

Frequently Asked Questions (FAQs)

A. About Spoken English Course

1. What is the Spoken English Course ?

It is a short-term course for the youth to help improve their English communication and soft skills. It has been designed in a way to help learners gain confidence to speak English fluently.

The course has many interesting features:

- An interactive teaching methodology.
- Scope for learners to practice their presentation skills through specific activities and class interactions.

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2. What can we expect from the Spoken English Course?

- Have a better command of the language through improved diction and oratory skills.
- Improved language skills — listening, speaking, reading, and writing.
- Spoken English tailor-made for job situations to excel in your career.
- Boost -confidence for professionally communicating in English.

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5. What is the duration of the course?

The duration of the course is 3-4 months.

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6. What is the mode of classes?

The course will be taught in **physical mode** (in-person) with some home assignments.

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7. What is the fee structure of the course?

Applicants will be required to deposit a fee of Rs. 950/- while applying online for the course. The deposit of Rs. 950/- is fully refundable on successful completion of the course. The amount will be refunded to the candidates upon completing the course with at least 80% attendance.

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8. Is there any fees for EWS Candidates?

Candidates belonging to Economically Weaker Sections (EWS category) are not required to deposit any fees. DSEU believes that nobody shall be denied an opportunity to learn due to their inability to pay.

The applicant is required to upload the soft copy of their Valid Family Income & Asset certificate issued by the competent authority while registering for the course as valid proof.

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9. Where can I find the Application Link for registration to the course?

To register for the course: https://english.dseu.ac.in/Index/institute_index/ins/DSEU

To know more details about the course: <https://dseu.ac.in/spoken-english-course/>

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10. What are the class timings?

Weekday Batches (Monday-Friday)

- Batch -1 - 3:00 pm - 5:00 pm
- Batch -2 - 5:15 pm - 7:15 pm

Weekend Batch (Saturday-Sunday)

- Saturday - 3:00 pm - 7:00 pm
- Sunday - 9:00 am - 3:00 pm

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11. Can learners opt for a batch of their choice?

Learners may choose a batch (weekday or weekend batch) of their choice to attend classes at their preferred centres, as per batch timings mentioned in FAQ Q. 10. The allotment of centres shall be subject to space availability.

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12. What happens if I start the course and have to leave it midway, will I get a refund?

NO, the applicant will not be eligible for any refund if they discontinue or leave the course midway.

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13. Can I join another batch in the middle of the course?

NO. However, the request can be considered under extraordinary circumstances at the discretion of the University.

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14. If I have any queries, how can I reach out to the University?

You can:

- email your query to **spokenenglishcourse@dseu.ac.in**

OR

- call on our helpline number **1800-309-3209** (between 10 AM to 6 PM, on all days of the week).

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B. Admission Process

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1. What is the Procedure for applying?

