

To

The Director,

INSTITUTE OF COMPUTER SCIENCES & MANAGEMENT(ICSM®),

Chitaipur, BLW Road, Kandawa Varanasi UP-221106.

Subject: Application for the appointment of Counsellor and PR Executive.

Sir,

I hereby wish to apply for the post of Counsellor and PR Executive of Institute Of Computer Sciences & Management(ICSM®), Chitaipur, BLW Road, Kandawa Varanasi-221106 to disseminate the information of Institute's Regular Campus Course as approved by ICSM.

I agree to abide by the rules and regulations of the Institute Of Computer Sciences & Management(ICSM®), Chitaipur, BLW Road, Kandawa Varanasi-221106 for the prescribed programmes. I hereby undertake to extend full cooperation and support to Institute, and more particularly by providing the facility and services of "Counseling Desk for Student" , "dissemination of information of institute's activities & academic programmes/courses among the students and prospective candidates" "advertisement/lead generation".

Information provided in the application form is true to the best of our knowledge and belief. I request to consider my application sympathetically and appoint me as a Counselor and PR Executive of Institute Of Computer Sciences & Management(ICSM®), Chitaipur, BLW Road, Kandawa Varanasi-221106.

Thanking you and hope for early favourable reply.

Signature of an applicant

Name: _____

Place : _____

Date : _____

INSTITUTE OF COMPUTER SCIENCES & MANAGEMENT



Head Office- Chitapur, BLW Road Varanasi-221106
Branch Office- Amara-Akhari Bypass NH-2 Varanasi-221106

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Estd: 2004

PROCESSING FORM FOR IGC CODE

Name of the Institute & Address				
Website of the Institute (If any)				
Name of Recognized Organization				
Registered Office-Address	Dist: _____ State: _____ Pin Code: _____			
Type of Registered Organization (Tick most appropriate and enclose self-attested the necessary details and proof)	Trust <input type="checkbox"/> Co-operative Society <input type="checkbox"/> College UG/PG & Above <input type="checkbox"/> Society <input type="checkbox"/> Autonomous Institution <input type="checkbox"/> Govt. Organization <input type="checkbox"/> Company/s25 <input type="checkbox"/> If other specify _____			
Year of Establishment	Registration No.	PAN Number		
Head of the Registered Organization (Chairman/President/Managing/Director/Secretary/ Proprietor)	Name	Designation		
E-mail ID		Affix latest Passport Size Photograph of Head of the Institution (self-attested)		
Mobile No.				
Specimen Signature of the Head of the Registered Organization				
Photo ID Proof :- (Kindly enclose the self-attested copy)	Driving License <input type="checkbox"/>	Passport <input type="checkbox"/>	Voter ID <input type="checkbox"/>	Pan Card <input type="checkbox"/>

Signature of the Counselor