

MEMORANDUM

1. The name of the society shall be “Association of Accredited Advisors on American Education” (hereinafter referred to as “Society”)
2. Registered office: Registered office of the society is situated presently at Level 3, 33-Josier Street, Nungambakkam , Chennai 600 034, Tamil Nadu.

3. Aims and Objects:

The aims and objects for which society is established are as under:

- To provide a forum whereby accredited American Education Advisors as American education provider’s representatives at national level can meet to discuss and exchange ideas and information on studying in United States of America for the betterment of America’s International students/education industry and the interests of all members,
- To promote and foster co-operation among all members of the group to ensure that the America’s International student/education industry is not brought into disrepute due to the actions of any member,
- To develop, revise and monitor adherence to a code of ethical practices for all members to follow and to take punitive action against all and any member who breaches the code of ethical practices,
- To co-operate and co-ordinate effects with the US commercial services, USIEF, (United States India Educational Foundation), Education USA Advising centers etc, in the promotion of study opportunities in USA for Indian students to ensure that a good standard of services is maintained,
- To conduct business activities i.e., conducting educational fairs, physical, online and virtual etc., that will raise revenue for the Association to achieve its objects,
- To co-operate with all state and union Governments and all official parties concerned with maintaining a good standard of service in promoting education opportunities in the U.S. for (Indian) aspiring students,
- To lobby with American education institutions in the interest of the members of Association,
- To enter into collaborative arrangements with national and international organizations and government bodies to develop the activities of the Association,
- To develop and uphold standards that promote effective and ethical international recruitment practices,
- To ensure transparency and integrity throughout the international student recruitment process through the communication of clear, accurate, sufficient and relevant information by agencies and institutions,
- To build and support a global network of professionals dedicated to continuous improvement of standards-based international student recruitment practices,
- To advocate on behalf of its core constituencies to policy makers, media, regulatory bodies and other professional organizations on topics related to the advancement of standards in the ethical and transparent recruitment of international students,

- To organize, training sessions to understand and adhere the updated policies of US Government department's over time to time, etc...

All the incomes, earnings, movable or immovable properties of the Society shall be solely utilized and applied towards the promotion of its aims and objects only as set forth in the Memorandum of Association and no profit thereon shall be paid or transferred directly by way of dividends, bonus profits or in any manner whatsoever, to the present or past members of the society or to any person claiming through any one or more of the present or the past members. No member of the society to make any profits (as member will profit from being in the association) from the association, whatsoever, by virtue of this membership.

1. Names, occupation and address or the Members of the first Executive Committee:

S.NO	Names	Designation (in EXECUTIVE Committee)	Address
1.	Dr. C.B. Paul Chellakumar	President	Campus Abroad, Gems Court, A-3, I Floor, Khader Nawaz Khan Rd, Nungambakkam, Chennai, Tamil Nadu 600006
2.	Mr. Sabesan Manickavasagam	General Secretary	Idealize Educational Services, Level 3, 33-Josier Street, Nungambakkam Chennai 600 034
3.	Ms. Asha Giri	Vice-President	Sarath Educational Promoters, 6, 2nd Main Rd, Shenoy Nagar West, Annanagar East, Chennai, Tamil Nadu 600030
4.	Ms. Ensi Gigeo	Secretary	IMPT, 73, L.B. Road, 1st Floor, Adayar, Chennai - 600 020
5.	Mr. Vikrant Bakhtani	Treasurer	New Horizon, Bakhtani Court, No. 1 Cenotaph Road 1st Street, Teynampet, Chennai, Tamil Nadu 600018
6.	Mr. Ranjit Sampath	Member	EDSKILL VOCATIONAL TRAINING PRIVATE LIMITED, C.C. NO.28/29, G - 144 PANAMPILLY NAGAR ERNAKULAM Kerala 682036
7.	Mr. Robert Dellinger	Member	Dellinger Consultants,

			2A The Manor, 14A College Road, OPP : DPI, Nungambakam, Chennai 600 006.
8.	Mr. Atiq Aziz	Member	Scoregetters, 86, Nungambakkam High Road Nungambakkam Chennai – 600034.
9.	Mr. JayaramanPonnusamy	Member	Noble Consultants, 69, Kilpauk Garden Road, Kilpauk, Chennai, Tamil Nadu 600010

We, the several persons whose names, occupation and address subscribed hereunder desire to form ourselves into a Society and to incorporation the same under the Tamil Nadu Societies Registration Act, 1975 (Tamil Nadu Act 27 of 1975).

