

To  
 The Principal  
 Government Arts & Commerce College  
 Kachhal, Ta - Mahuva  
 Surat, Gujarat - 394250

**Subject: Collaborating with Tata STRIVE to conduct BFSI Business Development Executive + Youth Development Module" at Government Arts & Commerce College Kachhal, Ta – Mahuva, Dist - Surat.**

Dear Sir,

Tata STRIVE is the skill development initiative of Tata Community Initiatives Trust, a charitable trust set up in 2014. It addresses the pressing need of skilling India's youth for employment, entrepreneurship and community enterprise. Tata STRIVE aims to skill young people in the age group 18-35 years for jobs/entrepreneurship, with a special focus on youth from disadvantaged communities, including women, people with disabilities, SC/ST etc. Tata STRIVE has positively impacted more than 10 lakh lives, through direct and indirect interventions and more than 70% of those trained under direct interventions have found placement or self-employment opportunities, which is above the national average.

Tata STRIVE's Institute Enrichment Programme (IEP) aims to support, both through direct intervention or through its partner organizations, educational institutes in achieving their objective of providing high-quality and holistic education and improving the employability skills among the institute's students.

Under this programme, Tata STRIVE is keen to partner with you in this unique and empowering journey. Tata STRIVE intends to engage with final year students and passed out students from the Arts and Commerce Stream of your institute to conduct the BFSI Business Development Executive course and Youth Development Modules course for Arts and Commerce passed out and last semester candidates. This course involves **209 hours** of classroom duration and will be implemented between **15<sup>th</sup> January 2023 and 15<sup>th</sup> December 2023**. These courses are in accord with the current market demand and industry requirements.

Job Role	Classroom Hours	Domain (Hrs)	YDM (Hrs)	OJT Hours	Total Hours with YDM
BFSI BDE	209	129	80	0	209

The **Youth Development Module** is integrated with the domain "**BFSI Business Development Executive**" that Tata STRIVE offers to address cognitive and non-cognitive skills. It focuses on a 360-degree development of youth helping learners realize their potential while making them job-ready. It is one of the main differentiators in the Tata Strive training programme. The Tata STRIVE Programme seeks to develop youth holistically, by focusing on the connection between the Head-Heart-Hand. Through these programmes, Tata STRIVE creates the space for beneficiaries to realize their values, beliefs and potential leading to inner transformation.



will be conducted 5 to 6 days in a week, depending on the availability of students and availability of classrooms.

The key features of the Tata STRIVE skill development programmes include the following:

1. Programme to be adjustable with regular academic classes
2. Youth Development Modules (YDM), part of the overall training programme, and is one of the main differentiators of Tata STRIVE training program that enhance employability
3. Experienced facilitators
4. Tata STRIVE's digital platform for the entire life cycle of training, for monitoring student performance
5. Joint certification with Tata STRIVE, Institute, and funding partner branding on student certificates, as mutually agreed, to students who successfully complete the final assessment with minimum 70% attendance.

Below enlisted are the roles and responsibilities of Tata STRIVE:

#### **Role of Tata STRIVE**

1. Conduct Orientation session in Institute to help students understand industry oriented subject matter training programme
2. Engage in one to one interaction with students by counsellors to understand student motivation and expectation setting
3. Finalize the schedule for batches in consultation with Institute after students are enrolled
4. Allocate Facilitator for batch as per planned schedule
5. Undertake regular quality checks during programme execution
6. List assessment guidelines and conduct assessments with support from the institute
7. Certification of course to the student on successful completion
8. Reporting of batch progress on a fortnightly basis to institute head and SPOC (special point of contact)
9. Timely incident reporting to institute, if any
10. Appraising institute about any changes in the programme
11. Coordinate guest visits and industry visits
12. Tata STRIVE will promote the courses through stalls, posters and through Tata STRIVE brandings in classrooms, where applicable
13. Tata STRIVE to use the logo of the Institute in certificates after agreeing mutually

#### **Role of Government Arts & Commerce College, Kachhal Ta - Mahuva, Dist - Surat.**

Institute to support in facilitating orientation sessions for students in Institute premises and actively promote the programme for better participation.

1. Spaces with high visibility (for example, reception, public spaces, cafeteria and notice boards) to be allocated within the institute to Tata STRIVE for branding purpose only.
2. Institute to provide sufficient number of classroom(s) available to train students in batches of 30-30 with projector(s) and other training aids and electrical connections for programme execution.



3. Batch will be formed with a minimum 25 students. Institute to support in retention of enrolled students.
4. Institute to share with the students, information related to orientation and enrolment date and time and any other activities before formation of batches.
5. Institute to provide support in scheduling the programme along with Tata STRIVE by providing the batch timings, list of holidays and advance intimation on any other ITI activities.
6. Institute to provide Tata STRIVE access to computer labs with internet connectivity whenever required (Schedule will be discussed and shared in advance) and any other infrastructure to enable delivery of assessments and activities during the course.
7. Institute to provide Internet connection provision for facilitators in IT lab.
8. Institute to provide Single Point of Contact (SPOC) as contact person for any support related to this programme.
9. Institute to provide undertaking (in format shared by Tata STRIVE) from enrolled students as acceptance of enrolment for the course.
10. Institute to provide support in ensuring maximum attendance, and timely action is taken for regular absentees.
11. Institute to share institute logo and authorized signature for the purpose of certification
12. Institute to provide support for any guest sessions and visits in institute premises
13. Institute to ensure that safety of the learners and staff associated with the project and appropriate safety measures are to be taken for the same.
14. Institute should only use the Tata STRIVE logo and other branding artefacts which are designed and shared by TCIT representatives.

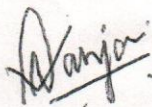
Looking forward to working with your college in Empowering the Youth with the Right Skills and a Bright Future.

If the foregoing is satisfactory, please indicate your acceptance by countersigning on copy of this Letter of Intent.

Thanking you,

Yours Truly,

For, Tata Community Initiatives Trust

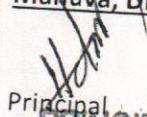


Mr. Ameya Vanjari  
Head - Operations, Partnerships & Technology



Acceptance of LOI by

For, Government Arts & Commerce College, Kachhal Ta - Mahuva, Dist - Surat.

  
Principal

Government Arts & Commerce College, Kachhal Ta - Mahuva, Dist - Surat.

Dist. Surat

