



Academy of Computers

A UNIT OF SKYLINE ACADEMY OF COMPUTERS PVT. LTD.



An ISO 9001:2008 Certified Institute

Centre Code

BUSINESS PURPOSAL

YEAR 20.....

- 20.....

E-mail: info@aacindia.net

Website: www.aacindia.net

MISSION

The aim of Academy Of Computers is to spread the Computer Education in the whole nation at affordable prices and to provide good employment opportunities to all our deserving candidates.

The ultimate goal of Academy Of Computers is to bring awareness among people about computer technology so that the unemployment rate is reduced and the economy is improved.



VISION

To be a world leader in technical and vocational training with placement support.

We believe that technology plays an important role in ensuring scalability, consistency and national operations. Therefore our focus is as much on improvement of business processes, employee training and re-skilling and ensuring continuous and cutting edge technology enhancements by providing world class training.



WHY AOC

- ▲ AOC is the only institution which provide Admissions at center rather providing Name only.
- ▲ We add value to our customers' business.
- ▲ An ISO 9001-2008 Certified Pvt. Ltd. Company.
- ▲ Staff training on regular basis by specialized professional.
- ▲ Provide Brand penetration at local label.
- ▲ Only institution which work for their franchisee.
- ▲ Focus on huge no of candidates to get enrolled while royalty only.
- ▲ AOC create awareness in the local area while sales.
- ▲ It provide a huge database of candidates at local label.
- ▲ It provide direct marketing facility to the franchisee center.
- ▲ AOC stands with the franchisee to generate more revenue.
- ▲ AOC provide national label study material
- ▲ Low investment provide high return.

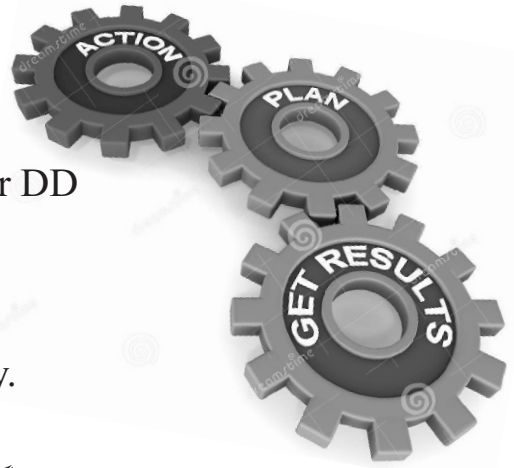


AGP (ADMISSION GUARANTEE PROGRAMME)

6 steps to get around 100 admission within 25 days.

STEP-I: AGREEMENT FORMALITY

- 1) Required center's ID and address proof
- 2) Payment of first installment either by Cheque, Cash or DD
- 3) Agreement Signature and certificate of Franchisee
- 4) Survey date booking
- 5) Training of center staffs to execution of whole activity.



STEP-II: TEAM ARRIVAL WITH SURVEY KIT

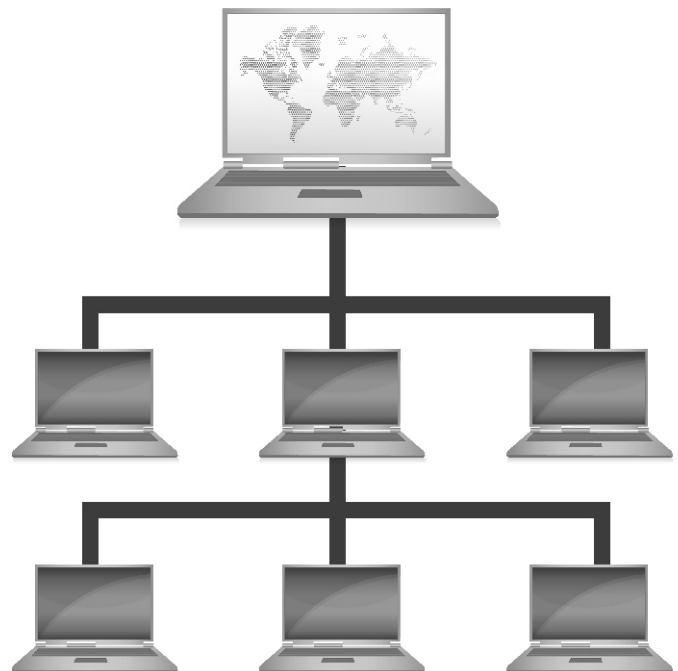
- 1) A team of 4 members and 1 Team leader will arrive at center
- 2) Receiving of Survey kit (Banner, handbills , Forms, Guides)
- 3) Arrangement of fooding and lodging of team and area defining.

