



Centre for Indian and Foreign Languages  
Centre for Innovative Skill Based Courses  
Open Learning Development Centre  
School of Open Learning, Campus of Open Learning  
University of Delhi, Delhi-110007



# LANGUAGE COURSES

in Collaboration with

Department of East Asian Studies and Department of Germanic & Romanic Studies

Japanese Language

Spanish Language

Korean Language

Portuguese Language

Chinese Language

Italian Language

French Language

German Language

Prospectus  
2026-27

안녕

hello

# Language

BONJOUR

ab

## Vice-Chancellor's Message



**Prof. Yogesh Singh**

Hon'ble Vice-Chancellor  
University of Delhi

*Professor Yogesh Singh, the Vice-Chancellor of the University of Delhi, is a prominent educational leader dedicated to enhancing the University's position as a hub of academic excellence, inclusivity, and global engagement. During his tenure, the University of Delhi has made significant strides in implementing the National Education Policy (NEP) 2020, promoting interdisciplinary and skill-focused learning while broadening digital and adaptable learning environments. His vision combines the University's rich academic heritage with the transformative potential of the School of Open Learning (SOL) and its R&D hub, the Open Learning Development Centre (OLDC), facilitating greater access to high-quality education while upholding rigorous academic standards and international relevance.*

## Campus of Open Learning



### Prof. Payal Mago

Director  
Campus of Open Learning, University of Delhi

#### *“Empowering Learners, Enriching Futures”*

*At Centre for Indian and Foreign Languages (CIFL), we believe that learning a language is as important as acquiring a skill, it is opening doors to new cultures, opportunities, and perspectives. Our mission is to provide a dynamic and supportive learning environment where students can develop linguistic proficiency, cultural awareness, and the confidence to engage with the world.*

*We take pride in seeing our learners achieve their academic, and professional goals through language education. Every student's success story inspires us to continue striving for excellence.*

*I warmly welcome you to CIFL and wish you every success in your language-learning journey.*

## School of Open Learning



### Prof. Ajay Jaiswal

Principal

School of Open Learning, University of Delhi

*The School of Open Learning (SOL) has long been committed to expanding access to quality education. The Centre for Indian and Foreign Languages (CIFL) is a reflection of this vision, offering distance learners the opportunity to enhance their language skills and broaden their global outlook.*

*We are dedicated to providing a supportive and enriching learning environment for our learners and continuously strive to enhance the quality of the learning experience.*

*I encourage you to make the most of the opportunities offered by CIFL and wish you success in all your future endeavours.*

## Open Learning Development Centre



### Mr. Deekshant Awasthi

Academic Coordinator  
Open Learning Development Centre, University of Delhi

*"Welcome to CIJL, where language learning becomes a gateway to global opportunities."*

*Established as an initiative of the Open Learning Development Centre (OLDC), Centre for Indian and Foreign Languages (CIJL) reflects OLDC's commitment to expanding access to quality learning opportunities and equipping learners with skills that are relevant in an increasingly interconnected world. Our courses are designed to provide both academic rigor and practical relevance, enabling learners to apply their knowledge in educational, professional, and social settings.*

*CIJL is a learner-centric centre dedicated to excellence in linguistic proficiency and lifelong learning, with a focus on strengthening learners' listening, speaking, reading, and writing (LSRW) skills and empowering them to become effective and confident communicators.*

*I warmly welcome you to CIJL and wish you a rewarding and enriching learning experience.*

## AIM

To provide affordable, accessible, and quality language education to every citizen through structured and skill-oriented foreign language programmes.

## MISSION

- To enhance the knowledge and practical understanding of foreign and Indian languages.
- To develop communication skills and intercultural competence among learners.
- To promote employability, academic advancement, and global exposure.
- To provide inclusive language learning opportunities to students from different regions and backgrounds.

## VISSION

To become a leading centre for language education by integrating modern teaching methodologies, digital learning systems, and practical communication-based training while maintaining academic excellence and accessibility.





## IMPORTANCE OF LEARNING FOREIGN LANGUAGES

Learning a foreign language enhances communication skills, global awareness, and professional opportunities. Knowledge of international languages helps students in higher education, tourism, diplomacy, translation, international business, cultural exchange, and employment in multinational organizations. Foreign language proficiency also improves cognitive skills, confidence, cross-cultural understanding, and career prospects in both government and private sectors.



## COURSES OFFERED



The Certificate and Diploma Courses are offered in following foreign languages

01

02

- Chinese • Japanese • Korean
- Italian • Spanish • French
- German • Portuguese



## MODE OF TEACHING



The courses shall be conducted through the following modes: -

03

### 1. Offline Mode:

Students shall attend physical classes at designated centres of the University of Delhi.

**Note:** Admissions to the Russian Language Courses, offered in collaboration with the Department of Slavonic and Finno-Ugrian Studies, University of Delhi, will commence shortly.

## Weekend Classes

**Classes are scheduled to be held on weekends (Saturday and Sunday) for 03 hours per day.**

**Class Schedule:** The detailed schedule, including the venue and timings of classes, shall be communicated to students one week prior to the commencement of the classes.

你好!

Ciao

Hello!

Guten Tag

Hallå

こんにちは!

Χαίρετε

Bonjour!

이봐



## COLLABORATING DEPARTMENTS:

The courses are offered in collaboration with the following departments of the University of Delhi:

- Department of Germanic and Romance Studies
- Department of East Asian Studies

## CERTIFICATION:

After successful completion of these part-time foreign language courses certificate is issued by the University of Delhi.

## ELIGIBILITY CRITERIA FOR CERTIFICATE COURSES:

Passed Class XII (10+2) or equivalent examination from a recognized board with English or Hindi as subjects.

### Minimum Marks Required for General Category (UR/EWS):

- Minimum 50% marks in the best four subjects including English or Hindi.
- Must have secured at least 45% marks in either English or Hindi (whichever is higher).

### Minimum Marks Required for Reserved Categories (SC/ST/OBC/PwBD/Others):

- Minimum 45% marks in the best four subjects including English or Hindi.
- Must have secured at least 45% marks in either English or Hindi (whichever is higher).

## Additional Weightage:

- Additional 10% weightage shall be granted to candidates who have completed Graduation in any stream.
- Additional 15% weightage shall be granted to candidates who have completed post-Graduation in any stream.



## ELIGIBILITY CRITERIA FOR DIPLOMA COURSES:

For Existing Students of University of Delhi:

Candidates must have successfully completed the Certificate Course, or an examination recognised as equivalent thereto in the respective language offered by the departments/colleges/institutions/ centres of University of Delhi.

### Admission for Outside Candidates and Gap Year Students:

Candidates must have completed at least 150 teaching hours course in the respective language, from recognized institute/college/university other than the University of Delhi shall be required to appear for an Entrance Examination.

Candidates with a gap year after completing the qualifying course are also required to appear for the Entrance Examination.

- Admission shall be granted only after qualifying the Entrance Examination
- An Entrance Examination fee of Rs. 500/- shall be applicable to candidates who have completed the qualifying course from a recognized institution other than the University of Delhi and to gap-year candidates.

### Additional Weightage:

- Additional 10% weightage shall be granted to candidates who have completed Graduation in any stream.
- Additional 15% weightage shall be granted to candidates who have completed post-Graduation in any stream.



# ADMISSION PROCESS:

Admission shall be conducted entirely through Online Mode.

**01 Online Registration:** Students shall register through the official portal <https://cifl.oldcdu.ac.in>, Applicants must register only once.

**02 Course Selection:** Students shall:

- Select the desired language
- Read instructions and declarations carefully

**03 Uploading Documents:** Applicants shall upload the required documents (in required format and size).

**04 Payment of Registration Fee:** Registration fee shall be paid online.

**05 Verification Process:** The administration shall verify:

- Uploaded documents
- Eligibility details
- DU enrolment details
- Category certificates
- Academic records

**06 Merit:** Eligible candidates shall be shortlisted through a merit-based selection process, subject to the availability of seats. Students whose application forms have been successfully verified and approved by the admin shall become eligible to pay the course fee.

**07 Course Fee Payment:** Selected students shall be required to pay the course fee within the specified timeline. Admission shall be confirmed only after successful fee payment.



# DOCUMENTS REQUIRED

The following documents are required during application:

## Mandatory Documents required:

- Passport-size Photograph (below 50 KB)
  - Signature (below 50 KB)
  - Class 10 Certificate/Marksheet
- Class 12 Marksheet or equivalent examination certificate

## Additional Documents (if applicable)

- Graduation Marksheet
- Post-Graduation Marksheet
- Category Certificate
- DU Enrolment Number Proof
  - College ID Card
- Previous Language Course Document (Applicable for Diploma Courses)



# DOCUMENTS VERIFICATION

## DU ENROLMENT VERIFICATION:

Students shall be required to indicate whether they possess a University of Delhi Enrolment Number. If “Yes”, Uploading supporting documents shall be mandatory. First-year students may provide:

- College Roll Number
- College ID Card

All submitted documents shall be verified by the administration.

