

# Student Admission Form



# Preschool

• SKILL DEVELOPMENT • MOM & ME

Form no. : \_\_\_\_\_

Location : \_\_\_\_\_



Attach a recent  
passport size color  
photograph

Admission Seeking In:  Pre-Nursery  Nursery  Prep. Junior  Prep. Senior  
 Mother Toddler  Day care  Day after

**To be filled by Parent / Guardian.  
Please use CAPITAL LETTERS to fill the form**

Blood Group:



## Child's Personal Details:

Name: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(First) (Middle) (Last)

Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Gender:  Male  Female  
DD MM YYYY

Place of Birth: \_\_\_\_\_ Religion: \_\_\_\_\_ Caste:  SC  ST  OBC  General

Nationality: \_\_\_\_\_ First Language: \_\_\_\_\_ Other Languages Known: \_\_\_\_\_

Aadhar Card No. \_\_\_\_\_



## Residential Address & Family information:

Address: \_\_\_\_\_

**Father:** City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_ PIN Code \_\_\_\_\_

Full Name: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(First) (Middle) (Last)

Educational Qualification: \_\_\_\_\_ E-mail: \_\_\_\_\_

Profession: \_\_\_\_\_ Designation: \_\_\_\_\_

Contact No: ( R ) \_\_\_\_\_ ( M ) \_\_\_\_\_ ( O ) \_\_\_\_\_

Aadhar Card No. \_\_\_\_\_

**Mother:** City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_ PIN Code \_\_\_\_\_

Full Name: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(First) (Middle) (Last)

Educational Qualification: \_\_\_\_\_ E-mail: \_\_\_\_\_

Profession: \_\_\_\_\_ Designation: \_\_\_\_\_

Contact No: ( R ) \_\_\_\_\_ ( M ) \_\_\_\_\_ ( O ) \_\_\_\_\_

Aadhar Card No. \_\_\_\_\_

**Guardian: (if Applicable)** City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_ PIN Code \_\_\_\_\_

Full Name: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(First) (Middle) (Last)

Relation with the child: \_\_\_\_\_ E-mail: \_\_\_\_\_

Contact No: ( R ) \_\_\_\_\_ ( M ) \_\_\_\_\_ ( O ) \_\_\_\_\_



continue on next page



### In case of Emergency Call, Order of Priority with 1st, 2nd, 3rd



1<sup>st</sup> Name: \_\_\_\_\_ 2<sup>nd</sup> Name: \_\_\_\_\_ 3<sup>rd</sup> Name: \_\_\_\_\_  
 Mobile: \_\_\_\_\_ Mobile: \_\_\_\_\_ Mobile: \_\_\_\_\_



### Sibling Information:

	Name (Full)	School	Class / Grade
i)			
ii)			



### Reference Details:

Reference Through: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Contact No: ( R ) \_\_\_\_\_ ( M ) \_\_\_\_\_ ( O ) \_\_\_\_\_



### Declaration:

I / We confirm that all the information provided by me / us is correct. I / We will inform the school promptly, in writing, of any subsequent changes. I / We agree to meet financial responsibilities promptly. I / We understand that any incorrect information given by me / us will render this application invalid and consequently the admission granted will be cancelled.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_  
 (Parent / Guardian)



### For School office use only

#### Checklist:

- Birth Certificate
- Transfer Certificate
- School Report
- Caste Certificate
- 2 Passport size photos  
(Student)
- 1 Passport size photo  
(Each Parent)
- Transportation Form
- Aadhar Card  
(Student & Parents)

Name of the Student: \_\_\_\_\_

Class: \_\_\_\_\_ Section: \_\_\_\_\_

\_\_\_\_\_  
 Signature of Administrator

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature of Principal

\_\_\_\_\_  
 Date



## General Rules & Regulations

Your kind consideration and co-operation will be appreciated for your assistance as parents/guardian to ensure that the following rules & regulations are observed.

### Age Criteria For Kindergarteners :

- Pre Nursery: Age 2+
- Nursery: Age 3+
- Prep Jr.: Age 4+
- Prep Sr.: Age 5+

### Timings :

- Monday to Friday : 8:30 a.m. to 12:30 p.m. | Saturday : Holiday
- Children should be regular and punctual in coming to school.
- If you avail transport facility, provide the detailed information in the school office.
- If parents come personally to drop & pick, maintain the school timings during arrival & departure of your child.

### Uniform

- Uniform must be well ironed to ensure a smart, well groomed and presentable personality
- Students should carry a handkerchief all the time.
- Field trip T-shirt to be worn on the visit days only.
- Shoes should be well polished.
- Nails must be trimmed and cleaned on regularly basis.
- Boys are required to have well trimmed and properly combed hair .
- Girls with long hair must have them tied up neatly with two plaited pony / ponytails using black ruffles. Ornamental clips and jewellery are to be avoided.
- For Pre-Nursery and Nursery children, send an extra pair of clothes and plastic bag everyday.
- Children should bring the school bag and water bottle everyday.

