

RYAN TRAINING INSTITUTE

(UNIT OF THE ALL INDIA CATHOLIC UNION)
CATHOLIC CENTRE, MADRAS-1.

DIPLOMA OF PROFICIENCY IN SECRETARIAL SUBJECTS

Awarded to Mr. / Mrs. WILDE JOSEPHINE C D

who has undergone the one year integrated course conducted by this Institute from July 19 87 to ~~June~~ ^{May} 1988 and passed the qualifying examination held in June 1988

in the following subjects :

SUBJECTS	PERCENTAGE OF MARKS
(1) SHORTHAND ENGLISH (Lower)	... <u>68 SIX EIGHT</u> FIRST CLASS
(2) TYPEWRITING ENGLISH (Lower/ Higher)	... <u>85 EIGHT FIVE</u> FIRST CLASS
(3) ACCOUNTANCY (Lower)	... <u>54 FIVE FOUR</u> SECOND CLASS
(4) ENGLISH (Writing & Speaking)	... <u>66 SIX SIX</u> FIRST CLASS
(5) SECRETARIAL PRACTICE GENERAL KNOWLEDGE	... <u>66 SIX SIX</u> FIRST CLASS
OFFICE PROCEDURE AND ACCESSORIES	... <u>339 THREE THREE</u> NINE
Total	

S.M. Diaz

S. M. DIAZ I.P.S. (Retd.)
EXECUTIVE DIRECTOR

L. Lawrence Sundaram

LAWRENCE SUNDARAM, S.J.
DIRECTOR

