



FACULTY SENIOR SECONDARY SCHOOL

Mother Teresa Road, Gitanagar, Guwahati 781024

CBSE Affiliation No: 230150

Telephone : 9085077815

Website : <https://fsss.co.in>

GENERAL INFORMATION REGARDING ADMISSION

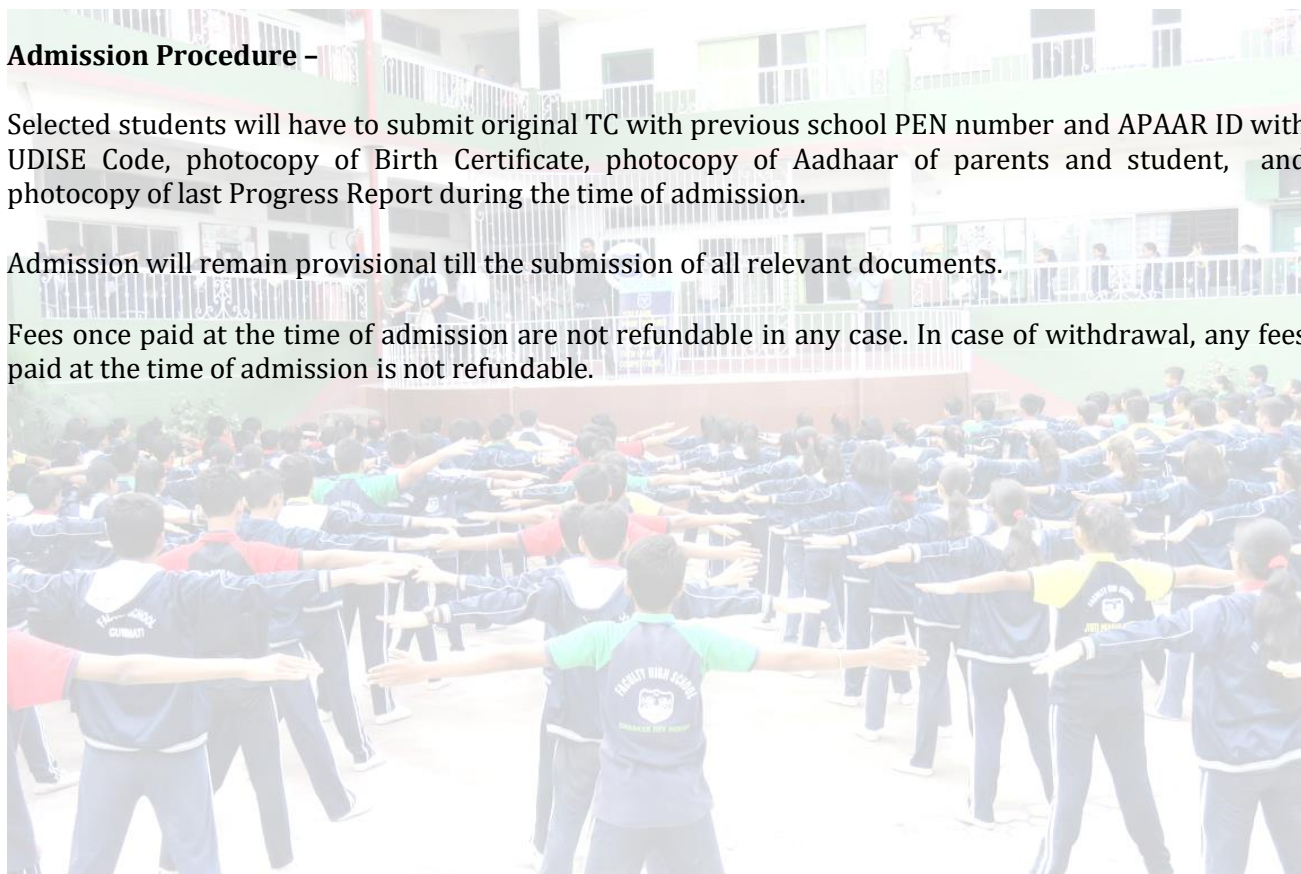
The intake of students for the school is basically Preparatory, LKG, UKG, Class I and Class XI. For all other classes, seats are offered only on the basis of availability. Though the academic session starts from April, the admission for Preparatory, LKG, UKG, and Class I will be completed within November itself. The school will conduct a Foundation Course for the students who are in UKG, Classes I, II, and III.

Admission Procedure –

Selected students will have to submit original TC with previous school PEN number and APAAR ID with UDISE Code, photocopy of Birth Certificate, photocopy of Aadhaar of parents and student, and photocopy of last Progress Report during the time of admission.

Admission will remain provisional till the submission of all relevant documents.

Fees once paid at the time of admission are not refundable in any case. In case of withdrawal, any fees paid at the time of admission is not refundable.





