

Saupin's School

A Minority Educational Institution

| Registration No. | |
|------------------|--|
| Admission No. | |

SCHOOL COPY

Covered under section 2(g) of the National Commission for Minority Educational Institutions Act, 2004

APPLICATION FOR REGISTRATION (SESSION 2024-2025)

| For Admission to NURSERY | | | | | | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|--------------------------------------------------|-------------------------|--------------------------------|----------------|------------------------------------|--|--|--|--|--|--|
| LAS | ST DATE FOR SUBMIS | SION OF COMPLE | TED FORM: 2 | 0 th December, 2 | 023 by 2:00pi | m | | | | | | |
| | FOR OFFICE USE | | T | APPLICAT | ION FOR | | | | | | | |
| | | | | Tick the ca | ategory | | | | | | | |
| Applicant adı | | M Y Y Y Y | Christian Community | Ward of Teachers / Staff | Sibling | General Category /sector | | | | | | |
| | Fotal No. of Seats : 50 | | | | | | | | | | | |
| Age Criterion | | Date of birth mu | | | | | | | | | | |
| | I be given to applicants | | | ne time of subm | nission of con | ipleted | | | | | | |
| this order: 1. General 2. Wards of Teachers / Staff of Saupin's School 3. Applicants of the Christian Community (100% fee exemption) 4. Siblings of Present Students 5. The Management will reserve upto 9 seats which will be granted to deserving applicants. Preference to those residing nearest to the school, sector wise. Registration Form 1. One recent passport size photograph pasted at the given place. 2. Recent passport size Photograph of Father& Mother 3. Photocopy of applicant's birth certificate & Blood Group Report 4. Photocopy of proof of Christian community (for applicants under Category 1) 6. Photocopy of SC/ST/OBC Certificate (if applicable) 7. Photocopy of Aadhar Card (Father, Mother & Child) 8. Declaration of income of family from ALL sources accompanied by latest copy of: Income Tax Return(s) (Computation of Income from all source Acknowledgement of above ITR(s) Note: Original documents will only be inspected at the time of actual admission. | | | | | | | | | | | | |
| APPLICAN | T'S DETAILS (Pleas | e leave one box blank be | tween each word) E. | g. VINA | Y S O O | D | | | | | | |
| Name | | | | | | | | | | | | |
| Gender: M | / F / T Date of | Birth D D M N | Y Y Y Y | Age on 01.04 | | MONTHS DAYS | | | | | | |
| Nationality: | | (NO SUBSEQUENT CH. | ANGE WILL BE ALLO | OWED) | Blood C | Group: | | | | | | |
| Whether belonging | to SC ST | OBC (Relevant Certificate | e to be produced at the | time of admission) | Religio | n: | | | | | | |
| Whether belonging | to any minority community | CHRISTIAN BU | | IUSLIMSIKF | JAIN | | | | | | | |
| Home Address | s I I I I I I | | | | | | | | | | | |
| | | | | | 一一 | Please paste a | | | | | | |
| *Email ID | | - | /alking distance | from School | Km | recent passport size photograph | | | | | | |
| | of the applicant | | | | | | | | | | | |
| Phone No. | | *Aadhar Card | | | | in this space | | | | | | |
| *Mobile No (Designated for Communication with school) | | | | | | | | | | | | |
| PARENTS'/GUARDIAN'S DETAILS (Please leave one box blank between each word) | | | | | | | | | | | | |
| Father/Guard | lian's Name | | | | | | | | | | | |
| Relationship v | vith applicant (If other | than Father) | | | | | | | | | | |
| Educational Q | | | | Occupation | | | | | | | | |
| *Mandatory | | | | Please Specify | | | | | | | | |

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| Designation | Organisation/ Department | |
|---------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|--------|
| *Mobile No. *Em | nail ID | \neg |
| Office Address | | ᆿ |
| | Approx. Annual Income | 三 |
| Mother's Name (If not Guardian) | | |
| Educational Qualification | Occupation Please Specify) | |
| Designation | Organisation/ Department | |
| *Mobile No. *Er | nail ID | |
| Office Address | | |
| | Approx. Annual Income | |
| Total family income from all sources (Annual) | | |
| Only Child of Parent Yes No | Only Girl Child of Parent Yes No | |
| FAMILY INFORMATION | | |
| Student Lives With: Both Parents | Mother Father Other | |
| Legal Custody: Both Parents | Mother Father Other | |
| Correspondence to: Both Parents | Mother Father Other | |
| Check if appropriate: Father Deceased | Mother Deceased Parents Divorced | |
| Father Remarried | Mother Remarried Parents Separated | k |
| Parents Living Outside Ir | ndia | |
| DETAILS OF SIBLING(S) CURRENTLY | STUDYING IN SAUPIN'S SCHOOL, MOHALI | |
| (Please Note: No fee concession for siblings) (Please do not | · · · · · · · · · · · · · · · · · · · | |
| | tion with Applicant Class House Roll No Brother/Sister) |). |
| | | |
| | | |
| Any information about the applicant that you would like to give (mention any Food Allergy specifically. | e.g allergy, ailment etc.) Please add extra sheet if required, Pleas | е |
| | Does the child have any proble during Physical Activity? | m |
| | Yes No No | |
| Area(s)/field(s) in which parent / guardian would like to contribut | <u>, </u> | |
| Career Talk Medical Cultural | Sports Teacher Substitution | |
| Others Please Specify | | |
| | ther, or Father, including change in spelling, | |
| addition or subtraction of Surname | or the age of the student will be allowed. | |
| _ | ARATION (To be signed by both parents) | |
| correct and true to the best of my knowledge and belief. | undertake to abide by them. The information filled in this form is | |
| *Guardian/ Father's Name | *Mother's Name | |
| *Signature | *Signature | |
| Date M M Y Y Y Y | * Mandatory | |

| Admic | FOR OFFIC | DUPLICATE COPY NURSERY | | | | | | | | | |
|-------------|----------------------------------------------------------------------------------------------------------|--------------------------------------------------|--------------------|-------------|------------|--|--|--|--|--|--|
| Aums | SIOTI NO. Adi | nitted on | | | | | | | | | |
| APPLIC | ANT'S DETAILS (Please leave o | ne box blank between each word) E.g. $\sqrt{\ }$ | / | s o o | D | | | | | | |
| Name | | | | | | | | | | | |
| Gender: i | M / F / T Date of Birth | | ge on 01.04. | | | | | | | | |
| Nationali | :y: (NO SU | D M M Y Y Y Y BSEQUENT CHANGE WILL BE A | ALLOWED) | Blood Group | ONTHS DAYS | | | | | | |
| Whether bel | onging to SC ST OBC | Relevant Certificate to be produced at the | time of admission) | | | | | | | | |
| Whether bel | Whether belonging to any minority community CHRISTIAN BUDDHIST MUSLIM SIKH JAIN OTHERS (Please Specify) | | | | | | | | | | |
| Home Ad | dress | | | | | | | | | | |
| | | | | | | | | | | | |
| *Email ID | | *Aadhar Card N | o. | | | | | | | | |
| *Mobile N | 0 | signated for Communication w | ith school) | | | | | | | | |
| PAREN' | TS'/GUARDIAN'S DETAILS (Plea | use leave one box blank between e | each word) | | | | | | | | |
| Father/G | uardian's Name | | | | | | | | | | |
| Relations | ship with applicant (If other than Fa | ther) | | | | | | | | | |
| Educatio | nal Qualification | Occu (Please | upation Specific | | | | | | | | |
| Designat | ion | Organisation/ | Specify) | | | | | | | | |
| *Mobile N | No. | Department *Email ID | | | | | | | | | |
| Mother's | | | | | | | | | | | |
| , | nal Qualification | | upation | | | | | | | | |
| Designat | ion | Organisation/ | Specify) | | | | | | | | |
| *Mobile N | No. | Department L *Email ID | | | | | | | | | |
| Only Chi | d of Parent Yes No | Only Girl Child of Pa | arent Ye | es N | lo | | | | | | |
| FAMILY | INFORMATION | | | | | | | | | | |
| Student | Lives With: Both Parents | Mother [| Father | | Other | | | | | | |
| Legal Cu | stody: Both Parents | Mother [| Father | | Other | | | | | | |
| Corresp | ondence to: Both Parents | Mother [| Father | | Other | | | | | | |
| Check if | appropriate: | sed Mother Dece | eased | Parents | Divorced | | | | | | |
| | Father Remar | ried Mother Rem | narried | Parents | Separated | | | | | | |
| | Parents Living | Outside India | | | | | | | | | |
| (DI | DETAILS OF SIBLING(S) CUR | | IN'S SCHOO | L. MOHALI | | | | | | | |
| S.No. | ote: No fee concession for siblings) (Ple Name | Relation with Applicant | Class | House | Roll No. | | | | | | |
| | | (Brother/Sister) | | | | | | | | | |
| | | | | | | | | | | | |

^{*} Mandatory Page 3 of 6



Saupin's School

| Registration No. | |
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| Admission No. | |

MOHALI

A Minority Educational Institution

PARENT'S COPY

Covered under section 2(g) of the National Commission for Minority Educational Institutions Act, 2004

NURSERY Admission Registration Slip 2024-2025

INSTRUCTIONS REGARDING ADMISSION

- Parents of students seeking admission to Saupin's School must submit the Admission Form, duly completed, at the school office between 09:00am and 2:00pm latest by December 20th, 2023- kindly ensure all the required enclosures are attached.
- 2. Parents are strongly urged to try for admission in other schools as well, as it will not be possible to accommodate all applicants.
- 3. Registration fee for Application is non-refundable and does not in any way guarantee admission. Parents are requested to clarify any doubt(s) before making payment. Admission will be given purely on the <u>basis of rules prescribed on page 1</u> of the application form.
- 4. Parents are warned that they may be approached by people claiming to know the Management/Principal or having a say in the admission procedure. Please do not be misled by them.
- 5. Any attempt to use friends or influential people in procuring recommendations for admission will invite automatic disqualification.
- 6. Incomplete forms, or those filled with wrong information, may be rejected.
- 7. Kindly bring the original of the certificates already submitted by you, at the time of securing admission.

Principal

No change in the names of Student, Mother, or Father, including change in spelling, addition or subtraction of Surname or the age of the student will be allowed. All submitted documents must have details that tally with each other.

The attached (Undertaking in the form of an Affidavit) is to be submitted to the school on Stamp Paper of Rs. 50/- AT THE TIME OF ACTUAL ADMISSION duly attested by Notary – at the time of payment of admission fees.

| APPLICANT'S DETAILS | | | | | | | (P | leas | e lea | ave o | one I | oox l | olanl | k bet | twee | n ea | ıch v | vord | E.g | . 🔽 | / | ۱N | 1 V | Υ | S | 0 | 0 | D | | | | |
|---------------------|--|--|--|--|--|--|----|------|-------|-------|-------|-------|-------|-------|------|------|-------|------|-----|-----|---|----|-----|---|---|---|---|---|--|--|--|--|
| Name | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Result will be displayed on 20th January, 2024 at 2:00pm Last Date for securing admission and payment of fee: 13th February, 2024 between 9:00am and 1:00pm

FEE STRUCTURE 2024-25 (Nursery)

(Upto 100% Fee Exemption for Student of Christian Community) (5% Quota)

| Payment by Chague only drawn in favour of "Saunin's School" | | | | | | | |
|-------------------------------------------------------------|--------------|--|--|--|--|--|--|
| Total Payable at the time of admission | Rs. 64469.00 | | | | | | |
| Tuition Fee Per Quarter | Rs. 21966.00 | | | | | | |
| Caution Fee (One Time) Refundable | Rs. 18322.00 | | | | | | |
| Admission Fee (One Time) Non- Refundable | Rs. 24181.00 | | | | | | |

Payment by Cheque only drawn in favour of "Saupin's School"

A late fee of Rs. 10/- per day will be levied if fees are not paid by the due date.



Saupin's School

Undertaking in the form of an Affidavit

| This is to certify | that I, | , father / guardian of the |
|--------------------|-----------------------|------------------------------------------------|
| applicant | AND I, _ | mother / guardian of the |
| above stated appl | icant have read the r | rules of the school applying to the parent and |
| the student and a | gree to accept and a | abide by them, jointly and severally, and any |
| changes made the | herein, from time t | to time. (Available on the school website: |
| www.saupins.com | <u>1</u>) | |

In particular, we accept and will abide by the following:

- 1. That the school uses cutting edge modern technology for education, which at a certain stage will require access to the internet/computers/smart
- 2. That the school lays special stress on all round activities like sports and other clubs (see list on website "https://mohali.saupins.com" under the heading Beyond Academics) and we accept our duty to encourage our children to take active part in them, even after school hours.
- 3. That children selected to represent the school in various fields may be required to travel nationally / internationally and we accept our duty to encourage and facilitate such participation.
- 4. That after a certain level the school will operate for longer hours and we undertake to accept this despite distance from school and / or any tuitions etc. the child may be undergoing privately.
- 5. That no change in date of birth (from as in the Birth certificate submitted at the time of admission) of student will be allowed.
- 6. That no change in the names of the student or parents / guardian shall be allowed without due process as specified by the CBSE:-
 - Affidavit given by the parent, duly notarized/ signed by the Executive Magistrate.
 - Advertisement in two newspapers.
 - Inclusion in the official Gazette.
- 7. That no student will be allowed to leave the school premises during school hours. (NO HALF DAY LEAVE).
- 8. That students must come to school neatly and cleanly dressed, in their complete school uniform prescribed for the season.
- 9. That students must reach school 5 minutes before the bell and that late comers will be sent back home.

10. That the school follows a point system for conduct / misbehavior. After a certain limit students will be detained after school and that parents will have to make their own transport arrangements.
That for Classes VI-VIII, marks in academic subjects will be downgraded or

upgraded according to conduct / behavior. There shall be no rescheduling of

11. That parents must check the school app/website regularly for notices/homework/updates/circulars etc.

texts or exams.

- 12. That school fees have to be paid on time, and that there will be a late fee of Rs. 10/- per day for any delay. And that, in any event, the school reserves the right to strike off the names of those students whose fees are in arrears for 3 or more months. Also that the school will not permit joining a class in the next session if all fees/dues are not cleared before the beginning of the new session.
- 13. Parents who wish to withdraw their children after the start of the academic session, must inform the school in writing. The parent will be liable to pay fee till the date of the student's withdrawal, which must include one month's notice (30 days) or pay one month's fee in lieu of the notice, in addition to current dues. In any event Admission Fee once received will not be refunded.
- 14. That in the event of any natural or man-made disaster, we undertake to continue paying fees etc as per directions of the administration / courts as the case may be.
- 15. That we also undertake not to participate in any agitation or demonstration and tarnish the fair name of the school in any public fora. Any valid complaints may be forwarded to the school authorities for redressal.

| (Father) | | (Mother) | | | | | |
|----------------------------------------------------------|-------------------|-------------------------------------|--|--|--|--|--|
| | Verification | | | | | | |
| Verified that the contents of th | ne above affidavi | it are true and correct to the best | | | | | |
| of our knowledge and nothing has been concealed therein. | | | | | | | |
| Signed on | day of | at Mohali. | | | | | |

Deponent (Father) Deponent (Mother)

(This document is to be submitted on stamp paper of Rs. 50/at the time of actual admission duly attested by Notary)