



# MUGBERIA GANGADHAR MAHAVIDYALAYA

P.O.—BHUPATINAGAR, Dist.—PURBA MEDINIPUR, PIN.—721425, WEST BENGAL, INDIA

NAAC Re-Accredited B Level Govt. aided College

CPE (Under UGC XII Plan) & NCTE Approved Institutions

DBT Star College Scheme Award Recipient

E-mail : mugberia\_college@rediffmail.com // www.mugberiangangadharmahavidyalaya.org

Ref. No.—M.G.M. /     /     /  
From—The Principal / Secretary,

Date.....

**Report On**  
**Skill Development Certificate Course**  
**on**  
**Communicative English**

**Course Period: 29<sup>th</sup> March, 2023 to 19<sup>th</sup> May, 2023**

**Organized**  
**by**  
**Department of Nutrition**

## **Mugberia Gangadhar Mahavidyalaya**

ACCREDITED BY NAAC WITH GRADE B+

Affiliated to

**Vidyasagar University**  
**Bhupatinagar, Purba Medinipur – 721425**

The Report is prepared by Dr. Apurba Giri, Assistant Professor and Head, Dept. of Nutrition, Mugberia Gangadhar Mahavidyalaya.

### **Minutes of the Departmental meeting held on 27.03.2023**

#### **Members present:**

1. **Dr. Swapan Kumar Misra**, Principal, Mugberia Gangadhar Mahavidyalaya.
2. **Dr. Apurba Giri**, HOD, Assistant Professor and Head, Dept. of Nutrition, Mugberia Gangadhar Mahavidyalaya

3. **Mrs. Sucheta Sahoo**, SACT, Department of Nutrition, Mugberia Gangadhar Mahavidyalaya,
4. **Monalisa Roy**, Assistant Professor, Dept. of Nutrition, Mugberia Gangadhar Mahavidyalaya
5. **Sruti Mandal**, Assistant Professor, Dept. of Nutrition, Mugberia Gangadhar Mahavidyalaya
6. **Mr. Tanmoy Kr. Giri**, SACT, Department of Nutrition, Mugberia Gangadhar Mahavidyalaya,
7. **Mr. Prabir Jana**, SACT, Department of Nutrition, Mugberia Gangadhar Mahavidyalaya
8. **Ms. Moumita Samanta**, SACT, Department of Nutrition, Mugberia Gangadhar Mahavidyalaya,
9. **Ms. Keya Dash**, SACT, Department of Nutrition, Mugberia Gangadhar Mahavidyalaya
10. **Ms. Pranati Bera**, SACT, Department of Nutrition, Mugberia Gangadhar Mahavidyalaya
11. **Ms. Rikta Jana**, SACT, Department of Nutrition, Mugberia Gangadhar Mahavidyalaya
12. **Mr. Khokan Ch. Gayen**, Assistant Professor, Dept. of Nutrition, Mugberia Gangadhar Mahavidyalaya
13. **Mr. Ayan Mondal**, Assistant Professor, Dept. of Nutrition, Mugberia Gangadhar Mahavidyalaya

A short meeting was arranged at 3pm regarding the implementation of certificate course on “**Communicative English**” in our department. All teachers of the department joined in the meeting in time. Dr. Swapan Kumar Misra, Principal chaired the meeting.

**Decision taken in the meeting is:**

- (1) It is decided that **Dr. Apurba Giri, HOD ,Dept of Nutrition** will be Course Director of this course.
- (2) It is decided that **Ms. Moumita Samanta, SACT, Dept of Nutrition** will be coordinator of this course.
- (3) The course period will be scheduled from 29th March, 2023 to 19th May, 2023, **in every week.**

# **Skill Development Certificate Course on Communicative English**

## **Course Period:**

29<sup>th</sup> March, 2023 to 19<sup>th</sup> May, 2023

## **Coordinator:**

**Ms.Moumita Samanta**, SACT, Department of Nutrition, Mugberia Gangadhar Mahavidyalaya,

## **Course Director:**

**Dr. Apurba Giri**, HOD, Assistant Professor and Head, Dept. of Nutrition, Mugberia Gangadhar Mahavidyalaya

## **Resource Person:**

Mrs. Bhawani Pandit Malakar, English (Hons)

**Course Duration: 30 hrs.**

**Delivery Mode: Offline**

**Participating students: B.Voc Sem- 2<sup>st</sup> Year students**

## **Contact:**

Phone No :9564289290

## **About the Course**

### **Objective of the programme/ Course Learning Outcome**

- Random Conversation in English
- Working Activity in English

### **CERTIFICATE OF PARTICIPATION:**

The participants will be provided Certificates on successful completion of the course. It is mandatory for all participants to attend all the classes.