S.NO	Names	Occupation and Address	Signature
1.	Dr. C.B. Paul Chellakumar	Chairman Campus Abroad Gems Court, A- 3, I Floor,, Khader Nawaz Khan Rd, Srirampuram, Thousand Lights, Chennai, Tamil Nadu 600006	
2.	Mr. P. Sridharan	Mancomp, No 9 Monieth Lane, Vasanth Apartments Flat No 6 Second Floor, Egmore, Chennai – 600008.	
3.	Mr. SabesanManickavasagam	Director Idealize Educational Services Level 3, 33 Josier Street, Nungambakkam Chennai 600 034	
4.	Ms. AshaGiri	Director Sharath Educational Promotors Private Limited 6, 2nd Main Rd, Shenoy Nagar West, Annanagar East, Chennai, Tamil Nadu 600030	
5.	Ms. EnsiGigeo	Director IMTP Consultancy Services (Chennai) Private Limited 73, L.B. Road, 1 st Floor, Adyar (Opp. Adyar Telephone Exchange)	

		Chennai 600 020	
6.	Mr. Vikrant Bakhtani	Proprietor New Horizons Bakhtani Court, No. 1 Cenotaph Road 1st Street, Teynampet, Chennai, Tamil Nadu 600018	
7.	Mr. Ranjit Sampath	EDSKILL VOCATIONAL TRAINING PRIVATE LIMITED Managing Director C.C. NO.28/29, G - 144 PANAMPILLY NAGAR ERNAKULAM Kerala 682036	
8.	Mr. Robert Dillinger	Proprietor Dillinger Consultants 2 A The Manor, 14 A College Road Opp. DPI, Nungambakkam Chennai 600 006	
9.	Mr. Atiq Aziz	Proprietor Scoregetter No 86 Nungambakkam High Road, Nungambakkam (Opp. Hotel Raj Bhavan) Chennai 60 034	
10.	Mr. JayaramanPonnusamy	Noble Consultancy Proprietor Main Road, 69, Kilpauk Garden Road, Kilpauk, Chennai, Tamil Nadu 600010	
11.	Mr. Gift Anderson	Uniedsols, 301, Alexandria, Wipro Street, Chennai 600119.	

The above persons signed in our presence this the day of at

Witness:

1.

2.

BY-LAWS

1. **NAME OF THE SOCIETY:** The name of the society shall be “Association of Accredited Advisors on American Education” (hereinafter referred to as “Society”)
2. **REGISTERED OFFICE OF THE SOCIETY:**The Registered office of the Society is situated presently at No. Level 3, 33-Josier Street, Nungambakkam, Chennai 600 034
3. **DATE OF FORMATION OF THE SOCIETY:** The Society was formed on 07/10/2019
4. **JURISDICTION OF THE REGISTRAR OF SOCIETIES:** The Society is situated within the jurisdiction of the Register of Societies & Registrar of Assurances, Chennai.
5. **BUSINESS HOURS OF THE SOCIETY:** The business hours of the Society shall be from 10am to 5 pm except on Government holidays and Sundays.
6. **PERSON COMPETENT TO GIVE DIRECTIONS:** The President of the Society unless otherwise provided hereunder is empowered to give directions regarding the day to day business of the Society.
7. **SUITS:** The Society shall sue or to be sued in the name of the General Secretary of the Society.
8. **OBJECTS OF THE SOCIETY:**

The aims and objects for which society is established are as under:

 - To provide a forum whereby accredited American Education advisors/American education provider’s representatives can meet to discuss and exchange ideas and information on studying in United States of America for the betterment of America’s International students/education industry and the interests of all members,
 - To promote and foster co-operation among all members of the group to ensure that the America’s International student/education industry is not brought into disrepute due to the actions of any member,
 - To develop, revise and monitor adherence to a code of ethical practices for all members to follow and to take punitive action against all and any member who breaches the code of ethical practices,

