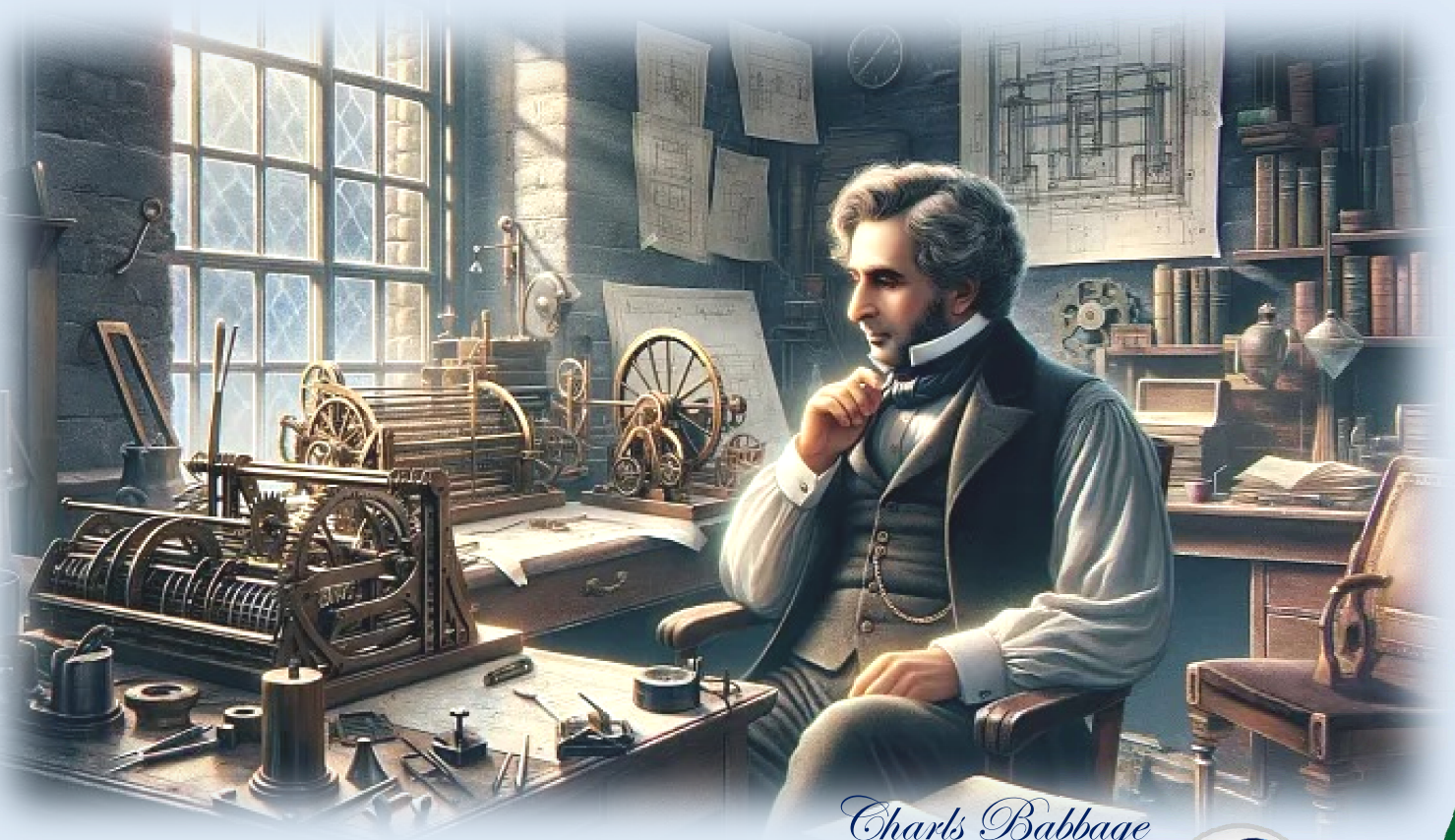


NOIQ EDU TECH

INSTITUTE OF COMPUTER EDUCATION

REGISTERED UNDER MINISTRY OF CORPORATE AFFAIRS GOVT. OF INDIA
Registered Under MSME Ministry of Micro & Medium Enterprises Govt. of India

AN ISO 9001:2015 CERTIFIED ORGANISATION



Charles Babbage

Prospectus



M MINISTRY OF
C CORPORATE
A AFFAIRS
GOVERNMENT OF INDIA



MSME
MICRO, SMALL & MEDIUM ENTERPRISES
सूक्ष्म, लघु एवं मध्यम उद्यम



Digital India
Power To Empower



+91 71256923659, +91 882565076



INTRODUCTION OF NOIQ

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NOIQ EDU TECH PVT. LTD. is a computer, IT Education and Vocational Training Organization Registered Under Ministry of Corporate Affairs, Government of India (Corporate Identification Number U62020BR2024PTC2024069040) and Registered Under MSME (Ministry of Micro, Small and Medium Enterprises, Government of India (UDYAM BR-12-0043068) it is also Certified by ISO- 9001-2015, Quality management system (QMS).