STEP-III: LAM ACTIVITY

- 1) Survey started for 8-10 days as required
- 2) Assuring centers to be opens on Sundays
- 3) Forms submission on daily basis
- 4) Maintaining database.
- 5) Assure center's to be cleaned and active

STEP-IV: SCHOLARSHIP EXAM

- 1) Arrangement of a school to conduct exam
- 2) Finalization of Exam date
- 3) Making and distribution of Admit cards to the candidates
- 4) Conducting Exam and announcing result date



STEP-V: CONSOLING AT CENTER

- 1) Arrival of counselors at center on result date
- 2) Center must be opened since morning
- 3) Arrangement of 2 nos of consoling rooms preferably Class and Lab
- 4) At least 25 candidates can sit in a room
- 5) Computer systems should workable condition
- 6) Rooms should be cleaned and proper arrangement of sitting and presentation
- 7) Arrangement of fooding and lodging of counselors

STEP-VI: ADMISSION AND TELECALLING

- 1) Receiving of Fee receipt books (admission and monthly)
- 2) Admission and fee receiving
- 3) Telecalling on the collected database
- 4) Payment for KIT
- 5) Receive KIT (Book+Bag+ID's)
- 6) Class started



Skyline Academy Of Computers Pvt. Ltd.

Projected Income Statement (AGP)

No Of Students (DROP OUT 15%)	80	100	120	150	180	200
Addmission fees (100 Each)	8000	10000	8000	15000	8000	20000
Monthaly Fees (FIRST 3 MONTH)	72000	90000	108000	135000	162000	180000
LESS - MONTHALY ROYALTY @ 15%	10800	13500	16200	20250	24300	27000
TOTAL INCOME	61200	76500	91800	114750	137700	153000
EXAM FEES (RS 100) (50:50 Sharening)	4000	5000	6000	7500	9000	10000
NET TOTAL INCOME (FIRST 3 MONTH)	65200	81500	97800	122250	146700	163000
No Of Students (DROP OUT 15%)	68	85	102	128	153	170
Monthaly Fees (NEXT 3 MONTH)	61200	76500	91800	114750	137700	153000
LESS - MONTHALY ROYALTY @ 15%	9180	11475	13770	17213	20655	22950
TOTAL INCOME	52020	65025	78030	97538	117045	130050
EXAM FEES (RS 100) (50:50 Sharening)	3400	4250	5100	6375	7650	8500
NET TOTAL INCOME (NEXT 3 MONTH)	55420	69275	83130	103913	124695	138550
NEXT LAM Activety						
No Of Students (DROP OUT 15%)	58	72	87	108	130	145
NEW ADDMISSION	80	100	120	150	180	200
TOTAL STUDENTS	138	172	207	258	310	345
Addmission fees (100 Each)	8000	10000	12000	15000	18000	20000
Monthaly Fees (NEXT 3 MONTH)	124020	155025	186030	232538	279045	310050
LESS - MONTHALY ROYALTY @ 15%	18603	23254	27905	34881	41857	46508
TOTAL INCOME	105417	131771	158126	197657	237188	263543
EXAM FEES (RS 100) (50:50 Sharening)	6900	8600	10350	12900	15500	17250
NET TOTAL INCOME (NEXT 3 MONTH)	112317	140371	168476	210557	252688	280793
No Of Students (DROP OUT 15%)	117	146	176	220	264	293
Monthaly Fees (NEXT 3 MONTH)	105300	131400	158126	198000	237600	263700
LESS - MONTHALY ROYALTY @ 15%	15795	19710	23719	29700	35640	39555
TOTAL INCOME	89505	111690	134407	168300	201960	224145
EXAM FEES (RS 100) (50:50 Sharening)	5850	7300	8800	11000	13200	14650
NET TOTAL INCOME (NEXT 3 MONTH)	95355	118990	143207	179300	215160	238795
TOTAL INCOME	328292	410136	492612	616019	739243	821138

Initial Investment by new franchisee

Franchisee Fee: Rs. 21000/- can be paid in 2 installment

Proposed expenses sheet (AGP)		
	Particulars	Amount
Survey Team	1) A Room with Wash room (min 8-10 Days)	As per Center
	2) DA 120/- each member /day	6000
	3) Local TA Bills.	500
Scholarship Exam	1) School Booking	As per Center
Conselling		
Tel Caller	1) A Room with Wash Room (5 DAYS)	As per Center
	2) DA 120/- per day	600
	3) Calling Charges	200
Survey KIT	Rs 2000/-	2000
	Grand Total	9300

BANK DETIALS:

SKYLINE ACADEMY OF COMPUTERS PVT. LTD.

