

Application for Becoming Franchisee Centre

1. Name of the Organization _____
2. Name of the Director/ Partners of the organization _____
3. Address of the Organization _____

4. Telephone _____ Mobile _____ FAX _____
5. Status of the Organization _____
(Individual/Partnership/Private Limited)
6. a. Qualification of the Directors/ Management: _____
b. Working experience of owner/management: _____
(Particularly in IT field)
c. Name, account number and Bank A/C for the mandatory course check to be prepared _____
7. Assessment of the Centre in respect of location _____
8. Total carpet area / layout:

S. No.	Place	Area (Ft.)	No.	Total Area (Sq.Ft.)
1	Centre Manager Room			
2	Lab I Class room 1			
3	Lab II Class room 2			
4	Library			
6	Counselor Room			
7	Reception			
8	Server Room			
9	Toilet			
10	Others			
	Total Carpet Area			

9. **Infrastructure of Centre**
 - a. Seating capacity of each class room & furniture _____
 - b. Total no. of students that can be trained at any one time _____
 - c. Air conditioning: Fully air-conditioned Labs and Lobby area [Yes/No]
 - d. Training Aids such as overhead projectors, boards, etc _____
 - e. Computer/TV/VCR based Class [Yes/No]
 - f. UPS for computer System _____ [Yes/No]
 - g. Conference/meeting room for BigBanyantree.com members ____ [Yes/No]
 - h. Place for display of promotional material like pens/cap/t-shirt, etc. [Yes/No]
 - i. Configuration of computers

Computer	Processor	RAM	HDD	MOUSE	Keyboard	Monitor	O/S	Accessories

Total Number Of Computers _____

j. Software used and their source:

S.No.	Softwares	Course Name	Source

- a. Networking software used _____
- b. Any specialized multimedia lab with CD-ROM/Speakers/headphones: _____
- c. Educational CD available _____
- d. Networking in lab _____ [Yes/No]
- e. What kind of Networking (UTP/OFC/Etc.) _____
- f. Internet Connection & Type (dialup/ISDN/lease/Others _____
- g. No. of Modem/Printers & its Configuration _____
- h. Staff room available or not _____ [Yes/No]
- i. Generator for Power Backup _____ [Yes/No]

10. Faculty/Lab Assistants/Supporting Staff

- a. Centre manager/Centre Head/Technical Head _____
- b. System Administrator _____
- c. Network Administrator _____
- d. Senior Faculty Members _____
- e. Junior Faculty Members _____
- f. Lab Assistants _____
- g. Clerical staff _____
- h. Counselors _____
- i. Any other Support Staff (Office Boys) _____

11. Any proposed collaboration with any other university for IT or any other program.

Signature of Applicant
with Date