- To co-operate and co-ordinate effects with the US commercial services, USIEF, (United States India Educational Foundation), Education USA Advising centers, in the promotion of study opportunities in USA for Indian students to ensure that a good standard of services is maintained,
- To conduct business activities i.e., conducting educational fairs, physical, online and virtual etc., that will raise revenue for the Association to achieve its objects,
- To co-operate with all state and union Governments and all official parties concerned with maintaining a good standard of service in promoting education opportunities in the U.S. for (Indian) aspiring students,
- To lobby with American education institutions in the interest of the members of Association,
- To enter into collaborative arrangements with national and international organizations and government bodies to develop the activities of the Association,
- To develop and uphold standards that promote effective and ethical international recruitment practices,
- To ensure transparency and integrity throughout the international student recruitment process through the communication of clear, accurate, sufficient and relevant information by agencies and institutions,
- To build and support a global network of professionals dedicated to continuous improvement of standards-based international student recruitment practices,
- To advocate on behalf of its core constituencies to policy makers, media, regulatory bodies and other professional organizations on topics related to the advancement of standards in the ethical and transparent recruitment of international students,
- To organize, training sessions to understand and adhere the updated policies of US Government department's over time to time, etc...

9. ACTIVITIES IN FURTHERANCE OF THE OBJECTS:The activities of the society shall include all kinds of activities necessary for the functioning of its objectives as stated above, and in particular the holding of meetings, seminars, exhibitions, conducting pathway programs, conferences and the publication of books, periodicals as may be decided by the committee from time to time to fulfill the objectives of the Society.

10. MEMBERS:-

Advisor Members:

Accredited Consultancies/Advisors who represent American Universities that recruit international students from outside the United States of America to study at one of the U.S. accredited/state approved institutions

Institutional Members:

Academic Institutional Members consisting of U.S. accredited and/or State approved secondary and U.S. accredited post-secondary educational institutions.

Pathway program Members: -Organisations providing or organizing credit bearing

post-secondary academic pathway programs for international students through a contractual arrangement with an accredited U.S. institution

Community College Members: -Organisations providing or organizing credit bearing academic pathway

Associate Members:-Organisations which are basically test preparation centrespreparing the students for TOEFL,GRE, GMAT, SAT ... etc for the U.S. aspiring students.

10.1. ELIGIBILITY:

(i) All those persons who attained the age of 21 years are eligible to become members of the society by making an application in the prescribed Application and forwarding the same to the General Secretary of the society. Every such application must be recommended by at least two existing members of the society.

(ii) The Executive Committee should appoint an Admission Committee headed by the President of the Executive Committee which shall have the right to accept and recommend the membership to the Executive Committee. The Admission Committee consists of 3 members (2 from the Executive Committee including the President and 1 senior member from the industry) as recommended by the Executive Committee. The period of the Admission Committee shall be 2 years only.

10.2.ADMISSION AND SUBSCRIPTION FEE:

(i) Every organisation who is admitted as member shall pay one time admission fee of Rs 20,000/- (Twenty thousand only) along with yearly subscription of Rs. 5,000/- (Five thousand only).

(ii) Every member shall pay the yearly subscription on or before 31st January every year for the ensuing accounting year of the society. Any member in default of subscription on 1st February, his name will be automatically struck off from the Register of members with effect from 1st February and such member cease to be the member of the society. If such defaulted member desires to pay the defaulted subscription, the procedure laid down supra for fresh admission of member will apply.

10.3. Rights and privileges of Members:

(1) Every member shall have the right to take part in General Body Meeting. And Advisor Members shall have One Vote at such meetings.

(2) Every Advisor member is entitled to contest for the membership in the Executive Committee.

10.4. Duties and obligations of Members:

(1) Every member shall abide the rules and regulations laid down in the byelaws and also strive hard to promote the objects of the society.

(2) Every member shall maintain the spirit de corps and have cordial relation with the members either personally or in profession.

(3) If any member causes loss or damages to the properties of the society in a manner otherwise in discharge of the duties is liable to make good the loss or damages caused such member.

10.5. Termination of membership:

A member's connection with the society shall terminate in anyone of the followings ways:

- (a) By cancellation of his/her membership due to non-payment of subscription;
- (b) By withdrawal/resignation;
- (c) By conviction by a Court of Law;
- (d) Declared as insolvent.

10.6. Removal of members:

(a) If the activities or behaviour of any member is detrimental to the society such member shall be removed from the basic membership by a resolution passed by a majority of members of the Executive Committee. Provided that no such removal shall be made unless the person concerned is given an opportunity to show the cause as to why he should not be removed from the membership of the society.

(b) If any person aggrieved on such removal shall prefer an appeal to the General Body and such appeal shall be forwarded to the General Secretary so as to place the same in the ensuing General body meeting for the decision of the General body. Till the decision taken out at the General Body, such member will be deemed to be non-member of the society.

11. TRANSACTION OF BUSINESS: The society shall transact its business through the Executive Committee.

12. EXECUTIVE COMMITTEE:

12.1. Constitution: The Executive committee consists of 10 persons and they are One President, One Vice President, One General Secretary, One Secretary, One Treasurer and Five Committee Members.

12.2. Appointment of Executive Committee Members: (i) All the members of the Executive Committee shall be appointed by a resolution passed by a majority of the members entitled to vote at the General Body meeting in pursuance of the election conducted straightway to the designations specified above.

(ii) Any interim vacancies in the Executive Committee shall be filled up only by the General Body and the term of office of such members shall be on par with other

members of the executive committee. No co-option/nomination of members can be made to the Executive Committee.

12.3. Term of Office of the Executive Committee Members: (i) The Term of office of the Executive Committee members will be two years. If there is delay in conducting the General Body meeting for election of the members of the Executive Committee due to administrative reasons, the members of the Executive Committee shall act as Adhoc Committee and the term of such Adhoc committee shall not extend further from the expiry of the term of two years to 30thJune and the election shall be conducted before 30thJune.

12.4. Eligibility for the Executive Committee Members: (i) The persons contesting for the executive committee shall be within the age limit of 75 years and shall possess good capabilities and mind to work for the association wholeheartedly.

(ii) No member shall contest for more than One Post in the Executive Committee.

(iii) The persons contesting for the Executive Committee must be live member and not more than the age of 75 as on 1stJanuary as per the Register of Members.

12.5. Power of the Executive Committee:

(1) It shall be competent for the Executive Committee to form such subcommittee(s), as it may deem fit and to assign from time to time such functions and duties and delegate such powers on any particular issue that may be of interest to the society and make representations or to represent the society before any other organization or appear before any authority and make such steps as may be necessary in pursuance thereof. The President and General Secretary will be ex-officio members of such sub-committee(s).

(2) The proceedings of the committee shall not be invalidated on account of any vacancy or vacancies in the committee which may remain unfilled or defect in the committee.

(3) Any member of the Executive Committee may at any time resign from office by sending his/her resignation to the President or General Secretary but such resignation shall take effect only from the date on which it is accepted by the committee.

(4) It shall be competent for the members of the committee to expel or remove at any time any member of the committee for breach of the provisions of the byelaws or such member's activities are detrimental to the objects and development of the society.

(5) Where a member of the Executive Committee absents himself for three consecutive meetings of the committee without leave of absence, action will be taken by the Executive Committee to remove such member from the Executive committee. Provided that no such removal shall be made unless the person concerned is given an opportunity to show the cause why he should not be removed from the Executive Committee.

12.6. Meeting of the Executive Committee:

(a) The Executive Committee shall meet as often as necessary and at least once in twomonths.

(b) Seven days clear notice shall be given for meetings of the Executive Committee except the emergency meeting for which three days' notice is enough and such notice shall be sent by post as well as email. The quorum for the meeting of the Committee shall be Five members. If at the appointed hour for the meeting, the required quorum is not present, the meeting shall be adjourned to the next half an hour and the meeting will be conducted. No quorum is required for the adjourned meeting.

(c) A Resolution in writing signed by circulation by the majority of members of the Executive Committee shall be as valid and effectual as if the same had been passed at the meeting of the said Executive Committee regularly convened and held. Such resolution shall be ratified at the subsequent Executive Committee Meeting.

12.7. Powers of the Office Bearers:

(A) President:

(a) Shall have general control with powers of supervision over the affairs of the Society.

(b) Shall preside all meetings of the committees and of the General Body, and shall maintain order. He shall declare the decision of the meeting in accordance with the opinion of the majority of members present and voting. In case of equality of votes, the President shall have a casting vote. In his absence person presiding over the meeting will exercise the casting vote.

