



Jayprakash Education Society's  
**DR. BABASAHEB AMBEDKAR MAHAVIDYALAYA**  
Barrister Tatyasaheb Mane Vidyanagar, Peth Vadgaon - 416112.  
Dist. Kolhapur (Maharashtra) Ph.Office : 0230-2471086



(Affiliated to Shivaji University, Kolhapur)

Founder Chairman : **Hon. Adv. Nanasaheb S. Mane**  
B.A., LL.B., Ex.MLA

Chairman : **Shri. Satish S. Mane**  
M.A., M.Phil

Principal : **Dr. S. D. Disal**  
M.Sc. Ph.  
Mob. : 770989095

### 1.2.2

Number of Add on / Certificate programs offered during the year

Year	2023-24
Number of Courses	08





Jayprakash Education Society's  
**DR. BABASAHEB AMBEDKAR MAHAVIDYALAYA**

Barrister Tatyasaheb Mane Vidyanagar, Peth Vadgaon - 416112.  
Dist. Kolhapur (Maharashtra) Ph. Office : 0230-2471086



(Affiliated to Shivaji University, Kolhapur)

Founder Chairman : **Hon. Adv. Nanasahab S. Mane**  
B.A., LL.B., D.M.A.

Chairman : **Shri. Satish S. Mane**  
M.A., M.Phil

Principal : **Dr. S. D. Disale**  
M.Sc. Ph.D  
Mob : 7709880950

## List of Career oriented courses 2023-24

Sr. No.	Name of the Department	Name of the Course	Name of the Convener
1	Dept. of English	English for Competitive Examination	Dr. V.P Chaugale
2	Dept. of Commerce	Certificate course in Tally ERP-9 With GST	S. M. Pupalwad
3	Dept. of Sociology	Certificate course in Research Methodology	Dr. S.A Sagat
4	Dept. of Geography	Certificate course in Tourism	Dr. S. B. Kamble
5	Dept. of Political Science	Certificate course in Political Leadership and Government	S.S.Wadave
6	Dept. of History	Certificate course in Museology	Dr. H.D. Nadaf
7	Dept. of Marathi	Certificate course in <i>Gramin Patrakarita</i>	Dr. S. V. Padmakar
8	Dept. of Economics	Certificate Course on Financial Literacy	Dr. S. T. Birnale



*Disale*  
Principal,

Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur, Maharashtra

Jayprakash Education Society's

**Dr. Babasaheb Ambedkar Mahavidyalaya**

**Certificate/Add on Course in TALLY ERP -9 WITH GST**

**Date: 1<sup>st</sup> September to 9<sup>th</sup> Oct 2023**

**A Report Submitted to  
IQAC, Internal Quality Assurance Cell  
Dr. Babasaheb Ambedkar Mahavidyalaya**

Organized by

**Department of Commerce**

**Course Coordinator**

**Mr. S.M. Pupalwad**

**Head of the Department**

**Miss S.S. Amrutsagar**

**Department of Commerce**

**Dr.Babasaheb Ambedkar Mahavidyalaya**  
**2023-2024**



**Proposal of Certificate Course**

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**Name of the Institute** : Dr. Babasaheb Ambedkar  
**Mahavidyalaya**

**Organizer** : Department of Commerce

**Title of the Course** : Certificate/Add on Course in TALLY ERP -9 WITH  
**GST**

**Duration of the Course** : Two Months  
(1<sup>st</sup> September to 9<sup>th</sup> Oct 2023)

**Hours of Work** : 30

**Delivery Mode** : Offline

**Language of Instruction** : English & Marathi

**Intake Capacity** : 30

**Eligibility** : 12<sup>th</sup> Pass

**Fees of the Course** : NA

**Course Coordinator** : Mr. S.M. Pupalwad

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Certificate / Add on Course in  
Commerce

## Certificate/Add on Course in TALLY ERP -9 WITH GST

**Title of Programme:** : Inauguration Function of  
**Certificate/Add on**  
**TALLY ERP -9 WITH GST**

**Organizing Department** : Commerce  
**Date** : 1<sup>st</sup> Sepetmber 2023  
**Venue** : Conference Room. No.1  
**No. of Participants** : 60 (Male: , Female: )  
**Coordinator** : Mr. S.M. Pupalwad  
**President** : Prin. Dr. S.D. Disale

Jayprakash Education Society's Dr. Babasaheb Ambedkar Mahavidyalaya inaugurated 'TALLY ERP -9 WITH GST' on 1<sup>st</sup> Septmber organized by Department of Commerce. Prin. Dr. S.D. Disale

, Head of Commerce Department Sunita S. Amrutsagar, Coordinator of Course Mr. S. M. Pupalwad Mr. K.A. Kamble, Mr. A.D. Pawar, Dr. S. A. Tawandkar, and More Madam were present there. Chief speaker Prin. Dr. S. D. Disale encourage students for this E- commerce course . A total



number of 30 students are enrolled in this Certificate Course. The lecturers of this course were organized from 1<sup>st</sup> September to 9<sup>th</sup> Oct 2023. Certificate / Add on Course in TALLY ERP -9 WITH GST prescribed to students to understand basic TALLY ERP -9 WITH GST concept and their effective use in daily life. We have seen that student from rural background not aware about TALLY ERP -9 WITH GST and its importance. In this course we discuss introducing TALLY ERP -9 WITH GST, learning and implementing TALLY ERP -9 WITH GST and potential opportunities and challenges faced in developing TALLY ERP -9 WITH GST. To overcome fear from student's mind, Certificate Course in TALLY ERP -9 WITH GST can pave the proper way. After completion of this course, the learner will be able to demonstrate and understand E-payment system and usage of electronic commerce.

Date: 20/08/ 2023



## MEETING NOTICE

All the staff members of the Department of Commerce are hereby informed that, meeting will be held regarding 'Certificate/Add on course in TALLY ERP -9 WITH GST' on 21 Aug 2023, at the Department, at 11:00 AM. All the members are requested to attend the meeting.

### **AGENDA:**

1. To confirm the Syllabus Completion
2. To discuss regarding online class
3. Review of the Participation of students
4. To discuss time issue of online class
5. Any other

A handwritten signature in black ink, appearing to be "SH" with a downward arrow.

Head

Department of Commerce,  
Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur.



