

HOW TO TAKE NICS – Study centre (SC) : On receiving this offer, a prospective study centre should. • Apply with complete details of self, premises, available hardware, plan for business development in the format of the data sheet attached at the end of this offer. • Receipt of the application and data sheet at the controlling office of NICS would be followed by personal interview with the Director NICS and a visit by a team of NICS professional at the prospective centre, if needed.

ELIGIBILITY CRITERIA FOR NICS STUDY CENTRE, SC : The **NICS Study Centre** should satisfy the following criteria. • Should be in business (IT related or otherwise) or should be a professional with the required entrepreneurial acumen. • Should be willing to invest required amount of money in setting up a centre with proper infrastructure and man power. • Should have commitment for providing quality training to students. • Should be willing to be a part of the NICS team in accepting the terms and condition and procedures as laid down by NICS.

NB: Each Study Centre must enroll minimum 30 students every year otherwise authorization will be cancelled or Rs 5000.00 as penalty to be applied annually on the study centre.

EXPECTATION FROM THE AFFILIATED STUDY CENTRE : The study centre should be able to have a centre at a prime location of the city/town. The centre would have separate class rooms, Computer Lab and Reception / office room. The centre would have proper ventilation and proper lighting . The block and sub block level centres may not have the above infrastructure but should have generally clean surroundings. By way of Equipment and Facilities. Depending on the potential of the area and under consultation with NICS, the study centre should have or should be in a position to acquire the number of computers, printers, equipment, tools and consumable and the proper software that would be required to effectively convey the course to the students. The study centre should have a well equipped library, housing books as prescribed by the NICS central coordinating office. Further the study centre shall subscribe to periodicals as suggested and students should have easy access to both books and periodicals.

In Operations..... Each study centre would be provided with a detailed operational manual which provide guidelines to various aspects like. • Internal systems and procedures. • External Interface. • Co-ordinations. • Purchase of classes and practical. • Examination procedure. • Certificate issue procedures.

The study centre should follow the steps outlined in the manual would be the key essence to the agreement with the study centres. In Function..... • The NICS study centre shall abide by the agreement and conditions followed by all NICS centres. • The NICS study centre shall have to conduct courses as per the rules and syllabi laid down by NICS.

How To Take NICS – Regional Centre (RC) : On receiving this offer, a prospective RC should Apply with complete details of self, premises, available hardware, plan for business development in the format of the data sheet attached at the end of this offer. • Receipt of the application and data sheet at the controlling office of NICS would be followed by personal interview with the Director NICS and a visit by a team of NICS professional at the prospective centre, if needed.

ELIGIBILITY CRITERIA FOR NICS Regional Centre RC : The **NICS-RC** should satisfy the following criteria.

- Should be in business (IT related or otherwise) or should be a professional with the required entrepreneurial acumen.
- Should have dedicated marketing and service team to provide quality and instant service to the **SC**.
- Should be willing to be a part of the NICS team in accepting the terms and condition and procedures as laid down by NICS.

**** RC should open 5 SCs within Two years from the Date of Authorization otherwise RC authorization will be converted to SC authorization or Rs. 20,000.00 penalty will be applied annually to the RC.**

PROFITABILITY OF OPERATIONS : The granting of RC status would be possible after careful study of the market potential, number of students graduation from the relevant streams etc. • The specifics in terms of operational economics will be discussed in person with each of the study centres. • The study centres are required to make a study of the Engineering Colleges, Polytechnics and science college and other institutes of the area by way to the number of students passing out each year.

EXPECTATION FROM THE AFFILIATED RC : The RC should be able to have a office at a prime location of the city/town/Village. The centre would have separate Reception, Administration and Storing office room. The centre would have proper ventilation and proper lighting. The block and sub block level centres may not have the above infrastructure but should have generally clean surroundings. By way of Equipment and Facilities. Depending on the potential of the area and under consultation with NICS, the RC should have or should be in a position to acquire the number of computers, printers, equipment, tools and consumable and the proper software that would be required to effectively convey the service to the **SCs**. The RC should have a well equipped library, housing books as

prescribed by the NICS central coordinating office. Further the RC shall subscribe to periodicals as suggested and Study centres have easy access to both books and periodicals.

There are two types of centres as **Regional Centre** and **study Centre** according to NICS network format.

To become Regional Centre, centre has to pay Rs 50000.00 to NICS and following benefits will be given to RC by NICS

- Provision to open 5 Study centers with 40% sharing on affiliation fees of each study centre.
- RC has opportunity to achieve 5% sharing from NICS office on Royalty on each admission/Registration of the student Admitted/registered in the study centre opened by the RC under the affiliation to NICS.

To become Study centre, centre has to pay Rs 25000.00 to NICS and following benefits will be given to SC by NICS

- Provision to open Study center with authority to admit students, conduct classes and Term ending examination at **SC**.

The NICS Regional Centre **RC** and study centre **SC** shall deposit an advance non refundable affiliation fee to NICS as follows :-

S. No.	Centre	Category Zone	Affiliation Fees	Inspection Charges	Total
1.	A	Regional centre RC	50,000/-		50,000/-
2.	B	Study centre SC	25,000/-		25,000/-

Study Centre shall be authorized only for 3 Years and Regional centre to be authorized only for 5 years. After expiry of authorization , SC/RC needs to get renewed by paying same affiliation fees mentioned above depending on the decision taken by the NICS Authority.

NICS RC and SC Relationship Model:

