



Criterion-I:

• Curricular Aspects

Key Indicator

1.3.3.1 Add-on Programme

Brochures of Vocational Courses

**INSTITUTE FOR EXCELLENCE IN
HIGHER EDUCATION, BHOPAL**
Vocational Cell

Diploma in Computer Application

Includes 3 paper :

Theory: Fundamentals of Computer

External: 100 Internal: 50

Practical: PC Packages

External: 50 Internal: 50

Practical: Internet and Web Page Designing

External: 50 Internal: 50

ALSO INCLUDES: TRAINING, INTERNSHIP AND VISIT

**It enable students to
acquaint good knowledge
of Computer fundamentals
and programming.**

**Duration : 8 months
600 hrs**

**Eligibility : 10+2 pass
Seats : 30**

**Fees : General- ₹8000
Reserved - ₹6000**

OPEN FOR IEHE AND OUTSIDERS!

Contact Person- Dr. Kalpana Malik | Contact No. - 07552492433



**INSTITUTE FOR EXCELLENCE IN
HIGHER EDUCATION, BHOPAL**
Vocational Cell

Diploma in Counselling

Includes 3 paper : **Psychology**

Theory: Counselling Concepts and

Assessment

External: 100

Internal: 50

Practical: Counselling Assessment

External: 50

Internal: 50

Practical: Counselling Application in Field

External: 50

Internal: 50

ALSO INCLUDES: TRAINING, INTERNSHIP AND VISIT

**Duration : 8 months
600 hrs**

Eligibility : 10+2 pass

Seats : 30

Fees : General- ₹8000

Reserved - ₹6000

**It enable students to
assess and diagnose the
nature and intensity of
day to day problems of
the masses.**

OPEN FOR IEHE AND OUTSIDERS!

Contact Person- Dr. Kalpana Malik | Contact No. - 07552492433

**INSTITUTE FOR EXCELLENCE IN
HIGHER EDUCATION, BHOPAL**
Vocational Cell

Diploma in Creative Arts



Includes 3 paper :

Theory: An Introduction to Indian Traditional Arts
External: 100 Internal: 50

Practical: Traditional Art Forms of India

External: 50 Internal: 50



Practical: An Introduction to Modern Art Forms
External: 50 Internal: 50

ALSO INCLUDES: TRAINING, INTERNSHIP AND VISIT

The main purpose of Creative Arts is to develop learners as creative, imaginative individuals, with an appreciation of the arts..

**Duration : 8 months
600 hrs**

**Eligibility : 10+2 pass
Seats : 30**

**Fees : General- ₹8000
Reserved - ₹6000**

OPEN FOR IEHE AND OUTSIDERS!

Contact Person- Dr. Kalpana Malik | Contact No. - 07552492433

**INSTITUTE FOR EXCELLENCE IN
HIGHER EDUCATION, BHOPAL**
Vocational Cell

Diploma in Taxation

Includes 3 paper

→ **Theory: Indian Tax System: Direct Tax- 1**
External: 100 Internal: 50

→ **Viva : Indian Tax System: Direct Tax-2**
External: 50 Internal: 50

→ **Practical: Indian Tax System: Indirect
Taxes** External: 50 Internal: 50

ALSO INCLUDES: TRAINING, INTERNSHIP AND VISIT

It acquaint students with
major provisions of the Acts
and Rules of Direct and
Indirect Taxes in Indian Tax
System.

Duration : 8 months
600 hrs
Eligibility : 10+2 pass
Seats : 30
Fees : General- ₹8000
Reserved - ₹6000

OPEN FOR IEHE AND OUTSIDERS!

Contact Person- Dr. Kalpana Malik | Contact No. - 07552492433



**INSTITUTE FOR EXCELLENCE IN
HIGHER EDUCATION, BHOPAL**
Vocational Cell



**Diploma in Industrial Work and
Management System**

Includes 3 paper

Theory: Enhancing Employability Ability

External: 100 Internal: 50

Viva : Basic Office Management

External: 50 Internal: 50

**Practical: Basic English & Communication
skills** External: 50 Internal: 50



ALSO INCLUDES: TRAINING, INTERNSHIP AND VISIT

It enable students to deal with
industrial design, construction,
management, and application of
science & engineering principles .

**Duration : 8 months
600 hrs**

Eligibility : 10+2 pass

Seats : 30

**Fees : General- ₹8000
Reserved - ₹6000**

OPEN FOR IEHE AND OUTSIDERS!