Jayprakash Education Society's  
**Dr. Babasaheb Ambedkar Mahavidyalaya**  
Barrister Tatyasaheb Mane Vidhyanagar, Peth vadgaon

**Department of Commerce**  
**Inauguration of Certificate/Add on Course in TALLY ERP -9**  
**WITH GST**

**2023-2024**

**Program Schedule**

<b>Welcome &amp; introduction</b>	<b>: Mr. S.M. Pupalwad</b>
<b>Address by the principal</b>	<b>: Prin. Dr. S. D. Disale</b>
<b>Special Invitee</b>	<b>: Miss. P. S. Mane</b> <b>(Director jayprakash education Society)</b>
<b>President</b>	<b>: Miss. Sunita S. Amrutsagar</b>
<b>Vote of Thanks</b>	<b>: Miss T. S. Kumbhar</b>
<b>Compering</b>	<b>: Dr. S. T. Birnale</b>

**Head**

**Department of Commerce,**  
**Jr. Babasaheb Ambedkar Mahavidyalaya,**  
**Peth Vadgaon, Dist. Kolhapur.**



Jayprakash Education Society's  
**Dr. Babasaheb Ambedkar Mahavidyalaya,**  
Barrister Tatyasaheb Mane Vidhyanagar, Pethvadgaon



**Department of Commerce**

**Certificate/Add on Course in TALLY ERP -9 WITH GST**

**2023-2024**

**Syllabus**

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- Module – I      Masters : Inventory
- Module – II     Goods And Services Tax ( GST)
- Module – III    Purchase Vouchers With GST
- Module – IV     Sales Voucher With GST
- Module – V      GST Reports And Returns

  
Head

Department of Commerce,  
Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur.



**Department of Commerce**

**Certificate/Add on Course in TALLY ERP -9 WITH GST**

**2023-2024**

**Course Aim**

- 1) Understand the various concepts and to take detailed knowledge regarding TALLY ERP -9 WITH GST.
- 2) Assess the major opportunities, limitations, issues and risks of TALLY ERP -9 WITH GST.

**Course Objectives**

1. The objective of this course is to familiarize the learners with the knowledge and understanding of  
e-commerce.
2. To understand the TALLY framework.
3. To understand the electronic system of payment.
4. To understand E – Governance.
5. To understand the GST Reports And Returns

**Course Outcomes**

- 1) Students will understand GST Reports And Returns.
- 2) Students will use E-commerce technology in their chosen field of industry.
- 3) Students will analyse the impact of Simplifies the tax structure, reduce tax evasion.
- 4) Students will use Various Accounting entry in GST.

Head

**Department of Commerce,**  
Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur.

Jayprakash Education Society's  
**Dr. Babasaheb Ambedkar Mahavidyalaya**  
Barrister Tatyasaheb Mane Vidhyanagar, Peth vadgaon  
**Department of Commerce**



**Board of Syllabus Committee**

**Certificate/Add on Course in Commerce-2023-2024**

The course syllabus committee helps to complete aim and objective decided for certificate course. it carries out expert check-up with an aim to follow the quality of syllabus.

**Member of Board of Studies**

Sr. No.	Name of BOS	Name	Institution/Address	Sign
1	Chairman	Sunita S. Amrutsagar	Dr. Babasaheb Ambedkar Mahavidyalaya Peth vadgaon	
2	Expert	Mr. R. B. Basnaik	Y. C. Warana Mahavidyalaya, Warananagar	
3	Member	Mr K. A. Kamble	Dr. Babasaheb Ambedkar Mahavidyalaya Peth vadgaon	
4	Member	Dr. S.T. Birnale	Dr. Babasaheb Ambedkar Mahavidyalaya Peth vadgaon	

Head

Department of Commerce,  
Dr. Babasaheb Ambedkar Mahavidyalaya,  
Peth Vadgaon, Dist. Kolhapur.



Date: 27/08/2023

To

The Principal

Dr. Babasaheb Ambedkar Mahavidyalaya Peth vadgaon

Sub – Permission for Certificate /Add on course in “TALLY ERP -9 WITH GST”

Dear sir

With reference to the above subject, we are going to start 30 hours “TALLY ERP -9 WITH GST” course from next week.so kindly consider the above request and give us permission.

Thanking you

Yours Faithfully

Head

Department of Commerce,  
Dr.Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon,Dist.Kolhapur.

Jayprakash Education Society's  
**Dr. Babasaheb Ambedkar Mahavidyalaya**  
Barrister Tatyasaheb Mane Vidhyanagar, Peth vadgaon  
**Department of Commerce**



**Certificate/Add on Course in Commerce-2023-2024**

**Notice**

**Date 27/08/2023**

All the students are here informed that the department of Commerce is going to organize certificate/add on course in **"TALLY ERP -9 WITH GST"**. The duration of course is 30 hours. Course provides to know TALLY ERP -9 WITH GST. This course is free of cost. The course will start on **1<sup>st</sup> September**. The interested participants should register their name on or before **28<sup>th</sup> August 2023**.

Contact: Mr. S.M.Pupalwad

H.O.D.

Head

Department of Commerce,  
Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur.

Principal

Principal,

Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur, Maharashtra

Jayprakash Education Society's

Dr.Babasaheb Ambedkar Mahavidhyalay,

Barrister Tatyasaheb Mane Vidhyanagar, Pethvadgaon

Certificate/Add on course in TALLY ERP -9 WITH GST



**Time-table**

Month-September-2023

Time- 11.00 a.m. To 12.00.am

Faculty	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
S.S. Amrutagar					01-09-2023	02-09-2023
S, M. Pupalwad	03-09-2023	04-09-2023	05-09-2023	06-09-2023	07-09-2023	08-09-2023
S.S. Amrutagar	09-09-2023	11-09-2023	12-09-2023	13-09-2023	14-09-2023	15-09-2023
S, M. Pupalwad	16-09-2023	18-09-2023	20-09-2023	21-09-2023	22-09-2023	23-09-2023
S.S. Amrutagar	25-09-2023	26-09-2023	27-09-2023	29-09-2023	30-09-2023	

  
Head

Department of Commerce,  
Dr.Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur.



Month October 23

Faculty	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
S.S. Amrutsagar		03-10- 2023	04-10-2023	05-10- 2023	06-10- 2023	07-10- 2023
S, M. Pupalwad	09-10- 2023					

Head  
Department of Commerce,  
Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur.

Student signature

Signature of Jr. Supervisor

Seat No.

PRN No.

