**Short Term Course Policy**

**1. Preamble**

Learning is the key to knowledge and continuous learning is the constant objective of our institution. Working towards this objective, our college periodically conducts trainings, lectures and various other programmes for the intellectual wellness of the students. Emerging trends in technical and professional education call for value addition i.e. students must acquire something more than what is provided in the curriculum. Hence our institution is keen on helping the students take up certificate courses to complement their knowledge and skills related to their field of study. We offer a wide variety of short term certificate courses which are conducted after class hours or during semester breaks. These courses are conducted by professionals and industry experts and help students stand apart from the rest in the job market by adding further value to their resume. Besides that, there is need to enhance their communication skills, to develop professional ethics in them and help them learn and develop human values and concern for humanity.

**2. Objective of the practice:**

• To bridge the knowledge gap between academia and industry and to strengthen the regular academic programmes prescribed by the university.

• To make students familiar with all the modern and updated concepts of the industry and enhance their chances of acquiring lucrative careers.

• To help the students develop ability to solve real-time problems in industry and society.

• To bridge the skill gaps and make students industry ready.

• To provide an opportunity to students to develop inter-disciplinary skills.

• To expose students to recent trends in the core field and enhance their employability skills.

**3. The Context**:

As university curriculum does not cover all areas, it is important for higher educational institutions to supplement the curriculum to make students better prepared to meet industry demands as well as develop their own interests and aptitudes. The curricular gaps are identified through overall POs attainment, feedback/suggestions obtained from industry advisory committee and academic advisory committee. . They are bridged by conducting various programmes like value added courses, seminars, conferences, workshops and guest lectures etc. Feedback from the alumni who have got placed in top-notch companies also has also been collected which helped in introducing Self framed Short Term Courses based on the existing needs of the industry. Most of our students undergo Value Added Courses to earn credits over and above the total credit requirement prescribed in the curriculum for the award of the degree. The Short Term Courses cultivate an urge amongst the students and position them to turn into flamboyant professionals on the latest trends and manifest their technical skills in advanced manner. These courses offer our students an edge over the others. They have their own uniqueness in the context of higher education. Altogether, there have been 27 Short Term Courses in these five years, out of which are self-framed courses and One-credit courses approved by University. Courses offered are chosen based on current trends, relevance and value in the job market. The curriculum for the one credit courses is designed by the members of faculty of our institution, and approved by University. Apart from our faculty members, industry experts are invited as resource persons for Self-framed courses. Assessment is done by conducting tests after completion of the course for one credit courses by our own institution whereas assessment for Self-framed courses is done through tests conducted by the industry. The Short Term Courses are conducted for 30 to 60 hours in a semester. They play an important role in the development of the students overall personality, thereby enhancing their career prospects.

**4. The practice:**

The college takes steps to find out the current needs in the industry and signs MoUs to teach such Short Term Courses. The department prepares the course contents, its delivery plan, time-table, reference books etc. for the courses. The teachers handling these courses are certified trainers who undertook training from the corresponding industry personnel and got certificates to offer training. In addition to the credits earned, after successful completion of the course, the students are issued certificates. The necessary but missing contents in any course are taught to the students with the help of these value added courses.