



**AN ISO 9001-2015
CERTIFIED ORGANIZATION**

IISDC

INDIAN INSTITUTE OF SKILL DEVELOPMENT COUNCIL

An autonomous Institute Under the TR act 1882
NCT Delhi

Govt. Of India



PROSPECTUS

Visit Us- www.iisdc.in

TRANSFER OF CENTRE

A student can apply for transfer of authorized IIDSC center. The candidate has to send an application stating the place for which transfer has been asked, the application has to be sent to the head office duly forwarded by the centre director (for the transfer form, contact your center director).

COURSE UP GRADUATION

A student registered for any course is entitled for an up gradation to any other course but no change of Course is allowed. for this, he/she has to contact to the Center Director of the IIDSC authorised study center. Then he/she has to fill a fresh application form attached with the prospectus the same application form is applicable for fresh/up gradation clearly mentioning his/her previous details registration no, course and also the course they are interested for. In that case, a student is required to submit the form along with the following

A. Photo copy of ID Card.

B. Fee of the upgraded course in the form of demand draft drawn in favor of INDIAN INSTITUTE OF SKILL DEVELOPMENT COUNCIL Payable.

C. Original copy of certificate issued by IIDSC at the completion of the course- (For students who have already received their certificate)

D. For course up gradation Rs. 200/- will be charge extra as processing charge.



IIDSC

ABOUT US

Indian Institute of Skill Development Council is part of Wisdom Skill Foundation Trust - Regd. Govt. Of West Bengal Act 1882 Registration No: IV-190306659, This Trust Reg. Under Govt. of India NCT New Delhi Registration NO.2018001129, an ISO 9001: 2015 Certified organization. dedicated to providing the appropriate environment, facilities and guidance for the skill development of individuals, taking into account the manpower needs of the nation and the expectations. Indian Institute of Skill development Council mission is to produce competent, knowledgeable and highly skilled Various Sector professionals who have the entrepreneurship awareness and will to strive for excellence. The basic principle by which the Indian Institute of Skill development Council operates is their resolve in pursuing to be a center of professional education excellence, and their commitment in providing quality education.

Our Aim

Due to financial problem many students of middle class family cannot afford the load of some Institutes course fees. Our mission studied their theme properly and decides to provide better higher technical education in computer/vocational at very nominal charges.

Promises

Our promises are to use our honestly, Sincerity and hardworking capacity of faculties to build up the bright futures of our students through the training.



We are always with you

Career Prospectus

After completing these courses student will be a certified, Computer operator, D.T.P. Tally, operator, Web designer, Computer teacher, Hardware, Beautician ,Tailoring , Hotel management any Vocational etc.

Exam

Facility of online & off line exam makes so that any candidate can submit paper from any where.

Guidelines for the students :

1. Admission is possible on the Registration form only.
2. At least 75% attendance is necessary
3. Take receipt of the Fees deposited with our center.
4. A Certificate will be issued after fifteen days of the exam.
5. If a computer is mishandled or tampered with mischievously, a fine will be charged from the guilty, and the registration of the student will be cancelled with immediate effect.
6. A certificate will be issued only after the fee has been deposited.
7. The respective centers will be held responsible for the fees received by them and we cannot be questioned in that regard. Therefore, you are requested to take receipt after depositing fees.
8. For further information you can contact our Head Office or your can also contact our center In-charge in this regard.

IISDC Faculty

IISDC faculty are full time, Qualified and friendly professionals, always there to guide the students, specially trained to understand students psychology, internalize the knowledge uniformly and put across difficult to understand concept with ease, Thus making students learning ventures smooth and easy. The whole training time is equally divided into theory and practical sessions. A part from regular computer time, students are allowed to utilize unlimited machine time to exercise their mind, boost their creativity and increase their level of curiosity. This builds-up their self confidence, allows them to explore the wide horizon of computer and gradually shapes them into confident professionals

We are always with you



STUDENT REGISTRATION PROSES

To get registered, you have to fill the application form provided along with the prospectus. Student can buy the prospectus from any of the authorised Training center and register in any of our IISDC study centers. IISDC provides all the basic professional & regular, university and other courses run by the Govt. Bodies, The site description ATC or through new paper or student prospectus for the certificate courses. All the option must be filled, and student can submit the form on our ATC. Once the student is registered at the head office only up- gradation in the course shall be entertained and not otherwise.

