

THE COMPLETE FORM MUST BE PRINTED ON WHITE COLOURED PAPER OF LEGAL SIZE (21.5CMX34.5CM)

Please read the instructions carefully before you submit the application form:

1. There are 4 printed pages in this form. Please ensure you have downloaded all pages.
2. **SC Judgement:** The Hon'ble Supreme Court of India has held in the case of Society for Unaided Private Schools of Rajasthan v/s U.O.I and Others Writ Petition @ No. 95 of 2010 that the provisions of the Right of Children to Free and Compulsory Education, Act 2009 (RTE) shall not apply to **Unaided Minority Educational Institutions**. The National Commission for Minority Educational Institutions, Government of India, New Delhi has **declared this to be a Minority Educational Institution within the meaning of Section 2 (g) of the NCMEI Act**.
3. The School being a Minority Institution reserves its Constitutional right to give preference to children from the Sikh community. Preference will also be given to siblings, wards of alumni (who studied for a minimum period of 5 years), Management and wards of Staff.
4. There is **no screening** of the children or their parents.
5. The **presence of both parents** with the child is mandatory on the day of admission. If parents are divorced or if a parent is widowed or single, **necessary legal documentation** must be presented at the time of admission. *Please refer to point 8.*
6. Two passport-size **photographs** must be attached with the admission form in addition to the one pasted on this form. The **child's name and date** (when picture is taken) should be printed below the Image (*as per sample shown*). In addition, one postcard-size photograph of the family is to be pasted on page 4 of this admission form. All photographs should not be more than one month old.


7. At the time of submission of this form:
 - a) A sum of **Rs. 150/-** is to be deposited at the time of registration.
 - b) **Originals of all documents (mentioned on page 2)** are to be brought for verification and a notarized true copy of the **original birth certificate** must be submitted along with this completed form.
 - c) In case, on verification or any subsequent point of time a document is found to be fabricated, forged or tampered with, the admission would automatically stand cancelled with immediate effect. Any fee paid (admission or tuition) will not be refunded.
8. If it is determined that critical information has been withheld, either intentionally or inadvertently, the School reserves the right to either withdraw a student's acceptance or terminate the student's placement in class. Contradictions and discrepancies detected will result in the cancellation of admission without any notice.
9. The ward's and parents' names must be written on this form as on the birth certificate. The name of the child as mentioned in these submitted legal documents will be entered into school records and further provided to the Ministry of Education. **No changes will be made thereafter in the date of birth or names.**
10. Notarized or self-attested photocopies of the child's, father's and mother's **aadhaar cards** may be attached with this completed admission form. However, the child's aadhaar card is not mandatory.
11. Incomplete forms / those filed with incorrect information / unattested documents or forms not accompanied with the required documents, will **NOT** be considered for admission purposes. Admission will be withheld until all requisite documents are submitted.
12. Forms and all the accompanying documents/photographs, once submitted, will become the property of the school and will not be returned. In case of loss or damage of documents, copies of documents submitted in school will not be supplied without a written application.
13. Contact numbers/e-mail ids given must be permanent, valid and working. In the event that the school is unable to reach the parent at the given number(s)/e-mail id, the school will not be responsible for the consequences.
14. The final list of selected candidates will be put up on the notice board.
15. The school does not provide **transport facilities**. There are a few private operators plying buses, who may be contacted.
16. Necessary **safety and security measures** are implemented in the school. Policies and procedures to be followed in case of eventuality are clearly written in the Child Protection Plan (CPP). Parents can ask about these and apply only after their queries have been answered.
17. Admission to the school means a complete acceptance and observance of the rules and regulations laid down by the School Management.
18. The school follows a zero tolerance policy against violence, any kind of substance abuse and indecent / immoral conduct. A child, if found indulging in any of the above activities, will be expelled with immediate effect.
19. For classes K.G. and above, submission of a **transfer certificate with PEN number** issued by the Principal of the school last attended is mandatory along with an attested photocopy of the **original marks sheet / report card** duly signed by the Principal of the previous school.
20. **One month's notice** is mandatory prior to the withdrawal of a student from school. Otherwise, the fee for that month becomes payable. The Transfer Certificate will be issued only after all school dues are cleared.
21. Admission will remain **provisional** until all of the above mentioned **documents have been submitted** in the school office. Admission will be **regularized** only after the submission of the requisite documents.

