



WINMINDS EDUCATION PRIVATE LIMITED

THE HUB OF IT TRAINING & EDUCATION CONSULTANCY

FRANCHISE PROPOSAL

Authorised Training Centre / Franchise Opportunity

1. About Winminds

Winminds Education Private Limited is an IT Training & Education Consultancy focused on practical computer education, skill development and education guidance. We aim to provide accessible, professional and career-oriented training through a network of authorised centres.

2. Franchise Opportunity

Winminds invites eligible individuals, entrepreneurs, educational institutions and organisations to establish an Authorised Winminds Franchise / Training Centre. The franchise model is intended to support local students with structured computer training, practical learning and education consultancy services.

3. Proposed Course Categories

- DCA / ADCA / CCC and other computer application courses
- Tally / Advanced Excel / Accounting-related computer training
- Python and basic programming
- Web Designing
- English Speaking and Typing Training
- Tuition Classes for School & ITI Students
- Other courses as approved by Winminds from time to time

4. Benefits of Becoming a Winminds Franchise Partner

- Use of approved Winminds brand identity and promotional support, subject to franchise terms.
- Structured course and training guidance.
- Centre setup and operational guidance.
- Student counselling and admission-process guidance.
- Access to approved promotional and academic material, where applicable.
- A professional training-centre model for the local market.

5. Franchise Approval

Approval is subject to verification of the proposed location, applicant profile, infrastructure, documents, financial capability and compliance with Winminds policies. Franchise approval is not automatic on submission of this application.



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INFRASTRUCTURE & CENTRE REQUIREMENTS

Minimum recommended standards

1. Minimum Infrastructure

Requirement	Minimum / Recommended Standard
Built-up Area	Approximately 30–40 sq. ft. minimum, subject to suitable arrangement of computers, seating and training activities.
Computer PCs	Minimum 3 functional desktop/laptop computers; more may be required according to student strength.
Computer Lab	Dedicated practical training area with suitable workstations.
Student Seating	Minimum 3 computer workstations; additional chairs/tables according to batch capacity.
Internet / Wi-Fi	Reliable high-speed broadband/Wi-Fi connection.
Electricity	Stable electricity supply with adequate load and safe wiring.
Power Backup	UPS/Inverter recommended for computers and network equipment.
Classroom	Suitable classroom/training space with proper seating.
Reception/Counselling	Small professional reception/counselling area recommended.
Trainer Facility	Trainer desk/chair and teaching setup.
Safety	Fire extinguisher, first-aid kit and safe electrical installation.
Basic Amenities	Clean washroom, drinking water, ventilation and adequate lighting.
CCTV	Recommended for centre security and monitoring.
Branding	Winminds-approved signage, logo use and centre branding.



2. Staff Requirement

- At least 1 qualified computer trainer for the approved courses.
- 1 Centre Administrator/Counsellor is recommended.
- Additional faculty may be required based on student strength and course mix.

3. Important Note

The above are Winminds franchise standards and may be revised according to the approved centre category, courses, batch size and applicable requirements. Any statutory or third-party accreditation requirement, where applicable, shall be complied with separately.



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FRANCHISE INVESTMENT & COMMERCIAL TERMS

To be finalised through the Franchise Agreement

1. Commercial Structure

Particular	Amount / Terms	Remarks
Franchise / Authorisation Fee	₹ _____	As per approved franchise plan
Security Deposit	₹ _____	Refundable / non-refundable as per agreement
Renewal Fee	₹ _____	If applicable
Royalty / Revenue Share	_____	As per signed agreement
Course / Certificate Charges	₹ _____	As applicable
Branding / Marketing Material	₹ _____	As applicable

2. Franchisee's Initial Setup Investment

- Premises rent / security deposit, if applicable.
- Minimum 3 computers and related accessories.
- Tables, chairs and classroom furniture.
- Internet/Wi-Fi and networking equipment.
- UPS/Inverter or other power backup.
- Signboard, branding and basic interior setup.
- CCTV, fire extinguisher and basic safety equipment.
- Staff salaries and working capital.

