



## FOR OFFICE USE ONLY

### Admission Department

1. Transfer Certificate Sl. No..... Date..... School.....
2. Birth Certificate Sl. No.....Date..... Issued by.....
3. Passport size photo Received YES / NO
4. Other Documents
  - a. Report card of classes ..... nos.
  - b. Games and Sports Certificates..... nos.
  - c. Other Certificates (Specify)..... nos.

I have received, checked and verified all the above documents and made entries in admission register against Admission No. ....

Sign. of Office Clerk / Admn.I/C

Date.....

### OFFICE

#### Fee Charged at the time of admission :

- |                    |         |                            |                |
|--------------------|---------|----------------------------|----------------|
| 1. Admission fee   | Rs..... | 5. Tuition Fee             | Rs.....        |
| 2. Caution Money   | Rs..... | 6. Pupil Fund Fee          | Rs.....        |
| 3. Development fee | Rs..... | 7. Library Fee             | Rs.....        |
| 4. Annual fee      | Rs..... | 8. Computer Fee            | Rs.....        |
| 9. Any other       | Rs..... | <b>Total Deposited Fee</b> | <b>Rs.....</b> |

Bank Txn. No..... Date..... Sign. of Office Clerk.....

### CLASS TEACHER

1. Date of joining the class ..... Sec..... House.....
2. SUPW Club ..... Other remark .....

Sign. of Class Teacher

Principal

Name.....

Date

**Student Name** .....**Class**.....**Adm. No**.....