

5. DETAILS OF THE AUTHORIZED SIGNATORY

NAME:																				
ADDRESS:																				
MOBILE:																				
E-MAIL:																				

6. DETAILS OF THE INFRASTRUCTURE, COMPUTER & SERVERS, SOFTWARE & TEACHING AIDS AND FACULTY

6.1 AVAILABILITY OF INFRASTRUCTURE

Infrastructure and Facilities	Minimum Requirement	Details of the Infrastructure and Facilities
Premises	Owned/Long term lease/rent of min. 11 months	
Carpet Area	30 sqm/ 325 sqft apx.	
No. of Class rooms	01 no	
Seating capacity of class room	25 students in total	
No. of computer lab	5 +1 PC with internet and power backup	
Library	With minimum 100 nos of computer books	
Reception	01 no	
Washrooms	Separate for Boys & Girls	

6.2 AVAILABILITY OF COMPUTER AND SERVERS

Computer systems	Min. Requirement	Details with configuration
No. of computers	05 nos	
No. of servers	01 no	

6.3 AVAILABILITY OF SOFTWARE AND OTHER TEACHING AIDS

(As per the syllabus of ECC course. For syllabus, please refer <http://nielit.gov.in/content/digital-literacy-courses>).

Software/ Teaching Aids	Name of the software(s)/ Teaching Aid	Version, if any
Operating System		
Office Automation		
Antivirus, DBMS and other Software details		
Internet connectivity		
Printer		
Scanner		
Power backup facilities: UPS/Inverter/Generator		
Web-cam/ CCTV camera		
Overhead/ Data Projector		

6.4 FACULTY DETAILS: (Please see eligibility criteria in the Guidelines)

Name of the Faculty	Academic Qualification(s)	Professional Qualification(s)	
	Examination Passed & Year of passing	Examination Passed & Year of passing and Name of the University/ Institution	Duration (in months)
	10+2 Board:		
	Graduation: University:		
	10+2 Board:		
	Graduation: University:		

7. PREMISES DETAILS:

Building Occupation Type : Owner/Rent/Lease (Please submit supporting documents like Sale/Rent/Lease deed)

Name of the Owner of the building :

Date of Execution of the Deed/Agreement :

Deed/Agreement valid up to :

8. In case of any change in the details with respect to the Name, Address or in the Management of the institute since it was granted Facilitation Centre status; please attach relevant supporting documents along with requisite fee for change.

DECLARATION

I, (Name of the Authorized signatory), Son/Daughter/Wife of Sh. (Name of the Father/Husband) the Authorised Signatory of the institute (Name of the institute) do hereby take oath and state on solemn affirmation as under that:

- the Institute, in respect of which the details are provided in this application possess the requisite Software, Hardware and Faculty for the grant of permission for the conduct of the Digital Literacy Courses at its premises;
- all the facts/ figures/ information/ contents given thereon in the Application Form of the institute is correct, complete, omitting no material information;
- I understood and recognize that the information submitted with this declaration is for the purpose of ascertaining eligibility of institute for renewal of permission and for the conduct of DLC at the respective institute by NIELIT;
- I understand that NIELIT may, by means it deems appropriate, determine the accuracy and truth of the information in this application and I authorize such agency to contact any entity, individual, company, person(s) mentioned in the application for the purpose of verifying the information supplied and determining the eligibility of the institute;
- I understood that refusal to permit such enquiries shall be ground of denial of permission;
- I shall abide by the Terms and Conditions in words and spirit and shall be responsible for the same on behalf of the institute.

Date: _____

Place: _____

(Signature of the Authorised Signatory with Seal)
(Name in Block Letters _____)