Terms and Conditions
Project Deepak Programs in 2024, under Large Program Frameworks of MILVEST

1. Terms and conditions include (i) details mentioned below, plus (ii) common additional directives for Large program Frameworks at MILVEST and (iii) Eligibility criteria for admissions (iv) and Eligibility criteria for award of certificates. In addition, T&C also includes the (v) classification criteria for identified categories/ segments of people within the community and individual's mapping to it

2. These programs are exclusively for members of military community. They are not permitted for anyone else.
3. Unauthorized / ineligible/ fraudulent registration will be cancelled at any point upon discovery.
4. There will no refund under any circumstance, of registration token fee.
5. Admission will be subject to completion of eligibility & Verification process within the stipulated timelines for each course
6. Award of Certificates will be contingent upon Participants meeting eligibility criteria for Certificates.
7. Failure to complete Verification of eligibility; specifically submitting proof of identity and a reasonable proof of belonging to military community, before stipulated dates will automatically lead to cancellation of admission.
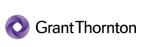
Common Additional Directives applicable to all Large Program Frameworks (LPFs) at MILVEST

8. **Personal Details as filled during the initial Registration will be Final**
- **No changes** will be possible in personal details during the conduct of the program, or at the time of issue of Certificate.
- In exceptional circumstances, if a change is critically required, the participant will we required to pay Rs 1000/- for each change.

9. **Before submission of Registration form**, participants **must carefully check** & **also make a record** of their personal particulars, for future refence & use as follows: -
(a) **Name**.
- Enter in running (sentence case) handwriting . ~~NOT ALL~~ capitals. Vinay Singh is correct. ~~VINAY SINGH~~ is NOT correct
- **Ranks are NOT** to be used with name. Vinay Singh is Correct. ~~Capt(IN)~~ Vinay Singh is Incorrect
- if the **name is very large** (in some cases), you may please use appropriate abbreviations Vinay ~~Agile Versatile Dynamic~~ Singh is incorrect. Vinay AVD Singh is correct.
- Name as provided during registration, will be published on Certificate (subject to qualifying the criteria for certificate award) . No changes will be permitted.
(b) **Email**.
- Plse make sure there are no errors, while you enter this.[.co~~n~~ it is .com, plse pay attention to fine details]
- plse ensure to note this email down properly
- this email will be your common point of identity throughout the program, and also in future for any other program
- Issue of Certificates, and also important taskings during the program will be passed on email
- this email will also be the one with which, you will log into every online live session.
- the email if correct will mark your attendance, if not you will be simply marked absent
- if you have entered incorrect email during registration, you will NOT be able to undergo the program.

(c) Mobile Number:

- Plse **provide active WhatsApp number only** & correctly.
- And please keep it active on the same mobile number throughout your learning journey.
- the session reminders and joining links will be sent by automated systems on WhatsApp.
- if you have not provided WhatsApp number during registration, or provided incorrect number, or you change your WhatsApp to different mobile number; the system generated session links will NOT reach you.

10. **Attendance**:

- attendance will be captured on online session, in automated mode
- plse make sure to login timely into sessions with correct email. If you login with any other email, your attendance will Not be marked.
- there will be no discussions on attendance. The digitally captured attendance will be a final statement in itself.
- Award of Certificate has a strict criteria of Attendance. All participants have to individually monitor their attendance and ensure they meet the qualification criteria at the end of the course.

11. **Participant Support**

- 'Only One to all', OR 'One to Large group' format support is possible in the program structure. One-on-One support or separate private conversation/ support will not be feasible. There will be atleast one fortnightly open-house live support session held to address/ resolve issues of common nature. The program will be well structured, with clear and adequate directions for everyone to ensure that all self-enabled and self-motivated participants will thrive and excel easily

- Only in exceptional circumstances, Personalized support will be permitted (to be booked as only a ten minute service call) with a payment of Rs 200/- plus taxes.

12. **Participant Verification.** Within 60 days of Registration, or before the cut-off date (whichever is earlier) participants must provide verification of eligibility criteria; specifically the (i) education criteria (ii) Identity proof (iii) acceptable Proof for belonging to relevant segment of military community. Failure to satisfactorily complete verification will lead to cancellation of Registration by due date.

13. **Additional Value-Add interventions**. Most programs conducted under Large Program Frameworks will have additional value-add interventions (in addition to what may be mentioned in program brochure), plugged in at opportune moments. These will mostly be free interventions (unless specified), with only a token regn required to seek admission. These value-adds will also be invariably restricted upto certain capacity or directed towards specific segment/groups, basis the applicability or the amount of resource available, or participants performance and conduct. Discretion exercised by Program Coordinator in such matters will be final, and will not be open to any discussion.

14. **Legal Status** Payment of token Registration fee in any of the LPF programs does not confer the status of consumer/ customer to any person or participant under the Consumer Protection Act, 2019. Any program under Project Deepak has no intention to establish any such commercial/ legal relation with any participant to the program. All registered & eligible members to the programs will only be considered as collaborators cum beneficiaries in a welfare - oriented enabling community initiative. The non-eligible members who registered (with token fee) mistakenly or fraudulently will not be allowed into the program, and no refund will be admissible for the paid token registration fee. Appropriate legal action may also be initiated against fraudulent entries.

