

FOR DAY SCHOLARS



Prospectus & Registration Form



**AGARWAL PUBLIC SCHOOL
(DAY SCHOLAR)**

Your dreams, for real

(Affiliated to CBSE No. 1030084)
(School Code : 03299)



SHRI PURSHOTTAM AGARWAL
Founder & Chairman



In loving tribute to

Late Smt. Chameli Devi Agarwal
1929-2002

Shri Purshottam Agarwal, Founder and Chairman of Agarwal Public School, Chameli Devi Public School and Chameli Devi Public School (II) is a visionary in the field of education. He has promoted all three schools in the fond memory of his mother Late Smt. Chameli Devi Agarwal, who has inspired him in every walk of his life.

His personal success story is exemplary. A self-made man, he started his career from scratch at the tender age of 11 years. In span of 40 years, his concentrated efforts and determination to do well in life have made him scale new heights. But, success in business was not enough for him. His heart yearned to follow a higher dream and the schools are a culmination of that dream. He did not stop at just creating the schools of his dream but went on with his research on the existing education system in the country. His vision, hardwork and dedicated research of 7 years combined with his experience of more than 40 years led him to design, conceive and develop a unique technique named 'Learn By Fun' and he is also the author of Learn By Fun (LBF) books.



Admission Procedure

1. Parents seeking admission to APS for their ward should carefully read the following before filling up the Registration Form (For Interaction/Entrance Test)
2. Boys and Girls are eligible for Admission in Day Scholar Category from Nursery to Class VIII in academic session 2015-16 and upto class IX in academic session 2016-17. The Classes will be gradually increased upto Class XII.
3. Children must fulfil the minimum age requirement as on 1st July of the year in which admission is sought :

Nursery	-	2½ Years
KGI	-	3 Years
KGII	-	4 Years
Class I	-	5 Years & so on
4. Prospectus & Registration Forms (For Interaction/Entrance Test) will be issued subject to the availability of seats in a particular class.
5. Registration Form (For Interaction/Entrance Test) provided along with the Prospectus, must be complete in all respects before submission.
6. The date of Interaction/Entrance Test will be communicated at the time of obtaining the Prospectus.
7. Registration (For Interaction/Entrance Test) does not in any way ensure admission.
8. Students must appear for the Interaction/Entrance Test on the specified date otherwise registration for interaction/entrance test will be treated as cancelled.
9. The decision of Admission Board will be final & binding. List of selected candidates for provisional admission will be displayed on the School Notice Board. Parents may also enquire over phone.
10. Fee has to be deposited within stipulated period, failing which, eligibility for provisional admission will be treated as cancelled.
11. The following documents are to be submitted along with Registration Form (For Scholar Allotment) to confirm admission and obtain Scholar Number :
 - a. Nursery - Class I
 - * Self Attested Photocopy of Birth Certificate.
 - * Self Attested Photocopy of Caste Certificate issued by SDO in the name of student (In case of SC/ST/OBC) (If available)
 - b. Class II Onwards
 - * Original Transfer Certificate of previous school in accordance with the class in which admitted, counter-signed by D.E.O./Regional CBSE Office if TC is from outside Indore.
 - * Self Attested Photocopy of Passed Marksheet of previous class
 - * Self Attested Photocopy of Birth Certificate.
 - * Self Attested Photocopy of Caste Certificate issued by SDO in the name of student (In case of SC/ST/OBC) (If available)
12. In case of submission of failed marksheet/transfer certificate of previous class, the provisional admission will be cancelled and name will be struck off from school rolls.



About the School

Agarwal Public School is affiliated to CBSE (Affiliation No. 1030084 and School Code 03299) and has been established in 1995 with a vision to achieve great heights in academics.

Day Scholar Highlights :

Agarwal Public School has introduced Day Scholar Category in separate building from Session 2012-13 which will gradually increase upto Class XII. Special features of Day Scholar category are Co-educational school for Boys & Girls. The students can bring their own tiffins and bus facility can be provided on optional basis on payment of Bus charges.

Code of Conduct

The school prides itself on its high standard of discipline & code of conduct. It expects its student to adhere to the code for :

1. Personal hygiene, attendance & punctuality.
2. Behaviour, Good manners, Language & Conduct.
3. Respect for others, for the school, its property & image.
4. Adhering to school rules & regulations in all areas.

