



CENTRAL ACADEMY

SENIOR SECONDARY SCHOOL



GENERAL RULES & REGULATIONS

SESSION - 2024-2025

REGISTRATION -

At the very outset, we would like to draw your attention that Registration forms and prospectus are available at the school office. Forms should be filled up completely, correctly with a recent passport sized photograph of the candidate/child affixed on the space provided and submitted at the school office.

ADMISSION TEST -

The candidate/child has to appear for a written test followed by an interview. Nursery students will have to appear for an interview, their parents will accompany them. The written test will have questions from the subjects like English, Hindi, Mathematics and science based on the syllabus of the preceding class to which admission is sought. The admission of the candidate is solely the discretion of the management and it is not bound to give reasons for admission or rejection of any particular candidate/child.

ENCLOSURES -

The following documents have to be attached with the Registration form and should be submitted compulsorily within 15 days of admission.

- (1) Photocopy of date of birth certificate/Aadhaar card.
- (2) Transfer Certificate from the last school attended.
- (3) Photocopy of the progress report of the previous class.

FEE RULES -

- (1) All Fee Instalment will be deposited through only cheque/Demand Draft in Bank.
- (2) The fees should be deposited by the 15th of every month and if the date falls on a holiday, the next working day will be the last day for depositing the fees without imposing late fee.
- (3) Late fee will be imposed for each day including the holiday if the fee is not deposited till the 15th of a month.
- (4) If the student seeks to leave the school for whatsoever reason a notice of withdrawal at least a month in advance has to be submitted failing which he or she will be required to deposit one month tuition and other relevant fees.
- (5) A student seeking admission during mid-session will have to pay all the general fees for the full year, examination fee for the remaining examinations, tuition fee and conveyance fee for the current and the following months.

UNIFORM -

SUMMER UNIFORM -

FOR BOYS:

FOR I-V:

White shirt, white shorts, white socks, black shoes, school tie and belt for all.

FOR VI-XII:

White shirt, white trousers, white socks, black shoes, school tie and belt for all.

FOR GIRLS:

FOR I-V:

White blouse, maroon tunic, white ribbon, white socks, black shoes, school tie and belt.

FOR VI-VIII:

White blouse with maroon coloured knee length dividers, white ribbon, white socks, black shoes, school tie. and belt.

FOR IX - XII

White salwar, maroon kurta (with collars and half sleeves), white dupatta, white ribbon, white socks and black shoes.

WINTER UNIFORM -

FOR ALL BOYS:

Steel grey woollen trousers, white shirt, maroon coloured blazer with school monogram, black shoes, white socks, school tie and belt.

FOR GIRLS:

FOR I-VIII:

White blouse, steel grey woollen trousers, maroon coloured pullover with V shaped neck, maroon coloured blazer with school monogram, white ribbon, white socks, black shoes, school tie and belt.

FOR IX to XII:

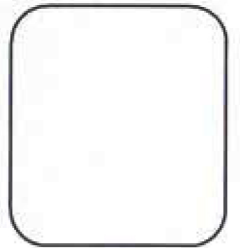
White salwar, maroon kurta (with collars and full cuff sleeves), white dupatta, white ribbon white socks and black shoes for both summer and winter. Maroon coloured pullover with V shaped neck and maroon coloured blazer for winter.

PRINCIPAL



CENTRAL ACADEMY

SENIOR SECONDARY SCHOOL



APPLICATION FOR REGISTRATION

S.No.....

Admission No.....

*Parents must fill up this form with a Black Ball Pen & in Capital letters.

CLASS to which admission sought: Session :.....

PERSONAL DETAILS:

1. Name :

2. Gender : Male Female Any other

3. D.O.B. : Date..... Month..... Year.....

In words Age as on

(Attach Date of Birth Certificate issued by the Competent Authority)

4. Nationality..... 5. Blood Group

6. Details of Parents:

Details	Mother	Father/Guardian
Name		
Educational Qualification		
E-mail :		
Occupation		
Annual Income:		
Telephone No. /Mobile No.		
Residential Address:		
Official Address:		

7. Whether the candidate is:-

- | | | | | |
|------------------------------------|-----|--------------------------|----|--------------------------|
| (i) Single Girl Child: | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| (ii) Specially abled (Divyangjan): | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| (iii) Belonging to the EWS: | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |

(Attach proof wherever applicable)

8. Category: (Attach proof) : General SC ST OBC EWS

9. Aadhar No. (Mandatory) **(Attach photocopy)**

10. Name & Address of the last attended school:

11. Class Last attended