

RULES AND REGULATIONS

Participants must note that the certificate will be given on fulfilment of all requirements of the course.

Participants must abide by the following rules:

- I. The participant is joining the course on his/her own volition and hence any excuse for nonfulfillment of course requirement will not be entertained.
2. The participant is expected to maintain decorum in the class. Any inappropriate behaviour leading to disruption of class or frequent late coming will lead to cancellation of admission.
3. 75% attendance is compulsory. Failure to maintain attendance requirement will disqualify the participant from the programme. If a candidate arrives 30 minutes after the class starts, the candidate will be marked absent.
4. Timely submission of assignments is a compulsory. Late submission will be treated as nonfulfillment of course requirements.
5. The participant will have to obtain a pass percentage of 45% in all papers to qualify for the certificate.
6. Plagiarism, in any form will lead to immediate disqualification.
7. It is the participants' responsibility to inform the office of all their contact addresses viz. permanent address/email/telephone/mobile phones for communication. The Foundation shall not be responsible for non-receipt for any reason whatsoever.
8. While there-is-no-provision of leave, only under exceptional circumstances the course committee can consider requests for leave. However, it is the participants' responsibility to inform the Office about the reason for their absence.
9. In case of any dispute, the final authority for this course vests with the Course Advisory Committee of Hurt Foundation. Their decision will be final.

I hereby declare that I have read the above rules and regulations. If selected, I undertake to abide by all the aforesaid rules.

Signature: _____ **Date:** _____ **Place:** _____

Hurt Foundation

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Price of the form: Rs. 100/-