NOIQ team is of experienced faculty strive to provide good quality education & vocational training with latest methodologies. Our teacher's are well trained and understand the digital need of the industries and digital world. The methodologies used by our faculties are very easy, simple to learn that helps students to gain maximum knowledge about the course contents.

NOIQ is equipped with latest computer hardware, software and high speed internet facilities. Computer lab is managed in such a way student feel comfortable while learning. We maintain best standard of training to ensure high quality in subject matter. We offer short terms (3 Months), Medium terms (6 Months) and Long terms (1 year or above) courses.



To develop as benchmark Institute in computer education and Information Technologies and to become center of excellence in the field of computer, IT and related emerging areas of education & vocational training. To establish, develop, promote franchise, study center in India to meet the goal of digital India concept.



To provide high quality computer, IT education and vocational training to develop future leader in all aspect of computer and skill development to all section of society. Our motto is to provide quality education at a very nominal cost to Urban, Rural and especially economically backward students.

DIRECTOR'S MESSAGE...

2

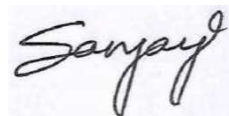
In the current scenario, practical education is must to survive. Apart from the degree that we earn through our hard work, we need practical & creative knowledge to be successful in our respective career. Lack of practical knowledge can be a major reason for not being able to get a new job in our field of interest.



As computer education plays a vital role in day to day life, not being computer savvy, can hamper our growth in our career. Schools / institutions & government is also emphasizing on computer education for a successful career.

Our aim is to impart practical computer education to all generation, primarily targeted to raise our rural youth. Our job oriented courses based on practical & skilled knowledge makes you highly ambitious competent and self dependent.

We look forward to join hand with you and make a bright future for all the generation & achieve success.



DIRECTOR
NOIQ EDU TECH PVT. LTD.





**GOVERNMENT OF INDIA
MINISTRY OF CORPORATE AFFAIRS**

Central Registration Centre

Certificate of Incorporation

[Pursuant to sub-section (2) of section 7 and sub-section (1) of section 8 of the Companies Act, 2013 (18 of 2013) and rule 18 of the Companies (Incorporation) Rules, 2014]

I hereby certify that NOIQ EDU TECH PRIVATE LIMITED is incorporated on this TWENTY SIXTH day of APRIL TWO THOUSAND TWENTY FOUR under the Companies Act, 2013 (18 of 2013) and that the company is Company limited by shares

The Corporate Identity Number of the company is **U62020BR2024PTC069040**

The Permanent Account Number (PAN) of the company is **AAJCN5825E***

The Tax Deduction and Collection Account Number (TAN) of the company is **PTNN04077D***

Given under my hand at Manesar this TWENTY SIXTH day of APRIL TWO THOUSAND TWENTY FOUR

Document certified by DS MINISTRY OF CORPORATE AFFAIRS , CRC MANESAR 1 <RO@SRC@MCA.GOV.IN>.

Digitally signed by
DS MINISTRY OF CORPORATE
AFFAIRS , CRC MANESAR 1
Date: 2024.04.26 18:52:52 IST

Pankaj Srivastava

Assistant Registrar of Companies/ Deputy Registrar of Companies/ Registrar of Companies

For and on behalf of the Jurisdictional Registrar of Companies

Registrar of Companies

Central Registration Centre

Disclaimer: This certificate only evidences incorporation of the company on the basis of documents and declarations of the applicant(s). This certificate is neither a license nor permission to conduct business or solicit deposits or funds from public. Permission of sector regulator is necessary wherever required. Registration status and other details of the company can be verified on mca.gov.in

Mailing Address as per record available in Registrar of Companies office:

NOIQ EDU TECH PRIVATE LIMITED

23 GROUND FLOOR NA, GOPALGANJ ROAD MANPUR, Buniyad Ganj, Gaya, Gaya- 823003, Bihar

*as issued by Income tax Department





UDYAM REGISTRATION CERTIFICATE

UDYAM REGISTRATION NUMBER

UDYAM-BR-12-0043068

NAME OF ENTERPRISE

NOIQ EDU TECH PRIVATE LIMITED

TYPE OF ENTERPRISE *

SN.No.	Classification Year	Enterprise Type	Classification Date
1	2024-25	Micro	15/05/2024

MAJOR ACTIVITY

TRADING
[For availing benefits of Priority Sector Lending(PSL) ONLY]

SOCIAL CATEGORY OF ENTREPRENEUR

GENERAL

NAME OF UNIT(S)

S.No.	Name of Unit(s)
1	NOIQ EDU TECH PRIVATE LIMITED

OFFICAL ADDRESS OF ENTERPRISE

Flat/Door/Block No.	23	Name of Premises/ Building	GROUND FLOOR
Village/Town	Buniyad Ganj	Block	MANPUR
Road/Street/Lane	GOPALGANJ ROAD	City	Gaya
State	BIHAR	District	GAYA , Pin 823003
Mobile	7256923659	Email:	noiqedutech@gmail.com

DATE OF INCORPORATION / REGISTRATION OF ENTERPRISE

26/04/2024

DATE OF COMMENCEMENT OF PRODUCTION/BUSINESS

14/05/2024

NATIONAL INDUSTRY CLASSIFICATION CODE(S)

SN.No.	NIC 2 Digit	NIC 4 Digit	NIC 5 Digit	Activity
1	62 - Computer programming, consultancy and related activities	6209 - Other information technology and computer service activities	62099 - Other information technology and computer service activities n.e.c	Services
2	63 - Information service activities	6399 - Other information service activities n.e.c.	63999 - Other information service activities n.e.c.	Services
3	85 - Education	8510 - Primary education	85109 - Other primary education activities n.e.c.	Services
4	85 - Education	8550 - Educational support services	85500 - Educational support services	Services

DATE OF UDYAM REGISTRATION

15/05/2024

* In case of graduation (upward/reverse) of status of an enterprise, the benefit of the Government Schemes will be availed as per the provisions of Notification No. S.O. 2119(E) dated 26.06.2020 issued by the M/o MSME.

Disclaimer: This is computer generated statement, no signature required. Printed from <https://udyamregistration.gov.in> & Date of printing:- 15/05/2024

For any assistance, you may contact:

1. District Industries Centre: GAYA (BIHAR)

2. MSME-DFO: PATNA (BIHAR)

Visit : www.msme.gov.in ; www.dcmsme.gov.in ; www.champions.gov.in

Follow us @minmsme & @msmechampions



**BE A
CHAMPION**
with the
Ministry of
MSME

DIPLOMA IN COMPUTER APPLICATION (DCA)

COURSE CONTENTS

❖ Fundamentals of Computer

❖ Operating System 2010/2011 (Technology)

- Notepad
- WordPad
- Paint
- Control Panel

❖ Hardware

- Assembling

❖ Software

- Installation

❖ MS Office

- MS Word
- MS Excel
- MS Power Point

❖ Typewriting

- Hindi
- English

❖ Scanning & Printing

- Scanning & resizing
- Printing document

❖ Computer Internet

- E-Mail
- Pan card
- Downloading
- Mobile recharging
- Railway Ticket booking
- All type of form fill up work
- Caste / Residential / Income Certificate

SCOPE

- Computer Operator
- Computer Teacher
- Data Entry Operator
- Online Work / Internet Café

ADMISSION FEE - 100/=

COURSE FEE - 3600/=

DOWN PAYMENT - 3000/= (1500 x 2) (IN 30 DAYS)

MONTHLY FEE - 600/=

DURATION - 6 MONTHS (1 HOUR DAILY)

CLASS - 3 DAYS LAB+ 3 DAYS THEORY (EVERY WEEK)

DIPLOMA IN COMPUTER APPLICATION (DCA) + CERTIFICATE IN ACCOUNTING (TALLY + GST)

COURSE CONTENTS

❖ Fundamentals of Computer

❖ Operating System 2010/2011 (Technology)

- Notepad
- WordPad
- Paint
- Control Panel

❖ Hardware Assembling

❖ Software Installation

❖ MS Office

- MS Word
- MS Excel
- MS Power Point

❖ Typewriting – Hindi & English

❖ Scanning & Printing

❖ Computer Internet

- E-Mail
- Pan card
- Downloading
- Mobile recharging
- Railway Ticket booking
- All type of form fill up work
- Caste / Residential / Income Certificate

