

Assessment Period 2017-2022

Criteria 5.1: Student Support

5.1.3 Guidance for competitive examinations and career counselling

INDEX

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I	<u>MOUs-Guidance for Competitive Exam</u> T.I.M.E, Kottayam amIALM, Kochi Institute of accountants, Ernakulum Career Launcher, Kottayam SB Global private limited, Kottayam

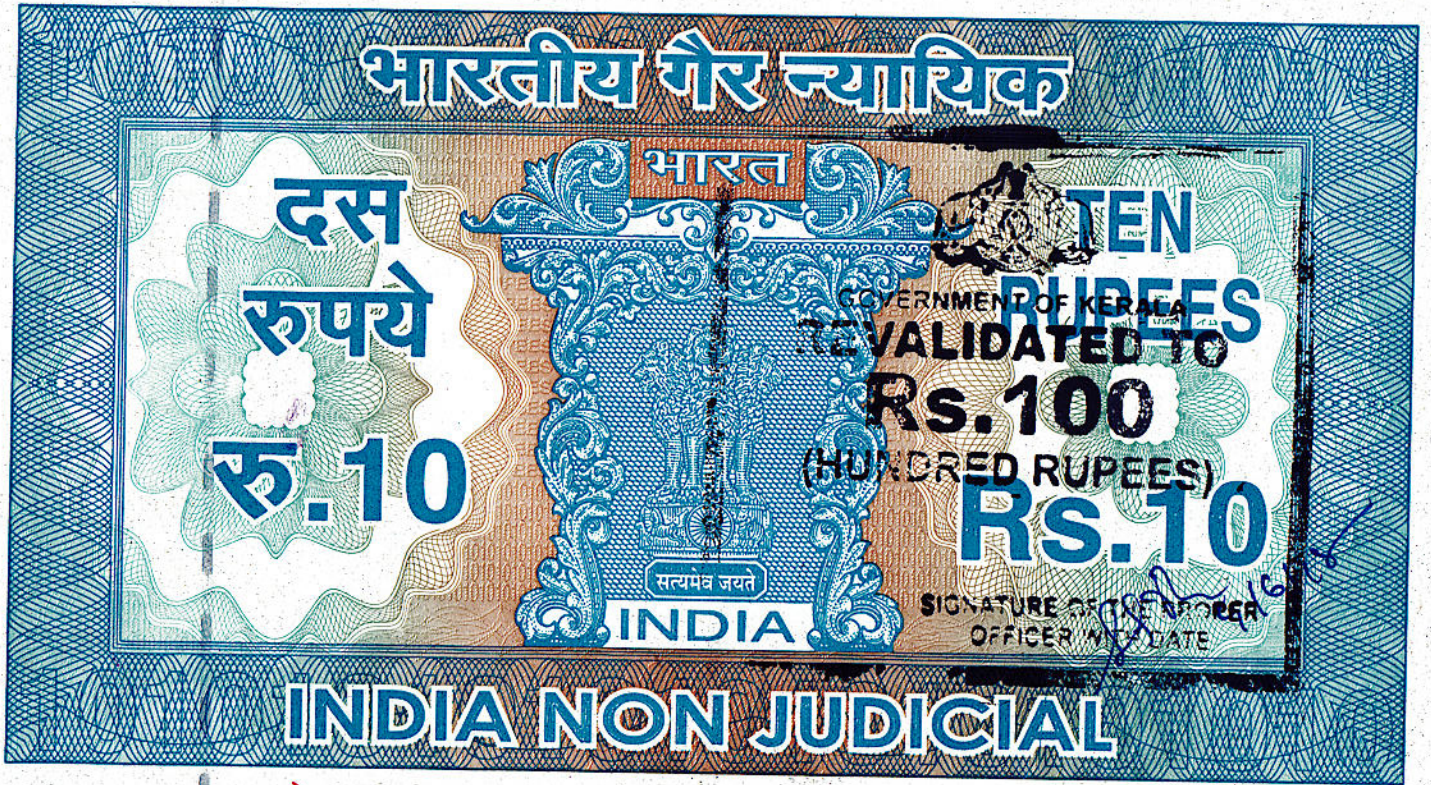
CAMPUS

Kottukulam Hills, Pathamuttom P. O., Kottayam – 686 532, Kerala | Tel: +91 481 2433787 | scas@saintgits.org

CORPORATE OFFICE

III Floor, Unity Building, K. K. Road, Kottayam – 686 002, Kerala | Tel: +91 481 2584330, 2300365 | mail@saintgits.org

www.saintgits.org



കേരളം കേരल KERALA

28AA 644123

Agreement entered into between the Principal, Saint Gits College of Applied Sciences, Pathamuttom, hereinafter referred as the "first party" and Mr. Shaji C Varkey, Director, T.I.M.E Kottayam hereinafter referred as the "second party".

That the second party has submitted a proposal for conducting coaching classes for a 48 hrs-Campus Recruitment Training (CRT) in the college for 36 Corporate Economics students.

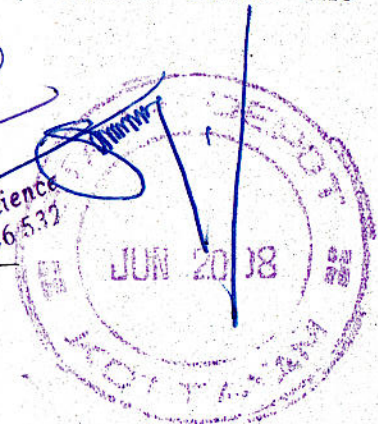
That the first party had accepted the proposal based on which both the parties hereby agree to conduct the above said courses under the following terms and conditions.



20-1133
08-6-18 & 10/1

Shaji C. Varkey
14B, Skyline
Hill View
Kanjikudhy
Muttamala

M. C. Joseph
Prof M.C. JOSEPH
Principal
Saintgits College of Applied Science
& Pathamuttom, Kottayam 686 532
STAMP VENDOR
Kottayam-2.



Classes will be conducted as per the schedule given below:

CRT coaching Final year Corporate Economics students

As agreed, the second party would be conducting a 48 hours program. The classes would be conducted according to the timing scheduled, and would be completed within one month. The first party has to allot classes accordingly. The details of duration of subjects and faculty are as per details given below:-

SNo.	Subject	Duration	Faculty
(a)	Numerical Ability	18 hrs	Vimal Raj Aneesh
(b)	Logical Reasoning	12 hrs	Anjali, Prince
(c)	Verbal Ability	06 hrs	Hari
(d)	GD-PI & Assessment	12 hrs	Sunil

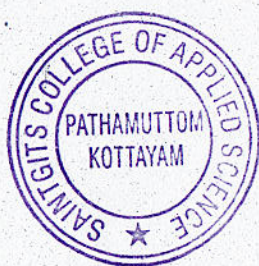
The syllabus and program structure for the 48 hr package is placed at Annexure to this agreement.


