



## { A HOUSE OF COMPUTER EDUCATION }

AN ISO CERTIFIED, MSME & GOVT. REGD. INSTITUTE

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

6096

### Prem Saha, Son/Daughter Of: Santosh Saha & Kaushalya Parsad

Registration No: 6096-DOAKGMAR25NEWAPR26-3077KH1030, Branch Of: Khoribari

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

Mordan School, West Howdavita, Khoribari, Ph. 7908028231 (O), 7908028231 (W), 7908028231 (G) Mail Id: Not Found

Course Fee: 7700, This Fee Should be Paid From Mar-25 To Dec-25And 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: 11-Mar-25, Valid Upto: 30-Apr-26, Primary Date: 11-Mar-25, Student Of: Golden Scheme

|     |   | _   |   |  |   |  |  | -<br>                  | ·                    |   |  |  |  |
|-----|---|---|---|--|---|--|--|------------------------|----------------------|---|--|--|--|
| TER | EXAM BILL NO                                    | CALL 1  | LETTER NO   | CLN SUBMIT NO  | MARKSHE   | T No   | MSN SUB  | MIT NO                 | STATUS OF EXAM       |   |  |  |  |
|     | t   | Not   | Submited  | Not Submited   | Not Subn  | nited  | Not Sub  | mited                  |                      | J.  |  |  |  |
| 2n  | d   | Not   | Submited  | Not Submited   | Not Subn  | nited  | Not Sub  | mited                  |                      | Signatu   |  |  |  |
| 3rc | d   | Not   | Submited  | Not Submited   | Not Subn  | nited  | Not Sub  | mited                  |                      | Prem Saha 's Signature                                  |  |  |  |
| 4tl | h   | Not   |   | Not Submited   | Not Subn  | nited  | Not Sub  | mited                  |                      | Prem  |  |  |  |
| 5tl | h   | Not   | Submited  | Not Submited   | Not Subn  | nited  | Not Sub  | mited                  |                      |   |  |  |  |
| SN  | Discount Documents                              | Name  | Doc   | cuments ID   | Disco   | unt Stat   | us   | Discount %             | Offline Verification |   |  |  |  |
| 01  | Cast Certificate                                |   | N O R E Q   | U E S T S U B M I T E O  | No Requ   | est Sub  | mited  | No Request<br>Submited |                      |   |  |  |  |
| 02  | BPL Card  |   | N O R E Q   | U E S T S U B M I T E D  | No Requ   | est Sub  | mited  | No Request<br>Submited |                      | ad )  |  |  |  |
| 03  | Employment Card                                 |   | N O R E Q   | U E S T S U B M I T E D  | No Requ   | est Sub  | nited  | No Request<br>Submited |                      | re<br>ya Pars   |  |  |  |
| 04  | Full Payment                                    |   | N O R E Q   | U E S T S U B M I T E D  | No Requ   | est Sub  | nited  | No Request<br>Submited |                      | Signatu<br>Kausha]                                      |  |  |  |
| 05  | No Request Submited                             |   | N O R E Q   | U E S T S U 8 M I T E D  | No Requ   | est Sub  | nited  | No Request<br>Submited |                      | Jurdians<br>Saha Or                                     |  |  |  |
| 06  | No Request Submited                             |   | N O R E Q   | U E S T S U O M I T E O  | No Requ   | est Sub  | mited  | No Request<br>Submited |                      | Gurdians Signature<br>(Santosh Saha Or Kaushalya Parsad |  |  |  |
| 07  | No Request Submited                             |   | N O R E Q   | U E S Y S U B N I Y E D  | No Requ   | est Sub  | nited  |                        |                      | S)  |  |  |  |
