

Saupin's School

Registration No.	
Admission No.	

CHANDIGARH

Affiliated with CBSE New Delhi, Affiliation No. 2630053

A Minority Educational Institution

SCHOOL COPY

Covered under section 2(g) of the National Commission for Minority Educational Institutions Act, 2004

	APPLICATION FOR REGISTRATION (SESSION 2024-2025)																	
For Admission to L.K.G. Admission Subject to Vacancy																		
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Applicant a] [M	[M	YY	ΥY] /	Christian Community			Ward of Teachers / Staff				oling		General Category / Sector			
APPLICAN	APPLICANT'S DETAILS (Please leave one box blank between each word) E.g. V I N A Y S O O D																	
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Whether belonging	Vhether belonging to any minority community CHRISTIAN BUDDHIST MUSLIM SIKH JAIN																	
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Home Addres	s																	
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Father/Guard																	\top	
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FAMILY INFORMATION																						
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Legal Cus	stody:			Во	th P	aren	ts		Мо	ther			Father Other									
Correspondence with: Both Parents Mother											Fa	ther		Ot	her							
Check if a	Check if appropriate: Father Deceased Mother Dece											ecease	t]Parents D	ivorced						
]Fa	ther	Ren	narrie	ed		\square M	loth	er Re	marrie	d		Parents S	Separated					
]Pa	rent	s Liv	ing C	Outside	e In	dia												
No cha	nge in	the	nan	nes	of	Stu	den	t, Mo	the	er, or	Fa	ather	, incl	uding	g cha	ange in s	pelling,					
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Languages	s spoker	n at h	ome:	1.						2.					3.							
DET	DETAILS OF SIBLING(S) CURRENTLY STUDYING IN SAUPIN'S SCHOOL, CHANDIGARH																					
(Please Note	e: No fee			for	siblir	ngs) (T	T					
S.No.		Nar	ne					tion wit	th A		nt	Y	ear(s)	Cla	ass	House	Roll No.					
	(Brother/Sister)								r/Sis	ster)												
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^{* (}Please add extra sheet if required)

FOR OFFICE	DUPLICAT	E COPY										
	nitted on		LKG									
APPLICANT'S DETAILS (Please leave one	e box blank between each word) E.g.	/ I N A Y	S O O	D								
Gender: M / F / T Date of Birth	T T A	ge on 01.04.	2024									
D	SEQUENT CHANGE WILL BE		YEARS M	ONTHS DAYS								
,	SEQUENT CHANGE WILL BE /	ALLOWED)		oup:								
Udise PEN (Permanent Education No.) Whether belonging to SC ST OBC (Relevant Certificate to be produced at the time of admission)												
Whether belonging to SC ST OBC (Relevant Certificate to be produced at the time of admission) Whether belonging to any minority community CHRISTIAN BUDDHIST MUSLIM SIKH JAIN OTHERS (Please Specify)												
Home Address												
*Email ID	*Aadhar Card No	<u>. </u>										
*Mobile No (Des	ignated for Communication w	ith school)										
PARENTS'/GUARDIAN'S DETAILS (Please leave one box blank between each word)												
Father/Guardian's Name												
Relationship with applicant (If other than Fat	her)											
Educational Qualification	Occu (Please	ipation Specific										
Designation Designation	Organisation/	зреспу) ————————————————————————————————————										
*Mobile No.	*Mobile No. Department											
Mother's Name (If not Guardian)												
Educational Qualification		upation										
Designation	Organisation/ Department	Specify)										
*Mobile No.	*Email ID											
Only Child of Parent Yes No	Only Girl Child of Pa	arent Ye	es N	lo								
FAMILY INFORMATION												
Student Lives With: Both Parents	Mother [Father		Other								
Legal Custody: Both Parents	Mother [Father		Other								
Correspondence to: Both Parents	Mother [Father		Other								
Check if appropriate: Father Deceas	ed Mother Dece	eased	Parents	Divorced								
Father Remarr	ied Mother Rem	arried	Parents	Separated								
Parents Living	Outside India											
Previous School Address:												
DETAILS OF SIBLING(S) CURRE	NTLY STUDYING IN SAUPIN'S	SCHOOL, CHA	NDIGARH									
(Please Note: No fee concession for siblings) (Plea		Ci	., .	D. U.A.								
S. No. Name	Relation with Applicant (Brother/Sister)	Class	House	Roll No.								
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Saupin's School

CHANDIGARH

Registration No.	
Admission No.	

Affiliated with CBSE New Delhi, Affiliation No. 2630053

PARENT'S COPY

A Minority Educational Institution

Covered under section 2(g) of the National Commission for Minority Educational Institutions Act, 2004

Admission Registration Slip 2024-2025

	Admission subject to Vacancy																																		
APPLICANT'S DETAILS (Please leave one box blank between each word) E.g. VINAY SOOD																																			
Name																																			

