND INDIRECT SPEECH	04
05	ARTICLES	03
06	PREPOSITIONS	03
07	SIMPLE, COMPOUND & COMPLEX SENTENCES	02
08	CONDITIONAL CLAUSES	02
09	QUESTION TAGS	02
10	IDIOMS AND PHRASES	02
11	PHRASAL VERBS	02
	TOTAL	30

h - h

PRINCIPAL



  
COORDINATOR

**SAS GOVERNMENT DEGREE COLLEGE, NARAYANAPURAM**

Eluru, District, Andhra Pradesh-534406

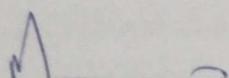
**DEPARTMENT OF ENGLISH**

Enrolled students list

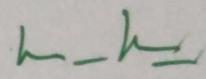


S.NO.	REGISTER NUMBER	NAME OF THE STUDENT	CLASS
1	20-355-620-1001	AKULA HARSHITA SRISAI	III B.A
2	20-355-620-1002	BADAGA PAVANI	III B.A
3	20-355-620-1003	BHANOTH PANDU	III B.A
4	20-355-620-1004	BODIGALA VIJAYA KUMAR	III B.A
5	20-355-620-1005	ELINDALA CHARAN RAJU	III B.A
6	20-355-620-1007	JARAPALA RAVI	III B.A
7	20-355-620-1008	KAJA DIVYA	III B.A
8	20-355-620-10010	NARIKIMELLI JAYASREE	III B.A
9	20-355-620-1011	PANDRAKA YASVANTH	III B.A
10	20-355-620-1012	RACHARLA DURGA	III B.A
11	20-355-620-1013	SURABATHIULA RAJU	III B.A
12	20-355-620-1014	UNDRAJAVARAPU LIKITHA	III B.A
13	20-355-620-1015	UPPATI RAMAKRISHNA	III B.A
14	20-355-620-1016	VEERABATHULA TARAKA SUBRAI	III B.A
15	20-355-620-1017	BOPPANA KASI	III B.COM
16	20-355-810-00	JANGAM VENKATESH	III B.COM
17	20-355-810-00	JOGANI GEETHA KUMARI	III B.COM
18	20-355-810-00	KADALI MANISHA	III B.COM

19	20-355-810-00	KANURI YELLAERESWARA RAO	III B.COM
20	20-355-810-00	KOPPULA PREM KUMAR	III B.COM
21	20-355-810-00	MAHADEVAPATTAPU SATHISH	III B.COM
22	20-355-810-00	MALLIPUDI RAJU	III B.COM
23	20-355-810-00	MANTHINA HARIKA	III B.COM
24	20-355-810-00	MANIKANTA DURGA	III B.COM
25	20-355-810-00	PEDAPUDI BILLCLINTON	III B.COM



Dept of HOD



PRINCIPAL



SAS GOVT. DEGREE COLLEGE, NARAYANAPURAM

(Affiliated to Adikavi Nannaya University, Rajamahendravaram, A.P.)

Department of English , 2021-2022

Certificate course on ENGLISH FOR COMPETITIVE EXAMINATIONS -

Student Attendance Register

S. NO	NAME OF THE STUDENT	Attendance Days														
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1	AKULA HARSHITA SRISAI	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
2	BADAGA PAVANI	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
3	BHANOTH PANDU	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
4	BODIGALA VIJAYA KUMAR	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
5	ELINDALA CHARAN RAJU	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
6	JARAPALA RAVI	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
7	KAJA DIVYA	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
8	NARIKIMELLI JAYASREE	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
9	PANDRAKA YASVANTH	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
10	RACHARLA DURGA	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
11	SURABATHIULA RAJU	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
12	UNDRAJAVARAPU LIKITHA	A	A	A	A	p	A	A	A	A	A	A	p	A	p	A
13	UPPATI RAMAKRISHNA	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
14	VEERABATHULA TARAKA SUBRAI	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
15	BOPPANA KASI	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
16	JANGAM VENKATESH	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
17	JOGANI GEETHA KUMARI	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
18	KADALI MANISHA	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
19	KANURI YELLAERESWARA RAO	p	p	p	p	p	p	p	p	p	p	p	A	A	A	P
20	KOPPULA PREM KUMAR	A	A	A	A	p	A	A	A	A	A	p	A	A	A	P
21	MAHADEVAPATTAPU SATHISH	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
22	MALLIPUDI RAJU	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
23	MANTHINA HARICA	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
24	MANIKANTA DURGA	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
25	PEDAPUDI BILLCLINTON	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p



S.A.S. GOVT. DEGREE COLLEGE, NARAYANAPURAM

(Affiliated to Adikavi Nannaya University, Rajamahendravaram, A.P.)

Department of English ,2021-2022

Certificate course on ENGLISH FOR COMPETITIVE EXAMINATIONS -

Student Attendance Register

S.NO	NAMES OF THE STUDENTS	Attendance Days														
		16	17	18	19	22	21	22	23	24	25	26	27	28	29	30
1	AKULA HARSHITA SRISAI	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
2	BADAGA PAVANI	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
3	BHANOTH PANDU	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
4	BODIGALA VIJAYA KUMAR	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
5	ELINDALA CHARAN RAJU	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
6	JARAPALA RAVI	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
7	KAJA DIVYA	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
8	NARIKIMELLI JAYASREE	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
9	PANDRAKA YASVANTH	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
10	RACHARLA DURGA	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
11	SURABATHIULA RAJU	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
12	UNDRAJAVARAPU LIKITHA	A	A	A	A	p	A	A	A	A	A	A	A	p	A	p
13	UPPATI RAMAKRISHNA	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
14	VEERABATHULA TARAKA SUBRAI	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
15	BOPPANA KASI	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p



	JANGAM VENKATESH	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
	JOGANI GEETHA KUMARI	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
18	KADALI MANISHA	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
19	KANURI YELLAERESWARA RAO	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
20	KOPPULA PREM KUMAR	a	a	a	a	p	a	p	p	p	p	p	p	a	p	a
21	MAHADEVAPATTAPU SATHISH	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
22	MALLIPUDI RAJU	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
23	MANTHINA HARIKA	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
24	MANIKANTA DURGA	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p
25	PEDAPUDI BILLCLINTON	p	p	p	p	p	p	p	p	p	p	p	p	p	p	p





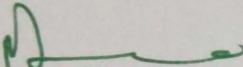
## SRI ARAVINDA SATHAJAYANTHI GOVERNMENT DEGREE COLLEGE

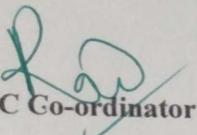
NARAYANAPURAM, ELURU DISTRICT, ANDHRA PRADESH

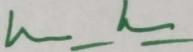


### CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT MR./MS... B. KASJ..... OF ...III. B.COM..... HAS  
SUCCESSFULLY COMPLETED A CERTIFICATE COURSE ON ENGLISH FOR COMPETITIVE  
EXAMINATIONS IN (30 HOURS) CONDUCTED FROM 4/10/2022 TO 15/12/2022 BY THE DEPARTMENT  
OF ENGLISH.

  
Course Co-ordinator

  
IQAC Co-ordinator

  
Principal

PRINCIPAL  
SAS GOVT. DEGREE COLLEGE  
NARAYANAPURAM

West Godavari District.  
Pin: 534 406, Andhra Pradesh

