



# Sri Mayapur International School

(A Unit Of Sri Mayapur Girls' Academy Trust)

"Education for a spiritual life"

## ENROLMENT FORM STUDENT DETAILS

University of Cambridge International Examinations

Student's surname: (as in passport)	Date of birth:
Student's first name: (as in passport)	Nationality: (as in passport)
Spiritual name:	Country of birth:
Address in India:	Passport Number: (supply a copy of passport)
Phone no :	Date of issue:
Address overseas: (if applicable)	Date of expiry:
Phone no.:	Date &Place of issue:
Email address:	Visa type: (supply a copy of visa)
Gender:	Date of issue:
	Date of expiry:
	Languages spoken at home:
	Date to start school:



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Grade applying for:

Does your child Read/ Write/ Speak English? Y /N

If NO then please note extra Tution fee and study material will be charged as per the duration of ESL course required by your child.

ESL/EFL:

Previous school (if applicable):

Years attended:

Final marks of previous year:

English:

Social Studies:

Hindi/Bengali:

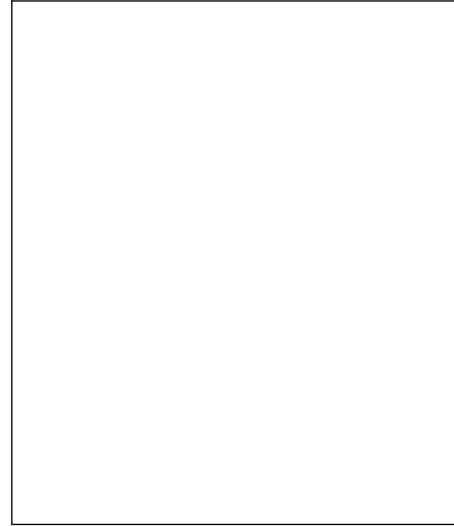
Maths:

Science:

Other:

Outstanding Achievements:

Extra-curricular interests of child: (hobbies, special inclinations etc.)



Recent photo of your child

Medical information:

Allergies:

Medication Requirements



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## PARENT/GUARDIAN DETAILS

Mother's/Guardian surname:  
(as in passport)

Mother's/Guardian first name:  
(as in passport)

Spiritual name:

Address in India:  
(if different to student's)

Phone no:

Address overseas:  
(if different to student's)

Phone no:

Email address:

Occupation:

Educational qualifications:

Skills/talents you would like to offer the school:

Emergency contact name other than Parents  
(1):

Emergency contact phone no other than Parents (1):

Relationship (1):

Father's surname:  
(as in passport)

Father's first name:  
(as in passport)

Spiritual name:

Address in India:  
(if different to student's)

Phone no:

Address overseas:  
(if different to student's)

Phone no:

Email address:

Occupation:

Educational qualifications:

Skills/talents you would like to offer the school:

Emergency contact name other than Parents  
(2):

Emergency contact phone no other than Parents  
(2):

Relationship (2):



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## PARENTS CHECK LIST:

Please ensure you supply the following:

1. Photocopy of student's passport details
2. Photocopy of student's visa details
3. Photocopy of previous school reports
4. Initial school fee payment
5. Recent photograph of student

**PLEASE NOTE: No enrolments will be considered unless all information required for the enrolment form is complete, all appropriate documents supplied and initial school fees paid.**

## FOR SCHOOL USE ONLY:

### Checklist:

- MCS Clearance
- Photocopy of passport
- Photocopy of visa
- Previous School Reports
- Recent Photo of student

Date for admission test.....  
(if applicable)

Invigilator.....

Admission No. Issued.....

I do not give permission for the school to place my child/children's work and/or photo onto the school website or other publications. If parental permission is not given, please inform your child of your decision.

Please note that parental permission is requested in writing by the teacher for school visits outside the classroom more than a 3km radius of the school. Details for such visits will be provided to you by your child's teacher prior to the event. If, in spite of normal precautions taken by the school, any mishap, accident or injury occurs during the period of my child's stay or if and when on educational tours, excursions or camps, we will not hold any SMIS staff member wholly or partly responsible.

I give permission for the school to sanction any required emergency medical treatment if unable to contact nominated persons.

We hereby certify the information given in the enrolment form is complete and accurate. We consent to abide by the SMIS School Rules and Regulations.

