

- Annual fee can be paid in 4 installments as prescribed by the school on or before the scheduled dates.
- One time admission fee once paid is not transferable/adjustable or refundable under any circumstances.
- Charges for various external examinations, textbooks, notebooks, uniforms, sports equipment, transport, canteen, etc., are not included in school fees.
- One month's notice is to be given before the withdrawal of the admission. The person responsible should give such notice in writing for a student. However the fee once paid including the one time admission fee will not be refunded nor transferred under any circumstances.
- Leaving certificate will be issued only after all the dues have been cleared.
- After the cancellation of admission the parent should collect their child's Leaving Certificate within a month's time.
- Bonafied certificate will be issued after one week of application.
- Half day applications will not be entertained.
- Attendance is mandatory on first and last day of school before and after each vacation . Attendance is mandatory on all national festivals that are celebrated in school.
- Long leaves and absenteeism will be discouraged. However for valid reasons a sanctioned leave application is mandatory.
- No late comers will be allowed to enter the premises once school gate is closed, under any circumstances.
- No re-test/ re-exam will be conducted. If the absenteeism is due to serious illness then an application for such leave supported with the medical report should be submitted to the Principal and an average of the student's performance will be calculated.
- If the student is absent owing to illness, the student must on return bring note written by the parent or guardian. In case of longer illness, i.e. lasting more than 3 days the Principal should be informed and medical certificate should be attached.
- The school does not permit distribution of candies, toffees, chocolates or any take-home presents for students or teachers.
- No child will be handed over to an unknown person.
- It is mandatory for parents to carry escort card at all times even during functions.
- Gold ornaments or any other valuable accessories is strictly prohibited.
- Attendance for parent's orientation & PTMs is mandatory.
- Kindly ensure that the child's name is written on all the items used by the child (Bag, Shoes, Tiffin box, etc.,) in school
- Check the school bag/ school diary daily, It contains important information for you.
- Parents are requested to send the child in clean, neat and ironed uniform.
- The school reserves the right to make changes in the school rules, which will be communicated to students and parents and shall be binding to all.



Sr. No. : Admission No. : (To be filled by Office)

STUDENT INFORMATION																				DATE :-											
Student Name :		<div style="display: flex; justify-content: space-between;"> <div>First Name</div> <div>Middle Name</div> <div>Last Name</div> </div>																													
Date of Birth : <small>(In Figures)</small>												Class Applied :																			
In Words :																															
Place of Birth :																	Academic Year :														
Aadhar Card No. :																	Gender :		<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Any Other												
Blood Group :																	Nationality :														
Category :		General <input type="checkbox"/> SC <input type="checkbox"/> ST <input type="checkbox"/> OBC <input type="checkbox"/> EWS <input type="checkbox"/> Mother Tongue :																													
Religion :		Hindu <input type="checkbox"/> Muslim <input type="checkbox"/> Christian <input type="checkbox"/> Sikh <input type="checkbox"/> Jain <input type="checkbox"/> Others <input type="checkbox"/>																													

ADDRESS FOR COMMUNICATION																			
Flat No. :										Name of The Society :									
Landmark :										Area :									
City :										Pin Code :									
State :										Country :									

PARENT INFORMATION																			
Father / Guardian																			
Name :																			
Educational Qualification :										Date Of Birth :									
Mobile No. :										Email :									
Occupation :										Organization :									
Designation :										Annual Income :									
Official Address :																			
Mother																			
Name :																			
Educational Qualification :										Date Of Birth :									
Mobile No. :										Email :									
Occupation :										Organization :									
Designation :										Annual Income :									
Official Address :																			

WHETHER THE CANDIDATE IS

i) Single Girl Child : Yes ☐ No ☐ iii) Belonging to the EWS : Yes ☐ No ☐
ii) Specially abled (Divyangjan) : Yes ☐ No ☐

EMERGENCY CONTACT

Name of The Person :
Relationship : Mobile No. :

ACADEMIC INFORMATION

Name and address of last School Attended :

Last Class Attended : Language Of Instruction :
Last School affiliated is : i) CBSE ☐ ii) ISCE ☐ iii) IB ☐
iv) State Board ☐ v) Any other (please specify) :

RESULT OF LAST CLASS

Subject	Maximum Marks	Marks Obtained	% of Marks	Remarks

TRANSFER CERTIFICATE DETAILS

Transfer Certificate No. :
Date of Issue :

DETAILS OF SIBLINGS (if any)

Name	Brother/Sister	Age	School Studying in

TRANSPORTATION

Do you require transport facility : Yes ☐ No. ☐

DELCLARATION

I hereby declare that the above information including Name of the Candidate, Father's / Guardian's Name, Mother's name and Date of Birth furnished by me is correct to the best of my knowledge & belief. I shall abide by the rules of the School.

Signature of the Parent(s)/Guardian

Date

Relation with candidate

Place

Entries from the Admission Forms to Admission and Withdrawal Register have been made on page no on dated

* In case, student is from other board, Transfer Certificate should be countersigned by the Competent Authority.

Sign of Parent / Guardian

A) Please attach : -

Document	Remarks
1. Copy Of Birth Certificate. (Issued by the Competent Authority)	
2. Two passport size photos of Child, Father and Mother	
3. Assessment Report	
4. Parents Id Proof & Address Proof	
5. Child and Parents Aadhar Card	
6. Transfer Certificate from last school	

B) Attach proof if applicable :-

1. Specially abled (Divyangjan)
2. EWS Certificate
3. Minority category
4. Caste Certificate
5. Single Girl Child

FOR OFFICE USE ONLY

Date :

Total Fee :

Remark :

Signature of Admission Counsellor

Signature of Accountant

Signature of Principal