



ALL INDIA COUNCIL OF COMPUTER EDUCATION

(An Autonomous Institution Registration under Public Trust Act-Govt. of India, N.C.T. New Delhi)

Since 2007

Year-2025

(1-Jan-2025 to 31 December 2025)

AGREEMENT OF AFFILIATION

Centre Code

Receipt /D.D. No.
Amount.....Date.....
Bank.....

Head Office : H-1-6, IT Park, I.P. Industrial Area, Road No.-4, Jhalawar Road,
Kota-324005 (Raj.), Mob.: 09309088903, 09309088901
Website : www.aicce.co.in • E-mail: director@aicce.co.in

All India Council of Computer Education (AICCE)

AGREEMENT OF AFFILIATION FOR YEAR-2025

Agreement for affiliation M/S _____

with AICCE, for running all the courses under AICCE related to computer software, hardware & networking, accounts, IT and IT-es, skill development and different other sectors, at _____

Self Attested
Passport Size
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This agreement is made between the All India Council of Computer Education (AICCE) represented by its Director his/her successors and assignees as and M/s. _____ represented by Shri _____ S/o. _____

Date of Birth _____ Resident of _____ his/her successor and assignees.

Where as AICCE is a registered Society/Trust engaged in Popularisation of Electronics / Computer and New technology, Vocational Training, Skill Development, Consultancy and Publication and whereas Shri _____ has applied for affiliating with AICCE as proprietor of M/s. _____ This agreement is being made for running a AICCE Affiliated Study Centre (herein after called Authorised Study Centre-AICCE/ASC-AICCE) at _____ by the name of _____ on the basis of the following terms and condition.

- 1- Shri _____ will be authorised by AICCE to establish the centre from _____ to _____ on the basis of the terms of conditions as laid out in this agreement and as per the "Offer of Affiliation" given by AICCE, which may be suitably modified form time to time.
- 2- Shri _____ will be designated as Centre Director, ASC-AICCE _____ (here in after called as Centre Director), and shall have the following responsibilities :
 - a) Conduction of Computer Software/Hardware, Vocational Courses, Skill Development, and any other course as allotted by AICCE and under the authorisation of AICCE from time to time in the designated area, as per the norms of AICCE.
 - b) Conduction of Data Processing, Software development Service of equipment and any activities under the authorisation of AICCE.

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- c) Conduction of computer Literacy programme in schools, if allotted by AICCE as per a separate agreement signed between ASC AICCE and AICCE H.O.
 - d) Conduction of AICCE's state level or national level project as may be allotted to him/her from to time by AICCE.
 - e) To follow the syllabus, course material, fees structure, pattern of examination, certificate issue and other procedures as prescribed by AICCE from time to time.
 - f) To arrange & use all legal softwares at branch AICCE-ASC. All legal matters arising out of non-compliance of this issue will be completely at the risk of Authorized Study Centre. (Plz send Zerox copy of software's bill to AICCE-H.O.)**
 - g) To conduct AICCE course and activities, kept under his/ her supervision with utmost care and to the satisfaction of students/ customers, keeping in view AICCE's name and standards as also his/her own prestige and viability.
 - h) To enroll new students in various AICCE courses, session wise & fulfill the annual target decided by AICCE H.O. AICCE H.O. has decided the following target for the single session, which is to be compulsorily achieved by the centre.
 - (a) Urban/District Level -75 New Registrations (b) Rural/Tehsil/Panchayat Level-50 New Registrations
 - i) To select suitable premises, faculty, hardware and other infrastructure as per the requirement and category of the centre in consultation with AICCE H.O. and to make payments for them regularly and in time.
 - j) To arrange all the legal permissions /licenses needed from the local govt./authority to run the study centre.
 - k) To make all the payments pertaining to proper operation of the centre like rent of the premises, salary to staff, electricity, water bill and such other expenses in time. To arrange for fire and other safety equipments and trainings for their uses in the centre premises.

Any liability created by the Center Director by not following any of the rules & regulations stated in the agreement, and in regard to any other expenses will be exclusively his/her own and will not be carried forward to the AICCE Head Office in any case.
3. The payment of co-ordination charge to AICCE H.O. would be made by Center Director ASC-AICCE along with the statement of account certified by the Center Director. The AICCE H.O. retains its right to demand any other document in this regard from the ASC-AICCE, if the co-ordination charge payment to the AICCE H.O. are not made by the ASC-AICCE in time, the AICCE H.O. may decide to cancel this agreement even with the period of validity. In all such matters the decision of Director, AICCE Head Office Kota, will be final and binding. AICCE H.O. may also decide on some other mode and frequency of co-ordination charges payment by the ASC's (AICCE) which may be binding on all affiliated centres.
 4. Depending on the technical and managerial capability of the ASC-AICCE the AICCE H.O. would implement its state level, national level projects through the AICCE. Similarly consultancy, market survey and other assignment may also be handed over to the ASC-AICCE by AICCE H.O. based on the expertise available in the ASC-AICCE. However, in all such cases the remuneration to be paid to the ASC-AICCE will be exclusively decided by the AICCE H.O. and the allocation of work to ASC-AICCE will be the exclusive right of AICCE H.O.
 5. The ASC-AICCE shall be responsible for activities indistrict/City. However AICCE H.O. retains its right to change, increase or decrease the geographical area of operation of the ASC-AICCE or to open new branches/centre in the area already allotted to ASC-AICCE in all such matters the decision of Director, AICCE Head Office Kota, would be final and binding.
 6. The Center Director of the ASC-AICCE shall maintain receipt book, bill book, certificate issue register,

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fixed assets register, cash book, ledger, attendance register of staff and students, salary register, expense voucher and minute book. All such record would be open to inspection by Director, AICCE Head Office Kota, or any of his/her authorised representatives at any point of time.