## Dr. Babasaheb Ambedkar Mahavidyalaya Peth Vadgaon

Examination of Certificate/Add on course

**Subject- TALLY ERP WITH GST 9**



Day and Date: 10/10/2023

Total Marks: 60

Name of Centre: Peth vadgaon

Time: 11.00 to 12.00

Instruction: 1. All Questions are compulsory

2. Figures to the right indicate full marks

3. Each question carries 2 marks

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**Q.1 Short Note (Any 3)**

**12 Marks**

1) Data import

2) Date Export

3) How to Activate GST for your Company in Tally ERP

4) What is backup and Restore





**Q.2** Creating a Inter-State Purchase Ledger: Inter-State Purchase @ 18% in Tally ERP9 **12 Marks**

**Q.3** How to Creating GST Ledgers-COST-SGST-1GST in Tally ERP9 **12 Marks**

**Q.4** Mention the types of the ledger that can be made in Tally ERP 9. **12 Marks**

### **Section II**

**Q5** What is the use of a statement of inventory in Tally ERP 9? **12 Marks**

**Q.6** Difference Between CGST, SGST and IGST **12 Marks**

**Q7** Explain Masters in GST **12 Marks**

Jayprakash Education Society  
**Dr. Babasaheb Ambedkar Mahavidyalaya, Peth Vadgaon**  
**Certificate /Add on course in TALLY ERP -9 WITH GST**

Year 2023 - 2024

Date 11/10/2023



Result

Sr.No	Roll No	Students Name	Class	Score
1		Amkar Jyoti Nivruti	B.Com. - III	40/60
2		Bhandari Madhavi Nagesh	B.Com. - III	46/60
3		Fatak Divya Suresh	B.Com. - III	42/60
4		Gadivan Sandhya Popat	B.Com. - III	49/60
5		*Kashid Kavita Mohan	B.Com. - III	46/60
6		Katakar Kajal Ragunath	B.Com. - III	45/60
7		Kudache Simran Rafik	B.Com. - III	50/60
8		Shirke Anjali Ramrao	B.Com. - III	39/60
9		Thorvat Poonam Subhash	B.Com. - III	41/60
10		Chavan Nikita Khanderao	B.Com. - III	49/60
11		Kapale Kiran Krushnat	B.Com. - III	46/60
12		* Khot Nitin Babaso	B.Com. - III	42/60
13		Mulani Sohel Amir	B.Com. - III	47/60
14		Patil Prasad Babu	B.Com. - III	46/60
15		Bhate Vivek Jagannath	B.Com. - III	52/60
16		Nalawade Jagannath Vishwas	B.Com. - III	40/60
17		Mankar Vaishnavi Sanjay	B.Com. - III	46/60
18		Borgavkar Tofik Raju	B.Com. - III	42/60
19		Chavan Jayvardhan Ravindra	B.Com. - III	40/60
20		Dabhade Rushikesh Satish	B.Com. - III	47/60
21		Hinchgeri Sagar Prakash	B.Com. - III	41/60
22		Jadhav Omkar Shivaji	B.Com. - III	42/60
23		Joshi Rohan Shashank	B.Com. - III	46/60
24		Patil Rushikesh Uttam	B.Com. - III	49/60
25		Dalavi Rohit Ramesh	B.Com. - III	40/60
26		*Kandekar Pranali Uttam	B.Com. - III	54/60
27		Suryavansahi Avantika Aappe	B.Com. - III	43/60
28		Bharati Urmila Bhanudas	B.Com. - III	40/60
29		Pawar Shruti Baban	B.Com. - III	53/60
30		Patil Rohit Ramesh	B.Com. - III	47/60

Head

Department of Commerce,  
Jr. Babasaheb Ambedkar Mahavidyalaya,  
Peth Vadgaon, Dist. Kolhapur.

## MINUTES OF THE MEETING



The meeting was held on 21 Aug 2023 in the commerce department.

The following members were present.....

1. Prof. S. S. Amrutsagar - HOD
2. Prof. S. M. Pupalwad - Co-ordinator
3. Mr Kishor Kamble - Member
4. Dr. S. T. Birnale - Member

### MINUTES:

1. Discussion done on Syllabus Completion of 'Certificate/Add on course in E-Commerce' Coordinator and same were confirmed by all the members.
2. It was decided to organize online classes for courses as per government rule for colleges.
3. It was decided that the online classes can be as per convenience of students and faculty members' time availability.
4. It was decided to encourage students for active participation in online class

A handwritten signature in blue ink, appearing to be "S.H.", written over the printed name "Head".

Head

Department of Commerce,  
Dr. Babasaheb Ambedkar Mahavidyalaya,  
Peth Vadgaon, Dist. Kolhapur.

Jayprakash Education Society's  
**Dr. Babasaheb Ambedkar Mahavidyalaya,**  
Barrister Tatyasaheb Mane Vidyanagar, Peth- Vadgaon.



**Action Taken Report**

Meeting Details: Date: 21 September 2023, Time: 11:00 a.m. Place: Room  
No.27

Sr. No	Agenda	Action Taken
01	To confirm the Syllabus Completion	H.O.D. and coordinator noted completion of syllabus.
02	To discuss regarding online class	Coordinator discussed about time table of online class
03	Review of the Participation of students	H.O.D. has taken review on participation of students
04	To discuss time issue of online class	Coordinator noted the time issue of participants and planned online classes as per time convenience and other members accepted it.

Head

Department of Commerce,  
Dr. Babasaheb Ambedkar Mahavidyalaya,  
Peth Vadgaon, Dist. Kolhapur.

















Jayprakash Education Society's

## DR. BABASAHEB AMBEDKAR MAHAVIDYALAYA

Barrister Tatyasaheb Mane Vidyanagar,  
Peth Vadgaon. Dist- Kolhapur. Pin – 416122.

### Department of Commerce

(2023-24)

**Certificate Course in GST**  
Student Profile/ Admission Form



**Full Name :-** *Urmila Bhanudas Bharati*

**Roll No :** *1103*

**Class :-** B.Com III

**Permanent Address :-** *AIP Bhadole.*

**Aadhar Card No :-** *6506 1090 8197*

**PRN No :-** *2021032119*

**Mobile No :-** *7758986386*

*U. Bharati*  
**Signature of Student**

*[Signature]*  
**Coordinator**

Jayprakash Education Society's  
**Dr. Babasaheb Ambedkar Mahavidyalaya, Peth Vadgaon**  
Barrister Tatyasaheb Mane Vidyanagar, Peth- Vadgaon  
**Department of English**  
**(2023-24)**

Date: 04/09/2023

To,  
The Principal  
Dr. Babasaheb Ambedkar Mahavidyalaya,  
Peth Vadgaon

**Subject: Permission for Certificate / Add on Course in English for Competitive Examinations**

Dear Sir,

With reference to above mentioned subject, we are going to run 30 hours Certificate Course in English for Competitive Examinations form Monday, dated 11<sup>th</sup> September 2023 onwards. Kindly, grant us the permission to run the course. The proposal for Certificate Course entitled "**English for Competitive Examinations**" is attached herewith. Kindly, grant us the permission to run the said course.

