



DHANIRAJ SCHOOL

(PRI-PRIMARY, PRIMARY AND SECONDARY ENGLISH MEDIUM SCHOOL)

S. No. 50/2, Dhamale Wasti, Marunji Road, Dattawadi, Pune 412 115 | Mobile No. 9075098511

ADMISSION FORM

Form No. : _____

Date : _____

Class : _____

Stick ID Size
Photograph Here

SECTION : Pre-Primary | Primary | Secondary

STUDENT'S DETAILS

Name : _____

In CAPITAL letters (Surname) (Name) (Middle Name)

Gender : Male / Female Nationality : _____ Religion : _____

Caste : _____ Category : _____ Sub-Caste : _____

Date of Birth : _____ In words : _____

Age as on 01/06/20 ____ : ____ Years ____ Months Place of Birth : _____

Mother Tongue : _____ Other languages spoken at home : _____

Name of previous school (If Attended) : _____ Class : _____

Student Aadhar Card No. : _____

PARENTS/GUARDIAN'S DETAILS

Father's / Guardian's Name : _____ Occupation : _____

Mother's Name : _____ Occupation : _____

Family's Annual Income : _____

Postal Address : _____

Father's / Guardian's Mobile No. : _____ Mother's Mobile No. : _____

Father's Office No. : _____ Email : _____

Medical History (Specify health related problem, if any) : _____

Parent's / Guardian's Signature

FOR OFFICE USE ONLY

Admitted / Not admitted : _____

Remark : _____

G.R. No. : _____

Date : _____

Office In-charge

Headmistress

VERIFY FOLLOWING DOCUMENTS:

- Birth Certificate (In Original).
- Leaving Certificate (Original) from previous school attended.
- Report Card showing successful completion of previous class.
- Caste Certificate (True copy) as applicable to certain castes except from open categories.
- Proof of Residence (Ration Card / Electricity Bill / Telephone Bill / Passport etc.)
- Transfer Letter (In case Mid-term Admissions)
- 2 copies of Passport size student's photograph
- Copy of student's Aadhar Card
- Student's Medical Fitness Certificate
- Parent's / Guardian's Photo ID
- Family Photo (Father, Mother, Child)

INSTRUCTIONS FOR PARENTS / GUARDIANS

While admitting your ward to our school, you must read following instruction sheet carefully and return the copy to us duly signed. Parents should abide by the following Rules and Regulations.

1. Every student must bring his/her Calendar every day. Parents should check and sign the Calendar of their children every day.
2. Parents should make all transportation arrangements for their wards. If there is a mishap while travelling from home to school or from school to home, then school will not be responsible. They should see that their ward arrives in School at least 10 min. before the Assembly time. Strict action will be taken against late comers or fined. Also if there is delay of more than 15 min. for taking the ward back home, the school shall not be responsible for him/her.
3. Parents must provide the school with correct mobile numbers and also inform about the changes (if any).
4. Parents should come and meet the School Representative, whenever they are called upon and extend their necessary co-operation.
5. Students should be neatly dressed and enter the campus only in proper school uniform at all times unless instructed otherwise. Uniform should always be washed, cleaned and ironed. Student ID card should be worn at all times while in school.
6. If there are any complaints or suggestions it should be informed to the school office. Any planning, modification, implementation or changes will be done by the school.
7. Parent should regularly take care about the homework of their children. Parent should take care that their children complete the homework in time.
8. Parents should strictly avoid taking their children away from school during school hours for flimsy reasons. Parents should encourage their children to be present on the reopening day of each term and participate in all school functions.
9. A letter, seeking permission, from parent is necessary to avail leave.
10. Students should converse only in English inside school campus.
11. Parents should pay the fees regularly and promptly as prescribed in stipulated time frame.
12. In case of late payment after the due date Rs. 10/- per day will be levied. (including Sunday, Bank holiday and the date of payment)
13. In case of loss of challan/invalid challan Rs. 100/- per challan copy will be levied towards duplicate challan.
14. Bank will not accept the challan after the due date, In that case contact school office for duplicate challan.
15. Fees once paid will not be refunded under any circumstances.
16. Kindly inform the school if the child has communicable and serious diseases like that of fits, allergy, any sort of attacks or likewise or any kind of psychiatric problems like mental trauma or depression or any other sort of problem. If in case of such illness or disorder as mentioned above, kindly communicate at time of admission itself or as and when it arises.

Information to Primary & Secondary Students

1. Boys should have close cut hair style. Girls should not have streaked hair and fancy hairstyles.
2. Students are not allowed to leave the school premises during the school hours without prior permission from the head of the institution.
3. No explosives, electronic gadgets or expensive articles will be allowed in school. CD/pen drive may be brought only if they have been asked by any teacher.

Information for Play Group Students

1. Do not send your child to school if he or she is suffering from any infectious disease.
2. Parents are expected to go through the diary carefully and sign the diary daily.
3. The name, class and section of the child should be clearly marked on all belongings of the child eg. Sweater, lunch box, water bottle etc. the school will not be responsible for lost materials.

Only after careful thinking, I read, understood, and agree to abide by all the above rules. I have admitted my ward to this school and will co-operate with you on all your above instructions.

Name of the Student : _____ Class : _____

Name of Father : _____ Signature : _____

Name of Mother : _____ Signature : _____

Name of Guardian : _____ Signature : _____