

IN MS WORD Create and Design

1. Full notebook with pages with a Cover Page
2. Admission form
3. Resume
4. Certificate.
5. Enquiry Forms
6. Leaflets/brochures.
7. Business Cards.
8. Menu Card
9. Make book content page or index page.
10. Create a letterhead
11. Identity card.
12. Purchase order
13. Mark sheet
14. Date Sheet
15. Create a Mail Merge File for Ten Students and send them time table/Date Sheet.



STUDENT SOLUTIONS
Registered Under the Indian Companies Act 1956
Admission Form

Form No. _____ Reg. No. _____ Batch No. _____

☐ Basic Computer Course ☐ Advance Basic Computer Course
☐ Web Designing Course ☐ Computer Teaching Course
☐ Computer Hardware ☐ Customized Computer Course

1. Name of the Applicant _____
 2. Name of Father _____
 3. Nationality _____
 4. Complete Address _____
 City _____ State _____ Zip _____
 5. Qualifying Examination ☐ 1. For 10th ☐ 2. For 12th ☐ 3. For degree
 6. Course Fee _____ 7. Mode of Payment ☐ Cash ☐ Cheque ☐ Credit Card
 8. Date of Admission _____ 9. Signature of the Applicant _____
 10. Place _____
 11. Date _____

I declare that above information is true to the best of my knowledge & belief. I agree to abide by the rules & regulation of Client Solution. I authorize Client Solution to use my name & photo for its promotional purpose.

Signature of the Applicant _____
 Signature of the Authority _____

STATEMENT OF CHARGES CP 77

Designated operator of _____ Date _____
 Office of exchange of _____

Parcel No. _____

Reason for return
☐ Unknown ☐ Refused ☐ Importation prohibited
☐ Gone away ☐ Unclaimed

SDR _____

Presentation-to-Customs charge _____
 Storage charge _____
 Return charge _____
 Redirection charge _____
 Non-postal fees _____
 Explanation _____
 Miscellaneous _____
 Explanation _____

Total _____