Any breach of code of conduct could result in fine or punishment. In extreme cases, this could also result in suspension or rustication of the ward. The school's decision would be final and binding in all such cases.

Uniform Details

For All Classes

Boys :

- Trousers (Dark Brown)
- Shirt Half Sleeves (Cream)
- School Tie
- Dark Brown V Neck Full Sweater (*for winter*)
- Socks (Dark Brown)
- Black Shoes (*Velcro for Nursery to KG II*)
- School Belt



Girls :

- Dark Brown Skirt (*Nursery to Class II*)
- Dark Brown Divided Skirt (*Class III onwards*)
- Shirt Half Sleeves (Cream)
- School Tie
- Dark Brown V Neck Full Sweater (*for winter*)
- Socks (Dark Brown)
- Black Shoes (*Velcro for Nursery to KG II*)
- School Belt



Rules & Regulations

Due dates for fee payment

1st Term	At the time of admission
2nd Term	By 5th October
3rd Term	By 5th February

Note : At the time of admission the payment to be made by Cash / D.D. are - Admission Fee, Caution Money, Pocket Money, 1st Term Fee/Charges Comprising of Tuition Fee, Activity Charges, Computer Charges (as applicable).

Tuition Fee is being charged for 12 months in 3 Terms and all other Charges like Activity Charges & Computer Charges are being Charged for 10 months in 3 instalments.

Late Fee

For any fees paid after the due date, a fine of Rs. 5/- per day is chargeable.

Payments to School

Except for the routine payments & charges indicated above, no additional payments should be made without a circular or prior intimation from the Principal.

Mode of Payment

1. **Cash** : Cash payments can be made only to the cashier in school. Proper receipt should be obtained for any payments made.
2. **DD/Cheque** : DD/Cheque should be drawn in favour of Agarwal Public School Day Scholar, and in case of DD, payable at indore.

In case of any payments made contrary to these instructions, the school management will not be responsible.

Refund of Fee

Normally fee is non-refundable. In rare cases only, a proportionate fee can be refunded as per CBSE rules on submission of satisfactory documentary proof.

Withdrawals

1. Request for withdrawal of student / ward should be submitted in the prescribed form available at the school office.
2. The form must be completed in all respects and should be duly signed by the parents / guardians.
3. T.C. will be dispatched by post only at the address mentioned in the application form subject to clearance of all dues.

Note:

- ▶ For the convenience of parents, more than one term fee at a time is acceptable.
- ▶ In spite of precautions and safety measures taken by the school, if the student suffers from any mishap, accident or injury while studying in school, participating in any event / functions / sports / activities in school, living in hostel, using lift or anywhere in entire school campus as well as while traveling to and fro in the school bus / van / conveyance arranged by parents, during tour/excursion/outing, quarrel between students, between parents or if the student is suffering from any disease, any sexual relationship and abuse between students, other person/persons, or if the student is involved in bullying/ragging activities etc., school management and administration will not be liable and responsible in any circumstances for whatsoever reason. Concerning person / persons will be liable and responsible for the same.





AGARWAL PUBLIC SCHOOL
(DAY SCHOLAR)

Your dreams, for Real

School Campus:

Bicholi Mardana Road, Indore 452 016 (M.P.) India
Phone : 0731-4212600
Fax : 91-731-4212622
email : dayschool@apsindore.com

Administrative Office:

Agarwal House, First Floor, 5, Yeshwant Colony,
Indore 452 003 (M.P.) India
Phone : 0731-4212888
Fax : 91-731-2530952
email : apsindore@sancharnet.in



Agarwal Public School

(Day Scholar)

Bicholi Mardana Road, Indore

Affiliated to CBSE Affiliation No. 1030084 School Code : 03299

REGISTRATION FORM

GENERAL CATEGORY

(For Interaction/Entrance Test)

(To be filled in Block Letters)

Admission sought for Session _____

Admission sought for Class _____

Admission sought for
(Boys / Girls) _____

Full Name of Student (Name) _____
(Max 32 Character)

(Surname) _____

Father's Name (Name) _____
(Max 32 Character)

(Surname) _____

Mother's Name (Name) _____
(Max 32 Character)

(Surname) _____

Sex Male ☐ Female ☐

Date of Birth Date Month Year

Father's Mob. No. + 9 1

Mother's Mob. No. + 9 1

Full Postal Address (Residence) _____

School Last Attended (If any) :

Name of the School	Affiliated to	Place	Class Attended	Medium of Instruction

I have read the prospectus and registration form and I agree to the fee structure mentioned therein. I have also gone through the rules, regulations and procedures mentioned overleaf in detail for registration for interaction/entrance test, interaction/entrance test as well as registration for scholar allotment and I shall strictly abide by the same.

