

**TO BE SUBSTITUTED THE LETTER ISSUED VIDE MEMO NO. 9/16-2023 COORD.(1)**  
**DATED 21.02.2023**

From

Director General, Higher Education, Haryana,  
Shiksha Sadan, Sector-5, Panchkula

To

The Principals,

1. GC Faridabad	2. GC Sec-9 Gurugram	3. GC Hisar	4. GC Bahadurgarh
5. GC Jhajjar	6. GC Jind	7. GC Kaithal	8. GC Karnal
9. GCG Palwal (Kkr)	10. GC Narnaul	11. GCW Narnaul	12. GCW Sec-14, Panchkula
13. NRS GC Rohtak	14. GC Bhiwani	15. GNC Sirsa	16. GC Ambala Cantt
17. GCG Rewari	18. GC Tohana	19. GCW Gohana	20. GC Panipat

Memo No. 9/196-2023 Coord. (1)

Dated, Panchkula the 27/2/2024


**Subject:**

**Integration of skill enhancement online training programme in UG/PG curriculum.**

Kindly refer to the subject cited above.

In the subject matter, I am directed to inform you that the department is going to start skill enhancement online training programme in Govt. Colleges and Polytechnics of the State. Therefore, a list of online courses is sent herewith with a request to take consents from the students of your college who wanted to enroll themselves in the said online training courses subject to bear 50% cost of the course by the student and provide to this office within four days.

Encl: List of online courses

  
Superintendent Co-ordination  
for Director General, Higher Education,  
Haryana, Panchkula

CC:-

In-charge I.T. Cell to upload.



Sector/Sub-Sector	NSQF aligned Qualification/NOS/MC	Type of Job Role	NQR Code	NSQF Level	Notional Hours	Type	Min. Qualification	Common Cost	Price per Course (INR)	Assessment Fees/ Candidate (INR)
Professional Skills	GST Executive	National Occupational Standards (NOS)	Aligned to NOS MEP/N1217		30	Online	As desired may be noted that the online courses may be administered to candidates with class 12th pass or equivalent/ pursuing graduation	35.1	1053	400/-
Professional Skills	Statutory Executive	National Occupational Standards (NOS)	Aligned to MEP/N1215, MEP/N1219, MEP/N1220, MEP/N1221		60	Online	As desired may be noted that the online courses may be administered to candidates with class 12th pass or equivalent/ pursuing graduation	35.1	2106	400/-
Professional Skills	Finance Executive	National Occupational Standards (NOS)	Aligned to MEP/N1214, MEP/N1215, MEP/N1217, MEP/N1221		90	Online	As desired may be noted that the online courses may be administered to candidates with class 12th pass or equivalent/ pursuing graduation	35.1	3159	400/-
Professional Skills	Spoken English at Workplace	National Occupational Standards (NOS)	MEP/N9903		60	Online	This unit is about following and using simple English language sentences, expressions and text to meet communication needs, including direct customer interface	35.1	2106	400/-
Soft Skills	Employability Skills	National Occupational Standards (NOS)	MEP/N9905		75	Online	This unit is about using effectively using and displaying skills for employability during recruitment, selection processes and on the job for improved work performance.	35.1	2632.5	400/-