



{ A HOUSE OF COMPUTER EDUCATION }

AN ISO CERTIFIED, MSME & GOVT. REGD. INSTITUTE

Khoribari BDO office Campus, Khoribari, Darjeeling, Call : 9614007384, 9851091512

6233

Ritu Singh, Son/Daughter Of : Banthu Singh & Amita Singh

Registration No : 6233-DOAKGMAR25NEWAPR26-3228KH1118, Branch Of : Khoribari

You Are Selected For Diploma in Office Accounting & Publishing Course, Scheme: Golden, 192 Hrs Or 12Month

Mandir , Bharamdangi , Chulli, Ph: 9382684116 (O), 9382684116 (W), 8972279553 (G) Mail Id : Not Found

Course Fee : 7700, This Fee Should be Paid From Apr-25 To Jan-26 And The Discount Or Old Fee Adjusment Related to Discount Form,
Please fill the Discount application online for Getting Your Discount on this course

In This Course Total No Of Term is : 4 Nos & You Should Learn : Typing Application (English), Accessories, Document Application, Internet Application, Computer Fundamentals, Typing Application (B or H), Software Fundamentals, Presentation Application, Spreadsheet Application, Multimedia Application (CDR), Accounting Application (Service), Hardware Fundamentals, Open Office Fundamentals, Multimedia Application (PSD), Multimedia Application (Page), Accounting Application (Trade), Programming Fundamentals, Networking Fundamentals, Creativity, Assignment & Real Time Project

This Registration Valid Form : 12-Apr-25, Valid Upto: 30-Apr-26, Primary Date : 12-Mar-25 , Student Of : Golden Scheme

TERM END SECTION

DISCOUNT SECTION OF RITU SINGH

NOTICE SECTION



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ACCOUNT SECTION OF RITU SINGH, 6233-DOAKGMAR25NEWAPR26-3228KH1118

| SN | MONTH | BILL NO | DATE | PAY FOR | AMOUNT | TRANS. NO | OFFICE COPY | STUDENT COPY | FINE | OFFICE |
|------------|-------|----------------------|-------------|-------------|--------|-----------|-------------|--------------|-----------------------|--------|
| 01 | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | |
| 02 | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | |
| 03 | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | |
| 04 | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | |
| 05 | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | |
| 06 | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | |
| 07 | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | |
| 08 | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | |
| 09 | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | |
| 10 | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | |
| 11 | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | |
| 12 | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | |
| 13 | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | |
| 14 | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | |
| 15 | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | XXX | |
| Course fee | | Discount | Inst. Month | Other's Fee | Paid | Late Fine | Fund Value | Net Payable | Incharg's Sign & Date | |
| | | No Request Submitted | | | | | | | | |

Your Course Fee : 7700 , You Already Paid : 0 , Late Fine Charged : 0 , Installment Missing : Month, Other's Fee Charged : ,
Now Payable : Missing Month?

WRITE ALL YSN & CYSN HERE (ATENDANCE) OF RITU SINGH (6233-DOAKGMAR25NEWAPR26-3228KH1118)



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Thank you for choosing MGD.EDU CARE. MGD is growing up every day For become a big family. We all together will make it bigger & this is not an easy task. Hope we can make MGD's family bigger together. This task is very difficult & requires some word discipline & a very well understood relationship. We all have to put enormous effort to achieve this & to attain this height we all need to maintain some rules & regulations as a member of MGD.EDU CARE family. These terms & conditions should be maintained in all cases.

01.This Registration Card is provided as a confirmation of your candidature at MGD.EDU CARE. That, you need to submit one copy of this card at your branch for officially validate this card.

02.Your overall behavior with your fellow learners & teachers should be gentle & polite throughout the entire tenure of your course & you should obey all the rules & regulation (Attendance More than 80%, Paid Your Installment Before 10th Day of Every Month & Active in Subject Test & Term End Test) of MGD.EDU CARE allows you to take class till you get satisfied with your learning outcome also provides an opportunity for lifetime free practice after successful completion of course.

03.MGD's has many branches, you are allowed to take class in any branch lying within 15 (Fifteen) Kms. Of your home branch without any further fees payment to that branch opted for attending class

04.MGD.EDU CARE also provides discounts on courses & scholarships for its students. To avail this you need to apply Within 7 Days after Issue this Card.

05.This registration card clearly mentions your Course Name, No of Term Exam, duration hrs / month for each trimester & also for the entire course. You have to complete the course prior to completion of your tenure. If you fail to complete the course within the scheduled time allotted, you are liable to apply for re-registration & further payment of requisite fees & all the fees have to be paid within above maintained date, after this date 550 / - per month tuition fee will be added.

06.You should report your attendance to your class prior 10 (ten) minutes before your class & submit your attendance no. to your teacher. After 15(fifteen) minutes of class is over, you need to submit a class report & YSN no. to your teacher.

07. Every student should pay their monthly installment of fees within 10th of every month, failing which he/ she should be liable to pay a late fee after 10th day of every month.

08. Fees clearance certificate has to be collected after payment of all feed excluding discount.

09. After completing the subject, you have to request the subject test on your own initiative. In this way you have to complete all the exams mentioned in the card

10. Notice will be given at the specified time for term & exam. At that time you have to fill up the exam form with the fee & sit for the exam. Every time you sit for the exam, you have to fill the form & pay the exam fee. Form fill up, admit card, mark sheet will all be given online, No term & exam can be omitted, if it is omitted the registration will be invalid.

11. A copy of all official notices are published in What's App group intended for students of MGD.EDU CARE, hence all students are compulsorily to join

| Term Name | Termester | Project Permission | Assignment Permission | Typing Highest Speed | Account Permission | Exam Bill No | Term End Request No | Call Letter No | Theory Report No | Viva Report No | Project Report NO | Marksheet No |
|-----------|-----------|--------------------|-----------------------|----------------------|--------------------|--------------|---------------------|----------------|------------------|----------------|-------------------|--------------|
| Term Name | Termester | Project Permission | Assignment Permission | Typing Highest Speed | Account Permission | Exam Bill No | Term End Request No | Call Letter No | Theory Report No | Viva Report No | Project Report NO | Marksheet No |
| Term Name | Termester | Project Permission | Assignment Permission | Typing Highest Speed | Account Permission | Exam Bill No | Term End Request No | Call Letter No | Theory Report No | Viva Report No | Project Report NO | Marksheet No |
| Term Name | Termester | Project Permission | Assignment Permission | Typing Highest Speed | Account Permission | Exam Bill No | Term End Request No | Call Letter No | Theory Report No | Viva Report No | Project Report NO | Marksheet No |
| Term Name | Termester | Project Permission | Assignment Permission | Typing Highest Speed | Account Permission | Exam Bill No | Term End Request No | Call Letter No | Theory Report No | Viva Report No | Project Report NO | Marksheet No |

Sign Of Ritu Singh

Sign Of The Lab Teacher

Sign Of Batch Teacher

Sign Of The Branch Head

Sign Of The Zonal Manager