

Based on "SKILL INDIA" Program of Ministry of Skill Development & Entrepreneurship and "SWAYAM" Program of MHRD, Government of India For "SKILLING INDIA"

GENERATING CRORES OF JOB OPPORTUNITIES

# VOC-VARSITY

Autonomous, Enterprising, Self-Financed, Self-Reliant Vocational Varsity For  
Diploma Training Program to Generate & Recruitment of Skilled Workers,  
Experts, Specialists & Innovators



A Project of an NGO Parent Organization Registered Under Niti Ayog  
Legacy of Trust Since 1968

Incorporated Under LLP Rules 2009, Ministry of Corporate Affairs,  
Government of India

## ADMISSION BULLETIN [2025-2026]

### PROSPECTUS

FOR DIRECT ADMISSION TO VOC-VARSITY CAMPUS

*One Skill: One Person Can Earn Livelihood For Life  
Generating Job-Ready Trained Skilled Work Force  
Skilled Trained Workers, Specialists, Experts, Managers, Entrepreneurs*

TRADE/ DIPLOMA/ POST DIPLOMA/ ADVANCE DIPLOMA/ MASTER DIPLOMA/ DOCTORATE  
SKILL & JOB-ORIENTED TRAINING PROGRAM BASED ON SPECIALLY DESIGNED ANDROID CURRICULUM OF RELATED  
DEPARTMENTS MINISTRIES OF GOVERNMENT OF INDIA UNDER SELF-PLACEMENT PROMOTION PROGRAMME,  
VOCATIONALIZATION OF EDUCATION DEVELOPED & INNOVATED BY VOC-VARSITY

#### Corporate Office

TDI City, Kundli, Haryana-131028 (Delhi-NCR)

9810252209, 9891173891

E.Mail: [vocationalvarsity@gmail.com](mailto:vocationalvarsity@gmail.com)

Website: [www.vocationalvarsity.org](http://www.vocationalvarsity.org)

## OBJECTS OF TRADE DIPLOMA COURSES

- 1.To equip the students with basic knowledge of the important disciplines which helps to take better decision.
- 2.To acquaint them with the environmental situation prevailing in the country including government policies and laws.
- 3.Skill development of the individual for self-reliant positions.
- 4.To promote an understanding of the essential principles and practices of the major functional area of specialization.
- 5.To develop analytical ability and creativity in thinking among the students.
- 6.To enable them to study first and at least one outstanding problem of the specialization in practical field and suggest their own solutions.
- 7.To equip well to take up a professional position in the industry/ establishment business/ commercial organizations.
- 8.To widen their avenues for employment through specialization.
- 9.To inspire the trainees to take initiative into practical problems through project work and research in their specialization resulting project report/ dissertation/ thesis for innovating there probable solutions.
- 10.To Setup Nursery School / Crèche / Day Care Centre/ Beauty Parlour Boutique/ Hobby Centre/ Health Centre/ Sanitation Services/ Pest Control/ News & Feature Agency Marketing Company / Business Establishment / Career Counseling / Personal Counseling Personality Development Workshop / Fashion House / Trading / Retail Selling/ Business.

**Award of Diploma-One Year/ First Year, Post Diploma- Two Years /Second Year, Advance Diploma-Three Years/ Third Year , Master Diploma-Four Years / Forth Year, Doctorate Diploma-Five Years Program/ Honour Doctorate on Outstanding 5 Years Work Profile Under RPL Byelaws.**

**Entrepreneurship/ Trade Diploma in Crèche/ Day Care Management/ Cutting –Tailoring & Fashion Designing- Cum-Technology/ Beauty–Parlor Management & Techniques / Language: Personality: Etiquette: Counseling: Consultancy / Vocational Diploma in Nursery / Primary Teachers' Education / Entrepreneurship Diploma in Marketing / Business Management / Hotel Management / Hospital Management / School Management / Health Care / Transportation/ Aviation / Retail Management. Diploma in all Para-Medical training Courses. Trade Diploma in Electric / Electronics / Civil / Automobile / Civil Engineering. Trade Diploma in Inverter Technology / Vocational Diploma in Tour & Travels/ Trade Diploma in Medical Nursing Assistant/ Attendant / Patient Care (Nursing) # Patient Nursing Midwifery( PNM) # Auxiliary Nursing Midwifery (ANM) # Diploma in Stress Management & Remedies. Fast Track Diploma For In-Service Personnel Under RPL Byelaws with Affidavit**