Classes

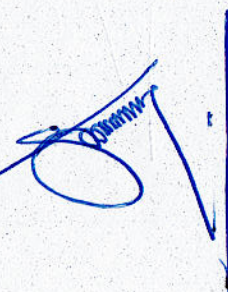
The venue and classroom facilities will be provided by the first party.

The coaching program also includes mock tests, practice for Group Discussion and Personal Interview.

Under any circumstances, if a class cannot be conducted on a given day, the same will be informed by the first party to the second party at least two days in advance and this has to be compensated by giving extra time on another day. Similarly, if the second party is unable to conduct classes on a scheduled day, the same is to be informed to the first party one day in advance.




Prof. M.C. JOSEPH
Principal
Saintgits College of Applied Science
Pathamuttom, Kottayam. 686 532



The teaching staff from the second party is to report 10 minutes before the commencement of the class.

Date wise completion and attendance report should be submitted to the first party or Teacher-in-charge designated by the first party.

The teachers conducting the classes should follow the tradition in the college.

Course Fee

The fee for the CRT coaching for a batch of 36 students will be at a concessional rate of Rs.2750/- (Rupees Two thousand seven Hundred and Fifty only) per student. Any amount for the college for usage of facilities should be collected extra from the students.

Payment procedure

The entire course will be completed in 48 hours of continuous classes. Payment will be settled on completion of the classes.

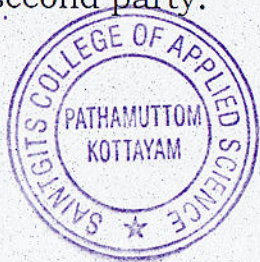
A formal request for releasing the payment would be made by the second party to the first party. This request is to be submitted before making the payment. The first party has to collect the fee from the students and hand over to the second party as and when due. No additional service charges will be paid by the first party.

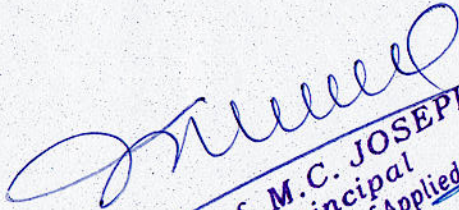
Taxes

10% TDS will be cut from all payments.

Assessment, grading & certification

Two Periodic examinations per semester will be conducted for assessments of the performance of the students and a detailed report will also be submitted to the first party. An hourly report and attendance will also be submitted to the first party. At the end of the course, a final examination/assessment would be conducted and the students would be graded accordingly. A certificate of successful completion of the course, reflecting the grades obtained would be issued to the students by the second party.




Prof. M.C. JOSEPH
Principal
Saintgits College of Applied Science
Pathamuttom, Kottayam 686 532

The first party will have to issue a "Course satisfactorily completed" certificate on the college letter head to the second party immediately on satisfactory completion of the course.

Signed on 21st Nov.2018.

Principal

Saint Gits College of Applied
Science, Pathamuttom

Prof M.C. JOSEPH
Principal
Saint Gits College of Applied Science
Pathamuttom, Kottayam 686 532

Witness

1. Saint Gits College of Applied
Science, Pathamuttom

Director

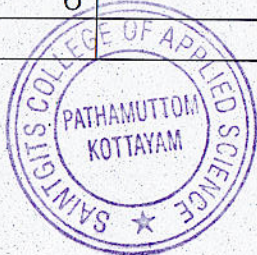
T.I.M.E Kottayam

2. Mr.M J Devasia

T.I.M.E Kottayam

Annexure

CRT Program Structure			
S.No.	Area	Topic	Hour duration
	Numerical Ability		
1		Speed Maths & Numbers	6
2		Time & Work	2
3		Time & Distance	3
4		Ratio-Proportion-Variation	2
5		Percentages, Profit & Loss	3
6		Simple Interest &Compound Interest	2

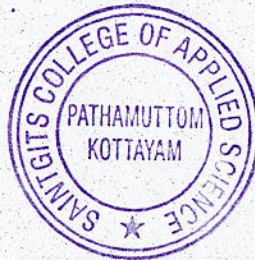


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	Reasoning Ability		
1		Blood Relations	3
2		Direction Sense	3
3		Number series, Coding & Decoding	3
4		Clocks & Calendars	3
	Verbal Ability		
1		Reading Comprehension	3
2		Vocabulary Basics - Cloze Passage, PFQs	3
	Group Discussion & Interview		
		GD&PI	12
		TOTAL	48

M. C. Joseph

Prof M. C. JOSEPH
Principal
Santgits College of Applied Science
Pathamuttom, Kottayam 686 532



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28AA 644125

Agreement entered into between the Principal, Saint Gits College of Applied Sciences, Pathamuttom, hereinafter referred as the "first party" and Mr. Shaji C Varkey, Director, T.I.M.E Kottayam hereinafter referred as the "second party".

That the second party has submitted a proposal for conducting coaching classes for a 48 hrs-Campus Recruitment Training (CRT) in the college for 59 Nos 4th sem BCA students.

That the first party had accepted the proposal based on which both the parties hereby agree to conduct the above said courses under the following terms and conditions.

For Genesis

Proprietor

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No-2135
08.6.18

Shaji C. Varkey
14B, Skyline Hillview
Kanjikuzhy
Muttambalam

E. N. [unclear]
b. No: [unclear]
STAMP VENDOR
Kottayam-2.



Classes will be conducted as per the schedule given below:

CRT coaching for 59 Nos 4th sem BCA students.

As agreed, the second party would be conducting a 48 hours program. The classes would be conducted according to the timing scheduled, and would be completed within one month. The first party has to allot classes accordingly. The details of duration of subjects and faculty are as per details given below:-

SNo.	Subject	Duration	Faculty
(a)	Numerical Ability	18 hrs	Vimal Raj Aneesh
(b)	Logical Reasoning	12 hrs	Anjali, Prince
(c)	Verbal Ability	06 hrs	Hari
(d)	GD-PI & Assessment	12 hrs	Sunil

The syllabus and program structure for the 48 hr package is placed at Annexure to this agreement.

Classes

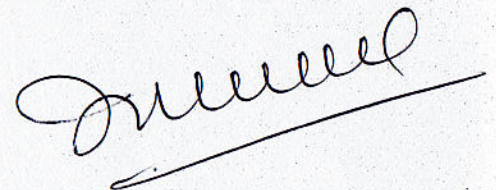
The venue and classroom facilities will be provided by the first party.

The coaching program also includes mock tests, practice for Group Discussion and Personal Interview.

Under any circumstances, if a class cannot be conducted on a given day, the same will be informed by the first party to the second party at least two days in advance and this has to be compensated by giving extra time on another day. Similarly, if the second party is unable to conduct classes on a scheduled day, the same is to be informed to the first party one day in advance.

For Genesis

Proprietor



The teaching staff from the second party is to report 10 minutes before the commencement of the class.

Date wise completion and attendance report should be submitted to the first party or Teacher-in-charge designated by the first party.

The teachers conducting the classes should follow the tradition in the college.

Course Fee

The fee for the CRT coaching for a batch of 59 students will be at a concessional rate of Rs.2750/- (Rupees Two thousand seven Hundred and Fifty only) per student. Any amount for the college for usage of facilities should be collected extra from the students.

Payment procedure

The entire course will be completed in 48 hours of continuous classes. Payment will be settled on completion of the classes.

A formal request for releasing the payment would be made by the second party to the first party. This request is to be submitted before making the payment. The first party has to collect the fee from the students and hand over to the second party as and when due. No additional service charges will be paid by the first party.

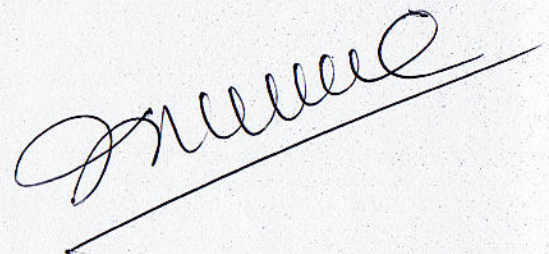
Taxes

10% TDS will be cut from all payments.

Assessment, grading & certification

Two Periodic examinations per semester will be conducted for assessments of the performance of the students and a detailed report will also be submitted to the first party. An hourly report and attendance will also be submitted to the first party. At the end of the course, a final examination/assessment would be conducted and the students would be graded accordingly. A certificate of successful completion of the course, reflecting the grades obtained would be issued to the students by the second party.

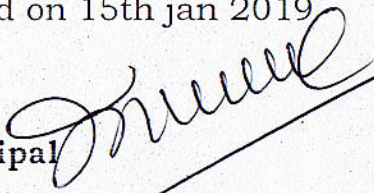
For Genesis
Proprietor



The first party will have to issue a "Course satisfactorily completed" certificate on the college letter head to the second party immediately on satisfactory completion of the course.

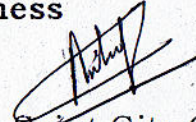
Signed on 15th jan 2019

Principal



Saint Gits College of Applied Sciences, Pathamuttom

Witness



1- Saint Gits College of Applied Science,

Director

T.I.M.E Kottayam

For Genesis

Proprietor

2. Mr.M J Devasia

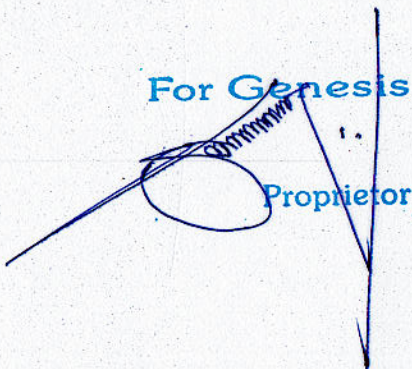
T.I.M.E Kottayam

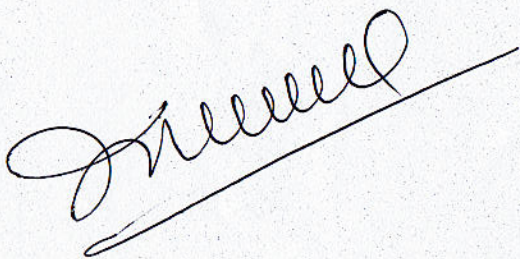


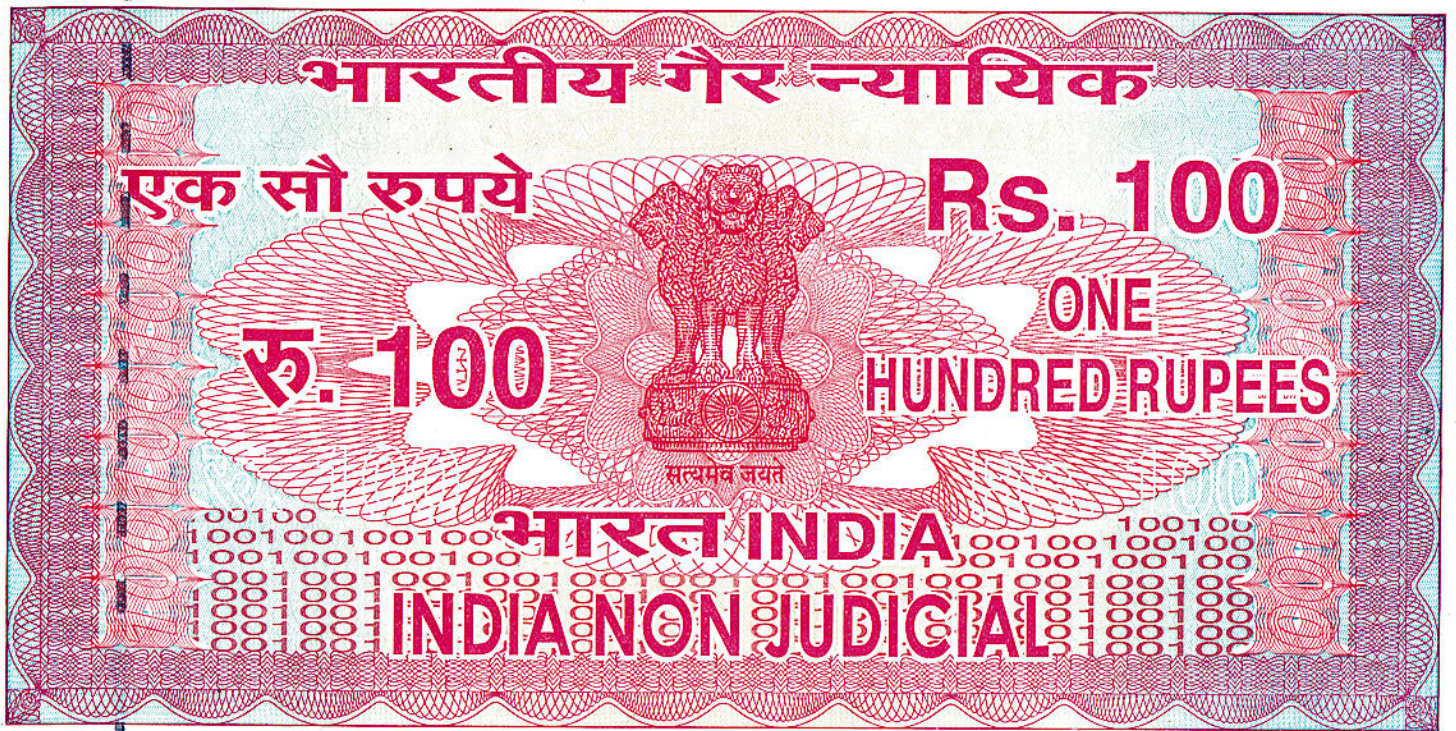
Annexure

CRT Program Structure			
S.No.	Area	Topic	Hour duration
	Numerical Ability		
1		Speed Maths & Numbers	6
2		Time & Work	2
3		Time & Distance	3
4		Ratio-Proportion-Variation	2
5		Percentages, Profit & Loss	3
6		Simple Interest &Compound Interest	2