Thanking You...

*Allowed to conduct  
the course.*

*Bals*  
Principal,  
Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur, Maharashtra.

*VP/le*  
Head  
Department of English,  
Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur.



Jayprakash Education Society's  
**Dr. Babasaheb Ambedkar Mahavidyalaya, Peth Vadgaon**  
Barrister Tatyasaheb Mane Vidyanagar, Peth- Vadgaon  
**Department of English**  
(2023-24)

**Proposal for Certificate Course**

<b>Organizer</b>	: Department of English
<b>Title of the Course</b>	: <b>English for Competitive Examinations</b>
<b>Duration of the Course</b>	: 30 Lectures
<b>Teaching Hours</b>	: 30 Hrs
<b>Delivery Mode</b>	: Offline
<b>Language of Instruction</b>	: English
<b>Intake Capacity</b>	: 30
<b>Eligibility</b>	: B.A, B.Com, B.C.A.
<b>Fees for the Course</b>	: NA
<b>Course Convener</b>	: Dr. Vilas Pandurang Chaugale

**Head**

**Department of English,**  
**Jr. Babasaheb Ambedkar Mahavidyalaya,**  
**Peth Vadgaon, Dist. Kolhapur.**

Estd: 6 Jan. 1979  
Reg.No.:MAH/1184/Kop.  
E-mail : bacpvd@yahoo.co.in



UGC (2 f & 12 B) dt. 23 June 2006  
Perm. Affi.No.Aff/T.2/SGB/10780 dt.16 Feb.2005  
Jr.College Index No.23-06-004 J



Jayprakash Education Society's  
**DR. BABASAHEB AMBEDKAR MAHAVIDYALAYA**

Barrister Tatyasaheb Mane Vidyanagar, Peth Vadgaon - 416112.  
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B.A., LL.B., Ex.M.A.

Chairman : **Shri. Satish S. Mane**  
M.A., M.Phil

Principal : **Dr. S. D. Disale**  
M.Sc., Ph.D  
Mob. : 7709880950

Ref.: J/BAC/2023 -2024 / समक्ष

Date : 05/09/2023

To,

Dr. N. P. Khavare  
Assistant Professor & Head  
Department of English  
Hon. Shri. Annasaheb Dange  
Arts, Commerce & Science College, Hatkanangale

**Subject: Appointment Letter as an Expert of Board of Syllabus Studies**

Respected Sir,

We are very glad to inform you that, Department of English is going to organize a Certificate Course entitled "**English for Competitive Examinations**". We are appointing you as an Expert of the Board of Studies to **design the Syllabus**. You are kindly requested to accept the invitation as an Expert for the BOS and send consent of it. We are waiting for a positive response.

Thanking You,

  
Principal,

Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur, Maharashtra

Jayprakash Education Society's  
**Dr. Babasaheb Ambedkar Mahavidyalaya, Peth Vadgaon**  
Barrister Tatyasaheb Mane Vidyanagar, Peth- Vadgaon  
**Department of English**  
**Board of Syllabus Committee**



**English for Competitive Examinations**

**2023-24**

The course syllabus committee helps to complete whatever aim and objectives decided for a short- term course. It carries out expert check-ups with an aim to follow the quality of syllabi.

Syllabus Committee members:

Board of Committee	Name	Sign
Expert	Dr. N. P. Khavare	
Chairman	Dr. V. P. Chaugale	
Member	Mr. M. M. Pawar	
Member	Mrs. J. G. More	

Dr. V. P. Chaugale  
Course Convener

Principal,  
Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur, Maharashtra



Jayprakash Education Society's  
**Dr. Babasaheb Ambedkar Mahavidyalaya, Peth Vadgaon**  
Barrister Tatyasaheb Mane Vidyanagar, Peth- Vadgaon  
**Department of English**  
(2023-24)

**Course Name: English for Competitive Examinations**

**Aim:** To comprehend Basic English grammar for Competitive Examinations

**Objectives:**

- To enable students to demonstrate an understanding of grammatical structures
- To enable students to practice the grammar skills involved in writing sentences and short paragraphs.
- To acquire a wide vocabulary.
- To enable Interview Skills and be aware of preparing C.V.
- To encourage the active involvement of the students in the learning process.

**Learning Outcomes**

After completion of this course, the learner will be able:

- To demonstrate and understand correct usage of grammar.
- To use the vocabulary in formal and informal life situations.
- Implement English construction and Grammar in competitive Exam
- To develop vocabulary usage.
- To acquire knowledge of sentence construction

**Syllabus**

**Module – I**

- A) Word Formation
- B) Parts of Speech

**Module – II**

- A) Tenses
- B) Transformation of sentences

**Module -III**

- A) Use of Auxiliary verbs
- B) Interchange of Sentences

**Module - IV**

- A) Correspondence
- B) Interview Skills

  
Head

Department of English,  
Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur.

  
Principal,

Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur, Maharashtra





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Mob. : 7709880950

Ref.: J/BAC/202 3-2024/ सभक

Date : 08/09/2023

To,  
Dr. N. P. Khavare  
Assistant Professor & Head  
Department of English  
Hon. Shri. Annasaheb Dange  
Arts, Commerce & Science College, Hatkanangale

**Subject: Appreciation Letter**

Respected Sir,

With due respect, I would like to thank you for your acceptance of the appointment letter as an Expert of the Board of Studies and your expertise guidance for syllabus designing for the **Certificate Course in English** conducted by the Department of English. In this regard, we would like to thank you for your work. We will be looking forward to having more of your presence in the future events. Thanking you on the behalf of the college administration and staff.

