Prospectus
Online/Offline

Certificate Course in Library Science

SCHOOL OF LIBRARY SCIENCE
DELHI LIBRARY ASSOCIATION (REGD.)
**RANGANATHAN BHAWAN
'C' BLOCK COMMUNITY CENTER
NARAINA VIHAR, NEW DELHI 110028
TELEPHONE: 25774507, 25774275
e-mail:dla_39@yahoo.co.in
www.dlaindia.in**

ADMINISTRATION & STAFF OF THE SCHOOL

Patron:

Prof (Dr) K P Singh,
Professor, Department of Library & Information Science
University of Delhi, Delhi-110007 &
President, Delhi Library Association

Director:

Dr Usha M Munshi
Chief Librarian, India International Centre,
40 Max Mueller Marg, New Delhi-110003

Registrar:

Mr. M L Kachroo
Former Senior Documentation Officer,
INSDOC, New Delhi-110067

Principal:

Dr. S K Bajpai
Ex. Librarian,
College of Vocational Studies, Univ.of Delhi,
Sheikh Sarai, New Delhi-110017

Teaching Faculty:

Dr. Jnanendra N Singh, M A., MLISc., M Phil, Ph. D.
Librarian, Dyal Singh College Evening,
Lodhi Road, New Delhi-110003

Dr. (Ms.) Taruna Joshi,
Librarian, Ramjas College,
Delhi-110007

Mrs. Usha Kamal Khemchandani
Ex-Head, IARI Library,
New Delhi-110012

Dr. Rajesh Kumar
University Librarian, MRIIRS,
Faridabad-121004

Mr. K C Manoj
Directorate of Education, Delhi

Dr. Anukool Bajpai
Principal, Sirifort Institute of Management Studies,
Delhi-110085

Mr. Thakur Deobardhan Kinwar
Delhi Public Library,
Delhi-110006

Dr. Hansraj
Ex. Chief Information System Officer
ICAR

Mr. Rahul Kumar Singh
Nehru Memorial Museum & Library,
New Delhi-110011

Dr. Mahesh Chand
Assistant Librarian (Selection Grade),
JNU, New Delhi-110067

* All the faculty members work in an honorary capacity.

INTRODUCTION

The Delhi Library Association (founded in March 1939) decided to institute a Training Course in Library Science way back in 1954, and in pursuance thereof, the Executive Committee of the Association appointed an Administrative Committee for the said purpose. The School of Library Science started functioning from Harding (now Hardayal Municipal) Public Library, Gandhi Ground, Delhi-110006 from January 1955. It is now running from its own building named Ranganathan Bhawan located in C-Block Community Centre, Naraina Vihar, New Delhi-110028. The Course is recognized by the Government of India.

OBJECTIVES

The objective of the Course is
(i)   to train personnel for managing school libraries, small libraries and for employment in junior professional positions in large libraries.; and
(ii)   to help students acquire skills & competencies in the use and application of library software.

ADMINISTRATIVE COMMITTEE

The management of the Course is vested in the Administrative Committee comprising:

1. Director of the Course,

2. General Secretary of the Association (Ex-officio)

3. Treasurer of the Association (Ex-officio)

4. A nominee of the Delhi Administration

5. A nominee of the Education Department of the Delhi Municipal Corporation

6. Two members nominated by the Executive Committee of the Association

7. A nominee of the Hony. Teachers of the School of Library Science.

8. Registrar of the Course (Secretary)

DIRECTOR, PRINCIPAL AND REGISTRAR

The Director, Principal and Registrar are responsible for the efficient conduct of the Course. The Registrar functions as the Secretary of the Committee and discharges such other functions as are necessary for efficient conduct of the Course. The Director, the Principal, the Registrar and members of the Teaching Staff work in an honorary capacity.

