

RAISING OF FUNDS TO MEET RECURRING EXPENSES

The management committee will have to ensure that funds are raised to meet the recurring expenditure (Expected Rs. 3,47,000.00) of this project by imposing a full-proof fee structure which is not considered taxing or beyond reach to students. It is also evident that students from weaker section of society will also participate in this program, the policy must provide concessions to such students. Charging fees from students will be a necessity as the day-to-day expenses of the project needs to meet from this alone.

To fix fee for students, it is necessary to define the strength of students. At the same time, it requires to decide the time frame of the computer centre to coop with the strength of students. In this regards, it is proposed that the computer centre may run in two modes. One is for Girls students of different schools of the district and other is for boys students covering students of host school as well as students of other High School of the district.

For girl students of different schools, the time schedule may be from 7.00 A.M. to 9.00 A.M. This time schedule will apply for girls students of different schools and thus students participating in this mode will able to go their respective schools for their regular and normal classes. This will meet our motto to provide computer education without hampering their normal study hour. In this mode, the society will operate three batches meeting twice in week (**MONDAY-THURSDAY , TUESDAY-FRIDAY & WEDNESDAY-SATURDAY**) and will accommodate 48 students each. Hence in three batches, we may accommodate 144 students.

For boys, time schedule may be fixed as 10 A.M.-12 Noon, 12 Noon-2 P.M & 2 P.M.-4P.M. Each time frame may contain 48 students. Each batch of 50 students will meet twice in a week. Hence in total we may accommodate $48 \times 3 \times 3 = 432$ students.

In total we may accommodate 600 students.

Mode - 1

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	TOTAL
7 A.M to 9 A.M	Batch-1	Batch-2	Batch-3	Batch-1	Batch-2	Batch-3	SUB-TOT = 144
10 A.M to 12 Noon	Batch-4	Batch-5	Batch-6	Batch-4	Batch-5	Batch-6	SUB-TOT = 144
12 Noon to 2 P.M	Batch-7	Batch-8	Batch-9	Batch-7	Batch-8	Batch-9	SUB-TOT = 144
2 P.M to 4 P.M	Batch-10	Batch-11	Batch-12	Batch-10	Batch-11	Batch-12	SUB-TOT = 144
Grand Total : 576							

Availability of Seats

Total Seats	Seats for Boys	Seats for girls
576	432	144

Reservation

Total Reserved seats in all categories	Boys	Girls
144	96	48

Fee analysis

Total recurring expenditure in an annum	-	Rs. 3,47,000.00
Total expenditure in each session (Approx)	-	Rs. 1,20,000.00
Total no. of students in a session	-	576
Total no. of General category students	-	432
Total no. reserved category students	-	144

Based on above assumptions, fee structure may be derived as follows

Fee for general category students for a complete course of 3 month :

Tuition Fee	:	Rs. 200.00
Development Fee	:	Rs. 50.00
Total :		Rs. 250.00

Fee for reserved category students for a complete course of 3 month :

Tuition Fee	:	Rs. 100.00
Development Fee	:	Rs. 25.00
Total :		Rs. 125.00

Duration of Course

Courses may be of **Certificate Level with a tenure of 3 months or 90 days. This may be divided into three semesters.**

Total Number of sessions in a year

With an assumption that in a year we have at least 270 working days, the society may conduct three sessions in each year. **Each session will be of 3 months each.**

SCREENING TEST FOR ADMISSION

The admission to each session will be made by conducting a screening test. This test will be held at each school selected under this project. A merit list will be published based on the test result. In the beginning year, **it is proposed that admission will be made on the basis of recommendation of names of students by concerned Head Master or principal.**

PROVISION FOR EXPULSION & FINE

The Society reserves its right to **EXPELL** any student from the course if he/she is found to be indulged in mishandling of computer or any other electronic equipment or found guilty of undisciplined manner.

EXAMINATION AND EVALUTION

Management of internal examination for individual classes will be handled by the schools themselves. As per the guidelines, the specific curriculum that will need to be implemented at the school will be as approved by the Education Dept., Govt. of Bihar. Each school will be able to provide to its students a facility to fill up examination forms locally and even be able to conduct such a test at its own site so that local students need not travel long distances.

AWARD OF CERTIFICATE

Those students who successfully compete the final examination may be awarded merit certificate locally by the **District Magistrate-cum-Chairman/Secretary/Principal** so as to popularize the courses among others.

PAYMENT OF FEE

Selected candidates will require to pay full recommended fee at the time of admission. The fee will include tuition fee of complete one session and development fee. In no case fee will be allowed to pay after admission. All fees are to be paid in **cash or draft** (in favour of **District Computer Centre Society, Purnia** Payable at **Bank of India , Purnia**).

**Sect – Cum – DIO
NIC , Purnia**

**Chairman – Cum - D.M
Purnia.**