❖ TALLY PRIME + GST

- Basic Accounting
- Accounting through TALLY
- GST(Goods and Service Tax) , CGST, SGCT, IGST

SCOPE

- Computer Operator
- Computer Teacher
- Data Entry Operator
- Online Work / Internet Cafe
- Accountant
- Account Assistant
- Tally Teacher

ADMISSION FEE - 100/=

COURSE FEE - 5400/=

DOWN PAYMENT - 4500/= (1500 x 3) (IN 60 DAYS)

MONTHLY FEE - 600/=

DURATION - 9 MONTHS (1 HOUR DAILY)

CLASS - 3 DAYS LAB+ 3 DAYS THEORY (EVERY WEEK)

ADVANCE DIPLOMA IN COMPUTER APPLICATION

DIPLOMA IN COMPUTER APPLICATION (DCA) + CERTIFICATE IN ACCOUNTING (TALLY + GST) + DESKTOP PUBLICATION (DTP)

COURSE CONTENTS

- ❖ Fundamentals of Computer
- ❖ Operating System 2010/2011 (Technology)
 - Notepad, WordPad, Paint
 - Control Panel
- ❖ Hardware Assembling
- ❖ Software Installation
- ❖ MS Office
 - MS Word
 - MS Excel
 - MS Power Point
- ❖ Typewriting – Hindi & English
- ❖ Scanning & Printing
- ❖ Computer Internet
 - E-Mail, Pan card, Downloading, Mobile recharging, Railway Ticket booking, All type of form fill up work, Caste / Residential / Income Certificate
- ❖ TALLY PRIME + GST
 - Basic Accounting
 - Accounting through TALLY
 - GST(Goods and Service Tax) , CGST, SGCT, IGST
- ❖ DTP
 - Page Maker
 - Coral Draw
 - Photo Shop

SCOPE

- Computer Operator
- Computer Teacher
- Data Entry Operator
- Online Work / Internet Cafe
- Accountant
- Account Assistant
- Tally Teacher
- Photoshop Designer

ADMISSION FEE	- 100/=
COURSE FEE	- 7200/=
DOWN PAYMENT	- 6000/= (2000 x 3) (IN 90 DAYS)
MONTHLY FEE	- 600/=

DURATION	- 12 MONTHS (1 HOUR DAILY)
CLASS	- 3 DAYS LAB+ 3 DAYS THEORY (EVERY WEEK)

CERTIFICATE IN ACCOUNTING (TALLY PRIME + GST)

COURSE CONTENTS

❖ TALLY PRIME + GST

- Basic Accounting
- Accounting through TALLY
- GST(Goods and Service Tax) , CGST, SGCT, IGST

SCOPE

- Account Assistant
- Accountant
- Tally Teacher

ADMISSION FEE - 100/=

COURSE FEE - 2100/=

DOWN PAYMENT - 1800/= (900 x 2) (IN 60 DAYS)

MONTHLY FEE - 700/=

DURATION - 03 MONTHS (1 HOUR DAILY)

CLASS - 3 DAYS LAB+ 3 DAYS THEORY (EVERY WEEK)

DESKTOP PUBLICATION (DTP)

COURSE CONTENTS

❖ DTP

- Page Maker
- Coral Draw
- Photo Shop

SCOPE

- Graphics Designer

ADMISSION FEE - 100/=

COURSE FEE - 3600/=

DOWN PAYMENT - 3000/= (1500 x 2) (IN 60 DAYS)

MONTHLY FEE - 600/=

DURATION - 06 MONTHS (1 HOUR DAILY)

CLASS - 3 DAYS LAB+ 3 DAYS THEORY (EVERY WEEK)

TYPWRITING
ENGLISH + HINDI

ADMISSION FEE - 100/=
COURSE FEE - 2400/=
DOWN PAYMENT - 2000/=
MONTHLY FEE - 400/=

DURATION - 6 MONTHS (1 HOUR DAILY)
CLASS - 6 DAYS LAB (EVERY WEEK)

SCOPE - NECESSARY FOR GOVERNMENT JOB

NOIQ EDU TECH PVT. LTD.

RULES & REGULATIONS

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ADMISSION PROCEDURE:-

- Prospectus containing application form for admission can be collected from the centre by paying Rs. 100/-.
- Student has to fill the form and attach all required document as mentioned in the "necessary Enclosures" & submit it at study center along with the Registration fee & monthly fee.
- Once admitted every students has to abide by the rules & regulations of the institute.

