

# PUBLIC CENTRAL SCHOOL

PHONE - 06278-289301

# ADMISSION FORM

FOR OFFICE USE ONLY

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[illegible]

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Passing Year \_\_\_\_\_

Marks in Percentage

**PLACE:**

(Guardian's Thumb Impression)

## **TERMS & CONDITIONS**

1. The student who is enrolled with institute will have to work hard regularly. In case, if the teachers feel that the student is not be working hard, creating indiscipline in the institute or bus, irregular in attendance, not responding properly, he / She may be expelled from the institute. The decision of the Managing Director in this regard will be final and binding on the student. No fee or part of the fee will be refunded in such cases.
2. If any student absents himself / herself for more than seven days continuously without any prior written application, he / she will not be allowed to appear in the class tests and will not be given any test papers; He/ She may be deemed to be expelled from the institute. No separate intimation will be sent to the parents. No fee or part of the fee paid / in cash will be refunded in such cases. The decision of the managing Director in this regard will be final and binding on the students and parents.
3. After depositing money towards registrations, if a student becomes disinterested in the institute due to any reason whatsoever and wants to take his / her money back, the institute will not refund the money deposited towards registration / admission fee. The registration / admission fee deposited toward a particular class will not be adjusted against any other class.
4. The responsibility of getting admission form forwarded to the examining body is that of the student himself / herself or that of the parent / Guardian.
5. It is for the student himself / herself to see whether he/she is eligible for a particular examination or not. The institute does not hold itself responsible if a student's admission form cannot be forwarded or is rejected by the examining body on any ground whatsoever. Such a student cannot claim a refund of the whole or any part of the fee he / she has paid to the institute.
6. Incomplete form will be rejected, it is compulsory to attach a photocopy of mark sheet of the previous class and recent passport size photographs to the admission form.
7. The parents can meet the Managing Director for any enquiry about their ward's progress or any other problem concerning their wards with the prior appointment only.
8. Any student caught adopting unfair practice during the admission test is liable for immediate removal from the examination hall and no refund of admission test fee paid shall be made.
9. A student after qualifying admission school test and taking admission at any centre of the school will be bound by the rules and regulations of that centre and in all matters what so ever the responsibility will be of that school only.
10. Any change of address should be notified in writing to the office within 7-10 days.
11. A student, who is late by 10 minutes for classes / tests, will not be allowed to enter the class room.
12. Any study material given during the classes or otherwise, shall not be given to those students who are absent without prior application from the parents. No request / personal appointments in this regards shall be entertained.
13. Each student will be issued an Identity card. The entry into the classes / school will be only with Identity card, if the identity card of a student is lost or misplaced, a duplicate Identity card can be asked from the institute against payment of Rs. 50/. If any student is found misusing the I-Card, he / she will be rusticated from the institute.
14. If the study material provided to the student is lost / misplaced, a duplicate set of the books can be obtained from the institute against the payment of Rs. 200/- per book.
15. It is compulsory / mandatory to provide Email ID / Mobile No. of the student/Father/Guardian. The result of the tests or any other information by the institute will be sent to the student only on Email ID. Institute shall not be responsible if any information regarding result or any else is not received by the student if he/she has not given his/her Email ID/SMS in the admission Test form at the time of admission.
16. If any type of misshape occurs in the premises of P.C.S. because of situations beyond control or any natural calamity of any type such as earthquake, Floods, fire, electric short circuit etc. the institute shall not be responsible in any manner whatsoever.
17. In case if any parent / guardian misbehaves with any staff member of the school his/her ward can be rusticated from the institute and no claim of refund of such student will be entertained. The decision of the Managing Director in this regard will be final and.

18. A student is not allowed to carry Mobile Phone / I-pod in the classes. If at all, he/she carries mobile phone in the classes then it would be switched off. The institute is not responsible for any loss/theft of mobile phone in the institute.
19. P.C.S reserves its right to make any alternation in its programs / venue/ timing and days of classes without any prior notice to anybody. The decision of the Managing Director in this regard will be final and binding on the students and parents.
20. I have read the Terms & Conditions of the institute and various policies of institute as mentioned in the prospectus and promise to by the same.

**Checklist:**

1. It is compulsory to attach a demand draft in the favor of Public Central School payable at Gandhi Chowk Khalispur of Rs.-150/. ("Post dated Chaque will not be accepted").
2. It is compulsory to attach photocopy of mark sheet of the last exam.
3. It is compulsory to attach two extra recent passport size photographs along with the form.

(Signature of Guardian)

(Guardian's Thumb Impression)

.....**PLEASE CUT HERE**.....

Registration No.



Affix your recent  
Passport size  
photograph here.

## PUBLIC CENTRAL SCHOOL

An English Medium Co. Ed, with Hostel  
AFFILIATED TO CBSE NEW DELHI

Aff. No. - 330396

School No. -50312

N.H. - 103, GANDHI CHOWK, KHALISPUR, SAMASTIPUR (BIHAR)

PHONE - 06278-289301

### ADMIT CARD

TEST DATE:- \_\_\_\_\_

Test beging form:-

Venue - Public Central School Khalishpur, Samastipur

Appeared for Class (Std.).....

Selected for Class (Std.).....

Name of the Candidate.....

Father's / Guardian's Name.....

Address: .....

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