

FORM 7

(See rule 7,8,9,10,11 read with rule 2B)

**FORM OF APPLICATION FOR RECOGNITION OF
COMMERCE INSTITUTES/COMPUTER EDUCATION COURSE**

(Note: Information against all columns to be furnished in full Failing which the application is liable to be rejected)

	Fresh Recognition for the year Provisional approval of existing Registration number Recognition Permanent Recognition UPGRADATION KSEEB Institute code	
1	Name of Institute in Block Letter)	
2	Location Door No. Cross / Main / Street Locality / Block / stage / Phase Place, Pin Code, Taluk District	
3	Registration number and date and the registering Authority (Copy of the Certificate of Registration enclosed)	
4	Date of establishment	
5	Date of fresh Recognition Date of renewal of Certificate of Recognition Enclosed)	
6	KSEEB Institute code	
7	Society; Association or person owning the Byelaws Of Recognition enclosed)	
8	Person authorized to correspond with the Department (consent or Authority letter by the owner of the Institute enclosed)	
9	Financial Position of the institute (permanent fund And other sources of income approximate annual Income and expenditure)	
10	Subjects and grades for which recognition is sought	
11	Number of candidates on the roll as on Subject Grade number	
12	Accommodation available (number of rooms to be specified)	
13	Details to typewriters, Furniture and other equipment	
14	Working Hours of the Institute	
15	If Library is provided the number of books in the Library, General/professional	
16	Rates of fees levied	
17	Details of the Records and Registers maintained	
18	Whether the Demand Draft in respect of Security deposit And Recognition Fee is enclosed Name of bank Place of issue No. Date Amount	
19	Remarks	

DECLARATION

Sri / Smt. / Kum. _____ on behalf of the Management of the Institution, hereby declare that the information furnished above are true and correct to the best of my knowledge and belief and I agree to abide by all the rules laid down in the conditions of Recognition of Commerce Institutes.

The Management also agrees to the condition that the Institution once recognized temporarily or permanently shall not be closed down abruptly at any time. In case of closure of the Institute, the Institute shall obtain the permission of the Department. In case the Institute is closed without obtaining previous permission for closure from the Registering Authority, the security deposit may be forfeited.

Place:

Date:

Signature of the Head of the
Institute / Management

Enclosures:

1. Copy of Certificate of Registration
2. Copy of Certificate of Recognition
3. attested copy of the Bye laws of
4. Trust Deed or Partnership Deed.
5. Consent letter by the owner of the Institute
6. DD / Banker's Cheque.
7. Date:
8. Amount.