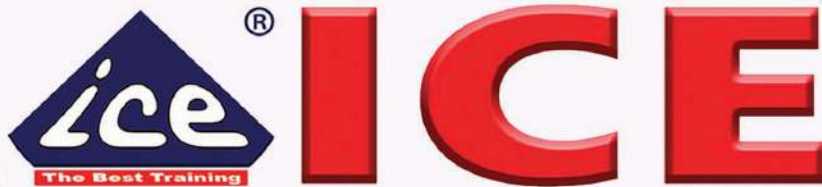




Scan QR & Visit Our Website For any query



COMPUTER EDUCATION & VOCATIONAL TRAINING

The Reality Beyond Expectation



Incorporated Under Ministry of Corporate Affairs, **Govt. of India**
CIN - U85499A2025OPC027678



Registered MSME under Ministry of MSM Enterprises, **Govt. of India**
Regd. No. UDYAM-AS-15-0002104



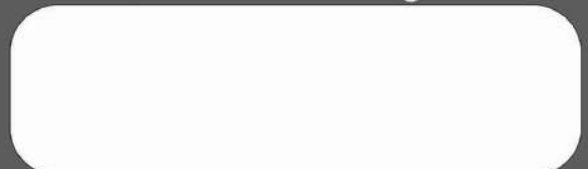
Conforms **ISO 9001:2015** Certification
QMS Certificate No. 305021122044Q
by EGAC under IAF, assessed by QRO



Committed to **Central Vigilance Commission**
For Ethical Practice and Also Support to
Vocal for Local and Digital India

PROSPECTUS
With Admission Form

Authorised Training Center



Founder's Fountain

*"All our dreams can come true,
If we have the courage to pursue them."*

– Walt Disney.

ICE (Institute of Computer Education) is not just a training institute, rather it is a temple of every skill seeker growing keen desire to get success in life.

We work together to build perfect professionalism in you. We, the team ICE work for the quality building rather than money earning mindset. It is undeniable that the good is always worthy. We ensure that, at the end of the course you will discover yourself with the best confidence in you.

*We in our institute, have been made all effort to provide **THE BEST TRAINING AT THE CHEAPEST COST**. This is our honest belief that the economically backward students also be benefited mammothly.*



Dhruva J. Tamuli
Founder, **ICE**



Vision

ICE's vision is to be a respected leader in providing quality, affordable and practice based training for life skill development. In view of this vision, it strives to fulfill the following institutional objectives:

- ☺ Offer a dynamic, interactive educative environment to engages student in the learning process.
- ☺ Provide construtive feedback to promote student's self- assessment and motivation.
- ☺ Provide clear learning outcomes, clear instruction and assessment for all courses to ensure course mastery and learner's success.
- ☺ Use latest technology for effective learning.
- ☺ Maximum (upto99%) practical training for fulfillment of the Learning by Doing concept.



Mission

ICE strives to make all Innovative, Creative and Enthusiastic builders of their future.

- ☺ We work toward an integrated curriculum that reaches across discipline and age levels, the trainees are encouraged to meet challenges with confidence, openness, enthusiasm and willingness to solve problems.
- ☺ We aim for an atmosphere of cooperation with respect for individual differences and community values.
- ☺ We aim to create quality performer in his/her own field. In order to do this we focus on our curriculum based on practical and livelihood generating training.



We are grateful to:



Mr. Devojiyoti Bora

Prominent Writer on ICT topics in vernacular medium

Mr. Devojiyoti Bora, is a renowned writer on ICT related topics. He is famous for his various articles as *e-কথ* published in the Sunday Supplement "Basundhara" of the Assamese daily -"The Dainik Janambhumi". He is also famous for his various handbook on Computer and ICT device operations. He has been delivering his best effort to popularise ICT for almost more than a decade. The best part of his work is mostly in vernacular medium in a unique and creative style of writing in connection with day-to-day life stories. He also served as a Faculty in Community College under Bahona College, Jorhat.

We are very much grateful to Mr. Bora, helping us as one of our academic advisors and also the organiser of the all-new syllabus of **ICE** keeping relation to the latest Job-Tech demand.



Mr. Anil Baruah

Creator of First Assamese Software Dictionary

Mr. Anil Baruah, is the First Assamese Software dictionary developer. He was felicitated with "Siksha Guru Devananda Saikia Memorial Young Scientist Award-2013" and "Maya Media Award-2017 in the field 'Extension of Assamese Language' (অসমীয়া ভাষাৰ প্ৰসাৰ), He is also privileged as a Resource Person in Language Uses Development Workshop organised by Assam Higher Secondary Education Council in the year of 2019.

