



INNOVATIVE MINDS SCHOOL OF EXCELLENCE

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IOS Complex, Tendulkar Point, Talegaon (SP)

Ta Ashti, Dist Wardha, Maharashtra, India

Contact : 07156 236006

Website : www.innovativemindsschool.org

Name : _____
Class : _____
Section : _____
Address : _____
Phone No. : _____



INNOVATIVE MINDS

SCHOOL OF EXCELLENCE

REGISTRATION FORM

Day Scholar

Registration No.

Date

Admission No.

ISSUE OF REGISTRATION FORM DOES NOT GUARANTEE ADMISSION

AS SEATS ARE LIMITED

TO BE FILLED IN BLOCK LETTERS

Please register the name of my son / daughter / ward for the admission in your school

Photograph

1. Admission sought to : Class

2. Child's Name in Full (Surname First)

3. Date of Birth (In Words and in Figure)

Year Months Days

4. Aadhaar Unique Identification Number

5. Nationality of Child Religion Caste (Gen.OBC/SC/S/T)

6. Father's Name

Occupation Designation Annual Income

Organisation Name & Address

Academic Qualification

Phone (Office) (Residence) (Mobile No.)

7. Mother's Name

Occupation Designation Annual Income

Organisation Name & Address

Academic Qualification

Phone (Office) (Residence) (Mobile No.)

8. Neighbour's Phone No

9. (a) Home Town _____ State _____ Country _____
 Nearest Railway Station / Airport _____
 (b) Address : (Permanent) _____

 (Present) _____

10. Details of any real brother or sister studying in IMSE.

	Name of the Child	Admn. No.	Class / Sec.	Remarks
1.
2.

Any Other Information

Staff Child (Mention the name of the parent (s) working at Innovative Minds School of Excellence.

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11. Hostel Facility required (yes/no)

12. Transport Required (yes/no)

Father's Signature

Mother's Signature

N.B.

- At the time of admission an attested copy of Municipal Birth Certificate or a Certificate from the School attended (as applicable).
- Four passport size photographs of student & two photos each of Father, Mother & Guardian will be submitted for school records.
- Other than Pre Primary Classes, no admission is completed until Transfer Certificate in original from the last school is submitted.
- Name of Previous school
 - Class in which he / she was studying in the last school
 - © Position obtained in the last examination in the previous school out of
 in the year
 - Medium of instruction in previous school (English/Hindi)
 - Proficiency in games / Co-curricular / outstanding achievements (if any)
 - Certificate may be enclosed for proficiency in Games / Co-curricular / Outstanding Achievements (if any).

(g) Details of marks obtained in the last annual exam (in %)

Subject	Marks/Grade

13. Declaration

- (i) I know that registration fee is non-refundable & I fully understand that registration is not binding for admission. It may be given only when suitable vacancy exists and child's performance in the test is satisfactory as per the school norms.
- (ii) In case my child is admitted the school may make arrangements for inoculations against Typhoid and Cholera & vaccination against Small Pox to my child by school doctor.
- (iii) I have made careful note of various details regarding the payment of school fee. I have made satisfactory arrangements for remittance of school fee within due dates without waiting for reminder from the school. I will pay the school fee through bank deposit, in favour of Innovative Minds School of Excellence as per rules. Withdrawal of students after remittance of full fee in school account would be the sole discretion of the guardian. I fully understand that the fee will not be refunded.
- (iv) I hereby certify that the date of birth & spellings of name of my child / ward given in the Form are correct to the best of my knowledge and I shall not make any request for change.
- (v) I hereby certify that in case I do not claim the Caution Money paid by me for a period of two years after my ward leaves the school, the amount may be treated as a donation to the school and my right over refund of this amount will stand relinquished by me.
- (vi) I understand that rendering false or misleading information or withholding correct information may disqualify the child for admission / education at this school.
- (vii) Having read carefully the rules, regulations and procedures laid down in the school prospectus and being desirous of having my child / ward educated in Innovative Minds School of Excellence, I hereby agree to abide by them in all respects. I understand that the decision of the management of the school shall be final and binding on me.
- (viii) I hereby certify that my ward and myself shall follow all the rules, regulations & procedures laid down by school from time to time.
- (ix) I hereby put my signature to confirm the above declarations.

Date :

Place :

Address :

.....

.....

.....

Signature of Father / Mother



PROFORMA FOR MEDICAL CERTIFICATE

Admission No.

Name : S/D/o

Age at the time of medical Examination Year Months

Address :
.....

