

1. Certificate Program in Modern Office Management & Secretarial Practice (Hindi)
2. Certificate Program in Modern Office Management & Secretarial Practice (English)

CANDIDATES ARE ADVISED TO READ INSTRUCTIONS MENTIONED BELOW THE SCHEDULE VERY CAREFULLY

KEY DATES

Declaration of Merit

30th September, 2023

Counselling Schedule

S. No	Counselling Steps	First Round of Counselling	Second Round of Counselling	
1	Physical Verification of Documents at Bhai Parmanand DSEU Shakarpur Campus-II with payment of Seat Confirmation Fees by DD (Rs. 11,000/- for SC/ST/PWD students and Rs. 12,000/- for all other categories) Note: DD in favour of <u>REGISTRAR, DELHI SKILL & ENTREPRENEURSHIP UNIVERSITY</u>	9 th Oct. 2023 (10:00 AM to 4.00 PM) to 10 th Oct. 2023 (10:00 AM to 4.00 PM)	Will be announced if seats remain vacant	
Proposed date for commencement of classes				October 18 th , 2023
<p>Note: Please refer to point no. 17 of Information Bulletin for Certificate Program in Modern Office Management & Secretarial Practice (Hindi/English) available at DSEU Website regarding requirement of all essential documents at the time of reporting for physical verification of documents at the time of admission.</p>				
Cancellation/ Withdrawal (with full fee refund)		No fees will be refunded if the cancellation/withdrawal request is given after October 20, 2023.		

S. No	Category	Seat Confirmation Fee	Balance Institutional Fee for First Semester
1	SC/ ST/ PWD	11,000/-	Nil
2	All other Categories	12,000/-	Nil

For more information, visit www.dseu.ac.in regularly for updates.

No separate communication will be sent.

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