



APPLICATION AND SELECTION PROCEDURE

BRIEF PROCEDURE:

- ✓ Download Application form, from Website. Fill up the same and send by Courier / Speed Post to the Corp. Office of NICE along with Demand Draft towards Application Fees and Documents as mentioned in this website.
- ✓ After an Application for Franchisee in the specified form along with the documents and Franchisee Application Fees of Rs. 5000/= (Rupees Five Thousand) is received by the Corporate Office, an inspection team will visit the Applicant (Normally within one month from receipt of application). The Applicant has to show to the team the proposed place where he/she intends to setup the Institute. (Other Infrastructure may not be present). The inspection team will submit its report within 30 days of their visit and the decision whether the applicant will be given Franchisee or not will be communicated within 60 days from the date the application is received by the Corp. Office. In case the Franchisee Application is provisionally granted, the applicant has to deposit the Franchisee Fee within 7 days. On receipt of the Franchisee Fee (Rs. 10000/-), a Letter of Intent (LOI) will be issued. The Franchisee can then start the work and create the Infrastructure. After the Infrastructure is completed, the Franchisee shall intimate the Corp. Office. A 2nd inspection team will visit to verify whether all Criteria have been fulfilled or not. After fulfilling all Criteria & Guidelines an MOU will be signed. At the time of signing of MOU, the Franchisee has to deposit the Advertisement Charge.
- ✓ During Inspection, the Visiting Team will give Importance on the Space, Location, Local Reputation & Financial Position of the Applicant and Feasibility of the Centre.
- ✓ Computer, Furniture, etc., need not be present at the time of inspection.
- ✓ In case the Franchisee Application is rejected due to any reasons whatsoever, then only 50% of the Application Fees may be returned within 7 days of rejection. If the Franchisee Application is allowed but the Applicant does not deposit the Franchisee Fees / Advertisement Charge, within 7 days or is no more interested to take the Franchisee due to any reason, then the Application Fees will not be refunded.
- ✓ Canvassing in any form will disqualify the applicant and the Application will be rejected.
- ✓ Giving false or misleading information will disqualify the applicant and the Application will be rejected.
- ✓ Application for franchisee will only be considered for places mentioned in this Website and other unrepresented places in Odisha. In case of any Doubt or Queries, please give E-mail to nicebbsr@gmail.com (For complete list of Existing NICE Centres, see list given in the website – Authorised Centres).

Persons having existing Computer Institute may apply for taking franchisee of NICE. Such person has to give an Affidavit that he/she will discontinue their existing Centre and Name, if he/she is granted the franchisee of NICE.

