



# **Khallikote University, Berhampur**

## **Community College**

### **I. Introduction**

Khallikote University, Berhampur is offering Skill Based Education under National Skill Qualification Framework (NSQF) sponsored by UGC in three sectors:

#### **1. Tourism & Hospitality Management**

- i) Meet & Greet Officer (Level 4) – 6 months certificate course
- ii) Front Office Executive (Level 5)\* – 6 months certificate course

#### **2. Media & Entertainment Industry**

- i) Production Assistant (Level 4) - 6 months certificate course
- ii) Camera Operator (Level 5)\* - 6 months certificate course

#### **3. Retail Management**

- i) Store Manager (Level 4) - 6 months certificate course
- ii) Assistant Department Manager (Level 5)\*- 6 months certificate course

*\* On completion of level – 4 only the student will be allowed to enroll in level 5.*

### **1. TOURISM & HOSPITALITY MANAGEMENT**

- To provide students with the supervisory skills and competencies necessary to meet the needs of the ever demanding Tourism & hospitality industry.
- To develop student's critical thinking & to refine their analytical problem solving & decision making skills.
- To provide students with the skills needed to work as a Meet and Greet Officer in Hotel, Airlines, Hospital and Financial Sector.
- To provide a broad understanding of the basic principles of management related to the Travel Tourism & Hospitality Industry.
- To provide a blend of theory & practical knowledge to work as a Front Office Executive in different sectors like Hotels, Airlines, Hospitals etc.

### **2. MEDIA & ENTERTAINMENT SECTOR**

Production Assistant is an entry level position in the production department of the Media & Entertainment Industry. This job requires the individual to understand production techniques and the implications of various tasks on time, resources and budget, understanding of logistics and facilities required during filming. Film and television shows are filmed throughout the country, making it possible to find a local position of assisting production staff.

Camera operator is a significant position in film and television production houses. The individual is expected to be familiar with mounting of camera, handling production equipments, maintaining focus points, deciding focal paths, character movement path etc. A certificate course in

camera operator enables the individual to work in production companies as a camera operator or camera assistant and move up in the ranks upto camera man.

Those aspiring to start their careers in film, can work as production assistants and camera operator to gain experience and move up in the industry. Successful completion of this certificate course in production assistants and camera operator proposed by the Khallikote University will give the students insight into different production techniques and be able to undertake a wide range of production activities in the entertainment industry. This course will also help the students to enhance their communication skills, be capable of understanding instructions and be able to work well as part of a team.

### **3. RETAIL MANAGEMENT**

A Diploma course in Retailing has been designed and floated under the approved community college under the aegis of Khallikote University, Berhampur for the year 2018-19. This course has been enlisted by Retail Council of India within the National Skill Qualification Framework of UGC. Khallikote University aims at providing 1 year job-specific diploma education to the intermediate passed out students. Since the retail industry is one of the fastest growing sector in India requiring enormous skilled manpower in future. Khallikote University is making efforts to invite retail organisations to be placement partners in this endeavour. For effective transfer of knowledge, the University is making arrangement for highly experience faculties and trainers.

There is a tremendous scope for growth in the Indian retail market. The growth in Indian retail market is mainly due to the change in the consumers behavior. For the new generation have preference towards luxury commodities which have been due to the strong increase in income, changing lifestyle, and demographic patterns which are favorable. After completing the course, a student can be placed in the following job roles:

1. Retail Sales Associate
2. Customer Care
3. Retail logistics Executives
4. Floor Manager
5. Salesman Executives
6. Front Office Executives
7. Visual Merchandiser