We are very much grateful to Mr. Baruah, helping us as one of our academic and technical advisor of ICE advising us an upgraded curriculum to the Job Oriented and Latest Technology Based Practical Training.

With sincere thanks to both of you
Dhruva J. Tamuli, Founder, **ICE**

QUALITY IS OUR PRIME MOTTO

We ensure THE BEST-IN-CLASS TRAINING. It gives trainees the worth of both money and time that have been spent on us. The syllabus of each course is also designed to meet the market job demand. However there are some courses to ensure self employment too. We ensure:



- ☆ Well Equipped AV based Classroom
- ☆ Frequent Faculty Development Programme
- ☆ All time inverter Power Back-up
- ☆ Training on latest software.
- ☆ Self Learning Materials.
- ☆ Time to time Quality inspection of training centres.
- ☆ Both Online & Offline Evaluation System.
- ☆ Market demanding course syllabus.
- ☆ Individual (1:1) support when they learn by doing.
- ☆ 99% training is based on practical only.
- ☆ Practice-based project works.

LIVE & INTERACTIVE CLASSROOM ENVIRONMENT

Our Grade-I Branches/ Franchisees have live classroom environment which are accomplished with smart gadget like interactive panel/smart board/smart TV. This live training allows hand-on practice as on-the-go. In this 100% practical method they get the actual practical training environment where doubts can be cleared instantly. This is very unique method and it's has a great success rate than any other method. Other center has also demo classroom with extra practice laboratory which are again far better than a traditional training method.



CREATING VALUE TO YOURSELF



Value is determined through the demand of the product of any industry. Likewise in any vocational training the value is proportional to the rate of employability of trainees. Though we haven't ever guaranteed Job for anybody (nothing charged for it), but our training quality makes our students eligible to get employed. Number of trainees are working in Government, Public and Private Sectors. Many of them become upgrowing entrepreneurs. You are also welcome to be a part of this success story. Take admission today and do proper practice with training and motivation towards this journey.

3-D DIPLOMA VERIFICATION SYSTEM



A Three-Dimensional Verification system is available ensuring no duplicacy

- * Scan the QR Code for details of the certificate
- * Visit website www.iceeskill.com then verify certificate
- * You can directly contact us via following methods:

WhatsApp: 7086 748 748 E-mail us: ice.eskill@gmail.com



99% PRACTICAL TRAINING



We believe in the line "Only Proper Practice Makes a Man Perfect". Therefore we always encourage proper learning by doing rather than parrot learning. A man with skill only can establish his quality in a practical field like computer application and any other vocational field. We invite experts of various field to motivate the learners and to sharp their sword. We also motivate students to become an entrepreneur

100% JOB ASSISTANCE: PLACEMENT AND

Employability is one of our prime objectives. Though we have never promised a Job Guarantee for anyone but we always give preference to our trainees for any Job enquiry. Moreover, some are also placed in our own centers too. We always offered 100% Job Assistance to our students. To get a Job easily we train them how to crack an interview, impressive communication skills, fastest data entry tricks, Attitude building, personality development, Impressive CV/Resume/Bio-data Preparation etc.



STUDENT WEB LOGIN FOR E-RESOURCES



Students once enrolled in ICE are eligible for its website www.iceeskill.com log in with their own log-in credential. Here they will be allowed to access E-resources like self-learning materials in PDF, JPEG or AV materials etc. In a short time this facility along with mobile app will be available for students.



FREE COURSE AND SCHOLARSHIP

We extend our helping hand by offering free course (1 per year per center) to one who is brilliant in academics but can't grow up with digital device like computer only because of money (After proper verification only). Scholarship is also offered to those students who sit in the exam and score required mark. The scholarship varies upto 80% based on secured marks.

INSTITUTIONAL TIE-UP AND SPECIAL COURSES

We tie up with our nearby Educational Institute and also offer their recommended students' courses on discounted cost. Moreover, we extend our hand to those institutions in their various academic and co-scholastic programmes as well. e.g. Bahona College in Jorhat, Pub Majuli College in Majuli etc. In this hand we also offer specially designed courses to teachers with need of digital literacy with the cheapest cost that can be.

