

PUNE DISTRICT EDUCATION ASSOCIATON'S

ANANTRAO PAWAR COLLEGE

PIRANGUT. TAL. MULSHI. DIST. PUNE 412 115





COURSES-BROUCHURE



CERTIFICATE, ADD-ON, SHORT-TERM & DIPLOMA COURSES



2021-22

DIPLOMA AND CERTIFICATE COURSES (2021-22)

A Diploma in Office Administration and Secretarial Practice

CLASS: Open to all students of the college	DURATION: 01 YEAR
COORDINATOR: Prof. Siddhartha Navture	CONTACT NO.:9403771520

Objectives of the Course:

- To familiarise the students with the activities in a modern office.
- Understand the facilities provided to the staff working in the office.
- To know the role of secretary in the organization.

Syllabus

Sr. N	Name of the	Course Content(s)	Lectures	(Hrs) Inta		Course	
No.	Course	1.00	T*	PP*	ke	Fee (Rs.)	
1		Business and Office Administration – I	36	100			
2	56	Management-I	36		100		
3	- A 3	Secretarial Practice-1	36				
4	7	Accounting, Auditing And Financial Management – I	36			100	
5	100	Computer - I	36			35	
6		Practical Based on Paper I &II		30		100	
7		Practical Based on Paper III &IV		30		- 5	
8	Office Administration	Practical Based on Paper V		30	60	2000	
9	and Secretarial Practice	Business and Office Administration-II	36		60	2000	
10		Management-II	36		1		
11		Secretarial Practice – II	36				
12		Accounting, Auditing And Financial Management- II	36			- 1	
13		Computer-II	36		1		
14		Practical Based on Paper I and II	1079	30	1	- 1/	
15		Practical Based on Paper III & IV		30	1	1	
16		Practical Based on Paper V		30	1	3.7	

T*- Theory P**- Practical

Learning Outcomes: Understanding the various administrative systems required in an office.

- Develop effective filing system.
- Manage office equipment efficiently.
- Discuss the roles and responsibilities of personal secretary.
- Prepare agenda and minutes of meeting.

Job Opportunities: MNCs, Government departments, private offices, banks, schools, colleges, hotels, travel agencies, financial institutions, and more.

TO THE STATE OF TH

Dr. Sharmila R. Chaudhari Principal

Anantrao Pawar College, Pirangut

"Your skill can be either an asset or a liability"

DIPLOMA AND CERTIFICATE COURSES (2021-2022)









Academic Year: 2021-22

Name of the Add-on/ Certificate/ Value added program	:	Office Administration and Secretarial Practice
Duration	:	Two Months

	INDEX						
Sr.No.	Document						
1	Notice (Name of the program,)						
2	List of students enrolled (with signature of students)						
3	Syllabus (curriculum, assessment procedures)						
4	Time-Table (duration)						
5	Report (Summary report)						
6	Attendance sheet						
7	Model certificate						



PUNE DISTRICT EDUCATION ASSOCIATION'S

ANANTRAO PAWAR COLLEGE, PIRANGUT

TAL. - MULSHI, DIST. - PUNE, PUNE - 412 115.

Date: 06/01/2022

DEPARTMENT OF D.VOC

ADD-ON COURSE OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES NOTICE

All the students of FY/SY/TY B.A/B.Com./B.Sc. are hereby informed that, the Add-on Course based on 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES ' is being organized to enhance financial and technological skills from 20/01/2022 to 19/03/2022, (30 Hours) by the Department of D. Voc.

Students, who are interested, can register their names with Prof. Siddhartha Navture by 19th January 2022.

Anantrao Pawar Culiege, Pirangut



PUNE DISTRICT EDUCATION ASSOCIATION'S

ANANTRAO PAWAR COLLEGE, PIRANGUT TAL. - MULSHI, DIST. - PUNE, PUNE - 412 115.

Academic Year 2021-22

ADD-ON COURSE ON 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' STUDENTS LIST 2021-22

Sr. No.	Name of the Student	Class	Signature
1	Bhegade Rutuja Vasant	S Y B.COM	Ruts ,
2	Kudale Mayur Dnyaneshwar	S Y B.COM	rudale
3	Marne Nikita Subhash	S Y B.COM	wormst
4	Gade Sakshi Ashok	S Y B.COM	(4)
5	Zunjurke Shivani Mahesh	S Y B.COM	Ti unjus k
6	Masurkar Devidas Pandurang	S Y B.COM	Army
7	Nimbalkar Siddharth Namdev	S Y B.COM	ent.
8	Marne Vaishnavi Nitin	S Y B.COM	Marken
9	Mohol Vaishnvi Devanand	S Y B.COM	mohers
10	Kalbhor Sayali Dada	S Y B.COM	Kerm
11	Landge Suraj Shankar	S Y B.COM	155
12	Bhagat Aishwarya Bandu	S Y B.COM	8
13	Kumbhar Abhishek Pandurang	S Y B.COM	Kumphez
14	Dhatrak Kiran Prabhakar	S Y B.COM	DED.
15	Kamble Tushar Chandrakant	S Y B.COM	CI.P.
16	Ingale Aditya Atmaram	S Y B.COM	Engle
17	Shinde Pritesh Ramdas	S Y B.COM	Jus-
18	Dhanave Sayali Balasaheb	S Y B.COM	Shanke
19	Sanas Aarti Ashok	S Y B.COM	AAS
20	Sanas Aishwarya Vijay	S Y B.COM	A
21	Ghare Snehal Sanjay	S Y B.COM	Shiors
22	Falke Gauri Khandu	S Y B.COM	Emily:
23	Marne Nisha Kailas	S Y B.COM	Charge,
	Dhaware Snehal Ranganath	S Y B.COM	28
24	Bokare Sunil Gangadhar	S Y B.COM	Bsq
25 26	Hole Madhu Uttam	S Y B.COM	Madhy

	Gole Prajakta Sudam	S Y B.COM	Ca.
	Darekar Kunal Ramesh	S Y B.COM	kunal
	Waghmare Mayuri Shivnath	S Y B.COM	C
	Gole Sanika Rajendra	S Y B.COM	20)
	Sathe Ganesh Shankar	S Y B.COM	dus
2	Pawale Paurnima Ganesh	S Y B.COM	Paveale
3	Choraghe Shantanu Chandrakant	S Y B.COM	Buca
4	Pawale Sahil Sandip	S Y B.COM	Danit
35	More Mayur Samadhan	S Y B.COM	1 2 000
		S Y B.COM	PWO ZCM
36	Chavan Satish Babu	S Y B.COM	0
37	Durge Sonal Datta	S Y B.COM	CHATTO.
38	Sathe Tejas Sanjay	S Y B.COM	On
39	Dhide Pradip Bharat	S(Y B.COM	01
40	Shaikh Fija Ismail	S Y B.COM	Stive of the state
41	Konde Rachana Haribhau	S Y B.COM	84 =
42	Kalbhor Kunal Lahu	S Y B.COM	KIM!
43	Gole Kunal Bharat	S Y B.COM	1 is
44	Shelke Akanksha Rohidas	S Y B.COM	100
45	Nagare Sakshi Yashwant	S Y B.COM	- Muy
46	Gole Anup Keshav	S Y B.COM	Gold.
47	Temghare Rutik Subhash	S Y B.COM	Or o inde
48	Shinde Pooja Bharat	S Y B.COM	A. rui kawa
49	Gaikwad Achal Dattatray	S Y B.COM	0
50	Marne Pankaj Daulat	S Y B.COM	Jump
51	Dhanave Sakshi Sunil	S Y B.COM	Q11860V
52	Nivangune Aarati Maruti	S Y B.COM	MANA
53	Kemse Anil Gorakhnath	S Y B.COM	APP
54	Loyare Ganesh Kisan	S Y B.COM	Jan 27
55	Godambe Sakshi Dnyaneshwar	S Y B.COM	80-1
56	Khanekar Vaishnavi Vijay	S Y B.COM	Querms
57	Kemse Sakshi Rajendra	S Y B.COM	COLLS
58	Amrale Vaibhavi Sanjay	S Y B.COM	(Inest!)
59	Botre Dattatray Pandurang	S Y B.COM	1 CA
60	Kinjawade Nikita Vishwas	5 . Z. C 5 III	100

61	Atale Sakshi Anil	S Y B.COM	ASA'	
62	Khengare Rohan Raghunath	S Y B.COM	Dun!	
63	Khengare Vikas Shankar	S Y B.COM	Prul	
64	Khade Rohan Namdeo	S Y B.COM	level	
65	Tapkir Yash Shivaji	S Y B.COM	KHAPE	
66	Marne Darshana Rajendra	S Y B.COM	Tunt	
67	Shivsharan Rahul Dnyaneshwar	S Y B.COM	MOR	
68	Katkar Sachin Vasant	S Y B.COM	Amo	nordo)
69	Laygude Aishwarya Ankush	S Y B.COM	Antes	
70	Kamble Bhaskar Raju	S Y B.COM	RBK-	
71	Pawar Rutuja Balasaheb	S Y B.COM	AP	
72	Patil Pratik Anil	S Y B.COM	Sent	
73	Zakane Snehal Ramesh	S Y B.COM	Lu	
74	Gore Yogesh Bharat	S Y B.COM	Coloredo	
75	Gholap Pratiksha Suresh	S Y B.COM	Drim ta	
76	Durge Anita Hari	S Y B.COM	RAG	
77	Kumbhar Abhishek Ghanshyam	S Y B.COM	gw i	
78	Dagade Tanuja Balu	S Y B.COM	gho)	
79	Fale Sagar Vishwnath	S Y B.COM	1 days	
80	Makandar Sahil Rahimbasha	S Y B.COM	youde.	
81	Pawale Vaibhavi Ratnakar	S Y B.COM	1000	
82	Dhanave Yuvraj Raju	S Y B.COM	<1 ×1	
83	Dhongade Shubham Rajendra	S Y B.COM	AA	
84	Pawar Gauri Ashok			

Siddhartha Navture

Nodal Officer Dr. Pravin Cholke

Principal Dr. Sharmila Chuadhari

PDEA'S

ANANTRAO PAWAR COLLEGE, PIRANGUT, TAL. MULSHI, DIST. PUNE

Add-On Course in Office Administration and Secretarial Practice-2021-22

Following Students were enrolled to the course but had not attended classes

Sr. No.	Name of the Student	Class
1	Kemse Sakshi Rajendra	S.Y.B.Com.
2	Kemse Anil Gorakhnath	S.Y.B.Com.
3	Shinde Pooja Bharat	S.Y.B.Com.
4	Gole Prajakta Sudam	S.Y.B.Com.
5	Bokare Sunil Gangadhar	S.Y.B.Com.
6	Supekar Komal Ganesh	S.Y.B.Com.
5	Pingale Yash Vijay	S.Y.B.Com.
6	Shinde Pritesh Ramdas	S.Y.B.Com.
7	Akhade Kshama Ashok	S.Y.B.Com.
8	Tapkir Shweta Navnath	S.Y.B.Com.
9	Landge Suraj Shankar	S.Y.B.Com.
10	Nimbalkar Siddharth Namdev	S.Y.B.Com.
11	Angre Sunny Devidas	S.Y.B.Com.
12	Ombase Priti Nitin	S.Y.B.Com.
13	Sasar Yash Gotiram	S.Y.B.Com.
14	More Ganesh Sudam	S.Y.B.Com.
15	Kharat Paurnima Anil	S.Y.B.Com.
16	Kamble Shivani Sunil	S.Y.B.Com.
17	Yadav Abhijit Ram	S.Y.B.Com.
18	Kadam Akash Umesh	S.Y.B.Com.
19	Wadkar Navanath Rohidas	S.Y.B.Com.
20	Bobade Pratiksha Ramdas	S.Y.B.Com.
21	Kokare Sunita Tukaram	S.Y.B.Com.
22	Tharkude Gaurav Ramesh	S.Y.B.Com.
23	Dhumal Sudharshan Sashikant	S.Y.B.Com.
24	Bhilare Omkar Anil	S.Y.B.Com.
25	Patrekar Atharva Dhananjay	S.Y.B.Com.
26	Sutar Vaibhav Santosh	S.Y.B.Com.
27	Kadam Vaibhav Tukaram	S.Y.B.Com.
28	Gole Pratiksha Prakash	S.Y.B.Com.
29	Gaikwad Vaibhav Dattatray	S.Y.B.Com.
30	Shinde Sayali Balu	S.Y.B.Com.
31	Balwadkar Nitesh Ganesh	S.Y.B.Com.
32	Bhegade Swaraj Keshav	S.Y.B.Com.
33	Khilari Ankita Gunvant	S.Y.B.Com.
34	Bodke Saurabh Yogesh	S.Y.B.Com.
35	Bhandare Vandana Sambhaji	S.Y.B.Com.
36	Devkar Sonali Gorakh	S.Y.B.Com.
37	Chavan Swati Subhash	S.Y.B.Com.

		N. Carlotte and Ca
38	Kudchikar Gayatri Datta	S.Y.B.Com.
39	Bhosale Rajashri Sambhaji	S.Y.B.Com.
40	Nanaware Rutik Gorakh	S.Y.B.Com.
41	Ovhal Sudarshan Mahendra	S.Y.B.Com.
42	Mhetre Ravina Subhash	S.Y.B.Com.
43	Harpude Ankita Chandrakant	S.Y.B.Com.
44	Nimbalkar Tushar Namdev	S.Y.B.Com.
45	Waghmare Niranjan Jalindar	S.Y.B.Com.
46	Karanjawane Vishwajit Satish	S.Y.B.Com.
47	Sarkate Vishal Vitthal	S.Y.B.Com.
48	Umbarkar Aruna Natha	S.Y.B.Com.
49	Kemse Sakshi Rajendra	S.Y.B.Com.
50	Kemse Anil Gorakhnath	S.Y.B.Com.

Anantrao Pawar College, Pirangut
Tal. Milant, Dick Paris 412115



PUNE DISTRICT EDUCATION ASSOCIATION'S

ANANTRAO PAWAR COLLEGE, PIRANGUT

TAL. - MULSHI, DIST. - PUNE, PUNE - 412 115.

Academic Year 2021-22

ADD-ON COURSEON OFFICE ADMINISTRATION AND SECRETARIAL **PRACTICES**

SYLLABUS

The short term Course will be of 2 credits and it will be delivered in 30 clock hours

Course Outcome: -

- 1. Understand the concepts related Office Administration.
- 2. Demonstrate the roles, skills and Administrative Office Management.
- 3. Analyze effective application Office Managementknowledge to diagnose and solve organizational problems and develop optimal managerial decisions.
- 4. Acquire the knowledge of Management Process.
- 5. Understand and apply the management function.

Sr. No.	Unit	Concepts/Chapters	Teaching	Marks
			Hours	
1	Introduction to	Introduction, Definitions,	5	05
	Office	Meaning,		
	Administration	Importance, Functions of Office		
2	Concept of	Office Organization: Definition,		
	Management	Characteristics, Importance of Office	5	10
	- management	Organization, Benefits of Good Office		
		Organization, Administrative Office		
2	0.00	Management, Delegation of Work.		
3	Office Infrastructure	Office Accommodation: Introduction	5	10
		Principles, Location, Office Building, Office		10
		Layout, Preparing the Layout., Office		
		Environment: Lighting, Office Ventilation,		
		Interior, Noise, Dust, Physical Hazards,		
4	Office	Sanitary, Cleanliness,		
		Office Systems: Telephone usage- Telephone	5	10
	Communication	Manners, Etiquettes, Voice mail Etiquettes.		
		Mailing Services- Incoming Mail, Outgoing Mail Fundamentals activities of mail handling		
		department, Mail automation. Hospitality-		
		Reception.		
5	Management:	Office Management: Meaning, definition,	5	
		Importance, Principals of Office	5	10
		Management, Elements of Office		
		Management, Functions of Office		
5	Described 12/D	Management		
	Practical's/ Practice	Practical's/ Practice	5	05
			30	50

D. Voc. Co-ordinator

Anantrao Pawar Aliega Pirangul Tal Muishi, Dist. Pune-4-7:15

METHODS OF EVALUATION, PASSING, AND EVALUATION CRITERIA:-

The college has adopted the following methods for assessment:-

- a. Assignments
- b. Presentations
- c. Oral examination
- d. Written examination



STANDARD OF PASSING

A candidate is required to obtain 40% marks in the Assessment, and Course End Examination.

It means that passing separately at internal assessment, and course end examination is compulsory.

EVALUATION CRITERIA

a. Assignments 10 Marks b. Presentations 10 Marks c. Oral examination 10 Marks d. Written examination - 20 Marks

50 Marks

D. Voc. Co-ordinator



PUNE DISTRICT EDUCATION ASSOCIATION'S

ANANTRAO PAWAR COLLEGE, PIRANGUT

TAL. - MULSHI, DIST. - PUNE, PUNE - 412 115.

Academic Year 2021-22

DEPARTMENT OF D.VOC

ADD-ON COURSE ON

'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES'

0	1	TIME-TABL	.E (20/01/2022 to 19/0				
Sr. No.	Date	Time	Unit	Concepts/Chapters			
1	20/01/2022	03:00-04:00pm	Introduction to	Introduction, Definitions, Meaning,			
	21/01/2022	03:00-04:00pm	Office Management	Need Functions, Scope, Role,			
	24/01/2022	03:00-04:00pm		Advantages of Training Management.			
	25/01/2022	03:00-04:00pm					
	27/01/2022	03:00-04:00pm					
2	28/01/2022	03:00-04:00pm	Concept of	Office Management: Meaning,			
	29/01/2022	03:00-04:00pm	Management	definition, Importance, Principles,			
	31/01/2022	03:00-04:00pm		Elements, Functions, Office Manager,			
	01/02/2022	03:00-04:00pm		Administrative Office Management,			
	02/02/2022	03:00-04:00pm		Information Management.			
3	03/02/2022	03:00-04:00pm	Office Organization	Characteristics, Importance of			
	04/02/2022	03:00-04:00pm		Organization and Training, Benefits of			
	05/02/2022	03:00-04:00pm		Good Organization, Principals of Organization			
	07/02/2022	03:00-04:00pm					
	08/02/2022	03:00-04:00pm					
4	09/02/2022	03:00-04:00pm	Training	Location, Building, Preparing the			
	14/02/2022	03:00-04:00pm	Infrastructure	Layout, New Trends in Layout, Accommodation, Training Office			
	16/02/2022	03:00-04:00pm					
- 1938	18/02/2022	03:00-04:00pm		Security, Temperature Control, Drinking Water, Pantry Management, Sanitization			
	22/02/2022	03:00-04:00pm					
5	23/02/2022	03:00-04:00pm	Marketing	Sales Scope, Elements, Advantages,			
175 181	24/02/2022	03:00-04:00pm	Management	Disadvantages.			
	28/02/2022	03:00-04:00pm		Marketing: Elements, Advantages,			
	02/03/2022	03:00-04:00pm		Disadvantages, Scope Customer Services			
	05/03/2022	03:00-04:00pm		Customer Services			
6	08/03/2022	03:00-04:00pm	Practical's/ Practice	Practical's/ Practice			
	11/03/2022	03:00-04:00pm					
	14/03/2022	03:00-04:00pm					
	15/02/2022	03:00-04:00pm					
	17/03/2022	03:00-04:00pm					
	18/03/2022	03:00-04:00pm					
	19/03/2022	03:00-04:00pm					

D. Voc. Co-ordinator

Principal Anantrao Pawar Culiege, Pirangul ral Muishi, Dist. Pune-4 2715

cipal

पुणे जिल्हा शिक्षण मंडळाचे, अनंतराव पवार महविद्यालय, पिरंगुट

डी.व्होक. विभाग





अहवाल

व्यावहारिक जगताचा विचार करता आज विद्यार्थ्यांना कौशल्याभिमुख बनविणे महत्त्वपूर्ण आहे. व्यावहारिक ज्ञान आणि कौशल्य मिळाले तर विद्यार्थी आपल्या उदरनिर्वाहाचे साधन निश्चित करणार आहे. प्राप्त केलेल्या ज्ञानाचे दैनंदिन जीवनामध्ये उपयोजन करता येणे महत्त्वाचे आहे. पारंपरिक ज्ञानाबरोबर विद्यार्थी व्यवहार जगतातील व्यवसायाभिमुखतेकडे आकर्षित झाला पाहिजे, आज पुस्तकी ज्ञानाबरोबर व्यावहारिक बाबी विद्यार्थ्यांना माहिती होणे आवश्यक बनले आहे. विद्यार्थ्यांच्या रौक्षणिक प्रगती बरोबर व्यावसायिक दृष्टिकोन वृद्धिंगत व्हावा, व्यवसायाभिमुख वृत्ती विकसित व्हावी, विद्यार्थ्यांना विविध व्यावसायिक कौशल्ये प्राप्त करून स्वनिर्मित व्यवसायाची निर्मिती करता यावी त्याचबरोबर पिरंगुट, मुळशी परिसरातील औद्योगिक वसाहतीच्या दृष्टिकोनातून विद्यार्थ्यांनी विविध कौशल्य आत्मसात करून नोकरी मिळवून आर्थिक प्रश्नांची सोडवणूक करावी या विविध उद्देशाने 'ट्रेनिंग मॅनेजमेंट' हा ३० तासांचा ॲडऑन कोर्स महाविद्यालयामध्ये सुरू करण्यात आलेला आहे. या कोर्ससाठी एकूण १३४ विद्यार्थी प्रवेशित झाले. प्रवेशित 🕊 विद्यार्थ्यांनी सदर कोर्स पूर्ण केला. यासाठी विद्यार्थ्यांचे अंतर्गत मूल्यमापन करण्यात आले. कोर्स पूर्ण केलेल्या विद्यार्थ्यांना प्रमाणपत्र वाटप करण्यात आले. या कोर्सच्या अभ्यासक्रमाच्या यशस्वीतेसाठी प्राचार्य डॉ. शर्मिला चौधरी, उपप्राचार्य डॉ. महेंद्र अवघडे, डी. व्होक विभागाचे समन्वयक डॉ. प्रवीण चोळके यांचे विशेष मार्गदर्शन मिळाले. या ॲडऑन कोर्सचे समन्वयक म्हणून प्रा. सिद्धार्थ नवतुरे यांनी काम पाहिले.

प्रा. सिद्धार्थ नवतुरे

डी. व्होक प्रमुख

डॉ. प्रवीण चोळके

डॉ. शर्मिला चौधरी

अनंतराव पवार महाविद्यालय, पिरंगुट ता. मुळशी, जि.पुणे-४१२१९५



PUNE DISTRICT EDUCATION ASSOCIATION'S ANANTRAO PAWAR COLLEGE, PIRANGUT TAL. - MULSHI, DIST. - PUNE, PUNE - 412 115.

Academic Year 2021-22

DEPARTMENT OF D.VOC

Add-On Course On Office Administration and Secretarial Practices

2021-22

Report

This time is which gives importance to focus on developing students' various skills. The student will seek their career with the help of acquiring practical knowledge and skills. The ability to use newly acquired knowledge in daily life is remained crucial.

The student should draw their focus to business orientated in the global environment in addition to traditional knowledge. Students now need to have a practical understanding in addition to their academic knowledge. Students should be able to develop a more professional mindset, a business-oriented attitude, a variety of professional abilities, and the ability to start their own businesses as they advance in their education. This 30-hours add-on course called "Training Management" has been created in Anantrao Pawar College with the goal of getting jobs at Mulshi's industrial to uproot students' financial issues by developing a various of skills. Overall, 84 students were admitted for this program.

All the admitted students have successfully completed the course. The students were internally assessed for this. The students who completed training and they received certificates. Principal Dr. Sharmila Chaudhari, Vice Principal Dr. Mahendra Avghade, and D.VOC Department Coordinator Dr. Pravin Cholke gives special guidance to the success of this course. Prof. Siddhartha Navture, the add-on course's coordinator, Observed its course work.

D. Voc. Co-ordinator

Anantrao Pawar Culiege, Pirangue Tai Muishi, Dist, Pune-412118



	Pune District Education Association		Class:		Term	-I/II Ser	nes.cr:-	Montl	h:- Jan	-2022
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Co-ordinator

Prof. Siddhartha Navture

Nodal Officer Dr. Pravin Cholke

Principal Dr. Sharmila Chaudhari
Principal
Anantrao Pawar College, Pirangut
Tal Mulshi, Dist. Pune-4'2'(5)

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Dr. Sharmila Chaudhari

Principal
Anantrao Pawar Cohega Pirangul
Tal Muishi, Dist. Po.

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Nodal Officer
Dr. Pravin Cholke

Principal Dr. Sharmila Chaudhari

Principal
Anantrao Pawar Culiege Pirangor
Tal. Murshi, Dist. Pune-4"> 15

Pune District Education Association's Anantrao Pawar College, Pirangut Tal. Mulashi, Dist. Pune – 412 115 Academic Year - 2021 - 2022 See Name Of The Teacher: Paper: Paper: Paper: Office Administration & See Sec Sec Sec Sec Sec Sec Sec Sec Sec										
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Co-ordinator
Prof. Siddhartha Navture

Nodal Officer Dr. Pravin Cholke Principal
Dr. Sharmila Chaudhari

Principal
Anantrao Pawar Cullege Pirangut
Tal Mulshi, Dist. Pune-412 15



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 1 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Bhegade Rutuja Vasant</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 2 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Kudale Mayur Dnyaneshwar</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 3 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Marne Nikita Subhash</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 4 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Gade Sakshí Ashok</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 5 /2021-22



This is to certify that Mr./Ms/Mrs. Zunjurke Shivani Mahesh From S Y B.COM has actively participated and successfully completed with A grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 6 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Masurkar Devidas Pandurang</u> From <u>SYB.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 7 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Nimbalkar Siddharth Namdev</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 8 /2021-22



This is to certify that Mr./Ms/Mrs. Marne Vaíshnaví Nítín From S Y B.COM has actively participated and successfully completed with A grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 9 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Mohol Vaishnví Devanand</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 10 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Xalbhor Sayali Dada</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 11 /2021-22



This is to certify that Mr./Ms/Mrs. Landge Suraj Shankar From S Y B.COM has actively participated and successfully completed with A grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 12 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Bhagat Aishwarya Bandu</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 13 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Kumbhar Abhíshek Pandurang</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 14 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Dhatrak Kiran Prabhakar</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 15 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Xamble Tushar Chandrakant</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 16 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Ingale Aditya Atmaram</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 17 /2021-22



This is to certify that Mr./Ms/Mrs. Shinde Pritesh Ramdas From S Y B.COM has actively participated and successfully completed with B grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 18 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Dhanave Sayali Balasaheb</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>C</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 19 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Sanas Aartí Ashok</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 20 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Sanas Aíshwarya Víjay</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 21 /2021-22



This is to certify that Mr./Ms/Mrs. Ghare Snehal Sanjay From S Y B.COM has actively participated and successfully completed with B grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 22 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Falke Gaurí Khandu</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 23 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Marne Nisha Kailas</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>C</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 24 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Dhaware Snehal Ranganath</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 25 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Bokare Suníl Gangadhar</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 26 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Hole Madhu Uttam</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 27 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Gole Prajakta Sudam</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 28 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Darekar Kunal Ramesh</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 29 /2021-22



This is to certify that Mr./Ms/Mrs. Waghmare Mayurí Shívnath From S Y B.COM has actively participated and successfully completed with A grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 30 /2021-22



This is to certify that Mr./Ms/Mrs. Gole Saníka Rajendra From S Y B.COM has actively participated and successfully completed with A grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 31 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Sathe Ganesh Shankar</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>C</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 32 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Pawale Paurnima Ganesh</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 33 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Choraghe Shantanu Chandrakant</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 34 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Pawale Sahil Sandip</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 35 /2021-22



This is to certify that Mr./Ms/Mrs. <u>More Mayur Samadhan</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 36 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Chavan Satish Babu</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 37 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Durge Sonal Datta</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 38 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Sathe Tejas Sanjay</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 39 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Dhíde Pradíp Bharat</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 40 /2021-22



This is to certify that Mr./Ms/Mrs. Shaikh Fija Ismail From S Y B.COM has actively participated and successfully completed with B grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 41 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Konde Rachana Haríbhau</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 42 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Xalbhor Xunal Lahu</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 43 /2021-22



This is to certify that Mr./Ms/Mrs. Gole Kunal Bharat From S Y B.COM has actively participated and successfully completed with A grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 44 /2021-22



This is to certify that Mr./Ms/Mrs. Shelke Akanksha Rohidas From S Y B.COM has actively participated and successfully completed with B grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 45 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Nagare Sakshi Yashwant</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>C</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 46 /2021-22



This is to certify that Mr./Ms/Mrs. Gole Anup Keshav From S Y B.COM has actively participated and successfully completed with A grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 47 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Temghare Rutik Subhash</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 48 /2021-22



This is to certify that Mr./Ms/Mrs. Shinde Pooja Bharat From S Y B.COM has actively participated and successfully completed with B grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 49 /2021-22



This is to certify that Mr./Ms/Mrs. Gaikwad Achal Dattatray From S Y B.COM has actively participated and successfully completed with $\underline{\mathbb{C}}$ grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 50 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Marne Pankaj Daulat</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 51 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Dhanave Sakshí Suníl</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 52 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Nívangune Aaratí Marutí</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 53 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Kemse Aníl Gorakhnath</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 54 /2021-22



This is to certify that Mr./Ms/Mrs. Loyare Ganesh Kísan From S Y B.COM has actively participated and successfully completed with A grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 55 /2021-22



This is to certify that Mr./Ms/Mrs. Godambe Sakshi Dnyaneshwar From SYB.COM has actively participated and successfully completed with A grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 56 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Xhanekar Vaíshnaví Víjay</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 57 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Kemse Sakshí Rajendra</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 58 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Amrale Vaíbhaví Sanjay</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 59 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Botre Dattatray Pandurang</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 60 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Xínjawade Nikita Vishwas</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 61 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Atale Sakshí Aníl</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 62 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Khengare Rohan Raghunath</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 63 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Khengare Vikas Shankar</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 64 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Khade Rohan Namdeo</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 65 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Tapkir Yash Shivaji</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 66 /2021-22



This is to certify that Mr./Ms/Mrs. Marne Darshana Rajendra From S Y B.COM has actively participated and successfully completed with A grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 67 /2021-22



This is to certify that Mr./Ms/Mrs. Shivsharan Rahul Dnyaneshwar From SYB.COM has actively participated and successfully completed with B grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 68 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Xatkar Sachín Vasant</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>C</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 69 /2021-22



This is to certify that Mr./Ms/Mrs. Laygude Aishwarya Ankush From S Y B.COM has actively participated and successfully completed with A grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 70 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Kamble Bhaskar Raju</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 71 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Pawar Rutuja Balasaheb</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 72 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Patúl Pratík Anúl</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 73 /2021-22



This is to certify that Mr./Ms/Mrs. Zakane Snehal Ramesh From S Y B.COM has actively participated and successfully completed with C grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 74 /2021-22



This is to certify that Mr./Ms/Mrs. Gore Yogesh Bharat From S Y B.COM has actively participated and successfully completed with B grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 75 /2021-22



This is to certify that Mr./Ms/Mrs. Gholap Pratiksha Suresh From SYB.COM has actively participated and successfully completed with A grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 76 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Durge Aníta Harí</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 77 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Kumbhar Abhíshek Ghanshyam</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 78 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Dagade Tanuja Balu</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 79 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Fale Sagar Vishwnath</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 80 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Makandar Sahíl Rahímbasha</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 81 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Pawale Vaíbhaví Ratnakar</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 82 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Dhanave Yuvraj Raju</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 83 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Dhongade Shubham Rajendra</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>A</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator



Anantrao Pawar College, Pirangut.

Tal. Mulshi, Dist. Pune, Maharashtra, India.



DEPARTMENT OF D.VOC

Certificate No: APC/ D.Voc. /OAS/Add-on Course / 84 /2021-22



This is to certify that Mr./Ms/Mrs. <u>Pawar Gaurí Ashok</u> From <u>S Y B.COM</u> has actively participated and successfully completed with <u>B</u> grade in the add-on course 'OFFICE ADMINISTRATION AND SECRETARIAL PRACTICES' held between 20/01/2022 and 19/03/2022,(30-hours) organized by Department of D.Voc, PDEA's Anantrao Pawar College, Pirangut, Tal. Mulshi, Dist. Pune.

Date: 25/03/2022

Place: Pirangut, Pune.

D.Voc. Co-ordinator