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# SUNDARBAN RURAL COMPUTER LITERACY DRIVE & VOCATIONAL TRAINING CENTRE

KAKDWIP, SOUTH 24 PARGANAS, 743347

## APPLICATION FORM

### OFFICE USE ONLY

Form No. ....  
Course Applied for .....  
Registration No. ....  
Date of Admission .....  
Session .....

Affix Recent  
Passport size  
Photo with  
Signature

### [USE BLOCK LETTERS ONLY]

**Course Name or Course Code:**.....

**Name of Applicant:**.....

**Father's /Guardian's Name:**.....

**Address:**.....

**Block:**..... **Panchayat/Municipality:**..... **Dist.:**.....

**PIN Code:** ..... **Tel. No.:** ..... **Income (Annual):**.....

**Date of Birth:** ...../...../..... **Sex:** Male/Female. **Marital Status:** Married / Unmarried.

**Nationality:**..... **Religion:**..... **Category:** Gen/SC/ST/OBC/PHC/EXS

**Have you completed any computer learning course.:** Yes/No.

If yes write down course name ..... & duration of that course .....

**Educational Qualification:** (Please attach attested Photocopy of Mark sheet & Admit Card)

Exam. Passed	Year	Board /Council / University	%of Marks	Division/ Grade

I do hereby declare that the particulars furnished above are true to the best of my knowledge and belief. I also declare that I will strictly abide by the rules & regulations of Sundarban Rural Computer Literacy Drive & Vocational Training Centre, West Bengal as described on the back page.

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Guardian's Signature

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Applicant's Signature

**THE RULES AND REGULATIONS FOR THE STUDENTS OF SUNDARBAN RURAL COMPUTER LITERACY DRIVE & VOCATIONAL TRAINING CENTRE**

- 1) Application form should be submitted correct and clearly. Students may take help from the office if necessary.
- 2) Students should submit 2 copies of passport size photo and other documents with the application form.
- 3) At the time of admission the applicant should be present and pay the admission fees.
- 4) Monthly installation fees should be paid after the next month of starting class.
- 5) Students should pay the monthly instalment before every 10<sup>th</sup> day of the month.
- 6) Students take the money receipt of every payment and take care of it. These fees are not refundable.
- 7) If the student should not pay the fees within the first 15 days of every month they should not allow in the class.
- 8) All students should bring their identity card with them which is provided by the authority.
- 9) All the students should regularly present at the class and give the exam at the correct time.
- 10) It is notified to all the students that at the end of the session the certificate will be provided from this centre after few months.
- 11) Students should not interfere into the internal matters of the authority and they should follow the rules and regulations of the centre.
- 12) The board of directors can change or modify the above mentioned rules and regulations at any time without any prior notice. Students should be prepared for that.

I do hereby accept all the above mentioned terms and promise to obey that.

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Student's Signature with Date