APPLICATION FOR ADMISSION

Application for admission in the prescribed form, available from the Office of the Association should reach the Registrar, School of Library Science, Delhi Library Association not later than the date fixed for the receipt of Application. Prospectus and Application Form can be had from the Office of the Association on payment of prescribed fee from the 2nd week of May onwards.

The minimum qualification prescribed for admission to the course is Senior Secondary School Certificate Examination or an equivalent examination. High School with two years working experience in a recognized library is also considered equivalent qualification for the purpose of admission. Preference may be given to candidates already working in libraries of recognized institutions and are deputed by them for training.

SELECTION

The selection will be done on the basis of a written test and / or interview.

DURATION

The duration of the Course shall be one year beginning from July consisting of two terms i.e. July-December & January-June.

PLACE OF TEACHING

The teaching will be conducted at Ranganathan Bhawan, Delhi Library Association Building, 'C' Block, Community Centre, near CGHS Dispensary, Naraina Vihar, New Delhi-110028 or Online Mode

HOURS

The classes are held form 8.00 A.M. To 10.00 AM (Morning Shift) on Tuesday to Sunday except on Public Holidays. For Online Mode 7.00 PM to 9.00 PM on Monday, Wednesday, Friday

MEDIUM

English & Hindi are the medium of instruction and Examination.

ATTENDANCE

No student shall be deemed to have completed the Course of Study and be allowed to appear in the examination unless he/she attends not less than 75% of the total lectures with a minimum of 60% in each subject.

FEES (OFF Line)

Admission Fee	:	Rs	1000.00	
Tuition Fee	:	Rs	200.00	
Library Fee	:	Rs	1500.00	
Library Deposit	:	Rs	200.00	(Refundable within two calendar years of the completion of course)
Computer Fee	:	Rs	3000.00	
Examination Fee	:	Rs	2100.00	
Physical Facilities	:	Rs	1000.00	
Endowment Fund	:	Rs	100.00	
Extra-curricular Activities	:	Rs	250.00	
Development Fee	:	Rs	400.00	
Course Material	:	Rs	250.00	
		Rs.	**10000.00**	

FEES (On Line)

Admission Fee	:	Rs	1000.00
Tuition Fee	:	Rs	200.00
Computer Online Fee	:	Rs	3000.00
Examination Fee	:	Rs	2100.00
Endowment Fund	:	Rs	100.00
Development Fee	:	Rs	400.00
		Rs.	**6400.00**

VALIDITY OF ADMISSION

The validity of admission in C Lib Sc course will be for a period of **Three Years from the date of Admission.** The student has to complete the course within 3 years or else may take fresh admission.

PRACTIACAL WORK INA RECOGNISED LIBRARY

Students are required to undergo practical training for not less than 100 hours in an approved library / information centre.

SPECIAL LECTURES

The Association will arrange special lectures on specific topics from time to time. Attendance in these lectures will be compulsory.

EXAMINATION

Examination shall be conducted at the end of the each term. The final result shall be declared on the basis of the aggregate percentage of marks obtained by the student at both the term examinations and satisfactory completion of the practical training work.

The student shall apply for examination in the prescribed form for admission to the term examination as notified.

SCHEME OF EXAMINATION

	First Term		Final Term	
	Time	Marks	Time	Marks
1. Library Classification & Cataloguing (Theory)	3 hrs	100	3 hrs	100
2. Classification (Practical)	3 hrs	100	3 hrs	100
3. Cataloguing (Practical)	3 hrs	100	3 hrs	100
4. Library Organization & Management	3 hrs	100	3 hrs	100
5. Reference Sources & Services	3 hrs	100	3 hrs	100
6. Introduction to Computers (Theory)	3 hrs	100	3 hrs	100
7. Computer Application in Libraries (Practical)	2 hrs	100	3 hrs	100
8. Viva & Practical Records*	----	50	----	50
A. Accession Register (about 500 titles)		20		20
B. Classification Practical		15		15
C. Cataloguing Practical		15		15

*The Practical Records should be submitted on the last day of the First and Final Term Examination.