I agree to abide by all the policies and procedures of KIDS 'R' KIDS SCHOOL as outlined in this agreement and the student's handbook. I have read and understood the above statements.

Signatures
with date

Father

Mother

Legal Guardian (if any)

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ADMISSION FORM CHECKLIST

Please ensure that all documents are legible, attested and submitted within **7 days** of the submission of the admission form. Admission will not be regularized until all relevant documents are submitted. Non-compliance will result in the cancellation of admission within one (1) month from submission of the form.

Please tick mark the documents being submitted along with the completed application form.

Tick here	Documents	For office use only
	Birth Certificate Original Birth certificate of the child. The child's and parents' names, with spellings, must match those on the birth certificate. No changes will be made thereafter in the date of birth or names.	
	Transfer Certificate with PEN number from previous school attended	
	Progress Report of the last class attended duly signed by the Principal	
	Tick the two documents that are attached showing identification and address proof of both the parents: a) Passport (valid) b) Voter Card c) Aadhaar Card d) Driving License e) Rent Deed f) Others (please specify) _____	
	Sibling in school Birth certificate of sibling with parents' name clearly indicated.	
	Single parent: Attested legal documents along with originals or court orders indicating legal custody of the child.	
	Legal Guardian (if any): Attested legal documents along with originals or court orders indicating legal custody of the child.	
	Three (3) recent (not more than one month old) passport-size photographs of the child with the child's name and date when picture is taken printed below the image. (Refer to point no. 6)	
	One postcard size family photograph	
	If student is a foreign national, please attach copies of the following documents: a) Valid passport b) Valid Visa + Residential Permit or PIO/OCI Card	
	For children who are handicapped/suffering from a medical ailment or are differently-abled and can be mainstreamed and admitted in an inclusive classroom: a) Medical/Learning Disability certificate from PGI/GMCH 32/GMSH 16 or a Govt. hospital. The learning disability certificate must be from the Psychiatric Department of the Govt. hospitals. b) Detailed assessment report indicating that the child can be mainstreamed or admitted in an inclusive environment/classroom.	
	Schedule Caste/Schedule Tribe/Other Backward Class/ Minority : Attested certificate of the parent and child (if applicable) from the appropriate authority.	

TOTAL NO. OF DOCUMENTS ATTACHED: _____

Signatures with date

Father

Mother

Legal Guardian (if any)

Admission: GRANTED REFUSED

Signature of granting authority

Date

Required documents checked and verified with originals by:

Date _____

Remarks / observations, if any, of verifying authority:

Please paste a passport size, coloured photo of the student seeking admission (not taken more than a month ago). Under the photograph, write the name of the child with the date when picture was taken.

(Staple two photos here)

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Form no. Admission no. Registration no.

Class seeking admission in :	Previous class completed :	Nationality:	Religion:
Previous school attended, if any (provide documentary proof):		PEN number of student:	<input type="text"/>

Please write in capital letters and leave two boxes in between the first and the last name.

Child's Name <input type="text"/>			
Blood group : <input type="text"/>	Date of Birth <input type="text"/>		
Adhaar no. : <input type="text"/>	D D M M Y Y Y Y		
Address :		(in Words) _____	
City :	State :	Pin code :	Age : <input type="text"/>
Sex (circle one): Male / Female / Transgender			
Is the child a Foreign Passport Holder : Yes <input type="checkbox"/> No <input type="checkbox"/> (if yes, attach documentary proof)			
Father's Name <input type="text"/>			Age <input type="text"/> yrs.
Father's Educational Qualifications :		Annual Income :	
Mobile no.:		Occupation:	
Father's e-mail id :		Address of place of employment :	
Mother's Name <input type="text"/>			Age <input type="text"/> yrs.
Mother's Educational Qualifications :		Annual Income :	
Mobile no.:		Occupation:	
Mother's e-mail id :		Address of place of employment :	

Please attach an attested photocopy of certificate if belonging to either of these categories (as requested by the Ministry of Education):
(Circle the category) SC ST OBC Others: (Specify) _____
The information asked above has no relevance to the grant of admission.

