

**NDSY
AUTHORIZED
TRAINING CENTRE
PROFORMA**



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COMPUTER EDUCATION

NDSY
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INDIA'S TRUSTED COMPUTER
EDUCATION NETWORK

NATIONAL
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SKILLS
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1800-111-208



info@ndsyindia.com



NDSY[®]
COMPUTER EDUCATION

Academic Year : 20 20

■ Proposal for Selection of Authorized Training Centre

Centre Name :

Co-ordinator Name :

Place of Birth : Gender : ☐ Male ☐ Female

Date of Birth :
D D M M Y Y Y Y

Centre Address :

Nationality : Religion :

Phone Number : E-mail :

■ Details of Proposed Computer Programmes to be offered

CODE	NAME OF THE PROGRAMME	DURATION

A minimum of 12 Computer programmes can be applied

■ DECLARATION

I hereby declare that all the information furnished in this proforma and the documents submitted along with it are true and correct to the best of my knowledge. I undertake to operate the Authorized Training Centre in accordance with the academic, administrative, examination, branding and operational guidelines prescribed by NDSY Computer Education Pvt. Ltd. from time to time. I further undertake that the centre shall conduct only those programmes authorized by NDSY and shall maintain the required infrastructure, qualified staff, student records and academic standards.

Date:

Place:

Signature of Centre Co-ordinator

■ LIST OF ENCLOSURES

1. Franchise fee - Rs. 25,000/- by online fund transfer /Demand Draft.
(DD in favour of NDSY COMPUTER EDUCATION PRIVATE LIMITED, payable at New Delhi)
2. Centre co-ordinator's Aadhaar and PAN Card Copies.
3. Centre co-ordinator's resume with Passport size photo - 5 No's
4. Centre photos (class room, computer lab, reception & front view of the centre)
5. Copy of the certificate of registration under trust, society, and firm, etc.... (Individual can also apply).
6. Copy of Trainers resume along with the Educational Qualification certificates to the relevant courses applied.
7. A minimum of 10 computers to provide proper practical training, varies depending on the programmes.
8. Title deed of the property or proof of lease or building agreement mentioning 1000 Sq.ft and above.
9. Permanent account number(PAN) of organization / Individual under income tax act provision.
10. Power of attorney/ board resolution in case of company/ trust.
11. Other activities and annul report about existing students, if any.
12. Electricity Consumption bill (Recent one) of centre.

Note: Submission of all the supporting documents mentioned above is mandatory for the franchise authorization process. Proposals submitted without the required documents will be kept pending until all necessary documents are received.

■ ADDRESS FOR THE PROPOSAL TO BE SENT

The hard copy of this proposal may be sent by Registered Post/Courier to the address mentioned below. The consignment/tracking number may be sent via email to info@ndsyindia.com for our reference.



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