



ORIENTAL SCHOOL

(ENGLISH MEDIUM)

UDISE NO: 18210328601

Run & Managed by : Inspire Educational & Charitable Trust

Paste
Photo
300X200
Pixels

Address:-

NH 54, Opp. Rajhat Madrassa

Bhaga Bazar Cachar-788120

Contact No: 09508605711

Sl. No. :

ENROLLMENT FORM

**** All informations must be written in Capital Letters with black ink/ball pen only.**

Candidates
Details

Full Name :

Sex: M ☐ F ☐ DOB: Age as on 01/01/20 Yrs.

Religion : Caste :

Aadhaar No : PRN No (For Siblings) :

Prev. Edn.
Details

Prev. School : Last Class : Year:

If Promoted (Yes/No) : PEN No :

Parent's
Details

Father's Name: Ed. Qual. :

Mother's Name: Ed. Qual. :

Auth. Parent:

Profession: Annual Income: Rs. Thousands.

PR No: Emergency Contact Nos:

Local
Address

Vill : PO :

Dist: State : Pin :

Nearest Landmark:

Permanent
Address

Vill : PO :

PS: Dist:

Postal Code No : State :

For Office Use:

P.T.O

Admission Status/
Notes:

For
Admission Committee

SRN : Class : Sec: Roll No : Date :

CHECKLIST OF SUPPORTING DOCUMENTS

1. Candidates Birth Certificate	Yes / No
2. Candidates Aadhaar Card	Yes / No
3. Previous Academic Testimonials with PEN No (if any)	Yes / No
4. Parmanent Address Proof	Yes / No
5. Parents / Legal Guardians Annual Income Certificate	Yes / No
6. Parents / Legal Guardians Educational Qualification	Yes / No

Terms & Conditions

- ☛ Admission/re-admission/promotion to a class is decided by the school authority. No kind of request from the parents is permissible.
- ☛ For best results and proper development of the child, parents should coperate and respond while communicated and co-operate with the school authority as and when necessary. Meeting with the school authority at least once in a month is appreciable.
- ☛ The participation of the parents/guardian on the occasion of the annual school anniversary and school seminars are compulsory.
- ☛ Students who are weak in the school subjects are given special coaching by the concerned teachers. Parents are requested to see that their wards avail themselves of this opportunity.
- ☛ The authority may terminate the student or decide to take any other required step regarding the students and the parents who does not follow the rules and discipline of the institute. In such case, parents would be given written notice and one month time to resolve the related issue before taking the required step. In such case the decision of the school authority and the management would be final.
- ☛ Parents are not allowed to enter the school premises during school hour without permission. However, it is permissible to visit the office during the office hours.
- ☛ Students are not allowed to enter the school premises after the school hour starts and and also not allowed to leave the school before the school hour ends. However, in case of any emergency, it is permissible with proper permission from the authority.
- ☛ Parents are expected to show due respect and politeness to the school authorities and staff members.
- ☛ Parents are expected to notice their complaints/suggestions in black and white, to the respective authority without any hesitation in order to achieve the full objectives of our school.
- ☛ The school authority and the management may decide to impose/alter/delete any terms & conditions, rules and regulations for the interest and benefit of the organisation without prior notice.

Fee Payment Related Instructions:-

- ☛ Parents are requested to pay the tuition fees and other regular fees on due time to avoid late fine and keep the fee receipts till the end of the academic year.
- ☛ Tuition Fee has to be paid by the guardian/parent on or before the due date every month. After the due date, a late fee Rs. 30/- will be levied on balane amount every month and will be carried forward to the next month.
- ☛ Those who fail to remit the fee on time will be treated as defaulters. A defaulter candidate is not eligible for any of the Terminal Tests. To avoid such conditions, parents/guardians are advised to clear their dues on time.
- ☛ **Fee, once paid, is non-refundable.** However, it can be remitted in advance.
- ☛ All money transactions to the school should be done before 1.30 PM. Fee receipts should be kept for reference.

Declaration by the Parent / Authorised Guardian

I, Mr/Ms..... do hereby declare that all the details provided in respect, by me are true to the best of my belief. I understand the rules and regulations, terms and conditions of the institution and I will take utmost care of the same. The organisation may take any necessary action without prior information if found any irregularities or inobedience of the rules and regulations of the institution by me or my child. I understand that the institution reserves the right to impose, alter or remove the rules and regulations, terms and conditions any time without prior notice.

Date :

Place :

Full Signature of the Parent/Guardian