CHAMELI DEVI PUBLIC SCHOOL, INDORE

Tejpur Gadbadi, Kesarbagh Road, INDORE
Affiliated to CBSE No. 1030187 School Code : 50180

REGISTRATION FORM FOR ADMISSION

GENERAL CATEGORY
(To be filled in Block Letters)

Admission in Session : _____ Class : _____

Gender : Boy : ☐ Girl : ☐ (✓any one)

Full Name of Student (Name) :
(Max. 32 Character) (Surname):

Aadhar No. (Mandatory) :
(enclose self attested photocopy)

Samagra ID (if available)*

Permanent Education No.:

Father's Name (Name) :
(Max. 32 Character) (Surname) :
Aadhar No. (Required) :
(enclose self attested photocopy)

Mother's Name (Name) :
(Max. 32 Character) (Surname) :
Aadhar No. (Required) :
(enclose self attested photocopy)

Recent Coloured Passport Photograph of the Student

(attach 3 extra photographs with this form)

Date of Birth : Date ☐☐ Month ☐☐ Year ☐☐☐☐

Place of Birth : ..... Nationality : ..... Mother Tongue : .....

Religion(✓any one) : Hindu ☐ Muslim ☐ Sikh ☐ Christian ☐ if other : (Please specify).....

Caste Category : General ☐ Schedule Caste(SC) ☐ Schedule Tribe(ST) ☐ Other Backward Class ☐ (✓any one)

Name of Caste : ..... Name of Sub-caste : .....

Name of Minority : N.A. ☐ Muslim ☐ Sikh ☐ Christian ☐ Jain ☐ Buddha ☐ Parsi ☐ (✓any one)

Handicapped : N.A. ☐ Autistic ☐ Blind ☐ Deaf ☐ Handicapped ☐ Dyslexic ☐ Spastic ☐

Vaccinated : Yes ☐ No ☐ (✓any one) Blood Group : ☐☐☐☐

Father's Occupation :

Parent's Annual Income Rs. :

Full Postal Address : (Residence)

Phone No. : STD Code : Office :
STD Code : Residence :

Father's Mobile No. : WhatsApp No.

Mother's Mobile No : WhatsApp No.

Father's e-mail ID :

Mother's e-mail ID :

Guardian's Name :

Relationship :

Full Postal Address : (Residence)

Guardian Mobile No.: + 9 1

Guardian Phone No. : STD Code : Number :

Guardian e-mail ID :

Last School attended : Name : ..... Place : .....

(if any) : Affiliated to : ..... Class attended : ..... Medium : .....

Whether studied in this school in the past : Yes ☐ No ☐ (✓any one)

if yes, specify Academic Session : From ..... to ..... Scholar No. : .....

Documents to be submitted according to admission in Class with this form.

After depositing the requisite fee/charges; the student will get a **Provisional Admission** and then can attend the classes **(Allow to Sit)**. After that the Document as mentioned below has to be submitted in school for Scholar Allotment within stipulated time. If fails to do so the **Provisional Admission** will be treated as cancelled.

Compliance for Scholar Allotment Rules Regulation system and procedure as below :-

Self attested copy required for scholar allotment.

S. No.	Classes	Birth Certificate	Aadhar Card of Student	Samagra ID of Student (if available)	Caste Certificate (if available)	Previous Class Passed Marksheet	Original Transfer Certificate
1.	Nursery	Yes	Yes	Yes	Yes	NA	NA
2.	KG-1 to 1st	Yes	Yes	Yes	Yes	Yes (if available)	Yes (if available)
3.	2nd to 8th	No	Yes	Yes	Yes	Yes	Yes
4.	9th & 11th	No	Yes	Yes	Yes	Yes	Yes
5.	10th & 12th	No	Yes	Yes	Yes	Yes	Yes

Note:

CLASS 2ND TO 12TH FOR EACH AND EVERY CLASS STUDENT

1. CBSE/ICSE सम्बन्धता प्राप्त School की Marksheet एवं Transfer Certificate (TC) पर Affiliation क्रमांक एवं School Code No. होना आवश्यक हैं, Online इसका Verification किया जायेगा। सही होने पर मान्य होगा, और सही होने पर TC पर Counter Sign की आवश्यकता नहीं हैं।
2. Madhya Pradesh State/Other State से सम्बन्धता प्राप्त School की Marksheet एवं Transfer Certificate (TC) पर स्कूलो का affiliation no. या DISE कोड नंबर आवश्यक है ताकि इसे DISE कोड से वेरिफिकेशन किया जा सके। Madhya Pradesh affiliated स्कूलो में Counter Sign की आवश्यकता नहीं हैं, अन्य प्रदेश से सम्बंधित affiliated स्कूलो को सम्बंधित DEO (District Education Officer) से Counter Sign करवाकर लाना आवश्यक हैं।
3. *RTE (Right to Education) के Student को Samagra ID सेल्फ attested photocopy प्रस्तुत करना अनिवार्य होगा।
4. Data of previous school T. C. is only applicable for all school records.
5. Subject selection form for admission in class 11th (Selection of Stream- Commerce/PCM/PCB/Humanities along with optional subject) is mandatory before starting of classes.
6. 'Provisional Admission' means attending the classes by student will be allowed till the time compliance is not done.
7. In case of non-compliance/non-submission of the documents within the stipulated time period due to any reason whatsoever the 'Provisional Admission' will be treated as cancelled and the student will be discontinued from the classes and paid fee/charges will not be refunded

Declaration

I have carefully read and understood the rules and regulations mentioned in the school prospectus & registration form and information like; school timings, tuition fee, applicable charges, uniform, books, note-books, and other stationery items etc. and I shall abide by the same. School reserves the right to change as mentioned above whenever required.

I have carefully read and understood admission procedure for provisional admission and as and when my child gets selected we will deposit the fee and required documents in stipulated time. After then, admission will be confirmed and finally proceed for scholar number allotment.

घोषणा–पत्र

हम आवेदनकर्ता शपथपूर्वक कथन (घोषणा) करते हैं कि Registration Form for admission में दी गई जन्म दिनांक, धर्म, जाति, उपजाति, अल्पसंख्यक, विकलांगता, वार्षिक आय इत्यादि की जानकारी पूर्णतः सत्य होकर सही है। उपरोक्त जानकारी व संलग्न दस्तावेजों में कोई त्रुटि / विसंगति पाई जाती है तो हम माता / पिता व्यक्तिगत / सम्मिलित रूप से पूर्णतः जवाबदेह होंगे। गलत जानकारी के लिए स्कूल किसी भी प्रकार से जवाबदेह नहीं होगा।

उपरोक्त समस्त जानकारी हमने पूरे होशोंहवास में, पढ़कर, समझकर सही–सही दी है एवं हस्ताक्षर किये हैं तथा स्व–प्रमाणित दस्तावेज प्रस्तुत कर रहे हैं। पृष्ठ के पीछे दी गई नियमावली हमने पढ़कर समझ ली है एवं वह हमें पूर्णतः मान्य होकर हमारे ऊपर बंधनकारक होंगी।

Date : ..... Mother's Signature : ..... Father's Signature : .....

(For Office use Only)
Registration Form for Admission

Student ID / Reg. ID No. ..... Session ..... Class .....

Registration No. (Admission) :..... Registration No. (CEP Class) : .....

Admission For : Day Scholar ☐ Optional Bus Facility Yes ☐ No ☐

Optional CEP Class Facility Yes ☐ No ☐

Scholar No. ..... Date : ..... Optional Facilities Form Attached : .....

Scholar Allotted in Fox Pro Information entered into Fox pro

By ..... Dated : ..... Sign:..... By ..... Dated : ..... Sign: .....

Signature of Manager **Signature of Principal**

CODE OF CONDUCT

The school prides itself on its high standard of discipline and code of conduct. It expects its students to adhere to the code for following, during additional academic activity, co-curricular and sports activities, school timings, while travelling by school bus, , during excursion / industrial tours / picnics etc (whichever and whenever applicable).

1. You all are under CCTV Surveillance.

2. Every student must be in prescribed school/ sports uniform and wear applicable Id card of current session.
3. Personal hygiene, attendance & punctuality.
4. Behaviour, good manners, language and conduct.
5. Respect for others, for the school, its property and image.
6. Adhering to school rules & regulations in all areas.
7. Safety and security of class-fellows, juniors and seniors, teaching & non-teaching staff, tangible and intangible assets.
8. Students are not allowed to involve into any type of quarrel, bullying/ragging as well as eve-teasing or sexual harassment either among themselves or with any outsiders whether on school campus or outside the campus.
9. Students are not allowed to indulge in any sort of activities like cheating during examination, paper leaking etc.

In case of any breach of code of conduct as mentioned above, the School has formed various committees such as Disciplinary Action Committee, Examination Bye-Laws Committee, Examination Action Committee, Sexual Harassment Committee etc. for taking appropriate course of action and it could result in fine or punishment. In extreme cases, this could also result in suspension or rustication of the student. The Committee's decision would be final and binding in all such cases.

Inspite of precautions and safety measures taken by the school, if the student suffers from any mishap, accident or injury during additional academic activity, co-curricular and sports activities, school timings, while travelling by school bus, during excursion / industrial tours / picnics etc., School will not be responsible for the same. However, School will take appropriate action against the concerning person / persons under the purview of law.

Bus Rules & Regulations

1. You all are under CCTV Surveillance and GPS tracking system.

2. Bus facility is available on optional basis on the prescribed bus routes and stops.
3. Bus fee can be paid in installments. The facility will be provided only on timely deposition of bus fee.
4. After the timely deposition of bus fee a bus pass may be issued term wise to the students . It will be mandatory for the students who want to avail bus facility to carry the bus pass, entry in bus will not be possible without bus pass.
5. Bus areas and stops will be decided by the school taking care of all traffic rules. The school bus will not violate any traffic rules under any circumstances .
6. Travel time for your ward may delay during arrival or departure due to traffic rules and repair/ renovation of roads (Road partition).
7. The School reserves the right to decide/change bus stop, route timing, increase route or withdraw the facility partially or fully.
8. Bus facility is provided at traveller's risk.
9. Cost of any damage by students while travelling in bus will be borne by parents.
10. Parents and students are advised to maintain decorum while interacting with bus drivers and conductors.
11. Any complaint regarding bus facility should be made to the school authorities in writing.
12. Parents are requested not to offer any bribe/gift to drivers and conductors.
13. Parents are requested not to handover any types of fees in the form of cheque or cash to the bus drivers or conductors. All fee should be paid at the school office or online and obtain the receipt.
14. Students should reach their respective bus stop 10 minutes before their scheduled time.
15. School reserves the right to revise the bus charges from time to time as per their discretion.
16. Bus facility can not be taken/withdrawn in mid session.

— By Order