



1. Be Punctual and attentive in each class
2. Each and every classes are guaranteed. After each class reviews should be taken.
3. Doubts must be cleared on the day in which the classes are taken and your doubts will be cleared individually.
4. Exams are conducted for only those who have successfully complete the whole class.
5. All eatable items and soft drinks are restricted in the class except water.
6. Be sure about your seat by remitting half of the fee before each class. Before attending the class please collect your receipt by remitting the balance amount.
7. You should pay fee for the class that you want to retake.
8. you should pay registration fee, examination fee, and certificate fee with the course fee.
9. Course certificate should be issued those who have successfully completed the course.
10. if there is any complaint or instruction you must report to the director only.

*\* There will not be any refund on payments*

*\* ICP - Management reserve the right to make any changes at any time for the above rules and regulations including terms and conditions*

Declaration :

I agreed ..... Sign :

### OFFICE USE ONLY

#### Course Conducted by:

Seal	Course Fee : .....	Sign
	Application Fee : .....	
	Advance Fee : .....	
	Total Fee : .....	

#### Course Directed by:

