

Website: www.citcchandigarh.com 9914592610 CITC THE HUB OF IT PVT LTD

Corp. Office : 1st Floor, Above Gurdas Motors, Landran Road, Kharar, City - Mohali, Punjab 140301

An autonomous organization Regd. under Ministry of Corporate Affaires CIN No. U85499PB2023PTC059506 (By Govt. of India)

REGISTRATION FORM

Form No.: CITC Reg. ID Roll No. Student Name: Photo Father Name: Mother Name: Mobile No. : Email. DOB : Aadhar No. : Address: : Qualification : Course DOJ : Duration :(Hrs) DOC:.... Registration Fees: Total Fees: Remarks:

(Student Signature)

(Signature of Authority)

Terms & Condition

- The fee deposit towards a particular course in non-refundable & non-transferable to whatsoever reason it may be. In case of instalments in any course, it must be paid on time before 10th of each month otherwise the classes/course will be hold on.
- If any course continued for more than 3 days and student wants to skip the course, then fees will be refunded after a deduction equivalent to 1-month avg. fees of selected course. After 1 month, No refund will be accepted.
- Student's enrolled in Job package, will get training and work experience certificate from 4th month onward. Placement process after 9th month having 6 month experience through us followed by 3-4 interviews that we will arrange for you, if unqualified/not attended, CITC will not be liable for further training/placement. Also fees would not be refunded.
- In Case of Package of course, Experience Certificate will only be issued after a minimum duration of 6 months.
- Student's registration in any courses is subject to your undertaking that you will keep the secrets of the Company and will not publish any article or statement, deliver any Lecture or broadcast any communication to the Press (including Magazines and Publications), relating to any matters with which the Company or its clients may be concerned unless so Authorized in writing by the Company.
- The institute hold the right to expel students if he/she is found creating indiscipline / disturbing the Proceeding of the institute. In such a case he/she will not be able to get any amount of fee money back, deposited by him towards a specific course.
- If a student is absent without a prior information for more than 15 days, he / she may be expelled. The decision of the Director will be final in this regard.
- The parents can enquire about the progress of their wards from the institute. PTM will be held in every 2 months.
- The institute reserved the right to publish the photograph of any students. The institute will not be Liable to any legal proceeding against such acts.
- Student will be bound by the rules & regulation of the institute. In no way he/she would concerned with other center's of the institute.
- Expelled students will not be allowed to the examination and test or any other activities of the institute.
- A student will be allowed in the class with I- CARD only which is provided by the institute at the time of admission. In case of issue new I-Card student have to submit ₹50.
- The institute does not guarantee of success in any exam. Student would be accountable for their success.
- On loss/damage of Certificate, Duplicate Certificate will be issued on submission of ₹500/- to the Head Office.
- Institute will not be liable for any transportation of students or any other issue related to their vehicles.

ACKNOWLEDGEMENT

I hereby declare that the Information furnished by me is correct to the best of my knowledge. I am aware of all terms and condition of CITC in better spirit, and I promise to abide with them.

(Sign.	of Parents /	guardian)	(Sign.	of s	student)

Assessment Reports

Date	Topic	Result	Remarks	Sign Student	Sign Parents