SUBMISSION OF APPLICATION FORM

- ★ Photo copy of all required documents (self attested) are to be submitted with the application form.
- ★ ATC name and code are to be mentioned in the application form at the time of admissions these details, can be obtained from ATC or through new paper or student prospectus for the courses.
- ★ A student identification card (ID-Card) will be issued to all the registered. Student through the study center at The beginning of the course, which has to be carried along within the center premises.
- ★ The total fee has to be paid at the time of registration.

ENCLOSURES WITH THE APPLICATION FORM

- Attested photo copy of your last educational qualification.
- Category certificate(ST/ SC/ OBC/ Handicapped) to be submitted to get relaxation in the fee as per the IISDC fee structure.
- Two recent passport size photos are to be pasted in the application form



COURSES STRUCTURE

Certificate Courses.
Professional Courses .
Diploma Courses

CERTIFICATE COURSES

These courses have been specifically designed to suit the current requirements of the IT industry. The certificate courses are basically for the beginners who desire to make their career in computer. IISDC has presented this course at the nominal fee so that each and every section of the society can easily afford to learn the basics of computer & get benefitted without any fee barriers.

DIPLOMA COURSES

To prepare a new breed of computer diploma "INDIAN INSTITUTE OF SKILL DEVELOPMENT COUNCIL" has designed its diploma courses. These courses have been presented to meet the requirements of IT industry in which internet programming, Advanced programming, Accountancy, Desk Top publishing are being covered.

Student can get benefitted from a well designed course curriculum that matches the current industry needs and emerges as a well equipped IT professional.

PROFESSIONAL COURSES

To prepare a new breed of computer professional "INDIAN INSTITUTE OF SKILL DEVELOPMENT COUNCIL" designed its professional courses, student can get benefitted from a well designed courses curriculum that matches the current industry needs and emerges as a well equipped IT professional.

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D. For course up gradation Rs. 200/- will be charge extra as processing charge.



IISDC

GENERAL INSTRUCTION

1. The prospectus must be read carefully and all details should be filled completely and clearly, otherwise the application will be rejected.
2. Submission of application form should strictly be done before the last date. (if any) The registration is on a first come first serve basis, so no candidate shall be registered after the completion of allotted seats to any ATC.
3. Fee once paid shall not be refunded transferred under any circumstances.
4. All matters concerned with examination dates, procedures and result will be decided by IISDC and shall be final and binding changes (if any) shall be intimated from time to time.
5. If classes are not commenced within 15 days of admissions then the registration process will automatically be cancelled .
6. If the student will absent more than 1 month in between the course period without any information then the registration will be cancelled and no any kind of fees claim will be considered.
7. If classes are not commenced within 12 days of admission and the certificate is not received within 60 days after the completion of the course, it should be immediately brought to the notice of the head office /registered office.

IMPORTANT NOTE

- This prospectus is not refunded under any circumstances.
- Though the prospectus is purchased from one place, submission and registration can be done at any of the IISDC authorised study center nationwide .
- Verify the authorization of the study center by the “Affiliation Certificate “ issued to the center by H.O. before submitting the application form.
- Student should always demand for the receipt of any payment. The receipt should bear the authorised signature and seal of authorised study centre

ACADEMIC RULES

- Irrespective of age and position, the student is expected to maintain appropriate relation with the management & staff.
- The students when asked to meet the management with Parent/Guardian should follow the instructions strictly.
- The management expects the student co-operation while taking any step to ensure a good career path for them.
- Student should carry the Identity Card endorsed by the H.O. at all times within the centre premises.
- The student must attend all the theory and lab sessions regularly.
- Proper discipline has to be maintained

