



THE COMMERCIAL INSTITUTE

Bhati Abhoynagar Cantonment Road, Agartala, West Tripura. Mob.No. 9436546766
Registration No.2/18/234

C I R C U L A R

Dated, 19-03-2026

The institute is likely to commence its new batch of classes for Shorthand & Type Writing. The schedule date of Admission, Admission Time, required documents etc. are given below:

ADMISSION REQUIREMENT

(For Shorthand & Type Writing Classes)

Date of Admission: 22nd & 29th March and 5th April 2026 from 8 a.m. - 11a.m. 5p.m. - 7p.m.

Schedule of Class (tentative): 17th April (Friday), 2026.

Sl.No.	Particulars	Qty.
1	Photocopy of Madhyamik Admit Card/Age Proof Certificate (1 Copy)/ Photocopy of Adhaar Card	Required
2	Recent Passport Size Photo (02 Nos.)	at the
3	Educational Qualification Certificate/Marksheet (01 Copy)	time of
		admission

Note :

1. Before Admission Student should contact over phone for Counseling.
2. In regards Admission Fee & Monthly Fee, it will be explained at the time of counseling.
3. **In case any student fails to attend during the schedule time of admission they should contact (9436546766) forthwith.**

Sd/
Principal