



Admission Form

Invoice No..... Date.....

Course.....

Name of Student.....

Father`s Name.....

Mother`s Name.....

Gender Male Female

Date of Birth

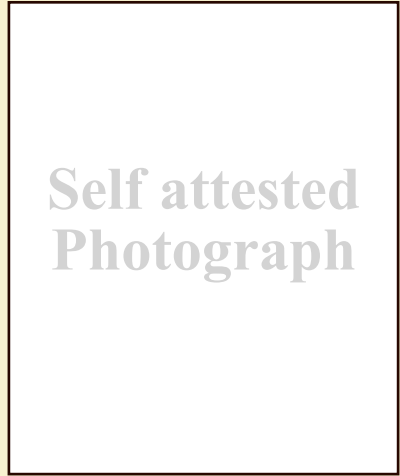
Father`s Occupation.....

Contact No.....

Permanent Address.....

Postal Address.....

E-mail.....



Academic Qualification

Degree / Certificate	Roll No	Session	Mark Obtained	Percentage	Board / University
HIGH SCHOOL					
INTERMEDIATE					
GRADUATION					
Others					

The above knowledge is correct to the best of my knowledge & belief

Signature of Applicant

for office use only

Invoice no.....

Date.....

Name of the Student.....

Amount Paid.....

Total Fee

Note:- Fees once paid is not refundable or adustable under any circumstances in future.

Requird documents:
2 Passport Size Photograph
Photo id (Adhar card and voter id card)
Current address proof (copy)
Education certificites (copy)

Self attested documents with current date

Signature of Authority

Term and Condition

1. To apply for any of the course, fill up the enrollment form available at the Institution or download the form from the website and mail the scanned copy back after filling it up in your own handwriting or send its hard copy by post.
2. The admission will be on basis of board examination percentage or marks obtained in admission cum scholarship test exam.
3. The available seats are limited and will be filled in first come first serve basis.
4. The fee can be paid either in cash or through demand draft favor of DELHI SCHOOL OF ART payable at NEW DELHI.
5. Incomplete form will be rejected. It is compulsory to attach photocopy of mark sheets and two recent passport size photographs with the enrollment form.
6. It is compulsory to provide correct details of Parents. The result of tests or any other information by the institute will be sent via Mail or SMS.
7. Any change of address or telephone number should be notified in writing to the office within 10 days.
8. Students enrolled have to provide photocopy of Admit Card of various Entrance and competitive Exams, as soon as they receive their admit cards from the examining body. The institute reserves the right to use the photograph for publicity in case the student secures position/success in any of these examinations.
9. Taking up calls is strictly prohibited in the class. If at all student carries mobile phone in the class, then it should be kept on silent mode. The Institute is not responsible for any loss/theft of any personal belongings in the Institute.
10. A student, who is late by more than 10 minutes for classes/tests, will not be allowed to enter the classroom.
11. In case of lost/misplaced study material, student can obtain duplicate set of book(s) against payment of Rs. 1000/- per book.
12. If at any point of time, the Indian Government increases services tax, the extra amount of service tax will be borne by the students from the date of enforcement of the act by the Government.
13. If any student does not pay the fee on the due date as mentioned in the receipt itself or is defaulter in the fee payment, he/she shall be stopped from attending the classes. It is therefore, in the interest of the parents & students that they should deposit the fee on the due dates mentioned.
14. If student name is struck-off due to non-payment of fee for more than 3 weeks from the due date, the student shall have to pay Rs. 500/- for re-admission.
15. Institution reserves its right to make any alteration in its programs/venue /timing and days of classes without any prior notice to anybody. The decision of the Director will be final & binding on the students & the parents.
16. If the teachers feel that the student is not working hard, creating indiscipline in the Institute, irregular in attendance, not responding properly, student may be expelled from the Institute. The decision of the Director in this regard will be final and binding on the student/parent. No fee or part of the fee will be refunded in such cases.
17. After depositing money towards registration, if a student due to any reason whatsoever wants to take his/her money back after the enrollment, the Institute will not refund or adjust the money deposited towards Registration fee/Admission fee.
18. In case of any dispute, the decision of the Managing Director, DELHI SCHOOL OF ART is final and binding on all faculty members, students & business associates. All disputes are subject to jurisdiction of Delhi High Court.

Date

Signature of Applicant