



ਆਈ. ਕੇ. ਗੁਜਰਾਲ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ ਜਲੰਧਰ, ਕਪੂਰਥਲਾ
I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR, KAPURTHALA
Centre of Training and Placement

Ref. No. IKGPTU/T&P/266.....

Dated 02 June 2025

Dean Academics/HoDs (All Academic Departments)
IKG PTU Main Campus, Kapurthala

Sub: Registration for the online courses on "English and Communication Skills for the Workplace" developed by Microsoft/ British Council.

Dear Sir/ Madam

Punjab Skill Development Mission (PSDM) has signed MOUs with esteemed organizations, including Microsoft Corporation India Pvt. Ltd. & IBM etc. to provide skill training courses under Corporate Social Responsibility (CSR) initiatives. These programs aim to equip students with industry-relevant skills, enhance their employability, and to provide exposure to cutting edge technologies and methodologies.

A course on "English and Communication Skills for the Workplace" has been developed by the British Council as part of the English Skills for Youth project' a collaboration between British Council and Microsoft Initiatives India. Students of pre-final year, final year and those who have passed out are eligible to enroll for this course.

The objectives of this course are:-

- To help students to learn new words and phrases to prepare them for using English and communication skills more confidently at placement interviews and at the workplace.
- To provide students the platform and opportunity to improve their basic English communication skills for interviews and workplace communication through practicing these skills with their peers in a club setting.

Interested students may register at the link mentioned below:-

<https://docs.google.com/forms/d/1nSu2xDDwckSRMIbthXiwW9BEKxz5dZCL0FpGdPc0hAs/edit>

You are requested to kindly direct the Training & Placement Faculty Coordinator of your campus/ department to share the information with the concerned students. **Last date of online registration is 10-June-25 before 1400 hrs.**

For any queries you may please call the undersigned @ 91-94780-98136.

With profound regards,


Er. Mohit Jain

Assistant Registrar (T&P)

CC:

1. SVC: For kind information of the Hon'ble Vice Chancellor
2. Registrar: For kind information
3. Head (CT&P): For kind information
4. Deputy Director (T&P): For information & coordination
5. File

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