



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 tuition 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:

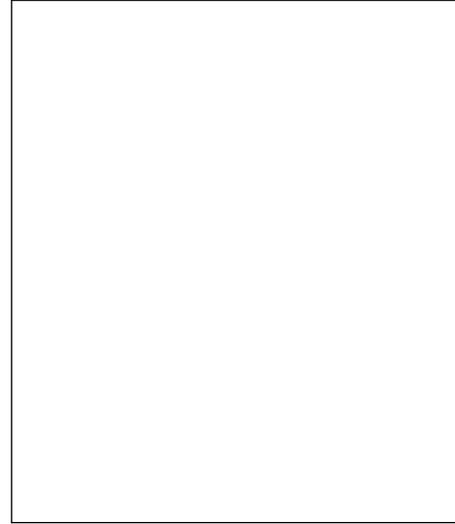
Maths:

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):

PARENTS CHECK LIST:

I do not give permission for the school to place my child/children's work and/or photo onto the



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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)

Admission No. Issued.....

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 :



Enrollment/admission and denial of admission policy for SMIS School (v6)

1. Since this is a Vaisnava school based on the teachings of His Divine Grace A.C Bhaktivedanta Swami Prabhupada, the Founder-Acarya of the International Society for Krishna Consciousness (ISKCON), it is expected that the students attending the school adhere to proper Vaisnava behaviour which includes chanting the Mahamantra and strictly following the four regulative principles viz. no meat eating, no intoxication, no gambling and no illicit sex. Any students who break these principles (either during school time or outside school) can be immediately expelled from the school. Furthermore, a student can be denied enrolment if his/her behaviour in the past (year/s) was inappropriate and SMIS feels that such behaviour will not support a learning/teaching culture going forward.
2. It is imperative that parents/guardians disclose to SMIS any emotional, behavioural, psychological and medical conditions (eg. dyslexia, emotional and/or physical abuse, low muscle-tone etc.) the student has which may impact the learning/teaching. This is to ensure that we have the necessary resources to deal with such challenges in order to assist the student in their education. Failure to disclose such information could also result in the student being asked to leave the school.
3. We advocate a shared responsibility for our students' education. This therefore means that the school requires the support of the parents/guardians in order to provide a loving and caring Krishna Conscious education. We (SMIS) reserve the right to remove a student from the school (or not enrol a student for the new academic year) if the Home/School partnership is not conducive (or has shown to not be conducive in the past) for the healthy development of the relationship (eg. repeated non-attendance at Parent-teacher meetings, the undermining of school decisions by the parents/guardians etc.). Such a decision will be made at the SMIS School Board level.
4. The curriculum and teaching methods (including behaviour management) are decided by the school Principal in consultation with the teachers. The curriculum delivery is ratified annually by the School Board. Any parent/guardian who disagrees with the curriculum focus, pedagogical intent and teaching methods is welcome to discuss this with the Principal. If, after such discussion, the parents/guardians are not satisfied they may remove their child/ren from the school
5. Any grievances with the school, needs to be discussed in a courteous and Vaisnava manner (according to the procedures laid out in **Appendix 1** below). The School Staff and Administration are willing to hear such complaints and resolve any conflicts in a peaceful and amicable fashion. If parents/guardians choose not to follow this protocol for reporting grievances, the Board reserves the right to request that the student be removed from the school.



APPENDIX 1

COMPLAINTS PROCEDURES FOR PARENTS AND STUDENTS

For Students

Students are encouraged to talk directly to their teachers whenever a problem arises. They should approach the teacher at a suitable time (e.g., at the end of the lesson) or make an appointment. Issues dealt with as soon as they occur are usually straightforward to solve. However, if the concern is not resolved students should approach the principal.

For Parents

Classroom Issues

- If you have a concern about a classroom matter you should firstly try to contact the class teacher and discuss the matter with her/him. Do this by phoning the school office or writing to the teacher concerned. During teaching hours a message should be left with the school office asking the teacher to return your call.
- Teachers will endeavour to return calls by the end of the next school day. You should ensure that you leave information with the school office about how and when to contact you. Contact phone numbers should also be included if the complaint has been made in writing. The school will acknowledge written complaints within three working days.
- If the response provided by the school does not fully address your concerns, you may wish to take the matter further by making a formal complaint to the principal. A formal complaint should be in writing.

Other Concerns

- If you have a concern about a matter which you don't feel able to discuss with the teacher directly or which does not involve a particular teacher, you may phone or write to the Principal.

I have read and agree with the above policy,

Parent _____ Date _____



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Student Name: _____

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 Enrollment 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: _____

Sri Mayapur International School

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



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Ph: +91-03472 245363, Email: 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
Total	30000

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

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 15th)	NA	600	700/-	800/-
Books (Paid by Aug 15th)	2000	6000/-	7000/-	8000/-
Total	2000/-	6600/-	7700/-	8800/-

- 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 2nd installment.
- In the case of change of option for the subject, the students need to pay for both the text books.

1st Installment Amount to be paid by August 15th					
Student	Nursery (Without Books & Win Uniform)	Reception	Grade 1 to 6	Grade 7 to IX	Grade X to XIII
New(Enrollment +Sec+ Tuition+Books+ Winter Uniform	44850/-	54300/-	58900/-	60000/-	64400/-
Old (Tuition + Books)	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 st Installment (paid by August 15 th)	3600/-	4500/-	5400/-	9900/-
2 nd Installment (Paid by December 7 th)	4000/-	5000/-	6000/-	11000/-
Total	7600/-	9500/-	11400/-	20900/-

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