Contact Person- Dr. Kalpana Malik | Contact No. - 07552492433



**INSTITUTE FOR EXCELLENCE IN
HIGHER EDUCATION, BHOPAL**

Vocational Cell

Diploma in Human Resource Development

Includes 3 paper

Theory: Human Resource Management

External: 100 Internal: 50

Viva : Scope of HRD

External: 50 Internal: 50

**Practical: Understanding of HRD -
Internship and Project**

External: 50 Internal: 50



ALSO INCLUDES: TRAINING, INTERNSHIP AND VISIT

**It enables students with
overall development and
practices of Human
Resource followed by
India's best companies to
work for.**

**Duration : 8 months
600 hrs**

Eligibility : 10+2 pass

Seats : 30

**Fees : General- ₹8000
Reserved - ₹6000**

OPEN FOR IEHE AND OUTSIDERS!

Contact Person- Dr. Kalpana Malik | Contact No. - 07552492433

**INSTITUTE FOR EXCELLENCE IN
HIGHER EDUCATION, BHOPAL**

Vocational Cell



Diploma in Financial Services

INCLUDES 3 PAPER

Theory: Management of Financial Services

External: 100 Internal: 50

Viva: Marketing of Financial Services

External: 50 Internal: 50

Practical: Security Market in India

External: 50 Internal: 50

ALSO INCLUDES: TRAINING, INTERNSHIP AND VISIT

**Duration : 8 months
600 hrs**

Eligibility : 10+2 pass

Seats : 30

Fees : General- ₹8000

Reserved - ₹6000

**Diploma in Financial
Services acquaint students
with the process of
managing and marketing of
financial services .**

OPEN FOR IEHE AND OUTSIDERS!

Contact Person- Dr. Kalpana Malik | Contact No. - 07552492433



**INSTITUTE FOR EXCELLENCE IN
HIGHER EDUCATION , BHOPAL**
Vocational Cell

**Diploma in Tourism &
Hospitality Management**

Includes 3 paper

→ **Theory: Tourism Concepts, Principles, Policy
& Tourism Marketing**

External: 100 Internal: 50

→ **Viva : Travel Agency Management & Guiding
Skill & Personality Development**

External: 50 Internal: 50

→ **Practical: Hospitality Operations**

External: 50 Internal: 50

ALSO INCLUDES : TRAINING, INTERNSHIP AND VISIT

**It aims to develop the
skills and knowledge
of managing in both
the Tourism and
Hospitality Industries.**

**Duration : 8 months
600 hrs**

Eligibility : 10+2 pass

Seats : 30

Fees : General- ₹8000

Reserved - ₹6000



OPEN FOR IEHE AND OUTSIDERS!

Contact Person- Dr. Kalpana Malik | Contact No. - 07552492433



**INSTITUTE FOR EXCELLENCE IN
HIGHER EDUCATION, BHOPAL**

Vocational Cell
Diploma in
Statistical Analysis

Includes 3 paper :

Theory: Probability and Probability

Distribution

External: 100

Internal: 50

Viva: Descriptive Statistics

External: 50

Internal: 50



**Practical: Statistical Inference and Survey
Sampling**

External: 50

Internal: 50

ALSO INCLUDES: TRAINING, INTERNSHIP AND VISIT

**Statistical Analysis emphasizes
skills in students which offers an
advanced study of different
statistical methods.**

**Duration : 8 months
600 hrs**

Eligibility : 10+2 pass

Seats : 30 (Maths)

Fees : General- ₹8000

Reserved - ₹6000

OPEN FOR IEHE AND OUTSIDERS!

Contact Person- Dr. Kalpana Malik | Contact No. - 07552492433

**INSTITUTE FOR EXCELLENCE IN
HIGHER EDUCATION, BHOPAL**
Vocational Cell



Diploma in Forensic Science

Includes 3 paper :

Theory: Forensic Science & Food Technology

External: 100 Internal: 50

Practical: Crime Scene Investigation

External: 50 Internal: 50

Practical: Laboratory Investigation

External: 50 Internal: 50

ALSO INCLUDES: TRAINING, INTERNSHIP AND VISIT

It enable students in problem-solving, legal analysis and application, quantitative reasoning, investigation and scientific laboratory procedures.

