

Binwant **IT Education**

A Division of BINWANT IT SOLUTIONS

Registered Under Ministry Of MSME(Govt. Of India) wide UA No. PB17D0000021

(An ISO 9001 : 2015 CERTIFIED COMPANY)

Computer Hardware & Networking, Software, Vocational and Industrial Training Institute

Franchisee Perposal



International Accreditation
Forum



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The Business

BINWANT IT SOLUTIONS was established in the year 2014 by a group of professionals and academicians from the field of Electronics, IT and Management.

BINWANT IT EDUCATION (a division of BINWANT IT SOLUTIONS) is a registered institution working in the field of providing vocational training related to Computer software & hardware, Graphic Designing, Web Designing, Web development, Computer Applications, Finance & Accounting, Office Automation, Multimedia and Animation, Computer Teacher's Training, Employability, Soft skills, Business & management and Entrepreneurship Development. The aim was to have an excellent network of franchise education centers which shall impart quality job oriented technical and vocational education and training.

During the short span of just over years BINWANT IT EDUCATION has proved itself as a premier organization in the field of education and training by providing Job Oriented short and long term courses for its State of the Art Facilities, high quality curriculum and study material. BINWANT IT EDUCATION is certified an ISO 9001:2015.

Prerequisites and Guidelines

BINWANT IT SOLUTIONS proposes to authorize institutions on location specific, non exclusive and non transferable basis to conduct courses in computer software and hardware, under the brand name BINWANT IT EDUCATION with a view to enable students to qualify for the certificate and advanced courses that have a stamp of excellence.

Training Partner Fee:

Franchisee fees will be paid for 3 years, for conducting hardware/software courses along with the acceptance letter, available in application form, after receipt of Letter of Intent. The fee will be paid in cash / by demand draft in favour of Binwant IT Solutions payable at Patiala.

The training partner fees / any payment made to BINWANT IT SOLUTIONS are non-refundable fees.

Renewal of License:

Is at the sole discretion of BINWANT IT SOLUTIONS, Franchisee will have to give its willingness for renewal of BINWANT IT EDUCATION Centre within one month of maturity of current license along with the required license fee. Renewal agreement will be signed and license certificate is issued. In case, franchisee centre does not give any response within one month of maturity of current license, action will be initiated by BINWANT IT SOLUTIONS. License fee at the time of renewal is to be deposited in installments. Eg. If the Current license has matured on 31.03.2010 the license fee will be payable as per following schedule:

01.04.2010	50% of License Fee
01.04.2011	30% of License Fee
01.04.2012	20% of License Fee.

Termination of License:

BINWANT IT SOLUTIONS can terminate the license of training partner centre, if there is any gross mis-conduct by training partner centers Authorization Criteria.

Authorization Criteria:

The conduct of the course is open to organizations in the public as well as the private sectors including autonomous bodies, meeting the criteria given in the succeeding paragraphs.

The Applicant must show financial viability, sincerity of purpose and willingness to comply with "Code of Ethics"

Infrastructure Requirement

The general requirement of infrastructure is as follows:

Standardized Structuring:

Each BINWANT IT EDUCATION centre comprises a set pattern of classrooms and computer laboratories. This is to maintain the student-instructor ratio at an optimum level and to ensure individualized attention and interaction. This also facilitates to have a standardized infrastructure and equipment so that all the centers are at par with each other. Emphasis is being laid on this aspect so that competitive spirit of the best in the market is maintained.

Computer Laboratories:

State-of-the-art machines are imperative for each computer laboratory. It is our Endeavour to ensure, that students are well exposed to the equipment and they become well versed with the practical handling of the same. It will be well appreciated that theoretical knowledge is of not much use till it is reinforced with hands - on - training on hardware and related test equipment.

Each BINWANT IT EDUCATION centre must comprise of proper network in labs (Software or Hardware Centers) i.e. Dedicated Server must be there in labs.

Equipment:

Each centre has the latest and the most modern instruments and equipment required to give through practical knowledge to the student. Latest equipment, which makes the process of learning simple, certainly helps the students to understand the subjects better. List of equipments for hardware centre is available in franchise manual.

Teaching/Training Aids:

Training, innovation and creative teaching techniques contribute a lot to communicate the best to the students. The equipment ranges from digital and analogue trainers, CRO, PC trainers etc. as teaching aids. Overhead projectors, automated slide shows and of course the normal blackboards are used to improve class room communication. This enables the faculty members to conduct live demonstrations in the class, thereby not only increasing effectiveness of the instruction but also generating thought provoking ideas in the mind of the student. In brief, by using good teaching aids, it leads to better understanding and faster intake.

Staffing:

BINWANT IT EDUCATION H.O has laid down stringent QRs (Qualitative Requirements) for the staff and faculty of the centers. Periodic reviews are held to ensure that the staff and faculty are of the highest standard so that quality education is provided to students.

Library:

Each BINWANT IT EDUCATION Centre will have a well-stocked library with books and magazines relevant to Information Technology and the corresponding industry. Reference books pertaining to the course will be made available by the Centre. By providing good reading material, the students are encouraged to read and make extensive use of the library. This enables them to gain a wider understanding of the subject. The details of mandatory reference books as recommended by the BINWANT IT SOLUTIONS will be stocked by the centers.

Premises:

The applicant must have his / her own premises or hire premises on a long term basis for at least 3 years with reasonable assurance of continuity. Documents of proof should be attached with the application. The minimum availability of infrastructure is according to the grading of centers. The category norms are mentioned at Appendix 2A. The applicant must ensure that no more than two students are to be detailed on the terminal or one PC.