## **Incorporation of Limited Liability Partnership [ LLP ]**

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|-------------------------|---|
| 1. Name of LLP          | <b>VOC-VARSITY</b>  |
| 2. Objective of the LLP | <b>1. Implementation of All Skill Development Program of VOC- VARSITY and Various Ministries of Government of India.</b><br><b>2. Conducting Trade, Service, Professional Diploma Program with With Job- Ready Skilled Work Innovative Android Curriculum For Freshers &amp; In-Service, Skilled Personnel.</b><br><b>3. Promoting SKILLING INDIA Project Based on “SWAYAM” MHRD INITIATIVE, Government of India.</b><br><b>4. Honouring Diploma to Doctorate on the basis of Outstanding &amp; Tremendous Work in the Specialization of Competent Aspirants To Encourage Under Self-Assessment Declaration.</b><br><b>5. Collaboration of other all types of organizations for exchange of All Program including Training, Job Placement, Running Vocational &amp; Professional Program, Standardization of Products, Quality Awards, Women Empowerment, Child Welfare and All National Social Uplift Program.</b> |

**ALL SERVICES & ALL FEE WILL BE CHARGED 18% GST EXTRA**

## 1. INTRODUCTION

**Voc-Varsity LLP** managed by enthusiastic young educational reformers consisting of experienced, competent, Educationists, Professionals, Technocrats, Industrialists and Businessmen of repute with the aim to make education more meaningful and useful by co-relating the education with job, vocation or employment which means complete **Vocationalization of Education** in such a way that it can be made more related to life by developing resources and versatility and multidimensional **talents, skills, attitude, aptitude** through vocational education to develop **Self-Reliance and Entrepreneurship** to manage various ventures.

## 2. OBJECTIVE

The objective of the Voc-Varsity is to introduce new orientation to vocational & management education & training program to make it more relevant to meet the requirement of our country to **generate more job opportunities for the unemployed youth**. The Campus Institute is dedicated to the development of the new professional dimensions, generation and propagation of new practices and ideas which are feasible in the related field of specialization to achieve this objective on wider scale the Campus Institute conducts One Year Trade Diploma Courses in Hindi & English languages regularly as well as through Regular Online Education Training Course Package. This will develop the spirit of Entrepreneurship among the youth.

## 3. VARIOUS TRADE DIPLOMA COURSES

### **Vocational Diploma in Child Education & Preschool Management**

(Nursery-Primary Teachers' Education Training Course)

The Campus Institute is designed to serve as a professional training institution for candidates aspiring careers in Nursery-Primary School, Crèche, Day Care Centre, Child Education Centre, Educational Counseling, Children Home, Anganwadi, Hobby Centre. Adult Education Centre and Coaching Centre. The Institute conducts one-year Diploma in Nursery-Primary Teachers' Training Course based on N.C.E.R.T. curriculum for Pre-school & Early Primary Teachers' Education and Crèche and Pre – School Management.

### **Vocational Diploma In Journalism/ Advertising/ Media / Publishing Management**

The course offers four streams of specialization. Each candidate has to choose one specialized course of study. Diploma Course are designed to train professionals at the middle level in different fields, Reporting, News and Editorial Writing, Editing, Editorial functions, Copy Writing for Production of TV Commercials/ Campaign, Indoor and Outdoor Publicity, Production of Radio Jingles/ Spots. Production of Web Based Campaigns, Film Production, Marketing, Public Relations, Mass Communication in various Advertisement & Media Agencies. Thousands of Trained Professionals are needed are in various Radio, FM, TV Channels, Publishing Houses, Newspapers, News Channels, Video/Film Production Houses, Electronics & Print Media Research Organizations.