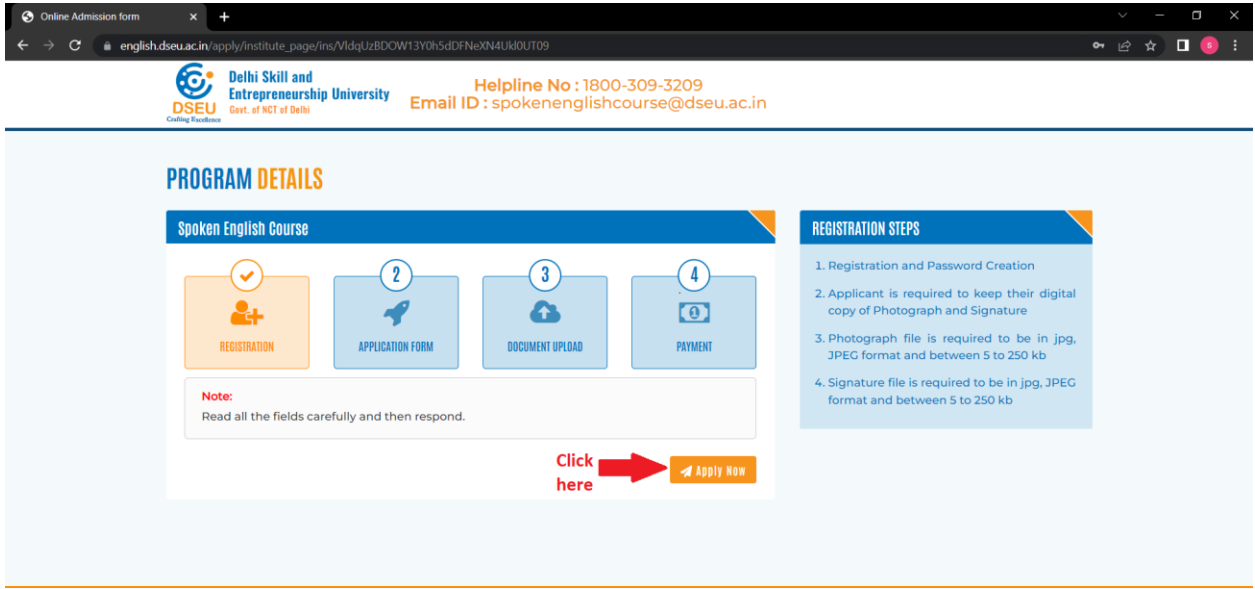
- Apply online on our portal ([Link](#)).
- Pay Rs. 950/- as refundable fees (except for EWS candidates with valid documents).
- Choose a centre, batch (weekend or weekday) and time slot of your preference.
- Wait for the final allotment of the centre based on the submitted preferences.

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Step 6: Click on the Apply Now button to proceed.

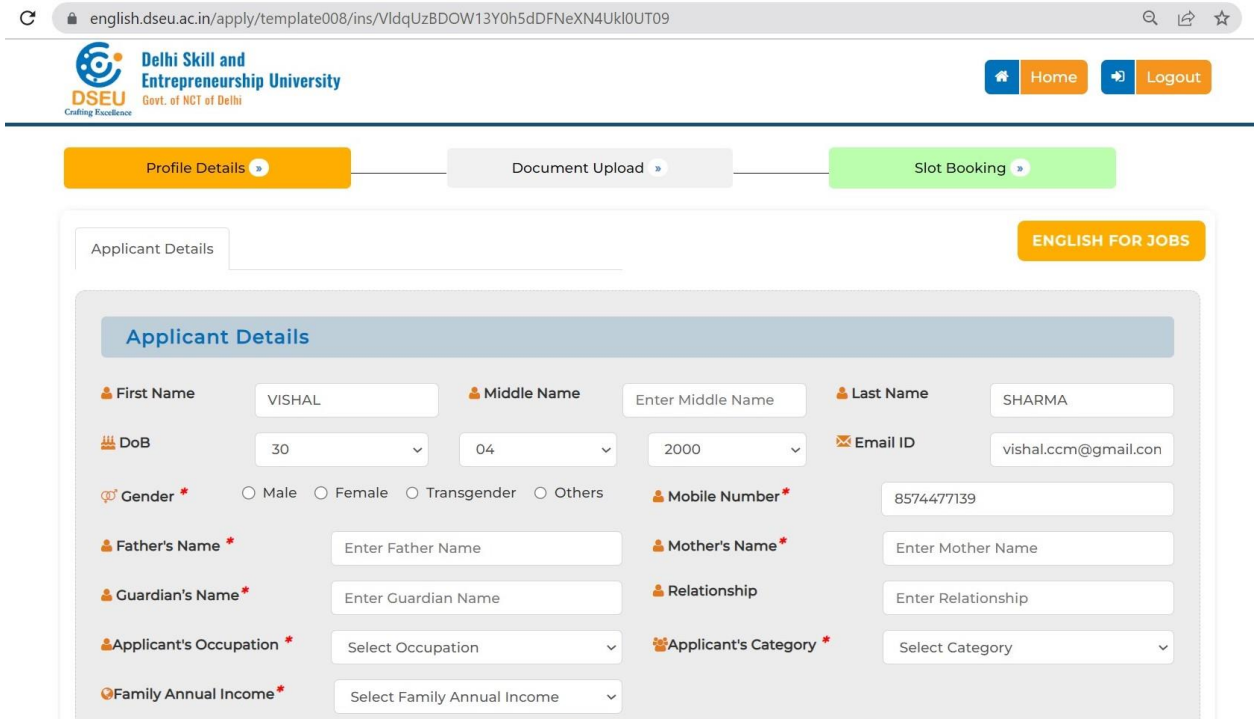
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Step 7: Fill-in all your personal details, to proceed further click on Save & Next button.