Please attach an attested photocopy of certificate if belonging to a Minority:
(Specify) _____
Sikh Minority will be given preference.

The medium of instruction in school is **English**. Please specify the mother tongue at home : _____
Please specify an optional language used (if any) : _____

Is your child an only child? : Yes No If no, please provide the following sibling information (Real brother/sister studying at Kids 'R' Kids School / Other schools?)

Name of sibling	Relation	Class & Section	Admn. No.	School

Signatures with date { _____
Father Mother Legal Guardian (if any)

POSTCARD SIZE

Recent (not taken more than a month ago)
photo of the child with parents/legal
guardian(s) and siblings only

Refer to point no. 6

FAMILY INFORMATION (Please mark the appropriate box)			
Student lives with :	<input type="checkbox"/> Both parents	<input type="checkbox"/> Mother only	<input type="checkbox"/> Father only <input type="checkbox"/> Other Specify _____
Legal custody with:	<input type="checkbox"/> Both parents	<input type="checkbox"/> Mother only	<input type="checkbox"/> Father only <input type="checkbox"/> Legal Guardian Specify _____ <i>(Attach legal documents)</i>
In case of single parent or adopted child , attested photocopies of legal documents along with originals or court orders must be submitted at the time of admission.			
Mark if applicable :	<input type="checkbox"/> Father deceased	<input type="checkbox"/> Mother deceased	<input type="checkbox"/> Parents divorced
	<input type="checkbox"/> Father remarried	<input type="checkbox"/> Mother remarried	<input type="checkbox"/> Parents living outside India <input type="checkbox"/> Parents not living in Tricity
Is one parent not living in Tricity? Which?	<input type="checkbox"/> Father	<input type="checkbox"/> Mother	

Is your child handicapped in any way?	Yes	No	If yes, attach medical certificate.
Specify disability :			
Does your child suffer from a medical ailment?	Yes	No	If yes, attach medical certificate.
Specify ailment :			
Is your child differently-abled but can be mainstreamed?	Yes	No	If yes, attach medical certificate.
Does your child have an allergy?	Yes	No	If yes, please specify:
Is your child allergic to a food item?	Yes	No	If yes, please specify:

Emergency contact when parents cannot be reached :	
Name :	Mobile no.:
Address:	

My child may be released every working day to the person signing this agreement or to the following :	
Name :	Mobile no.:
Relationship :	Address:

_____ *Father* _____ *Mother* _____ *Legal Guardian (if any)*

*Paste photo of the
person to whom the
child will be handed
over*

Note: The school does not accept any donations/capitation fees for admission.

- Payment of admission fee can be made digitally through UPI or by demand draft in favour of **“Kids ‘R’ Kids International Educational and Social Welfare Trust”** at the time of admission. Balance fees for the year are to be paid by the parents as per the schedule mentioned in the fee sheet. Fees may be increased up to 8% and likewise in the following years. Parents are requested to check the current fee structure from the school website and apply only after they are satisfied that they can meet the fee requirements. No request for fee concessions or waiver of fee will be considered.
- The **admission fee** and the **school fee**, once paid, are non-refundable.

Signatures with date	_____	_____	_____
	<i>Father</i>	<i>Mother</i>	<i>Legal Guardian (if any)</i>
Name in block letters	_____	_____	_____
	<i>Father</i>	<i>Mother</i>	<i>Legal Guardian (if any)</i>