

## **Best Practises of Institution**

### **1. Spoken English Crash Courses**

**Goal:** The course aims to enhance student's language proficiency. In an age of globalization, English language competency and communication skills have acquired great significance. English language skills and communication skills are prerequisites for better employment. The course intends to equip the students with these required skills to increase their employability. The course aims to instil necessary confidence in the students so as to enable them to speak and write in English fluently.

**Context:** Most of our students come from Urdu medium. They find it difficult to speak in English fluently. They even find it difficult to grasp the subject knowledge. In the background of this scenario, the Department of English took the initiative to start this spoken English crash course for the students weak in English. The course instils the necessary confidence in the students.

**Practice:** Spoken English Course is an innovative practice of the college especially for the benefit of the students. The course is designed by the department of English. Required emphasis and weightage is given to units such as grammar, phonetics, communication skills etc. Faculty of English organizes the programme and engage lectures. Schedule of the course is displayed on the notice board and the students are informed accordingly.

Prior to the course, students were asked to speak on few topics in the respective classes by the respective English teachers. Students not well in conversant in English were identified and given training.

**Evidence of Success:** Selected students attended the ten days spoken English crash course. After the course, students were given some topics to speak so as to test their speaking skills. It was observed that their speaking skills improved drastically. They were able to converse in English with confidence.

### **2. Students Aid Fund:**

**Goal:** The college has established Student's Aid Fund to support poor and needy students. Deserving students are helped financially to pay the admission fee. This is to ensure that no student is deprived of education for want of money.

**Context:** The college is located in a predominantly Muslim area, which is socially and economically backward. The parents of the students belong to low-income strata, hence find it difficult to provide good education to their wards. Apart from Govt. EBC support, the teacher and management of the college personally contribute to the student's Aid Fund. This fund enables the students to pay their fees also.

**Practice:** The college appointed In-charge of student's Aid Fund. Students applying for the benefit of SAF must satisfy following criteria:

- a) Students should be economically backward.
- b) They should apply in prescribed format for SAF.

- c) 75% attendance is compulsory.
- d) In-Charge reserve the right to verify the claims of an applicant.

In-Charge of SAF scrutinizes the application and provides help to the deserving students.

**Evidence of Success:**

Every year around 60 students get benefited from students Aid Fund. This probably also helps in checking the drop-out rate of the students.