Thanking You,

Yours faithfully,

*Sale*

Principal,

Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur, Maharashtra

Jayprakash Education Society's  
**Dr. Babasaheb Ambedkar Mahavidyalaya, Peth Vadgaon**  
Barrister Tatyasaheb Mane Vidyanagar, Peth- Vadgaon  
**Department of English**  
**2023-24**



<b>FACULTY</b>	Faculty of Arts
<b>DEPARTMENT</b>	Department of English Dr. Babasaheb Ambedkar Mahavidyalaya, Peth Vadgaon
<b>COURSE NAME</b>	English for Competitive Examinations
<b>HOURS</b>	30
<b>TEACHING FACULTY</b>	Dr. V. P. Chaugale Mr. M. M. Pawar Mrs. J.G.More
<b>COURSE AIM</b>	To comprehend Basic English grammar for Competitive Examinations
<b>COURSE OBJECTIVES</b>	<ul style="list-style-type: none"><li>• To enable students to demonstrate an understanding of grammatical structures.</li><li>• To acquire Interview skills and Preparing C.V.</li><li>• To enable students to practice the grammar skills involved in writing sentences and short paragraphs</li><li>• To enrich English vocabulary.</li></ul>
<b>LEARNING OUTCOMES</b>	After completion of this course, the learner will be able : <ul style="list-style-type: none"><li>• To demonstrate and understand correct usage of grammar.</li><li>• To use the vocabulary in formal and informal life situations.</li><li>• Implement English construction and Grammar in competitive Exam</li><li>• To develop vocabulary usage.</li><li>• To acquire knowledge of sentence construction</li></ul>

  
read  
Department of English,  
Dr. Babasaheb Ambedkar Mahavidyalaya,  
Peth Vadgaon, Dist. Kolhapur.

  
Principal,  
Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur, Maharashtra



Jayprakash Education Society's

**Dr. Babasaheb Ambedkar Mahavidyalaya, Peth Vadgaon**

Barrister Tatyasaheb Mane Vidyanagar, Peth- Vadgaon

**Department of English**

**2023-24**

Date: 05/09/2023

### Notice

All the students of Arts, Commerce and BCA streams are herewith informed that the department of English is going to run Certificate Course in English for Competitive Examinations (30 hours) from Monday, dated 11<sup>th</sup> September 2023 to 31<sup>st</sup> Oct. 2023. No tuition fee as well as exam fee will be charged for the said course. The interested students should contact to Dr. Vilas Chaugale (Convener, Certificate Course in English for Competitive Examinations) on or before 09<sup>th</sup> Sep. 2023).

Head

Department of English,

Dr. Babasaheb Ambedkar Mahavidyalaya,

Peth Vadgaon, Dist. Kolhapur.

Principal,

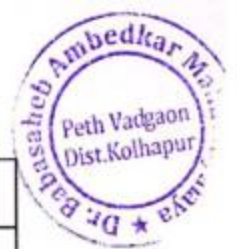
Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur, Maharashtra

Jayprakash Education Society's  
**Dr. Babasaheb Ambedkar Mahavidyalaya, Peth Vadgaon**  
Barrister Tatyasaheb Mane Vidyanagar, Peth- Vadgaon  
Department of English



**ENGLISH FOR COMPETITIVE EXAMINATION (COC)**  
**2023-2024**  
**Student List**

Sr. No.	Name of Students	Phone No.	Class
1	Atugade Sanika Netaji	9145287574	B.Com.II
2	Banaye Sakshi Ganpanti	9699261113	B.A.I
3	Bijali Sahil Sameer	7558711681	B.A.II
4	Chavan Shilpa Sarjerao	7820916565	B.A.II
5	Chavana Sujata Raju	9119492954	B.A.II
6	Dabade Sourab Balaso	8327388680	B.A.II
7	Ghanvat Sourav Vijay	9689655766	B.A.II
8	Gulave Rutuja Rajendra	8421347636	B.Com.II
9	Jadhav Akshy Bhimrao	8668717972	B.A.II
10	Kambale Divyani Savkar	9209295145	B.Com.I
11	Kambale Mayur Vishwas	9604901242	B.A.I
12	Kambale Nita Uttam	9561600426	B.A.II
13	Kale Priyanka Baburao	7499675369	B.A.II
14	Kurane Shivani Gautam	9150744796	B.Com.I
15	Mane Pranav Lalaso	8010948099	B.Com.I
16	Mane Vinit Vasant	8762973351	B.Com.II
17	Mulani Sofiya Ilai	876647910	B.Com.I
18	Patil Sakshi Satish	7498377858	B.Com.II



19	Patil Sanjana Subhash	9322800342	B.Com.I
20	Patil Shubham Balaso	9325130252	B.A.II
21	Powar Kajal Vishwas	8468942676	B.A.II
22	Sutar Payal Prahlad	9763131201	B.A.I
23	Shinde Charushil Jitendra	8482975005	B.A.I
24	Thanekar Susmita Bajirao	8080404621	B.A.I
25	Misal Trupti Sanjay	8767606023	B.A.II
26	Samudre Suchitra Subhash	7083487611	B A I
27	Patil Nikita Subhash	9373371982	B.Com.II
28	Naykavadi Sarala Ananda	9970596892	B.Com.II
29	Sanadi Amina Raju	8446847407	B.A.I
30	Patil Shital Shivaji	9860283083	B.A.I

  
Head  
Department of English,  
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Peth Vadgaon, Dist. Kolhapur.

  
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Peth Vadgaon, Dist. Kolhapur, Maharashtra



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Barrister Tatyasaheb Mane Vidyanagar, Peth- Vadgaon  
**Department of English**  
**(2023-24)**

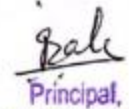
**Certificate / Add on Course in English for Competitive Examinations**  
Timetable

**Time: 11.30 a m to 12.30 p m**

Sr. No	Name of Teacher	Dates				
1	Dr. V. P. Chaugale	11/9/2023	12/9/2023	13/9/2023	14/9/2023	15/9/2023
		18/9/2023	21/9/2023	22/9/2023	25/9/2023	26/9/2023
2	Mr. M. M. Pawar	27/9/2023	29/10/2023	03/10/2023	04/10/2023	05/10/2023
		06/10/2023	09/10/2023	10/10/2023	11/10/2023	12/10/2023
3	Mrs. J.G. More	13/10/2023	16/10/2023	17/10/2023	18/10/2023	19/10/2023
		25/10/2023	26/10/2023	27/10/2023	30/10/2023	31/10/2023

  
Head


Department of English,  
Dr. Babasaheb Ambedkar Mahavidyalaya,  
Peth Vadgaon, Dist. Kolhapur.

