



# **HAPPY PALACE GROUP OF SCHOOLS**

## **REGISTRATION FORM 2013/14**

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### REGISTRATION FORM 2013/14

ADMISSION DETAILS									
Date		Class Applied for	Grade:						
STUDENT DETAILS									
Family Name									
Name									
	first	middle	last						
Date of Birth	day – month – year			Gender	Male <input type="checkbox"/>	Female <input type="checkbox"/>			
Family Language				Nationality					
Email				Mobile No					
PARENTS DETAILS									
Father's Name									
CNIC									
Business Address									
Residential Address									
Occupation									
Office Phone			Home Phone			Mobile No			
SIBLINGS DETAILS (Brothers & Sisters)									
1. Name				Gender	Male <input type="checkbox"/>	Female <input type="checkbox"/>			
School				Class		Age			
2. Name				Gender	Male <input type="checkbox"/>	Female <input type="checkbox"/>			
School				Class		Age			
3. Name				Gender	Male <input type="checkbox"/>	Female <input type="checkbox"/>			
School				Class		Age			
EMERGENCY CONTACT DETAILS									
Doctor's Name				Phone			Mobile		
Relative's Name				Phone			Mobile		
(Please Specify)    Parent <input type="checkbox"/> Relative <input type="checkbox"/>									
CHECK LIST OF DOCUMENTS									
<b>Applicants must submit the following documents to the school without which the application will not be processed.</b>									
Last three Report Cards with photocopy (if applicable)				<input type="checkbox"/>	Birth Certificate			<input type="checkbox"/>	
Photographs x 2				<input type="checkbox"/>	Leaving Certificate			<input type="checkbox"/>	
Awards/Certificates				<input type="checkbox"/>	A non-refundable fee of Rs. 300/-			<input type="checkbox"/>	

**Declaration**

I/We do hereby declare that all the details provided above are true. If any misinformation is found at any stage of the applicant's study, his/her registration may be cancelled and any action taken by the school will be accepted by me/us. We also agree to abide by all existing rules and regulations of the school and those that may be framed from time to time.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

FOR OFFICIAL USE ONLY			
Administrative		Admission Test	
Registration receipt No.		Subject (s) of test	
Amount Received		Day Date Time	
Class for which admission sought			

Office In Charge's Name:

Signature: \_\_\_\_\_

## Instructions for Guardian / Parents

To be read with the Terms and Conditions as specified in the Admission Form of the School.

- The Registration Form must be complete in all aspects.
- Photocopy of the child's birth certificate, copy of parent's C.N.I.C., five recent passport size pictures and original school leaving certificate will be required for retention in School record.
- The school reserves all rights of review and enhancement in the Registration Fee, Tuition Fee and all other fee charges.
- The class may be shifted to any other campus for valid reasons.
- The School has the right to refuse registration of a child without assigning any reason or notice.
- At the time of admission, Admission Fee, Annual Charges and one month's Tuition Fee is payable. All the formalities should be completed no later than the date given by the School.
- Failure to do so will result in the cancellation of admission. Vacancy will be offered to the next candidate on the merit list.
- New admissions during the academic session would be considered only in case of parents migrating from towns and cities, subject to passing the admission tests.
- Siblings' concession is admissible to a student as per Rules.
- All information given in the Admission form should be correct as it cannot be changed or modified later.
- The School will not be held responsible for any postal delays and consequence thereof.

I have carefully read and understood the above Rules and Regulations of the School as well as the Terms and Conditions given in the Admission Form of The School and hereby agree and undertake to abide by the same under all circumstances.

Signature: \_\_\_\_\_ Relation: \_\_\_\_\_ Date: \_\_\_\_\_