**REGISTRATION FEE :** Free

**VENUE:** Dept. of Nutrition, Mugberia Gangadhar Mahavidyalaya.



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Ref. No.—M.G.M. / / /  
From—The Principal / Secretary,

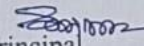
Date: .....

Date: 24.03.2023

## Notice

This is to hereby notify all the students that the Dept. of Nutrition, Mugberia Gangadhar Mahavidyalaya is going to start a certificate course in “Communicative English” from 29.03.2023 to 19.05.2023 through offline mode. The course will be delivered by lecture, assignment, interaction, along with an examination.

All the students of B.Voc (Food Processing) 2<sup>nd</sup> year students are informed to enroll their name to Ms. Moumita Samanta, Incharge of Certificate Course, SACT, Dept. of Nutrition, Mugberia Gangadhar Mahavidyalaya within 28.03.2023.

 24.03.2023  
Principal

Mugberia Gangadhar Mahavidyalaya

**Principal**  
Mugberia Gangadhar Mahavidyalaya

## ***Syllabus of "Communicative English"***

**Unit-1:** Spoken English & English language: (i) Basic Grammar (ii) Noun, Pronoun, Adjective, Verb, Tenses (iii) Preposition, Articles, Conjunction, Punctuation (iv) Vocabulary, (v) Spellings, (vi) Grammar, (vii) Sentence Structure, (viii) Synonyms, Antonyms, (ix) Sentence Construction (x) Introduction to everyday communication

**Unit-2:** Communication Skill: (i) Introduction to effective communication (ii) Listening Skills (iii) Letter writing, Bio-data, CV Resume, Minutes of a Meeting, Report Writing, Notice Writing, Newspaper Reading (iv) Group Discussion (v) Interview Skills

