

MICROSYS INSTITUTES OF INFORMATION TECHNOLOGY



Regd. under Indian Partnership Act 1932 of India
visit us. www.microsysinstitutes.org

APPLICATION FORM

NOTE: The Application Form must be complete in all respect. Fill in capital letters only.

Please fill following details for the course you wish to apply for:-

1. Study Center Name:..... Branch Code:-

2. Course Applied for:- **DCA (for girls only)** Course Code :- **C-30**

2. (i) Course Type: (a) Regular [] (b) Distance Learning [] (ii) Category: SC/ ST/OBC/Gen

3. Name:-

4. Father's Name/Husband Name.....

5. Date of Birth.....6. Sex..... 7. Nationality.....

8. Address (Postal).....

..... Pin Code.....

9. Address (Permanent).....

..... Pin Code.....

10. Phone No./Mobile.....

11. Email Id.....

12. Educational Qualification

Educational Qualification	Board	Marks Obtained/Max	Passing Years
10 th			
12 th			
Degree			
P.G.			
Others			

13. No. of Attachments: [] List

14. Course Fee Details: (For girls only on zero tuition fee)

(i) By Cash CB No. [] Receipt No. [] Amount [**730/-**] Date: []

OR

(ii) By Demand Draft

Amount	DD No.	Bank & Branch	Dated
Rs. 730/-			

Declaration

I hereby certify that the information provided on this application is accurate and complete. I understand the incomplete, inaccurate or false statement may cause my admission or registration to be rescinded. I understand that admission requirements must be met before registration takes effect.

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Signature & Seal of the Center In charge

Signature of Applicant

Date:.....

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*Attach latest 4 PP Size photograph.

Terms and Conditions

1. Fees Once given will not be refunded nor adjustable and nor transferable and will not be adjusted in any other course.
2. To take any leave written application will have to be given before 3 days. If found absent without written application Rs. 10/- will be charged as per absent.
3. Course Extension will be consider only due to unavoidable Reason.
4. It is being strictly mentioned that only placement Assistance will be given to student we are not providing any kind of job Guarantee/Claim.
5. Fees being charged is subject to change without given any prior notice & will be binding by the student.
6. The institute reserves the rights to claim any damages or penalty from the students in case of any damage happen either its furniture, Property, Books, Computers or any other materials.
7. Institute reserve the rights to expel student without giving any prior notice if found guilty Miscellaneous or undisciplined behavior.
8. Strict discipline and punctually shall be followed by the students.
9. Institute reserve the right to take any action whatsoever in case of misconduct on his/her behavior or fraudulent.
10. Institute reserve the right not allowing the student in the premises of the centre in case of failure of payment of dues/fees to the institute on due dates.
11. Student will not be allowed to take any terms related to the timings, Faculty etc. and the institute will be having full rights to take decision on every aspect of the academics.
12. There will be the compulsion of completing the Assignments, Test, and the Examination as required by the institute from time to time failing which the institute reserves the rights to take any disciplinary action.
13. Faculties can be changed without giving any information to students due to any management, administration reason.
14. The institute will do it's very best to deliver program in accordance with descriptions set out in the Brochure. However, the Prospectus is planned and printed at the earliest possible date to provide maximum assistance to intending applicant. The institute therefore reserves the right to make variations to the content or method of delivery or assessment of program.
15. Students are contractually obliged to pay tuition fees and all other fees on the dates they fall due from the moment that an offer of a place is accepted.
16. If a student or any third party who is supposed to pay tuition fees and other fees on a student's behalf, fails to pay by the due date specified by the Centre, the Centre reserves the right to charge interest and/ late fees on Define Rates.
17. The Centre reserve the right to exclude from studies forthwith any student who willfully and persistently neglects his/her academic work to such an extent the there is no reason able possibility of him/her being regarded as having duly performed the work of the program or being able to proceed to the next stage of the program. The Centre also reserves the right to exclude from studies forthwith any student who does not attend classes to a satisfactory level. The attendance level must always be at a rate of least 85%.
18. The Centre reserves the right to withdraw or amend its offer to any student where it is discovered that a false statement or significant omission of information has been made by the student/prospective student in their application.
19. These terms and conditions shall be governed by and construed in all respects in accordance with laws.
20. MIIT is registered under Indian Partnership Act 1932 of India. However the institute does not in any way guarantees the acceptance of its certificates/ diploma by any government department or others and not suit can be filed against the institute for non acceptance of its certificate/diploma by any government or others.
21. In case of any dispute the jurisdiction will be Lucknow (U.P.)

I hereby declare That All the information provided in the Application Form is true to behalf of my knowledge. I agree to abide by the rules, terms & conditions as mentioned above of the institute on being granted admission. I also agree to pay the entire fee and other charges as per the schedule framed by the institute.

(Signature of the Student)

Date:

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*Attach latest 4 PP Size photograph.