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Step 8: Fill-in details of your class VIIIth & Xth, then click on the Save & Next button.

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Present Address

Address Line 1 * 29/A Address Line 2 Dwarka

State/Union Territory * Goa District North Goa

Pin Code * 110022

Permanent Address

Permanent Address Is Same As Present Address

Address Line 1 * 29/A Address Line 2 Dwarka

State/Union Territory * Goa District North Goa

Pin Code * 110022

Other information

1. Why do you want to join this Course? * Others

Other Details *

For further studies

2. Do you have a Smart Phone ? * Yes

3. Which Smart phone do you have? * Samsung

Save & Next >

Profile Details | Document Upload | Slot Booking

Applicant Details | Academic Details | Spoken English Course

Details of Class VIII

Board * BSE Odisha Month & Year of Passing * 07-1995

Type of School * Government RTE Quota Select RTE Quota

Last School Fee Paid (Annually) * 900 Result Type * Percentage

Obtained Marks * 250 Max Marks * 400

Please enter the marks of best 4 subjects

Percentage * 62.50

Details of Class X

Board Assam Higher Secondary Education Council Month & Year of Passing 03-2014

Type of School Government RTE Quota Select RTE Quota


Last School Fee Paid (Annually) 1000 Result Type GPA

GPA (out of 10) 8.99

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Step 9: Check/tick all the boxes in the declaration, and click on the **Save & Next** button to proceed further.

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 **Delhi Skill and Entrepreneurship University**
DSEU Govt. of NCT of Delhi
Helpline No : 1800-309-3209
Email ID : spokenenglishcourse@dseu.ac.in

Profile Details | Document Upload | Slot Booking

Applicant Details | Academic Details | Declaration | **Spoken English Course**


Declaration

- 1. I have read the guidelines and I do hereby solemnly confirm that the information given by me, the statements made by documents uploaded with this application form are correct and true to best of my knowledge.
- 2. I agree to produce all the supporting documents required to verify any of the informations furnished by me in the form. I understand that the inability to produce original supporting documents will lead to automatic disqualification of my candidature.
- 3. I agree that if the information given by me in this application form is found to be false or misleading, my admission is liable to be cancelled at any point.
- 4. I hereby affirm that, if found guilty of causing any damage to the property, misconduct towards my peers, trainers and/ or indulging in any unacceptable activity, I will be liable for punishment and even expulsion from the course as stated by the higher authority.

[Previous](#) [Click here](#)
Save & Next

Step 10: Upload your passport size photograph and signature.

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 **Delhi Skill and Entrepreneurship University**
DSEU Govt. of NCT of Delhi
Helpline No : 1800-309-3209
Email ID : spokenenglishcourse@dseu.ac.in

Profile Details | Document Upload | Slot Booking

DOCUMENT DETAILS | **Spoken English Course**

Applicant's Photo * man-shirt-ti..8848999.jpg
File-Type: jpg, jpeg
File-Size: max size 250KB

Applicant's Signature * manual-sig...89794327.jpg
File-Type: jpg, jpeg
File-Size: max size 250KB

Save & Next [Click here](#)

Note: EWS Candidates will be required to upload their EWS Certificate on the same page.