Department of Nutrition, MGM



# Attendance Sheet

## MUGBERIA GANGADHAR MAHAVIDYALAYA

Bhupatinagar :: Purba Medinipur :: West Bengal :: PIN – 721425

### Department of Nutrition

#### Attendance sheet for Skill Development Certificate Course on "Communicative English"

Sl.	Name	Class	Roll No.	Student's Signature											
				18.4.23	20.4.23	24.4.23	26.4.23	28.4.23	29.4.23	1.5.23	3.5.23	4.5.23	6.5.23		
1	Alik Maiti	B.Voc 4 <sup>th</sup> sem	2201	A. Maiti	A. Maiti	A. Maiti	A. Maiti	A. Maiti	A. Maiti	A. Maiti	Absent	A. Maiti	A. Maiti		
2	Amrita Bhattacharya	B.Voc 4 <sup>th</sup> sem	2240	A. Bhattacharya	A. Bhattacharya	Absent	A. Bhattacharya	A. Bhattacharya	A. Bhattacharya	A. Bhattacharya	A. Bhattacharya	A. Bhattacharya	A. Bhattacharya		
3	Ayan Kanti Panda	B.Voc 4 <sup>th</sup> sem	2204	A. K. Panda	A. K. Panda	A. K. Panda	A. K. Panda	A. K. Panda	A. K. Panda	A. K. Panda	A. K. Panda	A. K. Panda	A. K. Panda		
4	Bipasha Maity	B.Voc 4 <sup>th</sup> sem	2205	B. Maity	B. Maity	B. Maity	B. Maity	B. Maity	B. Maity	B. Maity	B. Maity	B. Maity	B. Maity		
5	Chandi Mandal	B.Voc 4 <sup>th</sup> sem	2207	C. Mandal	C. Mandal	C. Mandal	C. Mandal	C. Mandal	C. Mandal	C. Mandal	C. Mandal	C. Mandal	C. Mandal		
6	Manisha Barik	B.Voc 4 <sup>th</sup> sem	2209	M. Barik	Absent	M. Barik	M. Barik	M. Barik	M. Barik	M. Barik	M. Barik	M. Barik	M. Barik		
7	Milan Pal	B.Voc 4 <sup>th</sup> sem	2211	M. Pal	M. Pal	M. Pal	M. Pal	Absent	M. Pal	M. Pal	M. Pal	M. Pal	M. Pal		
8	Naboday Giri	B.Voc 4 <sup>th</sup> sem	2214	N. Giri	N. Giri	N. Giri	N. Giri	N. Giri	N. Giri	N. Giri	N. Giri	N. Giri	N. Giri		
9	Narugopal Bar	B.Voc 4 <sup>th</sup> sem	2216	N. Bar	N. Bar	N. Bar	N. Bar	N. Bar	N. Bar	N. Bar	Absent	N. Bar	N. Bar		
10	Rakhi Majhi	B.Voc 4 <sup>th</sup> sem	2219	R. Majhi	R. Majhi	R. Majhi	R. Majhi	R. Majhi	R. Majhi	R. Majhi	R. Majhi	R. Majhi	R. Majhi	Absent	
11	Saheli Guchhait	B.Voc 4 <sup>th</sup> sem	2220	S. Guchhait	S. Guchhait	S. Guchhait	S. Guchhait	S. Guchhait	S. Guchhait	S. Guchhait	S. Guchhait	S. Guchhait	S. Guchhait		
12	Sandipta Bera	B.Voc 4 <sup>th</sup> sem	2223	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera		
13	Sanjit Patra	B.Voc 4 <sup>th</sup> sem	2224	S. Patra	S. Patra	S. Patra	S. Patra	S. Patra	S. Patra	S. Patra	S. Patra	S. Patra	S. Patra		
14	Santu Kumar Pal	B.Voc 4 <sup>th</sup> sem	2225	S. K. Pal	S. K. Pal	S. K. Pal	S. K. Pal	S. K. Pal	S. K. Pal	S. K. Pal	Absent	S. K. Pal	S. K. Pal		
15	Shibasis Dhowrah	B.Voc 4 <sup>th</sup> sem	2227	S. Dhowrah	Absent	S. Dhowrah	S. Dhowrah	S. Dhowrah	S. Dhowrah	S. Dhowrah	S. Dhowrah	S. Dhowrah	S. Dhowrah		
16	Somashree Majhi	B.Voc 4 <sup>th</sup> sem	2231	S. Majhi	S. Majhi	S. Majhi	S. Majhi	S. Majhi	S. Majhi	S. Majhi	S. Majhi	S. Majhi	S. Majhi		
17	Somnath Shee	B.Voc 4 <sup>th</sup> sem	2232	S. Shee	S. Shee	S. Shee	S. Shee	S. Shee	S. Shee	S. Shee	S. Shee	S. Shee	S. Shee		
18	Souvik Bera	B.Voc 4 <sup>th</sup> sem	2233	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera		
19	Subhajit Das	B.Voc 4 <sup>th</sup> sem	2234	S. Das	S. Das	S. Das	Absent	S. Das	S. Das	S. Das	S. Das	S. Das	S. Das		
20	Sushovan Kar	B.Voc 4 <sup>th</sup> sem	2235	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar		
21	Sushovan Kar	B.Voc 4 <sup>th</sup> sem	2236	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar		
22	Susmita Jana	B.Voc 4 <sup>th</sup> sem	2237	S. Jana	S. Jana	S. Jana	S. Jana	S. Jana	Absent	S. Jana	S. Jana	S. Jana	S. Jana		
23	Tanushree Jana	B.Voc 4 <sup>th</sup> sem	2239	T. Jana	T. Jana	T. Jana	T. Jana	T. Jana	T. Jana	T. Jana	T. Jana	Absent	T. Jana		

Ms. Bhawani Pandit Malakar  
Resource Person

Ms. Moumita Samanta  
Incharge of Certificate Course  
SACT, Dept. of Nutrition  
Mugberia Gangadhar Mahavidyalaya

Dr. Apurba Giri  
Assistant Professor and Head  
Dept. of Nutrition  
Mugberia Gangadhar Mahavidyalaya

Dr. Swapan Kumar Misra  
Principal  
Mugberia Gangadhar Mahavidyalaya  
Mugberia Gangadhar Mahavidyalaya



