

CHAPTER FORM



Shukracharya Astro Pvt. Ltd.

F-265, Gali No. 22, Laxmi Nagar, Delhi 110092, INDIA.

Phone: 91 11 22455184/4077, 91 9810143516.

web: www.shukracharya.com email: info@shukracharya.com

CHAPTER FORM

Chapter Required for:
Country: _____
State: _____
City: _____

2 Photos
of
Chapter Chairman

paste 1 photo here
& attach 1 photo

Chapter Chairman's Information

Proposed Chapter Chairman's Name: _____
Add.(R): _____

Ph: _____ Mo: _____
Email: _____

Chapter Center's Information

Add: _____

Ph: _____ Mo: _____
E-mail: _____

- To start classes at your Chapter, do you have : _____
1. your own place 2. you'll arrange place 3. in a nearby School
- No. of Rooms at Center : _____
- Total Siting Capacity (approx no of chairs): _____
- Will you only manage or will you also be teaching: _____ Yes/No

Proposed Faculty Name	Degree/Certificate in Vedic Science
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____

- How you'll advertise locally in your area : _____

Chairman's Signature

DRAFT AGREEMENT

Shukracharya Astro Pvt Ltd, office F-265, Gali No. 22, Laxmi Nagar, Delhi-92, INDIA called SAPL, is an vedic studies teaching and researching organisation and Sh./Ms_____

_____ R/o: _____

_____ is willing to Join our organisation as a Chapter Chairman of the Regional Study Center of Shukracharya Astro Pvt Ltd called the Chapter, hence this agreement is signed by both.

Chapter agrees :

1. to pay registration fees of Rs 10,000/- (one time, non-refundable) to the SAPL to become a chapter.
2. to pay 30 percent, in Regular/Weekend courses and 70 percent, in correspondence courses, of course fee per student per semester to the SAPL in the beginning of each semester as a registration fees of the students.
3. to pay, if required, in proportion of the students of the chapter to the SAPL for expenditure of advertising.
4. to abide by the rules & regulation and by laws passed by the executive committee of the SAPL from time to time for the courses, course material and other instruction to keep a standard & uniformity in teaching.
5. that it will take the examination of the students as per the rules & regulations of the SAPL.
6. that it will forward Identity Cards and Certificates to the students as given by the SAPL.
7. that all expenses related to class room, teachers and other teaching material shall be borne by the chapter.
8. that you will pay Rs 5,500/- as renewal charges for chapter membership every year. A credit of Rs. 300/- per student for a maximum of 15 students amounting to Rs 4,500/- shall be given to you such that the renewal charges shall be only Rs. 1000/- on registration of 15.
9. If you fail to run the chapter efficiently, the chapter membership may be cancelled and the payment made by you will not be refunded.
10. that you will take written permission by SAPL if you run any courses other than prescribed in prospectus of SAPL.

SAPL agrees :

1. it will
 - a. provide Syllabus for teaching
 - b. provide Students' Id card
 - c. provide Study material for teaching
 - d. set the question paper for examinations
 - e. arrange to evaluate the students examinations
 - f. declare the results for the examinations
 - g. give the Chapter Certificate to the Chapter
 - h. it will give certificate to passing students
2. it will hold convocation and give away honors to deserving students.
3. if chapter finds any difficulty in conducting the courses it will try to help the chapter as much as possible.

Any matters, if arises, is subjected to Delhi Jurisdiction.

Signed on _____ day of _____ 20__.

Sign of Chapter Chairman

Sign of Director(s), SAPL

Benefits to the Chapter or Chapter chairman

Natural Benefits

1. The chapter will become a National body, with influence all over India and in future an International body also.
2. The chapter, chapter chairman, chapter faculty & students get benefitted by involvement in National and International leveled Events, as and when organised by Shukracharya Astro Pvt Ltd or SAPL.
3. The chapter and chapter chairman gets name and fame as by getting associated by an International Organisation and all this without any large cost.
4. SAPL will look after the activities of the chapter by providing guidance (or assistance) for promotion from time to time.
5. In Case you dont have faculty or the faculty will not be available for a long time, you can get live classes from SAPL on Video Conferencing over Internet (all facilities for video conferencing shall be arranged by chapter itself).
6. and many more..

Personal Benenefits

1. Your Researches in Vedic Sciences and Astrology reaches masses via promotion and limelight given by SAPL. As SAPL will CERTIFY your Theory of Research and will try to publish & include it in various places like Aap Ka Bhavishyaa Astrological magazine etc.. so that you and your researches get to be known by world with your name.
2. You and Faculty members will be honored from time to time.
3. and many more..

