

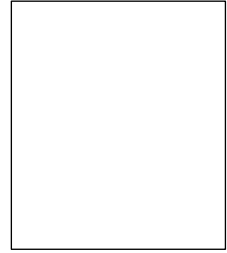
SKANS

Admission Form

Branch Name _____

Admission No. _____

Admission for: Class _____



Students' Details

Name of Student _____

Place of Birth _____

Date of Birth _____

Nationality _____

Religion _____

Name of previous school (if attended)

Gender: Male Female

Parents' Details

Father's Name _____

Mother's Name _____

Mobile No. _____

Mobile No. _____

Telephone No. _____

Telephone No. _____

Address: _____

Address: _____

Email _____

Email _____

Father's Occupation: _____

Mother's Occupation: _____

Guardian's Details

Guardian's Name _____

Email _____

Relation with Child _____

Mobile No _____

Address _____

Telephone No _____

Health Status

Is your child suffering from any kind of allergy? Yes _____ No _____

Any Health issues _____ Precaution to be taken _____

Siblings' Details

S No	Name	Class

Note: Parents are requested to carefully read the following before signing the form.

1. Rights of granting admission are reserved with the school management. Merit is the sole criteria for Admission.
2. After passing the Admission Test and interview, following documents will be required to complete the admission process:
 - i. School leaving certificate and progress report of the previous school
 - ii. Copy of Birth certificate/NADRA Registration form
 - iii. Copy of father's CNIC
 - iv. Two passport size photographs of the child
3. School fee is charged on monthly basis in advance, except at the time of admission.
4. Increase in fee will be applicable as and when approved by school management.
5. School fee must be deposited in the bank or online. No cash payment will be accepted by the school accounts office.
6. First payment which include admission fee, security fee, registration fee and one month tuition fee must be paid in advance in school in cash or online.
7. Monthly Tuition Fee must be paid by the 10th of every month. After due date, an amount of Rs.200/- per day will be charged as a fine.
8. In case of non-payment of fee by 15th of the month, student name will be suspended from the school record.
9. In case of non-payment for consecutive two months, student name will be struck-off from school.
10. Rights of granting re-admission are reserved with the school management. In case of re-admission, an amount of Rs.20, 000/- and full security fee of Rs. 16,000/- is required to be submitted along with all the outstanding school dues.
11. School leaving certificate will be issued after the clearance of all school dues.
12. Students who plan to leave school after the Final Examination have to pay summer vacation fee for the month of June and July along with other school dues, otherwise school leaving certificate will not be issued.
13. Regularity and punctuality are essential. Students are required to maintain 75% attendance to appear in the annual exams.
14. School management will take care of health and safety of the students within the school premises.
15. Any damage done by the student to school belongings will be fined.
16. Please note that all future increases in fee will be applicable as and when approved by school management.

Declaration by Parents

- I have read and understood the above mentioned instructions/rules and will abide by them.
- I certify that all the above-mentioned information about my child and family is correct.

Name of Parents/Guardian

Sign of Parents/Guardian

For Office Use Only

Admission allowed / not allowed _____

Class _____

Section _____

Fee Collection Record

- | | |
|----------------------------------|--------------------------------------|
| 1. Registration Fee _____ | 6. Concession granted _____ |
| 2. Admission Fee _____ | 7. Admission challan issued on _____ |
| 3. Security Fee _____ | 8. Due date _____ |
| 4. Annual Fee _____ | 9. Admission fee Paid on _____ |
| 5. Tuition Fee (per month) _____ | 10. Roll No. _____ |

Accountant

Principal



NOTE:

This Form has been issued after receiving Registration Fee of Rs. 5000/- vide the Challan Number _____.

This receipt with Admission no. _____ has been handed over as an evidence that the Registration Fee of Rs. 5000/- has been received via challan number _____, to avoid any inconvenience.

Parent's Signature

Accountant's Signature