The applicant should have modern teaching aids like OHP, TV, VCP and Video Projector (optional), multimedia projector.

Enrolment of students can be done after the final inspection has been conducted by the BINWANT IT SOLUTIONS or authorization for enrolment of students given by the BINWANT IT SOLUTIONS in written.

Services to Centres

- Curriculum and Study Material:- BINWANT IT SOLUTIONS provides curriculum and prescribed study material for each course. The curriculum and study material is updated keeping in view the technological changes and industry requirements.
- Training Support: - The BINWANT IT SOLUTIONS organize training program on periodic basis to update the faculties of BINWANT IT EDUCATION centers.
- Examinations for courses of 6 months and above duration will be conducted by BINWANT IT SOLUTIONS in case of Software & Hardware courses.
- The BINWANT IT SOLUTIONS will issue certificates for the courses completed, on request received from the centre verifying the details of the student.
- The BINWANT IT SOLUTIONS will identify new courses based on the industry requirements and introduce the new course.
- The BINWANT IT SOLUTIONS takes feedbacks of the students for the course and gives suggestions for the improvement of the centre.

Prospectus and Study Material

Study Material will include charges towards the printing cost and handling charges of the study material. This will be paid by the BINWANT IT EDUCATION Centers for the study material procured from BINWANT IT EDUCATION Head Office.

1. Students will be issued study material free of cost by the BINWANT IT EDUCATION Centers as the cost of study material is included in the course fee.
2. Training Partner Centers will procure the study material from BINWANT IT SOLUTIONS by filling the Request for issue of Books Form and will stock at least 10 sets of books / prospectus & will keep the record of books issued to the students. Issue register needs to be maintained at the centre which can be checked by the official of BINWANT IT SOLUTIONS during their visit at centre.

Royalty

Royalty at the rate of 15% of the course fee for Software/Hardware courses and will be charged along with the service tax at prevailing rates.

This royalty will be paid by training partner to BINWANT IT SOLUTIONS from the money it collects as course fee from the students as mentioned in the prospectus.

The semester-wise royalty will be submitted by Training partner along with the admission forms and statement of royalty to BINWANT IT SOLUTIONS.

A Concession of 10% in Course fee is permitted to the students belonging to SC/ST/Handicap/Ex Serviceman categories and employees of Central/State Govt. on submission of relevant documents with BINWANT IT EDUCATION H.O.

Advertisements and Promotions

Advertisement and promotion campaign will be contributory. Every BINWANT IT EDUCATION Centre will contribute its share, as decided from time to time.

Training partner can use Glow sign boards, Letter heads, Visiting cards must be as per the formats mentioned by BINWANT IT EDUCATION.

Training partners may advertise at local level on their own. Training partner centre/ Centre Head will be responsible for any commitments given to the students through verbal conversation/ advertisement issued by them.

Steps for being a Training Partner

Sr. No	Action	Time Frame
1	Counseling by Manager (BINWANT IT EDUCATION)	As requested
2	Interested parties seeking authorization shall download the application form & send the application form along with required documents & demand draft of Rs. 2800/-, (Rs. 3800/- for distance more than 500 KM from Patiala) as non refundable form, processing & inspection fee, drawn in favour of BINWANT IT SOLUTIONS, payable at Patiala.	

3	The duly filled form to be forwarded to BINWANT IT EDUCATION head office. Where applicant applying for more than one branches/Training Partner/Centers, separate form with applicable fees will be submitted for each centre.	Allotment of Franchisee is on first come first serve basis
4	Initial Inspection by BINWANT IT SOLUTIONS.	Within 7 days of submission of Application Form complete in all respects.
5	(a) Date of Re-inspection, if required. (b) Issue of Letter of Intent	(a) As per the status (b) within 7 days after the inspection
6	Deposit of License Fee	Within 10 days of receipt of LOI
7	Final Inspection by BINWANT IT SOLUTIONS.	On or before six weeks from the date of acceptance given by centre head.
8	Agreement / License	Within 10 days of final inspection / approval provided by BINWANT IT SOLUTIONS.

Checklist for applying new Franchise Centre

- (i) Prospectus of the Training Establishment for existing training centre.
- (ii) Copy of the Certificate of the registration with Registrar or Societies/ Companies etc.
- (iii) Rules, Regulations and bylaws of the Organization.
- (iv) Physical layout plan with dimensions of the proposed site.
- (v) List of Books in Library.
- (vi) Details of hardware and software.
- (vii) Copy of full time and part time staff with resume of faculty (For software and Hardware each)
- (viii) Title deed of the property or proof of long lease (say 10 years). (ix) Income tax Number (PAN Number).
- (x) Code of Ethics - Appendix - A.

(xi) Power of Attorney in case of Partnership firm or Board Resolution in case of BINWANT IT SOLUTIONS/ Trust/ Societies.

(xii) Demand draft of Rs.2, 500/- for inspection fee within 500 km and Rs.3,500/- above 500 km from Patiala in favour of BINWANT IT SOLUTIONS, payable at Patiala. (Additional Rs 300/- to be added if application form is downloaded from website).

(xiii) Bank Statement of last 6 months of the Firm/ Applicant.

(xiv) Population Proof from MC/ Census Dept. or from any appropriate authority of the city/ town.

(xv) Educational qualification, experience details of the applicant/ all the members of management.

Note: Please note that documents required may vary as per New Centre/ existing business of IT Training/Society/ others.