

**SCOPE**



**Centre Registration Form for Only Assessment scheme/  
DELL lab candidate assessment**

**Date:**

**Name of Institution/University/Department:** \_\_\_\_\_

**Affiliation:** \_\_\_\_\_

**Address:**

**Line 1:** \_\_\_\_\_

**Line 2:** \_\_\_\_\_

**District:** \_\_\_\_\_

**Pin code:** \_\_\_\_\_

**Name of Principal/HoD:** \_\_\_\_\_

**Contact No:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Name of centre coordinator:** \_\_\_\_\_

**Contact No:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Whether the institutions is an existing SCOPE centre: Yes/ NO**

**Whether the institution is an existing Digital English Language Lab center:**

We hereby request you to register our institution/department as a centre to offer the SCOPE examinations to the students of our institution.

Signature & Seal of institution/department :

**Principal/HoD**

**Coordinator**

## INSTRUCTIONS:

- Please give the complete postal address as the forms and the certificates will be couriered to the given address only.
- No sections of the form should be left incomplete.
- The form can be filled in electronically and email to [scope.exams\\_2@conceptsedu.com](mailto:scope.exams_2@conceptsedu.com) with a copy marked to [scope.ac1@gmail.com](mailto:scope.ac1@gmail.com), [scopeexam1@gmail.com](mailto:scopeexam1@gmail.com)
- The hard copy on the letter head of the college along with the sign and seal should be couriered to the following address:
  - Concepts Eduserv Pvt. Ltd.
  - 409-412, ADVAIT,
  - Nr. Sandesh Press, Vastrapur
  - Ahmedabad – 380054
  - Phone – 079 40030058
- After the form is received back, a center registration code will be issued to the college.
- The center should then make a requisition for candidate registration forms for the coming examination session. (this request can be sent along with the registration form)
- This requisition along with the specific number of forms required should be send along with center registration form.
- Forms will be couriered to the centre, the duly filled forms should reach the Concepts Ltd. office along with a Demand Draft in favour of 'C.E.O. SCOPE' payable at Ahmedabad. (For A level, per candidate fee Rs. 350/-; and for B level, per candidate fee Rs. 840/- , to be paid to SCOPE)
- SCOPE office, Faculty Block, Prajna Puram (KCG Campus), Opp. PRL, Navrangpura, Ahmedabad – 380015,  
**Ph: 079-26300593**
- Website : [www.scopegujarat.org](http://www.scopegujarat.org)