



# CAMBRIDGE PRIMARY SCHOOL

# ADMISSION FORM

Shivaji Nagar, Nanded.

## FOR OFFICE USE ONLY

Admission No :

Joining Date :

Academic Year :  2 0  -

Class :

School Location :  S  H  I  V  A  J  I  N  A  G  A  R   N  A  N  D  E  D

Pin Code :  4  3  1  6  0  2

Academic Year :

School Location :

Level : Nursery  L.K.G.  U.K.G  I  II  III  IV

## INSTRUCTIONS

- 1) Only one form per child shall be accepted.
- 2) All the data to be entered in **BLOCK CAPITAL LETTERS ONLY** with one alphabet per box. Please leave one box between the two words.
- 3) Overwriting should be avoided.
- 4) The application form must be filled completely and correctly.
- 5) For fields that are not applicable, write **NA**.
- 6) The application must be submitted to the admission authority on or before the due date for accepting forms.
- 7) Affix one **1.4" x 1.4"** size coloured photograph with white background of Student, Father, Mother and Guardian.
- 8) Submit documents as per the checklist given in '**Section K**' with the completed form.
- 9) Original of Birth Certificate, Aadhaar card, Passport and PAN card to be shown at the time of Admission.
- 10) Legal Disclaimer : We reserve all rights to admission of student, which will always be deemed as **PROVISIONAL** unless all the documents are provided with voluntary and true disclosure of Parent / Parents seeking admission for their child.

To,  
The Trustee / Principal,

We request you to kindly consider our application for admission of our son / daughter to the above mentioned grade in your school. We submit herewith all the necessary details.



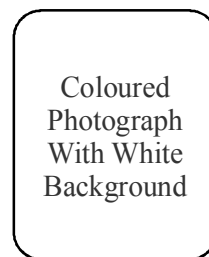
**Student's  
Photograph**



**Father's  
Photograph**



**Mother's  
Photograph**



**Guardian's  
Photograph**



### C) Father's Information (Please fill in BLOCK CAPITAL LETTERS ONLY)

**Full Name :**


Aadhaar No.

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PAN No.

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**Current Residential Address :**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Area

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

City

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Pincode

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

State

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Country

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**Permanent Residential Address :**

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Area

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

City

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Pincode

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State

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Country

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Qualification

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Occupation

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Organisation

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Designation

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Yearly Income

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Mob. No.


**Office Address**

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Area

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City

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Pincode

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

State :

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Country

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Email ID :

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Contact (Mobile No. 1)

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Contact (Mobile No. 2)

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Landline No. with STD Code

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**D) Mother's Information (Please fill in BLOCK CAPITAL LETTERS ONLY)**

**Full Name :**

Grid for Full Name (2 rows)

**Aadhaar No.**

Grid for Aadhaar No. (14 cells)

**PAN No.**

Grid for PAN No. (10 cells)

**Current Residential Address :**

Grid for Current Residential Address (16 cells)

**Area**

Grid for Area (14 cells)

**City**

Grid for City (14 cells)

**Pincode**

Grid for Pincode (10 cells)

**State**

Grid for State (20 cells)

**Country**

Grid for Country (20 cells)

**Permanent Residential Address :**

Grid for Permanent Residential Address (16 cells)

**Area**

Grid for Area (14 cells)

**City**

Grid for City (14 cells)

**Pincode**

Grid for Pincode (10 cells)

**State**

Grid for State (20 cells)

**Country**

Grid for Country (20 cells)

**Qualification**

Grid for Qualification (20 cells)

**Occupation**

Grid for Occupation (20 cells)

**Organisation**

Grid for Organisation (20 cells)

**Designation**

Grid for Designation (20 cells)

**Yearly Income**

Grid for Yearly Income (16 cells)

**Mob. No.**

Grid for Mob. No. (15 cells)

**Office Address**

Grid for Office Address (16 cells)

**Area**

Grid for Area (14 cells)

**City**

Grid for City (14 cells)

**Pincode**

Grid for Pincode (10 cells)

**State :**

Grid for State (20 cells)

**Country**

Grid for Country (20 cells)

**Email ID :**

Grid for Email ID (20 cells)

**Contact (Mobile No. 1)**

Grid for Contact (Mobile No. 1) (15 cells)

**Contact (Mobile No. 2)**

Grid for Contact (Mobile No. 2) (15 cells)

**Landline No. with STD Code**

Grid for Landline No. with STD Code (20 cells)

Are parents separated?

Yes

No

Who has custody of the child?

Mother

Father

If Yes, Kindly provide copies of the documents (as mentioned in 'section k point No. 11') in support of the separation of parents and custody of child.