COMPUTER COURSE



DURATION : 1year

ELIGIBILITY :- 10/12TH

DOAP & FA

Diploma in Office Automation Publishing & Financial Accounting

Computer Concept & Fundamentals

MS-Office (MS-Word, MS- Excel, MS-Power Point, MS-Access)

Typing

Internet & Networking Concept

Photoshop

Corel Draw

Html

Tally Erp9(G.S.T)

FREE

FOR ALL STUDENTS
COURSE MATERIAL
KIT BAG &
NOTE BOOK

Fee Structure :

For General Candidate : 7000/-

For S.C./S.T./ Handicapped Candidates : 6500/-

Note : Registration & Exam. Fees will be charged extra

DURATION : 6 Month

ELIGIBILITY :- 8TH

ACCA

Advance Certificate in Computer Application

Fundamental of computer with Number System, OS(DOS, Windows 7),

Paint,

Note Pad,

Word Pad,

Typing (Hindi/English/Regional Language),

MS-Office (Word, Excel, Power Point),

Computer Network & Internet,

Visual Basic Intro.

FREE

FOR ALL STUDENTS
COURSE MATERIAL
KIT BAG &
NOTE BOOK

Fee Structure :

For General Candidate : 5000/-

For S.C./S.T./ Handicapped Candidates : 4500/-

Note : Registration & Exam. Fees will be charged extra

COMPUTER COURSE



DURATION : 1YEAR

ELIGIBILITY :- 10/12TH

ADCA

Advance Diploma In Computer Application

Computer Concept & Fundamentals
with Introduction to Internet & Email

Operating System (WINDOWS 7,8,VISTA)

MS-Office
(MS-Word, MS-Excel, MS-Power Point, MS-Access)

HTML & Front Page

Lab-I

C Language

Programming in C++

Java

Lab-II

FREE

FOR ALL STUDENTS
COURSE MATERIAL
KIT BAG &
NOTE BOOK

Fee Structure :

For General Candidate : 8500/-

For S.C./S.T./ Handicapped Candidates : 8000/-

Note : Registration & Exam. Fees will be charged extra

DURATION : 2 YEAR

ELIGIBILITY :- GRADUATE

APGDCA

Advance Post Graduate Diploma in Computer Application

Fundamental of computer with Number System,

OS(DOS, Windows 7),

Paint,Note Pad,Word Pad,,

Typing (Hindi/English/Regional Language),

MS-Office (Word, Excel, Power Point),

Computer Network & Internet,

Visual Basic Intro.

HTML,DHTML,Front Page,

Tally,

DTP (Pagemaker, Corel Draw, Photoshop).

'C' Language,C++ Programming,Visual Basic.

Linux Operating System,

Spoken English,

Personality Development.

FREE

FOR ALL STUDENTS
COURSE MATERIAL
KIT BAG &
NOTE BOOK

Fee Structure :

For General Candidate :16000/-

For S.C./S.T./ Handicapped Candidates : 15000/-

Note : Registration & Exam. Fees will be charged extra

COMPUTER COURSE

DURATION : 6 MONTH

ELIGIBILITY :- 8TH

DTP

Certificate Course In Desk Top Publication

Computer Concept & Fundamentals

Introduction to Internet & Email

Operating System

D.T.P. (Page Maker, Corel Draw, Photo Shop)

FREE

FOR ALL STUDENTS
COURSE MATERIAL
KIT BAG &
NOTE BOOK

Fee Structure :

For General Candidate : 4500/-

For S.C./S.T./ Handicapped Candidates : 4000/-

Note : Registration & Exam. Fees will be charged extra

DURATION : 18 MONTH

ELIGIBILITY :- GRADUATE

PGDCA

Post Graduate Diploma in Computer Application

Computer Concept & Fundamentals
with Introduction to Internet & Email

Operating System

MS-Office (MS-Word, MS- Excel, MS-Power Point, -
MS-Access)

