



SRI GURU TEGH BAHADUR KHALSA COLLEGE
University of Delhi



INDIAN & FOREIGN LANGUAGES CENTRE



BULLETIN OF INFORMATION
2025-26

COMMITTEE MEMBERS

INDIAN & FOREIGN LANGUAGES CENTRE

PATRON : **Prof. Gurmohinder Singh**
Principal

COORDINATOR : **Dr. Gurdeep Kaur Sura**
Assistant Professor
Department of Punjabi

MEMBERS : **Dr. Gurinder Singh**
(Teaching Staff) Professor
Department of Punjabi

Dr. Nimmi Singh Jandu
Associate Professor
Department of Physics

Dr. P. Arun
Professor
Department of Electronics

Dr. Manoj Kumar Nimesh
Professor
Department of Zoology

Dr. Ruchi Kaur
Assistant Professor
Department of Mathematics

Ms. Sanchita Dhingra
Assistant Professor
Department of Commerce

MEMBERS : **Mr. Amarjeet Singh Chahal**
(Non-Teaching Staff) PA to Principal

Mr. Jaspal Singh
Library, Professional Assistant

Mr. Harpreet Singh
Admin. Office

SGTBKC

Named after the 9th Guru of the Sikhs, who laid down his life to uphold freedom of belief and conscience and whose sacrifice and martyrdom for secular values are unique in the annals of history.



OUR BEGINNING

Sri Guru Tegh Bahadur Khalsa College is a constituent College of University of Delhi. It is a co-educational institution of higher learning established in the year 1951 and is maintained by Delhi Sikh Gurdwara Management Committee (DSGMC) to instill the ideals of self-sacrifice and service among the youth.

At the time of inception, focus of the College was to ensure a comprehensive social transformation through access to quality education, in particular to young Punjabi Refugees of Partition in 1947, and to conserve and promote Punjabi language, culture, and heritage.

The college had a modest beginning and functioned from the building of Sri Guru Tegh Bahadur Khalsa School at Dev Nagar (Karol Bagh). The College shifted to its present premises in the University campus in 1973.

OUR FOCUS

Being a centre of excellence in higher education in Arts, Commerce, Social sciences, Sciences, promotion of Punjabi Language and Culture is taken as a challenge.

To achieve the objective of education in preserving rich cultural heritage and promoting the broader goal of sustaining diversity in a federal, democratic nation like India.

Our enviable sports complex, excellent playgrounds, well-equipped library and well-maintained laboratories and technologically upgraded computer centre are a matter of pride for the institution.

The College has always aimed to promote a skill-based development of students who can effortlessly integrate into the demands of a changing society.

THE COLLEGE BELIEVES IN :

- Message of service and sacrifice with humility
- Holistic approach to education
- Provides ample opportunities and facilities
- Excellent amalgamation of modernity and tradition

@SGTBKC

WE ARE OFFERING FOLLOWING LANGUAGE COURSES

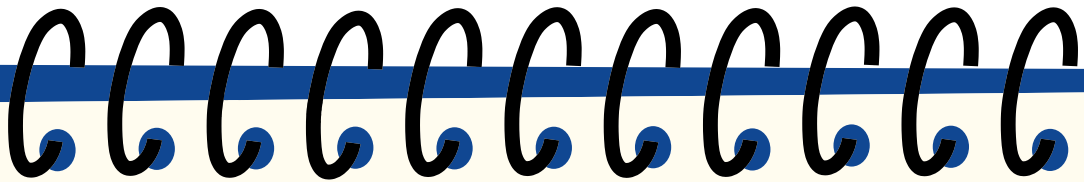
- Certificate Course in Punjabi
- Certificate Course in Chinese
- Certificate Course in French
- Certificate Course in German
- Certificate Course in Japanese
- Certificate Course in Korean
- Certificate Course in Russian
- Certificate Course in Spanish
- Certificate Course in Persian
- Diploma in French
- Diploma in German
- Diploma in Spanish

*** Duration of all courses is one year**

Message from Principal



Prof. Gurmohinder Singh



Dear Students,

Language is not just a tool for communication—it is a bridge to culture, history, and identity. At Sri Guru Tegh Bahadur Khalsa College, we take immense pride in offering robust courses in both Punjabi and various Foreign Languages, as part of our commitment to holistic education and global engagement.