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Helpline No : 1800-309-3209
Email ID : spokenenglishcourse@dseu.ac.in

Profile Details | Document Upload | Slot Booking

Spoken English Course

DOCUMENT DETAILS

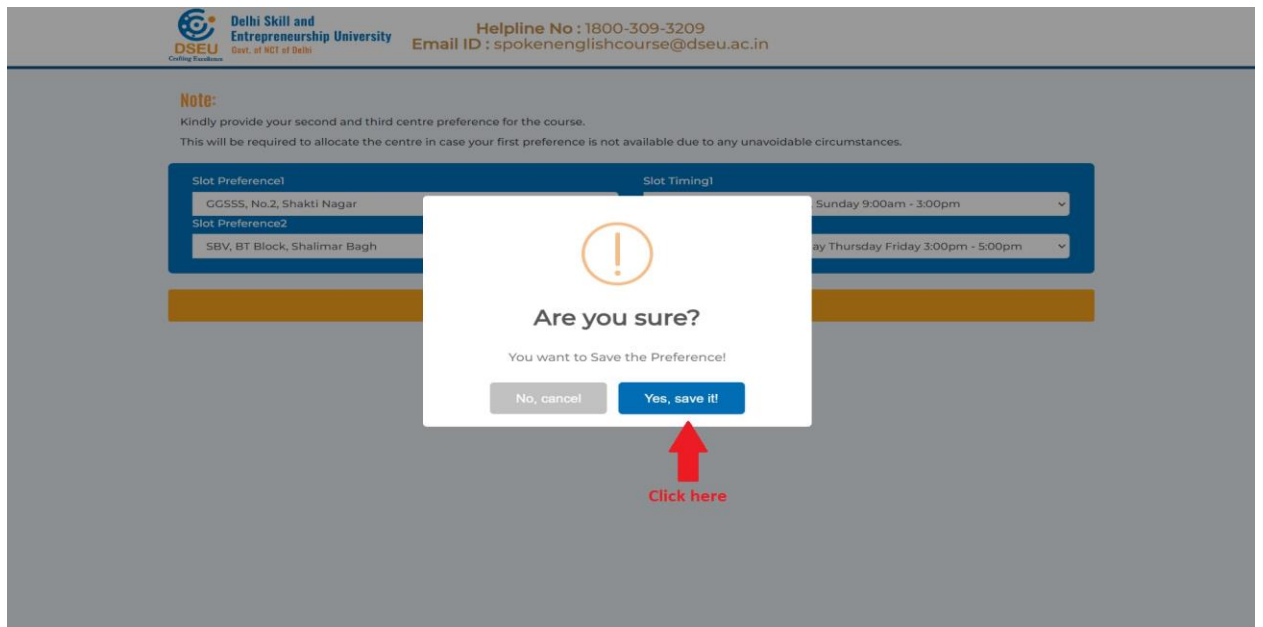
Applicant's Photo *	Choose file man-shirt-tl...8848999.jpg File-Type: jpg, jpeg File-Size: max size 250KB	
Applicant's Signature *	Choose file manual-sig...89794327.jpg File-Type: jpg, jpeg File-Size: max size 250KB	
Economically Weaker Section Certificate *	Choose file EWS-certific...eforamt.pdf File-Type: PDF File-Size: max size 300kb	

Save & Next Click here

Step 11: Select the preferred centre from the **drop down** list to see the batches and the availability of seats.

