

## Memorandum of Understanding (MOU) for Student Training & Placement

This MOU is made and executed on 16<sup>th</sup> Feb'2019 at Hyderabad for conducting Special Training to Students who passed out from Raja Bahadur Venkata Rama Reddy Women's College by and between:

RBVRR Women's College, Narayanguda, Hyderabad was established in 1954 by the Hyderabad Mahila Vidya Sangam, (HMVS), a non-profit education society with a vision to provide education to women especially to those coming from the rural areas. It is the second oldest college for women in Hyderabad city to be conferred with autonomous status by UGC.

And

APSA Tech Mahindra Foundation SMART Center. Habsiguda X Road, Metro Pillar.No:977, Opp. Indian Oil petrol pump, Hyderabad. Represented by Manager APSA Tech Mahindra Foundation SMART Center.

### Objective of the MOU as follows:

The main objective of the MOU is to train the students of RBVRR Women's College by conducting Special Training Sessions at APSA Tech Mahindra Foundation SMART Centre, Habsiguda, details of which are being included in this MOU hereafter and make them industry ready. After which 100% placement assistance shall be given by the SMART Centre Habsiguda.

Course content which have to be covered under this training courses will be as per the Annexure - I & II

### ANNEXURE - I

#### MEDICAL CODING & BILLING:

1. Medical Terminology
2. Human Anatomy & Physiology
3. ICD-10, CM Coding, CPT Coding
4. Advanced Excel & Typing
5. Spoken English & more.....

Eligibility: Age 20 to 32, B.sc, M.sc or any Life Sciences Graduate.



ANNEXURE - II

OFFICE ADMINISTRATION:

1. Computer Basics
2. MS Office (Word Excel, Power Point)
3. English Typing
4. Advanced Excel & Work place Readiness
5. Spoken English & more....

Eligibility: 18 to 28 yrs any graduate.

Terms & Conditions:

- ❖ The Training provided for the candidate is Free of Cost.
- ❖ Candidates who enroll for the training has to bear the course material charges which include curriculum, Student Handouts, Various Assessments and Printing i.e. For Medical coding - Rs.2000/-, if Office Administration - Rs.1000/- which is nonrefundable.
- ❖ Payment for the material charges will be provided with an acknowledgment receipt.
- ❖ On successful completion of the course students would be given a certificate.
- ❖ On successful completion of the course the students would get 100% placement Assistance shall be given by the Tech Mahindra Foundation.

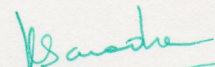
In case of any dispute the place of jurisdiction for arbitration shall at RBVRR Women's College and will be amicably resolved with mutual discussions without involving any third party.

Both the parties have agreed upon the above terms and conditions.

Centre Manager

APSA HABSIGUDA SMART CENTRE  
Hyderabad

**APSA TECH MAHINDRA FOUNDATION**  
HABSIGUDA SMART CENTRE,  
HYDERABAD-500 007.

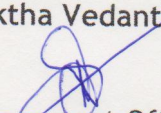


Principal  
**PRINCIPAL**

**RBVRR Women's College**  
(AUTONOMOUS)  
Narayanguda, Hyderabad.

RBVRR Women's College  
Narayanguda, Hyderabad

Samyuktha Vedantham

  
Placement Officer

RBVRR Women's College