



Excellencia[®]
INFINITUM SCHOOL
ADMISSION FORM

1. Application No.							

STUDENT'S PROFILE:

Date:

3. **Name of pupil** (In capital letters): _____

4. **Admission sought for Class:** _____ 5. Academic Year:

6. **Date of Birth :**
 D D M M Y Y Y Y

7. Aadhar No: _____



8. Place of Birth: _____ 9. State: _____

10. Nationality: _____ 11. Gender: Boy Girl 12. Caste: BC / SC / ST /OC/Others _____

13. **Residential Address:** _____

14. Mother Tongue: _____ 15. Blood group: _____

16. Identification Marks : (1) _____

(2) _____

17. Previous academic record

Name of the previous school & location	Class	Year of Study	Percentage / Grade

18. Appraisal of your Child

Please mention the achievements, if any, of your child in academics/extra/co-curricular activities

19. **General Behavior :** Mild Normal Hyperactive

20. Please mention, in brief, if there is any history of previous illness, allergy or physical/psychological illness.

21. Second language in previous class: _____ 22. Third language in previous class: _____

23. Language preference (From Standard V) :

24. Second language: Telugu Hindi

25. Third language: Telugu Hindi

PARENT'S / GUARDIAN'S PROFILE

Affix passport size photo
Father

Affix passport size photo
Mother

Affix passport size photo
Guardian

Signature

Signature

Signature

Particulars	Mother	Father	Guardian
Name			
Qualification			
Occupation			
Organization			
Designation			
Mobile Number			
Aadhar Number			
Email			
Annual Income (Rs.)			
Office Contact Number with extn. (if any)			

GUARDIAN DETAILS

Particulars	Guardian 1	Guardian 2
Name		
Mobile Number		

SIBLINGS PROFILE

S.No.	Name of the Sibling	Class	Name of the School
1.			
2.			
3.			

On leaving the school, our child shall return any school property they might have borrowed during their time of study in the school.

Documents Submitted:

- Caste Certificate of the child seeking admission (if any)
- Photocopy of the Birth Certificate (Attested)
- One latest passport size photograph of mother
- Transfer Certificate (Original)
- Photocopy of Aadhar Card
- Three latest passport size photographs of student
- One latest passport size photographs of father
- Photocopy of Progress Card (of previous academic year)

FEE POLICY

Academic Fee Schedule

Particulars	Payable
Admission Fee	At the time of admission
Caution Deposit	At the time of admission
Installment 1	On or before 12 th June'19
Installment 2	On or before 10 th Sep' 19
Installment 3	On or before 10 th Dec' 19

Transport Fee Schedule

Particulars	Payables
1st Installment (April'18 – Oct'19)	On or before 12 th June'19
2 nd Installment (Nov'18 – Mar'19)	On or before 10 th Nov'19

Note: Pupil opting for school transportation should clear the dues in 2 installments.

- All monetary dues related to academic & transport should be cleared on or before the due dates failing which the school management is authorized to impose a penalty of Rs. 50 per student (holidays would be included). **Note:** School management reserves the right to stop the transportation without any prior notice or intimation if fee dues are not cleared in time.
- Payment must be made through online / Swiping Card

Particulars	Amount	Receipt No.	Mode of Payment	Date of Payment	Remarks
Admission Fee					
Caution Deposit					
Installment 1					
Installment 2					
Installment 3					
Total Applicable Fee					

I _____ father of/mother of/ guardian of _____ have applied for admission of my ward into class _____. I have read and I accept the Terms & Conditions / Declaration of the school.

Choose the relevant options if you wish to avail of transport facility:

Do you need transport facility: Yes No

Parent's Signature _____ Counselor's Signature _____ Principal's Signature _____

Terms & Conditions

1. Admission form must be filled in with due care by the parents/guardian. Any change in residential address, mobile numbers etc. should be informed to the school in writing, duly signed by parent's / guardian (changes would not be accepted over phone, SMS).
2. Original transfer certificate from previous school and proof of education of the child (photocopy of mark sheet/report card) along with a copy of Aadhar card should be submitted before the academic year begins.
3. Any misbehavior / misconduct by the student/parent/guardian will lead to rustication of the student without any prior notice.
4. Leave for half day is not allowed, for security reasons. In emergency however, written permission for leave must be taken from the Principal/Headmistress and the Bus-In-charge should be informed, in case the student is availing, School transport facility.
5. Students will not be allowed to carry cash and articles like ornaments, fancy stationery etc. to the school. The school will not be held responsible for any loss of the above, if kept by a student in violation of this rule. Possession of mobile phone/any electronic gadgets is strictly prohibited within the school premises & parents are requested to keep a check on social networking by their wards.
6. Parents are expected to co-operate with the school authorities by ensuring punctuality, regularity, personal cleanliness and discipline, see that their children do their home work, come to school in proper uniform & take active and helpful interests in all the activities of school.
7. Request for diversion or modification of the existing routes may be considered but the decision will be taken by the transport in-charge/principal. School management is authorised to make any of the following changes in transport with prior notice/intimation to the parents.
 - **Change in pick-up and drop timings**
 - **Change in pick-up and drop points**
 - **Change in order of pick-up and drop points**

DECLARATION

(To be signed by Parent/Guardian **at the time of admission** only)

1. We acknowledge that this application does not automatically admit our child to Excellencia School. **Excellencia School** reserves the right to make final decision with respect to admission.
2. We acknowledge that, our child and we (her/his parents or guardians) undertake to abide by the policies and regulations of **Excellencia School** and we understand that in serious instance of breach like, damage to school property, bodily harm to another student/teacher, our child may be asked to leave the school.
3. We acknowledge that, upon acceptance of this application we agree to pay the total fee as applicable and abide by the billing options outlined in the fee schedule as informed by the school from time to time.
4. **We acknowledge that the school will take reasonable care and exercise due diligence within its premises and** during school activities, it will bear no responsibility should the applicant exercise any reckless and/or careless behavior that may endanger her/his safety and others around and as such cause harm or injury to herself/himself and others.
5. We declare that all previous medical and psychological histories are correctly reported, a medical certificate from a qualified registered doctor showing the record of vaccination / immunization etc, as well as mention of any particular ailment or health condition about which the school ought to know.