**E) Guardian's Information (Please fill in BLOCK CAPITAL LETTERS ONLY)**

**Full Name :**

Two rows of 20 empty boxes each for full name.

**Relationship with child**

One row of 20 empty boxes for relationship with child.

Aadhaar No.

One row of 12 empty boxes for Aadhaar No.

PAN No.

One row of 10 empty boxes for PAN No.

**Current Residential Address**

One row of 20 empty boxes for current residential address.

Area

One row of 10 empty boxes for area.

City

One row of 10 empty boxes for city.

Pincode

One row of 6 empty boxes for pincode.

State

One row of 15 empty boxes for state.

Country

One row of 10 empty boxes for country.

**Office Address**

One row of 20 empty boxes for office address.

Area

One row of 10 empty boxes for area.

City

One row of 10 empty boxes for city.

Pincode

One row of 6 empty boxes for pincode.

State

One row of 15 empty boxes for state.

Country

One row of 10 empty boxes for country.

Contact (Mobile No. 1)

One row of 12 empty boxes for mobile no. 1.

Contact (Mobile No. 2)

One row of 12 empty boxes for mobile no. 2.

Email ID

One row of 20 empty boxes for email ID.

**F) Point of contact in the order of preference**

Mobile

Mother

Father

Guardian

Email

Mother

Father

Guardian

**G) Emergency Contact Information (Please fill in BLOCK CAPITAL LETTERS ONLY)**

If parents are not immediately available, contact

**Friend's / Relative's Name**

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Contact (Mobile No. 01)

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Contact (Mobile No. 02)

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**Family Physicians Name**

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Contact (Mobile No.)

--	--	--	--

Landline No.

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**H) Medical Record (Please fill in BLOCK CAPITAL LETTERS ONLY)**

**Full Name of the Child's Doctor**


**Clinic Address**

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Area

--	--	--	--

City

--	--	--	--

Pincode

--	--	--	--

Mobile

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**Has the child ever been hospitalised - Yes / No**

Year 

Y	Y	Y	Y
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Please specify the reason for hospitalisation

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Physical Disabilities (Please specify)

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Allergies

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Blood Group

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**Medical History :**

- |   |  |  |  |
|---|--|--|--|
| <input type="checkbox"/> Polio          | <input type="checkbox"/> German measles    | <input type="checkbox"/> Epilepsy            | <input type="checkbox"/> Developmental Delay |
| <input type="checkbox"/> Hepatitis      | <input type="checkbox"/> Red Measles       | <input type="checkbox"/> Mild Autism         | <input type="checkbox"/> Muscular Dystrophy  |
| <input type="checkbox"/> Mumps          | <input type="checkbox"/> Rheumatic Fever   | <input type="checkbox"/> Learning Disability | <input type="checkbox"/> Juvenile Diabetes   |
| <input type="checkbox"/> Whooping Cough | <input type="checkbox"/> Visual Impairment | <input type="checkbox"/> Hearing Impairment  | <input type="checkbox"/> Asthma              |

Any other medical history, please specify : .....

.....

Any special learning needs (like learning Disability, Dyslexia, ADHD, Autism, etc.)

.....

.....

## I) Declaration by parents / Guardians

We are seeking admission for our son/daughter \_\_\_\_\_ in Cambridge Primary after having read and understood the terms and conditions stated here in below and also those stated in the Parents Manual / Handbook and the school prospectus. This are acceptable to us and we have unconditionally agreed to abide by the same without any kind of pressure, duress or compulsion of any nature whatsoever in this behalf by the management of the school authorities.

- 1) We hereby solemnly declare that we have made this application seeking admission for our child after having read and understood all the rules of admission.
- 2) We declare that our child has not been debarred from studying in any school or appearing in any examination in the previous school.
- 3) We declare that the information furnished by us in this application is true to the best of our knowledge and belief.
- 4) We fully understand that no document other than those required will be entertained for priority of admission.
- 5) We declare that we shall at all times abide by the instructions contained in the Parents Manual / Handbook as amended from time to time, and/or any other rules, regulations etc. of the school as may be specified from time to time by way or circulars or otherwise.
- 6) We understand that the admission being given to our child shall be **provisional** and the same may be **cancelled** if any statement is found to be false or the relevant documents are not produced within seven days of admission.
- 7) We fully understand that admission in the school will be granted depending on the availability of a seat at time of scrutiny of our application and when we are called for the other of a seat.
- 8) We fully understand and accept that Cambridge Primary is a private unaided school. (permanent non granted )
- 9) We fully understand and accept that the fees are required to be paid on or before our child joins the school and thereafter each year before the commencement of the Academic Year, or as and when demanded by the school before the intimated due date and that the fees once paid, shall not be refunded in any case whatsoever. We also understand that while the school may at its sole discretion permit or grant the facility to pay the School fees in one or more installments, the same does not in any manner vest any right with the parents to demand for making payment of fees by way of installments.
- 10) We hereby agree, confirm and accept that the fees being charged by the school are reasonable and understand and irrevocably accept, that the School Management has right to increase/revise the fees each year without any prior notice and for which increase in fees, and or amend the fee structure, as may be required from time to time in view of any change in government policies and or the economic conditions (including, but not limited to inflation etc.) and we will not object to, or file any complaint or grievance before any authority and hereby give our unconditional and irrevocable consent for the same.
- 11) In case of any cheque towards payment of fees being dishonored, the management reserves the right to de-enroll the student at its discretion and levy any other penalty as it may deem fit.
- 12) The management reserves the right to disallow a student from attending school or participating in any of its activities if his/her fees are not paid either in part or in full.

## I) Declaration by parents / Guardians

- 13) The management reserves the right to not issue hall tickets, internal examination results, reports, transfer certificates, leaving certificates or recommendations to future school / colleges if any fees remain unpaid either in part or in full.
- 14) We understand that in case we choose to withdraw our child from the school, we agree and accept that the fees once paid shall not be refundable and if not paid shall have to be paid, failing which we shall not be entitled to demand for the School Leaving Certificate.
- 15) We agree and understand that leave will not be sanctioned during the Examination period. We also understand that no leave will be granted to the student unless we apply for a directly to the Principal, at least 7 days in advance except in medical exigencies .
- 16) We agree and understand that if our child leaves the school campus without permission, the school management is authorized to lodge the necessary complaint with the Police authorities and that the school will not be responsible for any mishap or untoward incident that may take place in such circumstances.
- 17) We agree that our child will strictly follow the Dress Code of the School, and more particularly.
- Our child shall not wear any tight, transparent and or indecent outfits or any such outfit which is not expressly permitted by the school.
  - Our child shall only wear the uniforms/shoes as approved by the school.
- 18) We understand and accept that our child may be expelled from the school, if the school authorities (at their absolute discretion) determine that our child has engaged in any one or more of the following :-
- Nonpayment of school dues;
  - Using unfair means in any examination;
  - Unsatisfactory progress over a period of time;
  - Causing harm to other students;
  - Immoral acts or indecent behavior;
  - Smoking, consumption of alcohol & use of other psychotropic drugs and substances;
  - Grave insubordination and Contempt of authority;
  - Stealing of money/items including of other students, extortion of money from other students;
  - Exceeding bounds;
  - Damaging school property;
  - Any words or actions likely to undermine the reputation of the organisation;
  - Bullying, assaulting and ragging in any form whatsoever and
  - Consistent acts of indiscipline or reckless behavior thereby causing harm and damage to other students, staff and school property.
- 19) We understand and accept that our child may be expelled or removed from the school, if the school authorities (at their absolute discretion) determine that we or any one of us has engaged in one or more of the following :-
- Participated in any dharnas and/or morchas against the school or participated in shouting of any slogans that are in any manner whatsoever derogatory to the school/ its management / any of its staff members;
  - Participated in the exchange of any communication whether in the form of emails or smses or otherwise, which seeks to lower or tarnish the reputation of the school / its management or which is in any manner whatsoever derogatory to the school/ its management / any of its staff members.
  - Initiated and/or participated in the filling of any frivolous complaints against the school/ its management / any of its staff members.



## I) Declaration by parents / Guardians

- d) Causing to be published or telecast in any form of electronic / print media anything that in any manner whatsoever seeks to lower to tarnish the reputation of the school / its management or which is in any manner whatsoever derogatory to the school/ its management / any of its staff.

20) We understand that there will be no refund of fees following expulsion and all pending fees must be paid. We understand that under no circumstances shall the school authorities be required to divulge to us or others any confidential information, or the identities of persons who provide information which leads to the expulsion/removal of my child.

21) We understand that no valuables like gold chains, rings, transistors, personal stereo systems etc. are to given to the student and that the School does not take responsibility for the loss of any such valuables.

22) No types of electric or electronic devices such as cellphones (Mobiles), iPods, iPads etc. are permitted to be carried by any student unless so expressly permitted. In case the child is found in possession of such devices, the same apart from being confiscated shall entail the following penalties.

- 1) 1st instance- Information will be given to the parents and the device will be returned to the parents.
- 2) 2nd instance- The device will be retained by the school authorities.
- 3) 3rd instance- Automatic de-enrolment of the child without any further notice.

23) We also agree that any disciplinary action taken against our child by the School management will be binding on us.