15. **Orderly Fauji-Like Conduct.** All participants are expected to conduct themselves as is 'becoming of a Fauji community member' (i) Polite (ii) Punctual (iii) Orderly (iv) Responsive (v) self-enabled. Large Programs will require precision and orderly ambience towards efficient program conduct, and then alone we can expect to create great learning value for all participants and generate positivity. Surely, the participants themselves will also expect the same from a MILVEST learning program. *Disorderly or unbecoming conduct, if any, will be viewed with serious concern; and in severe/ repeated cases, it will be considered a fit ground for exclusion from the program, to maintain purpose and value for all others.*

16. Categories within the military Community for the purpose of Project Deepak

Shaurya: **Officers** – serving , Transitioning, Retired.
Officers who are/ were also military spouses must register as Officers. Not Spouses
KarmVeer: **Other Ranks** – serving , Transitioning, Retired
Honorary Ranks must register as KarmVeer
Tejasvini: **Spouses** – working, aspiring, retiring back to work
Spouses who are/were Officers must register as Officers
Kutumb: **Fauji Kids** – finishing 12th/ Graduation to enter work force & Young professionals.
Fauji kids who are also Officers/ Other Ranks must register as per latest military identity
Vande – VeerNaaris: **Military Widows**
Officers who are also widows may register as Vande-VeerNaari

17. Courses availability – Category Wise

A. Management Essentials – by IIM Shillong
Officers
Spouses
Fauji Kids
Military Widows
Other Ranks

B. for 'PowerBI' & for 'Excel' Courses
Spouses
Fauji Kids
Military Widows
Other Ranks

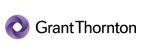## 18. Eligibility Criteria (Admissions) Course Wise

A. Excel Course

Admission Eligibility Criteria

(i) basic familiarity with Microsoft Office & MS Excel (**ver. 2016**, or above) & digital online tools
(ii) min. 12th pass; (undergoing 11th class onwards only incase of fauji kids)
(iii) availability of personal computer
(iv) good internet connectivity
(v) commitment to complete the full course with attendance and timely submission
(vi) Completing the Verification requirement of Eligibility Criteria within 60 days of Registration & not later than 15 Feb 2024. Else the admission will be cancelled.

- **Language for Program Delivery**: Hinglish, day-today Hindi with English terminologies

B. PowerBI Course

Admission Eligibility Criteria

(i) moderate to good knowledge of MS Excel (**ver. 2016**, or above) & digital online tools
(ii) min. 12th pass
(iii) availability of personal computer
(iv) good internet connectivity
(v) commitment to complete full course with attendance and timely assignment submission
(vi) Completing the Verification requirement of Eligibility Criteria within 60 days of Registration & not later than 15 Feb 2024. Else the admission will be cancelled.

- **Language for Program Delivery**: Hinglish, day-today Hindi with English terminologies

C. Management Essentials (IIM Shillong) Course

Admission Eligibility Criteria

(i) minimum completed Graduation from a recognised university
(*Fauji Kids in last year of graduation* will be eligible)
(ii) Fluency in speaking English and comprehension
(iii) working level expertise on MS Office, (Word, Excel & Powerpoint)
(iv) availability of personal computer
(v) good internet connectivity
(vi) commitment to complete the full course with attendance and timely submission
(vii) Focussed, committed, self-enabled and self-motivated individuals with a learner's mindset, appreciable responsiveness to the program requirements and an ability to resolve self-challenges at participant's (self) end point him/herself*.*

19. Eligibility Criteria for award of Certificate on course Completion

A. Excel Course

- **Criteria for award of Certificate**
- (i) Timely completion of Verification process as per initial dates during admission
  (ii) minimum 80% Attendance in the live online sessions
  (iii) Timely Submission of Quizzes and Assignments
  (iv) Participant Responsiveness
  (v) Timely Submission of additional **mandatory** taskings

B. PowerBI Course

- **Criteria for award of Certificate**
  (i) Timely completion of Verification process as per initial dates during admission
  (ii) minimum 80% Attendance in the live online sessions
  (iii) Timely Submission of Quizzes & Assignments
  (iv) Participant Responsiveness
  (v) Timely Submission of additional **mandatory** taskings

C. Management Essentials (IIM Shillong) Course

- **Criteria for award of Certificate**

  (i) Timely completion of Verification process as per initial dates during admission

  (ii) **minimum 75% Attendance** in all live online sessions.

  - If attendance is **between 60% and 75%**, only a **Certificate of Participation** will be issued.

  - If **less than 60%,** participant can continue to learn in the program, but **NO Certificate** will be issued

  (iii) Timely Submission of Quizzes, Assignments,

  (iv) Timely Submission of Assessments

  (v) Timely Submission of additional **mandatory** taskings (weekly/ fortnightly)

  (vi) Participant Responsiveness