

STUDENT ADMISSION FORM

☐ GSEB ☐ CBSE



P. N. INSTITUTE

FOUNDATION | BOARDS | IIT - JEE | NEET | GUJCET

Form No.: _____

Admission Seeking In :

☐ 6TH ☐ 7TH ☐ 8TH ☐ 9TH ☐ 10TH ☐ 11TH ☐ 12TH

☐ Science

☐ Commerce

☐ Ramanujan

☐ Charak

☐ Chanakya

☐ Board

Attach a recent
passport size color
photograph

To be filled by Parent / Guardian.

Please use CAPITAL LETTERS to complete the form



Student's Personal Details:

Student's Name: _____ (First) / _____ (Middle) / _____ (Last)

Date of Birth: _____ DD / MM / YYYY Gender: ☐ Male ☐ Female (Please tick Appropriate)

Place of Birth: _____ Nationality: _____

Mother Tongue: _____ Other Languages Known: _____

Religion & Caste: _____



Residential Address & Family Information:

Address: _____
City State Country PIN Code



Father:

Full Name: _____ (First) / _____ (Middle) / _____ (Last)

E-mail: _____ Educational Qualification: _____

Occupation : ☐ Business ☐ Employment ☐ Profession Phone: _____ /



Mother:

Full Name: _____ (First) / _____ (Middle) / _____ (Last)

E-mail: _____ Educational Qualification: _____

Occupation : ☐ Business ☐ Employment ☐ Profession Phone: _____ /



Guardian: (If Applicable)

Full Name: _____ (First) / _____ (Middle) / _____ (Last) E-mail: _____

Relation with student: _____ Phone: _____ /



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

1st Relation: _____ 2nd Relation: _____ 3rd Relation: _____
 Number: _____ Number: _____ Number: _____



Sibling Information:

Sibling 1

Full Name: _____ (First) / _____ (Middle) / _____ (Last)
 Date of Birth: _____ DD / MM / YYYY Gender: ☐ Male ☐ Female (Please tick Appropriate)
 School Name: _____ Class: _____

Sibling 2

Full Name: _____ (First) / _____ (Middle) / _____ (Last)
 Date of Birth: _____ DD / MM / YYYY Gender: ☐ Male ☐ Female (Please tick Appropriate)
 School Name: _____ Class: _____



Reference Details:

How did you come to know about us ? ☐ Existing Student ☐ Hoarding ☐ Paper Ad ☐ Friends
☐ Internet Search ☐ Social Media ☐ Others _____



Declaration:

I/We confirm that all the information provided by me/us is correct. I / We further agree to inform the Institute 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 Institute office use only

Checklist:

☐ Birth Certificate Copy ☐ Aadhar Card Copy ☐ Progress Card of Previous School ☐ Leaving Certificate
☐ 5 Passport size Photos ☐ Medical Form ☐ S.I.D. No. (For 11th Admission) ☐ Admission Fees
☐ Bank Details Of Student ☐ SC/ST/OBS Certificate ☐ Previous School U.I.D. No. ☐ Transfer Certificate

Name of the Student: _____

Class: _____ Section: _____

Admission No. _____

Date: _____

Signature: _____

(Admission Officer)



Uniform Detail:

- An Institute Uniform teaches students to dress smartly and take pride in their appearance.
- An Institute Uniform can improve learning by reducing distraction, sharpening focus on schoolwork and making the classroom a more serious environment, allowing students to perform better academically.
- An Institute Uniform give students a sense of belonging to a particular Institute and create an identity for the Institute in the community
- Children must wear neat & tidy uniform with socks and shoes.



Institute Timing

- For 6th, 7th, 8th, 9th, 10th, 11th & 12th : 7:30 AM to 02.45 PM
- Regular attendance and punctuality are desired. In case of long absence a Medical Certificate should be produced.
- Children should not arrive, before Institute time as there will be no one to supervise them at that time.
- If you avail transport facility, inform well in advance.
- Please be punctual for arrival & departure timings of Institute.
- For transport enquiries call : _____



Particulars to be submitted along with the admission form:

- ☐ 2 Birth Certificate Copy
- ☐ 5 Recent Passport Size Photographs (Student)
- ☐ 2 Recent Passport Size Photographs (Father & Mother)
- ☐ 3 Aadhar Card Copy (Student)
- ☐ 2 Aadhar Card Copy (Father & Mother)
- ☐ Medical Fitness Certificate
- ☐ Bank Details Of Student
- ☐ 2 Copies of Progress Card Of The Previous Institute
- ☐ Original Leaving Certificate
- ☐ Previous School U.I.D. No.
- ☐ In case of SC/ST/OBS, Caste Certificate
- ☐ S.I.D. No. (For 11th Admission)



General Rules & Regulations

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

- 1) The Child will have to appear for screening / interaction after the form is submitted.
- 2) In case student is absent for more than two days, institute should be informed in advance.
- 3) Don't carry valuable items, Institute take no responsibility in case of loss any valuables.
- 4) Admission cum Registration fee **Rs. 300/-** (For integrated school program) is non-refundable and non-adjustable in any circumstances.
- 5) The first installment is to be paid by cash/cheque and Remaining all Post-Dated Cheques(PDCs) must be submitted at the time of Admission.
- 6) In case of cheque bounce/return, **Rs. 250/-** will be charged as cheque bounce/return charge.
- 7) If fees are not deposited in time, a late fine of **Rs. 100/-** will be charged for the first 5 days of default, **Rs. 250/-** for the next 5 days and after 10 days the fine will be **Rs. 500/-**
- 8) Fee will be received from **1st** to **15th** of installment month.
- 9) Fees once paid will not be refunded.
- 10) Parents must acknowledge any change in the fee structure if ever occurs.
- 11) It is compulsory that all parents attend the parent teacher's meeting.
- 12) Institute reserves the right to use the single/group photographs and name of student for publicity in all kinds of media, if the student succeeds in any Foundation/ Medical/ Engineering/ Board Exams.
- 13) Institute reserves all rights to admission, scholarship scheme, methodology and process of teaching and test/exam, change in class/batch/test schedule. Removal or change in class venue/test centre and time to time alteration of rules and regulations.
- 14) Decision of Management of Institute shall be final and binding for any case of dispute or any other points not mentioned in information bulletin.
- 15) All legal matters subjected to Vadodara Jurisdiction only.
If you pick up your child personally, child will be handed to parents ONLY or the one who is carrying parent's ID card.
- 16) In case of illness - Please report about any complications or illness to the teacher or coordinator as soon as possible especially for communicable diseases.
- 17) In case of withdrawal you need to give 4 weeks notice, during the term. TC will be issued only after clearing pending payments.

Date: _____

Parent Name: _____

Parent Signature: _____