



Delhi Public School, Khanna

NH-1, G.T. ROAD, IKOLAHI, KHANNA-141401

TEL. : 01628-231700, 231701 MOB. : 086990-09747, 84271-19747

E-mail : dpskhanna@gmail.com

REGISTRATION FORM

Mother's
photograph

Mother's
signature

Child's
photograph

Father's
signature

Father's
photograph

Duly filled forms are to be submitted to the Administrative Office within seven days of the purchase of this form.

Admission No.....

Registration No.....

Please register the name of my son/daughter/ward for admission in your school.

1. Admission sought to Class.....Session.....

2. Child's name in full (block letters).....

3. Date of Birth (in words and in figures).....

.....Age on last birthday.....

Age on.....Years.....Months.....Days.....

4. Nationality of child.....

5. Father's name (block letters).....

Occupation.....Designation.....

Office address.....

E-mail.....Academic qualification.....

Phone (office).....Mobile No.....



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6. Mother's name (block letters).....

Occupation.....Designation.....

Academic qualification.....

Phone (office).....Mobile No.....

1. Guardian's name.....

Occupation..... Designation.....

Office address.....

.....Academic qualification

Phone (office).....Mobile No.....

2. a) Home townState.....

.....

b) Permanent Address.....

..... Phone No.....

Present address.....

..... Phone No.....

N.B.

1. The child should be 2 ½ (two and a half) years old on.....
2. At the time of admission, an attested copy of the Municipal Birth Certificate or a Certificate from the school (as applicable), 2 passport sized photographs & a copy of the vaccination record (for - pre primary only) will be submitted for school records.
3. Other than Pre-Nursery/Nursery/ Prep, no admission process will be treated as complete until Transfer Certificate in original from the last school is submitted.
4. a) Name of previous school.....
b) Class in which studying in previous school.....
c) Position obtained in the last examination in previous school.....out of.....in year.....
d) Medium of instruction in previous school.....
e) Proficiency in games/Co-curricular/outstanding achievements.....
(Certificate required for proficiency in games, co-curricular or outstanding achievements)
f) Marks (in%)/ Grade obtained in the last annual exam.....



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9. Particulars of all real brothers/sister studying in Delhi Public schools

Name of child	Admission No.	Class/Section School	Branch

10. Declaration

i) I understand that the registration fee is non-refundable & I fully understand that registration is not a guarantee for admission. Admission is granted only when suitable vacancy exists and child's performance in the test is satisfactory as per the school norms.

ii) In case my child/ward is admitted, the school may make arrangements for inoculations against typhoid and cholera and vaccination against small pox to my child from nearby/school doctor.

iii) I have made a careful note of various details regarding the payment of school fees. I have made satisfactory arrangements for remittance of school fees within due dates without waiting for reminder from the school. I will pay the school fee through crossed cheques/drafts in favour of Delhi Public School, Khanna, Punjab as per rules.

iv) I hereby certify that the date of birth & spelling of name of my child/ward given in this form are correct to the best of my knowledge and I shall not make any request for change.

v) I hereby certify that in case I do not claim the caution money paid by me for a period of three years after my ward leaves school, the amount may be treated as a donation to the school and my right over refund of this amount will stand relinquished by me.

vi) I understand that rendering false or misleading information without correct information may disqualify the child for admission/education at this school.

vii) I certify that I am bonafide guardian of their child.

viii) having read carefully the rules, regulations and procedures laid down in the school prospectus and being desirous of having my child/ward educated in Delhi Public School Khanna, Punjab, I hereby agree to abide by them in all respects. I understand that the decision of the management of the school shall be final and binding on me.

ix) I hereby certify that my child/ward and I shall follow all the rules, regulations and procedures laid down by the school from time to time.

x) I understand that the fees may increase according to the increase in living index as per the decision of the management.

Date.....

Place.....

Signature.....

Name in full (block letters)

Address.....

11. Bank A/c for remittance of fee:

name of bank.....

A/c No.....

Admission No.....





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For Office Use Only

Recommendation of Principal/Management/Selection committee.....

Principal's Signature.....

Date.....

Transfer Certificate: Received/ Not received

If received, TC No.....

Date.....School.....

Medical Officer's report: Submitted or not submitted.....

Other documents, if any.....

Admission No. Class Section..... House.....

Admission Clerk.....

Date.....

Admission fee Rs.

Tuition fee Rs.

Caution money Rs.

Bus Fee Rs.

Annual Charges/ Amalgamated Funds Rs.

Total amount received Rs.

Received No.

Date.....

Signature of A/c Clerk/ Manager-Accounts

Teacher's/Manager-admissions

Date.....

Signature

Approved/ Not approved

Principal's
signature

PAYMENT OF FEE-

Fee to be deposited quarterly:

1st Quarter (April, May, June)

Last date to deposit the fee is 10th April

2nd Quarter (July, August, September)

Last date to deposit the fee is 10th July

3rd Quarter (October, November, December)

Last date to deposit the fee is 10th October

4th Quarter (January, February, March)

Last date to deposit the fee is 10th January

A late fee will be charged thereafter.

For new admissions, fee is to be paid within three days of the declaration of the result.