Course Modules

Module-I (Intro) (Max 12 C) ₹ 999.00

Introduction, How a PC works, Parts and Accessories, Hand-on Microsoft Paint, Hand-on Typing Master Pro, Know your Key Board - Pro Key Finger Placement, Intro to Internet, Mailing, Downloading & Uploading How to Print, Printer Types, Printer Properties, Intro to various AI Platform and how they works etc.

Module-II (BCA) (Max 48 C) ₹ 5,555.00

Working in MS Powerpoint, MS Word, MS Excel, Ms Access, Advance Excel, Smart Data Entry, Blend Your Work with multiple MS office accessories

Additional Influence:

Make a professional and worthy Resume
Write an application in a proper way.

Module-III (DTP) (Max 24 C) ₹ 3,333.00

Working with various Doc Processors and Publication Softwares Viz. MS Word/ MS Publisher/ Adobe Pagemaker/ Adobe In-design etc. Professional way to use keyboard (Dos & Don'ts) Blend Your Work with multiple Softwares, Details of Paper size, Paper folding, Safe Printing Area etc., Assamese keyboard (Unicode and Ramdhenu etc.)

Additional Influence:

Convert Windows Unicode to Press DTP and vice versa, Convert mobile typing to press DTP, Printing and Creating PDF of your Document, Editing, Compress or Convert file format of PDF

Module-IV (GRD) (Max 24 C) ₹ 3,333.00

Working with various graphic designing softwares viz. Adobe Photoshop, Adobe Indesign, Coreldraw, Adobe Lightroom, Colour Concepts: RGB, CMYK, Greyscale etc. Proper Resolution and Attractive Colour Effect Designing Visiting Card, Flyer, Banner, Poster, Flex etc. Ethical Use of Online resources for graphic designing Print Friendly Graphics Vs Media Friendly Graphics

Additional Influence:

Use of various Artificial Intelligence Platforms, Blending various software works in graphics, Dos and Don't in graphic designing.

Module-V (ACC) (Max 48 C) ₹ 5,555.00

Book Keeping, Accounts Books, Manual Vs. Computerised Accounting, Working in Tally Prime (the popular application), Taxation in Tally (GST), Payroll, Smart Reporting Printing of Cheque

Additional Influence:

Advance Excel, Digital Finance

Module-VI (PDP) (Max 12 C) ₹ 2,222.00

Attitude is Everything, How to Build a positive attitude. Smart & effective communication skill building, Leadership Quality Development, Gratitude Building Advance selling tricks (Building prospective customers)

Additional Influence:

Write effective letter/ application/ e-mail
Advance & Creative reporting indicators

Module-VII (PLC) (Max 60 C) ₹ 6,666.00

Intro to Programming Languages, Rapid Application Development Tool (RAD), DBMS using MySQL/MS Access/Oracle (Any one), Intro to HTML, PHP, Basic Programming using VB/ Java/ Python/ C/C++ (anyone/two), relevance among these languages. Coding: How it is difference from programming.

Module-VIII (AHN) (Max 60 C) ₹ 6,666.00

Detail information about familiar computer hardware, how to assemble a PC, Installation of Software to PC (both System and Application Software), Details of Control Panel, Troubleshooting, Intro to Networking, Working with Internet Protocol (IP), Firewall & Network Protection, Device security performance and health etc.

Module-IX (PBP)

Practice Based Project Work

This must be done with any diploma/ advance diploma course in ICE. This is a practice-based project work which is allotted to trainee based on his core course. Here a project is to be submitted by the student to the center and a viva voice is held. Score secured in this module is also included in Score-Card.

CERTIFICATE

FCCA

Duration: 02 M

Foundational Certificate in Computer Application

Inclusion of: Module-I (without internet)
Module-II (introductory)

No. of Credits: 8+16 (Total-24 Credits)

Max. Course Fees: ₹ 2,999.00

CAT

Duration: 02 M

Certificate in Accounting with Tally

Inclusion of: Tally Software Operation without Tax and Payroll

No. of Credits: 24

Max. Course Fees: ₹ 2,999.00

* only for commerce stream students

C-Pro-CT

Duration: 02 M

Certificate in

Professional Computerised Typing

Inclusion of: English Typing Using Typing Master, Assamese Typing (Both Ramdhenu & Unicode), Covert between Unicode & Ramdhenu

No. of Credits: 24

Max. Course Fees: ₹ 2999.00

* only for computer literate person

CBCA

Duration: 03 M

Certificate in

Basic Computer Application

Inclusion of: Module-I
Module-II
(Exclude Advance Excel)

