

Date : 21.8.2013

TO

**The Principal,
WAVOO WAJEEHA WOMEN'S COLLEGE ,
Tiruchendur.**

Sir/Madam,

**Sub: Computer Software College Tiruchendur-Conducting
Computer Courses Providing Computer Education
On Part time basis-reg.**

We have great pleasure to launch computer education program
in association with **WAVOO WAJEEHA WOMEN'S COLLEGE** as per the Terms and
Conditions mutually agreed.

Terms & Conditions:

1. The Classes will be conducted at your college campus, utilizing the college infrastructure and software, Computer Terminals will be upgraded by your college as and when required.
2. Printed Course Materials, in books form for each module will be provided by **CSC**
3. At the end of each module, examination will be conducted.
4. The classes will be conducted under the guidance and supervision of our staff.
5. Adequate trained and well experienced staff of Computer Software College will be ensured for taking classes and lab works.
6. Program is applicable for at least **20** students.

The details of course duration and fee charged are as follows:

S.No	Course Details	Course Duration	Time	Fees Rs.
1.	DTP (Desktop Publishing) Photoshop, Corel Draw, PageMaker	3 months (6 days per Week)	3-4pm	Rs.2000/-per Student
2.	TALLY ERP 9 With GST	3 months (6 days per Week)	3-4pm	Rs.2000/-per Student
3.	MS OFFICE (Word, Excel Power Point)	3 months (6 days per Week)	3-4pm	Rs.2000/-per Student

- The above training fee may be paid in two equal installments.
- The first installment should be paid within a week after commencement of classes and the second installment should be paid before 10th of next month.

Thanking You,

Yours Faithfully,
For Computer Software College

D. Na. — ,

Centre Head