  
Principal,

Dr. Babasaheb Ambedkar Mahavidyalaya  
Peth Vadgaon, Dist. Kolhapur, Maharashtra



18	Pamau Kalaso mane	Pmave	Pmone	Pmone	Pmone	Pmone	Pmone	Pmone	Pmone	Pmone	Pmone
19	Sofiya Ilai mulani	Smulani	Smulani	Smulani	Smulani	Smulani	Smulani	Smulani	Smulani	Smulani	Smulani
20	sujata R. chavab	Schavab	Schavab	Schavab	Schavab	Schavab	Schavab	Schavab	Schavab	Schavab	Schavab
21	Sanyana S. Ratil	SARakate	SARakate	SARakate	SARakate	SARakate	SARakate	SARakate	SARakate	SARakate	SARakate
22	saurabh v. Chanvat	SChvat	SChvat	SChvat	SChvat	SChvat	SChvat	SChvat	SChvat	SChvat	SChvat
23	Sakshi S. Patil	SPatil	SPatil	SPatil	SPatil	SPatil	SPatil	SPatil	SPatil	SPatil	SPatil
24	Poyal Pralhad Surke	PPSurke	PPSurke	PPSurke	PPSurke	PPSurke	PPSurke	PPSurke	PPSurke	PPSurke	PPSurke
25	Akshay Khimrao Jadhav	AJadhav	AJadhav	AJadhav	AJadhav	AJadhav	AJadhav	AJadhav	AJadhav	AJadhav	AJadhav
26	Sarala Ananda Natarikadi	SNatarikadi	SNatarikadi	SNatarikadi	SNatarikadi	SNatarikadi	SNatarikadi	SNatarikadi	SNatarikadi	SNatarikadi	SNatarikadi
27	Rutuja Rajendra Gulave	R.R.Gulave	R.R.Gulave	R.R.Gulave	R.R.Gulave	R.R.Gulave	R.R.Gulave	R.R.Gulave	R.R.Gulave	R.R.Gulave	R.R.Gulave
28	Amina Raju Sanadi	ASanadi	ASanadi	ASanadi	ASanadi	ASanadi	ASanadi	ASanadi	ASanadi	ASanadi	ASanadi
29	Samudra Sucheta Subhash	SSamudra	SSamudra	SSamudra	SSamudra	SSamudra	SSamudra	SSamudra	SSamudra	SSamudra	SSamudra
30	Shital Shivaji Patil	SPatil	SPatil	SPatil	SPatil	SPatil	SPatil	SPatil	SPatil	SPatil	SPatil

  
 Subject Teacher  
 Dr. V. P. Chaugale



  
 Head  
 Department of English,  
 Dr. Babasaheb Ambedkar Mahavidyalaya  
 Peth Vadgaon, Dist. Kolhapur.





18)	Sofiya Ilaimulani	Amulani	Amulani	Amulani	Amulani	Amulani	Amulani	Amulani	Amulani	Amulani	Amulani
19	Shilpa Sanjivrao Chavan	Shilpa	Shilpa	Shilpa	Shilpa	Shilpa	Shilpa	Shilpa	Shilpa	Shilpa	Shilpa
20	Sujata R. Chavan	Sujata	Sujata	Sujata	Sujata	Sujata	Sujata	Sujata	Sujata	Sujata	Sujata
21	Sanjana S. Patil	Sanjana	Sanjana	Sanjana	Sanjana	Sanjana	Sanjana	Sanjana	Sanjana	Sanjana	Sanjana
22	Saurabh V. Ghansat	Saurabh	Saurabh	Saurabh	Saurabh	Saurabh	Saurabh	Saurabh	Saurabh	Saurabh	Saurabh
23	Sakshi S. Patil	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi
24	Payal Pralhad Sute	Payal	Payal	Payal	Payal	Payal	Payal	Payal	Payal	Payal	Payal
25	Akshay Bhimrao Jalle	Akshay	Akshay	Akshay	Akshay	Akshay	Akshay	Akshay	Akshay	Akshay	Akshay
26	Sarala Ananda NCHAKAVAR	Sarala	Sarala	Sarala	Sarala	Sarala	Sarala	Sarala	Sarala	Sarala	Sarala
27	Rutuja Rajendra Gulave	R.R. Gulave	R.R. Gulave	R.R. Gulave	R.R. Gulave	R.R. Gulave	R.R. Gulave	R.R. Gulave	R.R. Gulave	R.R. Gulave	R.R. Gulave
28	Amina Raju Sanadi	Amina	Amina	Amina	Amina	Amina	Amina	Amina	Amina	Amina	Amina
29	Samudra Sucheta Subhash	Samudra	Samudra	Samudra	Samudra	Samudra	Samudra	Samudra	Samudra	Samudra	Samudra
30	Shital Shivaji Patil	Shital	Shital	Shital	Shital	Shital	Shital	Shital	Shital	Shital	Shital

M. M. P. Pawar  
 Subject Teacher  
 (Ms. M. M. Pawar)



Department of English,  
 ...Babasaheb Ambedkar Mahavidyalaya,  
 Peth Vadgaon, Dist. Kolhapur.



