

Seth Bimal Prasad Jain Educational Trust



Foundation for Life

PHONICS

Group of Institutions, Roorkee

Registration form

INSTRUCTION FOR COMPLETING THE APPLICATION FORM

A. GENERAL INSTRUCTIONS

- (1) Students are advised to retain confirmation slip, as proof of submission of registration application with the college.
- (2) Application form has to be filled by the candidate with his/her own handwriting only in English.
- (3) Overwriting, striking out or erasure of any kind are not allowed, in the Application form.
- (4) Incomplete information or discrepancies, if any, in the information furnished in the application will lead to rejection/cancellation of registration.
- (5) Boxes are provide for writing alphabets and numbers. Please use capital letters in all places except for the signature. Please write one alphabet/nuber in a Box.
- (6) A recent passport size photograph must be neatly pasted in the space provided. The photograph should not be pinned or stapled at the end of the application.
- (7) After ensuring that all the information required by the college has been furnished, the applicant should also sign in the space provided at the end of the application
- (8) The application is liable to be rejected if the candidate's signature in the application do not match in with signature in declaration section.
- (9) Non-refundable Application fee is Rs. 800/-

B. OTHER INSTRUCTIONS

- (1) Write your name in capital letters as it appears on your birth certificate/ X Standard marks card.
(A) In case of name variation in X, XII Mark Cards, etc., Enclose an affidavit duly notarised in support of you correct name.
- (2) Write your father's name in capital letters.
- (3) Write your date of birth as per the Gregorian (English) calendar,
- (4) Write 'M' for Male and 'F' for Female.
- (5) Furnish your complete postal address for correspondence.
- (6) Provide the qualifications as indicated in the table. Supporting documents for the qualification must be provided along with the application. Enclosed English translation copy against all documents in a language other than English duly attested by a Gazetted Officer/Notary Public.

C. SUPPORTING DOCUMENTS

Attested photocopies of documents establishing the eligibility of candidate must be furnished along with the application form. The copies must be attested by any of the following-

Head of the Department/Professor of Government University

Notary Public

Gazetted Officer

Details of educational qualifications (From X Standard onwards)

Name of the qualifying exam	Year of Passing	Board / Institution / University	Class/Division/ Grade	Percentage/CGPA

Scholarship / Distinctions / Awards received

DECLARATION BY THE APPLICANT

I acknowledge to have fully read the prospectus and certify that I have understood all the provisions indicated therein.

I hereby certify that all the particulars stated by me in this application are true to the best of my knowledge and belief.

I understand that my admission is liable to be cancelled if I suppress or distort any information furnished in my application.

I certify that I am qualified for the program as indicated in the Prospectus and will produce the original Certificate(s) when asked for.

I understand that the college has the right to add/delete/change the rules and regulations as and when required.

I understand that the registration FEES once paid will NOT be refunded.

Place :

Date :

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Signature of the parent / guardian

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Signature of the candidate

CHECK LIST FOR APPLICATION FORM NO :

DOCUMENTS TO BE SUBMITTED WITH APPLICATION FORM

(In the absence of any document noted below, the form will automatically be rejected)

1. High School Passing Certificate (Date of Birth Verification)
2. Intermediate Marks Sheet
3. AIEEE 20__ - 20__ Rank Details

(All the documents should be attested by the Gazetted Officer and duly signed by the candidate)

(TO BE COMPLETED BY THE STUDENT)

Sl. No.	Particulars	Yes	No
1	Have you read all the instructions before filling the Application?		
2	Is the Application filled with capital letters in English ?		
3	Is the Name of the Applicant mentioned as per Birth Certificate / Marks card of Standard X examination?		
4	Is the Father's Name mentioned as per Birth Certificate / Marks card of Standard X examination?		
5	Is the Date of Birth mentioned as per the English calendar and as mentioned in the Marks card of Standard X / Secondary examination?		
6	Have you mentioned the Nationality Correct?		
7	Is the Applicant's address mentioned complete in all respects such as City, State, Pin Code, STD Code, Telephone Nos., E-mail?		
8	Has passport size photograph been affixed?		
9	Is the signature of the candidate in the declaration certificate/form are within the box provided?		
10	Is the qualification of the candidate as per eligibility criteria?		
11	Has the photocopy of the filled application / DD been taken for future reference?		