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GENERAL RULES AND REGULATIONS OF THE SCHOOL

1. The school gate will close exactly at 8:30 am every day. Late comers will have to report to the Principal before being admitted. Regular late comers will not be allowed to enter the school.
2. Irregular attendance, disobedience and undesirable conduct on the part of the students will be appropriately tackled with the co-operation of their guardians.
3. Attendance in all examinations is compulsory. 80% attendance is compulsory for eligibility to appear in exams and for promotion for all classes. Board examinees should have 80% attendance to be eligible to fill up the form. As per CBSE norms they have to pass in all subjects in the first practice test to qualify for the Board examination form.
4. If a student has to go back home at the request of the parent/guardian due to any emergency situation at home, then the person who will come to collect the child must be identified by the parent/guardian over telephone and his photograph will be clicked and retained by the school.
5. The school attempts its best to ensure, the safety of the children within the school but the responsibility for escorting to and from school or from the school transport pickup points, rest with the guardians. If a child is found without a guardian at the respective bus stop, the child will be accompanied back to school. The child can be collected by the guardian from the school campus.
6. The school will bear no responsibility if any student stays out of the school during working hours in school uniform clandestinely.
7. Pupils must bring the prescribed textbooks and notebooks to the class. No books other than the textbooks should be brought to the school. Use of mobile phone in the school is prohibited. Mobile phones, I-pods are not allowed in the school for all classes and will be confiscated if found.
8. It is mandatory for the student to appear in all the School's Exam.
9. Students are responsible for their own books, pens, tiffin boxes or any other article they may bring to school. Cardigans, tiffin boxes, school bags and pencil boxes must be marked with the student's full name.
10. The school is not responsible for any valuable/article or money lost. A student must not bring costly articles like watches, ornaments etc. Cash beyond what is needed should not be brought to the school.
11. Coming to school by Motorcycle or any kind of two-wheeler is prohibited. A student can be dropped by car and collected after school.
12. Any wilful damage to the school property will have to be made good by the person(s) responsible for doing it and is liable for disciplinary action.
13. Chewing of any Pan Masala, Gutkha etc. is strictly prohibited in the school campus and in the school bus.
14. If a student shows persistent bad behaviour which in the opinion of the teachers adversely affect the other students, then his/her guardians will be informed for remedial action at home and if after the best effort by the school also, the situation does not improve, then TC can be given to the students at the discretion of the school authorities in the midst of an academic session or after the end of the term even if the student passes his/her annual academic evaluation.
15. If a guardian fails to pay fees for two quarters for his/her ward, the school has the authority to strike off his/her name from the school. The school will also impose a fine for non-payment of fees on time.
16. For students of Class X and XII appearing for Board Exams, all dues must be cleared at the time of LOC finalization for the upcoming Board Exams. (2nd week October to 1st week of November each year)

Declaration :-

I have seen the fees structure and other details provided by the school. I shall abide by the rules/regulations and instructions of the school.

Parent's/Guardian's Signature



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ADMISSION FORM

Student
Photo

A. STUDENT DETAILS

1. Students Name: _____
(In BLOCK LETTERS)
2. Date of Birth (DD/MM/YYYY) : ____/____/____ 3. Sex: ☐ Male ☐ Female
4. Place of Birth : _____ 5. Mother Tongue : _____
6. Religion : _____ 7. Caste : _____
8. Permanent Education Number (PEN): _____ UDISE Code: _____
9. Permanent address : _____

10. Present Address : _____

11. E-mail : _____ 12. Mobile No : _____
13. Student's Aadhaar No.: _____ APAAR ID: _____
14. Bank Account No.: _____ IFSC Code: _____
15. Class to which admission is sought : _____ STREAM(For Class XI) : _____
16. Name of previous school : _____

Class last attended: _____ Medium of Instruction: _____
Reason of leaving: _____
17. Name and class of Brother/Sister (sibling) studying in this school (if any) :
a) _____
b) _____

B. FAMILY DETAILS

Father's Name : _____

Age : _____ Qualification : _____

Occupation in details : _____

Father's Aadhaar Number: _____

Office Address : _____

E-mail : _____ Phone No. : _____

Mother's Name : _____

Age : _____ Qualification : _____

Occupation in details : _____

Mother's Aadhaar Number: _____

Office Address : _____

E-mail : _____ Phone No. : _____

Phone/Mobile Number for all school communications: _____

C. MEDICAL HISTORY

1. Medical History (if any) : _____

2. Chronic illness : _____

3. Allergies to food or medicine : _____

Father's
Photo

Mother's
Photo

D. EXTRA-CURRICULAR ACTIVITIES

The student is interested / undergoing training in _____

Achievements, if any (District / State / National level only):

NOTE

At the time of submitting the Admission Form, kindly ensure that the forms have been filled correctly and completely where applicable. All photographs and documents are to be attached along with the Form submitted. The office will not accept forms that are incomplete.

PARENTS/GUARDIANS ARE NOT TO SOLICIT ADMISSION REQUESTS THROUGH THIRD PARTY.

THE SCHOOL IS DONATION FREE AND WILL NOT ENTERTAIN ANY SPECIAL REQUESTS

If selected, the admission will remain provisional, until the Transfer Certificate (In Original) from previous School and Birth Certificate (Photocopied and attested) is submitted at the time of Admission.

Declaration :-

I/we hereby declare that the information given in this Admission/Re-Admission Form is true and correct to the best of my/our knowledge and belief. In case any information given in this Form proves to be false or incorrect, I/we shall be responsible for the consequences and the Admission/Re-Admission may be rejected at any point of time.

Father's Signature

Guardian's Signature

Mother's Signature

FOR OFFICE USE

Date of Submission of form: _____ Stream: _____

Comments/Remarks: _____

Authorized Signature