



Permanent  
Address

  

City

District

State

Pincode

#### Educational Qualification

Class	Board	%	Passing Year	Roll No.	Sub(G)
10th					
12th					

Stream of XII:

☐ PCM☐ PCB☐ Commerce☐ Arts

XII Board Exam

Roll No.  
(MANDATORY)

Name of the School Attended  
(WITH CITY)

Participation in NCC/ NSS/ Sports

#### LET US KNOW ABOUT YOURSELF

What are your hobbies and interest? Specify if any prize or special award received for the same.

  

What are your future goals? Where do you see yourself after 3 years?

  

Have you travelled abroad earlier? Please specify country and duration.

  

Are you planning to pursue business or a job as an option?

  

Do you hold a passport; if yes, specify the validity date.

  

Any other personal qualities you would like to specify?

  

Please provide information about you family (siblings) & their interest.

  

Do you have any issues in traveling by bus, train, flight? If yes, please mention.



**Documents to  
be attached with  
Admission Form**

- |  |   |
|--|---|
| <input type="checkbox"/> Class 10th Marksheet  | <input type="checkbox"/> Migration Certificate (Original)   |
| <input type="checkbox"/> Class 12th Marksheet  | <input type="checkbox"/> Gap Certificate, if any (Original) |
| <input type="checkbox"/> TC (Original)         | <input type="checkbox"/> Aadhar Card Copy (Mandatory)       |
| <input type="checkbox"/> Passport Size Photo-4 | <input type="checkbox"/> Passport Photocopy                 |

Category ☐ General ☐ SC ☐ ST ☐ OBC ☐ Minority ☐ Others

**For Reserved  
Category students,  
following documents  
are required  
for scholarship  
from Govt.**

- |  |  |
|--|--|
| <input type="checkbox"/> Income Certificate          | <input type="checkbox"/> Residential Certificate       |
| <input type="checkbox"/> Caste Certificate           | <input type="checkbox"/> Original Transfer Certificate |
| <input type="checkbox"/> Permanent Caste Certificate | <input type="checkbox"/> Bank Account No./ IFSC Code   |
| <input type="checkbox"/> Domicile Certificate        | <input type="checkbox"/> Passport Size 4 Photos        |
| <input type="checkbox"/> Samagra ID Certificate      | <input type="checkbox"/> Hitgrahi ID Certificate       |

**T-Shirt Measurement**

Size ☐ Small ☐ Medium ☐ Large ☐ XL ☐ XXL

**References and their Mobile Numbers**

Name : \_\_\_\_\_

Name : \_\_\_\_\_

Mobile No.: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

I declare that all the information given above is correct and true. I will comply with all the rules & regulations of the college and university. I will not participate in ragging. I will attend college regularly.

रेगिंग एक दण्डनीय अपराध है जिस रहने पर कानूनी कार्यवाही की जावेगी व महाविद्यालय से निष्कासित किया जा सकता है।

## Declaration & Undertaking by Student & Parents/ Guardian

I declare that all entries in this form are made by me in my own handwriting and are true to the best of my knowledge and belief. I accept to abide by the rules and regulations of the institute and promise that I will not indulge directly or indirectly in any activity which is indisciplined, illegal, or violent. I declare that I have not been involved in any activity of indiscipline, misbehaviour or have used unfair means in examinations in the past and I have not hidden any facts regarding this act. In case I do not abide by these rules & regulations my admission from institute can be cancelled. In every case, the decision of Management/ Society will be final and binding on me and will be acceptable to me.

I certify that the information given by my son/ daughter/ ward or this admission form is true and correct. I will be solely responsible for his/ her Activities and will pay attention towards his/ her progress. My son/ daughter/ ward will fulfil the minimum attendance requirement as prescribed by university rules, failing which he/ she will be barred from taking the University examination. I will be responsible for the payment of his/ her institute fee and other dues on time. I also undertake that if my son/ daughter/ ward leaves college between the course, I will be liable to pay complete fee of the Institute for the remaining course. I also undertake that, I will not be eligible to receive any refund of the payment of fee made by me to the institute. I undertake to repay any loss/ damage to the property of the institute made by my son/ daughter/ward and shall make good the cost of such damage/ loss immediately on demand of the same. I am aware of the law regarding ragging as a cognizable offence and shall abide by the punishment meted out to my ward in case he/ she is found guilty of ragging.

