

Alma Limited

"Alma House", 18/3, Pardeshipura, Near Electronic Complex, Indore - 452003 (M.P.) INDIA
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 Email : support@alma.in | Web : www.alma.in

Director : Santosh Shukla, Advocate
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RENEWAL FORM 2012-13

- Software
- Hardware & Technical
- Teacher's Training
- School Project

Note : If a centre head possessing single centre code with multiple streams, renewal charges is applicable for each streams.

Centre Code

No. of Regd. Students : 2010-11 2011-12

Alma Email ID :

Personal Email ID

Affix here recent
 passport size
 coloured
 photograph

1. **Name of the Centre** :
2. **Name of Centre Head** :
3. **Partner (if any)** :
4. **Address - Centre** :

- Mob. No.:**..... **Tel. No. :**.....
5. **Address - Residence** :

- Mob. No.:**..... **Tel. No. :**.....
6. **Are you associate with any other brand/Univrsity apart from Alma? Give details** :
7. **Your Suggestion** :
8. **Payment Details** :
- Bank Name & Draft No.** :

DD in the favor of 'Alma Limited' payable at Indore (M.P.) or deposit the amount in the ICICI Bank a/c No. 024105003719 of 'Alma Limited' towards the renewal fee.

Renewal fee ₹ 2247/- till April 30 & till May 31 ₹ 3370/- & after ₹ 5618/- (Service tax applicable @12.36%)
 All above fees include Service Tax



This Renewal Application /Agreement Witnesses the Following:

Proper and timely renewal under all applicable Rules & Regulations :-

- 1. Constitute of the Centre:** The Education Centre must be legally constituted and registered in the respective state under State Society/Central Society/Corporation/Trust/Company/ Proprietorship/Partnership Acts.
- 2. Installation of Legal equipments & software:** The centre head shall use legal equipments & software in the centre. In case any illegal software is found by any authority, the whole responsibility will be on the part of the concerning centre and the centre head only.
- 3. Staff:** The centre head will submit to the Alma H.O. the profile of the faculties to be engaged to conduct the courses at the authorized centre. The staff of the centre shall be expected to conform to the terms of Alma as per the agreement.
- 4. Payments:** The centre head shall commence the centre operations only after the payment of appropriate Renewal Charges and the payable dues against the amount collected from the students against the registration, materials and courseware.
- 5. Syllabus:** The centre head shall conduct only the course syllabus as per the guidelines mentioned in the Prospectus of Alma and should not violate the secrecy; altering or changing the schedule of fees, courses, duration, testing and evaluation criteria, standards or methodologies laid down by Alma from time to time and shall not reproduce any of the brochure, courseware/ CD and other material without any prior written permission from Alma HQ.
- 6. Sign Board at the Centre:** A prescribed sign-board of Alma should be put at a prominent place at the centre. The design, layout and other instructions are mentioned in the Corporate Manual. In the sign board the centre should use only Alma registered trade mark without any alteration & modification.
- 7. Place:** The centre head shall conduct the centre operations only at the approved place mentioned in the application. Any change of place shall be approved after the payment of fresh franchisee fee, as applicable and subject to the availability of the vacant place and previous deposited franchisee fee would be forfeited, due to failure in opening or running the centre in the allotted place.
- 8. Target:** The Centre must achieve the set target allotted to and/or agreed upon.
- 9. Brand :** Alma has established a high reputation as to the quality of the services available at various Education Centres and continues to be a unique benefit to all the centers would also maintain the same high reputation and goodwill.
- 10. Rules & Regulations :** As issued, improved, corrected, revised or reformed from time to time will be applicable and fully binding upon the Centre Head and to his successors, assignees, administrators etc. In case of ignorance of the rules and the regulations of the MOU/Agreement etc. the franchisee will liable to be cancelled immediately.
- 11. Disputes and Differences :** That all disputes and differences of whatsoever nature arising out of or concerning to this terms and condition whether during its terms or after expiry thereof or after or before is termination shall be referred to the Director at Alma headquarter, whose decision shall be final and binding on the Centre Head or its successors, heirs, assignees, administrator etc. All the disputes will be subject to Indore Jurisdiction/District court/High court only.

I hereby verify and confirm that the particulars given by me are True & Correct to the best of my knowledge and belief and nothing is concealed.

I have procured a No-Dues certificate from the Alma HQ. I further state an oath that I will perform according to the rules and regulations of Alma.

Only for office use : - For Approval



Renewal Head



Director, Alma Limited

Signature
(Centre Head)