



ISO 9001:2015 Certified Institution
**AKILAM ACADEMY
RESEARCH FOUNDATION**

Registration Number:BIV:20/2024

APPLICATION FOR INSTITUTE AUTHORIZATION

(Kindly fill the form in BLOCK LETTER)

1. Name Of

Centre/Institution/Organization/NGO/Company_____

Photo of The
Centre Head

2. Name of the

Owner/President/Director_____

S/O,D/O,W/O_____D.O.B_____Genter M/F

3.Address of Centre /Institutions/Organizations/NGO/Company: _____

Near_____

Village /Town/City_____PO._____

Tehsi/Taluka_____Dist:_____

State_____Pin Code_____Mobile._____

Alternative Contact No._____Whatsup Mobile No_____

Institute Email_____Centre Head Email_____

4.Corresspondance Address of Institutions

Same

Different

Near_____

Village /Town/City_____PO._____

Tehsi/Taluka_____Dist:_____

State_____Pin Code_____Mobile._____

Alternative Contact No._____Whatsup Mobile No_____

Institute Email_____Centre Head Email_____

5. Date Opening Centre/Institution/Organization/NGO/Company_____

6.Details of centre Infrastructure/Machinery/Equipment.

[A] No of Computer/Machines (Required Min 3 To 5)_____ [B] No. Of Chairs(Required Min.10]
 [C]Centre Area [Required Min.100 Sq Feet To 200 Sq Feet]_____ [D] Toilet/Urinal Available (Yes/No)_____

FOR OTHER INSTITUTE VOCATIONAL/TEACHING TRAINING

[A] Machines (Required Min.As Per Requirement)_____ [B] No Of Chair _____
 [C]Centre Area (Required Min.As Per Requirement)_____ [D]Toilet/Urinal Available(Yes/No)_____
 [E]Scanner(Yes/No)_____ [F] Printer (Color/B&W)_____ [G] Internet Connectivity (Yes/No)_____
 [H] UPS/Inverter(Yes/No)_____.

7. Number Of Faculty Members(Required Min No.1)

Self

If other then Fill

8. Applying for centre Authorization of below Mentioned Zone/s(tick Require Zones)

Software	Hardware	Vocational zone	Teacher taining zone	All zone
Coaching Institute	Abacus	Communication development	Others	

9. Authorization fee- Payment Details

Affilation fee	Payment date	Paid by NEFT, online/ mobile banking	Bank name	Payment slip no

10. Document Attach:

Sr.no	ID Name	ID Number
1.	Aadhar card /Voter ID/Driving Lince	
2.	Pan card	
3.	Other ID name	
4.	Other ID Name	

11. Mode Of Working:

Offline Mode

Onlinemode

Offline With Online Mode

12. Declaration By Centre Head /Owner/Partner

I/We _____ S/o,D/o,W/o _____ Aged _____

R/O _____ Permanent Address _____,

_____pincode_____Signature_____

12. Centre Head /Owner/Partner Profile:

A) Centre Head Name _____B) Father Name:_____

C)Date of Birth : _____C) Language known _____

D) Centre Head Permanent Address(Street/Sector/Village _____,Post office _____

Tehsil/Taluk _____city/District _____State _____Pincode: _____

Qualification (Attach copies of certificates)

Experience (if any) _____

Active Email_Id _____Home mobile no: _____

Whatsup No1: _____Tell about your family/Nominee name _____

Nominee Age _____Relation _____nominee Mobile number _____

Nominee qualification Details _____

14. Solemnly Affirm & Declare As Under:

1. That I/We, have established/opened centre at _____

2.Name of my/our centre is _____

3. That I/We ,have established /opened above Centre /Institute/NGO/Company On(date)_____

4.That I/We have fulfilled all requirements to run authrized (software zone,hardware zone,teacher training zone,vocational zone,all zone course)_____centre/s or course/s under

AKILAM ACADEMY RESEARCH FOUNDATION in my/our centre/institute/NGO/company.

5. **THAT AKILAM ACADEMY RESEARCH FOUNDATION** sahll issue authorization to run above mentioned zone/courses, for above menteined aingle location/address of my/our centre& the same authorization for that franchise/branch at different location/addresses, the branch shuld not deal with any oher organaization on behalf of itself.

6.That I/We will not issue any certificate in the name of **AKILAM ACADEMY RESEARCH FOUNDATION** nor I will get registration issued by any other Institution/Compny/Brand/Govt/NGO/Society(nor in any other way) in the name of **AKILAM ACADEMY RESEARCH FOUNDATION** nor will I apply for any governemnt scheme /loan in the name of **AKILAM ACADEMY RESEARCH FOUNDATION**.

7. That I/We sahll remain liable for every due towards **AKILAM ACADEMY RESEARCH FOUNDATION** in every cicumtance.

8. That **AKILAM ACADEMY RESEARCH FOUNDATION** has no charing in sstudent admission fee/tution fee & all said fees will be prescribed / decided by me/us in my/our centre as per investment, infrastucture facilities,student & teacher ratio,backwardness geographical condition of my/our/area. **AKILAM ACADEMY RESEARCH FOUNDATION** shall not be held resposible if any dispute arises for said fees& I/We shall be solely liable for the same. **AKILAM ACADEMY RESEARCH FOUNDATION** shall charge onetime nominal registration fee as per the duration of course/perstudent.

9.The **AKIALM ACADEMY RESEARCH FOUNDATION** shall not invest/has not invested in my centre/institute set up, So all

Investment, expenses and formalities relating to operation of my/our centre shall be managed & borne by me/us such as computer system, centre furniture, centre teacher's salary, centre building (rented/owned) education legal software's, centre audit, centre taxes (all types) local level NOC etc.

10. That I /We shall get students diploma/certificate via post at my /our centre /postal address, which are certified/issued under I.T.Vocational Training programme of **AKILAM ACADEMY RESEARCH FOUNDATION**.

11. That all types of payments paid, to paid to **AKILAM ACADEMY RESEARCH FOUNDATION**, shall not be refundable in any case, whatever. Any types of fee will not be refundable in any circumstances. If a student leaves the class in the middle his/her entire fee will be adjusted to the next student.

12. That **AKILAM ACADEMY RESEARCH FOUNDATION** shall not be liable for any commitment or any scheme or any advertisement or tie-up, with students, govt, corporate, universities, public.

13. That i/we found involve in any criminal, financial, social or any other offence then the authorization of my/our centre shall automatically come to end.

14. That the authorization of My/Our Centre/Institute/NGO shall valid (today date) _____ & the same shall be renewed in the month of March every year (before 31st of said month). If i/we fulfill the condition applied for the said renewal..

15. That I/We have read and understand the rules & regulations of the **AKILAM ACADEMY RESEARCH FOUNDATION** & accept the same. In case of infringement/non compliance by me/us, of any rules & regulation made in any application/form/document/file/webpage of **akilamacademy.com** of **AKILAM ACADEMY RESEARCH FOUNDATION**, then Director of **AKILAM ACADEMY RESEARCH FOUNDATION** shall have full right to take decision upon further activation/authorization of my/our centre & in this regard, his decision shall be acceptable to me/us. **AKILAM ACADEMY RESEARCH FOUNDATION** shall have full right to update/modify/change/add, any rules & regulations pertaining to my /our centre association/fee structure / authorization/activation with Akilam Academy Research Foundation.

16. All the Data regarding the branch office should be sent on the E-mail of the head office in excel sheet format before 1st of every month. All the dues should be submitted in the head office before 10th of every Month & at least 30 admission should be done in a Financial year and I/we agree with this.

17. ID-Cards are Compulsory for Teachers as well as for students.

18. That i/we (Centre head, branch) will not create any page on social site in the name of Akilam Academy Research Foundation education & Not create any website with the name of **AKILAM ACADEMY /AKILAM COMPUTERR EDUCATION/ AKILAM VOCATIONAL EDUCATION/ AKILAM TUITION/ AKILAM ACADEMY/ AKILAM YOGA**. If I/We do this then my/our franchise will be canceled & the legal action will be taken against me/our and I/we agree with this. That I will not steal/ copy any data (Photos, Content, Graphics, Designing, Plans, Courses etc). From the **AKILAM ACADEMY RESEARCH FOUNDATION** website and not use it on my website or social media website. If I/We do so, **AKILAM ACADEMY RESEARCH FOUNDATION** can cancel my franchise without notice, and take legal action against me in accordance with the copyright Act and the Trademark Act.

19. If any person found guilty in any wrong doings in the branch, then head of the Branch Head will be responsible for those wrong doings and head office will not take any responsibility for those offences.

20. That the teacher's documents will be submitted to the head office along with joining the latter.

21. That the student document verification /student fee/ student's complete information will be submitted by me at the time of admission & the exam copy will be submitted at the time of exam in **AKILAM ACADEMY RESEARCH FOUNDATION OFFICE(HEAD OFFICE)**.

Only after complete satisfaction, this declaration is being made which can be used for legal purpose as and when necessary against me/us, In the event of any dispute/matter, it will be settled by the committee appointed by the **AKILAM ACADEMY RESEARCH FOUNDATION** HR & its decision will be binding on all concerned or at the eraneial.(HR). & I/We will be liable to all the expenses.

Therefore, I/We _____ here by declare & accept that the information furnished in this Declaration from and the information furnished in the application for Centre authorization & centre head profile for running courses under I.T & vocational Training Programme of Akilam Academy Research Foundation are true to the best of my /our knowledge and belief and & will remain in force, binding & acceptable on me/us, my/ our sucessor for the period of my/our centre's association with the **AKILAM ACADEMY RESEARCH FOUNDATION**.

Signature of the Centre Head	Left Thumb Impression of Centre Head	Date of Declaration	Place