

Enterprise Development Institute

(Promoted By Bengal National Chamber of Commerce & Industry)

Plot-IB-194, Sector-III, Salt Lake, Kolkata-700106 (beside Columbia Asia Hospital)

Ph: 033-2335-7258 /2335-7681 E-mail: edikolkata.bncci@gmail.com Website- www.edikolkata.org

COURSE SCHEDULE for JCO's and OR : 2017-18

Sponsored by : Directorate General Resettlement , Ministry of Defence , Govt of India

All courses are Affiliated to : NETAJI SUBHAS OPEN UNIVERSITY

Course Sl. No.	Name	From	To	Eligibility	Course Highlights	Seats	Documents needed
258-11-17	Diploma in Travel & Tourism <u>(NETAJI SUBHAS OPEN UNIVERSITY)</u>	6-11-17	23-2-18	Minimum Class-12th Pass or others with 15 years service graduation certificate	The course covers subjects like Fundamentals of Tourism – Entrepreneurship –Accounting & Legal Aspect –Travel agency , Tour Business & Operation, Business-Tourism Marketing - Project Work' <u>(Module on : Communication +CV writing +Job Search +Preparation for Interview</u>	40	Movement Order (with authority) + Attested Copy each of : Aadhar card, Proof of Date of birth, Proof of qualification, or Service graduation certificate + 5 recent PP photo
304-12-17	Diploma in Entrepreneurship Development & Small Business Management <u>(NETAJI SUBHAS OPEN UNIVERSITY)</u>	4-12-17	23-3-18	Minimum Class-12th Pass or others with 15 years service graduation certificate	The course comprehensively covers Entrepreneurship, Business opportunities, Operations Mgt., Marketing Mgt., General Mgt, Financial Mgt, Project Report Preparation, along with Industry Visit , Trade Fair and Project Work etc. <u>Module on : Communication +CV writing +Job Search +Preparation for Interview</u>	40	

179-09-17	Diploma in Export-Import Management <u>(NETAJI SUBHAS OPEN UNIVERSITY)</u>	5-2-18	25-5-18	Minimum Class-12th Pass or others with 15 years service graduation certificate	The course comprehensively covers:: International Trade & Business Environment : Export Marketing & Sourcing Export – Import Procedure- & Documentation -Export Finance- International Trade Finance & Risk Management : Operation & logistics Management : Regulatory Framework in International Trade <u>Module on : Communication +CV writing +Job Search +Preparation for Interview</u>	40	Movement Order (with authority) + Attested Copy each of : Aadhar card, Proof of Date of birth, Proof of qualification,
361-03-18	Diploma in Travel & Tourism <u>(NETAJI SUBHAS OPEN UNIVERSITY)</u>	5-3-18	22-6-18	Minimum Class-12th Pass or others with 15 years service graduation certificate	The course covers subjects like Fundamentals of Tourism – Entrepreneurship –Accounting & Legal Aspect –Travel agency , Tour Business & Operation, Business-Tourism Marketing - Project Work <u>Module on : Communication +CV writing +Job Search +Preparation for Interview</u>	40	or Service graduation certificate + 5 recent PP photo