

**PRINCIPAL'S APPROVAL**

Admission Granted to Class \_\_\_\_\_ .

\_\_\_\_\_

Principal

\_\_\_\_\_

Date

**FOR OFFICE USE ONLY**

Fees Rs \_\_\_\_\_ received  
Admission No. \_\_\_\_\_ Date \_\_\_\_\_

Class & Sec. allotted \_\_\_\_\_

**Documents received:**

- School Leaving Certificate (SLC) / Transfer Certificate (TC) signed by the Head of the Institution last attended and countersigned by the competent authority, if coming from some other board than the CBSE
- Proof of the Date of Birth from the Municipality or any other competent authority
- A copy of the Aadhar Card of the student
- Photocopies of Govt. Photo ID's of Father, Mother and Guardian (Aadhar Card/Voter ID Card/Driving Licence/Passport/PAN Card, etc.)
- Marksheet / Gradesheet of the Previous Class
- Migration Certificate, if applicable
- School / Board Registration Number, if applicable
- Two copies of the passport-size photographs of the student and one photo each of the parent and the guardian or the person authorised to visit the student on their behalf
- Medical Certificate from a qualified doctor (in case the student is suffering from any chronic ailment)
- A copy of Original Passport with valid Visa (for NRIs and Foreigners)
- A copy of the Residential Permit (Foreign-Passport Holders Only)
- A copy of Caste Certificate (if applicable)
- A copy of BPL Card (if applicable)

\_\_\_\_\_ Admission Clerk



Creating Global Leaders

# RISHIKUL VIDYAPEETH SONEPAT

(Affiliated to the CBSE New Delhi)

School No.- 40142

Affiliation No.- 530156

**ADMISSION FORM**

Session .....

(For Office Use Only)

Registration No. \_\_\_\_\_ Admission No. \_\_\_\_\_ Date \_\_\_\_\_

Class to which admission is sought (in figures) \_\_\_\_\_ (in words) \_\_\_\_\_

Please affix a recent colour Photograph of the Child

(Student)

Please affix a recent colour Photograph of the Mother

(Mother)

Please affix a recent colour Photograph of the Father

(Father)

Please affix a recent colour Photograph of the Guardian

(Guardian, if any)

**General Instructions:**

- 1 All entries must be filled in precisely & neatly
- 2 This form must be filled in by either of the parents in his/her own handwriting
- 3 Parents must go through the mandatory school rules mentioned in the prospectus before filling this form

Student's Name \_\_\_\_\_

Student's Aadhar Number \_\_\_\_\_ Blood Group \_\_\_\_\_

Date of Birth \_\_\_\_\_ Student's Age as on 01 April 20.....: \_\_\_\_\_

Place of Birth \_\_\_\_\_ Gender: M  F

Nationality \_\_\_\_\_ Mother Tongue \_\_\_\_\_

Height (in cms) \_\_\_\_\_ Weight (in Kgs) \_\_\_\_\_

Student's Saving Bank Account No. \_\_\_\_\_

Bank & Branch \_\_\_\_\_ IFSC Code \_\_\_\_\_

Category: General  OBC  BC  SC  ST

Caste Certificate Number: \_\_\_\_\_ (If OBC / BC / SC / ST)

Issuing Authority : \_\_\_\_\_ Date of Issue \_\_\_\_\_

Boarder  Day Scholar

Does the student belong to BPL category? Yes  No

If yes, please mention BPL Card No. \_\_\_\_\_

Mother's Name

Mother's Aadhar Card No.  Qualification

Mother's Occupation: Service  Business  Agriculture  Home Maker

If in service, please tick ( ✓ ) the right option : Private  State  Central  Defence

Designation  Place of work

Mobile No.

Mother's Annual Income :  PAN

Father's Name

Father's Aadhar Card No.  Qualification

Father's Occupation: Service  Business  Agriculture

If in service, please tick ( ✓ ) the right option: Private  State  Central  Defence

Designation  Place of work

Mobile No.

Father's Annual Income :  PAN

Any chronic disease the child is suffering from

Handicap, if any

Co-curricular Activities: Sports  Stage

School conveyance required: Yes  No

**Details of real brother(s) & sister(s) studying/studied in this school**

Adm No.	Name	Class	Year

**Record of the Previous Education:**

School Last Attended	Previous Board	Medium of Instruction	Class Last Attended	% of Marks Obtained

**Particulars of the Local Guardian:**

S. No.	Particulars	Local Guardian 1	Local Guardian 2
1	Name		
2	Relationship		
3	Address		
4	Telephone No. (with STD code)		
5	E-mail Address		
6	Mobile No.		
7	Photo ID Proof (2)		

**Reason for selecting Rishikul**

Infrastructure  Academic Results  Discipline  Faculty  Any other \_\_\_\_\_

**Source of awareness about school**

Media  Relation  Any other \_\_\_\_\_

**(USE BLOCK LETTERS)**

Permanent Address : House No./Building

Village/Town/Locality

City

District

State

Country

Pin  Tel No.

Mobile

E-mail

Correspondence Address: If same as above, please tick (✓) in the box

House No./Building

Village/Town/Locality

City

District

State

Country

Pin  Tel No.

