

# ADMISSION FORM

All fields are mandatory		
Admission No. (by office):	Year:	Child's Recent
Admission For: 2 yrs, Playgroup [		Photograph (cross signed by parent)
CHILD'S DETAILS		
Name of the Child:		
(First Name)	(Middle Name)	(Surname)
Gender: Male Female	Date of Birth:/ (dd) (mn	./ n) (yyyy)
Place of Birth:	Nationality:	
PARENT'S DETAILS		
(A) Father's name:		
	(Middle Name)	(Surname)
Address:		
	Tel:	
MobileE	mail:	
Father's Qualification (highest degree	ee):	
Occupation: Business / Service / Se	elf-employed / Any other:	
Office Name:		
Office Address:		
	Tel:	



(B) Mother's name	e: (First Name)	(Middle Name)	(Surname)
Address:			
		Tel:	
Mobile	E mail:		
Mother's Qualificat	ion (highest degree):		
Occupation: Busine	ess / Service / Self-emp	loyed / Any other:	
Office Name:			
Office Address:			
		Tel:	
(C) Guardian Nam	e:		
Relation with the c	hild:		
Address:			
		Tel:	
Mobile	E mail:		
(D) For Centre's P	Primary Contact:		
Name:			
Relation with the c	hild:		
Mobile	E mail:		
Emergency Contac	ct No.:		



Precautions to be taken:

Please note that medication will not be administered by the teachers during school hours. However, parents may come personally or send an authorised representative to administer any medication.

Any medical / developmental records shared will be kept confidential and will be used for Centre's records or referred only with engaged experts.

## **Declaration:**

We declare that the information given above is true. We understand and agree that in matters relating to admission to the Planet Discovery Centre and the child's continued participation at the Planet Discovery Centre, the decision of the Centre will be final.

Photograph of the Father	Photograph of the Mother
Signature of the Father:	Signature of the Mother:
Date:	Date:
Place:	Place:



## **AUTHORIZATION**

### Email Authorization

I authorize The Planet Discovery Centre to contact me at the email ad	ldresses lis	sted above
for promotional purposes including but not limited to announcements,	upcoming	
registrations, and new programs or class offerings.	Yes	No

#### **Photo Authorization**

By signing below I hereby consent to and authorize the use and reproduction by The Planet Discovery Centre of any and all photographs and / or video that have been taken of the above registrant, a minor child in my custody as parent or guardian, for any purpose, without compensation to me, the child or assignees. All images and digital files are owned by The Planet Discovery Centre, who reserves the right to use these photographs and/or video for online publication, distribution to families attending The Planet Discovery Centre, and display at The Planet Discovery Centre events such as graduation. I understand any photos provided to me by The Planet Discovery Centre are for my personal use and display only. Reproduction or publication for commercial purposes in any form is strictly prohibited.

Yes No

Yes

Yes

No

No

No

Yes

#### **Field Trip Authorization**

By signing below I hereby consent my child to participate in centre field trips and activities outside the centre building during regular school hours. It is my understanding that these

trips are under the supervision of centre staff.

#### Participation waiver:

As with any activity I understand that there may be risk of injury or harm. I agree to be responsible for any medical expenses incurred by my child while participating in sessions. I agree to hold the staff and volunteers of Planet Discovery Centre, harmless from, and indemnify them for, any damage or loss arising as a result of my child's participation in any activities.

#### **Cancellation Policy**

The Annual Fees / Term Fees will be payable in advance before commencement of the term. The fees is decided and revised by the Management from time to time. The fees is non-refundable. This term fees will be not be refunded if the child is withdrawn from the centre during the term. Late fee payment (upto 1 month of due date) is 10% of total fees/term fees. Beyond 1 month, the Centre reserves the right to cancel admission or levy penalty as decided by the Management.

Registration fees is non-refundable.

#### SIGNATURE

By signing below, I hereby certify that I have read and understood the above terms and conditions and agree to the terms and conditions.

Signature: Date:

Place:



## **Registration Instructions**

Prepare your registration package. Your registration package should contain the following items:

- 1. A completed registration form.
- 2. Child's birth certificate (only photocopy)
- 3. Child's Medical / Developmental history and Vaccination record (only photocopy)
- 4. Passport size photo of the child (5)
- 5. Parent's ID proof (only photocopy)
- 6. Parent's Educational Qualification certificate (only photocopy)
- 7. A cheque for the registration fee in the amount of Rs.1000 (non refundable)
- 8. A cheque for the Security deposit in the amount of Rs.10,000 (Refundable)
- 9. For Play Group, Nursery, Jr KG and Sr KG, Grade 1 and 2 Payment of Annual fees OR Term fees per term is Non refundable.
- 10. The term fees will be collected electronically or by cheque. Details enclosed.

Submit your registration package in one of two ways:

- 1. Email us at theplanetcee@ceeindia.org or
- 2. Arrange a time to visit the centre and submit your completed registration package.

The Planet Discovery Centre Centre of Environment Education Thaltej Tekra Ahmedabad 380 054 Gujarat, India

For appointments Contact: 9825600918 or 079-26844760