



KOTAGIRI PUBLIC SCHOOL

Karuniapuram, Kotagiri
The Nilgiris – 643 217

APPLICATION FOR ADMISSION

Photograph

Reg. No.:

Form 1

1. Name of Pupil:..... Sex:.....
2. Date of Birth :.....Nationality:.....
3. Religion:.....Community:.....
4. Class & School last attended:.....
5. Transfer Certificate enclosed or not:.....
6. Class to which admission is sought:.....
7. Date from which admission is sought:.....
8. Father's Name.....Mother's Name.....
9. Father's/Guardian's Profession:.....Monthly Income.....
10. Father's/Guardian's Address:.....
11. Telephone Number:.....
12. Fees and other dues will be paid by:.....
13. Day Scholar/Day Boarder/Boarder:.....
14. Second Language:..... Third Language :.....
15. Mother Tongue:.....

I certify that the above information is correct. I have read the prospectus carefully. I agree to abide by the School rules and pay the School dues regularly and also to give three months notice for withdrawal of my child.

Date:.....

Place:.....

Signature of Parent/Guardian.

Note: Affix a passport size Photograph in the space provided.

FOR OFFICE USE ONLY

Class to which admitted..... Roll No.....
 Registration Fee.....Caution Deposit.....
 Any other information.....

Date:

Principal



KOTAGIRI PUBLIC SCHOOL

Karuniapuram, Kotagiri
The Nilgiris – 643 217

Photograph

APPLICATION FOR ADMISSION TO +2 COURSE

Reg. No.:

Form 1

1. Name of Pupil:..... Sex:.....

2. Date of Birth :.....Nationality:.....

3. Religion:.....Community:.....

4. Class & School last attended:.....

5. Transfer Certificate enclosed or not:.....

6. Class to which admission is sought:.....

7. Date from which admission is sought:.....

8. Father's Name.....Mother's Name.....

9. Father's/Guardian's Profession:.....Monthly Income.....

10. Father's/Guardian's Address:.....

11. Telephone Number:.....

12. Fees and other dues will be paid by:.....

13. Day Scholar/Day Boarder/Boarder:.....

14. Core Language :..... Mother Tongue.....

15. Elective Subjects :

First Choice.....

Second Choice.....

I certify that the above information is correct. I have read the prospectus carefully. I agree to abide by the School rules and pay the School dues regularly and also to give three months notice for withdrawal of my child.

Date:.....

Place:.....

Signature of Parent/Guardian.

Note: Affix a passport size Photograph in the space provided.

FOR OFFICE USE ONLY

Class to which admitted..... Roll No.....

Registration Fee..... Caution Deposit.....

Any other information.....

.....

.....

Date:

Principal



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APPLICATION FOR ADMISSION TO HOSTEL

FORM II

1. Name of Pupil :..... Sex:.....
2. Class :.....
3. Age :.....
4. Mother Tongue :..... Second Language:.....
5. Father's/Guardian's Name & Address:.....
6. Vegetarian or Non-Vegetarian:.....
7. Name & Address of relatives & friends the pupil may visit :.....
.....
.....
8. Name and address of Local Guardian:.....
Telephone Number :.....

N.B. Pupils of KG.. to Std.XII are NOT ALLOWED to keep money with them.

Certified that I have read the prospectus carefully and agree to abide by the rules and regulations of the School.
I shall give 3 months notice for withdrawal of my child.

Date:.....

Signature of Parents/Guardian

FOR OFFICE USE ONLY

Admitted to Hostel:..... Roll No.:.....

Mess :..... Bed No.:.....

Any other information.....
.....

Warden/Matron

Date:.....

Principal.



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NAME ROLL NO..... HOUSE.....

CLASS DORMITORY.....

