

FREQUENTLY ASKED QUESTIONS ABOUT CCC

What is "CCC" Course?"

Course on Computer Concept (CCC) is designed to aim at imparting a basic level appreciation for the common man. After completing the course the incumbent is able to use of computer for basic purpose of preparing his personal/ business letters, viewing information on the Internet, sending mails, preparing his business presentations, playing games etc.

What is the detailed syllabus of CCC course?

For detailed syllabus please visit <http://www.doeacc.edu.in>

What is the duration of CCC course?

Normally the CCC course duration is 80 hours (Theory: 25 Hrs + Tutorials: 5 Hrs + Practical: 50 Hrs)

Where can I get information about CCC program?

From the Web site <http://www.doeacc.edu.in> or from any of the CCC accredited institute or by writing to DOEACC Society – CCC Section, for the details.

What are the admissions requirements for the CCC course?

There is no specific pre-requisite for joining CCC Course. However, the person aspiring to do CCC Course is expected to have elementary knowledge of English Language.

What are the application requirements?

Application Form to the DOEACC Society through any of the institute specifically authorized by the DOEACC to conduct CCC Course.

What documents I should send along with my application?

Two recent passport size photographs and examination fee along with the application form.

What is the schedule of the examination?

The examination is conducted three times in a year commencing from the 4th Sunday of January, May and September.

| Events | Examination | | |
|----------------------------------------------------------------|-------------------------------------|---------------------------------|---------------------------------------|
| | January | May | September |
| Date of commencement of Sale of Forms | 1 st October | 1 st February | 1 st June |
| Closing date for the receipt of filled Forms at DOEACC Society | 30 th November | 31 st March | 31 st July |
| Date of commencement of Theory Examination | 4 th Saturday of January | 4 th Saturday of May | 4 th Saturday of September |

How do I apply?

It's easy to apply. Simply fill in the CCC Examination Application Form and submit it through DOEACC approved institute, where you have undergone the training.

How do I get an application form?

You may obtain an application form at any of the CCC accredited institute. In future the application form may be available on the web site of DOEACC Society.

How much does it cost?

Examination form of CCC costs Rs.20/- only. The examination fee for the CCC examination is Rs. 340/- and is to be filed along with the filled in form. All payments to be made through Demand Draft payable at New Delhi. This fee is non-refundable and not transferable.

Can I file a late application?

Yes. Submission of examination forms with late fee @ Rs. 50/- per examination application form. The last date of receipt of such

forms is 10 days after the normal cut off date for receipt of Examination Forms.

Can I use previously issued application forms?

No.

What if I wish to enroll in CCC course as private candidate?

At present enrollment as private candidate is not permitted, and a candidate can enroll for this course through the approved Institute only.

Where do I send my application?

Application forms should be sent to the DOEACC Society office through the Institute specifically authorized by the DOEACC for conducting CCC Course.

How many papers are there in CCC course?

There is only one examination, which is theory paper.

What is the minimum score required to qualify CCC successfully?

50 % marks are the minimum score required.

Can you tell me where I will be appearing for the theory examinations?

From September 2004 Examination onwards, Society is conducting examination for CCC online. The details of the examination centers shall be provided with the Examination Application forms.

I am interested in CCC Course. But my background is not in science. May I apply to enter your CCC program?

Yes, since this is a course on Computer Appreciation, no pre-requisite is needed. However, you must have working knowledge of English.

If I get admission to O/A/B or C level of DOEACC Society after completing CCC can I get any benefit of CCC?

No.

How long does it take to hear whether I have been admitted or not?

Please check with the institute where you have registered yourself for CCC examination. The details of the Roll numbers and examination centers are also provided on the web site of the Society prior to each Examination.

If I am a school student can I appear in CCC examination?

Yes, you must apply through any of the institute specifically authorized by the DOEACC to conduct CCC Course.

To whom should I contact to know my examination result?

Please check with the institute where you have registered yourself for CCC examination. DOEACC Society communicates all information to the respective institutes accredited for its Course(s). The results are also made available on the DOEACC web site <http://www.doeacc.edu.in>.

What do the different grades awarded to the candidates after examination, represent?

The examination result is represented as grades. The legend of grades is:

D: 50% – 54%, C: 55% – 64%, B: 65% – 74%, A: 75% – 84%, S: 85% and over, F : Fail

To whom I should contact in DOEACC Society for enquiry related to CCC examination?

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For general enquiry please contact the reception of DOEACC society. Candidates are required to route all the correspondence regarding the 'CCC' Course/ examination through their respective institute including form submission. For enquiry related to accreditation of your institute please contact **HOW (Accreditation)**.