PUNJAB NATIONAL BANK ACCONUT NO - **2990002100007772**

BRANCH NAME: - RAMGARHTAL GORAKHPUR (UP) 273016

RTGS/NEFT IFS CODE: - **PUNB0299000**

Regular Course apart from AGP

Center can also get enroll more and more candidates after a survey programme and can able double their monthly income.

Following are the regular courses and their kit prices which need to pay them AOC.

Course	Duration	KIT with certificate	Kit Price
CCA	3 Months	BAG,BOOK (FOC & MS OFFICE),I CARD	400
CFA	3 Months	BAG,BOOK (TALLY),I CARD	400
CGD	3 Months	BAG,BOOK (DTP),I CARD	400
DCA	6 Months	BAG,BOOK (FOC & MS OFFICE,DTP),I CARD	500
DFA	6 Months	BAG,BOOK (FOC & MS OFFICE, TALLY),I CARD	500
DGD	6 Months	BAG,BOOK (DTP,HTML),I CARD	500
ADCA	12Months	BAG,BOOK (FOC & MS OFFICE,DTP,TALLY,HTML),I CARD	800

3. Infrastructure Facility.

3.1- Facilities Available :

PARTICULARS	NO.OF ROOMS	SEATING CAPACITY	TOTAL AREA (SQ. FT.)
Staff Room			
Class Room			
Laboratory			
Reception			
Toilets			
Any Other			

4. Details of Laboratory Facilities available. (If necessary additional sheets may be used)

4.1- Computer Facilites.

Sr. No.	Computer with Type	No. of terminals Available	Year of Purchase	Cost	Software Facilites	Other Facilites

5. Information about Faculty.

(As on date of Proposal)

Sr. No.	Name	Designation	Qualification	Teaching Experience	Date of Appointment	Status Full Time/Part Time

6. Library Facilities :

No. of Text/ Subject Books	
No. of Reference Books	
No. of Periodicals	
No. of Journals	
No. of CD's	
Total cost invested on library	

AGREEMENT OF AFFILIATION

AGREEMENT FOR AFFILIATION M/S.....
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WITH AOC. FOR RUNNING A COMPUTER SOFTWARE TRAINING CENTRE AT

This agreement is made between the Skyline Academy of Computers Pvt. Ltd. (AOC) represented by its Directors/Mr Vikas Rai & Mahboob Ashraf his successors and assignees as and

M/s.....

.....represented by Mr./Mrs

S/o.....

Date of Birth.....Resident.....

.....his successor and assignees.

Whereas AOC is a registered Company engaged Computers and New technology, Vocational Training, Consultancy and Publication and whereas Mr./Mrs.....Has applied for affiliating with AOC as proprietor of M/s..... This agreement is being made for running a AOC affiliated Compute Software Training Centre (here in after called Authorised Study Centre AOC at

by the name of.....on the basis of the following

terms and conditions.

1. Mr..... will be authorised by AOC to established..... to.....on the basis of condition as laid out in this agreement and as per the "Offer of Affiliation" given by AOC, which may be suitably modified form time to time.
2. Mr./Mrs.....will be designated as Centre Director, ASC-AOC _____ (here in after called as Center Director), and shall have the following responsibilities :
 - A) Condition of Computer Software, Training courses and any other course as allotted by AOC and under the authorisation of AOC from time to time in the designated area, as per the norms of AOC.
 - B) Condition of AOC state level or national level project as may be allotted to him/her time to time by AOC.
 - C) To follow the syllabus, course material. Pattern of examination, certificate issue and other procedures as prescribed by AOC H.O. from time to time.
 - D) To arrange & use all legal software at branch AOC-ASC. All legal matters arising out of non-compliance of this issue will be at the risk of ASC's. (Please send Xerox copy of software's bill to AOC-H.O.)
 - E) To conduct course and activities, kept under his/her supervisor with care and to the satisfaction of students/customers, keeping in view AOC's name and standards as also his/her own prestige and viability.

