



Proposal Form

Note : Please fill this Proposal Form Only In '**CAPITAL LETTERS**' Only Means EACH Letter of a Word Must Be in CAPITAL Letters.

ASC Study Center Head Details

Name of Study Center Head :

.....

Residential Address / Permanent Address :

City / Village/ Town : Tahasil :

District :State : Pin Code :

Father`s Name :Mother`s Name :

..... Name as Appeared On Aadhar Card :

.Whether You are currently Running an ASC Center : Yes / No : If Yes ESTB Year :

E-Mail ID : Website :

ALC Located Area : Urban / Semi Urban / Rural / Backward / Remote :

Nationality : Marital Status : Married / Unmarried :

Adhar Card No : Pan Card No :

Date of Birth :/...../..... Landline No (STD Code) : Tel No

Mobile No : Mobile No:

Occupation : Category : Religion :

ASC Head Education : Write only Last Year such as Graduation, Post Graduation ETC :

Computer Course Knowledge : Yes / No : IF YES Write name of Course :

..... DURATION :

Paste here Latest
Colou Passport
size Photograph

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Proposal can be Downloaded from Our official Website Only





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Computer Peripherals, Software and Configuration

Sr. No	Types of Computer	Configuration				Quantity
		RAM	HDD	PROCESSOR	M.BOARD	

Sr. No	Name of the SOFTWARE	Version
01		
02		
03		
04		
05		
06		
07		





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ASC Learning Center Details

Name of Study Center :

.....

Present Address of Study Center :

City / Village/ Town : Tahasil :District :

State : Pin Code : India.

Whether You are currently Running an ASC Center : Yes / No : If Yes ESTB Year :

E-Mail ID : Website :

ALC Located Area : Urban / Semi Urban / Rural / Backward / Remote :

Status of Institute : Pvt. Ltd / Limited / Proprietorship / Partnership / NGO / Trust / Society / Shop /

Any Other : Office Landline No : 1.....2.....

Mobile No : Mobile No: +91-.....

Advertisement Expences Budget for Last Financial Year : (In Figure)

Currently What and What Projects is Conducted By ASC (Attached List with Details) ;

Internet Connection : Broad Band / Wi-Fi / 2G / 3G / Any other :

CCTV Camera (Yes / No) ; Biometric Machine (Yes / No) :.....





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ASC Area Details (Square Feet)

Sr.No	Particulars	Size In Squire Feet	Carpet Area In Square Feet	No
1	Reception Room			
2	Theary / Class Room			
3	Computer lab			
4	Library			
5	Visiting Zone / Open Space			
6	Parking Area			
Total Area (In Square Foot) :				

Computer and Furniture Available

Total Computer : Qua. Types Of Computer :

Types of Screen / Monitor : LCD / LED / CRT / TFT / PLASMA : Numbers :

Total Computer Table :Qua. Total Computer Chair :

How many Students learn at a Time : Total Fans :..... Total A/ C :.....

Projector : (Yes / No) :.....Printer Quantity : Types of Printer : (Inkjet / Lezor / Dot- Matrix / All in One / Other : White Board (Yes / No : If Yes Qua :

Web Camera (Yes / No) :IF Yes Quantity :..... Ceiling Fan : Yes / No :.....





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About GOVT. Project and Faculty Details

(Please Remember that the ASC Has to PAY EXTRA Payment as per Project or Scheme as per Government Norms or Agency Norms)

Is the ASC is ready to Run or Conduct GOVERNMENT PROJECT : YES / NO :

FACULTY DETAILS (Please fill information of MinTwo faculty

Sr.No	Name of Faculty	Designation	Qualification

ACADEMIC QUALIFICATION Details (ALC Head)

Sr.No	Standard	Board / University	Passing Year	Percentage





ASC Details For APPROVAL

Note : Following Information should be Correct and Proper Filled by the ASC Head or Center Manager. (This Information is most Needed for ASC Approval)

ASC Name (Write in the BOX)

Complete Address of ASC For Communication

.....

.....

.....

Village / City Tahasil District

State Country Pin Code

Contact Details for Communication

Director / ASC Head / Branch Manager : Mr / Mrs : (First Name)

(Middle Name) (Last Name / Surname)

Date of Birth : Gender : Domicile State :

Telephone No : STD Tel No Mobile No : +91

Mobile No (2) : +91 Website :

E-Mail ID : Adhar Card No :





Photograph of Learning Center / ASC

Note : ASC has need to PASTE here Photograph of Learning Center. and the size of Photograph should be in 6 * 4 (In Centimeter) We need Six types of Photograph. Lenght 6 and Height 4 cm

1. Front View of Building Clearly showing the Entry Gate / Door of ASC and Banner.

2 . Reception Room or Counselling Room (Clearly showing Exact Room Contain Table, Chair and Reception Person.

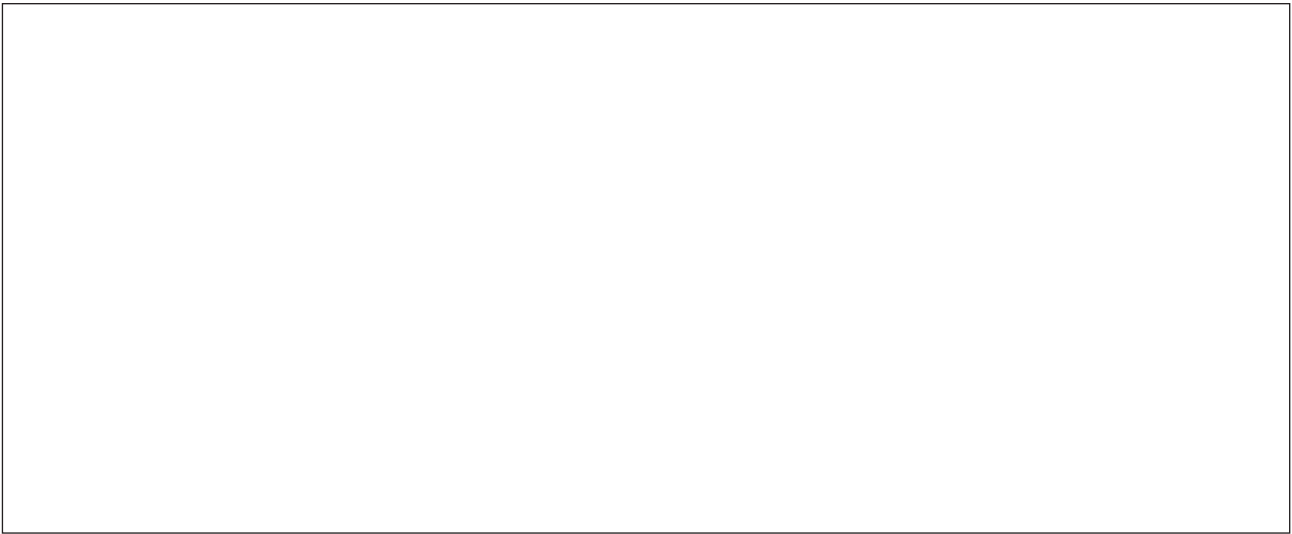




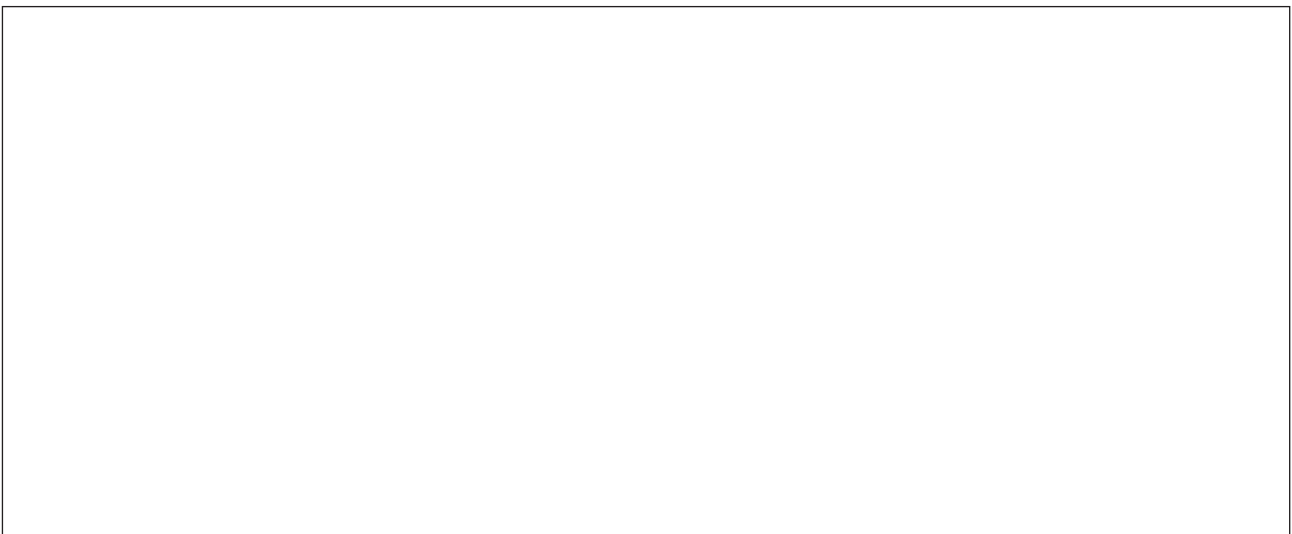
Photograph of Learning Center / ALC

Note : ASC has need to PASTE here Photograph of Learning Center. and the size of Photograph should be in 6* 4 (In Centimeter) We need Six types of Photograph. Lenght 6 and Height 4 cm

3. Photograph of Theory Room / Class Room (Where theory is Taught) This part contain Blackboard / Whiteboard , Desk-Bench / Chairs etc.



4. Photograph of Computer Lab / Computer Hall. (Where Computer, Mouse, Key Board, CPU, Speaker Chairs, Wall-Papers About Computer, Printer, Scanner, Web Camera is set.





Photograph of Learning Center / ALC

Note : ASC has need to PASTE here Photograph of Learning Center. and the size of Photograph should be in 6* 4 (In Centimeter) We need Six types of Photograph. Lenght 6 and Height 4 cm

5. Photograph of Library (Where many books of Computer and Related to Computer is set)

6. Photograph of Head Cabin / Office / Branch Manager Cabin.





Attached Documents with Proposal (Check List)

Note : Tick Only on Attached Document Xerox or True Copy

Mandatory Documents :

*1. Copy of Address Proof :

- Telephone Bill
- Electricity Bill
- Shop Act Licence
- Licence of Municipal Corporation

*2. Copy of Identity Proof :

- Pan Card / Aadhar Card
- Driving Licence / Passport
- Bank Pass Book / Driving
- Licence / Any Certificate or Identity Provided by Government with Photograph.

*3. Copy of Academic Qualification :

- Marksheet and Leaving Certificate.

*4. Brief Information of ALC Manager Form.

- Resume / CV of ALC Head

*5. ALC Head Computer Training Certificate / Diploma (More than 6 Months)

- Computer Training Certificate / Diploma of ASC Head

*6. Photograph of the Following (Size Must be 4*6 All Photograph) :

- A. Photograph of the Building Front View
- B. Photograph of Reception / Counseling Room
- C. Photograph of Theory Class
