



ONLINE OS-CIT 'A' BROCHURE 2026

**FINAL CERTIFICATE ISSUED BY ODISHA STATE OPEN
UNIVERSITY, SAMBALPUR, GOVT. OF ODISHA.
MO - +91 9078990958 / 7735962820**



ONLINE OS-CIT 'A' 2026 DETAILS

About The Course -

OS-CIT 'A' Full Form - Certificate Course of Odisha State Certificate in Information Technology

This Course is Offered By OKCL (Odisha Knowledge Corporation Limited) Work Under E & IT Dept. Govt. of Odisha.

Final Certificate Issued By OSOU (Odisha State Open University) Sambalpur, a University of Odisha Government.

| | |
|----------------------------|----------------------------------|
| COURSE DURATION | 6 MONTHS |
| LEARNING MODE | ONLINE LEARNING FROM HOME |
| COURSE FULL MARK | 200 MARKS |
| COURSE EXAM DETAILS | INTERNAL + FINAL EXAM |
| THEORY CLASS TYPE | RECORDING CLASS 24 X7 |

You Can Learn OS-CIT 'A' on any device like Smartphone, Tablet, Laptop or Computer. Learn anytime from anywhere



ONLINE DISTANCE MODE LEARNING



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ONLINE OS-CIT 'A' 2026 DETAILS

OS-CIT 'A'
Certificate Course
of OS-CIT

6 MONTHS



OS-CIT[®]
Odisha State-Certificate in
Information Technology

3 MONTHS



OKCL
Career
Oriented
Courses
Gateway to New Collar Jobs

3 MONTHS

OS-CIT 'A' Course Structure

In the OS-CIT 'A' course, students study two subjects:

1. OS-CIT (Odisha State Certificate in Information Technology)
2. One OCOC subject

OCOC stands for OKCL Career Oriented Course.

We offer more than 30 OCOC courses (listed below), and students can choose any one OCOC course of their interest to study along with OS-CIT in the OS-CIT 'A' program. This structure helps students gain both basic computer knowledge and job-oriented skills in a single course.

List of 120-Hour OCOC (OKCL Career Oriented) Courses

- Tally Prime with GST
- Advanced Excel
- Advanced Tally
- Advanced Tally Prime with GST
- Tally with GST
- Data Entry and Data Management
- Database Management System (DBMS)
- Data Structures using C and C++
- Data Analytics and Data Visualization
- DTP Adobe
- DTP CorelDraw
- Web Designing
- Adobe Photoshop
- Graphic Designing
- Content Illustrator
- Video Editing

- AutoCAD
- 3D Modeling
- 3D Texturing
- IT Hardware Support
- Network Support
- IT Security Support
- Desktop Support
- English
- Retail Management
- BFSI
- Mobile App Development
- Google Workspace Expert
- Python Programming
- Java Programming
- C Programming
- C++ Programming
- HTML with CSS
- PHP
- C# Programming

Eligibility--

Any student can join the OS-CIT Course with a minimum qualification of 10th pass. We also offer a dedicated OS-CIT course for school students, so school-going students are also eligible to enroll.

Medium of Learning--

The OS-CIT course is available in Odia, English, and Hindi.

Students can change the language anytime from the MKCL ERA Live App or Website.

Free OS-CIT Book--

After admission, learners receive a free illustrated book titled "Introduction to Information Technology".

The book contains 9 chapters and 200+ pages, covering the complete OS-CIT syllabus.

Theory & Lab Class Details

All classes are pre-recorded and available 24x7 on MKCL ERA Live.

- Students can attend classes anytime, anywhere
- No watch limit (classes can be watched multiple times)
- Download is not allowed

The OS-CIT course consists of 50 total sessions.

