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· ,	Surname		First Name			Middle Name		
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Landmark & City						Nationality		
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Manager's Signature :

FOR HEAD OFFICE USE ONLY				
Record Entry No.	Examination Date :			
Study Material Despatch Date :	Certificate Date :			
No. of Books Sent :	POD No.:			
Authorised Signature :				

Admission Procedure

Requirements

- Photocopies of Attested Mark Sheets
- Four latest passport size colour photographs
- □ Work experience certificate
- □ I.D. proof

Eligibility: Please refer course details.

Admission Procedure

- Applicants are required to fill the complete application form and pay the fees at the time of admission
- Students can pay the fees in Cash or by Cheque/D.D. The cheque/D.D should be drawn in favour of "Indian School of Technology & Management" payable at Mumbai.
- □ Application form along with the fees, i.e. Cheque/D.D should be couriered/posted to the respective ISTM office by speed post.
- Application form is also available on our website <u>www.istm.org.in.</u> The same can be filled and submitted online. In this case, fees have to be paid online by Credit/Debit card or a Bank Transfer request. Refer to our website for more details.

Important Notes

- □ Cheque/D.D should be payable in favour of "Indian School of Technology & Management" payable at Mumbai.
- You can enrol for more than one certification at a time. In this case, fees will change accordingly. Changed fees, based on number of certifications, can be found out from your nearest ISTM office. List of ISTM office details is available at the end of this prospectus.
- □ Fees are subject to revision at any time on discretion of ISTM
- Course once selected cannot be changed. You can change the course only on the day of admission till the working hours.
- □ Fees have to be paid in full. Fees once paid will not be refunded under any circumstance.