

Resent Passport  
Size Photograph

Batch Timing.....

[illegible][illegible]Country: 

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Sex: M ☐ F ☐

**Mobile :**

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Signature

## **RULES AND REGULATION**

1. DISCIPLINE AND OBEDIENCE ARE THE DUAL KEYNOTES TO SUCCESS. We expect from our students of maintain the same at all times.
2. Attendance in the class should be REGULAR.
3. A Student should attend the lecture only in a batch allotted to him/her.
4. Tutorial book and identity-card should be brought daily.
5. The class room will be open only TEN minutes before the actual commencement of the period. Complete SILENCE must be observed in and around the classroom.
6. Girl-student should occupy their seats in the front rows. They should be allowed to leave the classroom first at the end of the lecture.
7. If a particular lecture is cancelled for reasons beyond the control of the management not an effort shall be made to reschedule the cancelled lecture.
8. Students should not disturb the other occupants on the premises, either by waiting for friends or by crowding around the entrance.
9. Students should not meddle with the electrical switches or Air-conditioners.
10. Any student found damaging the property of the classes, shall have to replace the article or pay for the replacement.
11. Writing on Benches or Walls is strictly prohibited. Any student found doing so will be either strictly punished or will be expelled from the classes without any refund.
12. Any student found misbehaving will be instantly expelled, and refund of fees will not be granted.
13. Fees will neither be adjusted or nor refunded in any circumstances.
14. The decision of the management in deemed final in the above matters.

## **NOTES & BOOKS DETAILS**


Sir,

I have read all the above given rules and regulation and I will sincerely abide by them, if admitted

.....  
Signature of the student

My ward will abide by all the rules & regulations and I stand surely for him/her

.....  
Signature of the Parent/Guardian

R.S. No. .... (a) Total Fees to be paid.....

(b) Fees Paid Rs..... On ..... by cash/Cheque/DD.No.....

© Balance to be paid Rs..... on.....

Admission Taken On..... by.....