24) I/We do hereby declare that:

- The representations, and/ or
- Documents, Certificates, Order/Judgments (if any)

as submitted by me / us are genuine and the school management is deemed to have acted in good faith upon the same. I/We do hereby undertake to indemnify and always keep the school, its parent body, employees/officials, and its management indemnified and harmless from time-to-time and at all times from any type of loss(es), damage(s), legal action(s) if any that may arise throughout the course of education and/ or admission of my/our "ward" with Cambridge Primary.

25) We declare that the school holds the right to use our child's photograph for any publicity material unless the same has been expressly objected to by us and intimated in writing giving acceptable reasons for the same before the commencement of the academic year.

26) We agree and understand that the School will do its best to provide all safety and security measures, first aid take all precaution possible, but the School or any member of its staff will not be held responsible and no compensation will be paid by the school or its authorities for any unavoidable incidents/mishaps/accidents despite its best efforts.

27) We hereby declare that in the interest of our child's safety, we will not use any illegal mode of conveyance for the travel of our child to and from school.

28) We understand that the policies & rules listed in this form have been put in place for the effective functioning of the school. The school management reserves the right to amend the policies & rules whenever & wherever considered necessary & appropriate. Therefore, this form and the descriptions contained herein are not to be construed as a contract binding the school to any specific policies. The information provided in this form are an indication of the school's Policy at the time of its publishing & is subject to change.

## J) Declaration by parents / Guardians

29) We have carefully read the terms and conditions and agree to abide by the policies, rules and regulations of any substitutions for, or modification in them, which may be made by the school authorities from time to time.

Place : \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Father : \_\_\_\_\_ Signature of Mother : \_\_\_\_\_

Signature of Guardian : \_\_\_\_\_

## K) To Be Filled in by the Admission Authority at the School

To be submitted along with the admission form.

Sr. No.	Particulars				Remarks
1	Photocopy of Birth Certificate	Yes	No	NA	
2	Gazetted copy of Name Change	Yes	No	NA	
3	Photocopy of Passport	Yes	No	NA	
4	Photocopy of PAN Card of both Parents and Guardian	Yes	No	NA	
5	Photocopy of Address proof	Yes	No	NA	
6	Photocopy of Aadhaar Card of Student, both Parents and Guardian	Yes	No	NA	
7	Photocopy of Caste Certificate	Yes	No	NA	
8	Medical Certificate from the family Doctor	Yes	No	NA	
9	If Applicant :				
	a) Is a Single Custodian Parent having Matrimonial Dispute - issues pending / resolved				
	i) Certified True Copy of the order from the competent Court confirming the custody of the child	Yes	No	NA	
	ii) Consent Letter signed by both the Parents {if the matter is subjudice/pending}	Yes	No	NA	
	b) Is a Widow Parent				
	i) Copy of Death Certificate of deceased parent	Yes	No	NA	
	c) Is a Custodian Guardian				
	i) NOC from both parents of the child	Yes	No	NA	
ii) NOC from one parent & copy of Death Certificate {if either parent is deceased}	Yes	No	NA		
d) Is a Legal Guardian					
i) Certified True Copy of Order from the Competent Court granting Guardianship of the child OR	Yes	No	NA		
ii) Certified True Copy of supporting Documents confirming Guardianship	Yes	No	NA		

# APPLICATION

Date:     /     /20

To,  
**The Principal,**  
Cambridge Primary School, Shivajinagar, Nanded.

Sub : To seek admission in your school.

Res. Sir / Madam,

I, undersigned, .....

have read all the rules and regulations of your school and have agreed to all of them. Having abided

by all the above said rules and regulations, I kindly request you to give admission to my ward,

Mr. /Ms. ....

in Std. .... for the academic year 20 ..... - 20 .....

If my ward proves to be objectionable for the school management, I must abide by the school decision. So, you are kindly requested to give my ward admission and oblige.

Yours Faithfully,

Father's Name ..... sign. ....

Mother's Name ..... sign. ....

Guardian's Name ..... sign. ....

## UNDERTAKING

**(If the ward doesn't travel to and from school by the school bus of its own)**

I, .....

the undersigned, give this undertaking that my son/daughter .....

..... is studying in

std. .... in Cambridge Primary School, Shivajinagar, Nanded. He / she

travels to and from school by the vehicle of his/her own choice on my own responsibility. The school

has not made any compulsion to use particular vehicle for travelling. In case any something unfair

happens to my son/daughter while travelling, I will be fully responsible for that, not school.

Father's Name ..... sign. ....

Mother's Name ..... sign. ....

Guardian's Name ..... sign. ....

Date:    /    /20

Place: