



MAHATMA GANDHI INSTITUTE OF VOCATIONAL EDUCATION

COURSE DETAILS

S. No.	Courses Name	Courses	Duration	Eligibility Criteria
1.	Certificate in Personality Development & Communication Skill	Certificate	3 Months	10 th
2.	Certificate in Spoken English & Public Speaking	Certificate	3 Months	8 th
3.	Certificate in Time Management & Stress Management	Certificate	3 Months	10 th
4.	Certificate in Leadership & Image Building	Certificate	3 Months	10 th
5.	Certificate in Child Care	Certificate	3 Months	Must have completed primary schooling
6.	Certificate in Yoga	Certificate	3 Months	8 th
7.	Certificate in Basic Computer & Office Application	Certificate	3 Months	10 th
8.	Certificate in Cutting & Tailoring	Certificate	3 Months	Must have completed primary schooling
9.	Certificate in Dress Making	Certificate	3 Months	Must have completed primary schooling
10.	Certificate in Office Secretary	Certificate	3 Months	10 th
11.	Certificate in Beauty & Wellness	Certificate	3 Months	Must have completed primary schooling
12.	Certificate in Home Science	Certificate	3 Months	8 th
13.	Certificate in Hair & Skin Care	Certificate	3 Months	8 th
14.	Certificate in Counseling Skills	Certificate	3 Months	10 th
15.	Certificate in Advanced Beauty Parlour	Certificate	3 Months	8 th

16.	Diploma in Computer Application	Diploma	12 Months	10 th
17.	Diploma in Fashion Designing	Diploma	12 Months	10 th
18.	Diploma in Beauty & Wellness	Diploma	12 Months	10 th
19.	Diploma in Electrical	Diploma	12 Months	10 th
20.	Diploma in Electronics & Communication	Diploma	12 Months	10 th
21.	Diploma in Refrigeration & Air Conditioning	Diploma	12 Months	10 th
22.	Diploma in House Keeping	Diploma	12 Months	10 th
23.	Diploma in Hair Styling	Diploma	12 Months	10 th
24.	Diploma in Yoga Education	Diploma	12 Months	10 th
25.	Diploma in Front Office	Diploma	12 Months	10 th
26.	Diploma in Nursery Teacher Training	Diploma	12 Months	12 th
27.	Diploma in Primary Teacher Training	Diploma	12 Months	12 th
28.	Diploma in Library Science	Diploma	12 Months	12 th

- Fee includes examination and study material fee.