| 08  | No Request Submited                             |   | N O R E Q   | U E S T S U B M I T E D  | No Requ   | est Sub  | nited  | No Request             |                      |   |  |  |  |
| SN  | NOTICE ID D.                                    | ATE   |   | NOTICE STATUS  |   | SN   | NOTICE ID  | DATE                   | NOTICE STATUS        |   |  |  |  |
| 01  |   |   |   |  |   | 02   |  |                        |                      |   |  |  |  |
| 03  |   |   |   |  |   | 04   |  |                        |                      | OFFICE USE  |  |  |  |
| 05  |   |   |   |  |   | 06   |  |                        |                      | OFFIC   |  |  |  |
| 07  |   |   |   |  |   | 08   |  |                        |                      |   |  |  |  |
|     | 1s 2n 3r 4t 5t 8N 01 02 03 04 05 08 8N 01 03 05 | TERM EXAM BILL NO  1st  2nd  3rd  4th  5th  SN Discount Documents  01 Cast Certificate  02 BPL Card  03 Employment Card  04 Full Payment  05 No Request Submited  06 No Request Submited  07 No Request Submited  08 No Request Submited  09 No Request Submited  10 No Request Submited  10 No Request Submited  11 No Request Submited  12 No Request Submited  13 NoTICE ID  14 Discount Documents  15 Discount Documents  16 Discount Documents  17 Discount Documents  18 Discount Documents | TERM EXAM BILL NO CALL I  1st Not  2nd Not  3rd Not  4th Not  5th Not  SN Discount Documents Name  01 Cast Certificate  02 BPL Card  03 Employment Card  04 Full Payment  05 No Request Submited  06 No Request Submited  07 No Request Submited  98 No Request Submited  99 No Request Submited  100 DATE  101  103  105 | TERM EXAM BILL NO CALL LETTER NO  1st Not Submited  2nd Not Submited  3rd Not Submited  4th Not Submited  5th Not Submited  9th Not Submit | TERM EXAM BILL NO CALL LETTER NO Not Submitted  2nd Not Submitted Not Submitted  3rd Not Submitted Not Submitted  4th Not Submitted Not Submitted  5th Not Submitted Not Submitted  8N Discount Documents Name Documents ID  61 Cast Certificate  62 BPL Card  63 Employment Card  64 Full Payment  65 No Request Submitted  66 No Request Submitted  67 No Request Submitted  8N NOTICE ID DATE NOTICE STATUS  61 65 | 1st Not Submited Not Submited Not Submited  2nd Not Submited Not Submited Not Submited  3rd Not Submited Not Submited Not Submited  4th Not Submited Not Submited Not Submited  5th Not Submited Not Submited Not Submited  8N Discount Documents Name Documents ID Disco  81 Cast Certificate No Requ  82 BPL Card No Requ  83 Employment Card No Requ  84 Full Payment No Requ  85 No Request Submited No Requ  86 No Request Submited No Requ  87 No Request Submited No Requ  88 No Request Submited No Requ  89 No Request Submited No Requ  80 No Request Submited No Requ  80 No Request Submited No Requ  81 No Request Submited No Requ  81 No Request Submited No Requ  82 No Request Submited No Requ  83 No Request Submited No Requ  84 No Request Submited No Requ  85 No Request Submited No Requ  86 No Request Submited No Requ  87 No Request Submited No Requ  88 No Request Submited No Request Submited No Requ  89 No Request Submited N | Ist Not Submited Not Submited Not Submited  2nd Not Submited Not Submited Not Submited  3rd Not Submited Not Submited Not Submited  4th Not Submited Not Submited Not Submited  5th Not Submited Not Submited Not Submited  5th Not Submited Not Submited Not Submited  6th Not Submited Not Submited Not Submited Not Submited  6th Not Submited Not Submited Not Submited Not Submited No Request Submited No Reques | 1st                    | Ist                  | Test  |  |  |  |