# MUGBERIA GANGADHAR MAHAVIDYALAYA

Bhupatinagar :: Purba Medinipur :: West Bengal :: PIN – 721425

## Department of Nutrition

### Attendance sheet for Skill Development Certificate Course on "Communicative English"

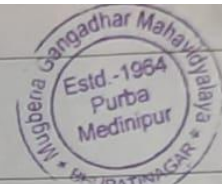
Sl.	Name	Class	Roll No.	Student's Signature											
				8.5.23	10.5.23	11.5.23	12.5.23	13.5.23	15.5.23	16.5.23	17.5.23	18.5.23	19.5.23		
1	Alik Maiti	B.Voc 4 <sup>th</sup> sem	2201	A. Maiti	A. Maiti	A. Maiti	A. Maiti	A. Maiti	A. Maiti	A. Maiti	A. Maiti	A. Maiti	A. Maiti	A. Maiti	A. Maiti
2	Amrita Bhattacharya	B.Voc 4 <sup>th</sup> sem	2240	A. Bhattacharya	A. Bhattacharya	A. Bhattacharya	A. Bhattacharya	A. Bhattacharya	A. Bhattacharya	A. Bhattacharya	A. Bhattacharya	A. Bhattacharya	A. Bhattacharya	A. Bhattacharya	A. Bhattacharya
3	Ayan Kanti Panda	B.Voc 4 <sup>th</sup> sem	2204	A. K. Panda	A. K. Panda	A. K. Panda	A. K. Panda	A. K. Panda	A. K. Panda	A. K. Panda	A. K. Panda	A. K. Panda	A. K. Panda	A. K. Panda	A. K. Panda
4	Bipasha Maity	B.Voc 4 <sup>th</sup> sem	2205	B. Maity	B. Maity	B. Maity	B. Maity	B. Maity	B. Maity	B. Maity	B. Maity	B. Maity	B. Maity	B. Maity	B. Maity
5	Chandi Mandal	B.Voc 4 <sup>th</sup> sem	2207	C. Mandal	C. Mandal	C. Mandal	C. Mandal	C. Mandal	C. Mandal	C. Mandal	C. Mandal	C. Mandal	C. Mandal	C. Mandal	C. Mandal
6	Manisha Barik	B.Voc 4 <sup>th</sup> sem	2209	Absent	M. Barik	M. Barik	M. Barik	M. Barik	M. Barik	M. Barik	M. Barik	M. Barik	M. Barik	M. Barik	M. Barik
7	Milan Pal	B.Voc 4 <sup>th</sup> sem	2211	M. Pal	M. Pal	M. Pal	M. Pal	M. Pal	M. Pal	M. Pal	M. Pal	M. Pal	M. Pal	M. Pal	M. Pal
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10	Rakhi Majhi	B.Voc 4 <sup>th</sup> sem	2219	R. Majhi	R. Majhi	R. Majhi	R. Majhi	R. Majhi	R. Majhi	R. Majhi	R. Majhi	R. Majhi	R. Majhi	R. Majhi	R. Majhi
11	Saheli Guchhait	B.Voc 4 <sup>th</sup> sem	2220	S. Guchhait	S. Guchhait	S. Guchhait	S. Guchhait	S. Guchhait	S. Guchhait	S. Guchhait	S. Guchhait	S. Guchhait	S. Guchhait	S. Guchhait	S. Guchhait
12	Sandipta Bera	B.Voc 4 <sup>th</sup> sem	2223	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera	S. Bera
13	Sanjit Patra	B.Voc 4 <sup>th</sup> sem	2224	S. Patra	S. Patra	S. Patra	S. Patra	S. Patra	S. Patra	S. Patra	S. Patra	S. Patra	S. Patra	S. Patra	S. Patra
14	Santu Kumar Pal	B.Voc 4 <sup>th</sup> sem	2225	S. K. Pal	S. K. Pal	S. K. Pal	S. K. Pal	S. K. Pal	S. K. Pal	S. K. Pal	S. K. Pal	S. K. Pal	S. K. Pal	S. K. Pal	S. K. Pal
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16	Somashree Majhi	B.Voc 4 <sup>th</sup> sem	2231	S. Majhi	Absent	S. Majhi	S. Majhi	S. Majhi	S. Majhi	S. Majhi	S. Majhi	S. Majhi	S. Majhi	S. Majhi	S. Majhi
17	Somnath Shee	B.Voc 4 <sup>th</sup> sem	2232	S. Shee	S. Shee	S. Shee	S. Shee	S. Shee	S. Shee	S. Shee	S. Shee	S. Shee	S. Shee	S. Shee	S. Shee
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19	Subhajit Das	B.Voc 4 <sup>th</sup> sem	2234	S. Das	S. Das	S. Das	S. Das	S. Das	S. Das	S. Das	S. Das	S. Das	S. Das	S. Das	S. Das
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21	Sushovan Kar	B.Voc 4 <sup>th</sup> sem	2236	S. Kar	S. Kar	Absent	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar	S. Kar
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23	Tanushree Jana	B.Voc 4 <sup>th</sup> sem	2239	T. Jana	T. Jana	T. Jana	T. Jana	T. Jana	T. Jana	T. Jana	T. Jana	Absent	T. Jana	T. Jana	T. Jana