### Others

- In case of any emergency, if any other family member comes to pick your child, he/she should have Parent's ID card.
- Intimate the school office immediately for any change of address, mobile number or e-mail ID.
- Intimate in writing if your child has to be absent from school giving reason.
- Please make your child rest at home if he/she is suffering from a contagious disease. In case of long absence, a Medical Certificate should be produced.

### Fee Payment :

- Parents must pay the fees as prescribed by the school on or before the schedule dates.
- Fees once paid are not transferable / adjustable or refundable under any circumstances.
- Parents will be expected to pay separately to the school for tours, picnics, activities & events, entry fees for various competitions as applicable from time to time.
- Parents will be required to meet the expenses towards school bag, textbooks, notebooks, school uniform, sports uniform, sports accessories, canteen expenses etc at their end.

### Parental Co-operation:

- Parents must co-operate the school in the attempt to help their child's progress by paying attention to their regularity, punctuality and discipline and taking keen interest in their work.
- It is compulsory to attend all the Parent - Teacher meeting (P.T.M) to know about the child's progress.
- Parents should avoid entering the classrooms or make telephone calls to contact teachers during the school hours.
- They can meet the teachers, supervisors or Principal during the office visiting hours with prior appointment.
- Parents must regularly check the school website and school official Facebook account for school related information.





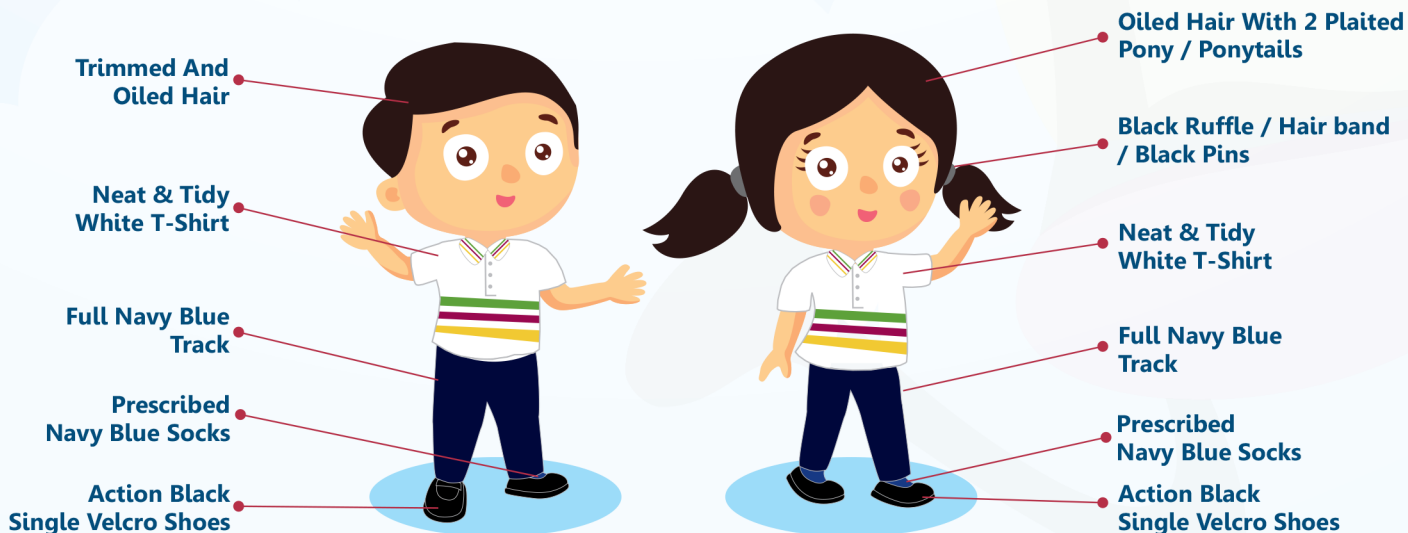
## Particulars to be submitted along with the admission form:

- A certified photocopy of the Birth Certificate of the child
- Two recent passport size photographs of child
- Transportation Form ( if required and as per school format )
- Original progress card of the previous school in case he/she has attended other school
- One Pass port size photograph of both parents.
- Caste Certificate for SC, ST, OBC
- Aadhar Card Of Student & Parents

## REGULAR UNIFORM



## SPORTS & FIELD TRIP UNIFORM



**WINTER UNIFORM :-** In winter, full pants and sweater will be there.