Mobile

E-mail

## SCHOOL RULES

1. According to the CBSE rules, particulars of a child will remain the same as mentioned in the SLC issued by the previous school
2. Throughout his/her stay in the school, a student will be governed by the strict Code of Discipline of the school
3. Students' participation in all the functions and activities of the school is compulsory
4. All the students shall converse in English on the school campus
5. All the students shall follow the school dress code in letter and in spirit
6. Any damage to the school property, caused due to negligence or mischief shall have to be compensated by the defaulter. The quantum of such damage done shall be determined by the Principal for the payment purposes
7. Retention of any unauthorized and unlawful material is strictly prohibited on the school campus
8. Fine will be imposed on the students for violating the school norms e.g. coming to school without wearing the prescribed uniform, not bringing books/notebooks, causing any damage to the school property, coming late, remaining absent, not speaking English, etc.
9. An act of indiscipline may lead to expulsion of the child from the school
10. A student admitted to the school shall stay either in the school hostel or with his parents in Sonapat city. No student who commutes from a remote area or stays in a rented room in the city will be allowed to continue in this institution
11. Change of subjects and sections once associated is not permissible in any case
12. If a child's name is struck off the school rolls for any reasons and he/she rejoins the school/hostel/recreational or sports clubs, etc. in an academic year, he/she will have to pay readmission charges along with the fee of gap months.
13. The school shall not be responsible for any mishap on account of some natural calamities like earthquake, flood, fire, etc. However, training in disaster management is given regularly
14. The school shall not be responsible for any injury received by the student while undertaking any academic or extra curricular activities in or out of the school e.g. Practical Exam, Sports, Trips & Tours, etc. nor shall it bear any expenses incurred thereupon
15. The school / hostel rules can be modified at any point during an academic session without any prior information, and these modified rules will be applicable to all old and new admissions
16. The parents shall bear all the charges of correspondence & phone calls made to them on behalf of their child by the school. Moreover, they are supposed to report to the school at the earliest, if desired by the school authorities
17. The school strictly condemns extra coaching, tuition, professional coaching, etc.
18. The parents must confirm the reliability of the outside transport provider before arranging transport for their child. The school shall not be responsible for it in any case.
19. Any delay in depositing the fee will entail a fine of Rs. 10/- per day for 15 days. Beyond this, it will result in the automatic removal of the student's name from the school rolls
20. The school fee does not include any refundable security or insurance
21. The school / hostel fees will be charged for the entire span of twelve months irrespective of the date of admission to the school
22. The school, hostel and transport fees are charged for the entire span of twelve months but realized in four quarterly installments. If a child stops availing hostel/transport facilities in between a session, he/she will have to pay fee for the whole year if a written application for discontinuation of availing these facilities is not submitted by the parent in time
23. Parents shall submit the marksheet with grades of class IX in case of admission of their ward to class X
24. All disputes arising out of any clash with the School Authority shall be filed within the territorial jurisdiction of Sonapat only
25. Direct Admission to Classes X & XII is not allowed. However, in rare cases it can be granted only after seeking permission from the CBSE

## DECLARATION BY PARENTS / GUARDIAN(S)

- 1 I/We hereby submit that the date of birth, spellings of name & other details furnished in this form are correct to the best of my/our knowledge & belief, and that I/we shall not request for any change later on
- 2 I/ We understand that the prospectus and guidelines booklet are not a detailed document of rules, regulations & educational programmes. The school reserves the rights to delete or change the contents at any time without prior notice and the same shall be applicable to me / us
- 3 **I/ We shall deposit all the fees on the quarterly basis & shall not claim back any fees/charges once deposited even if my/our child leaves the school or he/she is expelled from the school on disciplinary grounds**
- 4 I/ We understand that the school may revise its fee structure as per the increase in living index or government policies
- 5 I/ We further declare that in case of any mishap/accident/illness occurring to my/our ward, no legal suit/claim shall be initiated by me/us and I/we shall bear all the expenses incurred in such a case
- 6 In case my/our child is admitted, I/we shall make my/our own arrangement for inoculation against Typhoid, Cholera, Small Pox/Chicken Pox through a nearby doctor
- 7 I/ We shall keep myself/ourselves abreast of the child's academic progress by visiting the school on the Second Saturday of every month or whenever the school feels the need
- 8 I/ We shall not object to receiving any SMS/email from the school
- 9 **I shall submit the following documents at the time of admission:**
  - **School Leaving Certificate (SLC) / Transfer Certificate (TC) signed by the Head of the Institution last attended and countersigned by the competent authority, if coming from some other board than the CBSE**
  - **Proof of the Date of Birth from the Municipality or any other competent authority**
  - **A copy of the Aadhar Card of the student**
  - **Photocopies of Government Photo ID's of Father, Mother and Guardian (Aadhar Card/Voter ID Card/Driving Licence/Passport/PAN Card, etc.)**
  - **Marksheet / Gradesheet of the previous class**
  - Migration Certificate, if applicable
  - School / Board Registration Number, if applicable
  - Twelve copies of the passport-size photographs of the child and one photo each of the parent and the guardian or the person authorised to visit the child on their behalf
  - Medical Certificate from a qualified doctor (in case the child is suffering from some chronic ailment)
  - A copy of original Passport with valid Visa (for NRIs and Foreigners)
  - A copy of the Residential Permit (Foreign-Passport Holders only)
  - A copy of Caste Certificate (if applicable)
  - A copy of BPL card (if applicable)

### Note :

- Admission shall stand as provisional till submission of the requisite documents
- According to the CBSE rules the particulars of a child will remain the same as mentioned in the DOB certificate and the SLC issued by the previous school
- Any case of dispute, if arises, shall be filed within the jurisdiction territory of Sonapat only

**I/we have gone through all the mandatory school rules & regulations given in the Prospectus & Students / Parents Guidelines Booklet and shall abide by them throughout the child's stay at the school**

\_\_\_\_\_  
**Father's Signature**

Date \_\_\_\_\_

\_\_\_\_\_  
**Mother's Signature**

Date \_\_\_\_\_

\_\_\_\_\_  
**Guardian's Signature**

Date \_\_\_\_\_