## **II. National Skill Qualification Framework**

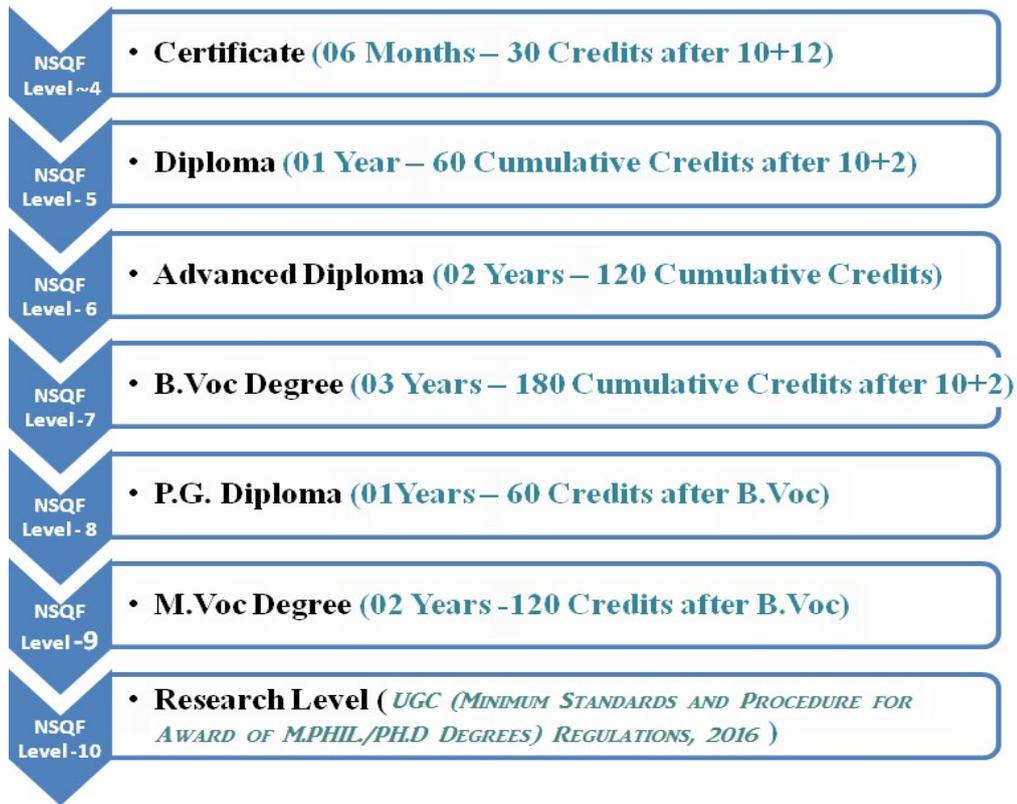
The National Skills Qualifications Framework (NSQF) is a competency- based framework that organizes qualifications according to a series of knowledge, skills and aptitude. The NSQF levels, graded from one to ten, are defined in terms of learning outcomes which the learner must possess regardless of whether they are obtained through formal, non- formal or informal learning. National Occupational Standards (NOS) are statements of the skills, knowledge and understanding needed for effective performance in a job role and are expressed as outcomes of competent performance. They list down what an individual performing that task should know and also are able to do. These standards can form the benchmarks for various education and training programs to match with the job requirements. Just as each job role may require the performance of a number of tasks, the combination of NOSs corresponding to these tasks form the Qualification Pack (QP) for that job role. The NOSs and QPs for each job role corresponding to each level of the NSQF are being formulated by the respective Sector Skill Councils (SSCs) set up by National Skill Development Corporation (NSDC) with industry leadership. The curriculum which is based on NOSs and QPs would thus automatically comply to NSQF.

The specific outcomes expected from implementation of NSQF are as follows:

- a) Mobility between vocational and general education by alignment of degrees with NSQF
- b) Recognition of Prior Learning (RPL), allowing transition from non- formal to organized jobmarket
- c) Standardized, consistent, nationally acceptable outcomes of training across the country through a national quality assurance framework
- d) Global mobility of skilled workforce from India,through international equivalence of NSQF.
- e) Mapping of progression pathways within sectors and cross-sectorally
- f) Approval of NOS/QPs as national standards for skilltraining

### III. Type of Courses and Awards:

There will be full time credit-based modular programmes, wherein banking of credits for skill and general education components shall be permitted so as to enable multiple exit and entry.



The multiple entry and exit enables the learner to seek employment after any level of Award and join back as and when feasible to upgrade qualifications / skill competencies either to move higher in the job profile or in the higher educational system. This will also provide the learner an opportunity for vertical mobility to second year of B.Voc degree programme after one year diploma and to third year of B.Voc degree programme after a two year advanced diploma. The students may further move to Masters and Research degree programmes mapped at NSQF Level 8 –10.

As an illustration, awards shall be given at each stage as per Table 1 below for cumulative credits awarded to the learners in skill based vocational courses.

**Table 1: cumulative credits awarded**

NSQF Level	Skill Component Credits	General Education Credits	Total Credits for Award	Normal Duration	Exit Points / Awards
7	108	72	180	Six Semesters	B.Voc Degree
6	72	48	120	Four semesters	Advanced Diploma
5	36	24	60	Two semesters	Diploma
4	18	12	30	One semester	Certificate

The NSQF Levels in above illustrations indicate that there should be at least one job role at the concerned NSQF Level in the curriculum to be assessed and certified for skill component. The normal training hours for skilling should be proportionate to the weightage for skill credits and an appropriate component of skill training may be imparted as on-site training at actual work place.

#### **IV. Assessment:**

The Skill component of the course will be generally assessed by the respective Sector Skill Councils. In case, there is no Sector Skill Council for a specific trade, the assessment may be done by an allied Sector Council or the Industry partner. Further if Sector Skill Council in concerned / relevant trade have no approved QP [vide para 4.3(ii)] which can be mapped progressively or due to any other reason, if the SSC express its inability to conduct the assessment or could not conduct the skill assessment in stipulated time frames as per academic calendar (which should have been communicated well in advance / at the beginning of semester to SSC), the institutions may conduct skill assessment through a 'Skill Assessment Board by 'Certified Assessors' as per the provisions in MHRD Skill Assessment Matrix for Vocational Advancement of Youth (SAMVAY). The Skill Assessment Board may have Principal/Director/Nodal officer of the programme / Centre, representatives of the partner industry(s), one nominee of the Controller of Examination or his/her Nominee of affiliating University / Autonomous College and at least one external expert. The affiliating university may nominate additional experts on the Skill Assessment Board, if required. The certifying bodies may comply with / obtain accreditation from the National Accreditation Board for Certification Bodies (NABCB) set up under Quality Council of India (QCI). Wherever the university/college may deem fit, it may issue a joint certificate for the course(s) with the respective Sector Skill Council(s).

Letter Grades and Grade Points: it is recommended to adopt 10- point grading system with the Letter grades as given in Table 2 below:

**Table 2: Grades and Grade Points**

Letter Grade	Grade Point
O (Outstanding)	10
A+ (Excellent)	9
A (Very Good)	8
B+ (Good)	7
B (Above Average)	6
C (Average)	5
P (Pass)	4
F (Fail)	0
Ab (Absent)	0

A student obtaining Grade F and Ab shall be considered failed and will be required to reappear in the examination.

## V. Admission and Fee:

- a. The candidates who have passed +2 or higher can apply for these full time regular programmes.
- b. The minimum educational qualification for admission under this scheme will be class 12 pass or equivalent from any recognized board or university.
- c. Equal weightage should be given to vocational subjects at +2 level while considering the students for admission into B.Voc courses for recognition of skills credits.
- d. Reservation to SC, ST, OBC and PwD categories will be available as per the extant National / State policy.
- e. There shall be no age bar for admission in the skill based certificate /diploma/ degree programmes under NSQF.
- f. While deciding criteria for admission into any particular trade, the institutions will consider students having background in relevant stream at 10+2 level.

## VI. How to Apply

1. Application form and information brochure can be downloaded from the University website ([www.khallikoteuniversity.ac.in](http://www.khallikoteuniversity.ac.in)) from 21/09/2018 and **the last date to apply is 05/10/2018.**
2. The application fee of Rs 500 (Rupees five hundred only) should be deposited in the form of Demand Draft in favour of “**The Registrar, Khallikote University, Berhampur**” payable at Berhampur.
3. The applicants are required to fill in the form and furnish necessary information as required there in. The applicants should write the name of the course on the envelope. The filled-in application form should be sent through **registered post / speed post/ courier** to:  
**The Registrar,  
Khallikote University  
Berhampur-760001, Odisha**
4. One applicant can apply for all the courses in a single application. The applicant can give their course preference order 1, 2, 3 in the application.
5. In case of any dispute, the interpretation and decision of the Vice-Chancellor, Khallikote University, Berhampur will be final and binding.

Sd/-  
The Registrar,  
Khallikote University, Berhampur

**For queries Contact- 9840275563, 9439652646, 9437133384, 7979850640**