**Duration : 8 months
600 hrs**

**Eligibility : 10+2 pass
(Sci./ Law)**

Seats : 30

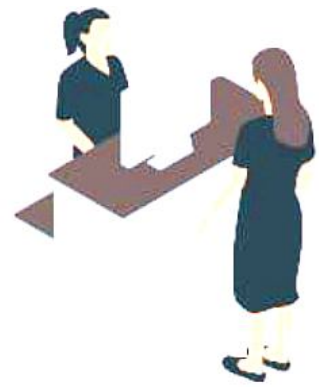
Fees : General- ₹8000

Reserved - ₹6000

OPEN FOR IEHE AND OUTSIDERS!

Contact Person- Dr. Kalpana Malik | Contact No. - 07552492433

**INSTITUTE FOR EXCELLENCE IN
HIGHER EDUCATION, BHOPAL**
Vocational Cell



Diploma in Banking Financial Services and Insurance

Introduction to Banking



Non-Banking financial companies

Financial System and Real System

Mutual Funds

Insurance Market

**Duration : 8 months
600 hrs**

Eligibility : 10+2 pass

Seats : 30

Fees : General- ₹8000

Reserved - ₹6000

**It expands students knowledge
in banking and finance area.**

OPEN FOR IEHE AND OUTSIDERS!

Contact Person- Dr. Kalpana Malik | Contact No. - 07552492433

**INSTITUTE FOR EXCELLENCE IN
HIGHER EDUCATION, BHOPAL**
Vocational Cell



Diploma in Hostel Management

Hostel Behaviour Management

Mess Management

Celebrations



Cleanliness

30 Hours Training Programme



Eligibility : 10+2 pass

Fees : ₹800 for all

ONLY FOR GIRLS HOSTEL

Contact Person- Dr. Kalpana Malik | Contact No. - 07552492433

**INSTITUTE FOR EXCELLENCE IN HIGHER
EDUCATION, BHOPAL**

Vocational Cell

**Diploma in Communicative
English**



Includes 3 paper

Theory: A Step towards Writing Effectively

External: 100 Internal: 50

**Viva: Speaking Fluently and Listening
Correctly**

External: 50 Internal: 50

**Practical: Learning to Read and Reading to
Learn**

External: 50 Internal: 50

ALSO INCLUDES: TRAINING, INTERNSHIP AND VISIT

It enable students to
develop their
knowledge and
understanding in
English language.

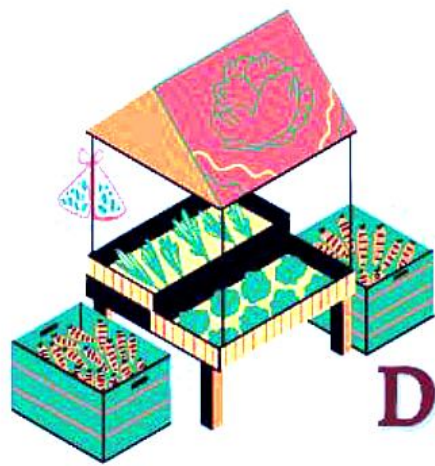
Duration : 8 months
600 hrs

Eligibility : 10+2 pass
Seats : 30

Fees : General- ₹8000
Reserved - ₹6000

OPEN FOR IEHE AND OUTSIDERS!

Contact Person- Dr. Kalpana Malik | Contact No. - 07552492433



**INSTITUTE FOR EXCELLENCE IN
HIGHER EDUCATION , BHOPAL**

Vocational Cell

Diploma in Retail Marketing Management

Retail Theory and Practices

Retail Marketing and Communication

Retail Store Design and Visual Merchandising

Customer Relationship Management

Financial Aspects of Retail and Ethics in Retail

Retail Management and Information Systems

**Students acquire the necessary
knowledge that helps them
understand the functions of a
business environment. .**

OPEN FOR IEHE AND OUTSIDERS!

Duration : 8 months

600 hrs

Eligibility : 10+2 pass

Seats : 30

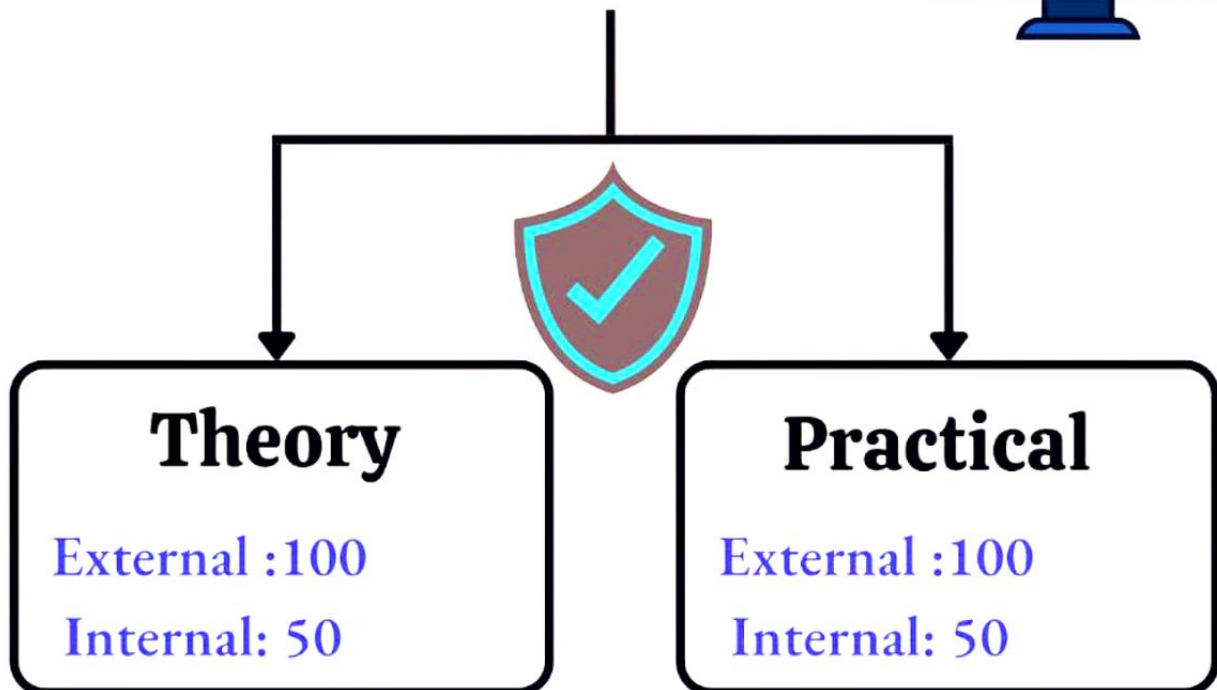
Fees : General- ₹8000

Reserved - ₹6000

Contact Person- Dr. Kalpana Malik | Contact No. - 07552492433

**INSTITUTE FOR EXCELLENCE IN HIGHER
EDUCATION, BHOPAL**
Vocational Cell
**Certificate Course in Cyber
Security**

INCLUDES 2 PAPER



Open for IEHE and Outsiders!

Duration: 6 months
150 hrs
Eligibility: 10+2
pass (sc.)

Fees: General - ₹2500
Reserved - ₹1875
Seats :30

Contact Person: Dr. Kalpana Malik | Contact No. : 07552492433

INSTITUTE FOR EXCELLENCE IN HIGHER EDUCATION, BHOPAL

Vocational Cell

Certificate Course in Spoken English



INCLUDES 2 PAPER



External :100

Internal: 50

**Theory
Proficiency in
Spoken English**

**Viva
Pragmatic Aspects**

Open for IEHE and Outsiders!

**Duration: 6 months
150 hrs
Eligibility: 10+2 pass**

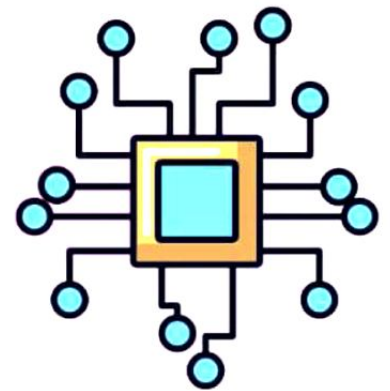
**Fees: General - ₹2500
Reserved - ₹1875
Seats :30**

Contact Person: Dr. Kalpana Malik | Contact No. : 07552492433

**INSTITUTE FOR EXCELLENCE IN HIGHER
EDUCATION, BHOPAL**
Vocational Cell
**Certificate Course in
Instrumentation & Electronic
Maintenance**



INCLUDES 2 PAPER



Theory

External :100
Internal: 50

Practical

External :100
Internal: 50

**Open for
IEHE and
Outsiders!**

**Duration: 6 months
150 hrs**

Eligibility: 10+2 pass (sci.)

Fees: General - ₹2500

Reserved - ₹1875

Contact Person: Dr. Kalpana Malik | Contact No. : 07552492433

INSTITUTE FOR EXCELLENCE IN HIGHER EDUCATION, BHOPAL



Vocational Cell



Certificate Course in Banking Financial Services and Insurance

- Introduction to Banking Operations
- Introduction of Financial Market Operations
- Introduction of Financial Inclusion
- Introduction of Insurance Market Operations
- introduction of Reforms in Banking

Open for IEHE and Outsiders!