## FEE STRUCTURE FOR CERTIFICATE COURSES:

Registration Fee	Rs. 200/- (for one language)
Course Fee	Rs. 10,000/-
Examination Fee	Rs. 510/-
Enrolment Fee (For non-DU students only)	Rs. 300/-

## FEE STRUCTURE FOR DIPLOMA COURSES:

Registration Fee	Rs. 200/- (for one language)
Course Fee	Rs. 15,000/-
Examination Fee	Rs. 510/-
Enrolment Fee (For non-DU students only)	Rs. 300/-
Entrance Examination Fee (For non-DU students only)	Rs. 500/-

### IMPORTANT NOTES:

- Students may apply for multiple languages using a single registration ID.
- Students shall be permitted to pursue only one language after final admission.
- PwBD students are hereby informed that no separate teaching methodology shall be adopted for the courses. However, all efforts shall be made to ensure an inclusive and supportive learning environment in accordance with the applicable norms and guidelines.



## REFUND POLICY:

- Fee is non-refundable.
- If any course is withdrawn/cancelled by the Centre due to administrative reasons, the course fee shall be refunded after applicable deductions.

## SELECTION PROCESS:

### Admission shall be based on:

- Eligibility criteria
- Merit calculation
- Availability of seats
- Verification of documents

### Admission shall remain provisional until:

- Verification of original documents
- Successful fee payment
- Approval by the Centre



## ATTENDANCE POLICY:

Physical attendance shall be mandatory as per University of Delhi norms for Offline Classes.

### Attendance Mechanism:

Attendance shall be marked through QR-code based entry and exit system.

Students shall be able to view Attendance details through the student dashboard.



## STUDENT DASHBOARD FACILITIES:

A dedicated student dashboard shall be provided for academic and administrative activities.

Dashboard Features for Offline Classes:

### Administrative Section:

- Fee Payment Status • Application Status • Batch Details • Examination Roll Number • Notifications
- ID Card Access • Examination Information • Attendance Details • Enrolment number
- Classes Schedule & Venue information

### COMMUNICATION SYSTEM: Official communication shall be carried out through:

- Student Dashboard Notifications
- Registered Email Ids
- WhatsApp SMS Alerts (if applicable)

Students are advised to check their dashboard and registered email regularly.



## GENERAL GUIDELINES

- Admission is merit-based and subject to availability of seats.
- The Centre reserves the right to withdraw any course if fewer than 27 students opt for it.
- Name in the merit list does not guarantee admission.
- Admission shall be cancelled if documents are found false, fabricated, or dubious.
- Legal action may be initiated in case of submission of forged documents.
- No change of language/course shall be permitted after final admission.
- Students must use their registered email ID for all official communication.
- Students must carry their valid ID card while entering the Centre premises.
- Any form of indiscipline, harassment, or misconduct may lead to disciplinary action.
- Schedule, batch timing, venue details, and class links shall be communicated through the dashboard or via email.
- Students must complete fee payment within the prescribed timeline.
- Students enrolled in part-time courses shall not be entitled to regular University student facilities such as hostel and library access.
- There is no age limit for pursuing these courses.

## CONTACT INFORMATION:

Open Learning Development Centre (OLDC)  
Address: Second Floor, ARC Building,  
University of Delhi, Opposite S.G.T.B. Khalsa College,  
Delhi - 110007

### Office Timings:

Monday to Friday  
9:30 AM - 5:30 PM

Website: <https://cifl.oldcdu.ac.in>  
Email: [cifl@oldcdu.ac.in](mailto:cifl@oldcdu.ac.in)  
Contact Numbers: 011-65213030, 011-35663474

## DISCLAIMER

CIFL/CISBC/OLDC reserves the right to revise, amend, modify, or update the guidelines, eligibility criteria, fee structure, examination system, teaching mode, or course content in accordance with University of Delhi policies and administrative requirements.

All admissions shall be subject to approval, verification, and applicable rules of the University of Delhi.





# Open Learning Development Centre

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