Each session includes:

- Theory Section – watch video lectures
- Lab Section – practice tasks and appear for internal tests

- **Internal Exam**
- **Internal exam carries 50 marks**
- **Students can attempt the internal exam any day during the course period, as per their convenience**
- **Internal exam includes:**
- **MCQ questions**
- **Practical tasks on MS Word, Excel, PowerPoint**
- **Assignment upload questions**
- **Minimum 41 sessions are completed**
- **More than 20 marks are secured in the internal exam**

- **Final Exam**
- **After completing the internal exam, a student becomes eligible for the final exam :**
- **Once eligible, OSOU releases the Admit Card.**
- **Students can appear for the final exam at our exam centers in Bhubaneswar or Puri (as per choice).**
- **Final Exam Pattern:**
- **Total Marks: 50**
- **Question Type: MCQ only**
- **No practical exam**
- **1 mark per question**
- **No negative marking**
- **Pass Mark: 20**

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YOUR JOURNEY FROM ADMISSION TO CERTIFICATE



Counseling
& Admission

1 Counseling & Admission-
Talk with our counselor, choose your course, submit required documents, and complete admission. The process is completed within 10 minutes.



Login
Credentials Issued

2 Login Credentials Issued-
Receive your Login ID, Password, and Learner Code to start learning immediately on mobile, laptop, or computer.



Free Study
Material

3 Free Study Material-
Get free learning books delivered to your home. Delivery available across Odisha (delivery charge applicable).



Online
Theory Classes

4 Online Theory Classes-
Attend 24x7 online theory classes anytime, anywhere using your mobile, laptop, or computer on MKCL ERA Live.



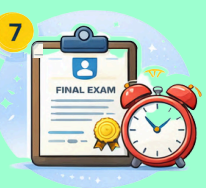
Internal
Assessment

5 Internal Assessment-
Appear for the internal exam at your convenience during the course period. Completion of internal assessment makes you eligible for the final exam.



Final
Examination

6 Final Examination-
Receive your final exam admit card and appear for the exam at Ama Computer Academy Exam Center, Bhubaneswar OR Puri as per your choice.



Certificate
Download

7 Certificate Download-
Download your official Marksheet-cum-Certificate from the OSOU website approximately one month after the final exam.



Hard Copy
Certificate

8 Hard Copy Certificate-
Receive your original certificate hard copy at your home via Speed Post from Ama Computer Academy.

YOU WILL GET TOTAL 3 CERTIFICATE IN OS-CIT 'A' COURSE

Sr. No. OSCIT24081



Place For Signature of Student

This is to certify that
ABINASH NAYAK

having successfully completed the prescribed course of studies and having passed the examination conducted by **Odisha State Open University, Sambalpur** with 66.95 percent marks has been awarded the **Odisha State-Certificate in Information Technology (OS-CIT)** offered by **Odisha Knowledge Corporation Limited (OKCL)**.

| Section Number | Section Name | Marks Obtained | Maximum Marks |
|---------------------------|---------------------|----------------|---------------|
| I | Learning Process * | 27.95 | 50 |
| II | Final Examination # | 39 | 50 |
| Total Mark | | 66.95 | 100 |
| Examination Result | | PASS | |

Course Content : OS-CIT course includes MS Windows, Internet, MS Office, Google Work Space, Cloud Services, 21st Century Digital Skills, Digital India Skills, Social Media & Cyber Security Skills, Go Green, Netiquettes, Ergonomics and Remote Working Skills.

Following is the criteria for passing the OS-CIT Examination successfully.
Aggregate score of 40 Marks (in Section I and II) out of 100 with
* Minimum 20 Marks out of 50 are required for passing in Learning Process (Section I) and
Minimum 20 Marks out of 50 are required for passing in Final OS-CIT Examination (Section II)




Odisha State Open University
Sambalpur
www.osou.ac.in



Vice-Chancellor
Odisha State Open University, Sambalpur
www.okcl.org

Ref: 1512/348/07262/11.2/March 2024/OSCIT24081
Date of Issue: August 2024

* Learning process marks are as communicated by OKCL.
Final examination marks are evaluated by OSOU.
The photograph of the candidate is printed on this certificate. If the photograph is pasted externally this Certificate will not be valid.



ଓଡ଼ିଶା ରାଜ୍ୟ ମୁକ୍ତ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ସମ୍ବଲପୁର, ଓଡ଼ିଶା
Odisha State Open University, Sambalpur, Odisha
Established by an Act of Government of Odisha.



OS-CIT A
Odisha State-Certificate in Information Technology



Place For Signature of Student

This is to certify that
CHAITAN KISKU

having successfully completed the prescribed course of studies and having passed the examination conducted by **Odisha State Open University, Sambalpur** with 73.82 percent marks has been awarded the **Certificate Course of OS-CIT A** offered by **Odisha Knowledge Corporation Limited (OKCL)**.

| Module No. | Module Name | Maximum Marks | | | Marks Obtained | | |
|---------------------------|----------------|---------------------|---------------|------------|---------------------|---------------|------------|
| | | ** Learning Process | # Final Exam. | Total Mark | ** Learning Process | # Final Exam. | Total Mark |
| I | OS-CIT | 50 | 50 | 100 | 28.54 | 42 | 70.5 |
| II | Tally with GST | 50 | 50 | 100 | 36.1 | 41 | 77.1 |
| Examination Result | | PASS | | | | | |

Course Content : OS-CIT course includes MS Windows, Internet, MS Office, Google Work Space, Cloud Services, 21st Century Digital Skills, Digital India Skills, Social Media & Cyber Security Skills, Go Green, Netiquettes, Ergonomics and Remote Working Skills.

Following is the criteria for passing the Certificate Course of OS-CIT A Examination successfully.
For each module (Module-I & Module-II) aggregate score of 40 Marks out of 100 with
** Minimum 20 Marks out of 50 are required for passing in Learning Process and
Minimum 20 Marks out of 50 are required for passing in Final Examination



Vice-Chancellor
Odisha State Open University, Sambalpur

Ref: 1512/36389987/12/January-2025

* OS-CIT - Odisha State Certificate in Information Technology
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Final examination marks are evaluated by OSOU.
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Certificate No.: OSCITA2507 For certificate verification visit: <https://oscit.osou.ac.in> Date of Issue: July 2025



ଓଡ଼ିଶା ରାଜ୍ୟ ମୁକ୍ତ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ସମ୍ବଲପୁର, ଓଡ଼ିଶା
Odisha State Open University, Sambalpur, Odisha
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OKCL Career Oriented Courses
Gateway to New Color Jobs



Place For Signature of Student

This is to certify that
CHAITAN KISKU

having successfully completed the prescribed course of studies and having passed the examination conducted by **Odisha State Open University, Sambalpur** with 77.1 percent marks has been awarded the ***OCOC Certificate Course in Tally with GST** modules offered by **Odisha Knowledge Corporation Limited (OKCL)**.

| Section Number | Section Name | Marks Obtained | Maximum Marks |
|---------------------------|---------------------|----------------|---------------|
| I | Learning Process ** | 36.1 | 50 |
| II | Final Examination # | 41 | 50 |
| Total Mark | | 77.1 | 100 |
| Examination Result | | PASS | |

Following is the criteria for passing the OCOC Examination successfully.
Aggregate score of 40 Marks (in Section I and II) out of 100 with
** Minimum 20 Marks out of 50 are required for passing in Learning Process (Section I) and
Minimum 20 Marks out of 50 are required for passing in Final OCOC Examination (Section II)



Vice-Chancellor
Odisha State Open University, Sambalpur

Ref: 1512/36389987/12/January-2025

* OCOC - OKCL's Career Oriented Courses
** Learning process marks are as communicated by OKCL.
Final examination marks are evaluated by OSOU.
The photograph of the candidate is printed on this Certificate. If the photograph is pasted externally this Certificate will not be valid.

Certificate No.: OCOC25073 For certificate verification visit: <https://oscit.osou.ac.in> Date of Issue: July 2025

Note:
The certificate image shown is a sample of the Tally with GST (OCOC) course. However, students will receive the certificate of the specific OCOC course they choose. All certificate details, format, and authority remain the same—only the course name will differ as per the student's selected OCOC course.

