

## Memorandum of Understanding

This Memorandum of Understanding is hereby executed on dates 1<sup>st</sup> Sept.2021 between **Anudip Foundation for Social Welfare**, having its head office at CIMCYS TOWERS, 3<sup>RD</sup> Floor, Plot No. Y-13, Block-EP, Sector-V, Salt Lake, P.S: Bidhan Nagar (East) Kolkata-700091 and **Surya Sen Mahavidyalaya**, Siliguri, Darjeeling, West Bengal 734004.

### Background of Anudip Foundation:

Anudip Foundation for Social Welfare, set up in 2007, is a Section 8 non-profit company as per Companies Act, 2013 having its head office at Vishnu Chambers, 2<sup>nd</sup> floor, J4, Block GP, Sector-V, Salt Lake, Kolkata-700091. Anudip creates livelihood opportunities for marginalized women and youth of Eastern India.

Over the past 13 years Anudip has worked with international and national agencies, government units, corporations and community based organizations to offer sustainable livelihood programs for disadvantaged groups residing in the **rural and semi-urban Andhra Pradesh, Delhi/NCR, Odisha, Jharkhand, Maharashtra, Tamil Nadu, Telangana and West Bengal**. Anudip aims at improving the socio-economic status of these people and locality by developing their employability and entrepreneurial skills for IT-enabled jobs. Anudip is an empaneled partner of NSDC (National Skill Development Corporation).

### Beneficiaries Profile:





Minimum age for the target group is 18 years and maximum age is 32 years. Minimum educational qualification is 12th pass. Students who are ready to join jobs immediately after completion of training are encouraged to join the courses.

### Program Deliverable:

**Surya Sen Mahavidyalaya, Siliguri would provide students to Anudip on Batch basis.** With this collaboration Anudip aims to impart market aligned skill and career development training program for the unemployed youth and women towards successful placement of the trained students. In case of future batches, same clauses as prescribed herein will be followed.

**Anudip Foundation for Social Welfare**

Cimsys Towers, 3rd Floor, Plot No. Y-13, Block EP, Sector V, Salt Lake City, Kolkata 700091

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**Curriculum:**

The sector-specific job-oriented skills require special curriculum so designed to enhance student's employability and technical/domain skills. Anudip's curriculum team works at developing and adding new components to the customized curriculum based on the market demand and job requirements.

**Course Structure is enclosed.**

**Class Schedule:**

Anudip would impart training to each batch of students 03 (three) days in a week (except Sundays). Total training period for each batch of students would be for as per stipulated hours in our course schedule online and offline mode as per feasibility.

**Fees Collection & Deposit terms:**

Student need to deposit a nominal onetime fee of Rs. 1000 only as a course fees to the Anudip's bank account directly through the online payment or Cash payment by the college authority. No physical fees collect applicable from any student or partner end. Our representative will provide assistance to all the students to make online payment as per organization norms.

**Payment:**





Anudip will provide in 40% amount against total no. of student as a Mobilization cost to College Authorities bank account, which will be credited after completion of total batch admission. Each batch must have minimum 15 students.

**Training location:**

All Soft Skill classes training will be conducted Online and offline mode as per the situation permit. For practical classes on IT or Computer related courses, student needs to visit the college computer lab/ Nearest Anudip Center which will be communicated as per the feasibility.

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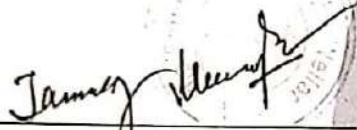
### Student Exit Profile:

Placement assistance will be given to all successfully certified students, the placement opportunities depends on the availability and client requirement and student have to appear for interviews and secure placements / jobs. In case a student is unable to secure a job or not interested in offered 03 valid opportunities then we will not provide them any further opportunity. Average salary at entry level for a 12th pass will depend on the program, job role and eligibility of the students.

After successful certification, Anudip's graduates who are job-ready will get the Placement Assistance in different sectors starting from IT / ITES / Digital Services, E-commerce, BFSI, Retail, in the profile of Back Office Executive, Data Entry Operator, Customer Care Executive and Retail Executive or Work from Home etc. The Job will be based on Local / Kolkata or different states depending on the Employer's requirements.

### Termination:

Either party may terminate this Memorandum of Understanding by giving 15 days prior notice with in 31st March 2022.




Sign of Tanmay Mukherjee,  
General Manager  
Anudip Foundation, Kolkata.