- D. Photograph of Computer Lab
- E. Photograph of Library Photo.
- F. Photograph of CENTER Head Cabin

Optional Documents :

- 8. Agreement with Home Owner IF Rented.
- 7. Home Tax Certificate of Learning Center Location





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Required Documents

(ASC Has required to Attached Following Required Documents with Proposal Form and send Us on Following E-Mail by **SCAN** Copies first and In Second or Final Stage **HARD** copies of each documents Send us By Indian Post on Following Address)

* Marks Documents are Compulsory (It is Must for ASC)

Mandatory Documents :

- *1. **Copy of Address Proof :** Telephone Bill / Electricity Bill / Shop Act Licence / Licence of Municipal Corparation
- *2. **Copy of Identity Proof :** Pan Card / Aadhar Card / Driving Licence / Passport / Bank Pass Book / Driving Licence / Any Certificate or Identity Provided by Government with Photograph.
- *3. **Copy of Academic Qualification :** Marksheet and Leaving Certificate.
- *4. **Resume / CV of ASC Head**
- *5. **ASC Head Computer Training Certificate / Diploma (More than 6 Months)**
- *6. **Photograph of the Following (Size Must be 4 6 All Photograph) :**
 - A. Photograph of the Building Front View
 - B. Photograph of Reception / Counseling Room
 - C. Photograph of Theory Class
 - D. Photograph of Computer Lab
 - E. Photograph of Library Photo.
 - F. Photograph of CENTER Head Cabin

Optional Documents :

7. Home Tax Certificate of Study Center Location
8. Agreement with Home Owner IF Rented.

Date :/...../.....

Place :

Seal

Seal and Signiture of ASC HEAD

INDIAN COMPUTER SAKSHARTA MISSION

Head Office: GB Block, J. J Camp, C 348, Near D.D. TV Tower, Pitampura, New Delhi. India. 110034
Regional Office : Kannamwar-Nagar, Talegaon Road, Arvi, Ta. Arvi, Dist- Wardha. Maharashtra. 442201

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