CLASSIFICATION OF RESULTS

Minimum marks to secure a place in the

I	Division	Shall be	60%
II	Division	Shall be	50%
III	Division	Shall be	40%

A student must secure a minimum of 30% in each paper and 40% in the aggregate.

PRIZES

The Association has instituted a medal designated as **Professor S Dasgupta Memorial Medal** to be awarded each year to the student of the Certificate Course in Library Science who obtains the highest aggregate marks in the First and Final Term Examination. The Association has also instituted a **N K Goil Prize** which is awarded to the student standing second in the order of merit.

JOGINDER SINGH SCHOLARSHIP FOR EXCELLENCE

In October 2004 Sardar Joginder Singh, former Library Director of the American Information Resource Centre, New Delhi (a student of the first batch of Certificate Course in Library Science of Delhi library Association) instituted **"Joginder Singh Scholarship for Excellence in Library Science"** to benefit a "needy, but at the same time an academically deserving student admitted to C Lib Sc course". The Scholarship is awarded each year to a student on the basis of his/her performance in the First Term examination who fits in the criteria fixed by the founder of the scholarship.

RULES FOR EX-STUDENTS

A student falling in any of the following categories will be treated as Ex-student:

1. Student who had appeared both in the First and Final Term Examination and has not been successful.
2. Student who had appeared in the First Term Examination but has not appeared in the Final Term Examination though has completed the required attendance.
3. Student who had appeared in the First Term Examination and was not allowed to appear in the Final Term Examination due to shortage of attendance.
4. Student who had not appeared both in First & Final Term Examination though had completed the attendance.

Ex-students of categories 1 and 2 will take their Final Examination along with the subsequent First Term Examination. Student appearing for this examination shall pay the prescribed Examination fee and the Association membership fee.

Ex-student of category 3 will have to seek re-admission and complete attendance for one single Term. Students seeking re-admission shall pay the fees as applicable in the year of examination.

On completion of the course of study he/she will be permitted to appear for the Final Term Examination.

Ex-student of category 4 shall appear in both the First and Final Term Examinations in the next year and shall pay the prescribed fee.

PROGRAMME OF STUDY

Paper-I   Library Classification & Cataloguing (Theory)

FIRST TERM

Part-A   Definition, need and purpose of classification; Call Number: Class Number, Book Number, Collection Number; Library Notation; Postulates of Classification: Fundamental Categories; Indicator Digits; Common Isolates in CC: Their types, Standard Sub-divisions in DDC.

Part-B   Definition, need and purpose of Library Catalogue; Physical forms of Library Catalogue; Types: Classified and Dictionary; Kinds of entries; main and added; Types of author: Personal and Corporate; Structure of name of personal author; Style of rendering according to CCC & AACR2.

SECOND TERM

Part-A   Principles of Facet Sequence; Principles of Helpful Sequence; Hospitality in Array and Chain; Devices: Alphabetical, Subject, Geographical, Chronological, Superimposition, Classic; Phase Relations; Comparative Study of CC and DDC.

Part-B   Canons of Cataloguing; Subject Cataloguing; Chain Procedure, Sears List of Subject Headings, Arrangement of Entries; Alphabetization; Corporate Authors: Their Types; OPAC; Computerized Catalogue, Bibliographic Record Formats: CCF, MARC, AACR-2, Resource Description & Access.

Paper-II Classification (Practical)

FIRST TERM

Familiarity with Main classes of CC and DDC; Initiation in the use of schedules of CC and DDC; Steps in Classification; Determination of subject; Classification of 100 titles by CC and DDC.

SECOND TERM

Application of common isolates and standard sub-divisions; Application of phase relations; Arrangement of class numbers according to CC; Classification of 150 titles according to CC and DDC.

Paper-III Cataloguing (Practical)

FIRST TERM

Identification of entry element; Preparation of main entry and added entries according to CCC and AACR2 for personal authors. Preparation of catalogue cards for about 50 titles. Exercise in chain indexing.

