

Documents to be submitted

(Note: Dear parents, please read the following guidelines carefully before filling the form.)

You are requested to submit the following documents along with the application for admission, without which the application form will not be accepted.

For N.R.I. Students :

- Original Birth Certificate for grade 1 or duly attested copy for other grades.
- Copy of Passport along with student visa.
- Original Leaving / Transfer Certificate from the last school attended.
- Attested Xerox copy of Report Cards / Marks Memo of previous three years examinations.
- 6 Passport size recent colour photographs of a student in white background. (Size–35 X 45 mm)
- Passport size recent colour photograph of individual parent in white background. (No. 1–1 each)
- 3 passport size recent colour photograph of two guardians in white background.
- A copy of recent Medical Examination along with the immunization record.
- Authorization letter from the parents. (For local guardians) (Annexure 1)
- Custody of Documents letter from the parents (Annexure 2)
- Copy of I.R.P. (Indian Residential Permit).

For Indian Students :

- Original Birth Certificate for grade 1 or duly attested copy for other grades.
- Original Leaving / Transfer Certificate from the last school attended.
- Attested Xerox copy of Report Cards / Marks Memo of previous three classes'.
- 6 Passport size recent colour photograph of student in white background. (size - 35 x 45 mm)
- 3 passport size recent colour photograph of parents in white background in same size.
- A copy of recent Medical Examination along with the vaccination record.
- Countersign of Leaving / Transfer Certificate for students coming from states other than Gujarat.
- Self certified / attestation of all the documents to be submitted.

Admission Criteria:

Sarvanaman Vidya Mandir admits qualified students of any race, religion or national origin subject to the availability of seats from the Std. I to IX

Minimum age for admission of the student for Std. I is 6 years completed before the commencement of the academic year in April.

Name and Address of Local guardians along with phone number:

Name _____	Name _____
Occupation _____	Occupation _____
Address _____	Address _____
_____	_____
Phone (Res.) _____	Phone (Res.) _____
Mobile _____	Mobile _____

Reasons for choosing Sarvanaman Vidya Mandir:

Parents Declaration

I/We certify that my/our child satisfies the eligibility requirements for admission to the class applied for, as stated in the brochure and application material of **Sarvanaman Vidya Mandir** (Residential School for Girls). I/We certify that, I/We have furnished correct information and also undertake to inform the school promptly, in writing, of any subsequent changes. I/We agree that my/our child and I/we will abide by the rules and regulations of the school. I/we understand that the standard terms and conditions of the school will undergo changes from time to time as circumstances require and will comply in all our dealings with the school. I/we agree to meet all financial responsibilities with respect to the admission of my/our child to the school.

Place : _____

Date : _____

Father's Signature : _____

Mother's Signature : _____

Guardian 1 Signature : _____

Guardian 2 Signature : _____

Medical Information

Student's Name _____

Height (in cms) _____ Weight (in kgs) _____ Blood Group _____

Name of the Pediatrician _____

Address _____

_____ City _____ Pin _____

Home Phone _____ Office Phone _____ Mobile _____

E-mail _____

Questions to be answered by Parents

Remarks if yes

- Did the child have any illness during the birth or 1st month from birth? _____
- Whether all the vaccines are given on stipulated time? _____
- Has the child ever been admitted to the hospital? if Yes, please specify _____
- Has the child any epileptic attack? _____
- Has the child any problem related to Asthma? _____
- Has the child any ear infection so far? _____
- Is the child allergic to any medicine? _____
- Does the child have any history of hemorrhage disorder? _____
- Have the worms been seen in the stool? _____
- Has the child suffered from malarial fever / Jaundice so far & treated for it? _____
- Any traces of blood/pus noticed in the urine so far? _____
- Has the child ever been operated? _____
- Does the family have any high B.P. or diabetic patients? _____
- Does the child have Glasses or Contact lenses?
If Yes (please supply number card and an extra set of glasses / lenses) _____
- Does the child have any problem related to Respiratory system, Digestive system, Heart, Blood, Nervous system, Allergy, Skin, Urinary track or Teeth? If yes please specify below _____

Health Certificate

This is to certify that Miss _____ has been examined by me and I have found her to be fit to undertake the curriculum of the Residential School including sports and academics.

Date:

Place:

Signature of Pediatrician
With seal & Reg. No.