18.	Shilpa Sasjesso Chavan	<u>SKU</u>	<u>SKU</u>	<u>SKU</u>	<u>SKU</u>	<u>SKU</u>	<u>SKU</u>	<u>SKU</u>	<u>SKU</u>	<u>SKU</u>	<u>SKU</u>
19)	Pamona Lalasa Maras	<u>PMona</u>	<u>PMona</u>	<u>PMona</u>	<u>PMona</u>	<u>PMona</u>	<u>PMona</u>	<u>PMona</u>	<u>PMona</u>	<u>PMona</u>	<u>PMona</u>
20)	Sujata R. Chavab	<u>schavab</u>	<u>schavab</u>	<u>schavab</u>	<u>schavab</u>	<u>schavab</u>	<u>schavab</u>	<u>schavab</u>	<u>schavab</u>	<u>schavab</u>	<u>schavab</u>
21)	Sansana S. Patil	<u>SARakte</u>	<u>SARakte</u>	<u>SARakte</u>	<u>SARakte</u>	<u>SARakte</u>	<u>SARakte</u>	<u>SARakte</u>	<u>SARakte</u>	<u>SARakte</u>	<u>SARakte</u>
22)	Sarabhb r. Charvat	<u>schat</u>	<u>schat</u>	<u>schat</u>	<u>schat</u>	<u>schat</u>	<u>schat</u>	<u>schat</u>	<u>schat</u>	<u>schat</u>	<u>schat</u>
23)	Sakshi S. Patil	<u>SPatil</u>	<u>SPatil</u>	<u>SPatil</u>	<u>SPatil</u>	<u>SPatil</u>	<u>SPatil</u>	<u>SPatil</u>	<u>SPatil</u>	<u>SPatil</u>	<u>SPatil</u>
24)	Payal Pralhad Sute	<u>PPSute</u>	<u>PPSute</u>	<u>PPSute</u>	<u>PPSute</u>	<u>PPSute</u>	<u>PPSute</u>	<u>PPSute</u>	<u>PPSute</u>	<u>PPSute</u>	<u>PPSute</u>
25)	Akshay Bhimrao Jadh	<u>AJ</u>	<u>AJ</u>	<u>AJ</u>	<u>AJ</u>	<u>AJ</u>	<u>AJ</u>	<u>AJ</u>	<u>AJ</u>	<u>AJ</u>	<u>AJ</u>
26)	Sarala Ananda Nayakavdi	<u>SN</u>	<u>SN</u>	<u>SN</u>	<u>SN</u>	<u>SN</u>	<u>SN</u>	<u>SN</u>	<u>SN</u>	<u>SN</u>	<u>SN</u>
27.	Rutuja Rajendra Gulave	<u>R.R.Gulave</u>	<u>R.R.Gulave</u>		<u>R.R.Gulave</u>	<u>R.R.Gulave</u>		<u>R.R.Gulave</u>		<u>R.R.Gulave</u>	
28.	Amrta Raju Sanadi	<u>ASanadi</u>	<u>ASanadi</u>	<u>ASanadi</u>	<u>ASanadi</u>	<u>ASanadi</u>	<u>ASanadi</u>	<u>ASanadi</u>	<u>ASanadi</u>	<u>ASanadi</u>	<u>ASanadi</u>
29)	Sumudra Sushela Subhash	<u>SSamudra</u>	<u>SSamudra</u>	<u>SSamudra</u>	<u>SSamudra</u>	<u>SSamudra</u>	<u>SSamudra</u>	<u>SSamudra</u>	<u>SSamudra</u>	<u>SSamudra</u>	<u>SSamudra</u>
30)	Sheetal Shiwaji Patil	<u>SPatil</u>	<u>SPatil</u>	<u>SPatil</u>	<u>SPatil</u>	<u>SPatil</u>	<u>SPatil</u>	<u>SPatil</u>	<u>SPatil</u>	<u>SPatil</u>	<u>SPatil</u>

JES  
Subject Teacher  
(Jyoti G. More)



Head  
Department of English,  
Dr. Babasaheb Ambedkar Mahavidyalaya,  
Peth Vadgaon, Dist. Kolhapur.

Jayprakash Education Society's  
**Dr. Babasaheb Ambedkar Mahavidyalaya, Peth Vadgaon**  
 Department of English



**ENGLISH FOR COMPETITIVE EXAMINATION (COC)**

Date - 31/10/2023

2023-2024

Time - 11.00 to 1.00

Student List

Attendance for Exam

Sr. No.	Name of Students	Class	Phone No.	Sign
1	Sakshi Ganapati Banaye	B.A. II	9699261113	Greeneye
2	Sahil Sameer Bidari	B.A II	7558711681	SSB
3	sourabh Balasa dabole	B.A II	8327388680	sdbdole
4	mayur Vishwas Kamble	B.A. I	9604901242	M Kamble
5	Subham Balasa Patil	B.A. II	9325130252	Subham
6	Nita Uftam Kamble	B.A. II	9581600426	NU Kamble
7	Aaryanka Baburao Kole	B. A II	7499675369	RBKole
8	Kajal Vishwas Powar	B. A II	8468942676	K Powar
9	Trupti Sunjay misal	B. A II	8767606029	T misal
10	Nikhita Subhash Patil	B.com II	9373371982	N Patil
11	Samika Nabhaji Atugade	B.com II	9145287574	S Atugade
12	Divyani Savkar Kamble	B.com I	9209295145	D Kamble
13	Vinit Vasant Mane	B.com I	8762973351	V Mane
14	Susmita Gajendra Thandekar	B.A. I	8080404621	Susmita
15	Charushil Jitendra Shinde	B.A I	8482975005	C Shinde
16	Sofiya Ilai Mullani	B.com I	8966467910	S Mullani
17	Pranav Lalasa Mane	-I-	8010948099	P Mane
18	Shivani Gautam Kurane	-I-	9156744796	S Kurane

Sr. No.	Name of Students	Class	Phone No.	Sign
19	Ghilpa Sarjendra Chavan	B.A.II	7820916565	<u>GHILPA</u>
20	Sujata Raju Chavan	B.A.II	911949299	<u>Sujata</u>
21	Sanyana Subhash Patil	B.com.II	932280842	<u>SARAKATE</u>
22	Saurabh vijay Ghanvat	B.A.II	9689655766	<u>Sghat</u>
23	Sakshi Satish patil	B.Com.II	7498377858	<u>Sakshi</u>
24	Payal Pralhad Sutar	B.A.I	9453131201	<u>P.P.Sutar</u>
25	Akshy Bhimrao Jalle	B.A.II	8009717972	<u>AJ</u>
26	Srusala Ananda Nayakavdi	B.com.II	9970596892	<u>SAN</u>
27	Rutuja Rajendra Gulave	B.com.II	8421347636	<u>R.R. Gulave.</u>
28	Amina Raju Sanadi	B.A-I <sup>st</sup>	8446847407	<u>ASanadi</u>
29	Samudhe Sucheta Subhash	B.A-J <sup>st</sup>	7083487611	<u>SSamudhe</u>
30	Shital Shiwaji Patil	B.A. + <sup>st</sup>	9860283089	<u>Patil</u>



Head  
Head

Department of English,  
Dr. Babasaheb Ambedkar Mahavidyalaya,  
Peth Vadgaon, Dist. Kolhapur.