Duration: 6 months

150 hrs

Eligibility: 10+2 pass

Fees: General - ₹2500

Reserved - ₹1875

Seats :30

Contact Person: Dr. Kalpana Malik | Contact No. : 07552492433

INSTITUTE FOR EXCELLENCE IN HIGHER EDUCATION, BHOPAL

Vocational Cell



Certificate Course in French

merci

Language

French is a good base for learning other languages, especially Romance language (Spanish, Portuguese & Romanian) as well as English, since fifty per cent of current English vocabulary is derived from French.

Working &
Official
language of UN.

bonjour

Advantage of
international
job market.

Duration: 6 months
150 hrs
Eligibility: 10+2 pass

Fees: General - ₹2500
Reserved - ₹1875
Seats :30

Open for IEHE and Outsiders!

Contact Person: Dr. Kalpana Malik | Contact No. : 07552492433

INSTITUTE FOR EXCELLENCE IN HIGHER EDUCATION, BHOPAL

Vocational Cell

Certificate Course in Embedded System

INCLUDES 2 PAPER



Theory:

Embedded System - Components &
Programming

External :100 Internal: 50

Practical:

- Digital Signal Interface Programming
- Analog Signal Interface Programming
- Peripheral Interface Application
based Programmin

External :100 Internal: 50

**Open for
IEHE and
Outsiders!**

**Duration: 6 months
150 hrs**

Eligibility: 10+2 pass (sci.)

Fees: General - ₹2500

Reserved - ₹1875

Contact Person: Dr. Kalpana Malik | Contact No. : 07552492433



**INSTITUTE FOR EXCELLENCE IN
HIGHER EDUCATION, BHOPAL**

Vocational Cell

Certificate Course in Hostel Management

Hostel Management: Introduction

Important steps in Hostel Management

Traditional Art and Celebrations



Eligibility : 10+2 pass

Fees : ₹800 for all



OPEN FOR IEHE AND OUTSIDERS!

Contact Person- Dr. Kalpana Malik | Contact No. - 07552492433



INSTITUTE FOR EXCELLENCE IN HIGHER EDUCATION, BHOPAL

Vocational Cell

Certificate Course in English

Creative Writing

INCLUDES 2 PAPER



**Theory
Creative and Writing**

External :100

Internal: 50

**Viva
Project and Writing**

External :100

Internal: 50

Open for IEHE and Outsiders!

Duration: 6 months

150 hrs

Eligibility: 10+2 pass

Fees: General - ₹2500

Reserved - ₹1875

Seats :30

Contact Person: Dr. Kalpana Malik | Contact No. : 07552492433

**INSTITUTE FOR EXCELLENCE IN HIGHER
EDUCATION, BHOPAL**
Vocational Cell

**Certificate Course in Retail
Marketing Management**

- Introduction to Retail Marketing Management
- Retail Strategy & Planning
- Retail Franchising
- Retail Store locations
- Retailing



**Duration: 6 months
150 hrs**

Eligibility: 10+2 pass

Fees: General - ₹2500

Reserved - ₹1875

Seats :30

Open for IEHE and Outsiders!

Contact Person: Dr. Kalpana Malik | Contact No. : 07552492433

**INSTITUTE FOR EXCELLENCE IN HIGH
EDUCATION, BHOPAL**

Vocational Cell

**30 hours Training Programme in
Finishing School**

Finishing school aims to provide soft coaching to student's graduation from Engineering, Business Management and other institutes. It improve students' employability, sharpen their soft skills which is extremely important for success in any profession.

Industrial visit is also
organised



Open for
IEHE and
Outsiders!

Duration: 30 hrs
Eligibility: 10+2 pass
Fees : ₹500 for all

Contact Person: Dr. Kalpana Malik | Contact No. : 07552492433

INSTITUTE FOR EXCELLENCE IN HIGHER EDUCATION, BHOPAL



Vocational Cell



30 hours Training

Programme in Traditional Art

Mandana paintings are wall and floor paintings of Rajasthan and Madhya Pradesh, India. Mandana are drawn to protect home and hearth, welcome gods into the house and as a mark of celebrations.

Madhubani (Maithila) painting is practiced in the Mithila region of India and Nepal. Painting is done with fingers, twigs, brushes, nib-pens and matchsticks, using natural dyes and pigments.

Open for
IEHE and
Outsiders!

