

## **GUIDELINES FOR OPENING ESTC FRANCHISE CENTRE**

1. At present Franchise scheme is operational only in Uttarakhand State.
2. Initial Response Form (IR FORM) can be downloaded from ESTC website & submitted along with DD/CBS cheque/ Cash of Rs.500/- in favour of Principal Director ESTC, payable at SBI (Code 0701) Ramnagar.
3. ESTC Franchise Centre can be run under company act /society act or registered partnership deed.
4. After receiving the duly filled in IR Form, the application is placed before the Selection Committee.
5. On the recommendation of the Selection Committee, the offer for signing the agreement is sent to the party.
6. At the time of signing the agreement Annual Affiliation fee of Rs.20,000/- is to be paid by the party.
7. After the agreement, the party gets a period of 120 days for setting up Franchise Centre as per ESTC norms.
8. When the Centre is ready for final inspection, security amount of Rs.35,000/- is to be paid by the party. This may be in the shape of NSC/FD pledged with ESTC.
9. ESTC expert panel visits the site for final inspection & inspection charge at Rs. 1500/- + Total Km from the ESTC to centre x 2 x Rs.7/- will be collected.
10. On the recommendation of Expert Panel the license for running the different courses in the field of Computer Software, Hardware & Electronics is issued.
11. Royalty @ 20% of training fee is payable to ESTC.
12. ESTC provides all help to Franchise Centre in curriculum development, faculty training & selection, equipment selection, paper setting, checking, certification & consultancy.

**Note:** *All the payments are to be made in cash/ DD/ CBS cheque in favour of Principal Director, ESTC, Ramnagar, Distt. Nainital payable at Ramnagar (SBI Code 0701).*

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