(c) Shall be competent to pass for payment of bills jointly with Treasurer in respect of expenditure incurred in connection with the activities of the society and authorize expenditure up to a limit of Rs. 2,50,000/- (Two lakhs and fifty thousands only)

(B) Vice President:

(a) In the absence of President, the Vice President will be in charge of the President and carry out the duties of President. Otherwise he/she has to assist the President in the day to day activities of the Society.

(C) General Secretary:

(a) Attend to all correspondence and maintain the connected file in proper order.

(b) Maintain the minutes of the proceedings of all Executive Committee and General Body meeting.

(c) Shall carry on other functions not assigned to any other member.

(d) Convene meetings of the Executive Committee/A.G.M./E.G.M.

(e) Prepare Agenda for the meetings and communicate minutes of the meeting to all members.

(f) Generally responsible for carrying out the resolutions of the General Body and Executive Committee.

(g) Maintain the Register of Members of Form No.VI and carry out the removal, resignation etc. in the said Register then and there.

(h) File the necessary returns, statements and forms as laid down in the Act before the Register of Societies and other authorities concerned.

(D) Secretary:

Secretary will be looking after the day to day activities of the Society. He/She will be responsible to help and support the offices of the President and General Secretary in record maintenance and other functions listed. He/She shall be recording the minutes and proceeding of every meeting and shall convene and conduct the meeting in the absence of General Secretary.

(E) Treasurer:

(a) Shall receive all money intended to be paid to the society and issue appropriate receipts.

(b) Shall pay to the General Secretary any payment such sums as may be authorized by the President.

(c) Shall submit once in a month to the Executive Committee, monthly statement of receipts and expenditure of the preceding month, if any.

(d) Shall maintain all books of accounts, receipt books including the voucher file.

(e) No amount shall be disbursed by him without receipt of vouchers.

[f] All bank accounts shall be operated jointly by the Treasurer and General Secretary and in the absence of either of them, the President shall be the co-signatory for issuing cheques for payment.

12.8. Elections:

(a) The Executive Committee shall appoint returning officer for the conduct of election before 15th May of the year in which the term of office expires.

(b) Notification for the elections of the Executive Committee shall be issued before the 1st June of the said year.

(c) In case, no notification is issued before 15th June of the said year, 1/3rd of the members of the society may call for an extra-ordinary general body meeting for appointing a returning officer to conduct the election as per the rules.

(d) The election shall be conducted, before 30th September of the said year.

(e) Mode of forwarding the nomination form, last date of receipt of nomination and withdrawal shall be issued to members in advance.

(g) Election shall be by secret ballot voting.

13. PREPARATIONS AND FILING OF RETURNS, STATEMENTS ETC:

All the statements, forms, returns required to be filed with the Register of societies in accordance with the Tamil Nadu societies Registration Act, 1975 and rules made there under shall be filed by the General Secretary duly signed and sealed within the prescribed time.

14. AUDIT OF ACCOUNTS:

The annual income and expenditure shall be audited by a qualified and registered Chartered Accountant who shall be appointed by the Executive Committee for every two years subject to the satisfaction of the Association.

15. BUSINESS OR ACCOUNTING YEAR OF THE SOCIETY:

The business year of the society shall be 1st January to 31st December of the succeeding year.

16. ACCOUNT BOOKS:

The following account books and files shall be maintained and the same shall be kept only in the registered office of the Society with the General Secretary:-

- (a) Cash book showing daily receipt and expenditure, and the balance at the end of each day;
- (b) Receipt book, containing forms in duplicate, one of each set to be issued with details for money receipt by the society and other to serve as counterfoil.
- (c) Vouchers file, containing all vouchers for contingent and other expenditure incurred by the society, numbered serially in Red Ink and filed chronologically;
- (d) Ledger showing consolidated and separate account of all items of receipts and expenditure, member wise as well as item wise;
- (e) Monthly register of receipts and disbursements.

17. SUPPLY OF COPIES OF BYELAWS, RECEIPT AND EXPENDITURE ACCOUNT AND THE BALANCE SHEETS:

The copies of byelaws, receipt and expenditure and balance sheet shall be supplied to members on application at a cost of Re.100/- (Rupee one hundred only) for each copy of the above.