No. of Credits: 10+26=36

Max. Course Fees: ₹ 3,599.00

C-Pro-Excel-D

Duration: 03 M

Certificate in Professional

Excel Operation

Inclusion of: Detailed MS Excel Operation, Advance Excel Smart Reporting

No. of Credits: 36

Max. Course Fees: ₹ 3,599.00

* only for person having minimum knowledge in MS Office Operation

CDL

Duration: 03 M

Certificate in Digital Literacy

Inclusion of: Intro to Digital Devices
Intro to Social Media
Digital Parenting
Digital Finance
Hacking, Phishing etc.
Conversion of file format
Smart use of Digi Devices
MSO simple operations
Online Form-Fill Up

No. of Credits: 36

Max. Course Fees: ₹ 3,599.00



facebook

- * Fees mentioned are the maximum admissible fees. Branch may allow discount.
- * Modular duration depends on it's syllabus. It shows maximum allotted (# C) credits.
- * Modular payment to be made in STP (Single Time Payment).
- * To enroll in any course in ICE, a One Time Registration Fee of ₹ 199/- is payable. This registration fee includes the price of the Prospectus ₹ 49/-
- * Certificates are issued only after successful completion of prescribed Evaluation.

DIPLOMA, ADVANCE & PG DIPLOMA

DCA

Duration: 06 M

Diploma in Computer Application

Inclusion of: Module-I (Intro)
Module-II (BCA)
Module-III (DTP)
or IV (GRD)

* Only any one of either III or IV

No. of Credits: 10+44+18 = 72 Credits

Max. Course Fees: ₹ 7,777.00

Cash Discount :

Single Installment @12% ~ ₹ 933/-

Two Installments @ 7% ~ ₹ 544/-

Eligibility : Class IX and above.

DCDDA

Duration: 06 M

Diploma in Computer and Digital Device Automation

Inclusion of: Module-I (Intro)
Module-II (BCA)
Intro to Digital Devices
Fruitful Social Media Uses
Ethical Use of AI
Digital Parenting
Digital Finance
Smart Use of Smartphone
Creative Commons
Online Form Fill Up
Making of PDF, Edit PDF
Photo Editing, Resize,
Background Removal,
File Format Change
Resize and Compress

No. of Credits: 10+44+18 = 72 Credits

Max. Course Fees: ₹ 7,777.00

Cash Discount :

Single Installment @12% ~ ₹ 933/-

Two Installments @ 7% ~ ₹ 544/-

Eligibility : Class IX and above.

DCFA

Duration: 06 M

Diploma in Computerized Financial Accounting (*Tally Prime)

Inclusion of: Module-II (*BCA)

* only excel part

Module-V (ACC)

Additional Inclusion:

▲ Relativity among various accounting softwares like Vyapar, Khatabook etc.,
▲ Smart Data Entry Tricks, ▲ Digital Finance, ▲ Creative Reporting

No. of Credits: 24+48 = 72 Credits

Max. Course Fees: ₹ 9,999.00

Cash Discount :

Single Installment @12% ~ ₹ 1,199/-

Two Installments @ 7% ~ ₹ 699/-

Eligibility : Class X Passed or equivalent
Must have basic knowledge.

HIGHLY DEMANDED COURSE

DDTP&GD

Duration: 06 M

Diploma in Desk Top Publishing and Graphic Designing

Inclusion of: Module-I (Intro)
Module-II (BCA)*
* Introductory Level
Module-III (DTP)
Module-IV (GRD)

No. of Credits: 12+24+18+18=72 C

Max. Course Fees: ₹ 7,777.00

Cash Discount :

Single Installment @12% ~ ₹ 933/-

Two Installments @ 7% ~ ₹ 544/-

Eligibility : Class IX and above.

ADCA

Duration: 12 M

Advance Diploma in Computer Application

Inclusion of: Module-I (Intro)
Module-II (BCA)
Module-III (DTP)
Module-IV (GRD)
Module-V (ACC)

No. of Credits: 12+44+22+22+44=144

Max. Course Fees: ₹ 14,999.00

Cash Discount :

Single Installment @12% ~ ₹ 1,799/-

Two Installments @ 7% ~ ₹ 1,049/-

Eligibility : Class X Passed or equivalent

HIGHLY DEMANDED COURSE

ADPT

Duration: 12 M

Advance Diploma in Printing Technologies

Inclusion of: Module-I (Intro)
Module-II (BCA)
Module-III (DTP)
Module-IV (GRD)

Additional Inclusion:

▲ Sizes and Measurements of Paper,
▲ Types of Papers, ▲ Types of Printing devices
▲ Various Printing Structures and specifications
▲ Binding, ▲ Proof Reading, ▲ Offset/ Digital/ Screen/ Sublimation/ DTF Print etc.

No. of Credits: 12+48+24+24+36 = 144
(Last three months i.e. 36 credits will be internship period.)

Max. Course Fees: ₹ 19,999.00

Cash Discount :

Single Installment @12% ~ ₹ 2,399/-

Two Installments @ 7% ~ ₹ 1,399/-

Eligibility : Class VIII Passed or equivalent

This course is specially designed aiming self employment and highly demanded one.

PGDCA

Duration: 14 M

Advance Diploma in Printing Technologies

Inclusion of: Module-I (Intro)
Module-II (BCA)
Module-III (DTP)
Module-IV (GRD)
Module-V (ACC)
Module-VI (PDP)

Additional Inclusion:

▲ PC Assembling, ▲ Digital Finance,
▲ Intro to Programming Language and DBMS
▲ Ethical Use of Internet and AI

Credits: 12+48+24+24+48+12 = 168

Max. Course Fees: ₹ 17,999.00

Cash Discount :

Single Installment @12% ~ ₹ 2,159/-

Two Installments @ 7% ~ ₹ 1,259/-

Eligibility : Completed Bachelor Degree in any discipline or equivalent or in the last year of the degree course.

HIGHLY DEMANDED COURSE

ADCAP

Duration: 24 M

Advance Diploma in Computer Application and Programming

Inclusion of: Module-I (Intro)
Module-II (BCA)
Module-III (DTP)
Module-IV (GRD)
Module-V (ACC)
Module-VI (PDP)
Module-VII (PLC)
Module-VIII (AHN)

Additional Inclusion:

▲ Digital Finance, ▲ Printing Technology
▲ Ethical Use of Internet and AI

No. of Credits: 12+48+24+24+48+12+42+42+36 = 288

(Last three months i.e. 36 credits will be practice based internship period.)

Max. Course Fees: ₹ 29,999.00

Cash Discount :

Single Installment @12% ~ ₹ 3,599/-

Two Installments @ 7% ~ ₹ 2,099/-

Eligibility : Completed XII in Science with mathematics as a subject or equivalent.



CSSK

Certificate in Smart School Kids

is a specially designed course that is based on syllabus as per academic courses. The duration of this course is not fixed to a certain period.

A monthly instalment of ₹500/- ~ ₹1000/- is to be paid alongwith admission fee ₹1500/-

Make your kid Independent, Creative and Expert with the best customized computer training.

STUDENT'S INFORMATION CUM ADMISSION FORM

Form No. _____

APPLICANT'S
NAME :

EMAIL ID :

MOBILE NO

GUARDIAN'S
NAME & DETAILS

OCCUPATION

MOBILE NO

RELATION

FATHER'S NAME :

MOTHER'S NAME :

Address for
Communication:

PIN

DATE OF BIRTH :

D

D

-

M

M

-

Y

Y

Y

Y

COURSE APPLIED FOR :

DURATION

M□/H□

Have you learnt computer earlier? Yes □ /No □

If yes, duration of course completed/not completed

Highest Educational Qualification

Passed □ /Appeared □

Are you continuing formal education? Yes □ /No □

If yes, mention the class you study

Training Mode Normal (alternate days) □ / Fast Track (six days a week) □

Category : SC □ /ST □ /OBC □ /Gen □ /Others _____

Declaration: I do hereby declare that

☒ All the information stated here are true to the best of my knowledge. Anything found wrong is to be treated illegal.

☒ I have carefully read all the rules and regulation of ICE mentioned overleaf and will strictly abide by all of these.

Place : _____

Date : ____/____/____

(Signature of the Applicant)

FOR BRANCH OFFICE USE ONLY

Enrolment No (as in website) -- En/_____/_____

Date of Admission ____/____/____

Course Enroled for _____

Duration of Course _____ M/H Branch. _____

Total Course Fee _____

Discount _____

Actual Fees Payable _____

Admission Fees _____ + (_____ × _____ Instalments.)

Evaluation Status :

BCA	DTP	GRD	ACC	PDP	PLC	AHN
T	P	T	P	T	P	T
P	T	P	T	P	T	P

Issued Certificate No

Authorised Signatory & Seal