

## C-DAC ACETC Franchise Scheme

### **Terms and Conditions:**

1. Allotment of Franchise Centre will be at the sole discretion of C-DAC, Thiruvananthapuram.
2. Duly filled up Application giving the relevant details of the Centre to be franchised has to be sent to The Section Head, STDC, C-DAC Building, Technopark Campus, Kariavattom P O, Thiruvananthapuram – 695 581.
3. The proposed Centre should have well-equipped lab and sufficient classrooms to conduct various courses. A well-maintained library is also essential. Produce free sketch of Building Plan along with application.
4. The Centre should have qualified Faculty members to handle the various courses and the details relating to qualification & experience of the faculty members should be enclosed along with the letter mentioned under item 2.
5. After short-listing the Centres, a non-refundable fee of **Rs.5000/-** should be remitted to C-DAC, towards **Inspection Charges**. An expert committee from C-DAC will inspect the proposed centre to evaluate the facilities.
6. **The one-time Franchise Fee payable to C-DAC is Rs.60,000/- + Service Tax** at prevailing rate, which has to be remitted at the time of execution of the Agreement, by a Demand Draft, in favour of **C-DAC, Thiruvananthapuram**, payable at Thiruvananthapuram.
7. **The annual Franchise Renewal Fee (after first year) payable to C-DAC is Rs.40,000/-** (inclusive of Service Tax), [w.e.f. 01 July 2012], which has to be remitted by a Demand Draft in favour of **C-DAC, Thiruvananthapuram**, payable at Thiruvananthapuram..
8. **The Franchise Agreement will be valid for one year commencing from the date of Agreement.**
9. Apart from the Franchise (One time / annual renewal fee) Fee, **20% of the Course Fee collected from each student + Service Tax** at prevailing rate is payable to C-DAC, Thiruvananthapuram as Share of Fee.
10. If the Course Fee remitted annually by the Centre is One Lakh or above, **a special discount of Rs.5,000/- [w.e.f. 01 July 2012]** will be given on the annual Renewal Fee.
11. The Course Fee for the various courses will be fixed by C-DAC and the Franchise shall not collect any additional amount from the students.
12. At present, there are 15 courses including Post Graduate Diploma courses, Advanced Courses, Hardware courses and Short-Term courses, etc.
13. **In normal case, no Franchise will be sanctioned within a distance of 10 kms in Corporation & Municipal areas and 15 kms at rest of the places between franchised centres.** However C-DAC reserves the right to change the policy at its discretion.
14. A Franchise of C-DAC is not permitted to be a Franchise of any other Institutions / Organizations conducting same nature of courses to avoid causing conflicts to our interest.
15. **Allotted Franchise is not transferrable.**
16. Normally ACETC Examinations are conducted in the months of February and July of every year. However Examinations for short-term courses will be conducted in October and May.
17. **Attendance Sheet of Students for each month (Course-wise) should be sent to C-DAC by 10<sup>th</sup> of next month itself.**
18. Examinations will be conducted directly by C-DAC, Thiruvananthapuram and Certificates will be issued by us to the qualified students.
19. The Franchise shall follow the syllabus specified by C-DAC for various courses.
20. C-DAC, Thiruvananthapuram reserves the right to modify the rules, syllabus, fee, etc at its own discretion and the Franchise shall follow the same.
21. Service Tax applicable as per Govt. rule should be collected from the Students for C-DAC courses and remitted to appropriate authorities at the time of admission of the student.
22. The jurisdiction of disputes, if any, will be at Thiruvananthapuram.

Sd/-

**Jose P Devassy**  
**Associate Director**