NIELIT Courses- Sahaj Retail Ltd

Process on NIELIT Affiliation

Digital Literacy courses (DLC Courses)

1. Awareness in Computers Concepts (ACC) – 20 Hours
2. Basic Computers Concepts (BCC) – 36 Hours
3. Certificate in Computer Concepts (CCC) – 80 Hours
4. CCC+ - 126 Hours
5. Expert Computer Course (ECC) – 200 Hours

Premises & Faculty

The Institute must have own/hired premises. If hired, the tenancy should be for a minimum period of 11 months, with a reasonable assurance of continuity. It should have a minimum carpet area of 30 Square Meters with at least one class room to seat 25 candidates, one computer laboratory with at least 05 PCs for hands on training, a library, reception area and proper washroom facilities. This should vary upwards depending on the number of candidates.

Faculty:

MCA / M.Sc (Computer Science) / BE / B.Tech / NIELIT O/A/B/C Qualifier / BCA / B.Sc (Computer Science) / PGDCA / Graduate in any Stream plus Diploma in Computer Software of at least six months duration.

Infrastructure

Infrastructure:

Following infrastructure is the minimum requirement:

Sl. No.	Description	Minimum requirement
1	No. of class room(s)	1
2	Total Seating capacity of class room(s)	25
3	No. of computer lab	1
4	Library	1
5	No. of computer(s)	5

Software:

Sl. No.	Description	Minimum Requirement
1	Operating system	As required to conduct ECC course (Please refer the syllabus of ECC.) Open-source software are allowed.
2	Office Automation Software	
3	Web browser	
4	Antivirus	
5	Internet Connectivity(Name of the Internet Service Provider)	
6	Other teaching aids (Prefrable)	Overhead/ Data Projector, TV with DVD player etc.

Advertisement template

**Approved Facilitation Centre of
National Institute of Electronics and Information
Technology
(NIELIT),
(An autonomous Scientific Society of MeitY, Govt. of India)**

Place for logo of the permitted institute.

Name
&
Address of the Institute

Contact No._____Email ID: _____Website:_____

Matter for promotion may be placed here.

Training Fee & Certification Charges

Course Name	Fee Head	Amount to NIELIT	GST@18%	Hours	Training Fee as per Sahaj	Course Days
ACC	Registration & Participation	200	236	20	750	20
BCC	Examination and Certification	450	531	36	1500	36
CCC	Examination and Certification	500	590	80	3000	40
CCC+	Registration Fee	100	118			
CCC+	Examination Fee	450	531	126	4500	63
ECC	Registration Fee	100	118			
ECC	Examination Fee	500	590	200	7500	100
Certificate re-issuance	Correction	50	50			
Certificate re-issuance	Loss of certificate	100	100			
Certificate re-issuance	Mutilated Certificate	100	100			

Affiliation fee & Revenue sharing

SAHAJ

Roll out Fees per center: 30,000/-

Revenue Sharing on training fee after deduction of NIELIT charges:

VLE - 70%

Note:-Terms and commercials are liable to change without prior information if same is changed by NIILET.

Documentation Process

1.NOC – Simply a center owner give a written note that he is authorizing Sahaj Retail Ltd to open an NIELIT _Digital Learning center in his shop/premises.

2.Rent agreement- If shop is on Rent then Rent agreement and if it is Owned then Property papers/Registry.

3. 2 Resumes of his faculty members –With any of the mentioned Qualifications and attached certificate.

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4. Carpet Area of shop/Centre- Ideally min.30 Sq mts.

5.No.of Computers- Min.5

6.Internet- If wifi/Broadband etc. and service provider name like Jio, Airtel etc.

POINTS TO REMEMBER

1) After SKASH payment documentation process will be processing.

2) Once the documentation process completed , center owner get the portal along with te login Id from the NIELET within one month.

3) Center owner can enroll students from the portal given by NIELET.

4) Center will be valid for three years.