**INFORMATION**

**RECEIVE DOCUMENTS AND VERIFY DOCUMENTS FOR REGISTRATION**

* **9:00 AM – 12:00 AM (MONDAY – FRIDAY)**

**PROCESSING OF CERTIFICATE:**

**THREE WORKING DAYS FOR PROCESSING OF CERTIFICATE AFTER RECEIVING AND REVIWEING THE DOCUMENTS**

**WORKING HOURS:**

* **9:00 AM – 5:00 PM (MONDAY – FRIDAY)**
* **LUNCH: 1:00PM-2:00PM**

**NOTE: PLEASE GO THROUGH CHECKLIST FOR REGSITRATION WHICH IS UPLOADED ON OUR WEBSITE UNDER DOWNLOAD LINK.**