



# MANIPAL INSTITUTE OF COMPUTER EDUCATION

## A. STUDENT APPLICATION (TO BE FILLED IN CAPITAL LETTERS)

CENTRE \_\_\_\_\_

I.D. No.

Name \_\_\_\_\_

Male / Female \_\_\_\_\_ Date of Birth \_\_\_\_\_

Name of Father \_\_\_\_\_

Name of Mother \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Educational Qualification \_\_\_\_\_ Institution \_\_\_\_\_ Year of passing \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Whether employed (Y/N) \_\_\_\_\_ Name of the Company \_\_\_\_\_

Course Selected \_\_\_\_\_

Batch selected \_\_\_\_\_

Start date \_\_\_\_\_

Signature of the candidate \_\_\_\_\_

### B. FEES PAID DETAILS

Course fees  Down payment  Inst. Amount  No. of Inst.

| Receipt No.  | Date | Amount | Receipt No.  | Date | Amount |
|--------------|------|--------|--------------|------|--------|
|              |      |        |              |      |        |
|              |      |        |              |      |        |
|              |      |        |              |      |        |
|              |      |        |              |      |        |
|              |      |        |              |      |        |
|              |      |        |              |      |        |
|              |      |        |              |      |        |
|              |      |        |              |      |        |
|              |      |        |              |      |        |
| <b>TOTAL</b> |      |        | <b>TOTAL</b> |      |        |

Remarks : \_\_\_\_\_

\_\_\_\_\_

## C. MARKS FORM / CERTIFICATE RECEIPT

Maximum Marks 100 per each Subject

NAME :

ID No.

| SEMESTER 1- DCA <span style="border: 1px solid black; display: inline-block; width: 30px; height: 15px;"></span> DIT <span style="border: 1px solid black; display: inline-block; width: 30px; height: 15px;"></span> | I Attempt   |   | II Attempt |   | III Attempt |   | TOT | EXAM DATE | BOOK RECEIPT | CERTIFICATE RECEIPT |
|---|---|---|------------|---|-------------|---|-----|-----------|--------------|---------------------|
|   | SUBJECT DCOM <span style="border: 1px solid black; display: inline-block; width: 30px; height: 15px;"></span> | T | P          | T | P           | T |     |           |              |                     |
| Basic of IT   |   |   |            |   |             |   |     |           |              |                     |
| e-commerce  |   |   |            |   |             |   |     |           |              |                     |
| Windows   |   |   |            |   |             |   |     |           |              |                     |
| Word  |   |   |            |   |             |   |     |           |              |                     |
| Excel   |   |   |            |   |             |   |     |           |              |                     |
| Powerpoint  |   |   |            |   |             |   |     |           |              |                     |
| Access  |   |   |            |   |             |   |     |           |              |                     |
| Internet  |   |   |            |   |             |   |     |           |              |                     |
| Multimedia  |   |   |            |   |             |   |     |           |              |                     |
| Tally   |   |   |            |   |             |   |     |           |              |                     |
| Coreldraw   |   |   |            |   |             |   |     |           |              |                     |
| HTML  |   |   |            |   |             |   |     |           |              |                     |
| Oral Assessment of all subjects   |   |   |            |   |             |   |     |           |              |                     |

| SEMESTER 2                      | I Attempt |   | II Attempt |   | III Attempt |   | TOT | EXAM DATE | BOOK RECEIPT | CERTIFICATE RECEIPT |
|---------------------------------|-----------|---|------------|---|-------------|---|-----|-----------|--------------|---------------------|
|                                 | SUBJECT   | T | P          | T | P           | T |     |           |              |                     |
|                                 |           |   |            |   |             |   |     |           |              |                     |
| Project Name                    |           |   |            |   |             |   |     |           |              |                     |
|                                 |           |   |            |   |             |   |     |           |              |                     |
| Project Name                    |           |   |            |   |             |   |     |           |              |                     |
|                                 |           |   |            |   |             |   |     |           |              |                     |
| Project Name                    |           |   |            |   |             |   |     |           |              |                     |
|                                 |           |   |            |   |             |   |     |           |              |                     |
| Oral Assessment of all subjects |           |   |            |   |             |   |     |           |              |                     |

## D. ATTENDANCE DETAILS

BATCH :

| Date  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 |
|-------|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| Jan   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| Feb   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| Mar   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| April |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| May   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| June  |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| July  |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| Aug   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| Sept  |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| Oct   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| Nov   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| Dec   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |

Pass Marks = 50% (Students who get below 50% will be given attended certificates)

T = Theory

P = Practical / Programming

|               |      |
|---------------|------|
| 90% and above | - A+ |
| 80% - 89%     | - A  |
| 70% - 79%     | - B  |
| 60% - 69%     | - C  |
| 50% - 59%     | - D  |