



SM

(An I.T & Occupational Training Awareness Programme)

Initiated By: Sarva I.T. & Educational Development (India)

An Autonomous National Organization for I.T, HRD & Literacy Works

Colored
photograph
Self Signed by
Student

SITED® Certified/Regd by Govt. of India-Vide License.No.2/114/T-1/08/D, Read with vide notification No. GSR 288(E) dated 31.5.1991, Vide Regd. No. Govt. of India/MCA/CIN/U72900HP2008NPL030981, ISO Cert. No: ACBCB/ICMC/111601101, Jas-Anz/QMS15/DRS16/24P19-New Delhi

Student Roll. No

An ISO 9001:2008/9001:2015 Certified Organization

Centre Code

ADMISSION FORM

www.sarvaindia.com

(Use Block Capital Letters Only)

Session.....

Course Name

Course Period

Joining Date

Valid up to

Student's Name

Father's Name

Village

P. O

Tehsil

Distt.

State

Pin code

Ph. with code

Mobile

Date of birth

DD

MM

YY

Male/Female

Nationality

Caste

Centre Name

Enclosures(✓)

8^m10^m12^m

Graduate

SC/ST/OBC/IRDP/BPL/Others

Declaration By Student

I hereby declare and solemnly undertake that all the Information given above & academic qualifications certificates copies/ID proof copies or any other concerned certificates copies, submitted with this admission form, are true to the best of knowledge & belief, If at later stage, it is found that I have furnished wrong informations and/or submitted false certificate(s), I am aware that my admission stands cancelled, fees paid by me will be forfeited. Further, I will be subject to legal and/or penal action as per the provisions of the law.

Signature of Guardian

(If student is under 18 Years)

Signature of Student

Centre Head Signature

Date.....

Date.....

Date.....

