



Preksha Academy

Admission Form

Paste your recent passport photograph here

To,
The Incharge,
Preksha Academy,
MC Layout Vijayanagar.

COURSE APPLIED FOR: _____

Respected Sir,

I want to take the Admission in **Preksha Academy**; I have read the “*Terms and Conditions*” of the institute given overleaf and agree to abide by the same. My particulars are given below:

THE FORM IS TO BE FILLED IN CAPITAL LETTERS ONLY

1. Name of the Student:..... Gender : Male Female , Nationality:.....
2. Father/Guardian’s Name:..... Email ID.....
3. Phone No. - Residence: Mobile (Mother):..... Mobile (Father):.....

Particulars	Father	Mother
Name		
Qualification		
Occupation		
Designation		
Company Name		
Company / Office Address		
Company / Office Tel. No.		
Mobile No.		
E-mail (in BLOCK letters)		

4. Date of Birth:..... Blood Group:.....
5. Address of Correspondence:.....
6. Permanent Address:..... State:..... Pin Code:.....
7. Name of the School from where you Appeared / Appearing for Class:
8. Percentage of marks obtained in the last examination:..... (Attach a photocopy of Mark sheet)
9. Board (School is affiliated to) :.....
10. Details about Your Sibling: Name 1 (Brother / Sister)..... Class presently studying in.....
Name 2 (Brother / Sister)..... Class presently studying in.....
11. Are you taking any specialized Coaching for Competitive Exams. Yes , No Since (Year) If Yes, Name of your Coaching Institute.....
12. How did you get to know about us:.....

Date :

Place :

Yours faithfully,

(Signature of the student)

Terms & Conditions

1. The student who is enrolled with **Preksha Academy** will have to regularly work hard. In case, if the teachers feel that the student is not working hard, creating indiscipline in the institute , irregular in attendance, not responding properly, he/she may be expelled from the institute. The decision of the Centre Incharge 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. After depositing money towards registration, 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 deposited towards a particular course will not be adjusted against any other course as mentioned for students who pay the fee in installments.
3. In case if any parent/guardian misbehaves with any staff member of the institute, 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 will be final and binding on the student and parent/guardian.
4. A student is not allowed to carry mobile phone / i-pod in the institute, if feel necessary to carry same, then it should be switched off. The institute is not responsible for any loss/theft of mobile phone in the institute.
5. The institute shall not be responsible for providing sitting arrangement to the parents while the classes and or tests of their wards shall be on.
6. There will be no installments in the fees structure, if any made by the director, and the amount if not cleared before the due date the student is liable to be expelled from the institute .
7. If any student absents himself/herself for more than 7 days continuously without prior written application, he/she may be seems to be expelled from the institute. No fee or part of the fee will be refunded in such cases. The decision of managing director in this regard will be final and binding on the students and parents.
8. Incomplete form will be rejected. It is compulsory to attach photocopy of mark sheet of last attended class and passport size photograph to the admission form. The institute reserves the right to use the photograph for publicity in case the student secures position/success in his/her school or any entrance examination.
9. The parents can meet the Centre Incharge for any enquiry about their ward progress or any other problem concerning their ward with the prior appointment only.
10. Any change of address or phone no. should be notified to the office without delay.
11. Preksha Academy Institute reserves its right to make any alterations in its programs / fees without any prior notice to anybody.
12. I authorize Preksha Academy to contact and send communication / information by SMS, e-mail, post on the above mentioned communication details given by me.
13. Once a student joins the study centre offered (irrespective of his / her choice of study centre opted before joining), no requested for change of study centre will be entertained, nor the course fee paid will be refunded under any circumstances.
14. Fee Structure of the student /ward will be:
Total Fees :-
.....
.....
.....
.....
15. I have read the terms & conditions and other information as mentioned in the prospectus & promise to abide by the same.

Date: _____

(Signature of the Parents / Guardian)

(Signature of the Student)

(Name of Parents /Guardian)

(Name of Student)