{ A HOUSE OF COMPUTER EDUCATION }

AN ISO CERTIFIED, MSME & GOVT. REGD. INSTITUTE

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

### 6096

### Prem Saha, Son/Daughter Of: Santosh Saha & Kaushalya Parsad

| П  | 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            | XXX                   |        |  |  |
|  | 03 | xxx xxx xxx |                        | XXX       | XXX         | XXX    | XXX       | XXX         | XXX            |                       |        |  |  |
| 0  | 04 | XXX         | xxx xxx x              |           | XXX         | XXX    | XXX       | XXX         | XXX            | XXX                   |        |  |  |
| 77KH103  | 05 | XXX         | xxx xxx xxx xxx        |           | XXX         | XXX    | XXX       | XXX         | XXX            | XXX                   |        |  |  |
| .PR26-30   | 06 | XXX         | XXX                    | XXX XXX   |             | XXX    | XXX       | XXX         | XXX            | XXX                   |        |  |  |
| ACCOUNT SECTION OF PREM SAHA ,6096-DOAKGMAR25NEWAPR26-3077KH1030 | 07 | XXX         | x xxx xxx              |           | XXX         | XXX    | XXX       | XXX         | XXX            | XXX                   |        |  |  |
| OAKGMAI  | 08 | XXX         | xx xxx xx              |           | XXX         | XXX    | XXX       | XXX         | XXX            | XXX                   |        |  |  |
| 4 ,6096-I  | 09 | XXX         | xxx xxx                |           | XXX         | XXX    | XXX       | XXX         | XXX            | XXX                   |        |  |  |
| REM SAH  | 10 | xxx xxx xx  |                        | XXX       | XXX         | XXX    | XXX       | XXX         | XXX            | XXX                   |        |  |  |
| ION OF PI  | 11 | XXX         | XXX                    | XXX       | XXX         | XXX    | XXX       | XXX         | XXX            | XXX                   |        |  |  |
| JNT SECT   | 12 | XXX         | XXX                    | XXX       | XXX         | XXX    | XXX       | XXX         | XXX            | XXX                   |        |  |  |
| Accot  | 13 | XXX         | x xxx xxx xxx xxx      |           | XXX         | XXX    | XXX       | XXX         | XXX            |                       |        |  |  |
|  | 14 | XXX         | xxx 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<br>Submited |           |             |        |           |             |                | Incharg's Sign & Date |        |  |  |

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

Now Payable: Missing Month?





{ A HOUSE OF COMPUTER EDUCATION }

AN ISO CERTIFIED, MSME & GOVT. REGD. INSTITUTE

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

| e       | Prem Saha, Son/Daughter Of : Santosh Saha & Kaushalya Parsad   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| 25      | VSN  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| MAR-    | NSV.   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 25      | SN   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| APR-    | /SN Y  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 53      | SNC  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| AAY-2   | YSN Y  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5       | SN C   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| UN-2    | YSN  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| S       | SN C3  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TUL-2   | NS.  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| is<br>J | SN CY  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| \UG-2   | CYSN YSN YSN YSN |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| S       | SN CY  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| EP-2    | SN VS  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8       | SN CY  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| )CT-2   | SN VS  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8       | SN CY  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Iov-2   | SN V8  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8       | SN CY  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| EC-2    | SN Y8  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|         |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| AN-2    | SN Y8  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|         | N CY   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| EB-2    | CYSN YSN CYSN YSN CYSN YSN CYSN YSN CYSN YSN CYSN YSN  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8<br>F  | NS CY  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| (AR-2   | SN YE  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8<br>8  | N CY   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| PR-2    | SN YE  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 A     | N CY   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| AY-21   | SN YS  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| W.      | N CY   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| IN-26   | N VS   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5       | CYS  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |





## { A HOUSE OF COMPUTER EDUCATION }

AN ISO CERTIFIED, MSME & GOVT. REGD. INSTITUTE

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

#### 6096

### Prem Saha, Son/Daughter Of: Santosh Saha & Kaushalya Parsad

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



Sign Of Prem Saha Sign Of The Lab Teacher Sign Of Batch Teacher Sign Of The Branch Head Sign Of The Zonal Manager