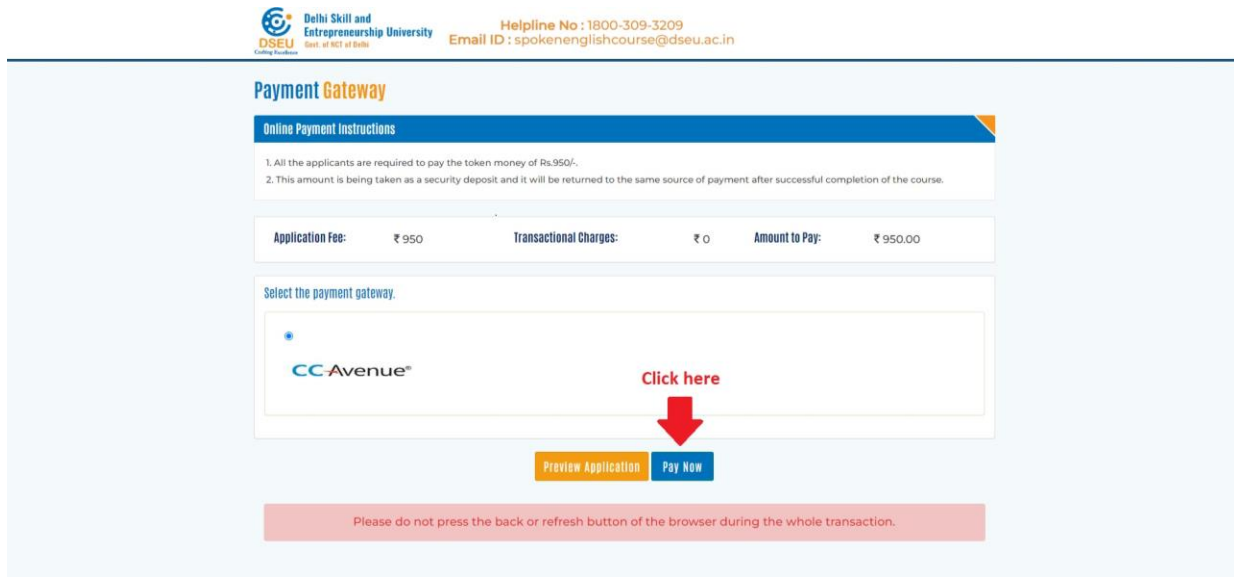
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Step 16: Clicking on Pay Now button to proceed to the payment gateway.


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Note: You can also view your Application form by clicking on the Preview Application button before moving on to the next step.

Step 18: After successful payment you will be redirected to the Payment Status page, you can click on the **Print Application** button to preview the application.

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Online Payment Status	
Online Payment Status :	SUCCESS
Transaction ID :	220288423819
Transaction ID :	Thank you Your Application Form Submitted Successfully
	Print Application  Click here
	<small>Click Here to go back to the home page.</small>




Step 19: Print preview of the application submitted (Page 1 & 2).

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Delhi Skill and Entrepreneurship University
Government of NCT Delhi



Applicant's photo

Spoken English Course

Application No. : STC20223

1. Applicant's Information	
1	Applicant's Name
2	Date of Birth (DD-MM-YYYY)
3	Email ID
4	Gender
5	Father's Name
6	Mother's Name
7	Guardian's Name
8	Relationship
9	Category
10	Mobile Number
11	Occupation

2. Present Address		3. Permanent Address	
1	Address Line 1	1	Address Line 1
2	Address Line 2	2	Address Line 2
3	State/Union Territory	3	State/Union Territory
4	District	4	District
5	Pin Code	5	Pin Code

4. Other information	
Why do you want to join this Course ?	For speaking fluent English
Do you have a Smart Phone ?	No

5. Academic Information	
Details of Class VIII	
Board	BSE
Mark Type	GPA
Month & Year of Passing	07-1995
Type of School	International
RTE Quota	
Last School Fee Paid (Annually)	Rs.1111/-

6. Slot Details	
Center Name	SBIV, Rajghn Colony
Slot Timing	Monday, Tuesday, Wednesday, Thursday, Friday 9:15pm - 7:15pm

7. Centre Preference		
Preference	Institute Name	Slot Timing
1	SBIV, Rajghn Colony	Saturday 3:00pm - 7:00pm, Sunday 9:00am - 3:00pm
2	Govt. (Co. Ed.) SSS, E Block, West Vinod Nagar	Monday, Tuesday, Wednesday, Thursday, Friday 3:00pm - 5:00pm

8. Payment Details	
Transaction Amount	0.00
Transaction Date	
Transaction ID	


Declaration

1. I have read the applicable guidelines and I do hereby solemnly confirm that the information given by me, the statements made documents uploaded with this application form are correct and true to best of my knowledge.

2. I agree to produce all the supporting documents required to verify any of the informations furnished by me in form. I understand that the inability to produce original supporting documents will lead to automatic disqualification & my candidature.