	Reasoning Ability		
1		Blood Relations	3
2		Direction Sense	3
3		Number series, Coding & Decoding	3
4		Clocks & Calendars	3
	Verbal Ability		
1		Reading Comprehension	3
2		Vocabulary Basics - Cloze Passage, PFQs	3
	Group Discussion & Interview		
		GD&PI	12
		TOTAL	48

For Genesis

 Proprietor





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CD 665111

THIS agreement is entered into on this 25th day of June 2019 between **Saintgits Group of Institutions** as the 1st party

And

IALM, International Academy of Logistics Management, Mamangalam, Palarivattom PO, Kochi – 682025 as 2nd party of this agreement.

WHEREAS the 2nd party has been conducting classes for **LOGISTICS OPERATIONS, SUPPLY CHAIN MANAGEMENT, MATERIALS & WAREHOUSE MANAGEMENT DISTRIBUTION & TRANSPORT MANAGEMENT, INTERNATIONAL TRADE IMPORT/EXP/MANAGEMENT, RETAIL & MERCHANDISE MANAGEMENT** and has been associating with various other institutions as coaching centre of the 2nd party. And whereas the 2nd party has been fixing the standards in mode of teaching and materials for coaching.

WHEREAS the 1st party has been conducting classes for various courses.

And the 2nd party has agreed to conduct skill development modules classes for the students of 1st party on the following terms and conditions: -

The agreement shall be effective from 25th day of June 2019 and will normally be valid for one Year from the date of execution and may be extended for further periods on mutual understanding by both parties.



M.C. Joseph
Prof M.C. JOSEPH
 Principal

Saintgits College of Applied Science
 Pathamuttom, Kottayam 686 537

For INTERNATIONAL ACADEMY OF LOGISTICS MANAGEMENT

AUTHORIZED SIGNATORY

International Academy of
 Logistics Management



Palarivattom.

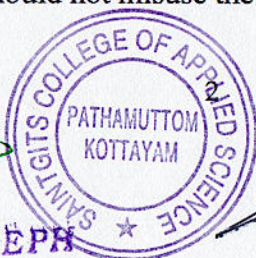
No.: 13534 Date: 1-7-19
 Value of Rs. 100/-
 Sold to
 To be linked with S. No.

R. Ayappa Menon
R. AYAPPA MENON
 STAMP VENDOR
 EDAPPALLY

2. The 1st Party to collect the course fee from each student and manage the necessary back office work.
3. The 1st party and 2nd party shall cooperate in structuring the training program by mutual understanding.
4. The 1st party shall provide necessary infrastructure such as class rooms etc. to conduct the classes by the 2nd party.
5. Financial Terms will be separately made for each of the programs.
6. The 1st party will schedule the classes and class timings and should inform the 2nd party preferably fifteen days in advance. Both the parties will facilitate the proposed learning time for the students which is required for appearing for Logistics and Supply Chain Management Examination.
7. The 2nd Party is responsible for providing coaching to the students for Logistics and supply Chain Management
8. The 2nd party shall not undertake any commitment of any employment or contractual relationship of any kind for the students apart from imparting training and facilitating the students to appear for the examination
9. The 1st party has no authority to exhibit the logo of the 2nd Party and the 2nd party has no authority to exhibit the college logo and name in any of the advertisement medium without mutual consent.
10. The 1st party should ensure that the students of the above courses attend the program and obtain minimum attendance for appearing for the examination. The students should obey the rules and regulations of both the 1st party and 2nd party.
11. The first party should not offer any training program for the students in the name of 2nd party under any circumstances.
12. This agreement cannot be terminated by either party during the validity period of this agreement unless with the mutual consent of both parties.
13. The 2nd party will provide orientation to the students of 1st party for the above courses as and when required by the 1st party.
14. In case of default of any of the conditions of this agreement the defaulting party is liable to compensate the aggrieved party with cost of any loss resulted there by.
15. Upon termination of the agreement both the parties shall return or destroy all the data related to the course in all forms. Both the parties to preserve the secrecy of the data that was communicated and should not misuse the same at any cost.

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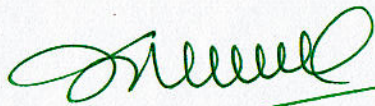
Prof M.C. JOSEPH
Principal
Saintgits College of Applied Science
Pathamuttom, Kottayam 686 532



For INTERNATIONAL ACADEMY OF
LOGISTICS MANAGEMENT
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AUTHORIZED SIGNATORY

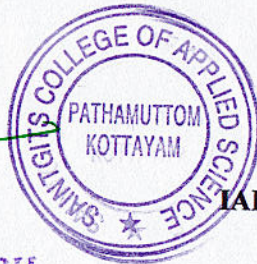
16. Any disputes in connection with the clauses of this agreement and class shall be settled mutually on discussions and in the event if an amicable solution cannot be reached the matter to be referred to an arbitration in accordance with the arbitration and conciliation Act 1996 and the decision of the arbitrator is binding on both parties and the cost for arbitration process is to be equally shared by both the parties. The jurisdiction shall be at Ernakulam, Kerala.

