



विदर्भ माध्यमिक शिक्षा मण्डल, नागपुर

VIDARBHA BOARD OF SECONDARY EDUCATION, NAGPUR

APPLICATION FORM FOR CENTER

1. Name of the organization/Institution: _____
2. Year of Establishment: (Please Attach Proof) _____
3. Type of Organization/Institution: (Please Attach Proof) Trust ☐ Society ☐
4. Full postal Address:

5. Official Communication:

Phone No: _____

Mobile No: +91 _____ Alternate No. _____

E-mail: _____

Fill the Following and Enclosed Proper Proof:

6. Premises Details: ☐ Owned ☐ Rented
7. Total carpet Area of Organization/Institution (Sq.Ft.): _____
8. Total site Area of Organization/Institution (Sq.Ft.): _____
9. Internet Connectivity: Yes ☐ No ☐
10. Details of computer (Dedicated Earmarked for Training and Research Purpose)

Type	Processor	Ram	HDD	Network (Y/N)	Internet (Y/N)
Server Computer					
Client Computer					

11. Infrastructure Details:

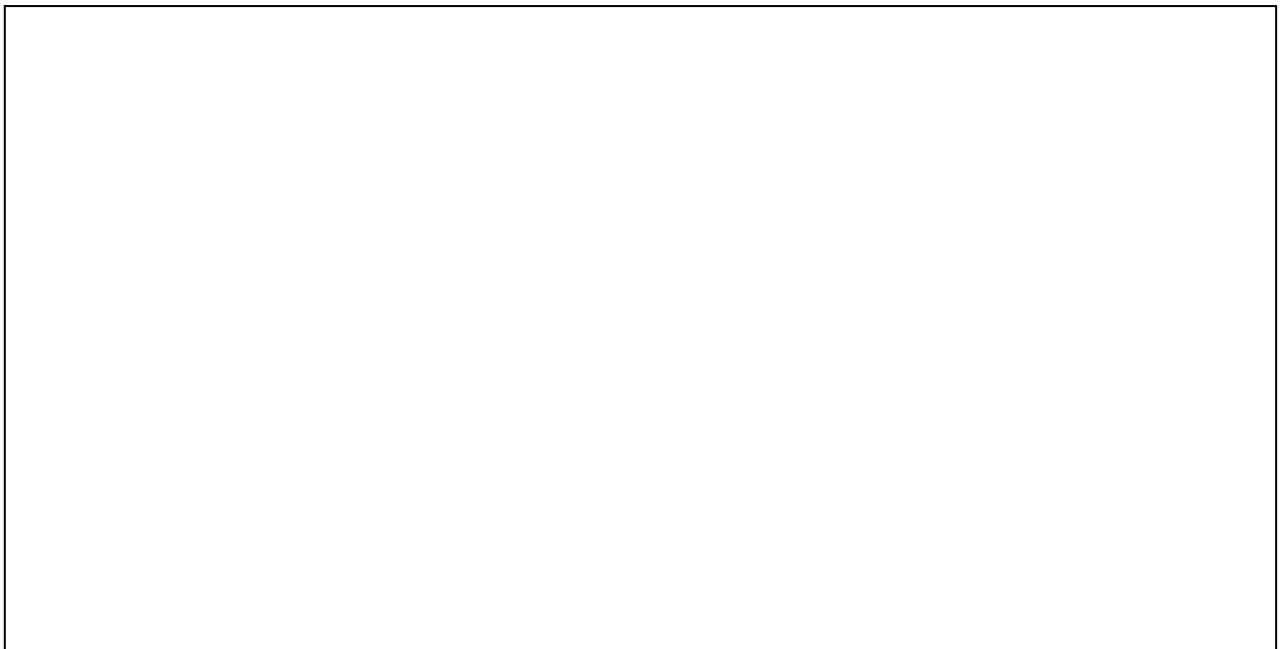
☐ Genrator ☐ LCD Player ☐ Fax ☐ Photocopier

S.No .	Other Infrastructure for Training	Units	Area (Sq.Ft.)	Seating Capacity
1.	Class Rooms			
2.	Library (Total Books)			
3.	Reading Room/conference Room/ Audio Visual Room			
4.	Administrative Area			
5.	Trainer Room			
6.	Service Area-Toilets etc.			
7.	Other			

12. Details of Courses that you are Interested to offer through VBSE: (Use Separate Sheet, If Necessary)

S.No.	Proposed Course	Expected No. Of Admission	S.No.	Proposed Course	Expected No. Of Admission
1.			6.		
2.			7.		
3.			8.		
4.			9.		
5.			10.		

13. 'Wide range Photograph showing the locality of the Organization'



DIRECTOR PROFILE

1. Name: _____

2. Designation: _____

3. Gender: ☐ Male ☐ Female

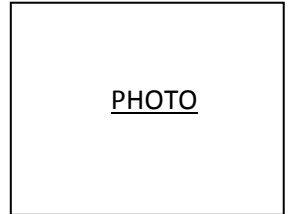
4. Qualification : _____

5. Experience : _____

6. Photo ID Proof: (Kindly enclose the copy)

☐ Driving Licence ☐ Passport ☐ Voter ID ☐ PAN Card

7. Aadhar Card No: _____



DECLARATION

In Support of the application, I certify that, having read the Norms and Procedure for accreditation of institution, I undertake to ensure that the Institution will abide by the Rules and Regulations and terms and conditions, as are made applicable to the Academic Director, from

time to time. I further affirm that accreditation, if granted to the Institution, will not be used for commercial purpose, rather will be used to serve the needs of the VBSE students.

I have carefully read and understood all the guideline, specifications and other information published by the Vidarbha Board Of Secondary Education. In case of any disputes or for any unforeseen issue(s) or issues not covered in the guidelines, specification and other information published by the VBSE, the decision of the VBSE shall be final and binding on me and all other concerned.

I agree that the Vidarbha Board Of Secondary Education reserves the right to withdraw any location or any Discipline/Programme or its nomenclature at any time without assigning any reason and to make modification in any information published anywhere whenever deemed necessary.

In any dispute the courts of Vidarbha Board Of Secondary Education shall have exclusive jurisdiction.

Date: _____

Specimen Signature of the Proposed Principle/Director

Seal & Signature of the Head of the Organization

DOCUMENTS TO BE ATTACHED

1. An Application For Requesting Academic Director.
2. Organization Registration Certificate Copy.
3. Resolution Of Scociety/Trust/Pvt. Ltd. For Coordinator.
4. Copy of MOA/AOA/Byelaws of Society/Trust/ Pvt.Ltd.
5. Organization PAN Copy.
6. Organization PAN Copy.
7. Aadhar Card Copy of Organization head.
8. Organization Building Ownership Proof/Rent Deed.
9. Bank Account Details of Organization.
10. Organization Building Map.
11. List of Staff Members.
12. Affidavit Of Organization (Rs. 10/-).

ORGANIZATION AFFIDAVIT

INDIAN Non-Judicial Paper Rs.10/-

I _____ S/o _____
is the President/Chairman of _____ situated at
Reg.No. _____ do solemnly declare that we are
conducting the course Vidharbha Board of Secondary Education, Nagpur
_____ State, motive of our educational
Charity/Trust/Organization is to spread education to the empowerment of children
youth
& women Regular/Private Education. We assure you that we keep all and every
principle
of your Institution/Organization in our proceedings.

***NOTE:- Only Print On affidavit.**

***NOTE:- Sample Only (Not For Use)**

[This has to be taken as print out in School Letterhead]

To,

The Director,
Vidarbha Board of Secondary Education,
Nagpur (Maharashtra)

Dear Sir/Madam,

Sub: Appointment as Course Counsellor and Conducting of Vidarbha Board of Secondary Education Examination-Reg.

We have decided to appoint Mr./Mrs. _____ as coordinator for Counselling, Guidance, enrolling students and interacting with all the activities on behalf of our institution. He will co-operate and coordinate all the activities of Vidarbha Board Of Secondary Education (VBSE) in the school premises.

His contact Number is _____

Also, we accept to conduct the examination of Vidarbha Board Of Secondary Education (VBSE) and the students are permitted to use our laboratory facilities for Physics, Chemistry, and Biology Practical Examination. We assure you that we will conduct the Examination as per the rules and regulations of Vidarbha Board of Secondary Education (VBSE) in our institution and we are ready to work as Accredited Institution of Vidarbha Board of Secondary Education (VBSE).

Thanking You,

Place:

Yours Truly,

Date:

Seal and Signature