1. That we undertake, that institute fee shall be paid on time else our admission shall automatically be cancelled and fee deposited by us will be forfeited by institute.
2. That we undertake, we will abide by the rules & regulations of DAVV Higher Education and any other statutory body. Failure on this, our admission will be cancelled and we will be barred from institute and will not be allowed to sit in university exams.
3. That we undertake, that once fee is deposited, it will not be refundable to us in any case and circumstances.
4. That we undertake, to follow the fee payment schedule of college, or else we will be liable to pay late fee on the same.
5. I have understood the fee structure and payment schedule of college and I don't have any objection on it.
6. If your mobile number or address changes for some reason, then it is mandatory to inform the same immediately to the college. Due to old number or address, in any event, examination form, internal examination or enrollment information is not received from the college, then the college will not be responsible.
7. If you change your subject stream, then you will have to inform the college through a written application with the permission of Faculty Members before July 31. Otherwise, after July 31, the stream will not change in college and will be processed only according to DAVV rules.
8. As per DAVV norms attendance in classroom is compulsory, else candidate is not allowed to sit in University exam.
9. All legal disputes will be subject to the jurisdiction of Indore Court.
10. Any change in above information shall be informed accordingly.
11. In case of any dispute management decision would be final.
12. If the student damages the classroom or any property within the campus (like AC, Camera, Table, Board, Passages, Library Book or Material, etc.) he/ she will be charged a fine of ₹10000/- per month.
13. Shifting from international courses is not allowed. Fee of one course cannot be used to study another course.
14. If you want to leave the college please intimate the same in May/June or else entire year's fee is payable.
15. Any university form, its online portal entry/enrolment has to be filled on time or else the college will be not be responsible for the same.
16. I have understood and read the fee structure and regulations of college and that I will abide by the same.
17. VISA charges will be paid by students only and any screening / interview for visa has to be fulfilled by the students personally, bearing all charges by themselves.
18. For any delay in passport or VISA from students side, the responsibility will lie on students only and he/she will not be allowed to join the tour and his/her opportunity will be lapsed.

## General Guidelines of Foreign Tour

1. In B.Com Foreign Plus course, 1 foreign tour. BBA (ILP) total two foreign trips and one domestic tour in 3 years.
2. Valid Passport with minimum expiry of 1 year has to be submitted till September 30th by the students.
3. VISA charges have to be paid by the student. If in case Visa is not issued due to student's document or requirements then student will be responsible.
4. Annual fee payable by the student is inclusive of all and Foreign tour is a part of the fee structure leaving exclusion.
5. Foreign tour is fixed, no change will be done for the destination as decided by the management.
6. With student's consent and management's permission, if tour covers additional destination then extra charges will be borne by the student.
7. All tours are Ex Delhi, Mumbai, Chennai etc. Students have to reach these cities by their own.
8. Foreign tour in all courses is free with fee, so no application for refund will be entertained.
9. Time duration and month of the foreign tour is fixed by the management which will be final.
10. If any student is leaving the course in between he/she will not remain eligible for the foreign tour.
11. Any student not continuing the course next year will have to notify the same till March, else fee for next year fees will be payable.
12. Medical certificate, Covid Vaccination certificate, RTPCR & NOC are mandatory for traveling while on foreign education trips.
13. Any additional charges like vaccination or any related protocol by govt. will be borne by the student.
14. If you miss any tour for any reason that tour will be lapsed and no other chance will be given.
15. If you want to leave the college then intimate in May/June or else complete year fee is payable.

Signature of Student

Place \_\_\_\_\_  
Date \_\_\_\_\_

Agreed & Signature of Student

Agreed & Signature of Parent/ Guardian

NAME OF SIGNATORY.....

NAME OF SIGNATORY.....

## Notes:

1. The form should be submitted with fee in person/ post along with D.D/ Cash.
2. The demand draft should be in favor of "Radiant Academy Education Society" payable at Indore.

Authorized Signatory

(For Office Use Only)

Principal Signatory

Application id + Password