Business Benefits

1. The half-page advertisement of courses available, in Aap Ka Bhavishyaa Monthly Astrological Magazine will be available free for the Chapter, in every issue, till the chapter is running.
2. A brief website will be provided to the chapter FREE of COST by the SAPL, under the Chapter/Center Section of SAPL's website www.shukracharya.com.
3. Free one Aap Ka Bhavishya membership till the chapter is running.
4. 30 percent discount on Shukracharya Astro Pvt Ltd's astrological products for the chapter chairman and reasonable discount for other chapter's staff.
5. 30 percent discount on Shukracharya Astro Pvt Ltd's publications like books etc. for the chapter chairman and reasonable discount for other chapter's staff.
6. 30 percent discount on Shukracharya Astro Pvt Ltd's softwares for the chapter chairman and reasonable discount for other chapter's staff.
7. 30 percent discount on All advertisements given by chapter chairman other than the course related advertisement and reasonable discount for other chapter's staff.
8. and many more..

Do's, Don'ts and Rules for the Chapter

Do's - What Chapter must do.

1. Chapter will get Chapter Certificate, Courses affiliated to Shukracharya Astro Pvt Ltd (SAPL) will be mentioned in the certificate and certificate must be visibly seen at your chapter's office.
2. Remain in touch with SAPL by filling the monthly report form, which contains information about number of students studying / enrolled in which course at the end of the current month.
3. Chapter must promote itself from time to time so as to get more and more enrolment of students in courses offered by you. Promotional activities like some seminars etc are good events to get recognised locally.
4. National and International seminars and other activities will be conducted by SAPL from time to time, Chapter chairman are requested to be present in all of those activities, preferably with the students.
5. The Courses' Faculty must read and study the course before teaching, so that the faculty gets good idea about the contents of the course. course guidelines are available at SAPL, request it if chapter needs it.
6. Chapter chairman are advised to be free from other activities, during the admission time period and check all the admission activities regularly. Admission In-charge at your chapters' center must be having a good knowledge of admission procedure and courses, so that the students get fully satisfied.
7. Chapter must remain in touch with SAPL for examination dates and schedule, examination are conducted on last or 2nd last Sunday of every quarter, dates are announced at starting of 3rd month of the quarter.
8. Chapter chairman is Examination In-charge of his center and must send the answer sheets of examinations via a secure channel to SAPL's official, as Examination in-charge will be responsible for the examination. A Fly Team of SAPL, can check the quality of examination administration any time during the examination.
9. SAPL's Director(s) can ask for any detail any time from Chairman and in case of any mis-conduct or rule violation, director's decision will be final.
10. Chairman can convey his ideas to Director(s).
11. Chapter's Letter head and business Card are compulsorily printed in standard format as issued by SAPL.
12. Chapter must clear any dues before annual renewal.
13. Chapter cannot charge student more than the fee mentioned in prospectus.

Don'ts - What Chapter must NOT do.

1. Chapter cannot run course(s) other than as mentioned in Chapter Certificate without written permission from SAPL.

if any of the above are violated, SAPL has right to cancel the Chapter.

Signature
Chapter Chairman

Fee for Chapter

Initial Fee : 10,000 INR (India) 500 USD (others)

Initial fee is to be paid when the Chapter is first registered. This is one time, compulsory & non-refundable fee.

Annual Renewal Fee : 5,500 INR (India) 250 USD (others)

Effective Fee : 1,000 INR (India) 100 USD (others)

Annual fee is to be paid every financial year Apr-March, and is compulsory for running our courses. You will be credited 300 INR per student up to maximum of 15 students enrolled, which makes $300 \times 15 = 4,500$ INR credited to you, which means $5,500 - 4,500 = 1,000$ INR annual renewal fee.

OR

You will be credited 10 USD per student up to maximum of 15 students enrolled, which makes $10 \times 15 = 150$ USD credited to you, which means $250 - 150 = 100$ USD annual renewal fee.

Other Fee :

Applicable if only you dont have any faculty and want your students to be taught by SAPL's main faculty over video conferencing. Fee will be according to faculty and number of hours required. contact SAPL for details.

Margin percentage :

Regular Course: 30% of Course Fee is paid to SAPL, 70% for Chapter.

Weekend Course: 30% of Course Fee is paid to SAPL, 70% for Chapter.

Correspondence Courses: 70% of Course Fee is paid to SAPL, 30% for Chapter.

All above fee that are to be paid to SAPL are to be paid at the time of admission itself.

NO hidden fee, or any other fee related to courses is charged form chapter.

Signature
Chapter Chairman

MONTHLY REPORT

Chapter Name : _____

Report of Month : _____

	Course Name	No. of Students	Faculty Name
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____
9.	_____	_____	_____
10.	_____	_____	_____

Date: _____

Signature
Chapter Chairman