NECESSARY ENCLOSURES:-

- Photo copies of class X, XII Mark sheet.
- Aadhar card for address proof.
- Two passport size photographs.

ELIGIBILITY FOR DIPLOMA PROGRAMME

- Student seeking admission must have passed / appeared in Secondary / Sr. Secondary examination.

PAYMENT MODE

- Monthly installment has to be submitted up to 10th of each & every English calendar month.
- After 10th of the month fine will be charged Rs. 05/- per day up to 20th of the month.
- If the student don't pay fee by 20th day of the month his/her name will be struck out from the Institute.
- After struck out the name, student has to deposit Rs. 100/- as re-joining fees.
- Any fees once paid by student cannot be transferred or refundable in any case.

RULES & REGULATIONS:-

- If student is absent for more than 10 days without information his / her name will be struck out from the institute.
- Students having 70% attendance in the course are eligible to appear in the exam.
- The student must carry his / her I-Card in the centre premises.
- Student will not bring any visitor, friend, relative in classroom or practical lab.
- Smoking, eating, chewing etc. are strictly prohibited inside the classroom or practical lab.
- Use of mobile in the classroom or computer lab is not allowed.
- Mobile should be in vibration mode in the classroom or practical lab.
- Open the Shoes & Slippers outside the classroom or computer lab.
- Any student seeking batch transfer may have to wait according to the availability.
- If any student found misbehaving inside the Institute his/her admission will be cancelled.





NOIQ EDU TECH PVT. LTD.

INSTITUTE OF COMPUTER EDUCATION



AN ISO 9001:2015 CERTIFIED ORGANISATION

REG. BY : MINISTRY OF CORPORATE AFFAIRS GOVT. OF INDIA

REG. BY : MSME – MINISTRY OF MICRO AND MEDIUM ENTERPRISES GOVT. OF INDIA

KAUSHLYA NIWAS 1ST FLOOR, MANPUR ZORA MASJID, NEAR PATNA CLINIC, GAYA-823003

MOB- 8825165076 & 7256923659

ADMISSION FORM

NAME	:	_____	PHOTO	
FATHER'S NAME	:	_____		
MOTHER'S NAME	:	_____		
DATE OF BIRTH	:	_____		
AADHAR CARD NO.	:	_____		
GENDER	:	<input type="checkbox"/> MALE	<input type="checkbox"/> FEMALE	
MARITAL STATUS	:	<input type="checkbox"/> UNMARRIED	<input type="checkbox"/> MARRIED	
CATEGORY	:	<input type="checkbox"/> GEN	<input type="checkbox"/> BC-I / II	<input type="checkbox"/> SC / ST
LANGUAGE KNOWN	:	<input type="checkbox"/> HINDI	<input type="checkbox"/> ENGLISH	<input type="checkbox"/> URDU
RELIGION	:	<input type="checkbox"/> HINDU	<input type="checkbox"/> MUSLIM	<input type="checkbox"/> SIKH
NATIONALITY	:	<input type="checkbox"/> INDIAN		
QUALIFICATION	:	_____		

SR. NO	EXAM	BOARD / UNIVERSITY	YEAR OF PASSING	DIVISION
1	10 TH			
2	12 TH			
3				

ADDRESS : VILLAGE : _____

: P.O. : _____ P.S. : _____

: DIST. : _____ STATE : _____ PIN CODE: _____

MOBILE NO. : +91- _____ WHATSAPP NO. _____

E-MAIL I.D : _____

COURSE : _____ DATE OF ADMISSION: ____ / ____ / ____

RULES AND REGULATIONS

1. Student must reach the Institute punctually.
2. Student must maintain proper discipline.
3. The admission / monthly fee must be paid in advance every month.

I solemnly declare that all the above information is correct to the best of my knowledge & hereby confirm that I have read and understood the above condition and agree to abide by them.

Student Signature

Instructor Signature

Get Registered

In 3 easy steps

- i. Apply for admission.
- ii. Submit documents and fee.
- iii. Get admission approved.

Call

+91 – 7256923659

WhatsApp

+91 – 8986431496

Corporate Office

Kaushliya Niwas 1st Floor,
Manpur Joda Masjid - Near Patna Clinic
Joda Tower, Gaya – 823003 (Bihar)

Website

www.noiqedutech.in

E-mail

noiqedutech@gmail.com