3. Responsibilities of Winminds

- Provide franchise/centre guidelines and approved brand usage framework.
- Provide academic and operational guidance as agreed.
- Provide approved promotional material/templates where included in the franchise package.
- Support centre onboarding and basic process orientation.
- Maintain quality standards and review centre compliance.

4. Responsibilities of Franchisee

- Arrange premises, infrastructure, equipment, furniture and staff at own cost unless otherwise agreed.



- Follow Winminds branding, academic and operational guidelines.
- Maintain student records, attendance and fee documentation.
- Use only authorised certificates, logos and promotional materials.
- Maintain professional conduct and student service standards.
- Comply with applicable laws, licences, taxes and local requirements.



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FRANCHISE APPLICATION FORM

Please complete all applicable fields

1. Applicant / Organisation Name: _____
2. Applicant Type: Individual / Proprietorship / Partnership / Company / Institution / Other
3. Date of Birth / Incorporation Date: _____
4. Contact Person: _____
5. Mobile No.: _____ Alternate No.: _____
6. Email: _____
7. Proposed Centre Address: _____

8. City / District / State / PIN: _____
9. Proposed Centre Area (sq. ft.): _____
10. Premises Status: Owned / Rented / Leased / Other
11. Number of PCs Available: _____ Proposed Number: _____
12. Internet/Wi-Fi Available: Yes / No
13. Power Backup Available: Yes / No
14. Proposed Staff / Trainers: _____
15. Proposed Courses: _____
16. Estimated Student Capacity per Batch: _____
17. Expected Date of Centre Launch: _____
18. Previous Education / Training / Business Experience: _____

19. Proposed Investment Budget: ₹ _____
20. Source of Investment: _____

Applicant Declaration

I/We hereby declare that the information provided in this application is true and complete to the best of my/our knowledge. I/We understand that submission of this application does not constitute franchise approval. I/We agree to provide supporting documents and permit verification of the proposed premises and infrastructure as required by Winminds Education Private Limited.



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DOCUMENT CHECKLIST & TERMS

For office use and applicant reference

1. Documents Required from Applicant

- Identity proof of applicant / authorised representative.
- PAN and applicable address proof.
- Business registration / constitution documents, where applicable.
- Proof of premises ownership / rent / lease arrangement.
- Photographs of proposed premises, if requested.
- Bank / financial details or other documents, if required for due diligence.
- Educational / professional qualification details of proposed trainer(s), where applicable.
- Any other document requested by Winminds for verification.

2. General Terms & Conditions

1. Franchise rights shall be granted only through a written Franchise / Authorisation Agreement executed by Winminds Education Private Limited.
2. The franchisee shall not represent itself as the corporate office, statutory authority or government body of Winminds.
3. Use of the Winminds name, logo, certificates, course material and promotional identity shall be subject to written authorisation and brand guidelines.
4. Franchise approval may be withheld or withdrawn if the proposed centre fails to meet agreed standards or if material information supplied by the applicant is found to be false.
5. Fees, security deposit, royalty/revenue share, territory, renewal, certificate charges and other commercial terms shall be governed by the final signed agreement.
6. The franchisee shall independently comply with applicable local laws, registrations, taxes, labour requirements, safety requirements and any course-specific regulatory conditions.
7. Winminds may conduct periodic quality checks/inspections to ensure compliance with agreed standards.
8. Franchisee shall not sub-license, transfer or assign the franchise rights without prior written approval from Winminds.
9. Any dispute or contractual matter shall be governed by the terms and jurisdiction specified in the final Franchise Agreement.

3. For Office Use Only

Application No.	_____
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Date Received	
Verification Status	
Approved / Not Approved	
Authorised Signatory	

The Hub Of IT Training & Education Consultancy
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Website: www.winmindseducation.in

Email: info@winmindseducation.in

Contact: +91-99-888-333-71 | +91-80-130-299-99

Bhindra Building, Near Laxmi Narayan Mandir, Kasumpti, Shimla, HP - 171009