

E-Gyan Learning Franchise Guidelines

How to get Center Franchise?

- Apply with complete details of self, premises, available hardware, and plan for business development in 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 E-GYAN LEARNING would be followed by personal interview with the Director E-GYAN LEARNING and visit by a team of E-GYAN LEARNING professional at the prospective center, if needed.

THE E-GYAN LEARNING STUDY CENTER SHOULD SATISFY THE FOLLOWING CRITERIA :-

- Should be in business (IT related or otherwise) or should be a professional with the required entrepreneurial acumen.
- Should be willing to invest required amount of money in setting up a center with proper infrastructure and main power.
- Should have commitment for providing quality training to students.
- Should be willing to be part of the E-GYAN LEARNING team in accepting the terms and condition and procedures as laid down by E-GYAN LEARNING.

For URBAN

INFRASTRUCTURE REQUIREMENT

SPECIFICATION	METRO CITY	NON- METRO CITY
AREA (SQ.FT.)	1200	800-1200
NO. OF CLASS ROOM	2	2
SITTING CAPACITY IN PER CROOM	20	20
NO. OF SYSTEM	10	8
LAB ROOM	1	1

For RURAL

INFRASTRUCTURE REQUIREMENT

SPECIFICATION	TEHSIL	VILLAGE
AREA (SQ.FT.)	600-800	400-600
NO. OF CLASS ROOM	2	2
SITTING CAPACITY IN PER CROOM	15	15
NO. OF SYSTEM	6	5
LAB ROOM	1	1

HARDWARE REQUIREMENT

- Min 5 Computer System dual core and above.
- Necessary Hardware compatibility for Internet.
- Printer (Dot Matrix/Inkjet).
- UPS (500 VA) / Generator
- A.C. Unit

MANPOWER REQUIREMENT

Administration / Manager	Knowledge of Computer Software Training, Experience, having Good Management Skills.
Faculty	Thorough knowledge of subject, disciplined, Student's problem solving capacity.
Counselor/Receptionist	Pleasant personality with good communication skills, knowledge of computer courses, disciplined.
Marketing Executive	Experienced Hardworking, knowledge of computer courses, good communication skills.
Office Boys	Disciplined & Experience , Basic Knowledge of Computer

PROFITABILITY OF OPERATION.....

The granting of study center status would be possible after careful study of the market potential, number of student graduation from the relevant streams etc. The specifics in terms of operational economics will be discussed in person with each of the study centers. The study centers are required to make a study of the Engineering Colleges, Polytechnics and Science College and other institutes of the area by way to the number of students passing out each year.

EXPECTATIONFROM THE AFFILIATED STUDY CENTER.....

The study center should be able to have a center at a prime location of the city/town. The center would have separate classrooms, Computer Lab and Reception / office room. The center would have proper ventilation and proper lighting (Electricity) and purified water. The block and sub block level centers may not have the above infrastructure but should have generally clean surroundings.

BY WAY OF EQUIPMENT AND FACILITIES

Depending on the potential of the area and under consultation with E-GYAN LEARNING, the study center should have or should be in a position to acquire the number of computers, printers, equipment, tools and consumable and the proper software that would be required to effectively convey the course to the students. The study center should have a self-equipped library, housing books as prescribed by the E-GYAN LEARNING central coordinating office. Further the study center shall subscribe to periodicals as suggested and students should have easy access to both books and periodicals. Center should have a proper staff.

IN OPERATION.....

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

- **Internal systems and procedures**
- **External Interface**
- **Co-ordinations**
- **Purchase of classes and practical.**
- **Examination procedure.**
- **Certificate issue procedures.**
- **General meeting**
- **The study center should follow the steps outlined in the manual would be the key essence to the agreement with the study centers.**

NOTE -

- **THE AFFILIATION FEES IS NON-REFUNDABLE.**
- **RENEWAL OF THE E-GYAN LEARNING CENTER SHELL BE DONE EVERY YEAR BEFORE 1ST JAN.**

Team E-Gyan Learning