OS-CIT FINAL CERTIFICATE

OS-CIT Final Certificate

- OS-CIT : Final Certificate will be issued by OSOU to the successfully passed learners.
- Final Certificate can be collect from our center or we send by postal service to your home.

Details of OS-CIT Final Certificate

1. Serial No. maintained by OSOU
2. Learner Photo
3. Space for Sign By the Learner
4. Learner Full Name
5. Internal + Final Exam Event Marks
6. Internal + Final Exam Event Guidelines
7. Odisha State Open University Logo
8. Center Code / Learner Code / Certificate No.

1 ——— Sr. No. OSCIT24081

2 ———

3 ———


4 ———


5 ———

6 ———

7 ———

8 ———

Sr. No. OSCIT24081



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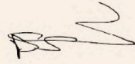
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|---------------------------|---------------------|----------------|---------------|
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AMA COMPUTER ONLINE OS-CIT ACADEMIC CALANDER 2026

| ADMISSION BATCH | JANUARY BATCH | FEBRUARY BATCH | MARCH BATCH | APRIL BATCH | MAY BATCH | JUNE BATCH |
|-------------------|---------------|----------------|----------------|----------------|---------------|---------------|
| ADMISSION DATE | JAN 01-30 | FEB 01-28 | MAR 01-30 | APR 01-30 | MAY 01-30 | JUN 01-30 |
| LEARNING MONTH | JAN TO APR 15 | FEB TO MAY 15 | MAR TO JUN 15 | APR TO JULY 15 | MAY TO AUG 15 | JUN TO SEP 15 |
| ADMIT CARD ISSUE | APR MID | MAY MID | JUN MID | JULY MID | AUG MID | SEP MID |
| APPEAR FINAL EXAM | APR LAST WEEK | MAY LAST WEEK | JUN LAST WEEK | JULY LAST WEEK | AUG LAST WEEK | SEP LAST WEEK |
| SCORE CARD OUT | MAY MID | JUNE MID | JULY MID | AUG MID | SEP MID | OCT MID |
| CERTIFICATE ISSUE | MAY LAST WEEK | JUNE LAST WEEK | JULY LAST WEEK | AUG LAST WEEK | SEP LAST WEEK | OCT LAST WEEK |

| ADMISSION BATCH | JULY BATCH | AUGUST BATCH | SEPTEMBER BATCH | OCTOBER BATCH | NOVEMBER BATCH | DECEMBER BATCH |
|-------------------|----------------|---------------|-----------------|---------------|----------------|----------------|
| ADMISSION DATE | JULY 01-30 | AUG 01-30 | SEP 01-30 | OCT 01-30 | NOV 01-30 | DEC 01-30 |
| LEARNING MONTH | JULY TO OCT 15 | AUG TO NOV 15 | SEP TO DEC 15 | OCT TO JAN 15 | NOV TO FEB 15 | DEC TO MAR 15 |
| ADMIT CARD ISSUE | OCT MID | NOV MID | DEC MID | JAN MID | FEB MID | MAR MID |
| APPEAR FINAL EXAM | OCT LAST WEEK | NOV LAST WEEK | DEC LAST WEEK | JAN LAST WEEK | FEB LAST WEEK | MAR LAST WEEK |
| SCORE CARD OUT | NOV MID | DEC MID | JAN MID | FEB MID | MAR MID | APR MID |
| CERTIFICATE ISSUE | NOV LAST WEEK | DEC LAST WEEK | JAN LAST WEEK | FEB LAST WEEK | MAR LAST WEEK | APR LAST WEEK |

ONLINE OS-CIT 'A' 2026 DETAILS

12 PILLARS OF OS-CIT



Learn 100+ AI Tools in ONLINE OS-CIT

AND

Learn 200+ Digital Skills in
ONLINE OS-CIT

ONLINE DISTANCE MODE LEARNING



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