18. MODE OF CUSTODY, APPLICATION AND INVESTMENT OF THE FUNDS OF THE SOCIETY:

(a) The funds of the society shall be applied only for the objects of the society and no such fund shall be utilized for any snacks, coffee/tea, or for gift to members in any form. Funds not immediately required shall be invested in the current/savings Bank Accounts in the name of the society in the Bank/Post office and the same shall be operated jointly by the President and Treasurer.

(b) The society may also invest in other modes as specified in Section 24 and Rule 24 of the Act.

19. EARMARKING OF FUNDS:-

(i) The Executive Committee shall decide about the quantum of the funds to be provided for a dependent of a deceased or disabled member, whenever such case arises, by a resolution to that effect which shall be recorded then and there in the Book of Minutes.

(ii) All the members of the Executive Committee shall work honorarily and no remuneration shall be paid except the actual travelling fare and incidental charges thereto incurred by member in discharging the duties of the society.

20. DAY TO DAY BUSINESS OF THE SOCIETY:

The Treasurer shall have an impress amount of Rs. 10,000/- for day to day transactions. Any amount exceeding the above shall be deposited into the bank account.

21. STAFF:

If the staff is required for carrying out the day to day business of the society, such staff may be appointed by a resolution passed by a majority of the members of the Executive Committee. The Committee is also empowered to frame service conditions, salary or honorarium of such staff.

22. GENERAL BODY MEETING:

22.1. Annual General Body Meeting: The Annual General Body Meeting shall be held within 6 months from the date of closing of business year of the society for the purpose of.—

- (a) Consideration and approval of the minutes of the last meeting of the General Body;
- (b) Consideration of the Annual Report of the working of the society;
- (c) Consideration of the Report of the Annual Accounts of the preceding year of the society;
- (d) Consideration of the budget for the current year;
- (e) Appointment of the Auditor(s) to audit the accounts of the ensuing year and to fix remuneration;
- (f) Consideration of any recommendations of the Executive Committee;
- (g) Consideration of any motion, notice of which has been given in writing by a member at least 7 days in advance from the date of the meeting to the Secretary;
- (h) Such other business as may be brought forward with the permission of the President which would be granted after obtaining the approval of the majority of the members attending the meeting who are entitled to vote.
- (i) Election of the members of the Committee, if the same is due, if not conducted by a separate meeting:

22.2. Extra-Ordinary General Body Meeting:

The Executive Committee may call for extra-ordinary General Body meeting at any time and also to convene such meeting within one month from the date of receipt of requisition from not less than one third of the members on roll addressed to the Secretary stating the subject for which such meeting is to be convened. If the extra-ordinary general body meeting is not called for in accordance with such requisition within the above such period, the requisitionists themselves can convene such meeting duly adopting the procedure laid down in these byelaws and the provisions contained in the Act and rules. Any resolution passed in this regard will be binding.

22.3. Notice regarding General Body Meetings:

For all General Body meetings, a notice stating the venue, date, time and agenda of such meeting shall be communicated to all members in advance of 21 days. Such 21 days will exclude the date of postage and date of meeting. The notice shall be served in the following manner:-

- (a) By local delivery; or
- (b) By certificate of posting; or
- (c) By publication through press or
- (d) By email

Apart from the above copy of such notice shall also be affixed in the notice board of the society.

22.4. Quorum and adjournment:

The quorum for all General Body meeting shall be 2/3 of the members as on 1st February. In the event of such quorum is not present at the appointed hour the meeting shall stand adjourned for the next 15 minutes at the same place and of such adjourned meeting the members present shall constitute a quorum.

22.5. Decision at the General Body meeting:

All questions before any meeting shall be decided by majority of votes except the one which is to be passed by special resolution. In case of equality of votes, the Chairman of the meeting shall have his casting vote.

23. INSPECTION OF RECORDS AND ACCOUNT BOOKS ETC:

The Register of Members, the Minute Books and the Books of Accounts including receipts books and voucher file and bank accounts shall be kept and maintained only at the registered office of the Society with the General Secretary and shall be available for inspection during business hours by the members of the Society free of cost without any application and seeking any appointment in this regard.

24. SPECIAL RESOLUTION:

24.1. Definition:

Special Resolution means a resolution passed by a majority of not less than three-fourths of such members of a registered society entitled to vote as are present in person at a General Meeting of which a notice of not less than 21 days, specifying the intention to propose the resolution as a special resolution, has been duly given:

Provided that, if all the members entitled to vote at any such meeting so agree, a resolution may be passed as a special resolution at a meeting of which a notice less than 21 days under this rule has been given.

