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Form Fee : 100/-

(NOTE: DO NOT FOLD THIS FORM)

# ADMISSION FORM 2024-25



Form No. \_\_\_\_\_

Pre-Primary	
Primary	
Secondary	

## Saraswati English High School

● Pre-Primary ● Primary ● Secondary

(Maharashtra Govt. Recognised : S.S.C Index No. S.16.19.063)

1563, Behind Narpoli Lake, Anjurphata-Kharbav Road, Narpoli, Bhiwandi - 421302, Dist-Thane

Ph. **8459255990**, Website : <https://sms.sehschool.com>

Please fill the details in CAPITAL LETTERS only. Submit this form within ONE month.

Student's Name (surname first) : \_\_\_\_\_

Date of Birth:

Gender : Boy ☐ Girl ☐

Place of Birth \_\_\_\_\_

Seeking admission in the class \_\_\_\_\_ Mother tongue \_\_\_\_\_

Name & address of previous school \_\_\_\_\_

Nationality : \_\_\_\_\_ Religion : \_\_\_\_\_ Caste : \_\_\_\_\_

Aadhar UID:

Shalarth Student ID : \_\_\_\_\_

Permanent address: \_\_\_\_\_

Pin :

Affix  
Passport  
Sized Photo

Document Submitted: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Mother's Name: \_\_\_\_\_

Occupation: \_\_\_\_\_

Occupation: \_\_\_\_\_

Education : \_\_\_\_\_

Education : \_\_\_\_\_

Contact No :

Contact No :

Siblings: (1) Name: \_\_\_\_\_ Class \_\_\_\_\_ School \_\_\_\_\_

(2) Name: \_\_\_\_\_ Class \_\_\_\_\_ School \_\_\_\_\_

I hereby certify that the information given in the this form is complete and accurate. I understand and agree that misrepresentation or omission of facts may result in denial/ cancellation of admission or expulsion.

Date : \_\_\_\_\_

Place : BHIWANDI

Receipt # \_\_\_\_\_

Parent's Signature

# ADMISSION RULES :

## Age Criteria:

Play Group - 3years by 30 September 2024.  
Jr.KG - 4 years by 30 September 2024.  
Sr.KG - 5years by 30 September 2024.  
Std.1st - 6years by 30 September 2024.  
Std.2nd onwards - Only on the basis of School Leaving Certificate of previous school.

## Documents Required:

For Play Group, Jr.KG and Sr.KG and Std. 1st-  
Original Birth Certificate, Adhar Card of child and Passport sized Photo of child.  
For Std. 1st to 10th - Original School leaving certificate / Transfer Certificate of the pervious school.

## School Time:

For Pre-Primary Section (Play group / Nurser, Jr.KG and Sr.KG) is from 8am to 11:30am.  
For Primary Section (Std. 1st to 5th) is from 12:20pm to 5:20pm.  
For Secondary Section (Std. 6th to 10th) is from 7:10am to 12:10pm.

## School Fee:

The school fee of entire year is divided into the unequal 4 installments for convenience. Parents must pay school fee on or before due date. The due

dates for school fee is as under -

1st Installment : 15th June 2024  
2nd Installment : 30th August 2024  
3rd Installment : 15th November 2024  
4th Installment : 31st January 2025

Parents may pay fee with cheque. Cheque will be excepted only on or before due date (Grace period 15 days). Parents should take optimum care that cheuqe will be honored. **Cheque bounce charges will be 500/-.**

**Please note, if you unable to pay school fee on time school may collect Late Fee for the delayed duration.**

## Admission Process:

Parents must visit school with filled application form and all necessary documents listed above along with the child.

## Annual Growth in school fee:

School fee will be increased annually around 7-8% on pervious year's annual fee of the same class.

## Admission Form:

Admission forms will be issued on the basis of availability of seats. Parents must take admission using this form within ONE month.

I, Mr./Mrs. \_\_\_\_\_, Mother / Father / Guardian of Master / Miss \_\_\_\_\_ hereby declare that:

- (a) The information furnished in this application form is correct to the best of my knowledge.  
(b) I undertake upon myself to pay regular fee on behalf of my ward in due date, and in the event of failure on the part of my ward, the Principal of the school may take action against my ward as he may deem fit. I have read all the rules of admission and rules of school. I undertake to ensure that my ward will abide  
(c) by the rules and regulations of the school to the satisfaction of the Principal. I also accept responsibility of inquiring periodically the attendance and progress of my Son / Daughter / Ward.  
I also declare that any action taken by the Principal for any infringement of the rules of conduct,  
(e) discipline and attendance will be accepted by me.

Date :     /     /

Place : BHIWANDI

\_\_\_\_\_  
Signature of Parents / Guardians