

Date: 1 Jun 2016

Name: Mr Prashant Ankushrao Dawkar
Trainee ID: TR00026336
Shade No 5 Kada Colony
Near Gajanan Maharaj Mandir Garkheda
Aurangabad - 431005

Dear Mr. Prashant Ankushrao Dawkar

Course Registration Letter

We are pleased to engage you as a Trainee subject to the following terms and Conditions:

1. The period of training shall be 24 months with start date 1 Jun 2016 and end date 31 May 2018 and the same shall not be entitled for any further extension.
2. It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee undergoing Training in an establishment you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and your On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013.
3. During the course of this training programme you would be going through online session on the followings:
 - a. Communication Skills
 - b. Personality Development and
 - c. Computer Skills
4. During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
5. You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
6. You shall maintain a record of the details of your On Job Training during your On Job Training period.
7. You hereby agree to be liable for the following terms and conditions:
 - (i) Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - (ii) Neither engage in any conduct which is detrimental to the interest of TeamLease Skills University nor receive any payments of any nature directly or indirectly unless agreed to by TeamLease Skills University. Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - (iii) Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013.
 - (iv) Comply with the safety, health and other rules and regulations of TeamLease University that you have been made aware of.
8. Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof.
9. For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.

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10. You're On Job training can be terminated without payment of any Stipend in the event: -

- If you are found indulging in gainful employment with any third party and if you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
- You agree to defend, indemnify and hold TeamLease harmless from any and all claims, damages, liability, attorneys fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.

11. You shall be entitled to a consolidated stipend an amount of Rs 9450/- You hereby authorize TeamLease Skills University to make all payments required to be made to you by TeamLease Skills University either by way of Cheque or by directly crediting the amounts to your bank account.

12. Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amount
Stipend	9412
Trainee Compensation	38
Total Stipend	9450
Amount in Words(Rs)	Nine Thousand Four Hundred And Fifty Only

13. You will also be covered under Group Medical and Group Accident Insurance.

14. TeamLease Skills University will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.

15. The eligibility criteria for the successful course completion are as follows:

- a) Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
- b) Successful submission of the dissertation and satisfactory completion of viva voce by us

16. On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non-clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate.

17. You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.

18. The Stipend for a particular month shall be paid on or before the 10th of the following month.

Any disagreement or dispute between TeamLease Skills University and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013.