JUBILEE HILLS PUBLIC SCHOOL

CBSE Affiliation No. 3630364
Rampally Dayara, Keesara Mandal, Medchal-Malkajgiri, Telangana – 501301
Phone: 9346784119 | 9515943805
Website: www.jhpsrampally.com | E-mail: admissions@jhpsrampally.com

JHPS-R

Application Form

Application No: _____ **Admission No:** _____

Class applying for: _____

Name of The Student
(IN BLOCK LETTERS AS PER DOB CERTIFICATE)
Note: The above name will be registered permanently in the school records and all certificates and reports shall be issued on this name only. Any change at a later date will be accepted only by documentary proof. : _____

Gender (Please put the ✓ mark) : ☐ Male ☐ Female

Date of Birth : _____

Age at the time of admission (as on 31st May) : _____ Year(s) _____ Month(s) _____ Day(s)

Aadhaar Number of the child : _____

Residential Address : _____

Nationality : _____

Place and State of Birth : _____

Mother Tongue : _____

Religion : _____

Category (✓ in appropriate box and attach relevant certificate as applicable) : SC ☐ ST ☐ BC ☐ GEN ☐

Identification Marks

1. _____

2. _____

Details of the previous school(s) attended

Name of the previous School(s) & Address(es)	Year(s) of study	Class studied	Medium of Instruction	Marks/ Grade	SSC / CBSE / ICSE / IGCSE Any Other

Family Details

Description	Father	Mother
Name (as per Municipal Record)		
Age (as on Date)		
Nationality		
Aadhaar Number		
Phone Number		
Email ID		
Qualification		
Occupation		
Name of the Organisation		
Designation		
Annual Income	Rs	Rs
Transferable Job	Yes/No	Yes/No

Contact (Preferred Numbers For Communication)

Preference 1: _____

Preference 2: _____

- Any changes in address & phone number should be intimated to the School immediately.
- In case of single parent, all legal documents including custody of the child have to be submitted.
- In case of guardian, necessary authorisation papers signed by biological parents have to be submitted.

Special Talents, if any, in all fields

Child	
Father	
Mother	

Siblings Studying in This School

Admission No	Name	Class & Section

Health Details

a) Height _____ cms Weight _____ kgs Blood Group _____

b) Spectacles: ☐ Yes ☐ No If yes: Left Eye _____ Right Eye _____

c) Does the student have any allergies: _____

d) If the student has any medical history, please provide details: _____

_____

e) Family Doctor's Name & Contact No.: _____

Any Learning Difficulties / Disabilities

E.g. Dyslexia / Attention Deficit Hyperactivity Disorder / Autism, etc. (attach relevant document)

_____

Note: If an existing major learning difficulty / disability of the child is not disclosed at the time of admission, the school is authorised to cancel the admission, as the school may not be geared up to handle cases which need special / additional support.

Language Selection

Language 1	Language 2 (Please tick one)	Language 3 (Please tick one)
English (Mandatory)	☐ Hindi ☐ Telugu	☐ Telugu ☐ Hindi

Transport: (Please tick)

Opted: ☐ Not Opted: ☐

Affix latest passport size photograph (STUDENT)	Affix latest passport size photograph (FATHER)	Affix latest passport size photograph (MOTHER)

Note: Photos can be uploaded here or submitted at the time of interaction.

Rules and Regulations

Parents are requested to read the following carefully. Signing the declaration confirms acceptance of all rules mentioned below:

1 DISCIPLINE

- Parents must strictly follow the rules stated in the School Almanac and the circulars issued by the school from time to time.
- Parents are not permitted to enter the campus or classrooms without prior appointment / permission, and must follow the communication process stated in the Almanac.
- Parents / students shall not post any obscene or objectionable matter about teachers, the school or students on social media. This may lead to suspension or termination of admission.
- Parents must ensure that students do not open accounts on social media platforms or misuse the media.
- Students are not allowed to wear any religious attire on the school campus, as it is a secular school.
- Students involved in bullying, ragging, hitting, harassment, discrimination or any form of intimidation may be suspended or terminated, following the school's disciplinary process.
- The school complies with the Corporal Punishment policy, POCSO and POSH obligations, and will report any safeguarding concerns to the relevant authorities.

2 GENERAL

- The campus is under CCTV surveillance, and telephone conversations are recorded for safety and security purposes.
- Parents shall not use abusive or threatening language with staff, in person or over the phone.
- Parents shall not put undue pressure on the school through political, bureaucratic or media channels for any of their demands.
- For any grievance, parents must take a prior appointment through email or the appointment request form, allowing the management reasonable time to verify the facts. Concerns are addressed only in a scheduled meeting, not over email, WhatsApp or phone.
- Parents shall not contact teachers in person for any purpose during or after school hours, and must follow the stipulated communication process.
- The school does not provide a dedicated parking facility, except on specified days of school events.
- The school may use photographs and videos of students in print media, electronic media, the school's social media, WhatsApp, etc.

3 FEE

- Fees must be paid on time to avoid fines and removal from rolls. Sending reminders is not obligatory on the part of the school.
- Late fee / re-admission fee will be charged as per school rules.
- External trips, competitions and exam fees are not included in the tuition fees.
- Books, uniforms and stationery are not included in the tuition fees.
- Fees once paid, including tuition and transport fees, are neither refundable nor adjustable.
- If the admission is withdrawn before attending school, a minimum of Rs. 25,000/- will be charged.
- If the admission is withdrawn after attending school, the full term fee will be collected.
- A fee increase of up to 10% per annum shall be levied every year over the existing fees.
- CBSE registration fees (Classes 9 to 12) are charged separately as per CBSE guidelines.
- For lateral admissions, the fee may be higher than that of existing students in the same class, owing to facilities added from time to time.

4 MORNING SNACKS AND LUNCH

- Morning snacks and school lunch is an optional facility offered by the school (Pre-Primary students only). It is not available to students with food allergies.
- Morning snacks and lunch fees can be paid in two terms.
- Morning snacks and lunch fee once paid is neither refundable nor adjustable.
- Lunch boxes or food parcels shall not be accepted during school hours, due to safety and security concerns.

Declaration by Parent / Guardian

1. We fully understand that the school, on accepting this application fee and registration charges, is not in any way bound to provide admission to our child.
2. All information given in this application form is true to the best of our knowledge. If any information is found to be false or incorrect at any stage, our ward's admission may be cancelled.
3. We agree to abide by the school's Rules and Regulations on Discipline, General, Fee, and Morning Snacks and Lunch, and all instructions given from time to time, including withdrawal or dismissal of the student.
4. We authorise the school to use photographs and videos of our child in print media, electronic media, the school's social media, etc.
5. We undertake to follow the school rules as per the School Almanac / School Diary, and are signing this application after reading and understanding the rules and regulations.

Custodian of the child : ☐ Both Parents ☐ Father ☐ Mother ☐ Guardian

Parents (Note: Both parents must sign compulsorily)		**Guardian** (if applicable)
Father	**Mother**	**Guardian**
Name _____	Name _____	Name _____
Signature	Signature	Signature
Sign here	Sign here	Sign here
		Note: Proof of guardianship compulsory

Date : _____ **Place :** _____

How did you come to know about JHPS, Rampally?

☐ Newspaper ☐ Friends / Family ☐ Website ☐ Social Media

☐ Others, please specify _____

Note:

- Incomplete application forms will not be considered for admission.
- Admission is subject to suitability and medical fitness of the child.
- Admissions are given to two children only, as per the school's rules.

Documents to be Enclosed

Please tick (✓) each document enclosed with this application.

At the Time of Registration / Interaction
(Compulsory)

NO.	DOCUMENT	ENCLOSED
1	**Birth Certificate** Panchayat / Municipal Corporation (Copy)	☐
2	**Bonafide Certificate** (Original), if applicable	☐
3	**Previous School Report Card** (Copy), if applicable	☐
4	**Residential Address Proof** (Copy)	☐
5	**Aadhaar Card of Father and Mother** (Copy)	☐
6	**Passport Size Colour Photographs** 2 each of the child, father and mother	☐
7	**If single parent** a) Custody order (Copy) b) Divorce certificate (Copy)	☐

After Confirmation of Admission

NO.	DOCUMENT	ENCLOSED
8	**Transfer Certificate** (Original), if applicable	☐
9	**Aadhaar Card of the Child** (Copy)	☐
10	**Caste Certificate (SC / ST / BC)** (Copy), if applicable	☐
11	**Physically Challenged (PwD) Certificate** (Copy), if applicable	☐
12	**Blood Group Report of the Child** (Copy)	☐
13	**Guardian Certificate & Aadhaar Card of Guardian** (Copy), if applicable	☐
14	**Permanent Education Number (PEN)** _____	☐

Please Note:

- Original birth certificate is to be submitted for verification and will be returned.
- Sibling case (own brothers and sisters): a photocopy of the sibling's school ID card must be enclosed.
- Documents 1 to 7 are compulsory at the time of registration.

OFFICE USE

Reference

Name of the reference : _____

Designation : _____

Department : _____

Phone Number : _____

Resource

Name : _____

Contact Number : _____

Category : _____

Details : _____

Comments

Cheque No. & Date : _____

Admn No.	MCB Entry Done by	Admn. Register Entry	Admin Official Sign & Date	Principal Sign & Date	ID Card
		Yes / No			Yes / No

School Transport Registration Request

☐ Required ☐ Not Required

Route Number	Boarding Point (as per school notice board / website)	Drop Point (as per school notice board / website)	Name of the Student	Class & Section	Admission Number

1 PLEASE NOTE

- Pick-up and drop points may differ in some cases due to U-turns, one-way roads, distance and time factors.
- School transport is an optional facility, provided through the transport contractor on a first-come, first-serve basis.
- Requests for a change of route, halt or extension during the academic year will be considered only subject to operational feasibility, availability of seats and travel time.
- Students must be seated only in their allotted seat.

2 ALLOTMENT

- Providing transport is not mandatory on the part of the school.
- It may be withdrawn due to unavoidable circumstances, non-cooperation of parents with the pick-up / drop code of conduct, or student misbehaviour.
- Bus routes are designed for students' convenience and safety, and are subject to change.
- To-and-fro transport is provided on all working days on fixed routes.
- A separate bus tag is issued after payment of fees and is compulsory for using the school bus.

3 FEE

- Transport fee once paid is neither refundable nor adjustable.
- The transport facility will be cancelled in the following cases:
  - ◇ A student does not remain seated in the allotted seat or changes places.
  - ◇ A student is found guilty of misconduct or causing damage (cost of repairs will be recovered).
  - ◇ The route or stop is changed by the student or parent by influencing the driver.
  - ◇ A parent boards the bus or argues with staff or children for whatsoever reason.

4 GENERAL CONDITIONS

- The school has the right to modify, alter, relocate or withdraw routes / stops, or as required by regulating agencies from time to time.
- Bus routes and stops for all areas are displayed on the notice board and at www.jhpsrampally.com.
- Change of residence or contact number must be informed in writing. Allotment on a new route is subject to vacancy on that route.
- Parents must be present at the designated bus stop 5 minutes before the scheduled time while dropping and picking up their child.
- If no one is present at the drop point, the student will be brought back to school and must be collected from the school.
- Students discontinuing transport for the next academic year must inform the school on or before 1st March.

5 CONTACT

- Suggestions or complaints about the bus facility should be addressed to the School Transport Manager, who will take up the matter with the transport contractor.
- For other queries, contact the school office on 9849998441, email the school, or visit between 3:00 p.m. and 3:45 p.m. on any working day.

I have read and completely understood the above terms and conditions, and hereby agree to them.

Date	Name	Mobile No.	Signature of Father / Mother / Guardian
_____	_____	_____	_____