- F) To select suitable premises, faculty and hardware as per the category of the centre in consultation with AOC H.O. and to make payments for them regularly and in time.
- G) To make all payments pertaining to proper operation of the centre like rent of the premises, salary to staff, electricity and water bill and such other expenses in time. Any liability created by the Center Director in this regard and in regard to any other expenses will be exclusively his own and will not be carried forward to the AOC H.O. in any case.
3. The payment of co-ordination charge to AOC H.O. would be made by Center Director ASC-AOC statement. The AOC H.O. retains its right to demand any other document in this regard from the ASC -AOC if the co-ordination charge payment to the AOC H.O. are not made by the ASC-AOC in time, the AOC H.O. may decide to cancel this agreement even within the period of validity. In all such matters the decision of Directors AOC will be final and binding. AOC H.O. may also decide on some other mode and frequency of co-ordination charges payment by the ASC's (AOC) which may be binding on all affiliated centres.
 4. Depending on the technical and managerial capability of the ASC-AOC the AOC H.O. would implement its state level, national level projects through the AOC Similarly consultancy, market survey and other assignment may also be handed over to the ASC-AOC by AOC H.O. based on the expertise available in the ASC-AOC will be exclusively decided by the AOC H.O. and the allocation of work to ASC-AOC will be the exclusive right of AOC H.O.
 5. The ASC- AOC shall be responsible for activities inDistrict/City. However AOC H. O. retains its right to change, increase or decrease the geographical area of operation of the ASC- AOC or to open new branches/centres in the Area already to ASC- AOC in all such matters the decision of Directors. AOC would be final and binding.
 6. The Center Director of the ASC- AOC shall maintain receipt book, certificate issue register, fixed assets register, cash book, ledger, attendance register of staff and students, salary register, expense voucher and minute book, All such record would be open to inspection by Directors AOC any of his authorised representatives at any point of time.
 7. An account in the name of AOC H.O. can not be opened by the Center Director ASC- AOC unless exclusively authorised by Directors , AOC for this purpose. The ASC- AOC shall run its account in the Nationalised Bank in the personal name of the Center Director himself/herself opening of the illegal bank account shall immediately render the ASC- AOC liable for cancellation of branch agreement. In all such matters the decision of Director AOC would be final and binding.
 8. The AOC H.O. retains the right of modification changes if any in the above clauses for better operation of AOC and of ASC- AOC even within the period of validity of this agreement. This will be binding on all ASC.
 9. The affiliation fees once paid by the ASC- AOC to The H.O. will be non refundable.
 10. ASC- AOC is non transferable. If a Center Director decides to transfer it to some another person/organization exclusive permission will have to be taken from the Directors AOC and transfer fees fixed by AOC H.O. Will have to be paid and a fresh agreement will have to be signed.
 11. In case of a Government project or a university programme or any other such co-ordinated programme, in which ASC- AOC takes part, the losses Caused by the change in policy by the Government or by the university or by any such sponsoring organisation, will in no way be transferred to the AOC H.O. And the AOC will not be held responsible merely because it various forms of the university of ASC- AOC.
 12. AOC H.O. will only responsible for registration fees/Exam fees and its related services.
 13. AOC H.O. will not responsible for services related to tuition fees/any other fees collected by ASC- AOC from students.

14. In AGPAOC H.O charged fixed or variable monthly royalty
15. Liabilities created by the default of any ASC- AOC in the consumer forum of any other such body will be exclusively that of the ASC- AOC and will not be carried forward to the AOC H.O.
16. Any dispute arising out of the above agreement would be settled only at the court at Gorakhpur (U.P)
17. In respect to affiliation of ASC- AOC, The application form filled by me, includes all the adequate and absolute information. If an information in the form is found incorrect or unreliable then application should be immediately cancelled and I would have no objection regarding it.
18. This agreement is valid up to 31st March 20..... After which date it can be renewed with the mutual consent and after the payment of annual license fee of Rs. 2000/- by the ASC- AOC to the AOC H.O.

I accept and agree to the above conditions given in clauses (1) to (18) above and to any other text or annexure forming part of this agreement. I also declare that I am the authorised signatory of the ASC- AOC and my signatures, as given below are my true signatures

Signed on this day.....of.....year.....

Name and Signature of the Center Director of the ASC- AOC

(Authorised Signatory)

with rubber Stamp

Name :

Witness 1- Signature

(Name :)

Witness 2- Signature

(Name :)

Centre's Address (in English) : Centre's Address (in Hindi)

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Pin Code Pin Code.....

Phone/Mobile : Phone/Mobile :

E-mail Address:

Centre Director Centre Director

Centre Director Resident Address (in English) : Resident Address (in Hindi) :

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Pin Code Pin Code.....

Phone/Mobile : Phone/Mobile :



HEAD OFFICE :

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CORPORATE OFFICE :

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Kalyanpur, Kanpur-208017