For Latest Updates Visit Our Website: www.sarvaindia.com

Terms & Conditions for Students

- All students should attend classes, according to, their batch time regularly.
- Students must respect their teachers and avoid arguments or fault finding.
- Students must enter the class room with in 5 minutes from the starting of their respective batch time, after the lapse of said time; no student shall be allowed to enter the class or lab room.
- A telephonic call will be made to their parents to confirm the reason of late coming.
- For leave, student must write an application to centre director/head or write a reason for the same in the register maintained by the centre director/head.
- Students cannot use mobile or cell phone inside the class, the same can be used only outside the class and mobile will be kept on vibration mode while attending the class.
- It necessary to appear in the weekly/monthly test, as prescribed by center director/head.
- Students have to maintain separate notebooks for test, rough works and home works. Regular checking of home work's notebooks to concerned course faculty is necessary.
- Practical + viva marks will be given on the basis of student's performance in the weekly/monthly test & regular checking of home work note books.
- Students will not enter and exit the classroom without the prior permission of teachers.
- No noise will be made inside and outside the class room.
- Centre head will not be liable for any loss of books, notebooks, bags etc. left at its centre premises. By the students.
- No student is allowed to enter inside the class/lab room by accompanying with visitor/relative/friend.
- Students will bring, class works notebooks & ID-Card.
- Tuition fee shall be deposited- before 10th date of every month. If fee is not deposited within prescribed time, 10 Rs. shall be paid extra as late fee to centre head.
- Students can get the facility of transfer from one Sarva Education Centre to another with having written permission from the centre head/director.
- Absent from classroom will cause Rs. 10 fine; the same shall be included with monthly tuition fee.
- Admission, registration, Tuition & Exam Fee once paid shall not be refunded in any case, whatsoever.
- If any student wants to quit his/her certificate/diploma/other course, he/she has to serve one month prior written notice or application for the same to centre head/director and get NOC for the said quitting of course. If he/she fails to do so, action shall be taken against him/her.
- Students have to follow batch wise procedure for theory & lab classes, made by the centre head.
- It will be the duty of student to take receipt for all types of fees from centre head.
- The certificate & diplomas to be issued only after -the confirmation of student's registration with Sarva Education (SITED) - successful completion of the course- obtaining NOC from centre director/head.
- Students have to follow the rules enforced by the centre director in the sake of their study.
- Sarva education (SITED) will provide job assistance to deserving candidates only. This will not confer guaranteed Job right from SITED.
- Sarva Education (An I.T & Vocational Training Awareness Programme) Initiated by Sarva I.T & Educational Development, Which is an autonomous not for profit organization running various job oriented training/Literacy awareness Programme on not for profit basis and designed various job oriented basic certificate and diploma courses to eliminate the burning problem of unemployment, so that student can be able to get employment and self-employment opportunity in the present era of competition. SITED is an Autonomous organization which has been registered, Licensed under Company Act of Central govt...
- All Courses, Marksheet, Diplomas & Certificates are designed, printed, certified & issued by Sarva I.T. & Educational development-HP under its I.T. & Occupational Training Awareness Programme in India, as per its license from MCA/Govt. of India. Sarva I.T. & Educational Development disclaims any tie-up or authority from any govt. or private educational/training Institutions, councils, boards, technical boards & organizations in India. All diplomas & certificates & courses are self designed & issued by SITED under its I.T & Vocational Training Awareness Programme. However, Sarva I.T. & Educational Development issued diploma and certificates are valid for jobs but the acceptance of our diploma & certificates depends upon the sole discretion of concerned govt. or private departments & their policies, rules, regulations, requirement & notification made for concerned job or admission or placement.
- Students will pay prescribed fee of courses to centre head. Sarva Education (SITED) will not have any sharing in Admission/tuition & Exam fee and all such types of fees will be prescribed by concerned centre head, as per Infrastructure facility provided in his/her centre, geographical condition of area, literacy ratio & population of area. So Sarva education will not be held liable on fee issues/disputes between centre head or students and all issue/disputes in this regard will be mutually settled between student and centre head. Sarva Education (SITED) will give suggestion only on raised issues/disputes.
- Student can confirm/check their enrolment number, within the period of 3 months from the date of admission, on Sarva Education Website. This enrolment number is valid for one year, from the date of his/her admission, on website thereafter the enrolment no. will be deleted from the site database. After the completion of course, concerned student can verify his diploma by telephonic call or emailing to Sarva Education (SITED) HO.
- For the Validity & Approval of Centre, You (Student) are advised to Confirm Centre Code at our website: www.sarvaindia.com.
- If student is minor (Under 18 Years) at the time of taking admission into any sarva courses, then guardian signature is necessary on admission form.
- Decisions taken for the sake of student by Sarva Education (SITED) will be final, acceptable and binding to everyone.
- SITED may change, revise any of the above mentioned rules & regulations from time to time as per requirement without any prior notice to students.
- To learn computer students must have knowledge of English, otherwise teachers will not be able to impart you good teaching standard.
- If you (student) are accepting abovementioned terms & Conditions for joining any Sarva Education (SITED) self designed courses, then you are Welcomed to join courses, otherwise, not.
- For time to time Information's & updates, Please Visit our website: www.sarvaindia.com.

(In case of any inconvenience student can directly call to Sarva Education (SITED) Office. - Call timing 10 AM to 5 PM and holiday office closed)

Declaration by Student

I have read & understood above mentioned Terms & Conditions made by Sarva Education-Sarva I.T & Educational Development & without any doubt accept the same. In case of any infringement of said terms and conditions by me, Sarva Education-SITED H.O/centre head, shall have full right to cancel my admission/certificate/Diploma Course and I shall only be liable for the same.

Signature of Guardian
(If Student is under 18 Years)

Date.....

Signature of Student

Date.....

Declaration by Centre Head

I/We declared that concerned student has read & understood above mentioned terms & conditions made for course/admission/examinations/certificate/diploma validity /fees before me/us. In any information found incorrect, then I shall be fully liable for the same & Sarva Education-SITED shall not be held liable in any conditions, whatsoever.

Center Head Sign & Seal

Date.....

For Centre Head Use Only

Course Name.....Registration Fee..... Admission Fee.....

Monthly Fee.....Exam Fee.....Grand Total of Fee.....

Payment Mode.....Form Submitted to HO on (Date).....

Other Details:-

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