Weight : Height : Blood Group :

Vision :

Without Spects : Rt. Eye: Lt Eye:

With Spects : Rt. Eye: Lt Eye:



Code 'N' for normal

In case of abnormality, mention 'SPECIFIC ABNORMALITIES'

- 1. SKIN
- 2. EYES
- 3. EARS
- 4. MOUTH
- 5. PHARYNX
- 6. TEETH
- 7. LYMPH NODES
- 8. RESPIRATORY SYSTEM
- 9. CARDIO VASCULAR SYSTEM
- 10. ABDOMEN
- 11. ALLERGIES -IF ANY, TO MEDICINE AND FOOD

Skeletal system

[Green bar]

NEURO DEVELOPMENT

[Green bar]

- Gross Motor

[Green bar]

- Speech

[Green bar]

- Hearing

[Green bar]

Behavioral problems, if any

[Green bar]

Any other observation

[Green bar]

DOCTOR'S ADVICE ;

(Kindly indicate, if any vaccine needs to be administered)

.....

.....

CERTIFICATE

I hereby certify that

S/D/o. has been examined by

the undersigned and has found him / her mentally and physically fit to join school.

Date :

(Name & Signature)

Seal & Registration Number :

Note : This form should be kept ready and submitted while completing admission formalities

Signature of Father / Guardian

Signature of Mother / Guardian



INNOVATIVE MINDS

SCHOOL OF EXCELLENCE

TRANSPORTATION FORM

(Use Capital Letter Only)

Admission No.

We request that our son / daughter / ward whose particulars are given below may be permitted to use the school bus for his / her return journey between and Innovative Minds School of Excellence w.e.f. in the event of his / her admission to the school.

Please affix a recent colour photograph of the child

INFORMATION OF THE CHILD

Last Name First Name

Gender Male Female Date of Birth D M Y

Age : Class Section

Home Address

.....

.....

Phone (Residence)

Phone (Office)

Emergency / Mobile

Declaration ;

1. We undertake to pay the bus fee according to the rules and regulations framed by the school time to time.
2. We understand that it would be our responsibility to drop and pick-up our child at / from the specified bus-stop.
3. We accept that the bus facility is extended to our ward at our own risk and responsibility.
4. We understand that our ward will be allowed to travel in the bus only if seat is available on the route.
5. We have read and do here by consent to the terms and conditions regarding transportation.

.....
Signature of Father / Guardian

.....
Signature of Mother / Guardian

Procedures, Terms and Conditions

Details about admission process and formalities can be obtained from the office.

1. Refund of Fee

- Fee once paid is not refundable for any reasons whatsoever.

2. Withdrawal Rules

- Application for withdrawal is to be made on a prescribed proforma available in the school office. No child can be withdrawn till a written request from parents is put up. A one month notice period or one month notice fee is required for withdrawal.
- Clearance must be obtained from the laboratory and library incharge before applying for withdrawal.
- Transfer Certificate will be issued after one week of the receipt of the application and clearance of all dues.

3. Bus Rules

- Request for using the school bus must be made at the beginning of the session i.e. April. No request will be entertained during mid-session.
- It will be the sole responsibility of the parents to escort the pupil to and from the fixed bus stops. The bus facility is extended at the sole risk and responsibility of the parents.
- Any suggestions or complaints should be reported to the transport in-charge. Parents are expected to treat the bus staff courteously. Do not give instructions to bus staff, driver or conductor.
- The bus shall stop at the pre-decided stops only for picking up children. Those who are late will miss the bus at their own risk.
- For security reasons, students who miss the bus from the assigned stop will not be picked up from any subsequent stop.
- In case a Parent/ Guardian is not present at the bus stop to pick up the child while being dropped back, the child will be driven back to the school.
- The school does not own the bus service but will introduce the parents to the vendors. Vendors are carefully selected but school is not responsible for any mishap related to the transport service.

4. Right of Alteration / Modification

- Management reserves the right to modify, after and / or include any other terms and conditions that may be deemed fit in the interest of the institution.

5. Medical Facility

- The school is well equipped to deal with most of the emergencies.
- The school provides facilities of First-Aid only.
- The school cannot be held responsible for injury suffered by a child. No reimbursement of charges would be made towards any medical treatment.

6. Procedure for Fee Payment

- Fee is charged as per schedule given in the fee card.
 - (a) Fee at the time of admission and installments thereafter shall be deposited directly in Bank of Maharashtra, Talegaon (SP) branch, into the account of Innovative Minds School of Excellence, AC no. 60156734210, IFSC code MAHB0000734

In case where cheque is issued for any payment is dishonored by Bank for reason of insufficient funds, a penalty of Rs. 300/- will be charged and if dishonored due to any other reason a penalty equal to Rs. 200/- will be charged. The name of the child is liable to be struck off the rolls, if the fee is not paid by the last date of the said months.

Note : Only the Registration Form should be submitted at the time of Registration. Forms are required only after the child is granted admission.

Important Information

- * No Certificates / Testimonials are to be submitted along with any form unless specified.
- * This form is only for Registration for Admission.
- * Kindly attach the Photocopy of Report Card of passed for Admission to Class 1 and above.

Disclaimer : All the above terms & conditions are subject to Amendment from time to time as per the decision of the Management. The decision of the management shall be final in all matters pertaining to be admission process and policy matters of the school.