THE KIT

Sl.No.	ITEMS	Minimum No. Required	No. Sent	Remarks
1.*	Cream coloured shirts – full sleeves (Terry Cotton)	6		
2.*	Brown coloured skirts/pants (Terry Cotton)	6		
3.*	White skirts/pants (Terry Cotton)	2		
4.*	White shirts – full sleeves (Terry Cotton)	2		
5.*	Games Shorts – House colour	4		
6.*	Games T. shirts – House colour	4		
7.*	Blazer brown with Emblem/Suit	1		
8.*	Brown Sweater – Full Sleeves – V Neck/Cardigan	1		
9.*	Brown Sweater – V Neck Sleeveless	2		
10.*	School Tie – Brown with Golden Stripes	2		
11.*	School Nylon Socks – Brown	4		
12.*	Nylon Socks – White	2		
13.*	Nylon Socks – Black	2		
14.	Black Shoes (Naughty boy/Ballerina)	2 pairs		
15.	Canvas Shoes – One white and one coloured	2 pairs		
16.	Home wear clothes sets	6		
17.	Night suit – cotton	2		
18.	Night suit – warm	2		
19.	Bed Sheets	4		
20.	Pillow cases	4		
21.	Vests/Petticoats	8		
22.	Under Pants	8		
23.	Dressing Gown/House Coat	1		
24.	Rain Coat/Umbrella	1		
25.	Home wear Sweaters (Red-1, Blue-1)	2		
26.	Towels (Large)	4		
27.	Towels (Small)	2		
28.	Handkerchiefs	6		
29.	Suit case/Trunk (Large)	1		
30.	Air Bag/Suit case (Small)	1		
31.	Bath room slippers	1 pair		
32.	Dirty linen bag	1		
33.	Toilet bag	1		
34.	Shoe polish kit	1		
35.	Plastic mug	1		
36.	Plastic bucket (Medium size)	1		
37.	Rubber Sheets (Bed wetters only)	1		
38.	Blankets	2		
39.	Gum Boots/Rubber Shoes Black	1 pair		
40.	Football Boots (VI-XII) Boys only)	1		
41.	Muffler – Brown	1		
42.	Table Napkins Big (KG-V) only)	4		
43.	Tight shorts for girls	4		

- N.B.**
1. This list does not include toilet articles. Special care may please be given to girls' toilet requirements.
 2. All articles of clothing may kindly be marked clearly with coloured thread or indelible ink.
 3. **Cosmetics, Jewellery and costly articles are not allowed.**
 4. Std. VII to XII may bring watches at their own risk and responsibility.
 5. Students are not allowed to use electrical gadgets.
 6. **Items 1 to 13 can be bought from school.***



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VISITORS' SLIP

Name Sex.....

Class.....Roll No..... House.....

My daughter/son is permitted to received and visit the following visitors while in school.

NAME

ADDRESS

RELATIONSHIP

Date:

Signature of Parent.



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PERSONAL HEALTH HISTORY FORM

Name :

Roll No. :

Class :

Date of Birth:

Blood Group :

Immunization: Give date last received

D.P.T.....Measles..... Tetanus Toxoid.....

Polio.....Typhoid.....B.C.G.....

Cholera..... Hepatitis B.....

If the child is due for any Booster dose mention date and name of vaccination.

.....

PAST HISTORY OF ILLNESSES

if YES tick

if NO cross X

Tuberculosis	Chicken Pox	Measles	Mumps
Rheumatic fever	Hepatitis	Epileptic fits	Typhoid
Asthma	Faintings	Ear infections	Tonsillitis
Tropical Easinophilia	Sinusitis	Vertigo	Hay fever

ANY HISTORY OF ALLERGIES TO:-

Penicillins

Sulphas

Salicylates

Any other known

1. Drug allergies.....

2. Food Allergies.....

3. Chemical allergies.....

ANY SURGERIES PERFORMED:

Appendectomy

Tonsillectomy

Hermotomy

Any other.....

Is the child on long term drug therapy? If yes mention names of drugs and dosage advised.....

.....

Any other caution to be taken.....

.....

.....

Signature of Parent

Date:

Signature of Family Physician

UNDERTAKING BY THE PARENT/GUARDIAN

To

The Principal,
Kotagiri Public School,
P.O. Box No.2,
KOTAGIRI – 643 217.

Dear Sir/Madam,

1. I certify that I have read all the rules and regulations of the school and agree to abide by them.
2. I understand that notice for withdrawals at the end of the academic year should be given 3 months in advance or before **March 1st**, failing which I agree to forfeit the Caution Deposit.
3. If I give notice of withdrawal after May 1st, I agree to pay one term's fees in lieu of notice.
4. I understand that withdrawals are not permissible during an academic year. If for some reason I withdraw my child during the year I agree to pay the fees for the whole year.
5. I understand that attendance is important and I shall not ask for leave for my child during the term nor ask to take him/her from school before the prescribed date of closure of the school for vacation.
6. In case of illness, I will inform the Principal by a letter, and then produce a medical certificate at the time of the child's rejoining school.
7. I will strictly adhere to the prescribed telephone call timings and visiting days. I will not send my relatives/friends also during week days to visit my child.
8. I appreciate that the School believes in the all round development of the child. I will allow my child to take part in all the activities of the school. I will not hold the school responsible should any untoward incident or injury occur to my child inside the campus or outside.
9. I shall not hold the school responsible in case my ward leaves school or hostel without prior permission. I will not object to any disciplinary action taken against my ward by the school in case it becomes necessary.
10. I also undertake that my ward will not indulge in any anti-social activities or take drugs, drink or smoke. In case my ward is found guilty of the above I will not object to such action that the school/management may deem it fit to take against my ward. I agree to forfeit the Caution Deposit if my ward is dismissed from school for misconduct/misbehaviour. I also agree to pay all dues and losses if any.
11. I agree to co-operate with the school authorities in all respects.

Yours sincerely,

Name of the Child:

Name & Signature of Parent

Roll No.

Date:

Witness:



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RULES AND REGULATIONS

1. Students should report to the Principal's and the Bursar's offices and clear school dues before proceeding to the dormitories. If fees are not paid they will not be allowed to enter the dormitories.
2. Students are required to **report on time** and leave **only on the prescribed dates**. Late comers, without prior sanction of leave, will be levied a heavy **FINE of Rs.500 per day**.
3. Students are not allowed to leave the Campus without prior permission. Offenders will be dealt with severely.
4. Students are **not allowed** to use electrical gadgets in the dormitories.
5. **Possession and use of cell phones will not be allowed. Cell phones found in the possession of students will be confiscated.**
6. Senior students may open bank accounts jointly with the Principal and deposit their pocket money. The Bursar's office will assist them with bank operations. They are NOT allowed to keep any money with them. If they do so, it will be confiscated. **Confiscated material will not be returned.**
7. Students are expected to be present at the places specified **on time** for morning P.T., Games, Classes and all activities. They are expected to be obedient, courteous and co-operative.
8. Silence should be maintained during study hours and rest hours.
9. The Study Room in the dormitory can only be used for extra study from 9.00 to 11.00 p.m. without disturbing those who wish to sleep.
10. **Expensive articles and gold ornaments** should not be brought to the School. If they are brought the students do so at their own risk and responsibility.
11. Not more than 6 sets of casual clothes are allowed.
12. All furniture, fittings and properties of the school should be used with care.
13. The hostel and classrooms should be kept clean and tidy.
14. Rock music produced by groups listed below is **BANNED**. All such music will be confiscated:
Def Leopard, Emimem, Gun n'Roses, Jimi Hendrix, Black Sabbath, Grand Funk, AC/DC, Kiss, Scorpions, Matley Crue, Ozzy Osbourne, Iron Maiden, Twisted Sister, Judas Priest, Pink Floyd, WASP, Marilyn Manson, Slipknot and all Satanic music.
15. Objectionable magazines, CDs etc., are all **BANNED**.
16. Students shall not indulge in any anti-social activities or take drugs, drink or smoke or go on strikes. In case any student is found guilty of any of the above, he will be rusticated from the school and the Caution Deposit forfeited. He shall also pay for all damages.
17. Telephone calls from parents can be made on the following days and times.
Saturdays – 2.00 p.m. – 6.00 p.m. Sundays – 10.00 a.m. – 6.00 p.m.
Parents from Middle East: Fridays 4.00 p.m. – 6.00 p.m.

PRINCIPAL.

DECLARATION BY THE STUDENT AND THE PARENT

I hereby state that I have read the Rules and Regulations of the School and agree to abide by the same.

Name _____ Roll No. _____ Class _____

Signature of the Student

Date:

Signature of the Parent/Guardian