Signature of Parents/Guardian:

.....(1)

.....(2)

Date: .....



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## Home School Agreement Middle and High School

The board and teachers of Sri Mayapur International School believe that students will have the best opportunity to achieve their full potential if school, parents and students themselves work together in partnership. This Home School Agreement defines some of the relationships and responsibilities that are part of such a partnership.

### Student

I will:

- Follow school rules, work hard and make a positive contribution to the life of this community.
- Respect other students, staff and visitors and behave sensibly and courteously at all times.
- Be aware that racism, intolerance and bullying are unacceptable in our school.
- Keep myself and others in school safe.
- Attend school regularly and on time, avoiding ALL unnecessary absences.
- Be well prepared for the school day (well rested, well-fed and equipped with the right stationery and books).
- Wear the correct uniform and P.E kit and be clean and tidy in my appearance.
- Complete homework on time to the best of my ability.
- Not bring mobile phones or other electronic devices to school. I understand that the school, does not want mobile phones/ipods etc on the premises and takes no responsibility if they are lost or stolen.
- Follow the regulative principles e.g not take alcohol or drugs.
- Take good care of the school environment and help to keep the school free from litter and graffiti.
- Be responsible for taking home information provided by the school

Signed \_\_\_\_\_ Date \_\_\_\_\_

Student (Middle and High school students only)



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## Parents and Guardians

As a parent/ guardian I will:

- Ensure my child attends school regularly and punctually.
- Keep the school informed of anything which I believe might affect my child's progress in school especially absence, illness and change of family situation.
- Avoid ALL unnecessary absences, including holiday in school time.
- Provide a place at home that is as quiet as possible, to encourage completion of homework.
- Read my child's School diary , check comments/letters and make contact with staff where appropriate.
- Attend Parents' Evenings to meet my child's teachers.
- Support the school rules (such as those on uniform, homework) and discipline code and reinforce sanctions given by the school in terms of misbehavior.
- Ensure that my child gets adequate sleep, if well fed and does not have access to drugs, alcohol or non-devotional films/music etc
- Send my child to school prepared for the school day with all books, equipment and PE kit.
- Acknowledge that SMIS does not want mobile phones or other electronic devices like i-pods in school and is not liable for any loss. I understand that any communication with my child during the school day should be through the school office.
- Communicate with all staff at SMIS in a Vaisnava manner.

Signed \_\_\_\_\_ Date \_\_\_\_\_

(Parent/Guardian)

## Staff

Staff will:

- Provide a caring, safe and supportive Krishna Conscious environment to promote learning and wellbeing.
- Have high expectations of behaviour, attainment and effort
- Set and mark homework regularly
- Provide a balanced and challenging curriculum
- Listen to and respond to questions, concerns and queries in accordance with the school grievance policy
- Keep parents/guardians informed about school matters in general and students' progress in particular.
- Encourage punctuality and good attendance
- Treat each student in a Vaishnava manner
- Provide high quality teaching
- Monitor students' behaviour , taking fair and consistent action if necessary and informing parents/guardians of any concerns.

Signed \_\_\_\_\_ Date \_\_\_\_\_

On behalf of SMIS

Student Name: \_\_\_\_\_



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Grade: \_\_\_\_\_

School Time:

Nursery : 9.15 am-12:30 pm

Reception to Grade 6 : 9:15 am to 3:30 pm

Grade 7 onwards : 7:00 am to 3:30 pm

Note:

- **One time submission of yearly fees in the beginning of academic year will attract discount of Rs. 1000/- per family.**
- **If the student joins school after the start of School Session, full fees must be paid.**
- For 2 or 3 children 10% discount and for 4 children 20% discount on tuition fees are allowed for payments received by the due date.
- If a student is planning to get transferred to another school, we need to receive a written notice 3 month prior to leaving SMIS and all dues need to be settled. Failing to do this will lead to losing the security deposit.
- **If the student is withdrawn by the parent or school authority for any reason (including misconduct), anytime during the school year, the full tuition fees will still need to be paid.**
- **A fine of Rs. 100/- per day will be charged on all late payments after the due date.**
- **Fees once deposited will not be refunded or transferred under any circumstances.**
- Students will only be permitted to sit the final exam if the full fees are paid.
- Transfer certificate will only be issued once all the outstanding fees are paid.
- **Sibling discount of 20%** on Enrolment fees to be given for those, whose siblings are old Students in the School.