Duration: 45 hrs
Eligibility: 10+2 pass
Fees : ₹1000 for all

Contact Person: Dr. Kalpana Malik | Contact No. : 07552492433



INSTITUTE FOR EXCELLENCE IN HIGHER EDUCATION, BHOPAL

Vocational Cell

30 hours Training Programme in Tally



This course is designed to impart knowledge regarding concepts of Financial Accounting Tally is an accounting package which is used for learning to maintain accounts.

Duration: 45 hrs

Eligibility: 10+2 pass

Fees : ₹1000 for all

Open for IEHE and Outsiders!

Contact Person: Dr. Kalpana Malik | Contact No. : 07552492433

INSTITUTE FOR EXCELLENCE IN HIGHER EDUCATION, BHOPAL

Vocational Cell

30 hours Training Programme in SPSS

The course is designed to provide students with transferable skills, to understand the uses of SPSS, as a tool to summarize and aid in the interpretation of research findings.

Duration: 45 hrs

Eligibility: 10+2 pass

Fees : ₹1000 for all

Open for IEHE and Outsiders!

Contact Person: Dr. Kalpana Malik | Contact No. : 07552492433

★ Institute for Excellence in Higher Education Bhopal

VOCATIONAL CELL

30 hours training program on tally

Discover se design to impact the knowledge regarding concepts of financial accounting . Tally is an accounting.package which is used for learning to maintaining accounts

DURATION: 45 HRS
ELIGIBILITY: 10+2
FEES:RS 1000 FOR ALL

Open for IEHE and outsiders!

Contact person: Dr. Kalpana malik
Contact no. : 07552492433 ★

Institute for Excellence in Higher Education, Bhopal



VOCATIONAL CELL

Diploma in Statistical Analysis

Includes 3 paper:

• **Theory - Probability and Probability Distribution**

External: 100 Internal: 50

• **Uiva- Descriptive Statistics**

External: 100 Internal: 50

• **Practical- Statistical Inference and Survey Sampling**

External: 100 Internal: 50



Also includes: Training, Internship and Visit

Statistical Analysis emphasizes skills in students which offers an advanced study of different statistical methods

Duration: 8 months (600 hrs)

Eligibility: 10+2 pass (Maths)

Seats: 30

**Fees - General: ₹8000
Reserved: ₹6000**

Open for IEHE and outsiders

Email-iehevocational@gmail.com

Insta handle- IEHE_vocational_courses_cell

Contact Person- Dr.Kalpna Malik
Contact No.- 07552492433

Institute for Excellence in Higher Education



VOCATIONAL CELL



DIPLOMA IN COMMUNICATIVE ENGLISH

THEORY:	VIVA:	PRACTICAL:
A step toward writing effectively	Speaking fluently and listening correctly	Learning to read and reading to learn
External: 100 Internal: 50	External: 50 Internal: 50	External: 50 Internal: 50

ALSO INCLUDE:

Internship, Training and Visit

It aims to develop knowledge and understanding of english language in students.

Duration-8 months, 600 hrs

Eligibility- 10+2

Seats- 30

FEES: General: 8000
Reserved: 6000

OPEN FOR IEHE AND OUTSIDER

Contact person: Dr. Kalpana Malik | Email id- lehevocational20@gmail.com
Instagram Id - [IEHE_vocational_course_cell](#)



**INSTITUTE FOR EXCELLENCE IN
HIGHER EDUCATION, BHOPAL**



Vocational Cell

Diploma Course in Industrial Work and Management System

INCLUDES THREE PAPERS:

Enhancing Employability Ability

Basic Office Management

Basic English & Communication Skills

Open for IEHE and outsiders

For more info:

Contact- Dr. Kalpana Malik

Contact No. - 07552492433

Fee General: ₹8000/-

Reserved: ₹6000/-

Eligibility: 10+2 pass

Seats: 30

Email- iehevocational20@gmail.com

Instagram- [iehe_vocational_courses_cell](https://www.instagram.com/iehe_vocational_courses_cell)

Institute for Excellence in Higher Education



Vocational Cell

DIPLOMA IN RETAIL MARKETING MANAGEMENT

- Retail theory and practices
- Retail marketing and communication
- Customer relationship management
- Retail Management and Information Systems

Duration- 8months
Seats -30

Eligibility - 10+2 pass
Fees:- General- Rs
8000
Reserved - Rs 6000

Contact:- Dr. Kalpana Malik
Email:iehevocational20@gmail.
com
Instagram id-
iehe_vocational_course_cell