Principal / College Authority  
Surya Sen Mahavidyalaya  
Principal  
Surya Sen Mahavidyalaya  
Siliguri, Darjeeling, WB-734004  
Siliguri-734004

### Anudip Foundation for Social Welfare

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## Memorandum of Understanding

This Memorandum of Understanding is hereby executed on June 20<sup>th</sup>, 2022 between **Anudip Foundation for Social Welfare**, having its head office at CIMCYS TOWERS, 3<sup>RD</sup> Floor, Plot No. Y-13, Block-EP, Sector-V, Salt Lake, P.S: Bidhan Nagar (East) Kolkata- 700091, and **Surya Sen Mahavidyalaya, Siliguri, Darjeeling, West Bengal 734004.**

### Background of Anudip Foundation:

Anudip Foundation for Social Welfare set up in 2007, is a Section 8 non-profit company as per Companies Act, 2013 having its head office at CIMCYS TOWERS, 3RD Floor, Plot No. Y-13, Block-EP, Sector-V, Salt Lake, P.S: Bidhan Nagar (East) Kolkata- 700091. Anudip creates livelihood opportunities for marginalized women and youth of India.

Over the past 15 years Anudip has worked with international and national agencies, corporations and community-based organizations to offer sustainable digital livelihood programs for impoverished youth residing in the rural and peri-urban areas of Andhra Pradesh, Delhi/ NCR, Jharkhand, Maharashtra, Odisha, Tamil Nadu, Telengana and West Bengal. Anudip aims at building sustainable livelihoods of such communities and enhance economic empowerment through employability programs in digital services sector.

### Program Deliverable

**Surya Sen Mahavidyalaya, Siliguri, Darjeeling, West Bengal 734004**, would provide students to Anudip. With this collaboration Anudip aims to impart market aligned skill and career development training program for the unemployed youth and women towards successful placement of the trained students. In case of future batches, same clauses as prescribed herein will be followed.

### These modules would be included in the course curriculum:

1. **CEIT:** Certificate in English Communication and IT
2. **CFPEA:** Certificate in Future Pro Essentials for English Academy
3. **CAEE:** Certificate in Accounting and Excel Expert.

### Course Fees:

Enrollment fees for the any of the above 3 courses are Rs. 1000. One student is eligible for only one course in our program from the above 3. Except this there is no hidden charges for any others activities.

### Benefits from our Program:


- Placement Assistance & Support
- LMS App & Web version for Self-Learning.
- Enguru English Communication App & Web version for easy practice of English communication.
- Microsoft Office Specialist (Excel 2013) Global Certification (Chargeable & Optional).



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### Beneficiaries' profile:

Minimum age for the target group is 18 years and maximum age is 30 years. Minimum educational qualification is 12<sup>th</sup> pass and each of the students must have Android phone with Internet Connection

### Training Methodology

Anudip's digital livelihoods program follows a technology-driven, methodology that has evolved based on employer and student feedback, team evaluation, and impact studies conducted externally and internally, Anudip team continuously tries to align with changing job markets, digital trends, and the state of the training technology worldwide.

### Training Location:

Training will be conducted by trainers of Anudip Foundation through Offline. However, if situation demands both modes will be applicable online as well as offline.

### Student Exit Profile:

After successful certification, Anudip's graduates who are job-ready will get the placement assistance as ITES, Content Moderator Back Office Executive, Data Entry Operator, Customer Care Executive and Retail Executives. The Job will be based in any part of the country depending on employer's specifications.

### Financial Clause:

Anudip will provide Rs. 350/- against each student to **Surya Sen Mahavidyalaya**, Siliguri, Darjeeling, West Bengal 734004. through the bank account provided by the institution, which will be credited after completion of total batch admission. Each batch must have minimum 15 students that mean Anudip will pay Rs 5250/- against each batch of 15 students. Anudip will provide the list of admitted students of each batch with mobile number and address to the college for ready reference.

The Bank Account details of **Surya Sen Mahavidyalaya** is given below and this should be considered for all future payments by Anudip Foundation :






- a) Account Name : Surya Sen Mahavidyalaya  
b) Account Number : 502102011109881  
c) Type of Account : Current Account  
d) Bank Name : Union Bank Of India  
e) Branch Address : Deshbandhu Para, Siliguri  
f) SWIFT Code :  
g) IFS Code : UBIN0550213



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The second party has to submit all the claims within the project period and no claims will be accepted after end of the project.

### Termination:

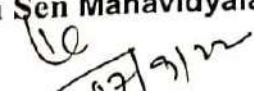
Either party may terminate this Memorandum of Understanding by giving 30 days' prior notice. However, Anudip Foundation will complete the courses of the running batches with all facilities and in that case, if necessary, the period of 30 days may be extended on mutual discussion of both the parties. This MOU is effective till March of this Financial Year.



For Anudip Foundation

  
Tanmay Mukherjee  
VP - Operations

For Surya Sen Mahavidyalaya

  
DR. PRANAB KUMAR MISHRA  
PRINCIPAL  
Surya Sen Mahavidyalaya  
Siliguri-734004