

PERSONAL DETAILS OF STUDENTS

Have you previously enrolled in Asquare Classes ? Yes No (if Yes) Enrolment No.....

Name _____

Gender : Male Female Category : GEN OBC(NCL) SC/ST PH

Phone (STD) 0 C O D E [] [] [] [] [] [] [] []

Email ID: _____

Mother's Name _____

Occupation _____ Designation _____

Father's/Guardian's Name _____

Occupation _____ Designation _____

Annual Income of Parent _____ (Lac per annum)

If Father/Mother/Teacher: School Name _____ Board _____ District _____

CORRESPONDENCE ADDRESS

City/Town _____

State _____ Pin _____

Country

PERMANENT ADDRESS

City/Town _____

ACADEMIC DETAILSClass Studying : 9 10 11 12 12 PASS **DETAILS OF SCHOOL STUDYING IN/LAST ATTENDED**School Name School Address City/Town State Pin Phone (STD) School affiliated to : CBSE ICSE MHSB If others (Please specify).....**DETAILS OF LAST EXAMINATION PASSED (as in Registration Form)**

Class	School/Board	Year of Passing	Grade/Percentage (%) secured		Overall CGPA/Aggregate Percentage (%)
			Science	Maths	

DECLARATION

I hereby declare that the information provided by me in this Enrolment Form is correct to the best of my knowledge and my tuation fee is Rs/-.

Place:**Date:****Signature of Parent/Guardian****Signature of Student**

RULES & REGULATIONS

This document informs you of the various Rules and Regulations of ASQUARE Classes Classroom Centre. Please read this carefully and sign at the end for acceptance.

1. Admission to all programs is at the sole discretion of the management of ASQUARE Classes.
2. Fee once paid will not be refunded or adjusted at any stage, under any circumstance.
3. Students enrolled at ASQUARE Classes Classroom Centre have to maintain proper decorum in the institute premises at all times. Indiscipline of any form or misbehaviour with staff could lead to suspension/rustication.
4. Students, who frequently come late to the institute, may not be allowed in the institute premises.
5. If a student is absent from classes for more than three days in a row, he/she is required to intimate the incharge of Help Session. In case of absenteeism for long periods without prior intimation, the admission of student may be deemed cancelled without any notice and without any refund of fee.
6. Any change of address or phone number should be notified to the incharge of Help Session without delay.
7. Student must be in possession of ASQUARE Classes Identity card while coming for classes and must produce the same for scrutiny by the ASQUARE Classes staff, before entry. Identity card lost / misplaced will be replaced with a duplicate Identity Card on depositing a passport size photograph and Rs. 200/-.
8. Late Payment of fee shall attract late fine per day from immediately after the due date. Late fee upto Rs. 10000/- shall attract late fine of Rs. 10 per day, Late fee of Rs. 10001-20000 shall attract late fine of Rs. 15 per day, Late fee of Rs. 20001-25000 shall attract late fine of Rs. 20 per day & Late fee above Rs. 25001 shall attract late fine of Rs. 25 per day. This may change time to time without prior notice.
9. If any cheque is dishonoured for any reason, appropriate action may be initiated as per Negotiable Instrument Act. An administrative charge of Rs. 500/- would be levied for every dishonoured cheque, in addition to the late payment fee mentioned in point no. 8 above. The fee in lieu of the dishonoured cheque including charges will only have to be submitted vide a Bank Demand Draft/Pay Order/Cash.
10. In case of any increase in the Service Tax or Education Cess (from the existing rate of 18% GST) by the Government of India, **such increase in tax shall be borne by the student from the date of notification by the Government of India.**
11. The student is responsible to see for himself/ herself whether he/she is eligible for a certain examination / course or not. The institute would not be held responsible if the students admission form is not forwarded or is rejected on any ground. Getting admission forms and submitting to the concerned examination body will be the sole responsibility of student/parents.
12. Students enrolled with ASQUARE Classes have to submit a photocopy of their admit card and application form of JEE (Main & Advanced) / NEET, AIIMS or any other Entrance Examination as soon as they receive it, failing which the services to students like classes, tests, study materials etc may be stopped from ASQUARE Classes Pvt Ltd.
13. ASQUARE Classes reserves the right to use the photographs and / testimonial letter of the student in any promotional / publicity material of the institute.
14. In order to help the student, the institute may provide information about some private hostels/transport provider being run in the vicinity of the institute. ASQUARE Classes does not take any responsibility for any such hostel / transport provider whose information may be provided.
15. ASQUARE Classes reserves the right to change or alter the classroom program, fee or rules and regulations without any prior notice to anybody. The management decision shall be final and binding on the student and parents.

16.(a)

The registered office of ASQUARE Classes is at Patna. All disputes and differences of any nature with regard to Admission process, subsequent enrolment and studies shall be referred to the sole Arbitrator appointed by the Management of ASQUARE Classes. The Arbitration proceedings shall be conducted in accordance with the provisions of the Arbitration and Conciliation Act 1996 and statutory modification thereof and rules made there under. The award of the arbitrator shall be final & binding. The arbitrator so appointed shall not be incapacitated for reasons of their being the employee of ASQUARE Classes or its sister concern, and for reasons of having any prior linkage with the company. The seat of arbitration will be Pune. All the parties – Student/Parents/guardian & ASQUARE Classes agree that they shall not commence or maintain any action in court of law relating to Admission process subsequent enrolment & studies at ASQUARE Classes Pvt Ltd. except for enforcement of the arbitral award. All parties waive any right to appeal. This is needed for speedy redressal of issues & all parties agree to this.

(b) Subject to 16(a) herein above, the exclusive jurisdiction in the matter shall vest in Pimpri, Pune Court only.

17. Change in Centre, Change in course and change in batch shall be at the sole discretion of the management.

(a) **Change in Centre:** Administrative fee of Rs. 5,000 shall be charged from the student in case of change in centre.

(b) **Change in course:** The student will have to pay the fee of the course in which he wants to above switch. The fee of the said course shall be decided by the management. In addition to the above fee, the student will have not to pay any administrative charges.

(c) **Change in batch:** Batch change may be allowed on availability of seats. Batch change fee shall depend on the batch starting date.

We request the students/parents to help us maintain the decorum of the institute.

Consequences of Dishonour of Post Dated Cheque(s)

I understand that non-clearnace of any of the Post Dated Cheque(s), submitted for payment of fees (on installment basis) as mentioned in the Enrolment-Form and annexure "B" in punishable under sec. 138(B) of the Negotiable Instrument Act. I understand that ASQUARE CLASSES shall be entitled to proceed and initiate appropriate legal action against me, to recover the amount of the Post Dated Cheque(s) along with the legal expenses and out of pocket expenses incurred by ASQUARE CLASSES PVT LTD.

In case any of my Post Dated Cheque(s) bounces for any reason whatsoever. I undertake to submit a DD/Pay-Order in favour of ASQUARE CLASSES payable at PUNE, within four days of the bouncing of the Cheque(s) at my bank, together with Rs. 500/- (Rs. Five hundred only) as default money alongwith late payment of Rs. 50/- (Rs. Fifty only) per day upto 10 (Ten) days from the due date of payment of instalment after which my son / daughter/ ward shall be debarred from classes without any further notice and I shall have no claim for refund of fees or any support in studies besides Legal action inter alia action under Section 138 (B) of the Negotiable Instrument Act may be initiated against me / us.

I have read all the above Rules & Regulations and understood them in their totality. I hereby declare that I accept and will adhere to them.

Date:

Place:

Signature of Student

Signature of Parent/Guardian