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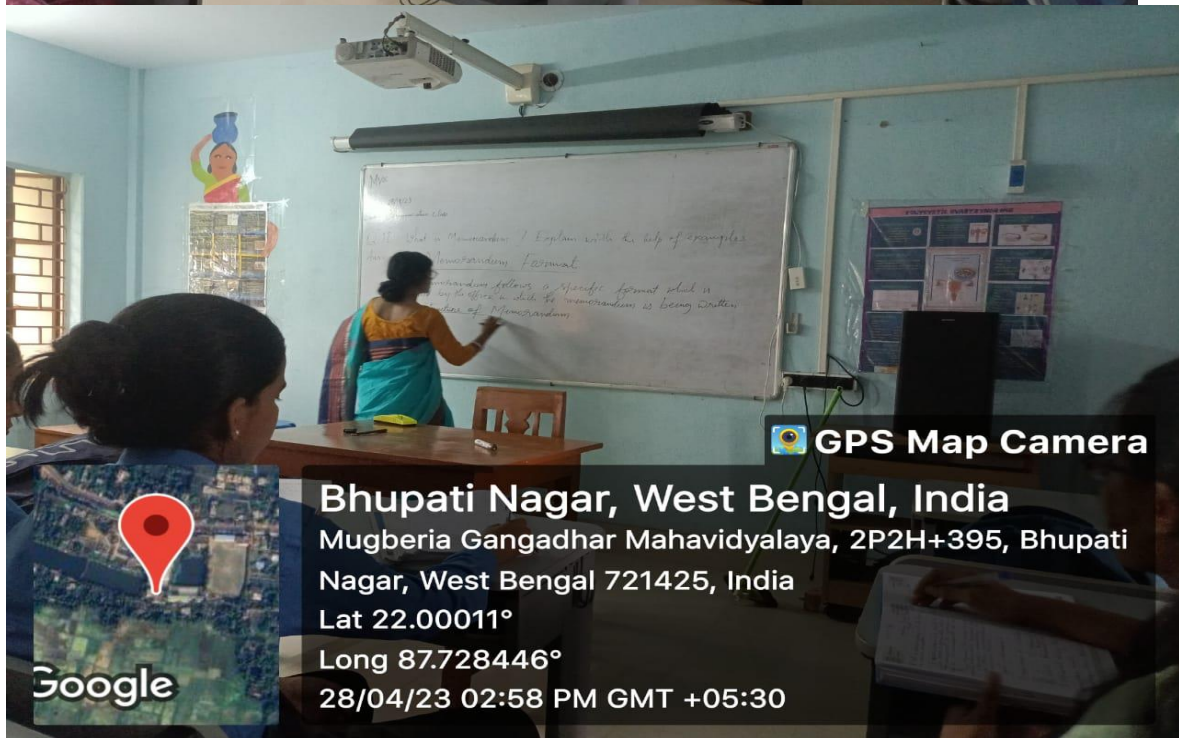
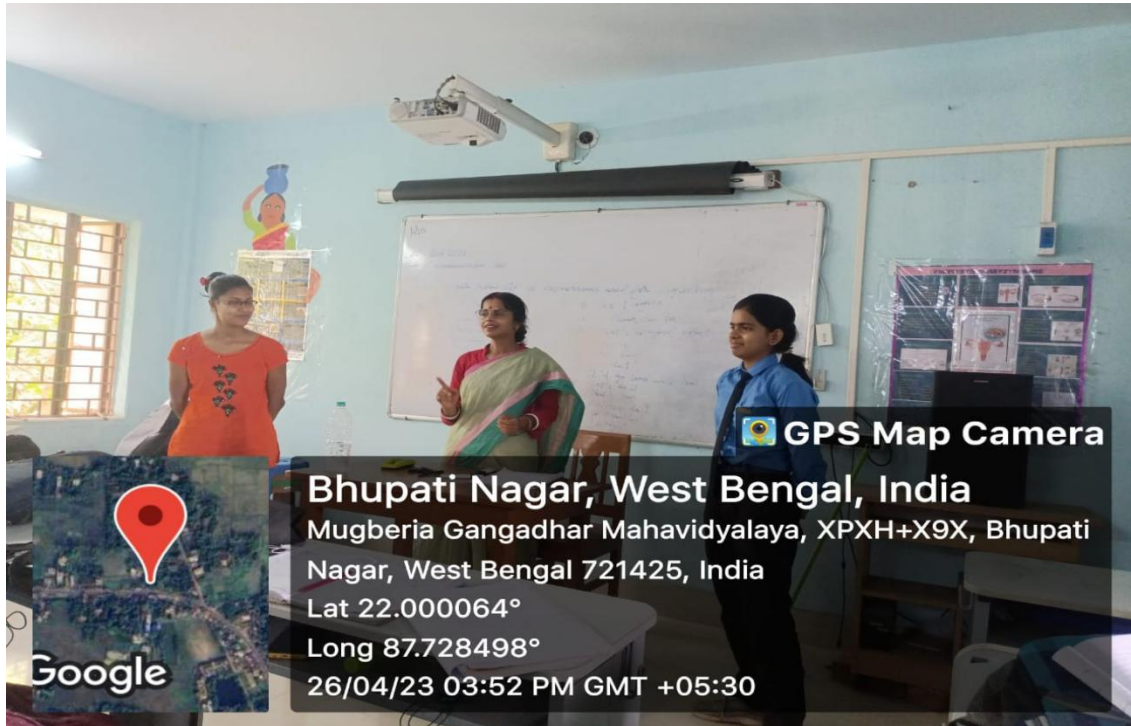
Dr. Apurba Ghosh  
Assistant Professor and Head  
Dept. of Nutrition  
Mugberia Gangadhar Mahavidyalaya

