



**Savitribai Phule Pune University**  
**(Formerly University of Pune)**  
**Department of Foreign Languages**

Department of Foreign Languages offers Part - Time Courses in 5 languages in the academic year 2026-27

*FRENCH, GERMAN, JAPANESE, RUSSIAN AND SPANISH*

**Courses:**

1. **Foundation Course / Foundation Course Fast track - Level 1**  
[Formerly Certificate / Intensive Certificate Course]
2. **Foundation Course / Foundation Course Fast track - Level 2**  
[Formerly Diploma / Intensive Diploma Course]
3. **Foundation Course Level 3**  
[Formerly Advanced Diploma Course]
4. **Foundation Course Level 4**  
[Formerly Special Diploma Course]

**Mode of Teaching: Offline / Online**

- This year some courses will be held in the offline mode and will be conducted in the premises of the Department of Foreign Languages. Some courses will be offered in online mode. Availability of the requisite infrastructure is to be ensured by the students.
- Merit lists will be prepared based on marks obtained in the qualifying exam and respecting rules of social reservations.
- While filling up the form, one has to give 2 batch preferences. Batches will be allotted as per availability.
- Also, beginners (Level 1) are asked to give a 2<sup>nd</sup> Language Preference – if your name does not appear in the merit list for want of seats, then you will be given 2<sup>nd</sup> language option you had given while filling up the form. You will not be charged application fee again in such a case.

**180 clock hours for level 1, 2, 3 courses; 120/ 180 clock hours for Level 4 courses**  
**(Please check language specific schedule for details)**

**Duration: Between 15<sup>th</sup> July 2026 and 28<sup>th</sup> February 2027**

**Final Exams FOR ALL COURSES will take place in OFFLINE MODE ONLY in March 2027.**

### **Fast Track Courses**

**Duration: 4½ Months between 15<sup>th</sup> July and 30<sup>th</sup> November 2026 (One Semester); 5 days a week, 2 hours per day. Final Exams FOR ALL COURSES will take place in OFFLINE MODE ONLY in December 2026.**

### **Eligibility: Basic Eligibility per Level common to all languages**

- ❖ **For Level 1:** SSC [10<sup>th</sup> standard of a State / Central Board/ IB] passed
- ❖ **For Level 2:** Level 1 (Regular or Fastrack) or Certificate / Intensive Certificate of SPPU in that language
- ❖ **For Level 3:** Advanced Diploma: Level 2 (Regular or Fast track) or Diploma / Intensive Diploma of SPPU in that language
- ❖ **For Level 4:** Advanced Diploma of SPPU in that language
- ❖ Entrance test is applicable only to those candidates who wish to take admission to Level 2/3/4 on the basis of equivalent qualifications. Such students will be communicated about the schedule separately. All students must fill the application form as the first step.
- ❖ **CHECK SPECIFIC LANGUAGE TABLE FOR EQUIVALENT QUALIFICATION ELIGIBILITY**
- ❖ **While filling up the form, please mention the qualifying exam under your previous qualifications in the general information part. Then only it will be visible in the drop-down menu when you are applying for a specific course.**
- ❖ **180 Hours language courses run by the Dept. of FL, SPPU carry 12 credits and 120 hours language courses run by Dept. of FL, SPPU carry 8 credits. These credits can be used for the academic bank of credits.**
- ❖ **The number of students accommodated in each batch is given. In case if any batch is under subscribed, the students will be accommodated in other batches of the same level. All relevant information about batch changes etc will be communicated to the students by email on the registered email id.**

### Schedule for Admissions

	From	To
Forms available on the CCEP portal of SPPU (Without late fee)	15 <sup>th</sup> April 2026	15 <sup>th</sup> June 2026
	15 <sup>th</sup> June 2026	19 <sup>th</sup> June 2026
<b>Payment link will be activated from 15<sup>th</sup> April 2026 onwards</b>		
First Merit List	1 <sup>st</sup> July 2026 (by 6 pm)	
Tuition and Other Fees Payment by candidates from the First Merit List	1 <sup>st</sup> July 2026	8 <sup>th</sup> July 2026
Second Merit List	10 <sup>th</sup> July 2026	
Tuition and Other Fees Payment by candidates from the 2nd Merit List	10 <sup>th</sup> July 2026	12 <sup>th</sup> July 2026
Third Merit List (if necessary)	13 <sup>th</sup> July 2026 (By 6 pm)	
Tuition and Other Fees Payment by candidates from the 3 <sup>rd</sup> Merit List	13 <sup>th</sup> July 2026	14 <sup>th</sup> July 2026

The Second Language Preference candidates will be contacted, if required, on 16<sup>th</sup> July 2026.

### Fee Structure 2026-27 FOR COURSES IN ALL FOREIGN LANGUAGES

- ADMISSION AND APPLICATION FEES MENTIONED IN THE BROCHURE ARE AS PER PREVIOUS YEARS AND PROCESS OF REVISION OF FEES IS UNDERGOING. THERE MIGHT BE 20% RISE IN THE OVERALL FEE STRUCTURE. UPDATED FEE STRUCTURE WILL BE UPLOADED SOON. CONFIRMATION OF ADMISSION TO ANY COURSE IS SUBJECT TO COMPLETE PAYMENT OF REVISED FEES.

1. Application fees for all courses: Open Category Rs 600/- Reserved Categories Rs 400/- Non-refundable for both categories. Late Fee Rs 750/- and 550/- respectively.
2. It is possible to apply for multiple languages or regular / fast track modes of the same language by creating separate challans. Even if your name appears in more than one merit lists, admission to any ONE course only is possible. Application

fees for other course(s) will not be refunded. IN ANY CASE IN ONE ACADEMIC YEAR, YOU CAN APPEAR FOR ONLY ONE PART TIME COURSE EXAM.

**3. Tuition and Other Fees:**

**N.B.:** These are part time courses. No fee concessions are applicable to any category.

<b>F. L. DEPARTMENT FEES FOR PART TIME COURSES (Maharashtra Domicile*)</b>						
<b>There is a possibility of 20% rise in the tuition fees in the year 2026-27. The revised fee structure will be displayed before the merit lists are put up</b>						
<b>New Name</b>	<b>Foundation Course Level 1</b>	<b>Foundation Course Fast Track Level 1</b>	<b>Foundation Course Level 2</b>	<b>Foundation Course Fast Track Level 2</b>	<b>Foundation Course Level 3</b>	<b>Foundation Course Level 4</b>
<b>Old Name</b>	<b>Certificate Course</b>	<b>Intensive Certificate</b>	<b>Diploma</b>	<b>Intensive Diploma</b>	<b>Advanced Diploma</b>	<b>Special Diploma</b>
<b>Tuition fee</b>	<b>6825</b>	<b>6500</b>	<b>7930</b>	<b>9035</b>	<b>8775</b>	<b>10985</b>
Student Welfare	120	120	120	120	120	120
Development Fee	125	125	125	125	125	125
Disaster Mgmt Fund	20	20	20	20	20	20
Computerization Fee	100	100	100	100	100	100
Registration Fee	75	75	75	75	75	75
Student Safety Insurance	20	20	20	20	20	20
Admission Fee	50	50	50	50	50	50
Student AID Fund	10	10	10	10	10	10
Student Activities	1000	1000	1000	1000	1000	1000
Corpus Fund	04	04	04	04	04	04
<b>Total Fees</b>	<b>8349</b>	<b>8024</b>	<b>9454</b>	<b>10559</b>	<b>10299</b>	<b>12509</b>

For Non-Maharashtra Domicile the tuition fees are double, Other Fees remain the same. For Foreign Nationals, the tuition fees are three times, Other Fees remain the same.

### Language wise Eligibility and Batches

N.B.: AFTER considering the social reservations -

- (i) All the Courses in all the languages have 70% seats for Basic Qualification and 30% for Equivalent qualification.
- (ii) Please enter the MARKS in figures. Grades alone are not sufficient to prepare the merit list. Conversion of CGPA into marks is the responsibility of the candidate.
- (iii) Candidates who wish to take admission to any Level 2/3/4 on the basis of equivalent qualifications will have to pass an entrance test if necessary. Details will be communicated separately to concerned candidates.

### JAPANESE LANGUAGE ELIGIBILITY

<p>Foundation Course / Foundation Course – Fast Track - in Japanese Level 1</p>	<p>SSC [10<sup>th</sup> standard of a State / Central Board/ IB] passed</p>
<p>Foundation Course / Foundation Course – Fast Track - in Japanese Level 2</p>	<p><b>Basic qualification:</b> 1. Certificate course in Japanese from SPPU  2. Intensive Certificate course in Japanese from SPPU  <b>Equivalent Qualification:</b> 75% in JLPT level N5 OR JLPT level N4 pass (Old pattern Sankyuu)</p>
<p>Foundation Course in Japanese Level 3</p>	<p><b>Basic Qualification:</b> Diploma in Japanese from SPPU  <b>Equivalent Qualification:</b> 75% in JLPT level N4 (Old pattern Sankyuu) OR JLPT level N3 pass</p>
<p>Foundation Course in Japanese Level 4</p>	<p><b>Basic Qualification:</b> Advanced Diploma in Japanese from SPPU  <b>Equivalent Qualification:</b> 60% in JLPT level N3</p>

JAPANESE LANGUAGE BATCHES 2026-27					
Batch	Days	Session	Timings	Centre	Capacity
<b>Foundation Course in Japanese – Level 1</b> (Total: 280 seats)					
J C 1	M - W - F	Morning	7:30 am to 9:30 am	Online	40
J C 2	T - T - S	Morning	7:30 am to 9:30 am	Online	40
J C 3	T - T - S	Evening	6:30 pm to 8:30 pm	Online	40
J C 4	M - W - F	Morning	10:00 am to 12:00 noon	Online	40
J C 5	M - W - F	Evening	4:00 pm to 6:00	DFL	40
J C 6	M - W - F	Evening	6:30 pm to 8:30 pm	DFL	40
J C 7	T - T - S	Evening	6:30 pm to 8:30 pm	DFL	40
<b>Foundation Course – Fast Track- in Japanese – Level 1</b> (Total: 100 seats)					
J I C 1	Mon to Fri	Evening	6:30 pm to 8:30 pm	Online	50
J I C 2	Mon to Fri	Morning	7:30 am to 9:30 am	DFL	50
<b>Foundation Course in Japanese – Level 2</b> (Total: 100 seats)					
J D 1	M - W - F	Morning	7.30 am to 9.30 am	Online	40
J D 2	T - T - S	Evening	6:30 pm to 8:30 pm	DFL	40
<b>Foundation Course in Japanese – Level 2</b> (Total: 50 seats)					
J I D 1	Mon to Fri	Morning	7:30 am to 9:30 am	DFL	50
<b>Foundation Course in Japanese – Level 3</b> (Total: 40 seats)					
J A 1	M - W - F	Evening	6.30 pm to 8.30 pm	DFL	20
J A 2	T - T - S	Morning	7.30 am to 9.30 am	DFL	20
<b>Foundation Course Level 4 (Japanese Civilization)</b> (Total: 15 seats)					
J S 1	M - W	Evening	6.30 pm to 8.30 pm	DFL	15

## FRENCH LANGUAGE COURSES: ELIGIBILITY

FRENCH – Eligibility per level	
Foundation Course / Foundation Course – Fast Track - in French Level 1	SSC [10 <sup>th</sup> standard of a State / Central Board/ IB] passed
Foundation Course / Foundation Course – Fast Track - in French Level 2	<b>Basic Qualification :(70% seats)</b> 1. Certificate course in French from SPPU 2. Intensive Certificate course in French from SPPU
	<b>Equivalent Qualification :(30% seats)</b> 4. DELF A1 level exam of Common European Framework of Reference for Languages (French) passed 5. 150 hours of language course from any recognised institution from India or abroad
Foundation Course in French Level 3	<b>Basic Qualification 1. Diploma in French of SPPU</b>
	<b>Equivalent Qualification: 2. DELF A2 level exam of Common European Framework of Reference for Languages (French) passed</b> 3. 300 hours of language course from any recognised institution from India or abroad
Foundation Course in French Level 4	<b>Basic Qualification:</b> 1. Advanced Diploma in French of SPPU
	<b>Equivalent Qualification:</b> 2. BA passed with French as general subject with min. 70% in French 3. BA passed with French as special subject with min. 60% in French. 4. DELF B1 level exam of Common European Framework of Reference for Languages (French) passed 5. 500 hours of language course from any recognised institution from India or abroad

FRENCH LANGUAGE BATCHES 2024-25					
Batch	Days	Session	Timings	Centre	Capacity
<b>Foundation Course in French Level 1 (Total: 400 seats)</b>					
F C 1	Mon –Wed – Fri	Morning	8:30 - 10:30 a.m.	Offline	50
F C 2	Tue –Thu –Sat	Morning	8:30 - 10:30 a.m.	Online	50
F C 3	Mon –Wed – Fri	Afternoon	4 - 6 p.m.	Online	50
F C 4	Tue –Thu –Sat	Afternoon	4 - 6 p.m.	Offline	50
F C 5	Tue –Thu –Sat	Afternoon	4 - 6 p.m.	Online	50
F C 6	Mon –Wed – Fri	Evening	6:30 - 8:30 p.m.	Online	50
F C 7	Tue –Thu –Sat	Evening	6:30 - 8:30 p.m.	Online	50
F C 8	Sat - Sun	Morning	8 - 11 a.m.	Online	50
<b>Foundation Course -Fast track - in French Level 1 (120 Seats)</b>					
F I C 1	Mon to Fri	Morning	8:30 - 10:30 a.m.	Online	40
F I C 2	Mon to Fri	Afternoon	4 to 6 p.m.	Offline	40
F I C 3	Mon to Fri	Evening	6:30 - 8:30 p.m.	Online	40
<b>Foundation Course in French Level 2 (Total: 200 seats)</b>					
F D 1	Tue –Thu –Sat	Morning	8:30-10:30 a.m.	Offline	50
F D 2	Mon–Wed-Fri	Afternoon	4 - 6 p.m.	Online	50
F D 3	Mon–Wed-Fri	Evening	6:30 - 8:30 p.m.	Offline	50
F D 4	Tue –Thu –Sat	Evening	6:30 - 8:30 p.m.	Online	50
<b>Foundation Course - Fast track - in French Level 2 (Total: 80 seats)</b>					
FID 1	Mon to Fri	Morning	8:30-10:30 a.m.	Online	40
FID 2	Mon to Fri	Evening	6:30 - 8:30 p.m.	Online	40
<b>Foundation Course in French Level 3 (Total: 40 seats)</b>					
F A 1	Tue –Thu –Sat	Evening	6:30 - 8:30pm	Offline	40
<b>Foundation Course - Fast track - in French Level 3 (Total: 40 seats)</b>					
FIA 1	Mon to Fri	Evening	6:30 - 8:30pm	Online	40
<b>Foundation Course Level 4 (Commercial French) (Total : 25 seats)</b>					

<b>FSC</b>	<b>Tue –Thu</b>	<b>Evening</b>	<b>6:30 - 8:30pm</b>	<b>Online</b>	<b>25</b>
<b>Foundation Course Level 4 (French Translation)</b> <b>(Total: 25 seats)</b>					
<b>FST</b>	<b>Mon–Wed</b>	<b>Evening</b>	<b>6:30 - 8:30pm</b>	<b>Online</b>	<b>25</b>
<b>Foundation Course Level 4 (Teaching French)</b> <b>(Total: 15 seats)</b>					
<b>FSTF</b>	<b>Mon–Wed</b>	<b>Afternoon</b>	<b>6:30 - 8:30pm</b>	<b>Online</b>	<b>15</b>

## GERMAN LANGUAGE COURSES: ELIGIBILITY

<p>Foundation Course / Foundation Course - Fast Track - in German Level 1</p>	<p>SSC [10<sup>th</sup> standard of a State / Central Board/ IB] passed</p>
<p>Foundation Course / Foundation Course - Fast Track - in German Level 2</p>	<p>Basic Qualification :(70% seats) Certificate / Int. Certificate course in German from SPPU Equivalent Qualification :(30% seats)  1. HSC with minimum 70% marks in German subject of 100 marks paper  2. F.Y.B.A. / B. Com. with 70% marks in German Subject at beginner's OR advanced level  3. 180 hrs. course in German with minimum 80% marks from any recognised institute from India or abroad  4. A2 of Goethe Inst./ MMB (grade 'passed')</p>
<p>Foundation Course in German Level 3</p>	<p>Basic Qualification :(70% seats) Diploma/ Int. Diploma in German of SPPU Equivalent Qualification :(30% seats)  1.S.Y.B.A. with at least 60% marks in German general or Special  2.360 hrs. course in German with min. 80% marks from any recognised institute from India or abroad  3. B2 of Goethe Inst./MMB (grade 'passed')</p>
<p>Foundation Course in German Level 4</p>	<p>Basic Qualification :(70% seats) Adv. Diploma in German of SPPU Equivalent Qualification :(30% seats)  1.B.A. with at least 60% marks in German at general or Special level  2.540 hrs. course in German with min. 80% marks any recognised institute from India or abroad  3. C1 of Goethe Inst./MMB with 80% marks (grade 'Gut')</p>

GERMAN LANGUAGE BATCHES 2024-25					
Batch	Days	Session	Timings	Centre	Capacity
<b>Foundation Course in German Level 1 (Total: 400 seats)</b>					
G C 1	Mon–Wed–Fri	Morning	8.30 – 10.30am	Offline (DFL)	50
G C 2	Mon–Wed–Fri	Afternoon	4.00 – 6.00pm	Online	50
G C 3	Mon–Wed–Fri	Afternoon	4.00 – 6.00pm	Offline (DFL)	50
G C 4	Mon–Wed–Fri	Evening	6.30 – 8.30pm	Online	50
G C 5	Mon–Wed–Fri	Evening	6.30 – 8.30pm	Online	50
G C 6	Tue –Thu –Sat	Evening	6.30 – 8.30pm	Online	50
G C 7	Tue –Thu –Sat	Evening	6.30– 8.30pm	Offline (DFL)	50
G C 8	Sat –Sun	Morning	8.00 – 11.00am	Online	50
<b>Foundation Course – Fast Track - in German Level 1 (Total: 300 seats)</b>					
G I C 1	Mon to Fri	Morning	8.30 – 10.30am	Online	50
G I C 2	Mon to Fri	Morning	8.30 – 10.30am	Offline (DFL)	50
G I C 3	Mon to Fri	Afternoon	4.00 – 6.00pm	Offline (DFL)	50
G I C 4	Mon to Fri	Evening	6.30 – 8.30pm	Offline (DFL)	50
G I C 5	Mon to Fri	Evening	6.30 – 8.30pm	Online	50
G I C 6	Mon to Fri	Evening	6.30 – 8.30pm	Online	50
<b>Foundation Course in German Level 2 (Total: 150 seats)</b>					
G D 1	Mon–Wed–Fri	Morning	8.30 am –10.30am	Offline (DFL)	50
G D 2	Tue –Thu –Sat	Afternoon	4.00 – 6.00pm	Offline (DFL)	50
G D 3	Mon–Wed–Fri	Evening	6.30pm – 8.30pm	Online	50
<b>Foundation Course – Fast track - in German Level 2 (Total: 100 seats)</b>					
GID 1	Mon to Fri	Morning	8.30-10.30 am	Online	50
GID 2	Mon to Fri	Evening	6.30-8.30 pm	Offline (DFL)	50
<b>Foundation Course in German Level 3 (Total: 100 seats)</b>					
GAD 1	Mon–Wed–Fri	Morning	8.30 –10.30 am	Online	50

<b>GAD 2</b>	<b>Mon–Wed-Fri</b>	<b>Evening</b>	<b>6.30-8.30 pm</b>	<b>Offline (DFL)</b>	<b>50</b>
<b>Foundation Course Level 4 (German Translation and Commercial German)</b> <b>(Total: 25 seats)</b>					
<b>G S C T</b>	<b>Mon–Wed-Fri</b>	<b>Evening</b>	<b>6.30 – 8.30 pm</b>	<b>Online</b>	<b>25</b>

- **Inclusive batches shall be offered for visually impaired students for Level 1. The course will be taught by teachers who are trained in the domain using material specially developed for an inclusive batch. For further assistance, please write to [dflgerman19.20@gmail.com](mailto:dflgerman19.20@gmail.com).**

## RUSSIAN LANGUAGE ELIGIBILITY

Foundation Course in Russian – Level 1	SSC [10 <sup>th</sup> standard of a State / Central Board/ IB] passed
Foundation Course in Russian – Level 2	Basic Qualification: 1. Certificate course in Russian from SPPU (University of Pune) (70% seats)  Equivalent Qualification: 2. HSC and a Course in Russian of at least 180 hrs. from a recognized institute
Foundation Course in Russian – Level 3	Basic Qualification: Diploma in Russian of SPPU (University of Pune)  Equivalent Qualification: Course in Russian of at least 360 hours from a recognized institute
Foundation Course in Russian – Level 4	Basic Qualification: Advanced Diploma in Russian of SPPU (University of Pune)  Course in Russian of at least 540 hours from a recognized institute

RUSSIAN LANGUAGE BATCHES 2026-27					
Batch	Days	Session	Timings	Centre	Capacity
<b>Foundation Course in Russian Level 1 (Total: 30 seats)</b>					
R C 1	Mon- Wed- Fri	Evening	6.30 ~ 8.30 pm	Online/Offline (mixed mode) DFL	30
<b>Foundation Fast Track Course in Russian Level 1 (Total seats 30)</b>					
R I C 1	Wed. to Sun.	Morning	8:30 ~ 10:30 pm.	Online/Offline (mixed mode) DFL	30
<b>Foundation Course in Russian Level 2 (Total: 20 seats)</b>					
R D 1	Mon -Wed- Fri	Evening	6:30 ~ 8:30 pm	Offline DFL	20
<b>Foundation Course in Russian Level 3 (Total: 15 seats)</b>					
R A 1	Tue-Thurs-Sat	Evening	6:30 ~ 8:30 pm	Offline DFL	15

## SPANISH LANGUAGE ELIGIBILITY

<p>Foundation Course / Foundation Course - Fast Track - in Spanish Level 1</p>	<p>SSC [10<sup>th</sup> standard of a State / Central Board/ IB] passed</p>
<p>Foundation Course in Spanish Level 2</p>	<p><b>Basic Qualification: (70% seats)</b>  Foundation Course in Spanish Level 1 (Earlier Certificate Course in Spanish) or Foundation Fast Track Course in Spanish Level 1 (Earlier Intensive Certificate Course) from SPPU</p>
	<p><b>Equivalent Qualification: (30% seats)</b>  (1) A2 or higher certificate of DELE exam OR (2) FYBA with 70% marks in Spanish OR (3) equivalent course in Spanish of at least 180 hours from any other institute with 70% or more at the highest-level exam conducted at said institute OR (4) Spanish at the 10+2 level (HSC) with 70% or more in the Spanish exam</p>
<p>Foundation Course in Spanish Level 3</p>	<p><b>Basic Qualification: (70% seats)</b>  Foundation Course in Spanish Level 2 (Earlier Diploma in Spanish) from SPPU</p>
	<p><b>Equivalent Qualification: (30% seats)</b>  (1) B1 or higher certificate of DELE exam OR (2) SYBA with 70% marks in Spanish OR (3) equivalent course in Spanish of at least 360 hours from any other institute with 70% or more at the highest-level exam conducted at said institute</p>

<b>SPANISH LANGUAGE BATCHES 2026-27</b>					
<b>Batch</b>	<b>Days</b>	<b>Session</b>	<b>Timings</b>	<b>Centre</b>	<b>Capacity</b>
<b>Foundation Course in Spanish – Level 1 (Total: 150 seats)</b>					
<b>S C 1</b>	<b>Tue -Thu - Sat</b>	<b>Morning</b>	<b>7:30 ~ 9:30 am</b>	<b>Online</b>	<b>50</b>
<b>S C 2</b>	<b>Mon- Wed- Fri</b>	<b>Afternoon</b>	<b>4.00 ~ 6.00 pm</b>	<b>Offline (DFL)</b>	<b>50</b>
<b>S C 3</b>	<b>Mon- Wed- Fri</b>	<b>Evening</b>	<b>6.30 ~ 8.30 pm</b>	<b>Offline (DFL)</b>	<b>50</b>
<b>Foundation Course – Fast Track - in Spanish – Level 1 (Total seats 50)</b>					
<b>S I C 1</b>	<b>Mon. to Fri.</b>	<b>Evening</b>	<b>6:30 ~ 8:30 pm.</b>	<b>Online</b>	<b>50</b>
<b>Foundation Course in Spanish – Level 2 (Total: 70 seats)</b>					
<b>S D 1</b>	<b>Mon -Wed– Fri</b>	<b>Evening</b>	<b>6:30 ~ 8:30 pm.</b>	<b>Online</b>	<b>35</b>
<b>S D 2</b>	<b>Tue -Thu - Sat</b>	<b>Evening</b>	<b>6:30 ~ 8:30 pm.</b>	<b>Offline (DFL)</b>	<b>35</b>
<b>Foundation Course in Spanish – Level 3 (Total: 35 seats)</b>					
<b>S A 1</b>	<b>Tue - Thu - Sat</b>	<b>Evening</b>	<b>6:30 ~ 8:30 pm</b>	<b>Online</b>	<b>35</b>

## Instructions

### **ALL THE ADMISSIONS WILL BE DONE ON THE BASIS OF MERIT.**

#### **Procedure of admission:**

1. Log on to <https://campus.unipune.ac.in/CCEP/Login.aspx>
2. Do go through the User Manual which takes you through the whole process step by step.
3. If already admitted to any UG/PG courses of SPPU, same log in same ID can be used.
4. Fill up the form carefully and completely. The general information part is common to all courses. Please mention the qualifying exam under your previous qualifications (Ex: for level 1, qualifying examination is SSC or equivalent). Then only it will be visible in the drop-down menu when you are applying for a specific course. When applying for a specific course, the drop-down menu will show relevant options, only if the qualifying exam details are filled in correctly.
5. To apply for a specific course, click on Apply for Course. In the Drop-down menu select ALL or Humanities. The name of courses will be visible. Click on your choice.
6. Application forms cannot be edited after payment of application fees . Once the application fees are paid, another application for the same course cannot be created.
7. The application fee is to be paid **ONLINE**. Download the completed form by clicking on the print link. Take a print out of the **Application Form containing 3 pages: Application Form; Declaration Page; Payment acknowledgment page. The Payment acknowledgment will show the unique number of the form.**
8. Beginners may apply for more than one language by creating a separate form and challan for each language course and by paying application fees of **Rs.600/- (or Rs 400/-)** for each application. Even if your name appears in the merit lists of more than one language, you can take admission to **only one** language course. The application fee paid for the other part time course / language(s) will NOT be refunded.
9. If a particular beginners' course is oversubscribed, we may offer you to enroll for another language where there are seats for the same application fees. Hence do fill up the second language preference. A mail will be sent to those remaining after third merit list.
10. If any particular course/ batch is undersubscribed, students shall be accommodated in another batches of the same language or any other language, in case seats are available.
11. The merit lists for all the courses will be put up on the notice board of the **Department of Foreign Languages, SPPU, Pune 411004** as well as will be available on <https://campus.unipune.ac.in/CCEP/Login.aspx> and the FL department home page [http://unipune.ac.in/dept/fine\\_arts/foreign\\_languages/default.htm](http://unipune.ac.in/dept/fine_arts/foreign_languages/default.htm)