Parents Undertaking

(To be signed and returned with the application form by the parents)

I / We understand that my Daughter is granted admission to **Sarvanaman Vidya Mandir** on the following terms and conditions:

1. That I / We will deposit the fees in full on or before the due date.
In case of non-compliance, the name of the student will be liable to be struck off the rolls, at the end of 30 days.
2. That my daughter's admission will not be confirmed unless I submit all the required documents to the office.
3. That my child shall not be allowed to keep any cash.
4. That I / We will not give any valuables like gold chains, rings, transistors, walkman Mobile etc. and any electronic games to my child.
5. That I / We will not be allowed to visit the school without any prior appointment.
6. That I / We will not bring any eatables for my child during my/our visit to the school.
7. That no leave will be granted unless I / We apply for it directly to the Principal a week before. (Please refer rules for leave in Parent's Handbook.)
8. In case I / We want to withdraw my/our child from the school, I / We will give a written application for the same to the School Authority at least two months before.
9. That I / We will deposit the Transfer Certificate / school leaving Certificate of the previous school on or before my/our ward joins the school, failing which the School Authority will have the right to cancel the admission and send the student home.
10. That if I / We wish to withdraw my/our child at the end of a term I / We will have to give a notice of at least two months prior to the commencement of the next term, failing which I have to pay the full fees for the next term. **Fees shall not be refunded in case of withdrawal.**
11. That I / We agree to abide to the authorities of the school at all times for all round training of my/our child.
12. That if my/our child leaves the school campus without prior permission of the concerned authorities, the school may lodge an F.I.R with the local police station and I / We will have no right to question and raise objections to this action. The school will not be responsible for any mishap in such circumstances.
13. That promotion to the next class is not automatic. It will be granted at the end of the annual examination only in accordance with the school promotion policy, which may vary from time to time.
14. That transfer certificate will be issued only after all the dues are settled.
15. That all the information furnished in the application form is complete and true to the best of my/our knowledge. If it is found to be untrue my /our child's admission stands cancelled and void. I/We have read all the above and agree to abide by them.
16. In case of Medical necessity / emergencies the school is authorized to sign any documents or take any reasonable action as deemed necessary.

Contd...

I/We agrees that, Irregular attendance, habitual negligence in studies, disobedience, insubordination or conduct injurious to the moral tone and discipline of the school are sufficient reasons for the dismissal of a student.

For Class or Hostel Activities / Gymnastics / Other adventure and Sports activities / Swimming / Rock climbing / Trekking / Tours and excursions.

I shall be happy if my daughter _____ is included in the above-mentioned courses as and when conducted by the school. This may be treated as my formal consent for the above courses.

I agree to abide by the directions of the Courses-In-Charge and the authorities of **Sarvanaman Vidya Mandir** (Residential School for Girls) at all times during the course of training of my daughter. In case of any mishap, accident or injury, I will not hold any member of its staff wholly or partly responsible for it. I have also read the rules of **Sarvanaman Vidya Mandir** (Residential School for Girls), and agree to abide by them. In spite of normal precautions taken by the school, if any mishap, accident or injury takes place during the period of my ward's stay at the school or on tours, excursions or camps, I will not hold the institution or any of its staff wholly or partly responsible for it.

Date : _____

Place : _____

Student's Photo From will not be accepted without Photo	Father's Photo From will not be accepted without Photo	Mother's Photo From will not be accepted without Photo
Signature *	Signature ~	Signature ~

* Not required for students below grade 3.

~ This signature will be verified held valid in all documentary correspondence with the school hence forth.

For Office Use Only

Name : _____

Class : _____ Admitted on _____

Documents:

- | | |
|---|-------------------------|
| 1) Birth Certificate _____ | 2) L.C. /T.C. _____ |
| 3) Report Card _____ | 4) Medical Report _____ |
| 5) Photographs _____ (Father) _____ (Mother) _____ (Guardian) | |
| 6) Authorization Letter _____ | 7) Passport Copy _____ |
| 8) I.R.P. Copy _____ | 9) Fees _____ |
| 10) Document Custody _____ | 11) Any Other _____ |

Entrance Test:

Undertaken on _____ Undertaken by _____

Remarks _____

Application Form :

Accepted on _____ Accepted by _____ Verified by _____

Special Remarks _____

Admission Confirmed []

Provisional []

Not Confirmed []

Principal