Executed this 25th Day of June 2019 at, **Saintgits Group of Institutions** by



**Saintgits Group of Institutions
Management)**

Prof M.C. JOSEPH
Principal
Saintgits College of Applied Science
Pathamuttom, Kottayam 686 532



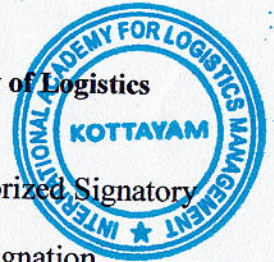
IALM (International Academy of Logistics

Kottayam

Authorized Signatory

Name & Designation

SANJEEV C VARKKEY
Director



Authorized Signatory

Name & Designation

IALM KOCHI

Authorized Signatory

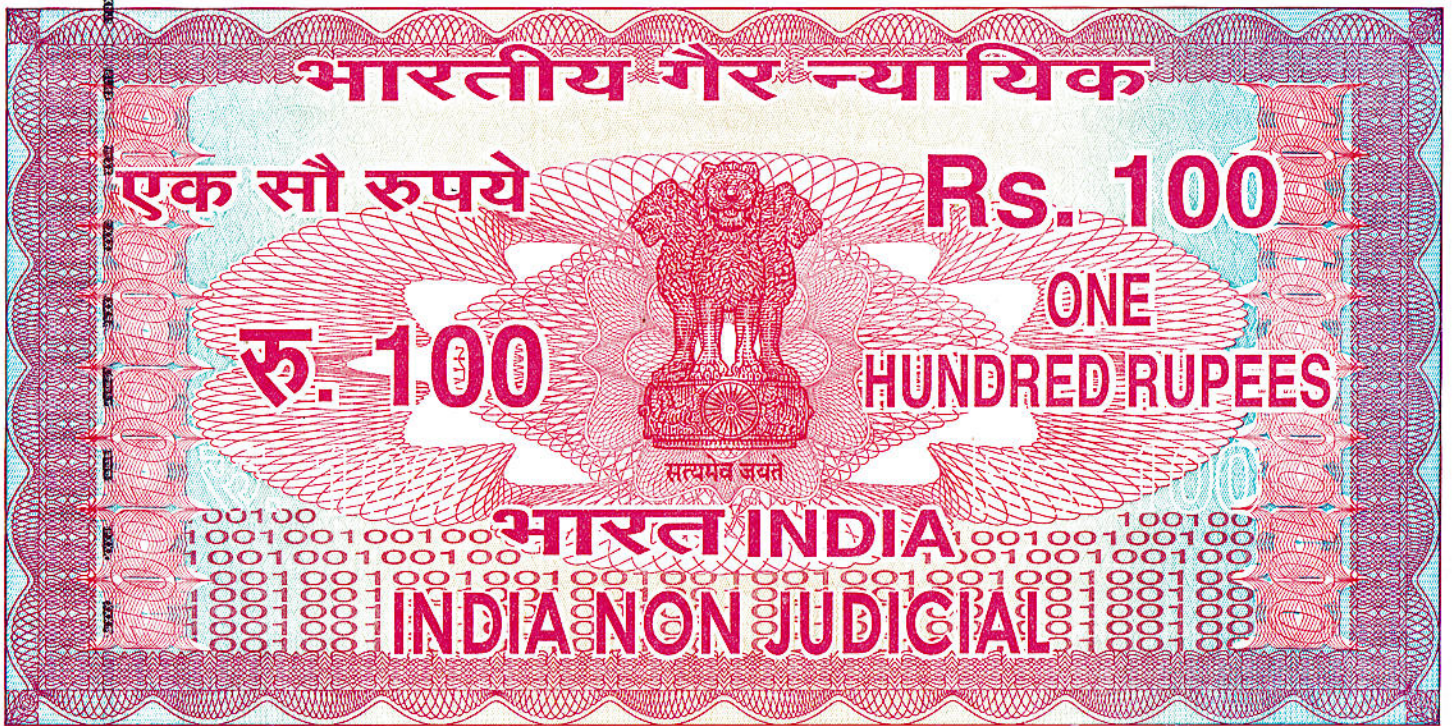
Name & Designation

ANASSIS CEO

SANJEEV C VARKKEY

Witness

Witness



കേരളം KERALA

CD 747586

This is an agreement made between the principal, Saintgits College of Applied Sciences, Pathamuttam, herein called the first party, on one part, and M/S The Institute of Accountants, Ernakulam herein after Called the second party, on the other part.

Where the first party has decided to engage the second party to provide coaching for Professional Accounting, to the B.Com III YR students, who opted for the course, and the second party has agreed to accept the proposal under the terms and conditions stated below.

1. The classes will begin in June and extent till end of this academic year. During this period the second party will provide classes for professional Accounting and conduct internal tests & other evolutions.
2. The classes will be conducted twice a week - on Friday & Saturday from 10.00 am to 12.00 pm. The timings may be changed with the consent of both parties if necessity arises. The total course duration will be approximately 80 hrs. Total number of students 102.
3. The number of hours engaged shall under no circumstances fail below 90% of the required hours.

No. 2296. Rs-100. K. B. Somasathan Pillai,
23-7-2019, The Institute of Accountants,
Ernakulam.


