

BAL KALYAN PUBLIC SCHOOL

Affiliated to C.B.S.E. New Delhi
Pali, Ghanshyampur (Darbhanga)

**APPLICATION FORM FOR ADMISSION
ACADEMIC SECTION 20 - 20**

Paste your
Passport Size
Photograph

For Office Use :

Application No. : BKPS 20 -20 Date :

Admission Sought to Class :

1. Student's Name : First Name Middle Name Last Name

2. Date of Birth : D D M M Y Y Y Y 3. Sex (M/F)

4. Physically Challenge (Y/N) 5. Category : SC / ST / OBC / GEN 6. Only Child Status : (Y/N)

6. Aadhar No. of Candidate : 7. Nationality :

8. Religion : 9. Blood Group :

10. Marks of Identification :

11. Last School attendance :

12. Father's Details : विद्या ददाति विनयम्

Name	<input type="text"/>		
Educational Qualification	<input type="text"/>		
Occupation	<input type="text"/>	Annual Income	<input type="text"/>
Mobile No.	<input type="text"/>		
E-mail :	<input type="text"/>		

13. Mother's Details :

Name	<input type="text"/>		
Educational Qualification :	<input type="text"/>		
Occupation	<input type="text"/>	Annual Income	<input type="text"/>
Mobile No.	<input type="text"/>		
E-mail :	<input type="text"/>		

14. Residential Address :

PIN						

15. Permanent Address :

PIN						

16. Distance of Place of Residence from School :

	KM
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17. Details of any real brother or sister studying in Bal Kalyan Public School :

Name of the Child	Admn. No. / Year	Class	Sec.

CERTIFICATE FROM THE PARENT

1. I know that Registration Fee is non refundable & I fully understand that Registration is not binding for Admission.
2. I made careful note of various details regarding the payment of school fee. I fully understand that the fee will not be refunded.
3. I here by certify that the date of birth and spelling of name of my child / ward given in this form are correct.
4. I understand that rendering false or misleading information or withholding correct information may disqualify the child for admission or education at this school.
5. I certify that I am the bonafide Guardian of the child.
6. Having read carefully the rules, regulations and procedures laid down in the school prospectus and being desirous if having my child / ward educated in Bal Kalyan Public School, I hereby agree to abide by them in all respects. I understand that the decision of the management of the school shall be final and binding on me.
7. I hereby certify that my ward and myself follow all the rules and regulations & procedures laid by school from time to time.
8. I hereby put my signature to confirm the above declarations.

Date	Signature of mother	Signature of father / guardian
Mother's Name		
Father's / Guardian Name		

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Signature of Clerk

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Signature of Adm. In-charge

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Signature of Principal with Seal

List of Supporting documents to be submitted along with application form : (All Zerox Copy)

1. Date of Birth Certificate of the child.
2. Medical Certificate from Govt. Hospital. (only for physically challenged children)
3. If proof of candidate : Aadhar Card
4. Passport size Photographs (4 pcs)
5. Report card of last Academic Session.
6. Transfer Certificate.
7. Address and ID proof of parents.

Procedures Terms and Condition

1. Admission Procedure

1.1 Entrance Test :

- a) There will be a written test for students seeking admission from class I and up words. Only those candidates who clear the written test will be called for Admission.

1.2 Admission Formalities :

- a) Candidates whose names are included in the merit list must pay the fee by dates indicated on the list, otherwise admission will automatically stand cancelled.
- b) Parents are requested to carefully fill and submit the Registration form.
- c) The date of birth of the child is required to be supported by Birth Certificate in original by the Municipal Corporation / Local Body as applicable, along with a certified photostat copy thereof. An affidavit or any other evidence is not acceptable in place of Birth Certificate. It is to be attached with the Admission Form. For Class I & above, Transfer Certificate is to be attached.
- d) The child will be granted the student Identity Card only after all Forms are duly filled and the admission formalities are completed.
- e) Parents are to report to the reception counter on the dates specified in the joining instruction, along with the student I-card. The ward will not be allowed to attend classes if the identity admission card is not produced.
- f) Your ward has to report in complete School Uniform, along with books and stationery as prescribed by the school. (Uniform, Books and Stationery are available at the school book / uniform shop)

2. Refund of Fee :

- 2.1 Fee once paid is NOT refundable for any reasons whatsoever.

3. Withdrawal Rules :

- 3.1 Application for withdrawal is to be made on a prescribed performa available in the School Office. No child can be withdrawn till a written request from parents is put up. A one month notice period or one month notice fee is required for withdrawal.
- 3.2 Clearance must be obtained from the laboratory and library in-charge before applying for withdrawal.
- 3.3 Transfer Certificate will be issued after one week of the receipt of the application and clearance of all dues.

4. Bus Rules :

- 4.1 Request for using the school bus must be made at the beginning of the Month No. request will be entertained during mid Month.
- 4.2 It will be the sole responsibility of the parents to escort the pupil to and from the fixed bus stops. The bus facility is extended at the sole risk and responsibility of the parents.
- 4.3 Any suggestions or complaints should be reported to the transport in-charge. Parents are expected to treat the bus staff courteously. Do not give instructions bus staff, driver or conductor.

- 4.4 The bus shall stop at the pre-decided stops only for picking up children. Those who are late will miss the bus at their own risk.
- 4.5 For security reasons, students who miss the bus from the assigned stop will not be packed up from any subsequent stop.

5. Right of Alteration / Modification :

- 5.1 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.

6. Medical Facility :

- 6.1 The school has a well-equipped sick-bay to deal with any emergency.
- 6.2 The school provides facilities of First-Aid only.
- 6.3 The school cannot be held responsible for injury suffered by a child. No reimbursement of charges would be made towards any medical treatment.

In case where cheque is issued for any payment is dishonored by Bank for reason of insufficient funds, a penalty of Rs. 300/- will be charged and if dishonored due to any other reason a penalty equal to Rs. 200/- will be charged. The name of the child is liable to be struck off the rolls, if the fee is not paid by the last date of the said months.

Note : Only the Registration Form should be submitted at the time of Registration. Forms are required only after the child is granted admission.

Important Information :

- No Certificates / Testimonials are to be submitted along with any form unless specified.
- The Forms is only for Registration for Admission.
- Kindly attach the Photocopy of Report Card for Admission to Class I and Above.

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.

ACKNOWLEDGEMENT RECEIPT

Student's Name :

Father's Name.....

Admission Sought to Class : Date :

Application No. :

BKPS				
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 Amount Paid : Rs.

Signature of Adm. In-charge

Signature of Clerk