7. No account should be open as name of AICCE at ASC-AICCE by Centre Director. The ASC-AICCE shall run its account in the nationalised Bank in the personal name of the Center Director himself/herself opening of the illegal bank account shall immediately render the ASC-AICCE liable for cancellation of branch agreement. In all such matters the decision of Director/President, AICCE Head Office Kota, would be final and binding.
8. The AICCE H.O. retains the right to affect any changes in the above clauses for better operation of AICCE organisation and of ASC-AICCE, even within the period of validity of this agreement. This will be binding on all ASC'S.
9. The affiliation fees once paid by the ASC-AICCE to the H.O. will be nonrefundable.
10. An ASC-AICCE is non transferable. If a Center Director decides to transfer it to some another person/ organisation exclusive permission will have to be taken from the Director/President, AICCE H.O. Kota, and transfer fees fixed by AICCE H.O. will have to be paid and a fresh agreement will have to be signed.
11. If All India Council of Computer Education (AICCE) is working with any govt. project / scheme, it is mandatory that ASC AICCE will work in that project / scheme. In case ASC AICCE does not take interest in running the scheme, then AICCE H.O. would be free to affiliate any other AICCE ASC in same area. ASC AICCE has to abide all the rules and regulation of the concerned govt. authority. In case of violation of any of the rules and regulations of the concerned govt. authority, AICCE H.O. as well as concerned govt. authority would be free to cancel the affiliation of ASC AICCE, and/or impose financial or legal action as deemed to fit.
12. In case of a Government project or a university program or any other such co-ordinated programme, in which ASC-AICCE takes part, the losses Caused by the change in policy by the Government or by the university or by any such sponsoring organisation, will in no way be transferred to the AICCE H.O. and the AICCE H.O. will not be held responsible for any act of ASC-AICCE.
13. AICCE H.O. will only be responsible for registration fees/ Exam fees and its related services.
14. AICCE H.O. will not responsible for services related to tuition fees/any other fees collected by ASC-AICCE from students.
15. Liabilities created by the fault or negligence of any ASC-AICCE in the consumer forum or any other such body will be exclusively of the ASC-AICCE and will not be carried forward to the AICCE H.O.
16. **If you are working with AICCE's Organization, We do not allow you to work with any other similar organization and business, without prior permission of AICCE H.O., If you were found to work with any other similar organization, the AICCE can cancel your affiliation immediately.**
17. AICCE H.O. has a right to dissolve this agreement, if annual new students registration target will not be fulfilled by ASC AICCE, without prior information or in case of breach of this agreement.
18. **Validity of Student Registration:** Student's registration would be valid for two year from the date of registration, i.e, the students has to complete his/her course successfully within two years of date of registration.
19. Concerned Centre Director would be responsible to carry all the legal proceedings against any person or organisation involved in fraudulent activities in name of our organisation "All India Council of Computer Education (AICCE)" or using the name of our organisation or its courses unauthorized without the permission of AICCE Head Office, Kota in your area. Head Office would cooperate fully in this regards.

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20. Any dispute arising out of the above agreement would be settled only at the court at KOTA (Rajasthan).
21. In respect to affiliation of ASC-AICCE, The application form filled by me, includes all the adequate and absolute informations. If any information in the form is found incorrect or unreliable then application should be immediately cancelled and I would have no objection regarding it.
22. In respect to affiliation of ASC-AICCE, The application form filled by me, includes all the adequate and absolute informations. If any information in the form is found incorrect, misleading or unreliable, then application would be immediately cancelled and I would have no objection regarding it.
23. This agreement is valid upto **31st December 2025**, after this date the agreement can be renewed with the mutual consent and after the payment of annual license fee as applicable, by the ASC-AICCE to the AICCE H.O.

I accept and agree to the above condition given in clauses (1) to (23) above and to any other text or annexures forming part of this agreement. I also declare that I am the authorised signatory of the ASC-AICCE and my signatures, as given below are my true signatures.

Signed on this day _____ of _____ year _____

Name and Signature of the Center Director of the ASC-AICCE

(Authorised Signatory)
with rubber Stamp

Director

Name :

Witness1- Signature

Witness 2- Signature

(Name :)

(Name :)

Centre's Address (in English) :

Centre's Address (in Hindi) :

Pin Code _____

Pin Code _____

Phone/Mobile : _____

E-mail Address: _____

Residential Address (in English) :

Residential Address (in Hindi) :

Pin Code _____

Pin Code _____

Phone/Mobile : _____

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