### **Trade Diploma in Various Management, Computer, Engineering & Technical Diploma Program**

The Institute conducts management courses in Marketing Management, Financial Management, Hotel Management, Business and Industrial Management, Export / Marketing Management, Purchasing and Material Management, Personnel Management and Industrial Relations, Office Management, Diploma in Travel Trade, Beauty Parlour Management & Techniques, Pre-school & Crèche Management, Cutting–Tailoring & Fashion Technology, Computer, Engineering & Technical Diploma Program The Diploma Holders of these all courses are in great demand in various industries, establishments and organizations.

### **Trade Diploma in Environmental Sanitation, Pest Control and Public Health**

This Diploma is very useful in getting job in government, public and private institutions such as municipal corporation, committee, city cantonment board and other local bodies, Indian Railway, hospitals, factories, cinema halls, mills, mines and other industrial establishments and can work as sanitary inspector, multipurpose health worker, health inspector, food inspector, primary health worker, vaccinator, sanitation supervisor, caretaker etc., can run sanitation and pest control services and can deal in chemicals, germicides, insecticides, disinfectants and deodorants.

### **Trade Diploma in Yoga and Human Development/ Personality: Etiquette**

The course includes the applications of yoga for human development in the field of education, industries, health and medical sciences. Besides this the emphasis is laid down on the multidimensional development of personality and behavioral approach of human society. This course is based on the curriculum Vishwayatan Yogashram. The training is imparted regularly or through correspondence course including the study of theoretical and practical aspects of the course in both English and Hindi.

### **Trade Diploma in Various Para-Medical and Hospital Management Courses**

MLT/ Blood Bank/ X-Ray/ CT Scan/ MRI/ ECG/ ICU Technician Diploma Courses. Ultrasound/ Echo Cardiology / Para-Medical Technology / Operation Theatre Technology/ Cath. Lab/ Ophthalmic Tech./ Respiratory Tech./ Renal Dialysis Tech./ Pharmacy/ P.G. Diploma in Hospital Management & Administration. These Para-Medical Courses are in great demand in government and private medical institutions. These courses are conducted under the supervision of Competent Medical Faculties in Various Hospitals/ Nursing Home/ Clinics in various parts of the country. Diploma in Patient Care (Nursing) Management / ANM/ PNM/ Baby Care/ Domestic Care/ Housekeeping/ Healthy Vendor Selling For Women under Women Empowerment Project for Under Matric Females.

#### **4. FEASIBILITY**

This training course entirely based on actual experience and working. Thus the emphasis is laid down on practical and fieldwork. Full guidance, directions and text material of the training course is supplied personally or by post. Work-report must be sent regularly by the trainee to the Institute for evaluation and further advice.

During the period of training course, the trainee will be examined from time to

time. Question Papers for the final examination will be sent by E. Mail as questions will not be answered with the help of any book or person until the trainee has done field – work and practical according to our instructions and guidance. Marks as well as grade will be awarded for the assignment during the course of training and will be added in the final examination. After the evaluation of the aptitude, the trainee will be advised to work on a particular venture.

## 5. RULES AND REGULATIONS

- (a) Application for this training course should be made on the prescribed form in the Website or sent through E.Mail with the prospectus and must be sent along with the prescribed fee and the required testimonials to E.Mail [vocationalvasity@gmail.com](mailto:vocationalvasity@gmail.com)
- (b) No Minimum Qualification is required , Sex, Age, Education –No Bar.
- (c) Medium of instruction: Hindi-English
- (d) Medium of examination: Hindi-English
- (e) Selection: On skill or aptitude basis
- (f) Method of instructions:**

Training is imparted regularly in classes / groups or personalized method of teaching & Instructions and also through E.Mail / Video Classes.

- (A) **Regular class:** Regular Online classes will be held in the in the form of tutorials five days in a week. Regular trainees will be engaged in the field practical and fieldwork in the working hours. The Institute sponsors and encourages the trainees to visit government, public and private institutions establishment organizations.