INSTRUCTIONS REGARDING ADMISSION

- Parents of students seeking admission to Saupin's School must submit this form, duly completed, at the school office 1. between 09:00am to 2:00pm, attached with the documents listed below:
 - One recent passport size photograph pasted at given place.
 - Copy of proof of Christian Community. (for applicants under category1)
 - Copy of the applicant's Birth Certificate, Blood Group Report
 - Copy of SC/ST/OBC (If applicable)
 - Copy of Proof of Residence. (Present)
 - Copy of Report Card (if any)
 - Copy of Aadhar Card (Father, Mother & Child)
 - Declaration of income of family from ALL sources accompanied by latest copy of:
 - Income Tax Return(s) (Computation of Income from all sources)
 - Acknowledgement of above ITR(s)
- Registration fee for Application is non-refundable and does not in any way guarantee admission. Parents are requested to 2. clarify any doubt(s) before making payment. Admission will be given purely on the basis of rules prescribed in this application form.
- Parents are strongly urged to try for admission in other schools as well as it will not be possible to accommodate all 3. applicants.
- Parents are warned that they may be approached by people claiming to know the Management/Principal or having a say 4. in the admission procedure. Please do not be misled by them.
- Any attempt to use friends or influential people in procuring recommendations for admission will invite automatic 5. disqualification.
- Incomplete forms, or those filled with wrong information, may be rejected. 6.
- Kindly bring the original of the certificates already submitted by you, at the time of securing admission.

Age Criterion:

For Admission to L.K.G Session 2024-2025

Date of Birth must be between 1st April 2019 and 31st March. 2020

No change in the names of Student, Mother, or Father, including change in spelling, addition or subtraction of Surname or the age of the student will be allowed.

The attached (Undertaking in the form of an Affidavit) is to be submitted to the school on Stamp Paper of Rs. 50/- AT THE TIME OF ACTUAL ADMISSION - at the time of payment of admission fees.

Preference will be given in this order:

- Applicants of the Christian Community (100% fee exemption) 1.
- Wards of Teachers/Staff of Saupin's School 2.
- Siblings of Present Students 3
- Those residing nearest to the school (Sector wise) 4

PRINCIPAL

FEE STRUCTURE 2024-25 (LKG)

(100% Fee Exemption for Student of Christian Community)

Fee (One Time) Non- Refundable	Rs. 24181.00									
Caution Fee (One Time) Refundable	Rs. 18322.00									
Tuition Fee Per Quarter	Rs. 24633.00									
Total Payable at the time of admission	Rs. 67136.00									
Payment by Cheque only in favour of "Saupin's School"										
A late fee of Rs. 10/- per day will be levied if fee is paid after the due date.										



Saupin's School CHANDIGARH

Undertaking in the form of an Affidavit

This is to certify that	at I,	, father / guardian of									
applicant	 AND I,	mother / guardian of th									
above stated applica	nt have read the rules o	of the school applying t	to the parent and								
the student and agre	ee to accept and abide	by them, jointly and se	everally, and any								
changes made ther	ein, from time to tin	ne. (Available on the	school website:								
www.saupins.com)											

In particular, we accept and will abide by the following:

- 1. That the school uses cutting edge modern technology for education, which at a certain stage will require access to the internet/computers/smart phones/tablets at home and, which our ward shall be provided with.
- 2. That the school lays special stress on all round activities like sports and other clubs (see list on website https://www.chandigarh.saupins.com/ under the heading Beyond Academics) and we accept our duty to encourage our children to take active part in them, even after school hours.
- 3. That children selected to represent the school in various fields may be required to travel nationally / internationally and we accept our duty to encourage and facilitate such participation.
- 4. That after a certain level the school will operate for longer hours and we undertake to accept this despite distance from school and / or any tuitions etc. the child may be undergoing privately.
- 5. That no change in date of birth (from as in the Birth certificate submitted at the time of admission) of student will be allowed.
- 6. That no change in the names of the student or parents / guardian shall be allowed without due process as specified by the CBSE:-
 - Affidavit given by the parent, duly notarized/ signed by the Executive Magistrate.
 - Advertisement in two newspapers.
 - Inclusion in the official Gazette.
- 7. That no student will be allowed to leave the school premises during school hours. (NO HALF DAY LEAVE).
- 8. That students must come to school neatly and cleanly dressed, in their complete school uniform prescribed for the season.
- 9. That students must reach school 5 minutes before the bell and that late comers will be sent back home.

- 10. That the school follows a point system for conduct / misbehavior. After a certain limit students will be detained after school and that parents will have to make their own transport arrangements.
 - That for Classes VI-XII, marks in academic subjects will be downgraded or upgraded according to conduct / behavior.
- 11. That parents must check the school app/website regularly for notices/homework/updates/circulars etc.
- 12. That school fees have to be paid on time, and that there will be a late fee of Rs. 10/- per day for any delay. And that, in any event, the school reserves the right to strike off the names of those students whose fees are in arrears for 3 or more months. Also that the school will not permit joining a class in the next session if all fees/dues are not cleared before the beginning of the new session.
- 13. Parents who wish to withdraw their children after the start of the academic session, must inform the school in writing. The parent will be liable to pay fee till the date of the student's withdrawl, which must include one month's notice (30days) or pay one month's fee in lieu of the notice, in addition to current dues. In any event Admission Fee once received will not be refunded.
- 14. That in the event of any natural or man-made disaster, we undertake to continue paying fees etc as per directions of the administration / courts as the case may be.
- 15. That we also undertake not to participate in any agitation or demonstration and tarnish the fair name of the school in any public fora. Any valid complaints may be forwarded to the school authorities for redressal.

Deponent (Father) Deponent (Mother) Verification Verified that the contents of the above affidavit are true and correct to the best of our knowledge and nothing has been concealed therein.

Deponent (Father) Deponent (Mother)

Signed on ______day of _____at Chandigarh.

(This document is to be submitted on stamp paper of Rs. 50/at the time of actual admission duly attested by Notary)