



**Declaration Form for New Admissions for Academic year 2018-19**  
**The Deens Academy Gunjur**

*Note: Kindly sign every page of the Declaration form and submit a copy to the accounts department along with copy of the Aadhar card and transaction details of fees to process the admission*

Dear Parents,

We are glad to welcome your child into The Deens Academy Gunjur. Before the fee payment we would like you to kindly go through the below details.

The fee structure and schedule of payments are as stated below:

Fee structure and schedule of payments for the next academic year will be as follows

<b>Deens Academy Gunjur</b>					
Grade	Component 1	Component 2	Component 3	Total	Processing fee
	Payable at the time of admission	5 <sup>th</sup> September 2018	5 <sup>th</sup> January 2019		Payable at the time of admission
Lkg-Ukg	58000	32000	15000	105000	25000
Grade 1-9	63000	35000	17000	115000	25000

**Fee Regulations and policies**

The prescribed tuition fee is payable in full or in three instalments (for all 12 months) through demand draft/ NEFT/ RTGS/ IMPS only.

Details are as follows:

Name of Beneficiary: DEENS EDUCATIONAL TRUST – GUNJUR

Bank Name; AXIS BANK Ltd

Branch; MARATHAHALLI – BANGALORE

Account Number; 914020049679780

Type of Account; CURRENT

IFSC Code; UTIB0000300

Signature of Parent

### **FEE REGULATIONS**

- After payment of fees please furnish transaction details to the accounts department to generate receipts
- Receipts for all payments will be available in the students ERP within 10 working days.
- Fees once paid will not be refunded.
- Cash payments will not be accepted.
- The 2nd & 3rd instalment of the tuition fee has to be paid before the 5th of September and 5<sup>th</sup> January respectively. The first term fee for the following year has to be paid by the 5th of April. No reminders will be sent by the school regarding the payment of fees.
- Defaulters will have to pay a fine of Rs. 500/- per day. Please note that no justifications/ recommendations will be entertained in this regard.
- If a student has defaulted with payment of fees, a letter of warning will be sent. The student will not be permitted to attend class after one week from the due date.
- All fee queries have to be directed to the Principal.
- The fee structure is subject to change periodically. The school retains the right to determine its policies, especially with regard to fee slabs and fee payment structures. We solicit your support on this.
- Students joining the school in the second or third term will have to pay the entire year's tuition fee. Students withdrawing in the middle of the academic session have to remit full years fee before relieving formalities commence.

### **Withdrawal and Transfer Certificate**

- Fee refund of a newly admitted student before the session commences is 60% of what has been paid as tuition fees. The processing fee is non-refundable under any circumstances.
- There is no refund of any amount after the session commences; rather the full year's fee has to be remitted for the TC to be processed.
- For existing students, parents are required to intimate us of discontinuing schooling at Deens for the next academic year by end of January. Failure to intimate regarding withdrawal for the next academic session by the 30th of January will make the parent liable to pay the 1st term fee of the next academic session.
- Transfer Certificates (TC) and Bonafide certificates will be issued 10 days after written request is made. The Transfer Certificate will be issued on payment of Rs. 200/- after dues towards the school have been cleared.
- In case the child is being withdrawn in the middle of the academic session, the whole year's tuition and transport fees (if applicable) have to be remitted before the TC can be issued.

### **Fee details:**

- The fee includes tuition fees, most of the field trips, books and 2 sets of uniforms.
- The Annual fees does not include Transportation, Canteen Charges, Personal stationary item of students, shoes and accessories
- Parents applying for bonafide certificates stating fee paid for tax purposes, are intimated that only 60% of fee paid is declared as tuition fee, since the remaining amount goes towards other expenses for your child, which does not endorse tax benefit.
- Processing fees, a onetime payment needs to be remitted only at the time of admission.
- There is a sibling discount for a younger child which is 5% of annual fee which is reduced in Component 3 of the fees.

Signature of Parent

## **DECLARATION BY PARENTS**

By my signature below, I hereby acknowledge and confirm that I have carefully read and understood the below stated fee policy of Deens Academy along with the corresponding fee notification and all the terms and conditions stated therein are acceptable to me as fair and reasonable. I further concur that my child's admission at Deens Academy remains subject to and conditional on fulfilment of such terms and conditions.

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(SIGNATURE OF THE PARENT)

Date:

Name of parent:

Name of student:

Grade of student:

Application number:

Aadhar card number :

**\*School DISE number:**

**\*STS number:**

**\*only for Grades 2 and above**

**DISCLAIMER:** Deens Academy follows a specific process and policy that is necessary for effective budgeting and functioning of the School and the delivery of its educational objectives. The School reserves the right to amend its policies and fee structure as necessary and appropriate, with due notice.

### **For Office Use**

Date of admission:

Admission number:

Sibling details (if applicable)

Name of Sibling:

Grade of Sibling:

Second Language:

Third Language:

House: