

CERTIFICATE COURSE IN **EVENT MANAGEMENT**

Affiliated to HRDF, Government of Goa

www.dempocollege.edu.in



Dempo Charities Trust's
S. S. Dempo College of Commerce & Economics
REACCREDITED BY NAAC AT 'A' GRADE (CGPA OF 3.3/4)
Deendayal Integrated School Complex, Cujira, Bambolim - Goa 403202

ABOUT THE COURSE

Certificate Course in Event Management offered by the college is a completely skill-development oriented course. The focus of this course is to prepare the students for an exciting job profile in event management industry by equipping them with skills in important segments of event management including event planning, event production, MICE, IT applications in events and accounting and financial aspects of events.

This course is affiliated to Human Resource Development Foundation Society (HRDF), Government of Goa. HRDF is a Society of Government of Goa under Directorate of Skill Development and Entrepreneurship and is registered with Societies Registration Act 1860 (Registration No.153/Goa/97). Students who successfully complete this course are awarded certificate by HRDF, Government of Goa.



Event Management students at Sunburn Klassique Goa 2019

SPECIAL HIGHLIGHTS OF THE PROGRAMME ARE:

- Short course duration of just six months immediately after HSSC (XIIth Standard).
- Industry experts as part of teaching faculty.
- Technology enabled learning.
- Live event visits to explore and understand operations.
- Tie-Up's with reputed Media and Event Management organization for internship and placements.

COURSE OUTCOMES

Well equipped computer laboratory with internet facility



On successful completion of Certificate Course in Event Management students will be able to:

1. Apply their learnings to design, plan and successfully execute the events.
2. Prepare event budgets.
3. Use IT applications in graphic designing and financial analysis for events.
4. Demonstrate effective communication skills for managing events transactions and business correspondence.
5. Exhibit understanding of intricacies of organizing special events.

ELIGIBILITY

To be eligible for admission to the Certificate Course in Event Management candidate should have passed XII standard in any discipline with minimum of 45% marks from recognize Board.

STRUCTURE AND SYLLABUS

Duration: 6 Months

Interaction with executives from event industry through experience sharing sessions



SUBJECTS

1. Event Planning and Logistics
2. Event Communication
3. Event Production
4. MICE
5. Wedding and Special Events
6. IT in Event Management
7. Event Accounting

EVALUATION AND PASSING CRITERIA

The evaluation for this course consists of continuous evaluation conducted by the institution and theory and practical examinations conducted by HRDF. Subjects bearing Sr. No. 1 to 5 above are evaluated by theory examination and subjects bearing Sr. No. 6 and 7 are evaluated through practical examination. Theory paper shall be of 100 marks and practical paper shall be of 200 marks. Candidates obtaining minimum score of 40% are declared successful and passed in the certificate course.

Admission Process:

Admission to the Certificate Course in Event Management is generally held during June and July every year after the declaration of HSSCE results. The process of admission is as under:

1. Application form for admission must be filled online on college website www.dempocollege.edu.in.
2. Download and print the filled online Admission form and submit the same alongwith fees and documents below to the college office.

Documents to be submitted :

- HSSC marksheet and passing certificate.
- Four Passport size photographs.
- Birth Certificate and Adhaar Card copy.
- Anti-ragging affidavit (available in college office).

State-of-the-art Campus

CONTACT

For any queries on admission to Certificate Course in Event Management, candidates can contact the college office

or

Program Coordinator **Asst. Prof. Vishal Rane** , Mob: +91 98222 99952.

Parents and students can also meet Principal or Vice-Principal of the college for any information or clarifications.