I have read and agree with the above policy,

Father/Mother Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Email: \_\_\_\_\_

Mobile: \_\_\_\_\_

**Clause**





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Dear Parents,

Please know that every new child admitted in middle and high school is put on a trail period that is scaled in three phases. The first period is for the first 3 months, the second period is till end of term two and the third period is till completion of the first year.

Since learning involves cooperation from students, parents and teachers, we expect that all the involved will be working harmoniously. If we find that the learning process is disrupted by behavior of students or parents, we may ask for the students to leave the school. The parents are encouraged to positively contribute towards their children's education by communicating with the form teachers regarding any issues. The final decision in case of disruption lies with the school authorities.

Kindly sign below if you have read and understood this clause, which is an addition to Enrollment/ Admission and denial of admission policy for SMIS School (V6) and Home School Agreement Middle and High School. You will be handed over a copy of the same for future reference. Thank you and we are looking forward to working together for the welfare of your children.

Student's Name: \_\_\_\_\_

Parent/ Guardian's Name: \_\_\_\_\_

I read this clause fully and I understand the contents. I agree to abide by these conditions.

Parent/ Guardian's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Sri Mayapur International School**



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Sri Mayapur Dham, Nadia Dist. West Bengal-741313, India

Ph: +91-03472 245363, Email: [iskconsmis@gmail.com](mailto:iskconsmis@gmail.com)

## Day School Fee Details 2016-2017

One Time Payment (Indian Rupees)	Fresh Enrollment
Enrolment Fee (Non-Refundable)	25000
Security Deposit (Refundable-After all Settlements)	5000
<b>Total</b>	<b>30000</b>

Tuition Fee (Indian Rupees)			
Grade	Nursery	Reception-IX	X-XIII
1 <sup>st</sup> Installment (Paid by August 15 <sup>th</sup> )	14850/-	22300/-	25600/-
2 <sup>nd</sup> Installment (Paid by December 7 <sup>th</sup> )	14850/-	22300/-	25600/-
<b>Total</b>	<b>29700/-</b>	<b>44600/-</b>	<b>51200/-</b>

Winter Uniform & Books Initial Deposit (Mandatory)*				
Grade	Reception	Grade 1 to 6	Grade 7 to IX	Grade X to XIII
Winter Uniform (Paid by Aug 15 <sup>th</sup> )	NA	600	700/-	800/-
Books (Paid by Aug 15 <sup>th</sup> )	2000	6000/-	7000/-	8000/-
<b>Total</b>	<b>2000/-</b>	<b>6600/-</b>	<b>7700/-</b>	<b>8800/-</b>

- If the cost of the Winter Uniform & Books exceeds the deposit amount, the students need to pay the balance and if the cost is less, it will be adjusted with the 2<sup>nd</sup> installment.
- In the case of change of option for the subject, the students need to pay for both the text books.

1 <sup>st</sup> Installment Amount to be paid by August 15 <sup>th</sup>					
Student	Nursery (Without Books & Win Uniform)	Reception	Grade 1 to 6	Grade 7 to IX	Grade X to XIII
<b>New(Enrollment+Sec + Tuition + Books + Winter Uniform)</b>	44850/-	54300/-	58900/-	60000/-	64400/-
<b>Old (Tuition + Books)</b>	14850/-	24300/-	28300/-	29300/-	33600/-

## Optional



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**Prasadam is primarily cooked for our Staff and their immediate families. However this facility can be extended to those who agree to follow our payment policy. Others are requested to arrange their own Prasadam.**

## Prasadam Fees

Grade	Reception-Grade 4	Grade 5- XIII		
	Lunch	B fast	Lunch	Lun/Bfast
1 <sup>st</sup> Installment (paid by August 15 <sup>th</sup> )	3600/-	4500/-	5400/-	9900/-
2 <sup>nd</sup> Installment (Paid by December 7 <sup>th</sup> )	4000/-	5000/-	6000/-	11000/-
<b>Total</b>	<b>7600/-</b>	<b>9500/-</b>	<b>11400/-</b>	<b>20900/-</b>

## Casual Prasadam

**Please note that, no money transaction is allowed in the Prasadam distribution Area or with the Cook .Please collect the coupons from the Accounts office in advance at least one day before.**

**Lunch – Rs 70**

**Breakfast – Rs 60**