



Kwakta, Bishnupur Distt.
Manipur – 795133

Recognised by Government of Manipur, Affiliated to BOSEM, Manipur.
DAY SCHOLAR ☐ **BOARDING** ☐

Enrolment No: **Do you need school bus/van?** ☐

Please read the Rules and Regulations before filling the form

Child Info

Name of the child _____ Gender: Male ☐ Female: ☐
Did you appear MS Talent Search Exam? _____ Date of Birth:/...../.....Place of Birth _____
Mother Tongue: _____ Nationality: _____ Aadhar No: _____

Family Info

Father's Name: _____ Occupation: _____ Aadhar No.: _____
E-mail Id: _____ Mobile No.: _____ WhatsApp No.: _____
Mother's Name: _____ Occupation: _____ Aadhar No.: _____
E-mail Id: _____ Mobile No.: _____ WhatsApp No.: _____
Permanent Address: _____
Sibling's Name: _____ Age: _____ School: _____
Name: _____ Age: _____ School: _____
Name: _____ Age: _____ School: _____

Admission Info

Name of previous school: _____ Address: _____
Medium of Instruction: _____ Class last studied & passed: _____ Academic year: _____ TC Enclosed: Yes ☐ No ☐
PEN No.: _____ Class to be admitted: _____ Date: _____ Place: _____
Name of the Parent/Guardian: _____ Full Signature of Parent/Guardian: _____

Official Approval

FOR OFFICE USE

Admit Miss/Master/Baby: _____
To Class: _____ Academic Year: _____ PEN No. _____ Date: _____
Enrolment No.: _____ Form Verified & entered by: _____
Qualified for Scholarship? _____ Details of Scholarships: _____ Approved By: _____

RULES AND REGULATIONS FOR ADMISSION

- Parents/Guardians desirous of applying for admission of their children/wards are requested to note the following rules & regulations, terms & conditions in respect of registration, admission and withdrawal.
- Parents/ Guardians shall first register their application for admission. Application form along with prospectus cum student's diary is available at our office. The duly filled in application form shall be submitted to us along with birth certificate of the child, both parent's Aadhar card, Transfer Certificate, 3 Passport size photo and registration fees.
 - The applicants who are registered as above would be called for an Interview or test and only those who are selected would be admitted. Registration doesn't guarantee admission. After receipt of intimation regarding admission, the fees is to be paid immediately.
 - The school reserves the absolute right, at its discretion, to withdraw Admission of any child for reasons such as a. Serious breach of conduct or discipline b. Failure to pay school dues, c. Failure to observe R&R of the School.
 - Carrying mobile phone or any electronic device is strictly prohibited. It may result to suspension of the student.
 - To provide all round development of the children, co-curricular, extra-Curricular and many recreational activities are made compulsory.
 - Fees once paid is non-refundable.
 - All fees are to be cleared even in case of long leave or absence.
 - In case of prolonged illness and absence, Medical Certificate issued by a Certified doctor should be submitted.
 - All above rules and regulations are subject to change without any prior Notice.
 - In cases of absences exceeding one day, students will only be readmitted to class upon returning with a parent or guardian.

UNDERTAKING OF THE PARENT/GUARDIAN

- I/we have carefully gone through the conditions laid down in the Rules and Regulations for admission before submitting the application of my child/ward And I/We hereby agreed to abide the same.
- I/We agree that the school reserves the right to change at any time, the structure of fees, and any rules and regulations concerning the school regarding admission and withdrawal of students.
 - I/We shall be solely responsible for the regular and timely payment of School fees and other dues as fixed and requested by the school, failing which the admission shall be cancelled after the extended date for fee payment.
 - I/We agree to withdraw my child/ward from the school, if Principal, find my child's presence would be detrimental to the interest of the school or his/her progress in the studies doesn't come up to the minimum qualifying marks/grades.
 - I/We undertake to have his/her home studies duly supervised and I/We will ensure that he/she leads a normal life, healthy moral life as per the norms of the society.
 - I/We am/are aware that as per rules I/We shall have to pay the school fees for the whole year, irrespective of the date of withdrawal and I hereby undertake to do so.
 - If I/We discontinue my child from school without intimation, I/We shall not stake any claim on the fees including conveyance and security deposit, if any.
 - I/We understand that misinterpretation or omission of facts will justify the denial/ cancellation of Admission.

Signed on this day _____ of _____ 20_____, Place _____
Full Signature _____ Name: _____

INFORMATION SHEET

Dear Parents,

You are requested to fill up this sheet carefully and give us accurate information. It will enable us to understand and help your child better.

Medical Information

- a) Does the child have any disability? Yes/No b) Does the child have any special needs? Yes/No
c) If yes, please give details: _____
d) Any serious illness that the child had so far: Yes/No.
e) Any serious allergies that the child had been diagnosed with _____ When _____
Precautions suggested, if any: _____
f) When was the child last vaccinated? _____
g) Blood group _____ h) Eye sight _____ i) Whether: Right-handed/ Left-handed/ Ambidextrous
j) Does the child have any learning disorder? _____
k) Name of the Family Doctor, if any _____
Address: _____ Mobile No.: _____

Bank Information (Should be as per School Records)

- a) Bank Name: _____ b) Branch Name & Address: _____
c) Account Holder Name: _____ d) Account No.: _____
e) IFS Code: _____

Family Background

- a) Do both parents spend some quality time with the child? _____
b) If both parents are employed, who looks after the child in their absence? _____
c) Are you a single parent? Yes/No d) Who take care of the child in your absence? _____
e) How does the child get along with his/her brothers and sisters? _____
f) Is the child required to help the father in his occupation? If so, give details: _____

Discipline

- a) Is the child discipline at home? Yes/No.
b) Does the child do his/her own work himself/herself or depends on other? _____
c) Does the child have any problem dealing with strangers? Yes/No
d) Is the child punish at home? _____ If so, for what? _____
e) Who usually punishes him/her? _____ f) How is the child punished? _____

Other Relevant Information

- a) Does the child have friends? None/ Few/ Many.
b) Is the influenced by someone? Yes/No. if yes, give details: _____
c) Doe the child like to help around the house? Yes/No. If yes, With what task? _____
d) Does s/he prefer to play along with children of his/her own age? Yes/No.
e) Do you have TV with cable connection? Yes/No.
f) Computer with internet connection? Yes/No. g) Is the child supervised while doing so? Yes/No
h) By whom? _____

Academic Profile*

- a) Which subject does he like the most? _____ b) Which subject does he not like? _____
c) Does he re-study the subjects/ lessons taught at school, back at home again? Yes/No.
d) Is he in the company of studious and knowledgeable friends? Yes/No.
e) What would you like your child to become? _____ f) What does your child want to become? _____
g) Does the child have any outstanding achievements to his credit? Yes/ No.
h) If so, give details: _____

Your Child's Special talent

We would be glad to know about your child's special talent. Please put tick ☒ mark in the appropriate column below:

DRAWING	<input type="checkbox"/>	QURA'N RECITATION	<input type="checkbox"/>	VIDEO GAME	<input type="checkbox"/>	ELOCUTION	<input type="checkbox"/>
GENERAL KNOWLEDGE	<input type="checkbox"/>	SINGING	<input type="checkbox"/>	OUTDOOR GAME	<input type="checkbox"/>	ESSAY WRITING	<input type="checkbox"/>
MATHEMATICS	<input type="checkbox"/>	READING	<input type="checkbox"/>	INDOOR GAME	<input type="checkbox"/>	OTHERS	<input type="checkbox"/>
Proficiency in: English	<input type="checkbox"/>	Hindi	<input type="checkbox"/>	Computer	<input type="checkbox"/>	Other Language:	_____

Note: The Special Talent or Creativity of the child will be encouraged.