

PDF FILLABLE FORMS

Microsoft Windows 10/08/07 brings with it a new web browser, Edge. The Edge browser can view PDF files but does not support fillable forms. You will need a PDF reader. Here are some suggestions:

- [Adobe Acrobat](#)
- [Foxit Reader](#)
- [PDF-XChange Viewer](#)

There are however several things you can do to use the fillable forms that we have on our web site.

- **Download the PDF file to your computer, open it with your PDF reader:**
 1. Right-click on the link to the PDF file, select "Save Target as..."
 2. Select a location to save the file where you can find it again
 3. Open the file with your PDF reader
- **Change the default app for PDF files:**
 1. Go to Settings → System → Default apps
 2. Scroll down and select Choose default apps by file type
 3. Scroll down to .pdf PDF File
 4. Click Microsoft Edge and choose your PDF reader
- **Use a different browser:**
 - Internet Explorer
 - [Firefox](#)
 - [Google Chrome](#)

REGISTRATION FORM

Before Filling this Form, Read the Rules and Regulations First

I would like to register myself as a student of Gramag in _____ (Program Name).

I promise to observe all Gramag rules and will always conduct myself in a manner appropriate for a Gramag student. I promise to remain a law abiding citizen of my country. I shall fully responsible for an act that is not authorize by the Gramag academy. I am fully aware that Gramag has the right to revoke my membership as student if I am found to have a criminal record or break any rules of academy.

Please use CAPITAL LETTERS or TYPE and return this form to:
mygramag.com / gramagdesign@gmail.com
Tel.: +92 316 595 492 9

Registration Details

Student Name (Full): Guardian Name (Full):

Program Name: Qualification:

Date of Birth (MM/DD/YYYY): Gender:

Address (Full):

Zip code: Country: City:

Mobile No: Email:

Nationality:

Will you carry a laptop/Computer (Yes/No)? Reference (Optional)

If you need any other specific information, do not hesitate to contact with us.

RULES & REGULATIONS

- Excellent attendance, punctuality, effort, and respect are required for success.
- All students and staff will use appropriate and courteous language with each other at all times.
- To attend school regularly
- To respect the right of others to learn
- To respect their peers and teachers regardless of ethnicity, religion or gender
- To carry out reasonable instructions to the best of their ability
- To conduct themselves in a courteous and appropriate manner
- You must have 80% attendance and 60% marks in training session so that you can awarded by the certificate otherwise not.
- Monthly fee are non-refundable. In case a student cancels or misses a lesson or more, the students will be marked absent. However, if the class is cancelled due to absence of the trainer, then we will reschedule the class.

- All changes and queries related to extra lessons, time tables, payments, holidays, etc. have to be communicated to the academy office only. Teachers will not be able to help students on these issues.
- The academy works for 6 days a week, Monday through Saturday. The schedule of holidays will be announced from time to time.
- 8. Students should attend the classes regularly. Students whose attendance is irregular or who is absent frequently and for long period without prior intimation would be removed from the rolls. The Director reserves the right to terminate the student any time, if their work or discipline is found to be unsatisfactory. In all matters, decisions of the Director shall be final and irrevocable.
- Please come to class in proper attire.
- Institute reserves right to publish name of student in list of successful candidates in case any student qualify any examination in future.

Attendance

- Attendance is important in order to receive the best education possible.
- Please contact or inform instructor or the office when a class will be missed.
- If a student leaves the class and takes a break from the academy, their registration will remain valid for 2 weeks from the date of last attendance. Thus, if the student rejoins within 2 weeks he or she need not pay the admission fee again. However, a rejoining fee of RS. 1,000 will be applicable.
- Students should arrive to class early in order to prepare for class physically and mentally. This also allows the instructor to start class on time.
- If a class is missed, a make-up can be scheduled in a different class. This must be done within 2 days of the missed class.
- Class cancellation due to weather will not be made up by the instructor. If you would like to make up the class you can schedule a makeup class during our regular weekly classes. Please check our website for updates on cancelled classes at least an hour before your class.
- Every student is expected to maintain discipline during class. In case of violation of any of the rules & regulations or discipline the institute reserves the right to disenrollment any student without any refund of fee.
- The batch one allotted at the time of admission will not be changed.
- If there is any change in the syllabus during the course of the program, the institute will make all the possible efforts to cover the revised syllabus. However it is not mandatory binding upon the institute.
- Any misbehavior with any faculty member or staff of the institute will not be tolerated and it may invite cancellation of admission & no fee will be returned in that case.
- If student absent for two or more than two weeks than institute can cancel his registration and no fee will be refunded to student.

FEE PAYMENT INSTRUCTIONS

- Program fee can be paid by **EASYPAYSA/JAZZ CASH** only. **(FOR PAKISTANISTUDENTS)**
- Program fee can be paid by **WESTERN UNION/SKRILL** only. **(FOR FOREIGNSTUDENTS)**
- You have to pay fee only to Owner of Gramag (Talha Ahmad), if you pay fee to your instructor then it is not acceptable. For payment instructions, read on...

WHAT NEXT

- On receipt of the application, an acknowledgement E-mail shall be sent to you
- On receipt and realization of the program fee **(BY EASYPaisa/JAZZ CASH)**, thenomination shall be confirmed. **(FOR PAKISTAN)**
- On receipt and realization of the program fee **(BY WESTERN UNION/SKRILL)**, thenomination shall be confirmed. **(FOR FOREIGN COUNTRIES ONLY)**

Slient Features

- First class is absolutely FREE.
- NO Registration Fee.
- You have to pay fee only if you are satisfied with the instructor.

Terms and Conditions

- Join Class on Proper time.
- You must have Laptop/Computer and better internet connection.
- The paid amount cannot be refundable.

EasyPaiza & Jazz Cash Mobile Number **+92 316 595 492 9.**

☐ I read and accept the terms and conditions and also rules and the regulations .

I hereby declare that all the particulars are correct and that in case of any difficulty arising out of inaccuracy therein, I shall responsible for the consequences.

Date

Student Signature

FOR OFFICE USE ONLY

Admission Confirmed OR Not

Joining Date

Course Name & Time

CEO Signature

How to take class

- First of All Download Zoom from this Link:

<https://zoom.us/support/download>

- After downloading install it and run
- During class time, just click on join button (mentioned in zoom)
- After click, a dialogue Box open
- Enter Meeting ID in this Dialogue Box, then press Join

(Before join check the Turn off my video Button)