

A HOUSE OF COMPLETE EDUCATION EDU CARE AN ISO 9001:2015 CERTIFIED & GOYT.REGD COMPUTER INSTITUTE



6329

Rishabh Poddar, Son/Daughter Of : Shoba Kant Poddar & Pushpa Devi

Registration No: 6329-COMBGMAY25NEWJUL26-3327BA957, Branch Of: Batasi

You Are Selected For Certificate In Office Management Course, Scheme: Golden, 240 Hrs Or 15Month

Nepal Border, Galgalia, Galgalia, Ph: (O), (W), (G) Mail Id:

Course Fee: 15800, This Fee Should be Paid From May-25 To Mar-26And 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: 5 Nos & You Should Learn: Computer fundamental, Typing, Internet, Microsoft word, Operating system, Use of external storage device, Computer fundamental, Typing, Internet, Microsoft word, Operating system, Use of external storage device, Microsoft excel, Microsoft Power point, Bengali or Hindi typing, Concept of virus and antivirus, Software installs and uninstall, Concept of Hardware & Networking, Tally (Service Org), Corel draw, Open office, Photoshop, Tally (Service & Trade), Page maker, Computer Assemble, Advance office, Tally (Manufacture & GST), Operating system install, Concept of audio & video editing,

This Registration Valid Form: 10-May-25, Valid Upto: 31-Jul-26, Primary Date: 10-May-25, Student Of: Golden Scheme

		Tills Regist	1411011	valiu Folli	i : 10-May-25, va		20, PHIIIa	1y Date . 10-M	ay-25 , Student Of : Golde	n Scheme
	TER	M EXAM BILL NO	CALL I	ETTER NO	CLN SUBMIT NO	MARKSHEET NO	MSN SU	BMIT NO	STATUS OF EXAM	
Z	1s	t	Not	Submited	Not Submited	Not Submited	Not Su	abmited		ature
BCTIC	2n	d	Not	Submited	Not Submited	Not Submited	Not St	ubmited		's Sign
END 8	3re	d	Not	Submited	Not Submited	Not Submited	Not St	ıbmited		Poddar
TERM END SECTION	4tl	n	Not	Submited	Not Submited	Not Submited	Not Su	abmited		Rishabh Poddar's Signature
	5tl	n	Not	Submited	Not Submited	Not Submited	Not Su	abmited		
F	SN	Discount Documents	Name	Doc	cuments ID	Discount State	ıs	Discount %	Offline Verification	
æ	01	Cast Certificate		N O R E Q	U E S T S U 8 M I T E D	No Request Subr	nited	No Request Submited		
DISCOUNT SECTION OF RISHABH PODDAR	02	BPL Card		N O R E Q	U E S T S U B M I T E O	No Request Subr	nited	No Request Submited		evi)
HABH	03	Employment Card		N Q R E Q	U E S T S U B M I T E D	No Request Subr	nited	No Request Submited		ıre ushpa D
DF RIS	04	Full Payment		N O R E Q	U E S T S U B M I T E D	No Request Subr	nited	No Request Submited		s Signatu Iar Or P
TION (05	No Request Submited		N O R É Q	U E S T S U B M I T E D	No Request Subr	nited	No Request Submited		Gurdians ant Podc
NT SE	06	No Request Submited		N O R E Q	U E S T	No Request Subr	nited	No Request Submited		Gurdians Signature (Shoba Kant Poddar Or Pushpa Devi)
JISCOU	07	No Request Submitted		N O R E Q	U E S T	No Request Subr	nited	No Request Submited		3)
Γ	08	No Request Submitted		N O R E Q	U E S T	No Request Subr	nited	No Request Submited		
	SN	NOTICE ID DA	TE		NOTICE STATUS	SN I	NOTICE II	DATE	NOTICE STATUS	
NO	01					02				ш
SECT	03					04				OFFICE USE
Notice Section	05					06				OFFI
	07					08				



A HOUSE OF COMPLETE EDUCATION EDUCAT



6329

Rishabh Poddar, Son/Daughter Of : Shoba Kant Poddar & Pushpa Devi

	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	
357	04	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	
-3327BA	05	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	
EWJUL26	06	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	
SECTION OF RISHABH PODDAR ,6329-COMBGMAY25NEWJUL26-3327BA957	07	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	
9-COMBG	08	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	
DAR ,632	09	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	
HABH POI	10	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	
N OF RISE	11	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	
		XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	
ACCOUNT	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	
	C	ourse fee	Discount	Inst. Mor	nth Other's	Fee Pa	id Late F	Fund Val	ue Net Payable		
			No Request Submited							Inchai	rg's Sign & Date

Your Course Fee: 15800, You Already Paid: 0, Late Fine Charged: 0, Installment Missing: Month, Other's Fee Charged:, Now Payable: Missing Month?



Rishabh Poddar, Son/Daughter Of : Shoba Kant Poddar & Pushpa Devi

63	29		Rish	abh Po	ddar, S	on/Da	lughte	r Uf : 5	hoba i	(ant Po	oddar 8	i Push	ipa Dev	/1	
-25 VeN															
MAY															
-25 Ven															
JUN															
-25 Ven															
JUL															
-25 Ven															
AUG															
-25 Ven															
SEP															
-25 Ven															
OCT.															
-25 VeN															
NOV															
-25 Ven															
DEC															
-26 Ven															
JAN															
-26 VeN															
FEB															
2-26															
MAI															
2-26															
AUG-26 JUL-26 JUN-26 MAY-26 APR-26 MAR-26 FEB-26 JAN-26 DEC-25 NOV-25 OCT-25 SEP-25 AUG-25 JUL-25 JUN-25 MAY-25 MAY-25 CVAN VON VON VON VON VON VON VON VON VON VO															
Y-26															
MA															
N-26															
Jur															
L-26															
JUJ	5														
3-26															
AU															



A HOUSE OF COMPLETE EDUCATION EDUCAT



6329

Rishabh Poddar, Son/Daughter Of: Shoba Kant Poddar & Pushpa Devi

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 | Termester | Termester | Termester | Termester |
| | | | | |
| Project
Permission | Project
Permission | Project
Permission | Project
Permission | Project
Permission |
| | | | | |
| Assignment
Permission | Assignment
Permission | Assignment
Permission | Assignment
Permission | Assignment
Permission |
| | | | | |
| Typing Highest
Speed |
Account Permission	Account Permission	Account Permission	Account Permission	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 Rishabh Poddar Sign Of The Lab Teacher Sign Of Batch Teacher Sign Of The Branch Head Sign Of The Zonal Manager