Seat No -



Jayprakash Education Society's

**Dr. Babasaheb Ambedkar Mahavidyalaya, Peth Vadgaon**

Barrister Tatyasaheb Mane Vidyanagar, Peth- Vadgaon

**Department of English**

**(2023-24)**

**Certificate Course in English for Competitive Examinations**

Title of Paper: English for Competitive Examinations

Day & Date: Tuesday, 31<sup>st</sup> Oct. 2023 Time: 11. 00 a m to 1.00 p m Total Marks: 50

**Instructions: 1) All questions are compulsory.**

**2) Each question carries 2 marks.**

1. Which one of the following is not a 'preposition'?   
a) Through b) into c) but d) between
2. She .....a diary daily.   
a) writes b) writing c) written d) have writing
3. She .....in America since 1995.   
a) Lives b) have been living c) is living d) has been living
4. Could you lend me..... Money?   
a) Some b) any c) much d) little
5. Which one of the following suffixes is a class-changing suffix?   
a. -ment b) -ness c) -hood d) -ly
6. Write an adjective form of 'distinction'.   
a) Distinctive b) distinctly c) distinctness d) distinctively
7. Choose from the following the verb forms of 'liberty?   
a) libertine b) liberation c) liberality d) liberate
8. Choose the correct word for the underlined words in the sentence.  
Smallpox is a disease which is commonly caught from others.   
a) infectious b) contagious c) parasitic d) communicative
9. Choose the correct suffix to complete the following word: Favour.....   
a) -ate b) -ete c) -ite d) -iate
10. Which one of the following words is not an adverb?   
a) frequently b) always c) happy d) fast
11. Choose from the alternatives, the sentence which is in perfect past tense:   
a) She has been writing a letter. b) She had been writing a letter:  
c) She had written a letter d) She has written a letter.

12. Complete the following sentence with the correct alternative: If I had not saved Ravi, he.....
- a) would die   b) would have died   c) would had died   d) will have died
13. Rearrange the jumbled part of the sentence in proper sequence:
- a) most of the student b) was so confusing that c) the teacher's explanation d) didn't understand it.
- a) abcd      b) abdc      c) cbad      d) adcb
14. Choose the correct option to fill in the blank: She is the only ..... to her father's property.
- a) hare      b) hair      c) here      d) heir
15. ....is the main verb.
- a) may   b) can   c) would   d) write
16. 'Listen carefully.' The mood in which the verb is used in this sentence is.....
- a) Subjunctive   b) Indicative   c) imperative   d) Interrogative
17. He.....all day yesterday. Choose the correct option.
- a) working   b) works   c) had worked   d) worked
18. You will call me as soon as you reach home...
- a. will you?   b) won't you?   c) don't you?   d) do you?
19. He turned down my proposal. The meaning of the underlined phrase is...
- 1) criticised   b) accepted   c) rejected   d) amended
20. Choose the correct alternative to complete the sentence: I am writing a letter to.....
- a) a friend of me   b) a friend of myself   c) a friend of ourself   d) a friend of mine
21. Choose the word that is spelt correctly:
- a) Bureaucracy   b) Bereucracy   c) Beaurocracy   d) Bureocracy
22. Choose the word which is misspelt :
- a) Embarrassment   b) parliment   c) encouragement   d) disappointment
23. A posthumous award was given to the poet. The meaning of word 'posthumous' is.....
- a) postal      b) after-death      c) creditable      d) literary
24. We walked as fast as we..... Fill in the blank with suitable option.
- a) can      b) could      c) will      d) would
25. Choose the correct option and fill in the blank.
- She told me many..... stories.
- a) excite      b) exciting      c) excitement      d) excitingly



Seat No -



Jayprakash Education Society's  
**Dr. Babasaheb Ambedkar Mahavidyalaya, Peth Vadgaon**  
Barrister Tatyasaheb Mane Vidyanagar, Peth- Vadgaon  
**Department of English**  
**(2023-24)**

**Certificate Course in English for Competitive Examinations**

Title of Paper: English for Competitive Examinations

Day & Date: Tuesday, 31<sup>st</sup> Oct. 2023 Time: 11. 00 a m to 1.00 p m Total Marks: 50

Answer Key

**Instructions: 1) All questions are compulsory.**

**2) Each question carries 2 marks.**

1. Which one of the following is not a 'preposition'?  
a) Through    b) into    c) but    d) between c
2. She .....a diary daily.  
a) writes    b) writing    c) written    d) have writing d
3. She .....in America since 1995.  
a) Lives    b) have been living    c) is living    d) has been living d
4. Could you lend me..... Money?  
a) Some    b) any    c) much    d) little a
5. Which one of the following suffixes is a class-changing suffix?  
a. -ment    b) -ness    c) -hood    d) -ly d
6. Write an adjective form of 'distinction'.  
a) Distinctive    b) distinctly    c) distinctness    d) distinctively a
7. Choose from the following the verb forms of 'liberty'?  
a) libertine    b) liberation    c) liberality    d) liberate d
8. Choose the correct word for the underlined words in the sentence.  
Smallpox is a disease which is commonly caught from others.  
a) infectious    b) contagious    c) parasitic    d) communicative b
9. Choose the correct suffix to complete the following word: Favour.....  
a) -ate    b) -ete    c) -ite    d) -iate c
10. Which one of the following words is not an adverb?  
a) frequently    b) always    c) happy    d) fast c
11. Choose from the alternatives, the sentence which is in perfect past tense:  
a) She has been writing a letter.    b) She had been writing a letter:  
c) She had written a letter    d) She has written a letter. c

12. Complete the following sentence with the correct alternative: If I had not saved Ravi, he.....  b  
a) would die b) would have died c) would had died d) will have died
13. Rearrange the jumbled part of the sentence in proper sequence:  c  
a) most of the student b) was so confusing that c) the teacher's explanation d) didn't understand it.  
a) abcd b) abdc c) cbad d) adcb
14. Choose the correct option to fill in the blank: She is the only ..... to her father's property.  d  
a) hare b) hair c) here d) heir
15. .... is the main verb.  d  
a) may b) can c) would d) write
16. 'Listen carefully.' The mood in which the verb is used in this sentence is.....  c  
a) Subjunctive b) Indicative c) imperative d) Interrogative
17. He.....all day yesterday. Choose the correct option.  d  
a) working b) works c) had worked d) worked
18. You will call me as soon as you reach home...  c  
a. will you? b) won't you? c) don't you? d) do you?
19. He turned down my proposal. The meaning of the underlined phrase is...  c  
1) criticised b) accepted c) rejected d) amended
20. Choose the correct alternative to complete the sentence: I am writing a letter to.....  d  
a) a friend of me b) a friend of myself c) a friend of ourself d) a friend of mine
21. Choose the word that is spelt correctly:  c  
a) Bureaucracy b) Bereucracy c) Beaucracy d) Bureocracy
22. Choose the word which is misspelt :  b  
a) Embarrassment b) parliment c) encouragement d) disappointment
23. A posthumous award was given to the poet. The meaning of word 'posthumous' is.....  b  
a) postal b) after-death c) creditable d) literary
24. We walked as fast as we..... Fill in the blank with suitable option.  b  
a) can b) could c) will d) would
25. Choose the correct option and fill in the blank.  b  
She told me many..... stories.  
a) excite b) exciting c) excitement d) excitingly