

How to get Affiliation for Franchisee

- Apply with complete detail of self, premises, available hardware and plane for the business development 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 FVI would be followed by personal interview with the director FVI and a visit of FVI team at the prospective centre, if needed **ELIGIBILITY CRITERIA OF THE FVI STUDY CENTRE**

Infrastructure Requirements:-

Specification	Urban		Rural	
	Metro city	Non metro city	Tehsil	Village
Area (sq. ft.)	1200	800-1000	600-800	400-600
No. of class rooms	2	2	2	2
Sitting capacity per class room	20	20	15	15
Lab room	1	1	1	1
No. of systems	10	8	6	5

Hardware Requirement: * One Pentium 4 server and nodes connected to each other

- * Necessary hardware compatibility for internet.
- * printer (dot-matrix / laser / inkjet)
- * UPS (625/1000 VA) / generator.
- * A.c unit
- * Wash room Facility
- * Drinking water



Man power Requirement:-

Administration/Manager	Knowledge of computer software training, experience, having good command
Faculty	Through knowledge of subject, disciplined, student's problem solving capacity
Counselor/receptionist	Pleasant personality with good communication skills, knowledge of computer courses
Marketing executive	Experienced hardworking. Knowledge of computers courses
Office boys	Experienced and disciplined

Expectation from the affiliated study centres:-

The study centre should be able to have a centre at a prime location of city/town. The centre would have separate classrooms, computer's 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.

In operation

Each study centre would be provided with a detailed operational manual which provides guidelines to various aspects like...

- Internal system and procedures.
- External interface
- Co-ordinations
- Purchase of practical and classes
- Examination procedure.
- Certificate issue procedure.

The study centre should follow the steps outlined in the manual which would be the key essence to the agreement with the study centres.

In Functions: -

The FVI study centre shall abide by the agreement and conditions followed by all FVI centres

- The FVI study centre shall have to conduct courses as per the rules & syllabus laid down by FVI
- The FVI study centre shall deposit and advance nonrefundable affiliation fee as follows

Sr.no.	Serial	Category	Affiliation Fee	Inspection Charges	Total
1	A	Commissioner head quarter	35000	2000	37000
2	B	District head quarter	25000	2000	27000
3	C	Block head quarter	20000	2000	22000
4	D	Panchayat centres	15000	2000	17000

This amount shall be deposited at the time of signing the affiliation agreement.

1. The Affiliation Fee is Non-Refundable.
2. Renewal of the FVI centre shall be done every year in payment of 2000/-
3. Affiliation from costs 250/-

HEAD OFFICE SHARING IN STUDENTS FEE:-

COURSES	DURATION	FEE
Advance Diploma	18 months	1500
D.C.A	1 year	950
Advance Diploma	1 year	800
Teacher's Training	1 year	1600
Diploma	6 months	650
Certification	5 to 6 months	500
Certification	2 to 4 months	300
Any other short term courses	Less than two months	200

Registration as well as examination fee is included in the above mentioned fee

Student's fees or course fees are decided by the study centre

Future Vision Institutes

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