HTML & Front Page

Programing with VB.Net

Computer Network & Internet

Programming in C++

System Analysis & Design

FREE

FOR ALL STUDENTS
COURSE MATERIAL
KIT BAG &
NOTE BOOK

Fee Structure :

For General Candidate :12500/-

For S.C./S.T./ Handicapped Candidates : 12000/-

Note : Registration & Exam. Fees will be charged extra

DURATION : 6 MONTH

ELIGIBILITY :- 10TH

DCA

Diploma In Computer Application

Computer Concept & Fundamentals
(with Introduction to Internet & Email)

Operating System (WINDOWS 7,8,VISTA)

MS-Office
(MS-Word, MS- Excel, MS-Power Point, MS-Access)

HTML & Front Page

Lab-I

FREE

FOR ALL STUDENTS
COURSE MATERIAL
KIT BAG &
NOTE BOOK

Fee Structure :

For General Candidate : 4500/-

For S.C./S.T./ Handicapped Candidates : 4000/-

Note : Registration & Exam. Fees will be charged extra



COMPUTER COURSE

DURATION : 1YEAR

ELIGIBILITY :- 12TH

AADC

Android App Development Certification

Basic Android Development tools such as Android Studio, DDMS, Drawables, Listeners and Activity Lifecycle

How to use various Layouts and Widgets and Implementing Event Receivers in your android application

How to communicate between fragments and activities in android

How to customize a widget and implement a menu bar in your activity

How to create interactive applications in android with multiple activities including audio, video and animation

How to create a dynamic web application with JSON and SOAP Service

How to display user current location in a google map

How to create applications using SQLite database and Third Party Libraries

How to integrate Facebook, Dropbox and Google Drive in your existing android application

How to publish your App on Google Play

FREE

FOR ALL STUDENTS
COURSE MATERIAL
KIT BAG &
NOTE BOOK

Fee Structure :

For General Candidate :20000/-

For S.C./S.T./ Handicapped Candidates : 18000/-

Note : Registration & Exam. Fees will be charged extra



DURATION : 3 MONTH

ELIGIBILITY :- ANY

CCA

Certificate in Computer Application

Fundamentals

Operating System

MS-Office (MS-Word, MS- Excel, MS-Power Point, MS-Access)

Internet

FREE

FOR ALL STUDENTS
COURSE MATERIAL
KIT BAG &
NOTE BOOK

Fee Structure :

For General Candidate : 1500/-

For S.C./S.T./ Handicapped Candidates : 1200/-

Note : Registration & Exam. Fees will be charged extra



VOCATIONAL COURSE

ADMM

ADVANCE DIPLOMA IN MOBILE MAINTENANCE

Duration :12 MONTHS

Basic Electronic, Digital Electronics, Mobile Components (Direct focus on mobile circuits), Basic Hardware Idea (Like Mike Change/ LCD Change/ Charging Connector change etc.), Detail knowledge of Computer for Mobile Repairing, Virus Solution of Hi- End Mobiles, Starting with flashing device (Box) Various Boxes for Mobile Flashing Software, Advance Hardware Training (Micro Chip, IC Replacement and Resoling, Successful jumper Tips and Solution, Multimedia Mobile Training (Extendable and non-extendable memory chips), Mobile master code, Hardware Solution, Software Solution, LCD & Touch pad calibration.

Fee Structure :

For General Candidate :12000/-

For S.C./S.T./ Handicapped Candidates : 10000/-

Note : Registration & Exam. Fees will be charged extra

DMM

DIPLOMA IN MOBILE MAINTENANCE

Duration :6 MONTHS

Basic Mobile Phone Fundamental, Mobile Repairing (Practical), Mobile Software, Various Mobile Circuit, Mobile Phone Faults, Downloading Techniques

Fee Structure :

For General Candidate :5000/-

For S.C./S.T./ Handicapped Candidates : 4500/-

Note : Registration & Exam. Fees will be charged extra

DBC

DIPLOMA IN BEAUTICIAN COURSE

Duration :6 MONTHS

Manicure, Pedicure, Bleach, Facial, Eye-brow, Make-up, Mehndi, Hair-Cut, Hair Color, Hena Apply, Straightening, Hair Spa, Hair Purming, Hair Treatment, Zoora, Hair Straight, Nail Design. Professional Bridal Makeup, H.D. Makeup, Party Makeup, Personal Grooming, Different Type of Hair Style, Saree Draping, International Product Knowledge.