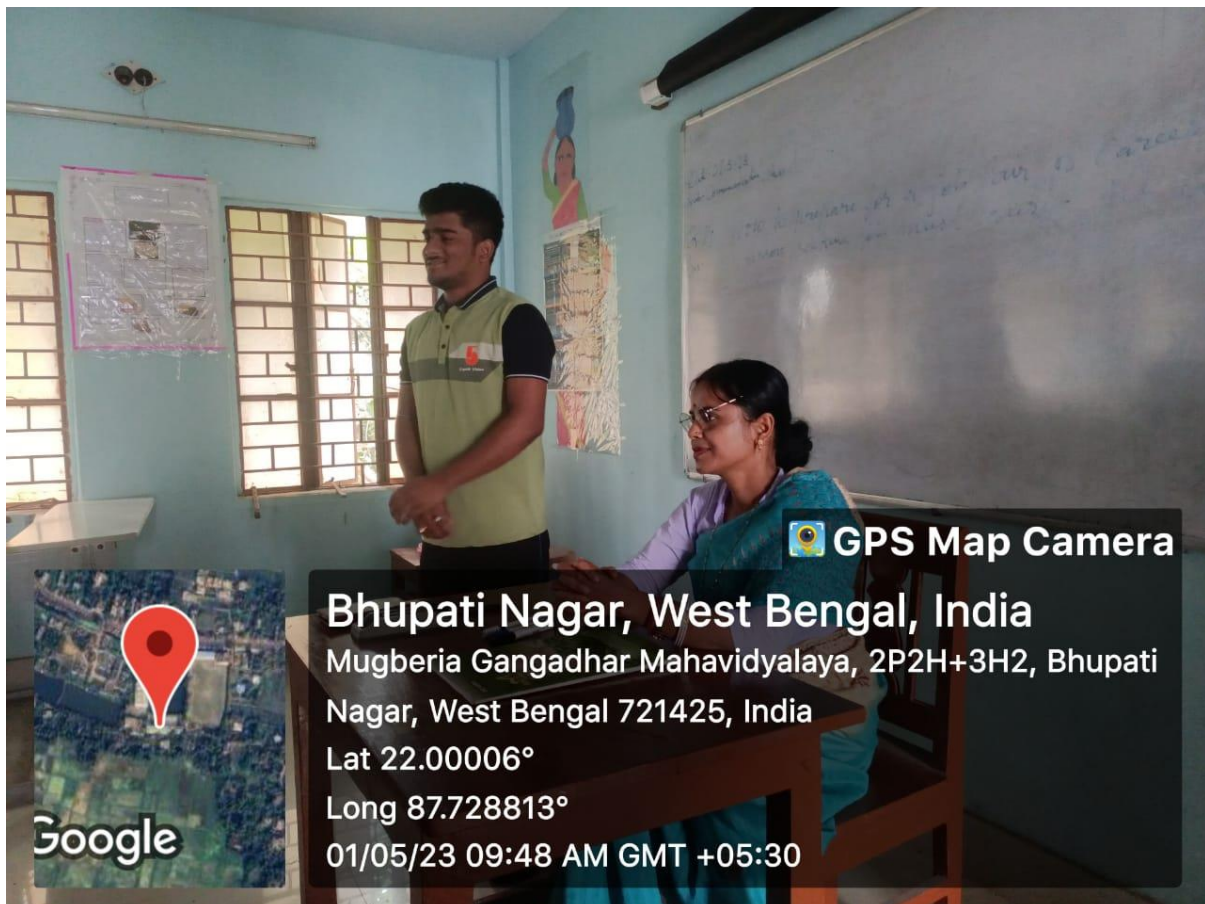
Dr. Swapan Kumar Misra  
Principal  
Mugberia Gangadhar Mahavidyalaya  
Principal  
Mugberia Gangadhar Mahavidyalaya