Name of the Candidate :

Signature with Date :

FOR OFFICE USE

A large, empty rectangular box with a thin black border, occupying most of the page below the header. It is intended for office use, such as for notes or administrative markings.

CONFIRMATION SLIP

RECEIPT OF APPLICATION FOR SESSION 20__ - 20__ ADMISSION

Application No. : _____

Name : _____

Programme : _____

DD Number : _____

Date of Payment : _____

Amount : _____

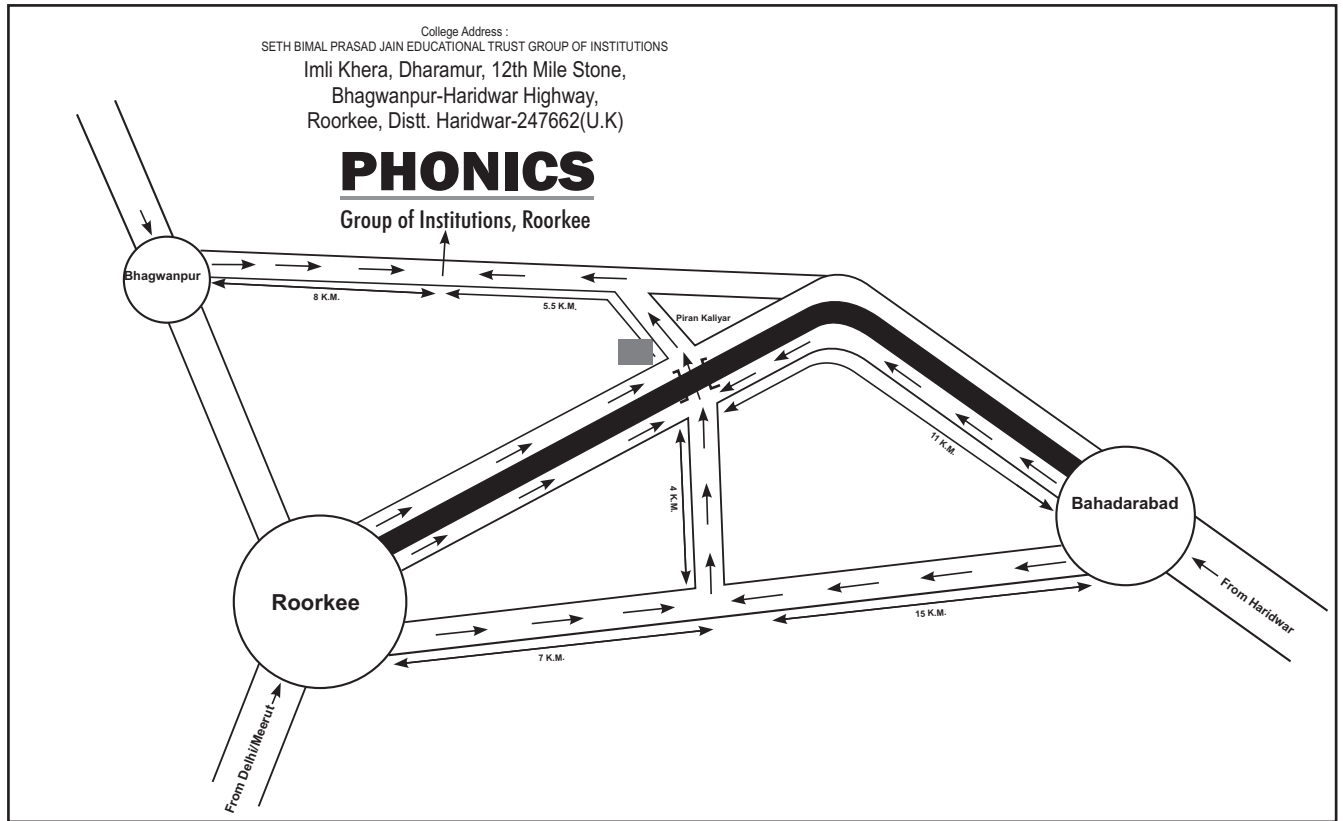
Date :

Signature with Seal

College Address :
SETH BIMAL PRASAD JAIN EDUCATIONAL TRUST GROUP OF INSTITUTIONS
Imli Khera, Dharamur, 12th Mile Stone,
Bhagwanpur-Haridwar Highway,
Roorkee, Distt. Haridwar-247662(U.K)

PHONICS

Group of Institutions, Roorkee



Contact Details

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