Fee Structure :

For General Candidate :8000/-

For S.C./S.T./ Handicapped Candidates : 7500/-

Note : Registration & Exam. Fees will be charged extra

VOCATIONAL COURSE

CBC

CERTIFICATE IN BEAUTICIAN COURSE

Duration : 3 MONTHS

Threading, Hair Cut, Hair Cutting Design, Henna, Massage, Bleach, Manicure & Pedicure, Hair Color, Temporary Hair Straight, Wax, Nail Design.

Fee Structure :

For General Candidate :4800/-

For S.C./S.T./ Handicapped Candidates : 4200/-

Note : Registration & Exam. Fees will be charged extra

DIT

DIPLOMA IN TAILORING

Duration : 1 Year

Stitching Techniques, Dress Measurements & Techniques, Napkin, Pillow Cover, Panty, Half Pant, Bib, Apron, A Cut House Coat, Round Neck House Coat, Patty Coat 4 Koli, Panty Coat 6 Koli, Round Patty Coat, Kuchi Jama, Umbrella Frock, Handkerchief Frock, Divide Skirt, 2.5 Mt Salwar, Belt Salwar, Ladies Kamiz Round Neck, Ladies Kamiz Kollar, Chuse Pant, Patiwalli Pant, Normal Blouse, Choti Cut Blouse, Elite Cut Blouse, Princes Cut Blouse, Pad Cut Blouse, Chain Blouse, Boat Neck Blouse, Blouse Peiping, Cardigan, House Pet, Dhoti Pant, Ladies Shirt, Ghoti Sleeve, Tulip Sleeve, Middle Cut Sleeve, Puf Sleeve, Anarkali Salwar, Les Design, Flower Design, Punjabi, School Pant, School Shirt.

Fee Structure :

For General Candidate :5000/-

For S.C./S.T./ Handicapped Candidates : 4500/-

Note : Registration & Exam. Fees will be charged extra

CIT

CERTIFICATE IN TAILORING

Duration : 6 Months

Stitching Techniques, Dress Measurements & Techniques, Napkin, Pillow Cover, Panty, Half Pant, Bib, Apron, A Cut House Coat, Round Neck House Coat, Patty Coat 4 Koli, Panty Coat 6 Koli, Round Patty Coat, Kuchi Jama, Umbrella Frock, Handkerchief Frock, Divide Skirt, 2.5 Mt Salwar, Belt Salwar, Ladies Kamiz Round Neck, Ladies Kamiz Kollar, Chuse Pant, Patiwalli Pant, Normal Blouse, Choti Cut Blouse.

Fee Structure :

For General Candidate :3600/-

For S.C./S.T./ Handicapped Candidates : 3000/-

Note : Registration & Exam. Fees will be charged extra

IISDC COURSES

COMPUTER COURSES

CERTIFICATE IN BASIC COURSE

Duration 3 Months

JAVA

Duration 2 Months

CERTIFICATE IN C PROGRAMMING LANGUAGE

(Duration 2 Months)

CERTIFICATE IN C++ PROGRAMMING

Duration 2 Months

VISUAL BASIC

Duration 2 Months

CERTIFICATE IN AUTO CAD

Duration 3 Months

CERTIFICATE IN DESKTOP PUBLICATION (DTP)

Duration 3 Months

CERTIFICATE IN COMPUTER APPLICATION (CCA)

Duration 3 Months

CERTIFICATE IN HARDWARE TECHNOLOGY (CHT)

Duration 3 Months

CERTIFICATE IN COMPUTER ACCOUNTING (TALLY)

Duration 3 Months

DIPLOMA IN SOFTWARE ADVANCE DEVELOPMENT (DSAD)