Our Punjabi Language Programme reflects the rich literary and spiritual heritage of Punjab and the Sikh tradition. As one of the foundational pillars of this institution, Punjabi language studies connect students to their cultural roots, inspire a deeper appreciation for our history, and prepare them to contribute meaningfully to society. Whether you are a native speaker or a learner exploring a new language, this course offers a rewarding academic and personal journey.

In addition, our Foreign Language Courses—including Chinese, French, German, Japanese, Korean, Russian, Spanish and Persian — equip students with valuable communication skills that are increasingly sought after in today's interconnected world. These courses not only enhance your career prospects across international industries, diplomacy, and education, but also promote intercultural understanding and global citizenship.

I encourage all students to consider enrolling in one of our language programs. Whether your goal is personal enrichment, professional advancement, or academic development, learning a language will broaden your horizons in ways you never imagined. At SGTB Khalsa College, we are here to support your journey toward becoming articulate, thoughtful, and globally competent individuals.

With best wishes for your success and growth...



Message from the Coordinator



Dr. Gurdeep Kaur Sura

Assistant Professor,
Department of Punjabi



Dear Students,

Greetings from the SGGS Centre for Indian & foreign languages!

I am delighted to invite you to enroll in our Indian and Foreign Language Courses. These certificate and diploma programs are designed to equip you with essential language skills, broaden your academic and professional horizons, and foster a deeper appreciation of both Indian and global cultures.

Our Punjabi Language Course is more than just a study of grammar and literature—it is a journey into the rich cultural and spiritual legacy of Punjab. Whether you're a native speaker seeking formal training or someone newly interested in the language, this course will strengthen your connection with the region's literature, traditions, and community.

Meanwhile, our Foreign Language Courses (offered in Chinese, French, German, Japanese, Korean, Russian, Spanish and Persian) are tailored for students aiming to gain a competitive edge in today's global job market. With a practical, immersive approach and experienced instructors, these courses support learners from beginner to intermediate levels.

Language learning is an investment that will serve you for life—academically, professionally, and personally. I encourage you to take this opportunity to enhance your skills, explore new cultures, and open new doors.

For admissions, schedules, or any queries, feel free to reach out on college website or visit our college for more details.

Looking forward to welcoming you to the new journey.



Aim and Objectives

Punjabi and Foreign Language Courses @ sgtbkc

At Sri Guru Tegh Bahadur Khalsa College, University of Delhi, the Punjabi Language Course is rooted in the college's commitment to preserving and promoting the linguistic and cultural heritage of Punjab. The course aims to cultivate proficiency in reading, writing, and speaking Punjabi, while also fostering a deep appreciation for its rich literary and philosophical traditions. Students are introduced to both classical and contemporary works of Punjabi literature, including poetry, prose, and folk narratives. Emphasis is placed on mastery of the Gurmukhi script.

The course also explores the socio-cultural context of the Punjabi language, enabling students to connect more deeply with their roots and cultural identity. It prepares students for a range of careers in education, media, translation, public service, and academia, while promoting community engagement and leadership among Punjabi-speaking populations.

The Foreign Language Courses offered at SGTB Khalsa College are designed to meet the growing need for multilingual competence in today's globalized world. These courses aim to equip students with practical communication skills while fostering cross-cultural understanding. Through immersive, interactive instruction in reading, writing, speaking, and listening, students build a solid foundation in their chosen language.

The curriculum designed by University of Delhi is enriched with insights into the culture, customs, and histories of the countries where the languages are spoken.

● Benefits of The Courses

Punjabi and Foreign Language Courses @ sgtbkc

- **Enhanced Communication Skills:** Students develop the ability to communicate effectively in language, both orally and in writing.
- **Cultural Awareness:** Exposure to diverse cultures fosters tolerance, empathy, and global citizenship.
- **Career Opportunities:** Language proficiency opens doors in fields such as education, translation, diplomacy, international business, media, tourism, and civil services.
- **Academic Advancement:** These courses provide a strong foundation for higher studies in linguistics, literature, international relations, or cultural studies.
- **Personal Growth:** Learning a new language enhances memory, cognitive flexibility, and confidence.
- **Community and Heritage Connection:** Especially for Punjabi language learners, the course strengthens cultural identity and encourages engagement with Punjabi-speaking communities.

These language courses reflect SGTB Khalsa College's mission to nurture well-rounded individuals who are academically accomplished, culturally grounded, and globally aware.