Signature of Parent / Guardian in responsible position

Dated _____

Name _____

(For Office Use Only)

1. Registration Form (For Interaction/Entrance Test) Information Entered into Foxpro by Dated Sign

2. Bus application Entered into Foxpro by Dated Sign

Registration Number _____ Date _____

ID Code Number _____ For the Session _____

(For Interaction/Entrance Test)

Class _____ Boys / Girls _____

Checked By _____

Principal _____

(P. T. O.)

Recent
Coloured
Photograph
of the Candidate

Rules, regulations and procedure for Registration for Interaction / Entrance Test

I have carefully read and understood the rules and regulations mentioned in the school prospectus and information like; school timings, tuition fee, applicable charges, uniform, books, note-books and other stationery items etc. and I shall abide by the same.

School management reserves the rights to change the rules and regulations, revise the school timings, tuition fee, applicable charges, uniform, books, note-books and other stationery items etc. as and when required as per their discretion.

I hereby accept that this registration (only for interaction / entrance test) will not be a guarantee of admission and Prospectus & Registration Fee will not be refunded.

I will bring my ward for interaction / entrance test as per schedule given by the school at the time of registration. If not appeared on scheduled date and time, entitlement of my ward for registration for interaction / entrance test will be treated as cancelled.

Above information provided by me is true and correct. If found false or incorrect, I shall be fully responsible for the same.

Rules, regulations and procedure for Interaction / Entrance Test

For admission of my ward, I will submit following documents on the day/time of interaction / entrance test as scheduled by the school;

1. Registration Form (For Interaction / Entrance Test) if not submitted earlier.
2. Four Passport Size Photographs of my ward, if not submitted earlier.
3. Bus Application Form along with full postal address, desired bus-stop and prescribed colony.

Further, I will follow the procedure for admission / selection like appearing for OMR Test / Oral / Written Test as well as interaction with concerning in-charge / principal.

If my ward is selected as per selection criteria for admission in class sought, then I will follow the rules.

Whether my ward is selected for admission or not, I will enquire on the schedule mentioned / information provided on the interaction date from the school notice board or on telephone.

If my ward is selected, then I will enquire about the prescribed last date for fee deposit from the school and I will deposit the fee on/before the last date, otherwise above admission / selection will be treated as cancelled.

Rules, regulations and procedure for admission and Registration for Scholar Allotment

If my ward is selected and after I deposit admission fee along with all other requisite fee / charges, following documents will be submitted for allotment of scholar number;

1. Prescribed format will be provided by the school and I shall be responsible to submit the format with all information as required in the format within 15 days after receipt of circular from the school.
2. Up to Class I – I will submit a Self attested Photocopy of Birth Certificate. I will also submit self attested photocopy of caste certificate in the name of student if available (Applicable in case of SC/ST/OBC only)
3. For Class II onwards – I will submit a Valid Original Transfer Certificate of previous school along (counter signed if TC is from out of Indore) with self-attested photocopy of passed mark-sheet of previous class and self attested photocopy of birth certificate. I will also submit self attested photocopy of caste certificate in the name of student if available (Applicable in case of SC/ST/OBC only)

If I will not follow and comply with the above rules and regulations, school management reserves the right to struck off the name of my ward from school and I will not claim for refund of fee or other charges from the school.

In spite of precautions and safety measures taken by the school, if my ward suffers from any mishap, accident or injury while studying in school, participating in any event / functions / sports / activities in school, living in hostel, using lift or anywhere in entire school campus as well as while traveling to and fro in the school bus / van / conveyance arranged by me, during tour/excursion/outing, quarrel between students, between parents or if my ward is suffering from any disease, any sexual relationship and abuse between students, other person/persons, or if my ward is involved in bullying/ragging activities etc., school management and administration will not be liable and responsible in any circumstances for whatsoever reason. Concerning person / persons will be liable and responsible for the same.
