



[USE CAPITAL LETTERS ONLY]

Sr. No. ....

Affix recent  
Passport Size  
photograph  
of Child

Affix recent  
Passport Size  
photograph  
of Father

Affix recent  
Passport Size  
photograph  
of Mother

Admission sought in..... Class: .....Session.....

INFORMATION REGARDING THE CHILD

(1) NAME :

FIRST

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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MIDDLE

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SURNAME

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(2) Gender of the Child

Male

Female

(3) Date of Birth (in figure)

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DOB (in words)

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Age as on 1st April

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(4) Class for which admission is sought

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Religion

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Nationality

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(5) Category (Pl. tick)

Gen

SC

ST

(6) Mother Tongue

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(7) Father's Name .....

(8) Mother's Name .....

(9) Blood Group of a Child :.....

(10) (a) Residential Address .....

Pin Code ..... Res. Tel. No .....

Mobile : ( ) Father ..... ( ) Mother .....

E-mail Address : ..... What's App No. ....

Emergency Contact No. ....

**(11) Family Information Father / Guardian**

|                           |  |            |  |
|---------------------------|--|------------|--|
| Name :                    |  |            |  |
| Educational Qualification |  |            |  |
| Organization :            |  |            |  |
| Designation :             |  |            |  |
| Annual Income :           |  | Mobile No. |  |

**(12) Family Information Mother / Guardian**

|                           |  |            |  |
|---------------------------|--|------------|--|
| Name :                    |  |            |  |
| Educational Qualification |  |            |  |
| Whether Working : Y / N   |  |            |  |
| Designation :             |  |            |  |
| Annual Income :           |  | Mobile No. |  |

**(13) School**

Previous school attended, if any.....(recognized/not recognized)

**(14) Do you intend to use School Transport ?**

Y  N

(if Yes. Pick up / drop point) .....

**(FOR OFFICE USE ONLY)**

**Documents checklist (please tick)**

- |   |                              |                             |
|---|------------------------------|-----------------------------|
| (1) Admission form duly completed   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Photocopy of birth certificate  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (3) One passport size photographs (each of mother, father & guardian)                               | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) five passport size photographs of the child   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Photocopy of original mark sheet/report card of last examination passed (Only for the examinee) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (6) (a) details of allergies or any other chronic ailment   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (b) A copy of Vaccination Card  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Admitted to class..... Section.....

Admission No..... Amount Charged.....

Rt No. .... Dated.....

(Office supdt)

Dated.....

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Head of the Institution



Jwalasal Urf Karayal,  
 Behind Raja Rani Vihar,  
 Haldwani-263139  
 Distt. Nainital (Uttarakhand)  
 Phone Number 9761639988

## PROCEDURES & TERMS AND CONDITIONS

### 1. Registration Procedures and Rules

- Registration forms are to be filled in and submitted to the School Office before the end of the Registration period.
- Incomplete or illegible Registration forms without photographs will not be processed/ accepted.
- Mere issue of form or Registration does not imply admission which is subject to admission test/interviews/interaction and also to the availability of seats.
- Photocopy of Birth Certificate issued by the Municipal Corporation or concerned Civic Authority must accompany the Registration Form for classes Pre-Nursery onwards.

### 2. Non-refund of Fees : Fees charged is not refundable, in case of withdrawal annual charges & other Charges shall not be refunded.

### 3. Bus / Van Rules :

- Request for using the school bus/van must be made at the beginning of the session ie July No request shall be entertained during the mid-session, until approved as an exception from Principal.
- Existing routes will continue to ply, change in routes and bus/van stops will not entertained during the session.
- It will be the sole responsibility of the parents to escort the pupil to and from the fixed bus/van stops. The bus/van is extended at the sole risk & responsibility of the parents.
- Any Suggestions or complaints should be reported to Principal, Parents are requested to treat the bus staff courteously. Do not give instructions to Bus Staff-Driver or Conductor.
- Parents must carry Parent Authorization card while coming to pick their ward.

### 4. Right of Alteration/Modification

Management reserves the right to modify, alter and /or Include any other terms and conditions that may be deemed fit in the interest of the Institution.

### 5. Medical Facility:

- The School Provides Facilities of First Aid only.
- The school cannot be held responsible for injury suffered by a child. No reimbursement of charges would be made towards any medical treatment.

### 6. Procedure of Fee Payment :

Fee is charged monthly for every student & mandatory to be deposited in bank as per the prescribed dates mentioned on fee booklet & will charge penalty if not deposited on time in bank.

**Disclaimer : All the Above Terms & conditions are subject to amendment from time to time as per the decision of the Management. The Decision of the management shall be final in all matters pertaining to the admission Process and policy matters of the school**

### UNDERTAKING FORM THE PARENTS

I/We hereby certify that the above information provided by me / us is correct and I/We understand that if the above information is found to be incorrect or false, the ward shall be automatically debarred from selection / admission process without any correspondence in this regard. I/we also understand that the application/registration/short listing does not guarantee admission to my ward. I/We accept the process of admission undertaken by school and I/We will abide by the decision taken by the school authorities.

Signature of the Mother ..... Signature of the Father .....

Name of the Mother..... Name of the Father .....

Date ...../...../.....