Duration 6 Months

DIPLOMA IN MULTIMEDIA (DM)

Duration 6 Months

DIPLOMA IN ADVANCE DESKTOP PUBLICATION (DADTP)

Duration 6 Months

DIPLOMA IN HARDWARE TECHNOLOGY (DHT)

Duration 6 Months

CERTIFICATE IN MOBILE MAINTENANCE (CMM)

Duration 3 Months

DIPLOMA IN COMPUTER APPLICATION

Duration 6 Months

ADVANCE DIPLOMA IN COMPUTER APPLICATION (ADCA)

Duration 12 Months

ADVANCE DIPLOMA IN HARDWARE AND NETWORKING TECHNOLOGY (ADHNT)

Duration 12 Months

COMPUTER TEACHER TRAINING COURSE (CTTC)

Duration 12 Months

ADVANCE DIPLOMA IN WEB DESIGNING (ADWD)

Duration 12 Months

DIPLOMA IN INFORMATION TECHNOLOGY (DIT)

Duration 12 Months

ADVANCE DIPLOMA IN FINANCIAL ACCOUNTING PROGRAM (ADFAP)

Duration 12 Months

DIPLOMA IN 3D ANIMATION (D3D)

Duration 12 Months

ACCOUNT MANAGER

Duration 12 Months

DIPLOMA IN ACCOUNT ASSISTANT USING COMPUTER

Duration 6 Months

ADVANCE DIPLOMA IN COMPUTER APPLICATION(ADCA)

Duration 12 Months

CERTIFICATE IN SPOKEN ENGLISH

Duration 3 Months

CERTIFICATE COURSE IN INTERNET (CCI)

Duration 1 Months

COMPUTER TYPING COURSE (CTC)

Duration 2 Months

CERTIFICATE COURSE IN SOFTWARE INSTALLATION (CCSI)

Duration 2 Months

LAPTOP REPAIRING COURSE (LRC)

Duration 3 Months

DIPLOMA IN PRIMARY COMPUTER TEACHER TRAINING (DPCTT)

Duration 12 Months

POST GRADUATE DIPLOMA IN COMPUTER APPLICATION (PGDCA)

Duration 12 Months

VOCATIONAL COURSE

Certificate in Tailoring

6 Month

Certificate in Beautician

6 Month

Retail Management

12 Month

Diploma in Tailoring

12 Month

Diploma in Beautician

12 Month

OTHER COURSES

- ★ Music
- ★ Painting
- ★ Art & Craft
- ★ Para Medical





Indian Institute of Skill Development Council

An Autonomous Institute Regd. Under the Public Trust Act 1882 Govt. of India

N.C.T. New Delhi Govt. of India

ISO 9001-2015 CERTIFIED ORGANIZATION

Date of Admission

Course Applied For

Student Reg No.

PHOTO

Name of the Student: _____

Father's/Guardian's Name _____

Present Address: _____

Telephone or Mobile: _____ Email ID _____

Date of Birth: ____/____/____ Sex _____

Last Academic Qualification:

Examination	Board/University	Year of Passing	Percentage

First Language: _____ Second Language _____ Other _____

Category (GEN/SC/ST/OBC/PH/Ex-Serviceman): _____

I, Sri/Smt. _____ hereby declare that all entries in this form as well as attached sheets are true to the best of knowledge and belief.

INSTITUTE'NORMS:

1. IISDC. reserves the right of admission and the right to change the day and time of the class.
2. Fee should be paid positively within the due date. Delay in payment will attract a fine.
3. Course fee, once paid will not be refunded under any circumstances
4. Examination fee must be paid on or before the day scheduled for the first examination.
5. The candidates shall comply with the rules as set from time to time by the Institution.

Date: -..... /...../.....

Signature of the student

For Office Use Only

From

.....SID.....

Batch Invoice No

Signature of the Counselor or Authority



IISDC



*Register Office
Shantipara, Bidhan Nagar
Siliguri, Darjeeling
734426*

*Email-Info@iisdc.in
www.iisdc.in*