SECOND TERM

Preparation of entries for corporate authors according to CCC and AACR2; Assigning subject headings using *Sears List of Subject Headings;* Cataloguing of periodicals and multi-volume books; Preparation of catalogue cards for atleast 50 titles.

Paper-IV Library Organization and Management

FIRST TERM

Part-A Definition and role of library; Laws of Library Science; Activities of Delhi Library Association, Indian Library Association, RRRLF; Types of Libraries and their organization; Delhi Public Library; Public Library extension services.

Part-B Definition of Management, Principles of Management, Administrative Departments of Library, Routines of circulation section, forms and records/statistics of circulation section, Library rules, Library Hand Book.

SECOND TERM

Part-A Library building with special reference to school and small libraries, Specifications of library furniture and equipment, Professional ethics, History of Library movement; Library legislation.

Part-B Routines of Technical Section, Book Order Section, Accessioning of about 500 books, Principles of Book Selection; Instructions and specifications for binders. Preparation of annual report, Library committee, Forms of records of various sections, Principles of book selection.

Paper-V Reference Sources & Services

FIRST TERM

Part-A Reference sources: Definition; types and kinds, categories; Bibliographies:

Definition, types and kinds with examples in each category; Evaluation criteria, Evaluation of reference sources.

Part-B   What, Why and How of Reference Service; Types of Reference Services; Familiarization with three processes of References Service: Preparation, Services and Assimilation; Implication of the Laws of Library Science in Reference Service.

SECOND TERM

Part-A   Documentation; Its definition and scope; Techniques of compilation of bibliographies, Familiarization with indexing and abstracting services. CAS and SDI.

Part-B   Organization of Reference department, Structured Reference Interview. Qualities and qualifications of reference librarian. Document Delivery Service. Activities of NISCAIR (INSDOC), NASSDOC, DESIDOC.

Paper- VI Introduction to Computers (Theory)

FIRST TERM

Concepts, Terminology, Components & Characteristics of Computer System. Generation and types of Computers. Data Representation. Hardware and Software: Definition, functions and requirement. Working of Computers: Input/Output Devices. Operating Systems: Definition, Functions, Types. Operating Systems: MS-DOS, MS-Windows and LINUX.

SECOND TERM

Computer memory: Types, Functions, Organization. Data Storage Devices. Introduction to Databases. File Creation using MS Office: MS-Word, Excel and Power Point. Networking and Internet Application of Library Software Package.

Paper-VII Computer Application in Libraries (Practical)

FIRST TERM

Connectivity of Computer System, Familiarity of Computer System, Common Commands of MS-DOS and MS-Windows, Identification of Data elements and Input data sheet preparation.

File Creation and Editing using MS-Word, Excel and PowerPoint, KOHA, Bibliographic Database Creation using WINISIS; Internet Search and E-mail Operation.

Paper-VIII Viva

FIRST TERM

General Awareness, Library Profession, Library Ethics

SECOND TERM

Present day Trends in Librarianship, General Etiquettes, Presentation, Answering Questions in Interview, Expectations from library professionals

Same as in 1st Term.
Records of Practical work.

SUGGESTED READINGS

1. (A) Library Classification (Theory)

1. *चम्पावत (जी एस)ः पुस्तकालय वर्गीकरण के सिद्धान्त, जयपुरः आर. बी. एस. ए. पब्लिशर्स.*
2. DEWEY (Melvil): Dewey Decimal Classification. (Introduction only), Ed 23, New York: Forest Press, Vol 1.
3. DHYANI (P): Library Classification: Theory and Principles. New Delhi: Vishwa Prakashan 1998.
4. *दुबे (राजेन्द्र कुमार) : द्विबिन्दु वर्गीकरण पद्धति एवं वर्गीकार. जोधपुरः किरण पब्लिशिंग हाउस.*
5. *गौतम (जे एन) एवं निरंजन सिंहः ड्यूई डेसिमल वर्गीकरणः क्रियात्मक विश्लेषण 19वां एवं 20वां संस्करण, आगरा, वाई. के. पब्लिशर्स.*
6. HUSAIN (S): Library Classification: Facets and Analysis. New Delhi: Tata McGraw Hill, 2004.
7. KRISHAN KUMAR: Theory of Classification. Ed 5. New Delhi: Vikas Publishing House, 1996.
8. RANGANATHAN (S R): Elements of Library Classification. Rev ed 6. New Delhi: UBS Publishers Distributors Ltd. 2000.
9. *त्रिपाठी (एस एम) एवं शौकीन (एन एस) : ग्रंथालय वर्गीकरण के मूलतत्व. आगरा, वाई. के. पब्लिशर्स, 1999*

(B) Cataloguing (Theory)

1. IS 382 (1952) Indian Standard for Practice for Alphabetical Arrangement. New Delhi: Bureau of Indian Standards. 1981.
2. KUMAR (P S G) and MUHAMMAD RIAZ: Cataloguing Theory and Practice. New Delhi: S Chand & Co, 1999.
3. RANGANATHAN (S R): Classified Catalogue Code. Ed 5. Bangalore: Sarada Ranganathan Endowment for Library Science.1989.
4. त्रिपाठी (एस एम) एवं शौकीन (एन एस) : प्रसूचीकरण सिद्धान्तः मूलतत्व. आगरा, वाई. के. पब्लिश, 1997

II. Classification (Practical)

1 DEWEY (Melvil): Dewey Decimal Classification. (Introduction only), Ed 23, New York: Forest Press, 3 Vols. 2011
1. RANGANATHAN (S R): Colon Classification. Rev ed 6. New Delhi: Ess Ess Publishers. 2007.
2. SATIJA (M P) and AGRAWAL (S P): Book Numbers: Some Indian methods. Rev ed 2. New Delhi: Reliance Publishing House. 1996.
3. SATIJA (M P): Manual of Practical Colon Classification. Rev ed 4. New Delhi: Concept Publishing Co, 2002.
4. SATIJA (M P) and SINGH (K P). Colon Classification (Hindi).Delhi, Ess Ess.2010

5. III. Cataloguing (Practical)

1. AACR-2
2. AKERS (Susan Gray): Simple Library Cataloguing. Chicago: ALA.1954.
3. RANGANATHAN (S R): Classified Catalogue Code. Ed 5. Bangalore: Sarada Ranganathan Endowment for Library Science, 1989.
4. SHOKEEN (N S), GUPTA (Dinesh K) SHARMA (Sanjeev) and SINGH (B): Manual of Cataloguing Practice: CCC and AACR-2. Agra: Y K Publishers, 1999.

IV. Library Organization and Management

1. AUGUSTINE (C A) and DEVARAJAN (G): Public Library system in India. New Delhi: Ess Ess Publication, 1999.
2. CHAKRABARTI (B) and MAHAPATRA (P K): Library Collection: Selection and Preservation. Calcutta: World Press, 1991.
3. GUPTA (S R): Stock Verification in Libraries. New Delhi: Ken Publication. 19990.
4. HARRISON (K C): First Steps in Librarianship, London: Andre Deutsch, 1973.
5. JAIN (M K) : Library Manual. Ed 2. New Delhi: Shipra Publications, 1999.
6. KUMAR (P S G) and VASHISHTH (C P): Library and Information Science in India. New Delhi: Sterling Publishers. 1992.
7. LANCASTER (F W): Technology and Management in Library and Information services. London: Lib Assoc Pub. 1997.

8. MITTAL (R L): Library Administration, New Delhi: Metropoliton Book Co. 1996.
9. MUKHERJEE (A K): Librarianship: Its Philosophy and History, Bombay: Asia Publishing House. 1996.
10. PANDA (B D): History of Library Development. New Delhi: Anmol Publications.1992
11. RANGANATHAN (S R): Five Laws of Library Science. Bangalore: Sarada Ranganathan Endowment for Library Science. 1999.
12. RANGANATHAN (S R): Library Manual. Bangalore: Sarada Ranganathan Endowment for Library Science. 1988.
13. RANGANATHAN (S R): Library Administration. Bangalore: Sarada Ranganathan Endowment for Library Science. 1988.
14. RANGANATHAN (S R): Library Book Selection. Bangalore: Sarada Ranganathan Endowment for Library Science. 1988.
15 VASHISHTH (C P) Ed. Organising School Libraries: Guidelines. Delhi: CBSE.2004.
16. VASHISHTH (C P) Ed: Financial managent of library & information centres in E-envirinment. Delhi, Indraprastha Books & Periodicals. 2009

V. Reference Sources & Services

1. CHAKRABORTY (M L): Bibliography: Its Theory and Practice. Calcutta: World Press. 1987
2. CHAKRABORTY (A K): Bibliography: Its Theory and Practice. Calcutta: World Press. 1987
3. *चतुर्वेदी (डी डी) : सन्दर्भ सेवा के विविध आयाम. मुम्बई: हिमालय पब्लिशिंग हाउस.* 1993

4. CHOUDHARY (G C): Text Retrieval System in Information Management, New Delhi: New Age Internatinal.1996.
5. ELLIS (D): New Ghorizons in Information Retrieval London: Clive Bingley. 1997.
6. FOSKET (A C): Subject Approach to Information. Ed 3. London: Clive Bingley. 1977.
7. FOSKET (D J): Information Service in Libraries. New Delhi: Anmol Publications. 1994.
8. GIRJA KUMAR and KRISHAN KUMAR: Bibliography. New Delhi, Vikas Publishing. 1990.
9. GUHA (B): Documentation and Information. Ed 2. Calcutta: World Press, 1983.
10. ISAAC (K A): Literature Search, New Delhi: concept. 1990.
11. KATZ (W A): Introduction to Reference Work. Ed 5. New York. McGraw Hill Book Co. 1992.
12. KRISHAN KUMAR: Reference Service. Ed 5. New Delhi: Vikas Publishing House. 1996.
13. KAWATRA (P S): Fundamentals of Documentation with Special Reference to India. Rev ed 3. New Delhi: Sterling Publishing House. 1989.

14. RAJAN (T N): Indexing Systems, Calcutta: IASLIC
15. RANGANATHAN (S R): Reference Service. Ed 2 Reprint, New Delhi: UBS. 1992.
16. SEETHARAMA (S): Information Consolidation and Repackaging: Framework, Methodology, Planning, New Delhi: Ess Ess Pub. 1977.
17. SEWA SINGH, Ed: Handbook of Reference and Information Services. New Delhi: Crest Publishing House, 1977.
18. सुन्दरेश्वरन (के एस)ः ग्रन्थ सूची विज्ञान. नई दिल्लीः एस एस पब्लिशर्स. 1993
19. त्रिपाठी (एस एम)ः आधुनिक वांगमयात्मक नियत्रण. आगरा, वाई. के. पब्लिशर्स. 1992
20. त्रिपाठी (एस एम)ः प्रलेखन एवं सूचना सेवायें तथा नेटवर्क. आगरा, वाई. के. पब्लिशर्स. 1997
21. त्रिपाठी (एस एम)ः सन्दर्भ सेवा एवं सूचना सेवा. आगरा, वाई. के. पब्लिशर्स. 1993

VI. Computers (Theory)

1. ACKERMANN (F): the information specialists guide to searching and researching on the Internet and the World Wide Web. Chicago: Fitzroy Dearborn Publishers. 1999.
2. GURDEV SINGH: Introduction to Computers for Library Professionals. Delhi, Ess Ess. 2007.
3. BRADLEY (P) and SMITH (A): Worlds Wide Web- How to Design and Construct Home Page. London: ASLIB.1996.
4. DEENDAYALU (R): Computer Fundamentals. New Delhi: Tata McGraw Hill. 1994. 2 Vols.
5. GERALD (J F) and GERALD (A F): Fundamentals of System Analysis: using Structural Analysis and Design. New York: John Wiley and Sons. 1987.
6. GEHLOT (Preeti): Computer Science: new Delhi: Oxford University Press. 2002.
7. GOYAL (Dinesh Kumar) and GOYAL (Sanjay): Questions and Answers on Computer. New Delhi: BPB. 1994.
8. HUSSAIN (K M) and HUSSAIN (D): Information System: Analysis, Desighn and Implementation. New Delhi: Tata McGraw Hill. 1995.
9. KASHYAP (M M): System Analysis. New Delhi: Sterling Publishers Pvt Ltd.
10. KAUL (H K): Library Resource Sharing and Networks. New Delhi: Virgo Publications. 1992.
11. KAUL (H K): Library Networks: An Indian Experience. New Delhi: Virgo Publications. 1992.
12. KUMAR (P S G): Fundamentals of information science. Ed 3. New Delhi. Indraprasth Books & Periodicals. 2008.
13. NAGARAJAN (S) SANGAMESWARAN (S V) and JAIN (H C): Distributed Databases: Plan for International and Online Search. New Delhi: Information Publications. 1999.

14. NAYAK (A K): An Introduction to Computers. New Delhi: U N University Publication.
15. RAJARAMAN (V): Fundamentals of Computers. New Delhi: Printice Hall of India.1992.
16. RAMAN NAIR (R): Basics of CDS/ISIS for DOS. New Delhi: Ess Ess Publication. 1999.
17. RAVICHANDRARAO (I K): Library Automation. New Delhi: Wiley Eastern. 1993.
18. SABHARWAL (Alka): Computer Science: Information Technologies New Delhi: Oxford University Press. 2002.
19. SAFFADY (W): Introduction to Automation for Libraries. Ed 3. London: Lib Assoc Pub. 1994.
20. TAXALI (R K): Fox Pro 2.5 Made Simple for DOS and WINDOWS. New Delhi: Tata McGraw Hill. 1995.
21. VASHISHTH (C P) Ed: Computerization and Library Network. Delhi: Indian Library Association. 1990.

VIII. Viva

Daily Newspapers. Weekly / Monthly magazines. *ILA Newsletter*, *IASLIC Newsletter*, *Employment News*, University News.

Periodicals

1. *Library Herald*
2. *ILA Bulletin*
3. *IASLIC Bulletin*
4. *ग्रन्थालय*
5. *Knowledge Organization*

ADMISSION FORM

Form No.--------   Roll No.------

DELHI LIBRARY ASSOCIATION
Ranganathan Bhawan 'C' Block Community Center, NarainaVihar, New Delhi-110028
Application form for Admission in Certificate course in Library Science
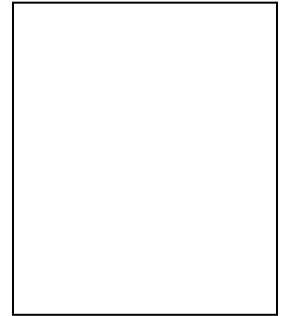**(C. LIB. SC.)**

Session   201 .-201

Name Mr/Ms_____

Father's name_____

Date of Birth_____Category General/ SC / ST / OBC

Address_____

_____PIN_____

Telephone_____Mobile_____emai_____

Academic Qualification

Qualifications	Board/University	Year	Division	Marks	Subjects
10th					
12th					
Graduation					
Any other					

Working Experience

Post held	Institution	Duration	Pay Scale

Undertaking

I undertake to abide by the rules of the School of Library Science from time to time.
I declare that the above facts are true to the best of my knowledge & belief.
Date:

Signature