### Regulations:

#### 1.

Trade Certificate/ Trade Diploma/ Trade Mark-Sheet / Trade Performance Report/ Trade Honour/ Golden Trophy/ Trade Medal/ Trade Skills/ Post Diploma/ Advance Diploma/ Master Diploma/ Doctorate Diploma/ Doctorate Honour on Outstanding & Tremendous Work Profile for the last 5 Years in Any Specialty. Grading will be Awarded Finally by the” Voc-Varsity” by the Affiliated Institutions and Self-Competency Certificates of the Trainees. Duplicate Certificates (Diploma or Mark-Sheet or Both as per FIR, In case of (Lost/Misplaced/Mutilation) can be obtained by submitting FIR and Fee of Rs.10000/-+18% GST as Applicable, Any Recommendation letter For Better Job-Placement can also be issued by the Voc-Varsity on Demand by Payment of Rs.5000/-+18% GST as Applicable in the “Voc-Varsity” Bank Account. Identity Card/Letter of Authenticity/Missing Second Courier/Speed Post can be issued on payment of Rs.500+18% GST s Applicable.

#### 2.

The trainees who are interested to opt for regular online training will be sent the study material, lectures, training instructions and field work through E. Mail regularly. The trainee will have to do the fieldwork, practical training according to the instructions in various government public and private institutions establishments situated near by their place of residence. Work-Report regarding management in those institutions must be sent regularly by the trainee to the Institute for evaluation & further advice and remarks. At one time only one set of lecture will be E.Mailed to the trainee. Next lecture will be delivered after the satisfactory work report of the previous lecture. Evaluation Report of every lecture will be E.Mailed to the trainee along with the corrections, suggestions and advice. No Text Book Required. No Traditional Classes, only Group /Tutorial /Individual Teaching.

**There is no difference between Regular and Online  
Method of Imparting Education, Guidance & Training / Trainees / Trade Diploma  
Certificates, Doctorate & all other Awards**

## 6. DURATION OF THE TRADE DIPLOMA

The trainee has to complete the training of All diploma courses in the prescribed Duration. In special cases, the duration of the training period can be extended up to next one year with the Extension Fee of Rs.500/- + 18% GST as Applicable with usual Fee.

## 7. (a) PATTERN OF EXAMINATION

The Institute will conduct Examination through E.Mail and also evaluate trainee on the basis of performance during the entire course of training. Marks and Grades will be assessed, calculated and awarded on the basis of assignment, field-work, work-experience, practical and project report under examination pattern and other activities during the period of training.

## (b) AWARD OF THE TRADE DIPLOMA

Trade Diploma and Mark-sheet will be awarded in the Convocation of the University to the successful trainees within three months of the end of the session with marks, grade and division.

## 8. DETAIL OF FEE: MODE OF PAYMENT: OPTIONS

The Total Fee of All Diploma Program in lumpsum in advance is **Rs.40000/- (Rs.Forty Thousand Five Hundred only) Per Year. For Doctor level Diploma Program: Rs.50000/-Per Year**

**You can Deposit the Amount Directly in Any Branch of "INDIAN BANK" or through Bank Money Transfer Mode Online NEFT/RTGS/ IMPS/ UPI in favour of VOC VARSITY LLP**

**You can Deposit the Amount Directly in Any Branch of "INDIAN BANK" Or through Bank Money Transfer Mode, Online NEFT/RTGS/ IMPS/ UPI in favour of "VOC VARSITY LLP", Current A/C No.7958925563, Indian Bank, Kundli, IFSC Code IDIB00K273, TDI City (Branch Code: 02642), Kundli-131028**

**ONE PERSON: ONE SKILL CAN EARN LIVELIHOOD OF LIFE  
GENERATING CRORES OF JOB OPPORTUNITIES**

### **Salient Features of Voc-Varsity System of Imparting Vocational Education**

NO TRADITIONAL BORING CLASS ROOM TEACHING

\* NO TEXT BOOK \* ONLY REFERENCE BOOKS

AGE, SEX, EDUCATION - NO BAR

PERSONALIZED CONSULTANCY SESSION

APTITUDE, SKILLS, HARD-WORK ORIENTED,

100% PARTICIPATION OF THE TRAINEES

### **FEE REGULATIONS:**

1. All payments should be made in cash at the office counter or by Money Transfer in the name of **VOC VARSITY LLP** as mentioned above. In case of Money-Transfer, Please E.Mail Bank Deposit Slip.
2. No Application Form will be entertained without Proper Fee.

