



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 Offered

Japanese Language

Spanish Language

Korean Language

Portuguese Language

Chinese Language

Italian Language

French Language

German Language

Arabic Language

Persian Language

Russian 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 CIJFL, 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 (CIJFL) 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.

CIJFL 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 CIJFL and wish you a rewarding and enriching learning experience.

About Centre for Indian and Foreign Language



The Centre for Indian and Foreign Languages (CIFL), functioning under the Centre for Innovative and Skill Based Courses (CISBC), Open Learning Development Centre (OLDC), University of Delhi, is committed to promoting accessible and affordable language education for learners from diverse educational and professional backgrounds.

*Recognizing the growing importance of multilingual communication and global cultural exchange, CIFL offers Part-Time Certificate and Diploma Courses in various foreign languages through **Online and Offline** modes. These courses are designed to provide foundational linguistic skills, practical communication abilities, cultural understanding, and academic enrichment opportunities.*

The courses are conducted in collaboration with the concerned departments of the University of Delhi and are aimed at students, working professionals, aspirants preparing for international opportunities, and individuals interested in learning Indian & foreign languages.

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 • Portuguese • German
- French • Arabic • Persian • Russian



**Persian, Arabic and Russian: Certificate Courses only during the current academic session.*

MODE OF TEACHING

Courses are offered through Online and Offline modes. Offline classes are generally conducted on weekends, while online classes are conducted through designated digital platforms. Class schedules, venues and access details are communicated through the Student Dashboard and registered email ID.

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

Weekend Classes: Classes are scheduled to be held on weekends (Saturday and Sunday) for 03 hours per day. Further, if required to complete the syllabus on time additional classes may also be conducted on weekdays.

2. Online Mode: Classes shall be conducted through online platforms such as:

Zoom

Google Meet

Microsoft Teams

Note: Students opting for the Online Mode shall receive class links through the Student Dashboard or registered email ID. Login credentials for accessing online classes shall also be provided through the registered email ID.

Weekend Classes

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



COLLABORATING DEPARTMENTS:

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

- **Department of Germanic and Romance Studies** (French, German, Italian, Portuguese, and Spanish)
- **Department of East Asian Studies** (Chinese, Japanese, and Korean)
- **Department of Arabic** (Arabic)
- **Department of Persian** (Persian)
- **Department of Slavonic & Finno-Ugrian Studies** (Russian)

CERTIFICATION:

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

ELIGIBILITY CRITERIA FOR CERTIFICATE COURSES:

Candidates who have passed the Senior School Certificate Examination (10+2) of the Central Board of Secondary Education, New Delhi, or an examination recognised as equivalent thereto with an aggregate of at least 45% marks are eligible to apply. Admission will be made in order of merit based on the degree/certificate in each of the following categories:

1. Post-graduate and above
2. Graduate
3. 10+2

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.



Course Duration:

Course	Duration
Certificate	1 Year (150 Hours)

Tentative Academic Calander:

Admission Start Date	September-2026
Commencement of Classes	2nd week of October-2026
End of Classes	March/April-2027
Examination	April/May-2027
<i>*The above schedule is tentative and subject to change as per the academic and administrative requirements of the institution.</i>	



ADMISSION PROCESS:

Admission shall be conducted entirely through Online Mode.

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

01

Course Selection: Students shall: • Read instructions and declarations carefully • Select the desired language • Select your desired examination centre

02

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

03

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

04



Verification Process: The administration shall verify: • Uploaded documents • Eligibility details • DU enrolment details • Category certificates • Academic records

05

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.

06

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.

07

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



DOCUMENTS VERIFICATION

- ✦ All submitted documents shall be verified by the administration.
- ✦ 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

FEE STRUCTURE FOR CERTIFICATE COURSES:

Type 1: Indian Nationals - Delhi Examination Centre	
Registration fee	200/-
Course Fee	20,000/-
Enrollment Fee	300/-
Viva Fee	2000/-
Examination Fee	510/-

Type 2: NRI Students - Delhi Examination Centre	
Registration fee	200/-
Course Fee	30,000/-
Enrollment Fee	300/-
Viva Fee	2000/-
Examination Fee	510/-

Type 3: Foreign National Students - Delhi Examination Centre	
Registration fee	As per FSR, Delhi University rules
Course Fee	30,000/-
Enrollment Fee	300/-
Viva Fee	2000/-
Examination Fee	510/-



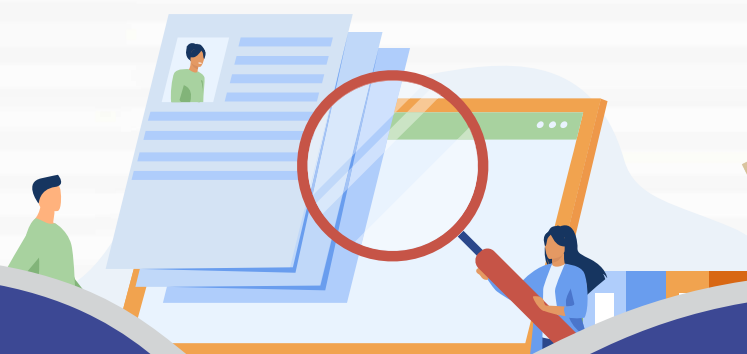
Type 4: Indian Nationals - Examination Centre Outside Delhi but within India	
Registration fee	200/-
Course Fee	25,000/-
Enrollment Fee	300/-
Viva Fee	2000/-
Examination Fee	5000/-

Type 5: NRI Students - Examination Centre Outside Delhi but within India	
Registration fee	200/-
Course Fee	35,000/-
Enrollment Fee	300/-
Viva Fee	2000/-
Examination Fee	5000/-

Type 6: Foreign National Students - Examination Centre Outside Delhi but within India	
Registration fee	As per FSR, Delhi University rules
Course Fee	35,000/-
Enrollment Fee	300/-
Viva Fee	2000/-
Examination Fee	5000/-

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.



INSTRUCTIONS FOR ONLINE MODE:

- **Online Classes:** Classes shall be conducted on weekends through the online platform designated by the OLDC.
- **Class Schedule:** The schedule, timings and access links shall be communicated through the Student Dashboard or registered email ID.
- **Login Credentials:** Login credentials provided to students are personal and must not be shared or transferred.
- **Technical Requirements:** Students shall be responsible for arranging a suitable device, stable internet connection and other necessary technical facilities for attending online classes.
- **Attendance:** Students are required to attend online classes regularly as per the prescribed University norms.
- **Online Conduct:** Students shall maintain discipline and decorum and comply with the instructions of the OLDC. Unauthorised recording, reproduction or distribution of classes or study material is prohibited.
- **Examination:** Although teaching shall be conducted online, the final examination may be conducted physically at the examination centre allotted by the OLDC.
- **Examination Centre:** Students may indicate preferences for examination centres outside Delhi, subject to availability and administrative feasibility. Preference does not guarantee allotment.
- **Minimum Strength:** Establishment of an examination centre at a particular location shall ordinarily require a minimum of five eligible students.
- **Official Communication:** Students shall regularly check their Student Dashboard and registered email ID for all academic and administrative updates.
- **Course Commencement:** Online courses/batches shall be subject to minimum enrolment, availability of faculty and administrative/technical feasibility.



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
- Approval by the Centre
- Successful fee payment



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
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 verification, approval, and applicable rules of the University of Delhi.





Open Learning Development Centre

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