3. I agree that if the information given by me in this application form is found to be false or misleading, my admission is liable to be cancelled at any point.

4. I hereby affirm that, if found guilty of causing any damage to the property, misconduct towards my peers, trainers and/ or indulging in any unacceptable activity, I will be liable for punishment and even expulsion from the Course as stated by the Higher Authority.



Candidate's Signature

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E. Assessment & Certification

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1. Do I get a certificate after the completion of the course?
 - Upon successful completion of the course, all candidates will be assessed internally by the delivery partner and will also receive a certificate for the same.
 - If the candidate so chooses, they can also appear for an exclusive assessment with Cambridge University Press & Assessment India Pvt. Ltd. On completion of the assessment, the candidate will be awarded a globally-accepted certificate jointly by Delhi Skill and Entrepreneurship University and the Cambridge University Press & Assessment India Pvt. Ltd.

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F. Fee Payable and its Refund

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1. How do I get a refund of the fees?

All candidates will be required to deposit a fee of Rs. 950/- online at the time of application. This amount will be refunded to the candidates upon completing the course with at least 80% attendance. The refund will be done within 4-6 weeks after the successful completion of the course.

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GENERAL INSTRUCTIONS FOR CANDIDATES

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1. Applications for admission must be submitted online, on the DSEU official website portal (https://english.dseu.ac.in/Index/institute_index/ins/DSEU) only. Hard copy of the application is not required to be submitted and will NOT be received/ accepted at the centres where classes shall be held.

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2. Candidates are advised to keep ready all the required details and attachments, such as photo, scanned signature, etc. (in specified sizes) before proceeding to fill the online application and/or making the online fee payment.

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3. All candidates will be required to deposit a fee of Rs. 950/- online at the time of filling the application. This amount will be fully refunded to the candidates upon successful completion of the course, with at least 80% attendance. The refund will be made within 4-6 weeks after the successful completion of the course. However, candidates belonging to Economically Weaker Sections (EWS category) are not required to deposit any fee upon uploading a valid EWS certificate.

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8. The candidates are advised to take a printout of their online applications for their reference and records. Hard copy of the application and valid original Photo ID proof (such as Aadhar Card, Voter ID, Passport, Driving Licence, PAN Card, School/College ID Card, or any government issued ID, etc.) must be carried to the centre for verification on the day of batch commencement (starting date of the course).

उम्मीदवारों को अपने ऑनलाइन आवेदनिकाओं का प्रिंटआउट अपने संदर्भ और रिकॉर्ड के लिए लेना चाहिए। आवेदनिका और वैध मूल फोटो आईडी प्रमाण (जैसे आडार कार्ड, वॉटर आईडी, पासपोर्ट, ड्राइविंग लाइसेंस, पान कार्ड, स्कूल/कॉलेज आईडी कार्ड, या कोई भी सरकारी जारी आईडी, आदि) को कोर्स शुरू होने के दिन केंद्र पर जाकर जांच के लिए लेना होगा।

9. While all efforts will be made to allot candidates the batch/ centre of their choice, the final allotment will be subject to availability of the centre and other administrative considerations. No requests will be entertained for changing the batch/centre once allotted.

सभी कोशिशें की जाएंगी कि उम्मीदवारों को उनके चयनित बैच/केंद्र में आवंटित किया जा सके, लेकिन अंतिम आवंटन केंद्र की उपलब्धता और अन्य प्रशासनिक विचारों पर निर्भर रहेगा। आवंटित होने के बाद बैच/केंद्र बदलने की कोई भी अनुरोध स्वीकार नहीं किया जाएगा।

10. Candidates may note that registering for the Spoken English Course does not guarantee admission.

उम्मीदवारों को ध्यान देना चाहिए कि Spoken English Course में रजिस्ट्रेशन एडमिशन की गारंटी नहीं देता।

11. For all matters relating to admission and operation of the program/course, the decision of the Delhi Skill and Entrepreneurship University will be final and binding on the candidate.

