RULES & REGULATIONS

1. Your money receipt is valid only if generated by S.G INFOTECH Management System.
2. Installment should be cleared within 8th of every calendar month.
3. Rs. 20/- will be charge per day for the late payment of fees.
4. In case of default in payment, within the prescribed date intimate us in writing for extension of payment date to avoid late fine.
5. Students should maintain discipline in the institute (class timings, attendance and behaviour).
6. Share your feedback with us by logging into our website www.sginfotech.co.in

Information on Penalty Notices for non-attendance –

1. Rs. 30 will be charged fine per week for non-attendance.
2. No extra classes will provide for those non-attendance days.
3. No extra duration will provide rather than his/her respective course duration.
4. Student should intimate us in writing before taking leave undersigned by his/her guardians.
5. If any Student does an unauthorized absence for upto 90 days, then his/her Registration no. will be cancelled/terminated. To continue/regular have to REJION by admission fee.

Exam Evaluation Methodology –

1. S.G INFOTECH has a Dynamic Assessment System, Participants decide the time, place and pace of the exam. The Evaluation Strategy of the programs includes a combination of assignments, on demand examinations, submissions, project report.
2. Courses till 12 months will have only Final Examination of 100marks (50 MCQ & 50 practical).