

APPLICATION FOR REGIONAL INFORMATION / DISTRICT INFORMATION/INFORMATION CENTER

ORGANIZATION PROFILE

1. Name of the Organization: _____

2. Year of Establishment: _____
(Please attach proof)

3. Type of Organization: Trust Society Educational Institution
(Tick most appropriate)
LLP Pvt. Ltd Bank / Insurance Co.
(Enclose the necessary details and proofs) Ltd R & D Organization PSU/Govt. Organization

Others _____

4. Full Postal Address: _____

District: _____ State: _____

Country: _____ Pin Code:

5. Official Communication:

Phone No

Tele Fax

Mobile No: +91

Email: _____

6. Premises Details: Owned Rented **7. Ready for Operations:** yes Not Yet

8. Total Carpet Area of Organization (Sq.Ft.): _____

9. Total Site Area of Organization (Sq.Ft.): _____

10. Internet Connectivity: Leased Line Broadband Dial-Up Speed _____

11. Details of Computers (Dedicated earmarked for Training and Research Purpose):

Type	Processor	RAM	HDD	Network(Y/N)	Internet(Y/N)
Server Computer					

Client Computer					
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12. Infrastructure Details:

Generator LCD Player Fax Photo Copier

Sr.No	Other Infrastructure For Training	Units	Area(Sq.Ft)	SeatingCapacity
1	Class Rooms			
2	Library(Total Books:			
3	Reading Room/Conference Room/Audio Visual Room			
4	Administrative Area			
5	Trainer Room			
6	Service Area-Toilets etc			
7	Other _____			

13. Details of Courses that you are Interested to offer through DBSE:

Sr.No.	Proposed Course	Expected No. of Admissions	Sr.No	Proposed Course	Expected No. of Admissions
1			7		
2			8		
3			9		
4			10		
5			11		
6			12		

(Use separate sheet, if necessary)

14. Teachers and other Staff Teaching Department Details:

Enclosed separate list of all Trainers and other Staff Members in following format:

Name Father's Name Date of Birth Sex Academic Qualification Professional qualification Experience (Teaching & Non-Teaching both) Level of Association (Full Time/Part Time/Visiting Faculty) Key skills

DIRECTOR PROFILE

1. Name: _____
2. Designation: _____
3. Sex: M F 4. Qualification: _____
5. Experience: _____
6. Photo ID Proof: Driving License Passport Voter ID PAN Card

Latest Color Photograph
in Passport Size of the
Proposed Principal/
Director

(kindly enclose the copy)

DECLARATION

We certify that the particulars furnished above or in the preceding pages are true to our best of our knowledge and express our willingness for an inspection to assess the infrastructural facilities, qualified staff etc. We declare that the Organization will abide by all the rules and directions of DELHI BOARD OF SENIOR SECONDARY EDUCATION (DBSSE) given from time to time. In case of any information furnished by us is found wrong or incomplete in any regard, we shall be the responsible for any decision taken by DBSSE. I hereby confirm that I will regularly visit/login website namely www.delhiboard.org.in in and any information relevant will be received by me from above-said website. Further, I will never claim any information officially or unofficially in hard copy and email. Therefore, only I will be responsible for all types of consequences, if I don't visit/login the said website.

I have carefully read and understood all the guidelines, specifications and other information published by the DBSSE on the Website www.delhiboard.org.in In case of any disputes or for any unforeseen issue(s) or issues not covered in the guidelines, specifications and other information published by the DBSSE, the decision of the DBSSE shall be final and binding on me and all other concerned. I agree that the DBSSE reserves the right to withdraw any location or any Discipline/Programme or its nomenclature at any time without assigning any reason and to make modifications in any information published anywhere whenever deemed necessary.

In the event of any disputes between the parties, which are not covered at the arbitration clause, the courts of Delhi shall have exclusive jurisdiction.

Date: _____

Specimen Signature of the Proposed Principal/Director

Seal & Signature of the Head of the Organization

FOR RC USE ONLY

Demand Draft No.	Date	Bank	Issuing

Allotment Fee of RS. (Non Refundable and Non Adjustable) In favour of " The council of Basic and Technical Education" payable at "Delhi"

Kindly allot me the following selected Program:

1. Secondary School Examination 2. Senior Secondary School Examination

PHOTOS TO BE PASTED:

**SPACE FOR AFFIXING
'WIDE RANGE PHOTOGRAPH SHOWING THE LOCALITY OF THE ORGANIZATION'**

UNDERTAKING

The above pasted photographs are belonging to our Organization. I also undertake that if I fail to pay renewal fee for Regional Information/District Information/Information Centre then DBSSE have the right to transfer all our enrolled Students to any other Regional Information/District Information/Information Centre or treat them as Direct Students to complete their course.

I understand and agree that fees paid by me with the application form or on account of processing fee, for conduct of inspection, for grant of approval of my application or any other fee or charges, as prescribed for Study Center once paid, will be non-refundable.

Withdrawal of my proposal or rejection by the DBSSE at any stages for reason whatsoever shall not entitle me to claim any amount or compensation from the DBSSE.

Signature of the Proposed Principle/Director

Seal & Signature of the Head

KINDLY SUBMIT THE FORM AT **The Council of Basic and Technical Education, Delhi**