

## Certificate Course entitled “How to crack Civil Services” organised by Department of Economics

Though this course was organised by the Department of Economics, St. Paul's C. M. College any student of any department of this college could participate in this certificate course. It was absolutely imperative that all participants were present students of St. Paul's Cathedral Mission College. All participants were required to pay a nominal Course Fees of Rs. 1000/- per head for the course. This should be paid one time while the student registers himself/ herself by filling up the application form. It was weekly 3-hour classes, preferably on Friday. The course began in September 2023 and ended in February 2024. At the end of the course, students were distributed completion certificates.

The teachers of the course were all internal faculty members of the college from Economics, Political science, History, Mathematics, Physics, Microbiology, Physiology, and Chemistry along with few guest and invited speakers working in important government departments under the WBCS cadre. The department plans to organize such courses in future too.



**ST. PAUL'S CATHEDRAL MISSION COLLEGE**



ESTD: 1865

**"HOW TO CRACK CIVIL SERVICES"**  
(24-week Course)

Department of economics, St. Paul's Cathedral Mission College, Kolkata, takes immense pride in organizing the transformative course on "How to Crack Civil Services" (UPSC, WBCS, IES, CGL, SSC etc.) for its undergraduate students.

**Course Objectives**

1. Understanding the Civil Services Examination
2. Comprehensive Knowledge of the Syllabus and Subjects
3. Developing Study Skills and Time Management Techniques
4. Strong Foundation in General Studies
5. Mastering Optional Subject
6. Enhancing Writing and Communication Skills
7. Building Ethical and Value-based Approach
8. Practice and Revision
9. Instilling Confidence and Motivation
10. Effective Exam Strategies

**Duration of the Course**

The course will commence on and from the 4<sup>th</sup> week of August, 2023. The course will extend to a minimum period of 72 (seventy-two) hours with two / three class-slots every week. Classes will be held mostly offline, and preferably on Friday evening.

**Resource Persons**

1. Experienced Faculty Members
2. Civil Servants and Successful Candidates
3. Subject Matter Experts
4. Guest Lecturers
5. Alumni of the College
6. Language and Communication Experts
7. Psychologists and Motivational Speakers
8. Mock Interview Panels

**Course Outcomes**

1. Comprehensive Understanding of the Examination
2. Strong Foundation in General Studies
3. In-depth Knowledge of Optional Subject
4. Effective Writing and Communication Skills
5. Ethical Values and Responsible Decision-making
6. Time Management and Study Strategies
7. Analytical and Critical Thinking
8. Motivation and Confidence
9. Practice and Exam Readiness
10. Compassionate and Effective Civil Servants

**Eligibility and Fees**

Any student from any discipline of this college can participate in this certificate course. All participants are required to pay a nominal Course Fees of Rs. 1000/- per head for the course.

All the participants would be awarded with a Certificate at the completion of the Course in a closing ceremony.

**Registration Link:**  
<https://forms.office.com/UseCvXaaU3aY8>

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Department of Economics  
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DEPARTMENT OF ECONOMICS, ST. PAUL'S C. M. COLLEGE, KOLKATA

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