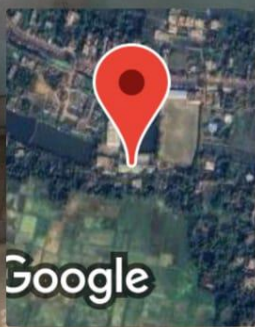


## Some Photos of Classes





 GPS Map Camera



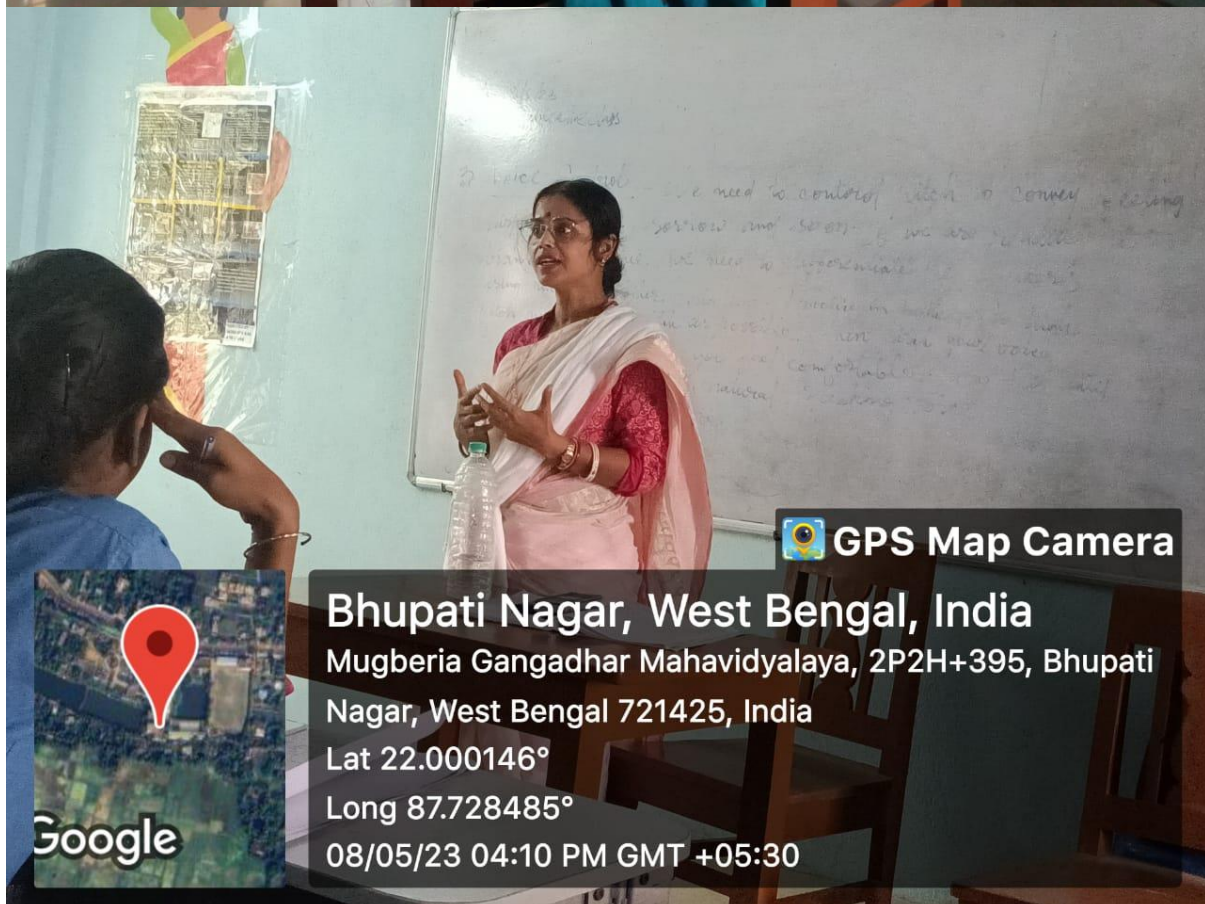
**Bhupati Nagar, West Bengal, India**

Mugberia Gangadhar Mahavidyalaya, 2P2H+3H2, Bhupati Nagar, West Bengal 721425, India

