

Details of Courses:**I. A Course in English Communication Skills and Personality Development**

The course aims at training participants to improve their English language skills, refine their communicative ability and fine-tune their personality; enables the participants to express themselves clearly and confidently in various situations. The course uses a wide variety of approaches and activities to enable the participants to achieve a clear communication and dynamic personality, which is a prerequisite for personal and professional success in today's life.

Course Components :

- Effective communication
- Verbal and Non-verbal Communication
- Listening and Pronunciation Skills
- Debates and Group Discussions
- JAM sessions and Interview Skills
- Interpersonal Communication
- Writing Skills: Letters, Applications, Résumé and Email Etiquette
- Public Speaking
- Presentation Skills
- Grammar and Vocabulary
- Role Play
- Soft Skills
- Personality Development

Fee structure and other details

Course Duration	Fee	Timings
45 sessions	4,000/-	6.00 am to 8.00 am or 10.00 am to 12.00 am or 6.00 pm to 8.00 pm
40 sessions	3,000/-	
35 sessions	2,000/-	
30 sessions	1,500/-	
25 sessions	1,250/-	

Special Sessions:

Eminent personalities like Dr. B. V. Pattabhiram, Mr. Y. Mallikarjuna Rao, Sri. Yandamoori Veerendranath, Dr. B. V. Satya Nagesh, handle special sessions.

II. TOEFL and IELTS

The course aims at training participants for TOEFL and IELTS exam. It covers the following components:

- Listening, Speaking, Reading, Writing

Fee structure:

Course Duration	Timings	Fee
45 sessions	6.00 am to 8.00 am or 6.00 pm to 8.00 pm	5,000/-

III. A One Month Campus Recruitment Training

The course aims at improving the skills required for placements. Mock GDs and Mock interviews will be conducted by specialist HR trainer.

Course Components : JAM sessions, Group Discussions, Debates, Interview Skills and mock HR Interviews, Résumé Writing, Statement of Purpose (SoP), Vocabulary Development, Tips for Elimination of wrong answer

Course Duration	Timings	Fee
22 sessions	6.00 am to 8.00 am or 6.00 pm to 8.00 pm	2,000/-

IV. A One Month Certificate Course in English Grammar

The course aims at improving the basic English grammar of the participants.

Course Components : Singular and Plural Nouns and Count Nouns vs. Non-Count Nouns, Possessive Nouns / Pronouns, 'Be' Verbs, Verbs Forms, Articles, Adjectives, Prepositions, Conjunctions, Gerunds, Infinitives, Comparative and Superlative Adjectives, Adverbs, Tenses, Active Voice and Passive Voice, Direct and Indirect Speech

Course Duration	Timings	Fee
25 sessions	6.00 am to 8.00 am or 6.00 pm to 8.00 pm	1,500/-

Payment details:

Payment can be done either through Demand Draft (DD) or through online.

Details for Demand Draft (DD)	DD in favour of: PRINCIPAL, CELT, UCE, OU, Hyd (drawn from Nationalized banks only)
Details for online transfer	A/c. No. 52198270598 Name of the A/c. Holder: Principal CELT UCE OU Bank : State Bank of India Branch : Osmania University, Hyd. IFS Code : SBIN0020071 Type of Account : Savings Account

Rules and Regulations:

- The Centre reserves its right to admit students.
- **2 passport size photographs to be submitted along with the form.**
- The students shall attend classes regularly and maintain punctuality.
- All students shall maintain decorum in the class.
- **The course fee once paid is neither refundable nor transferable.**
- **Interchange of batches is strictly not possible.**
- 75% of attendance is compulsory to receive the certificate.

About Us

The Centre for English Language Training (CELT) was established in 1997 in the Department of English, University College of Engineering, Osmania University. It is a premier institute offering excellent training in English Language Skills, Communication Skills and Personality Development to professionals, students, job seekers, homemakers, etc. The Centre has conducted more than 353 batches so far.

The chief features of CELT include expert and dedicated facilitators, spacious classrooms with elegant ambience and infrastructure and a state-of-the-art Computer Assisted Language Laboratory. It also uses aids like video cameras and LCD projectors for imparting English language skills and knowledge to its participants.

The methodology of teaching at the Centre is interactive and learner-centred. The facilitators keep the participants' needs in mind and use a wide variety of activities in imparting the requisite skills. The Centre's learner-friendly and interactive atmosphere helps the participants achieve clear and confident communication and a dynamic personality.

We have an excellent Language Laboratory where we use English Language Software, especially for pronunciation practice.

After successful completion of the course a certificate will be issued by the CELT, Osmania University.

Faculty Profile

Our Director, Dr. J. Savithri visited the UK, France, Switzerland, Germany etc., and observed the teaching methods in different universities and has been implementing those methods at CELT.

We have excellent and well-experienced teaching faculty like Prof. A. Subba Rao, former Head, Chairman, BoS, Director, ELTC, Department of English, O.U, who also taught in Addis Ababa University for a decade, with specialization in English Studies, Dr. Lakshmi Mantha who taught in Malaysia and other countries, Ms. Suma Bindu, a specialist in communication and corporate skills, Dr. B. Brahmananda Chary, a specialist in teaching vocabulary, Ms. G. Kadambari, a specialist in logical reasoning.



CELT

CENTRE FOR ENGLISH LANGUAGE TRAINING

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<http://uceou.edu/CELT/index.php>