प्रोग्राम/कोर्स के एडमिशन और ऑपरेशन से संबंधित सभी मामलों में दिल्ली स्किल और एंटरप्रायुजर्स यूनिवर्सिटी का फैसला अंतिम और बाइंडिंग होगा।

12. The applicants will receive an email notification regarding the final allotment of the centre with the date of course commencement in due time.

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13. For any clarifications, refer to the website. If still not clear, you could either

a. email your query to **spokenenglishcourse@dseu.ac.in**

OR

b. call on our helpline number **1800-309-3209** (between 10 AM to 6 PM, on all days of the week).

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List of Centres

S. No.	Name of the Centre	School ID
1	SKV - Pandara Road	2026004
2	SKV - B-3, Paschim Vihar	1617011
3	Govt. (Co.Ed.) SV, Dichaon Kalan	1822262
4	SKV, Block U, Mangolpuri	1412030
5	Acharya Tulsi Sarvodaya Bal Vidyalaya, Chattarpur	1923081
6	SBV No.2, Tilak Nagar	1514006
7	SV No.1, Mori Gate *	1207022
8	SKV, Basai Darapur	1516019
9	GBSSS, Rajouri Garden Extn.	1515018
10	GGSSS No 1, Subhash nagar	1515029
11	GBSSS, Jafrabad Extn.	1105017
12	SKV - E Block, Nand Nagri	1106113
13	GBSSS No.1 Khanpur	1923020
14	GBSSS Rajokari	1720028
15	SKV, Delhi Cantt	1720018
16	S (Co-ed) V, Jungpura, Saman Bazar, Garhi Mohallah, Bhogal	1924044
17	Govt. (Co.Ed.) SV, Phase-III, Sec-21, Rohini	1412289
18	SKV (Gargi), Green Park Extn.	1925032
19	SKV No. 1, (Veer Savarkar), Kalkaji	1925029
20	Govt. (Co.Ed.) SSS, E Block, West Vinod Nagar	1002180
21	GGSSS, Chashma Building (Urdu Medium), Gali Nawab Hoharu, Ballimaran	2127025
22	Govt. (Co.Ed.) SSS, Dwarka Sector - 22	1821204
23	GBSSS, Tikri kalan	1617001
24	Govt. (Co.Ed.) SSS, Lajpat Nagar	1925335
25	S (Co Ed) V (Kautilya), Chirag Enclave	1925003
26	SBV, BT Block, Shalimar Bagh	1309005
27	GGSSS, No.2, Shakti Nagar	1207038
28	GBSSS, Badli	1310009
29	Govt. (Co.Ed.) SSS, Narang Colony, Tri Nagar	1411037

30	S (Co-ed) V, Sultanpur Majra	1412016
31	SKV, Moti Nagar	1516018
32	GBSSS, West Patel Nagar	1516140
33	G (Co.Ed.) SSS, Chilla Village, Mayur Vihar, Phase I	1002182
34	SKV, Block B, Janakpuri	1514019
35	GBSSS, Palam Village, Raj Nagar, Part 1	1821014
36	RPVV, Plot No.1, Link Road, Karol Bagh	2128031
37	SKV, Timar Pur	1207034
38	GGSSS, Sector - 4, R.K. Puram	1719030
39	Govt. (Co.Ed.) SSS (Site-I), Dwarka Sector - 6	1821206
40	SBV, Tigri Road, Sadar Bazar, Delhi Cantt	1720001
41	SBV, Rajgarh Colony	1001110
42	GBSSS, Sultanpuri Road, Nangloi	1617017
43	G (Co.Ed.) SSS, Block F, Vikas Puri	1618016
44	SV, Sector B-4, Narela	1310408
45	Aryabhata DSEU Ashok Vihar Campus (WCSC)	-
46	DSEU Okhla-II Campus (CHAMPS) *	-
47	Meerabai DSEU Maharani Bagh Campus	-
48	DSEU Vivek Vihar Campus	-
49	DSEU Dwarka Campus	-
50	DSEU Pusa Campus – II (WCSC)	-

Note: Centres in the list above which are marked with asterisk (*) are women only centres, hence only women candidates will be allowed to take admissions in those centres.