24.2. Requirement of special resolution:

The special resolution is required for the following matters:-

- (i) To carry on the administration of the society more economically or more efficiently; or
- (ii) To attain its main purpose by new or improved means; or
- (iii) To amalgamate with any other registered society having similar objects; or

(iv) To divide the society into two or more societies; or

(v) To amend the byelaws; or

(vi) To change the name of the society; or

(vii) To dissolve the society.

25. DISSOLUTION:

In the event of dissolution of the society, net Assets of the same shall be transferred to any other organization or society or an association of persons having similar objects of the society.

26. PRESIDE & PROCEEDINGS OF THE MEETINGS:

(i) Every meeting shall be chaired by the President, if he is present, or by the Vice-President or one elected to chair the meeting by those present at the meeting.

(ii) Every proceeding of the meeting shall be recorded in the Book of Minutes and shall be signed by the Chairman of the meeting at which the proceedings were held or by the Chairman of the next succeeding meeting.

27. DECISION AT THE GENERAL BODY MEETING:

All questions before any meeting shall be decided by majority of votes except the one which is to be passed by special resolution. In case of equality of votes, the Chairman of the meeting shall have his casting vote (except for special resolution). In case of if confusion arises in counting the votes by hand showing, the same will be decided by making arrangement for sitting of favouring the motion on one side and the opposition persons on the other side.

28. RESIDUARY RULE:

For matters not mentioned or specifically mentioned in these Byelaws, the provisions of the Tamil Nadu societies Registration Act, 1975 and the Tamil Nadu societies Registration Rules will apply.

“Signatories to the Memorandum hereby certify that the Byelaws is the correct copy”

S.NO	Names	Occupation and Address	Signature
1.	Dr. C.B. Paul Chellakumar	Chairman, Campus Abroad, Gems Court, A- 3, I Floor,, Khader Nawaz Khan Rd, Nungambakkam, Chennai, Tamil Nadu 600006	

2.	Mr. P. Sridharan	Mancomp, No 9 Monieth Lane, Vasanth Apartments Flat No 6 Second Floor, Egmore, Chennai – 600008.	
3.	Mr. Sabesan Manickavasagam	Director, Idealize Educational Services Level 3, 33 Josier Street, Nungambakkam Chennai 600 034	
4.	Ms. AshaGiri	Director, Sharath Educational Promoters Private Limited 6, 2nd Main Rd, Shenoy Nagar West, Annanagar East, Chennai, Tamil Nadu 600030	
5.	Ms. EnsiGigeo	Director, IMTP Consultancy Services (Chennai) Private Limited 73, L.B. Road, 1 st Floor, Adyar (Opp. Adyar Telephone Exchange) Chennai 600 020	
6.	Mr. Vikrant Bakhtani	Proprietor, New Horizons Bakhtani Court, No. 1 Cenotaph Road 1st Street, Teynampet, Chennai, Tamil Nadu 600018	
7.	Mr. Ranjit Sampath	Managing Director, EDSKILL VOCATIONAL TRAINING PRIVATE LIMITED C.C. NO.28/29, G - 144 PANAMPILLY NAGAR ERNAKULAM Kerala 682036	
8.	Mr. Robert Dillinger	Proprietor, Dillinger Consultants, 2 A The Manor, 14 A College Road Opp. DPI, Nungambakkam Chennai 600 006	
9.	Mr. AtiqAzi	Proprietor, Scoregetter, No 86 Nungambakkam High Road, Nungambakkam Chennai 60 034	
10.	Mr. Jayaraman Ponnusamy	Proprietor, Noble Consultancy, Main Road, 69, Kilpauk Garden Road, Kilpauk, Chennai, Tamil Nadu 600010	

11.	Mr. Gift Anderson	Director, Uniedsols, 301, Alexandria, Wipro Street, Chennai 119.	
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The above persons signed in our presence this the day of at

Witness:

- 1.

- 2.

NOTE: This declaration is to be filed within 6 months from the date of Annual General Body meeting along with the (i) Statement of names, occupations and address of persons who were members on the date of expiration of the previous financial year (ii) Auditor's report, income and expenditure statement and balance sheet. [Vide sec.16 (3)(b)]