3. If a trainee whose name has been struck off for one reason or the other, seeks

Re-admission in the same session, may do so on the payment of prescribed Fee of Rs. 2000/- [Rupees Two Thousand ] only.

(e) Processing Fee/ Verification Charges of Detailed Mark-Sheet /Transcript/Diploma Special Fee @ Rs.5000/- Per Year+18% GST as Required/ Follow-Up Charges/ Expert Fee/ Consultant Fee may be Charged Extra as Per Requirement.

## 9. GENERAL RULES

- (a) Candidate has to Submit Scan Copies/ Photocopies of **Direct Admission to Campus Form** with Bank Money Transfer Slip, ID Proof & PAN Card and other Related Documents through Voc-Varsity Email [vocationalvarsity@gmail.com](mailto:vocationalvarsity@gmail.com) or Personally in the Voc-Varsity Corporate Office.
- (b) The candidate can Contact the “VOC-VARSITY” or any career assistance related to the course and can even personally visit the “VOC-VARSITY” Office for any Guidance.
- (c) Trainees Admitted in Campus will have their Classes as per Schedule. All other Trainees will be Admitted in Regular Online Classes will start Immediately After completing all Formalities. Field Work Report will be compulsory for all Trainees.
- (d) The study material of this diploma course is the sole copy right property of the Voc-Varsity and strictly for the use of its trainees. Trainees are welcomed to give suggestions for its improvement.
- (e) In all Email / Correspondence, Enrolment Number must be mentioned.
- (f) The right for final interpretation of the rules and regulations contained in the prospectus lies within University Jurisdiction.
- (g) The University reserves the right to change the rules and regulations contained in the prospectus from time to time or at any time.
- (g) All disputes are subject to jurisdiction of Haryana Courts.

## 10. DOCTORATE & GOLDEN TROPHY HONOUR TO INDIVIDUALS FOR THEIR OUTSTANDING SERVICES IN THEIR FIELD OF SPECIALIZATION WITH LIFE TIME MEMBERSHIP OF VISHWAKARMA VOC-VARSITY RESOURCE COUNCIL FOR RS.50000/- ONLY.

Any Individual can Apply For Doctorate in his/ her Specialization, who has devoted more than 5 Years consecutively with their outstanding services. All Certificates, Appreciation Letters, Press-Clippings, Photographs, Autobiography, Innovation, Project Report ,List of Achievement may be sent in the Spiral Binding to the “VOC-VARSITY” Office.

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## **APPRAISAL**

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VOC VARSITY LLP has developed a system of unique Curriculum for the trainees of various diploma for developing techniques and skills through self-study and field-visits based on the Curriculum of Department of Pre-School and Elementary Education, National Council of Educational Research and Training, New Delhi; P. G. Diploma Course in Journalism of University of Rajasthan and P. G. Diploma Course in Book Publishing of University of Delhi, Central Education Bureau of Ministry of Health and Family Welfare, New Delhi and International Institute of Management Sciences, Calcutta to meet the widely felt need for internationally oriented pre and post experience vocational education for ambitious young men and women and the “VOC-VARSITY” is winning widespread support of public and private sector organizations throughout the country. The “VOC-VARSITY” expresses its gratitude to thank the Entire World of Educationists, Professionals specialist and Experts of all the Streams, whose contributions to the vocational education inspired the Faculty of the “VOC-VARSITY” to develop more relevant curriculum to Generate Job Opportunities in Every Field of Specialization for the Livelihood of all the People in such a way to produce JOB-READY TRAINED SKILLED WORK FORCE: Workers, Specialists, Experts, Planners, Organizers, Resource Persons, Managers, Entrepreneurs, Business Persons, Innovators & Inventors.