ELIGIBILITY CRITERIA

Certificate Course:

- Candidate should have passed 10+2 examination or any other equivalent system. Marks of best four (10+2) including English/Hindi will be considered for merit. An aggregate of at least 45% marks are required to apply for admission.
- Applicants are advised to submit all the information carefully.
- The Merit Lists does not guarantee admission to any foreign language course it is subject to verification of marks and original documents.

Diploma Courses:

- For admission in Diploma courses (German/French/Spanish) it is mandatory to have Certificate in the respective language i.e. Successful completion of Certificate in German/French/Spanish offered by University of Delhi.

ADMISSION PROCEDURE

- Online Registration Forms and details are available on the college website.
- For any query Email us at: lcsgtbkcdu@gmail.com
- One-time registration fee of INR 200/- is payable for Registration (non-refundable).
- On-the-spot admission will be offered, depending on the availability of seats.
- Once selected, candidates must complete the online fee payment within three days. Failure to do so will result in cancellation of the admission offer.
- An amount of INR 1000/- will be deducted if admission is cancelled within 7 days of fee payment. No refund will be allowed after that.

LAST DATE OF ADMISSION

All admissions will be finalized by 1st September. Extensions may be considered only if seats remain vacant.

REQUIRED DOCUMENTS

Following documents should be self attested & uploaded online with Registration form for admission:

- Class XII pass certificate for certificate course and Pass Certificate in the concerned language for Admission in Diploma Course.

Following documents should be submitted along with the admission form at the time of admission:

- Class X Marksheet and Passing Certificate for Date of Birth Proof
- Class XII Marksheet and Passing Certificate
- Certificate of last degree/course passed. (if applicable)
- Two Passport size Photograph.
- Course Fee Receipt
- Mandatory Anti-ragging Undertaking form by student & parents

FEE STRUCTURE

S.No.	Course Name	Course Fee
1	Certificate in Punjabi	Rs. 1500
2	Certificate in Chinese	Rs. 15000
3	Certificate in French	Rs. 15000
4	Certificate in German	Rs. 15000
5	Certificate in Japanese	Rs. 15000
6	Certificate in Korean	Rs. 15000
7	Certificate in Russian	Rs. 1722 (students already enrolled in DU) Rs. 1772 (students not enrolled in DU)
8	Certificate in Spanish	Rs. 15000
9	Certificate in Persian	Rs. 15000
10	Diploma in French	Rs. 15000
11	Diploma in German	Rs. 15000
12	Diploma in Spanish	Rs. 15000

ACCOUNT DETAILS FOR PAYMENT

- Bank: Punjab & Sind Bank
- Account Name: Sri Guru Tegh Bahadur Khalsa College (Student Fund)
- Branch: SGTB Khalsa College, University Campus, Delhi 110007
- IFSC: PSIB0000895 A/c No.: 08951000000139

TIMINGS

Certificate and diploma courses are conducted three times a week, with each class having a duration of 2 hours.

All classes commence at 2:45 P.M. with each session lasting 60 minutes.

ATTENDANCE

A minimum of 67% attendance is compulsory to take the University Examination. The internal assessment exams (if any) will be conducted as per the requirement of the course.

DISCIPLINE

The college holds the authority to take disciplinary measures against any student who breaches the code of conduct. This may include removal from the course or college, and even rustication from the University.

EXAMINATION FORMS AND DEADLINES

The calendar for filling in examination forms will be notified on the College Notice Board & College website (www.sgtbkhalsadu.ac.in).

CERTIFICATE

Apart from the completion certificate college also provides the appreciation certificate to the students who stood first in the respective language course.

ID CARDS

Identity cards will be issued to student enrolled in Certificate and Diploma course in foreign language to facilitate entry into college premises after 02:45 p.m. and not for any other purpose whatsoever. The students are expected to carry the Identity cards when coming for the class.

NOTE:

- After registration, candidates shortlisted for admission will be notified of further admission details on college website.
- Admission will be on merit basis, subject to the availability of seats.
- Commencement of a course is subject to admission of minimum number of students.
- The College authorities reserve the right to restructure the fees and refuse the admission.
- Applicants are advised to submit all the information carefully.
- The Merit Lists does not guarantee admission to any foreign language course. It is subject to verification of marks and original documents.

Punjabi

Spanish

French

Japanese

Chinese

Russian

Korean

German

Persian