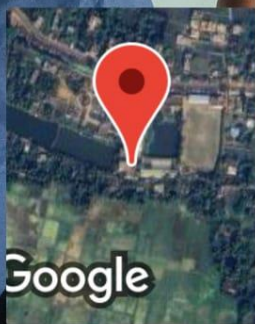
Lat 22.00006°

Long 87.728813°

01/05/23 09:48 AM GMT +05:30



 GPS Map Camera



**Bhupati Nagar, West Bengal, India**

Mugberia Gangadhar Mahavidyalaya, 2P2H+395, Bhupati Nagar, West Bengal 721425, India

Lat 22.000146°

Long 87.728485°

08/05/23 04:10 PM GMT +05:30



## Some photos of Certificate Distribution Ceremony





**Bhupati Nagar, West Bengal, India**

Mugberia Gangadhar Mahavidyalaya, 2P2H+CM6, Bhupati Nagar, West Bengal

721425, India

Lat 22.001043°

Long 87.729114°

13/10/23 01:10 PM GMT +05:30



**Bhupati Nagar, West Bengal, India**

Mugberia Gangadhar Mahavidyalaya, 2P2H+CM6, Bhupati Nagar, West Bengal

721425, India

Lat 22.001043°

Long 87.729114°

13/10/23 01:12 PM GMT +05:30



## Feedback of some students regarding the course

### Feedback Form

Skill Development Certificate Course on "Communicative English"

29<sup>th</sup> March, 2023 to 19<sup>th</sup> May, 2023

Organized By

Dept. of Nutrition, Mugheria Gangadhar Mahavidyalaya  
Bhupatinagar, Purba Medinipur – 721425

(Tike the appropriate option)

1. Did you acquire sound & sufficient knowledge of the course taught?

Excellent	Good	Average	Poor
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Rate your skill development in terms of communication development?

Excellent	Good	Average	Poor
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Will the course helpful for entrepreneurship development?

Excellent	Good	Average	Poor
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Rate the course in terms of you employability option?

Excellent	Good	Average	Poor
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. Rate the arrangement of course is well.

Excellent	Good	Average	Poor
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. Any other opinion / suggestion for future

- More dan Anti's related to Communicative English Learning to be Purchased.

Souvik Bera.

## Feedback Form

### Skill Development Certificate Course on "Communicative English"

29<sup>th</sup> March, 2023 to 19<sup>th</sup> May, 2023

Organized By

Dept. of Nutrition, Mugberia Gangadhar Mahavidyalaya  
Bhupatinagar, Purba Medinipur – 721425

(Tike the appropriate option)

1. Did you acquire sound & sufficient knowledge of the course taught?

Excellent	Good	Average	Poor
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Rate your skill development in terms of communication development?

Excellent	Good	Average	Poor
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Will the course helpful for entrepreneurship development?

Excellent	Good	Average	Poor
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Rate the course in terms of you employability option?

Excellent	Good	Average	Poor
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. Rate the arrangement of course is well.

Excellent	Good	Average	Poor
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. Any other opinion / suggestion for future

More exposure to be conducted in English ~~speach~~ speaking  
Community Environment.

Santu Kumar Pal

## Photos of some certificates





**UGC approved skill development certificate course**  
on  
**Communicative English**  
**29<sup>th</sup> March, 2023 - 19<sup>th</sup> May, 2023**  
Organized by : **Department of Nutrition**  
**Mugberia Gangadhar Mahavidyalaya**  
PO-Bhupatinagar, Dist. - Purba Medinipur, West Bengal, India, Pin- 721425

**CERTIFICATE OF PARTICIPATION**

This is to certify that MILAN PAL a student of the Department of Nutrition, Mugberia Gangadhar Mahavidyalaya has successfully participated and completed 30 hours for skill development UGC approved certificate course on "Communicative English" in and obtained grade A<sup>+</sup>.

Note: Classification of grade is  
A<sup>+</sup>:80%and above, A:65%to less than or equal to 79%, B:50%to less than or equal to 64%, C:35%to less than or equal to 49%, D:34%and below.

 <b>Ms. Moumita Samanta</b> In-charge of certificate course SACT, Dept of Nutrition Mugberia Gangadhar Mahavidyalaya	 <b>Dr. Apurba Giri</b> Assistant Professor & Head Dept. of Nutrition Mugberia Gangadhar Mahavidyalaya	 <b>Dr. Swapan Kr. Misra</b> Principal, Mugberia Gangadhar Mahavidyalaya
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**CERTIFICATE OF PARTICIPATION**

This is to certify that NABDAY GUPTA a student of the Department of Nutrition, Mugberia Gangadhar Mahavidyalaya has successfully participated and completed 30 hours for skill development UGC approved certificate course on "Communicative English" in and obtained grade A<sup>+</sup>.

Note: Classification of grade is  
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