



# Saupin's School

MOHALI

A Minority Educational Institution

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

Registration No.

Roll No.

**SCHOOL COPY**

## APPLICATION FOR REGISTRATION (SESSION 2022-2023) For Admission to NURSERY

LAST DATE FOR SUBMISSION OF COMPLETED FORM : 18<sup>th</sup> December, 2021 by 2:00pm

### FOR OFFICE USE

### APPLIED FOR

Applicant admitted on <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> D D M M Y Y Y Y	Tick the Category			
	Christian Community	Ward of Teachers / Staff	Sibling	General Category / Sector

**AGE CRITERION** : Date of birth must be between 1<sup>st</sup> October 2018 and 30<sup>th</sup> September 2019

### Preference will be given to applicants in this order:

- Applicants of the Christian Community (up to 100% fee exemption) (5% quota)
- Wards of Teachers / Staff of Saupin's School
- Siblings of Present Students
- The Management will reserve upto 9 seats which will be granted to deserving applicants.
- General  
*Preference to those residing nearest to the school, phase/sector wise.*

### Documents required at the time of submission of completed Registration Form

- Photocopy of proof of Christian community (for applicants under Category 1)
  - One recent passport size photograph pasted at the given place.
  - Photocopy of applicant's birth certificate.
  - Photocopy of proof of residence. (Present)
  - Photocopy of Aadhar Card (Father, Mother & Child)
  - Declaration of income of family from ALL sources accompanied by latest copy of:
    - Income Tax Return(s) (Computation of Income from all sources)
    - Acknowledgement of above ITR(s)
- Note: Original documents will only be inspected at the time of actual admission.*

## There will be NO draw of lots

### APPLICANT'S DETAILS

(Please leave one box blank between each word) E.g.

V I N A Y K S O O D

Name

Gender: M  / F  Date of Birth     Age on 01.04.2022

D D M M Y Y Y Y

YEARS MONTHS DAYS

(NO SUBSEQUENT CHANGE WILL BE ALLOWED)

Class to which admission sought  Nationality: \_\_\_\_\_

Whether belonging to  SC  ST  OBC (Relevant Certificate to be produced at the time of admission)

Whether belonging to any minority community  CHRISTIAN  BUDDHIST  MUSLIM  SIKH  JAIN

OTHERS (Please Specify) \_\_\_\_\_

Home Address

\*Email ID

Walking distance from School  Km

Phone No.

Aadhar Card No.

\*Mobile No.  (Designated for Communication with school) (If available)

Please paste a recent passport size photograph of the applicant in this space

\*Mandatory

## PARENTS'/GUARDIAN'S DETAILS

(Please leave one box blank between each word)

Father/Guardian's Name

Relationship with applicant (If other than Father)

Educational Qualification  Occupation   
(Please Specify)

Designation  Organisation/ Department

\*Mobile No.  \*Email ID

Office Address

Approx. Annual Income

Mother's Name   
(If not Guardian)

Educational Qualification  Occupation   
(Please Specify)

Designation  Organisation/ Department

\*Mobile No.  \*Email ID

Office Address

Approx. Annual Income

Total family income from all sources (Annual)

**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.**

### DETAILS OF SIBLING(S) CURRENTLY STUDYING IN SAUPIN'S SCHOOL, MOHALI

**(Please Note: No fee concession for siblings)** (Please do not include cousins)

S.No.	Name	Relation with Applicant (Brother/Sister)	Class	House	Roll No.

Any information about the applicant that you would like to give (e.g allergy, ailment etc.) Please add extra sheet if required

Area(s)/field(s) in which parent / guardian would like to contribute to enrich school life. (Please add extra sheet if required)

Career Talk    
  Medical    
  Cultural    
  Sports    
  Teacher Substitution

Others  Please Specify

#### DECLARATION

(To be signed by both parents)

I have read carefully the instructions regarding admission and undertake to abide by them. The information filled in this form is correct and true to the best of my knowledge and belief.

\*Guardian/ Father's Name ..... \*Mother's Name .....

\*Signature..... \*Signature .....

Date

D D M M Y Y Y Y

**\* Mandatory**

**FOR OFFICE USE**

Roll No.

Admitted on     
D D M M Y Y Y Y

**DUPLICATE COPY**

**APPLICANT'S DETAILS**

(Please leave one box blank between each word) E.g.

V I N A Y K S O O D

Name

Gender: M  / F

Date of Birth     
D D M M Y Y Y Y

Nationality: \_\_\_\_\_

**(NO SUBSEQUENT CHANGE WILL BE ALLOWED)**

Class to which admission sought

Whether belonging to  SC  ST  OBC (Relevant Certificate to be produced at the time of admission)

Whether belonging to any minority community  CHRISTIAN  BUDDHIST  MUSLIM  SIKH  JAIN  
 OTHERS (Please Specify) \_\_\_\_\_

Home Address

\*Mobile No.

Aadhar Card No.

(Designated for Communication with school)

\*Email ID

**PARENTS'/GUARDIAN'S DETAILS**

(Please leave one box blank between each word)

Father/Guardian's Name

Relationship with applicant (If other than Father)

Educational Qualification

Occupation   
(Please Specify)

Mobile No.

Email ID

Mother's Name

(If not Guardian)

Educational Qualification

Occupation   
(Please Specify)

Mobile No.

Email ID

**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.**

**DETAILS OF SIBLING(S) CURRENTLY STUDYING IN SAUPIN'S SCHOOL, MOHALI**

*(Please Note: No fee concession for siblings)* (Please do not include cousins)

S.No.	Name	Relation with Applicant (Brother/Sister)	Class	House	Roll No.

\* **Mandatory**





# Saupin's School

Mohali

## 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 applicant have read the rules of the school applying to the parent and the student and agree to accept and abide by them, jointly and severally, and any changes made therein, from time to time. (Available on the school website: [www.saupins.com](http://www.saupins.com))

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 phones/tablets at home and, which our ward shall be provided with.
2. That the school lays special stress on all round activities like sports and other clubs (see list on website under link “<http://saupins.com/mohali/page.php?ss=82>”) 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-XII, marks in academic subjects will be downgraded or upgraded according to conduct / behavior.
11. That parents must check the school app/website regularly for notices/ homework /updates / circulars etc.
12. That school fees have to be paid on time, and that there will be a late fee of Rs. 50/- 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 (30days) 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.

**Deponent  
(Father)**

**Deponent  
(Mother)**

**Verification**

Verified that the contents of the above affidavit 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)**