[Signature]
ചങ്ങനാശേരി വെണ്ടർ
ഒ. വിജയൻനായർ

[Signature]
K. B. Somasathan
SUB TREASURY
-9 JUL 2019
CHANGANACHERY

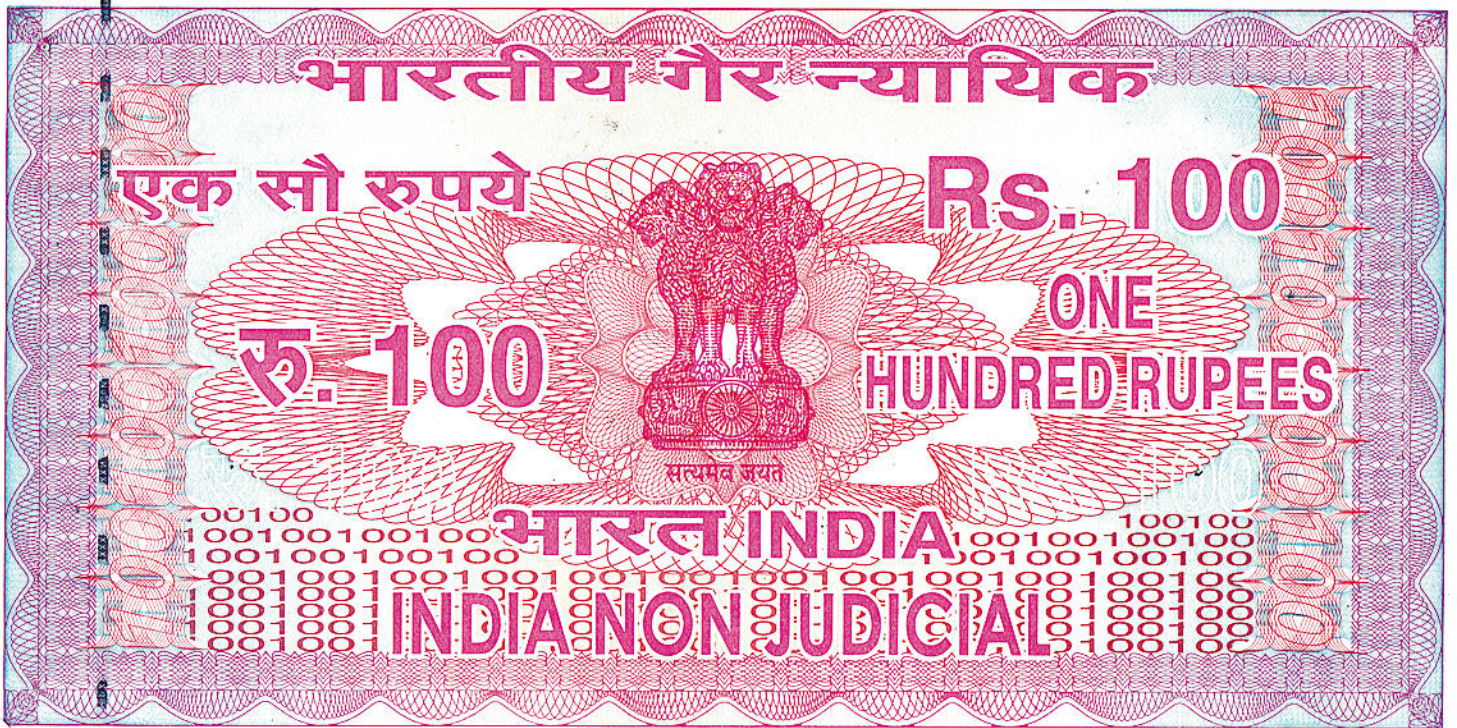
4. It is the responsibility of the second party to report to the first party regarding the progress and performances of the students periodically.
5. The second party shall maintain attendance of the class, duly signed by the faculty and all other records as per the ISO norms.
6. The second party is responsible for conducting a minimum of 2 internal examinations in an academic year and submit the marks to the coordinator.
7. The first party will appoint a course coordinator to act as a mediator between the first & second parties and the students. The course coordinator has the right to supervise classes and give suggestions.
8. Under unavoidable conditions, if any one of the parties is not in a position to conduct the classes on any day, it must be informed to the courses coordinator and alternative arrangements made.
9. The list of faculty who shall handle the classes shall be as follows:
 - 1) Dr. K. B. Somanathan Pillai
 - 2) Preethu P. Nair
 - 3) Leenumol Varghese
 - 4) Devika Raj & it shall not be altered without mutual consent.
10. The faculty shall under no circumstance sent students outside the class during class hours and shall not give a break in between class hours.
11. The payment to the Second Party shall be made as follows: Of the total Rs: 4,500/-
 - 1) 50% shall be paid at the beginning of the course.
 - 2) The balance 50% after the completion of the entire course syllabus and submission of the internal marks, attendance, ISO records, course certificate and any other documents directed by the first party.

Principal
Saintgits College of Applied Sciences

HOD
Dept. of Commerce



DR. K. B. Somanathan Pillai
Director
The Institute of Accountants, Ernakulam



കേരളം കേരള KERALA

BM 128979

AGREEMENT

Agreement entered into between **SaintGits College of Applied Sciences**, Pathamuttam, represented by The Principal, hereinafter called the first party and M/s **Skill Force Learning Solutions Pvt Ltd**, Kottayam, a wholly-owned subsidiary of SB Global Educational Resources Pvt Ltd, represented by its Regional Manager - Central Kerala, Mrs. Reenu Zachariah, hereinafter called the second party, on 12th June, 2017.

That the second party had submitted a proposal for conducting classes for Bank Tests Coaching (Refer Annexure-II for the proposal details) at the college premises of the first party commencing from 14th June 2017.

That the first party has accepted the proposal, and decided to engage the second party to provide Coaching for Common Written Exam (CWE) for Bank Clerical / PO, to the 2nd & 3rd year students of the first party who opt for the course and the second party has agreed to accept the engagement under the terms and conditions stated below:

Course Fee: The fee for the students of Saintgits College will be at a concessional rate of Rs.6,900/- (Rupees Six Thousand Nine Hundred only) per student – for students of the 2nd year only – and Rs.6000/- (Rupees Six Thousand only) per student – for students of the 3rd year. Rs.500/- (Rupees Five Hundred Only) per student (common for all students) would be deducted by Saintgits College towards infrastructure facilities, and the balance will be payable to Skill Force towards their charges for conducting the said Coaching Program, in accordance with Annexure-I.

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SB Global Educational Resources Pvt Ltd.

Unity Enclave No-1B.

Kottayam.

SIVASANKARAN NAIR

STAMP VENDOR

LIC. No. CI, 6376/88

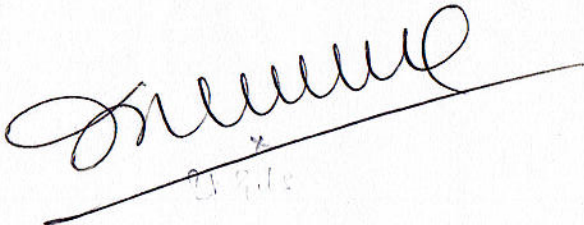
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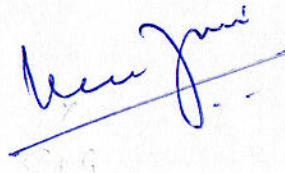


No-14586
2-6-17

Course Program & Conduct:

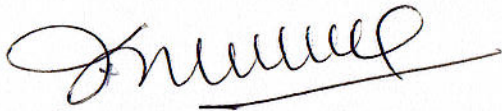
1. The classes will begin in June 2017 and extend till end of the current academic year, ending March 2018 for 3rd years, and till end of March 2019 for the 2nd years. During this period the second party will conduct classes based on the time table provided by the first party and conduct internal tests & other evaluations.
2. The classes will be conducted thrice a week from Wednesday to Friday, from 10:00 AM to 12:00 PM. The timings may be changed with the consent of both parties if necessity arises. The total course duration will be 80 hours in the current academic year for the 3rd years and 100 hours for the 2nd years, spread over two academic years viz: 2017-18 and 2018-19, as per Annexure-I.
3. **The Course Fee quoted above is for an assured number of students as follows:**
 - a. ~~66~~ ⁶⁵ (Sixty ~~six~~ ^{five}) Third-Year students in Two Batches
 - b. 73 (Seventy three) Second-Year students in Two Batches
4. The number of hours engaged shall under no circumstances fall below 90% of the required hours. The first party will ensure to give the required hours towards the coaching program.
5. It is the responsibility of the second party to report to the first party regarding the progress and performance of the students periodically.
6. The second party shall maintain attendance of the class, duly signed by their Trainers and all other records as per the norms instructed by the first party.
7. The first party will appoint a course Coordinator to act as a mediator between the first & second parties and the students. The course Coordinator has the right to supervise classes and give suggestions.
8. The second party is responsible for conducting a minimum of 2 internal examinations in a semester and for submitting the marks to the appointed Coordinator.
9. Under unavoidable conditions, if any one of the parties is not in a position to conduct the classes on any day, it must be informed to the course coordinator and alternative arrangements made.
10. The list of Trainers who shall handle the classes shall be as follows and it shall not be altered without mutual consent.
 - Ms. Desi Korah - English / Verbal Ability
 - Ms. Nija Susan Abraham - English / Verbal Ability
 - Ms. Anjali J - Quantitative Aptitude & Logical Reasoning
 - Roscey Maria Mathew - Logical Reasoning
 - Neethumol N G - Quantitative Aptitude
 - Mr. Neji Cherian - General Awareness
 - Mr. Arunkumar M.A - Computer
11. The Trainers shall under no circumstance send students outside the class during class hours and shall not give a break in between class hours.
12. The payment to the second party shall be made as specified in Annexure 1.
13. The venue and the classroom facilities will be provided by the first party.





14. All the relevant study materials, will be provided by the second party, only upon receipt of the 1st Installment payment, of each Batch.

Signed, sealed and executed on the 12th day of June 2017.




Principal
SaintGits College of Applied Sciences



Regional Manager - Central Kerala
Skill Force Learning Solutions Pvt. Ltd.

Witnesses:

1.



2.



Santhi Balakrishnan,

Annexure-I

Commercials:

Year	Duration	Fees per student. Inclusive of tax	Invoice Value
2 nd years	100 hours (2017-18 and 2018-19)	Rs.6400 + Rs.500 *	Rs 4,67,200
3 rd years	80 hours (2017-18)	Rs.5500 + Rs.500 *	Rs 3,63,000 357,500

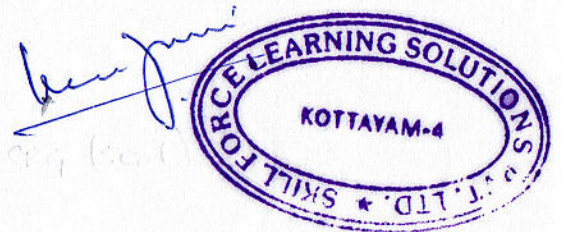
*Amount payable to college for infrastructure facilities provided.

Payment Schedule:

Payment	3 rd years- 65 66 students	2 nd years 73 students
First 25% -	Upon completion of 15 hours- Rs 90,750 89,375	Upon completion of 15 hours- Rs 1,16,800
25%	Upon completion of 25 hours- Rs 90,750 89,375	Upon completion of 40 hours- Rs 1,16,800
25 %	Upon completion of 50hours - Rs 90,750 89,375	Upon completion of 60 hours- Rs 1,16,800
Final 25%	Upon completion of 80 Hours- Rs 90,750 89,375	Upon completion of 100 hours- Rs 1,16,800

All payments are to be made favoring "SKILL FORCE LEARNING SOLUTIONS PVT. LTD."

[Handwritten signature]





SKILL FORCE LEARNING SOLUTIONS PVT LTD.

(A wholly-owned subsidiary of SB Global Educational Resources Pvt. Ltd.)

**In-campus Training Programme
for**

**Bank P.O./Clerical Exams
For the Academic Years
2017-18 and 2018-19**

**Submitted to
SAINTGITS College of Applied Sciences
Pathamuttom**

TRAINING PROPOSAL

SKILL FORCE LEARNING SOLUTIONS PVT LTD

Contents

1. Executive Summary
2. Scope & Overview of the Proposal
3. Requirements –Saintgits College of Applied Sciences
4. Program Details
5. Terms & Conditions
6. Commercials-----Annexure-I
7. Payment Schedule----Annexure-I

TRAINING PROPOSAL

1. Executive Summary

Saintgits College of Applied Sciences is interested in designing a training program for the students of their 2nd & 3rd year Graduation Programs with a focus of making them oriented for the Common Written Examination (CWE) conducted by IBPS for Bank PO / Clerical examination.

Saintgits College of Applied Sciences has intended to outsource the designing and execution of the customised training program. Skill Force Learning Solutions Pvt. Ltd. has the expertise to meet the customized training requirement of Saintgits College of Applied Sciences.

2. Scope and overview of the proposal

To achieve the expectations of Saintgits College of Applied Sciences, Skill Force offers a comprehensive solution package. Our expertise in imparting customized training program certainly suits the requirement of the institution.

Skill Force recommends Saintgits College of Applied Sciences, with a customized training package in accordance with their unique needs, with following assumptions.

Saintgits College of Applied Sciences, should provide the infrastructure and other facilities to execute the training program.

Skill Force would deliver the training program as per the college requirement and ensure the delivery as per standards.

3. Requirements of Saintgits College of Applied Sciences

Saintgits College of Applied Sciences is looking to familiarize the students from 2nd year & 3rd year on different aspects of Bank Exams and to impart an exhaustive, integrated preparation for the same.

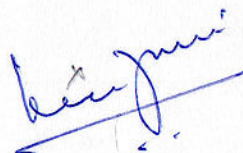
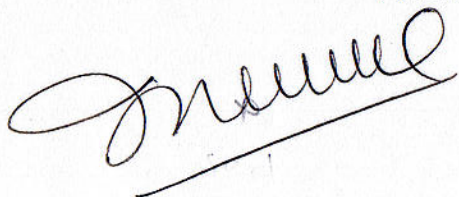
Skill Force's Bank Test Prep program helps students in preparing for Bank Exams conducted by IBPS across India.

Overview: Bank Test Prep Course is a program that is designed for students who require exposure to fundamental concepts and adequate practice for preparation. Apart from the classroom training, the students will also be given study material, in addition to Class Exercises & Mocks Tests.

The target group: It comprises students, who have passed or are studying in the Graduation Program of Saintgits College of Applied Science, from any discipline, with 55% aggregate marks/ equivalent CGPA and above, and want to pursue a career in Banking.

4. Program details: IBPS exam pattern is conducted in two levels (Preliminary & Mains).

The focus will be on developing their speed and accuracy with the help of fast-paced learning sessions that will eventually help them in clearing the examination.

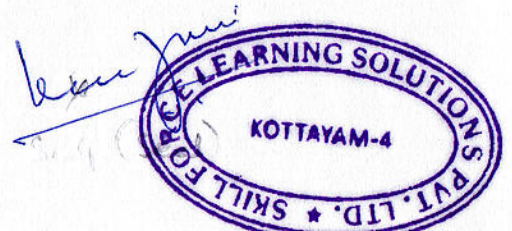
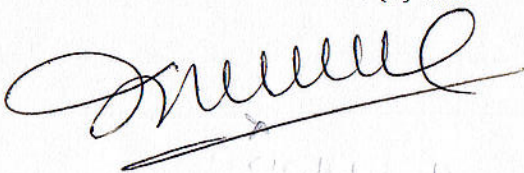


TRAINING PROPOSAL

1. Terms and Conditions

- The rate and payment schedule is given in Annexure-I.
 - The rate mentioned under is for a minimum of **40 students for each batch**.
 - The classes will begin in June 2017 and extend till end of the current academic year, ending March 2018 for 3rd years, and till end of March 2019 for the 2nd years. During this period Skill Force will conduct classes based on the time table provided by the College and conduct internal tests & other evaluations.
 - The classes will be conducted thrice a week from Wednesday to Friday, from 10:00 AM to 12:00 PM. The timings may be changed with the consent of both parties if necessity arises. **The total course duration will be 80 hours in the current academic year for the 3rd years and 100 hours for the 2nd years covering their academic year 2018-19 also.**
 - The number of hours engaged shall under no circumstances fall below 90% of the required hours. The College will ensure to give the required hours towards the coaching program.
 - Skill Force shall maintain attendance of the class, duly signed by the Trainer and all other records as per the norms instructed by the College.
 - Skill Force is responsible for conducting a minimum of 2 internal examinations in a semester and submit the marks to the appointed coordinator.
 - Under unavoidable conditions, if any one of the parties is not in a position to conduct the classes on any day, it must be informed to the course coordinator and alternative arrangements made
 - All classes will be held in classroom mode. Online Mock tests will be conducted using the facilities in the computer lab.
 - Complete course material shall be provided as per course structure of Skill Force.
 - The study material would be handed over to the students on receipt of first installment of fees.
 - The list of Trainers who shall handle the classes shall be as follows and it shall not be altered without mutual consent.

Ms. Desi Korah	- English / Verbal Ability
Ms. Nija Susan Abraham	- English / Verbal Ability
Ms. Anjali J	- Quantitative Aptitude & Logical Reasoning
Roscey Maria Mathew	- Logical Reasoning
Neethumol N. G	- Quantitative Aptitude
Mr. Neji Cherian	- General Awareness
Mr. Arunkumar M.A	- Computer
 - The Trainers shall under no circumstance send students outside the class during class hours and shall not give a break in between class hours.
 - The payment to Skill Force shall be made as per the schedule given in Annexure-I below.
 - The venue and the classroom facilities will be provided by the College.
 - This course does not guarantee employment or admission. The course is purely preparatory in nature.
- The application forms for the various entrance exams need to be purchased by the students separately. Skill Force shall provide the necessary guidance for the same.

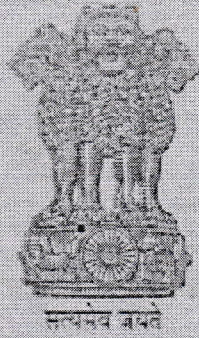


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ONE
HUNDRED RUPEES

भारत INDIA
INDIA NON JUDICIAL

കേരളം കേരल KERALA

BA 359890

Agreement

This is an agreement made between the Principal, Saint gits College of Applied Sciences, Pathamuttom, hereinafter called, the first party, on one part, and Mr. Alexander Thomas, Director, M/S Career Launcher, Kottayam hereinafter called the second party, on the other part.

Whereas the first party has decided to engage the second party to provide coaching for CAT 2017 for the B.B.A/B.Com./BA (Eco) II nd yr students, who opted for the course and the second party has agreed to accept the proposal under the terms and conditions stated below.

1. The classes will begin in June 16 and extend till Feb 2018. During this period the second party will provide classes for CAT 2017 and conduct internal tests and other evaluations.
2. The classes will be on all Thursdays from 10 to 12 and on all working Saturdays from 10.30 to 12.05. The timings may be changed with mutual consent, if necessity arises.
3. The total duration of the course will be 180 hours including tests. Under no circumstances it shall not fall below 90 percentages of the said hours.
4. It is the responsibility of the second party to report to the first party the progress and performance of the batch periodically.
5. The second party shall maintain attendance of the class, duly signed by the faculty and all the records as per the ISO norms.
6. The second party is responsible to conduct a minimum of two tests in an academic year and submit the marks to the coordinator.

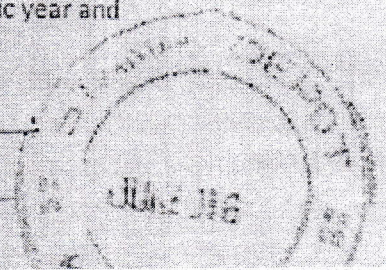
Address
(ALEXANDER THOMAS)

Alexander Thomas

Principal

Shaji George
Marutha...

SIV. SUDHAKARAN NAIR B
S... VENDOR



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7. The first party will appoint a course coordinator to act as a mediator between the first & second parties and the students. The course coordinator has the right to supervise classes and give suggestions.
8. Under unavoidable conditions, if anyone of the parties is not in a position to conduct the classes on any day, it must be informed to the course coordinator and alternative arrangements made.
9. The list of faculty is as given below;

Mr. Shaji M George / Mr. Naveen / Mr. Pradeep
Mr. Sreenu Subhash / Mr. Arun / Mr. Ranjit / Mr. Nikhil
Ms. Melvin Babu / Mr. Tony / Mr. Rajesh
Mr. Alexander Thomas
Mrs. Mini Anilkumar

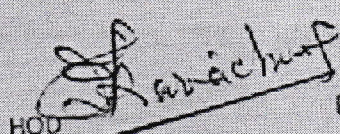
- Verbal Ability & HR
- Quantitative ability
- Logical Reasoning
- Mentor & Examiner
- Course Coordinator.

10. The faculty shall under no circumstances send students outside the class during class hours and shall not give a break in between class hours.
11. The payment to the second party shall be made as follows:
The fee fixed per student is Rs. 17500/. Out of this Rs. 10000/ per student shall be paid at the commencement of the course and the rest on completion of the course and submission of the internal marks, Attendance, ISO records and any other documents as directed by the first party. Rs. 500/- per student can be re-imbursed to the college for making use of the facilities.

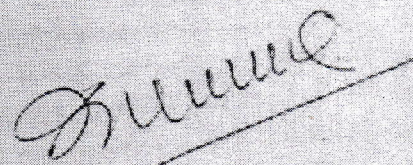


Director
Career Launcher, Kottayam

HOD
Dept. of Commerce



Principal
Saintgits CAS.



1. Shaji. M. George Shaji (witness)