

## INTRODUCTION TO THE CANDIDATE:

- The candidate must submit the filled in form for admission.
- The candidate who are coming in person to take admission are advised to come with DD and filled in application form if possible, to avoid long queues and save time at the time of admission.
- The candidate would be liable for necessary action as demand fit by the "Supreme Career Academy". for any wrong information filled in the application form.
- Mere submission of the application form would not ensure his / her admission. Candidate would be required to provide his / her educational certificates (Photostat copies) viz. 10<sup>th</sup> certificate for the proof of age (compulsory) and Proof of ID.
- Please don't approach the mediators, agents for admission, they may cheat you. The fee must be paid at the designated cash counter in "Supreme Career Academy" office.

## ADMISSION GENERAL TERMS

- The management and Terms of "Supreme Career Academy", have an updated energy and confidence owing to professionalism which has result in enviable working efficiency. Ultimately all efforts and attempts are directed towards one vision for achieving higher level of student's satisfactions and true service. The higher efforts of employee's and the innovation of the top management make it grow drastically in global way and we do believe that our service would reach every corner of the world.
- After completion of successful training program "Supreme Career Academy" will provide you Interview / Consult or campus interview or walk in interviews in different companies as per as your application or relevant companies.
- After completion of successful training program when candidates will move to placement department for the placement then candidates have to pay security deposit / placement charges / placement assistance charges as per companies rules & regulations.
- The workshop or training fees in non refundable.
- "Supreme Career Academy" will communicate you by mail or contact number provided by you at the time of admission, if any applicant comes to office without any prior appointment with the official, administration of "Supreme Career Academy" the authority will not entertain any way.
- "Supreme Career Academy" can arrange interview at any time and date according to their own schedule as it depends on the vacancies of the companies of employee's schedule time. Applicants must be ready and prepare to face the interviews according to the time and date as set out. Failing so will be not responsible in the book of "Supreme Career Academy".
- "Supreme Career Academy" does not provide companies name salary structure or any location conformity to any applicant. Applicants must be ready for flexibility to relocate them and not allowed to choose the company. They have to join as per the company's selection.
- All applicants must go through the general terms and conditions of admission and provided all documents carefully written. After admission administration will not entertain to listen any others hypothetical words or demands from the applicants.
- Failed / un-successful students have to seat for re exam with the submission of exam fees any disqualified students who will get grade d will not be allowed to get any certificate of completion or to seat any campus Interview .
- Applicant must submit all the documents properly if in near future any dispute found in the documents and for this he / she unable to get the job, "Supreme Career Academy" will not be responsible and Company will not refund of the course fees.
- "Supreme Career Academy" does not commit any job guarantee. If any candidate fails to pay the prescribed course fee then he / she will not be entitled to sit for any examination as well as for any campus / interview. After successful completion of the program,
- "Supreme Career Academy" will provide you three campus / interview (only for banking candidates & 100% Job placement will provide to the candidates in Aviation as per their grade)

I.....**Hereby certify that particulars furnished above are true to best of my knowledge & I abide the rules & regulation stipulated above by "Supreme Career Academy."**

**Authority's Signature with Seal & Date**

**Signature Of Applicant**