


INSTRUCTIONS for filling up the School Summary Form

Thank you for registering for 

We request you to carefully read and follow these instructions which will help us process your registration quickly and in an error-free manner.

General Instructions:

1. Retain a copy of this form while submitting the original to Educational Initiatives (EI).
2. The last date for submitting the form is as follows:

Registration	Last Date
Final Registration with 100% advance payment	July 24th, 2010

3. A test administration fee may be retained by the school to cover test administration expenses including invigilation charges, DD charges, courier/postage charges, etc as prescribed below.
4. Please mention the school code (provided by EI if the school has taken ASSET earlier) in the space provided on the top right corner. Schools registering for the first time may leave the school code blank.
5. Students should be charged Rs.150 for every subject.
6. Full payment should be credited to our bank account so that we can ship the papers on time.

Item-wise Specific Instructions:

Item No.	Special Instructions
1.	Please fill the school name legibly in the blocks provided, writing one letter per block. Leave a blank box between each word. The school name will appear on all certificates as written here, followed by the town name in brackets.
4.	You will receive communications, automatic updates and dispatch details if you give an e-mail address.
12.	The test administration fee is calculated as Rs.15 per paper, per student .

Test Admin Fee: Rs. 15/- per paper

Minimum Registration: 25 papers

ASSET Registration benefits:

Eligibility condition for benefits : Registration with minimum of 200 papers.

Benefits for school :

- 2 Bracelet Pendrive



Benefits for teachers :

- Soft copy of 210 Teacher Sheets



- Access to Test Generator (Full Class/School) enrolments



- Appreciation certificate for each class teacher with minimum of 10 students enrollments from her own class/section

Please do not pay by cash or local cheque. You may pay by multi-city cheque, or demand draft or deposit the amount directly into the Educational Initiatives Pvt. Ltd. ICICI Bank account No. 006405000246 in any ICICI Bank branch in your city. Multi-city cheques and demand drafts must be drawn in favour of "Educational Initiatives Pvt. Ltd."(payable at Ahmedabad).