

Affiliation Form

Company Basic Info:-

Company Name:

Established Date: Company Yearly Growth Rate:

Company Address:

Location Details:

Town/City: Thana/Upazila: District:

Phone No.: Fax: Cell:

Email: Web Site:

Contact Person Name:

Address:

Location Details:

Town/City: Thana/Upazila: District:

Company HR Info:-

Total Number of Employee:

Number of Full-time Faculty Members:

Number of Part-time Faculty Members:

Numbers of Officers: a) Accounts b) Counselor c) Executive

d) Marketing Executive e) Receptionist f) IT Officer

Number of Office Staff: a) Lab Assistant: b) Office Assistant c) Cleaner

Recruitment Policies:

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Academic Info:-

Total Number of Batch complete in last Year's:

Number of Batch/Year:

Present Number of Students:

Student Pass Rate: Student Job Status Rate:

Course Materials: Books / Bag / ID card Gift item

Present Accommodation Info:-

Number of Class Room: Number of Lab:

Library: Common Room: Toilet:

Faculty Room:

Director Room:

Office Room: Accounts/ Counseling/ Student Support Hardware Room

Logistic Info:-

PC Y/N Projector Y/N Power supply Y/N UPS/Generator Y/N

Water Supply Y/N Security Y/N Gas Y/N

Others Requirements:

- 1. Forwarding Letter Addressed to the Head of the Institute (DIPTI)**
- 2. Financial Capability (Self Declaration in the Pad)**
- 3. Experience of Business**
- 4. Office facility (Rental Agreement, Class Room Allocation etc.)**
- 5. Bank Statement**
- 6. Reference with Contact Details (Renowned Personalities of your area)**
- 7. CV of the Owner/Directors**
- 8. Tread License**
- 9. Certificate of Incorporation (Incase of limited Company)**
- 10. VAT/TIN Certificate**

Signature of Applicant (with Seal)

Designation:

Date: