



Shankhadhar Chowk, Madhyapur Thimi-4, Bhaktapur

Tel : +977-1-6637126, 6632927 (H.S Block)

 [www.chanakya.edu.np](http://www.chanakya.edu.np)  [info@chanakya.edu.np](mailto:info@chanakya.edu.np)

**APPLICATION FORM**

**BATCH 20\_\_ BS**

# APPLICATION FORM

## PERSONAL DETAIL

First Name:

Last Name:

DOB:     -   -   BS     -   -   AD

Gender: Male  Female  Other

Nationality:

Address:

Email:

Tel:         Mobile:

PP Size Photo  
(Recently Taken)

## FAMILY DETAIL

### Father's Detail

First Name:

Last Name:

Address:

Occupation:

Tel:         Mobile:

### Mother's Detail

First Name:

Last Name:

Address:

Occupation:

Tel:         Mobile:

### Guardian's Detail

First Name:

Last Name:

Address:

Occupation:

Tel:         Mobile:

Relationship:

ALL IN BLOCK LETTERS

## SCHOOL BACKGROUND

Name of School:

Address:  S.E.E Grade/ GPA:

Grade Secured in Individual Subjects

SUBJECT	GRADE
English	
Nepali	
Mathematics	
Science	
Social Studies	
Health, Population & Environment (HPE)	
Opt I	
Opt II	

## COLLEGE ADMISSION REQUIREMENTS

Which of the following elective Subject would you like to choose? *(Please Tick Any One In Appropriate Box)*

1) Travel & Tourism (TT)

3) Hotel Management (HM)

2) Business Studies (BS)

4) Computer Science (CS)

Shift: Morning  Day

Do you need transportation facility? Yes  No

If yes, specify the location *(Relevant for morning shift only)*

Pick up:

Drop location:

Please use extra sheet for the MAP.



## ADDITIONAL INFORMATION

List **Scholarship, Awards** or other **recognitions** of excellence that you have won. (If any)


List **hobbies** you have or **activities** you enjoy doing.


How did you come to know about Chanakya HSS?

Newspaper  Guardian/ Parents  Social Media  Chanakya Faculty/ Staff  Brochure   
Friends  Senior Chanakya Students, Name:

What made you to apply in Chanakya HSS?


List medical conditions or disabilities. (If Any)


Documents Required along

1. Two PP size photo
2. SEE or equivalent Grade Sheet (Transcript)
3. Character Certificate

To be Signed by the Applicant

**I confirm that all the information provided on this form are correct to the best of my knowledge.**

Name :

Sign .....

Date:





# RULES AND REGULATIONS

Chanakya Higher Secondary School expects its students to maintain a high standard of discipline and behavior during the entire duration of the academic session both within and outside the school premises. Students enrolled in this school are required to abide by all the rules allocated to the titles herein.

## Attendance

1. Students must attend all the classes regularly.
2. Students must maintain a minimum of 90% attendance in every term. If not, he/she will be considered "NQ"(Not Qualified) and not be allowed to appear in the Final Examination.
3. Leaves should be applied for in advance by their parents/ Guardians in written.
4. Frequent absence without prior notice may result in dismissal of the student from the school.

## Behavioral Constraint

1. The students are expected to be punctual. Therefore, they are required to be within the college premises before the starting time. Nor will any student be allowed to leave their classes in between until the end of last class, except for some exceptional cases.
2. College will not tolerate any students misbehaving or under the influence of narcotics, lethal drugs, weapons, violence, alcohol or cigarettes. If found guilty will result in immediate dismissal from the college.
3. Strict actions, suspension and fines will be imposed against those who make unauthorized leave, bunk classes or damage college equipments/property.
4. Students are required to attend college in proper prescribed college uniform and maintain good level of grooming and hygiene.
5. Students are not allowed to use mobile phones or any electronic devices within the college premises. They are to be switched off and left with the security guard while entering the college.
6. In case of disputes, the decision of the institution will be final and binding. Chanakya HSS reserves the right to modify/ eliminate existing norms and formulate new ones at given time in the future if deemed necessary.

## Assignments & Examination

1. All the students are required to complete their assignments and assigned works by the teacher/ college within the deadline given.
2. The students should compulsorily attend all the mid-term, terminal and pre-board exams as scheduled by the institution.
3. Absence or failure in any subject in internal examination will be fined Rs- 250 for each re-test per subject.
4. In case of any dues, students will not be allowed to sit for the examination.
5. Parents/ Guardians are required to attend and collect the results of all internal examination on the prescribed date.

## College Fees

1. Fees and deposits must be paid by the parents/ students within the due dates. Failing to pay the dues on time will be penalized Rs.10 Per day.(within 15th of every month)
2. No refund of fees will be made upon withdrawal/ cancellation of admission in any circumstances, security deposit will be only refunded after successful completion of course or otherwise. Security deposit will be seized if any student leaves the course in between.

**I/ We hereby have very carefully read all the above rules & regulations of the school/college and agree to abide them at all time. In case of the failure to do so, I/we shall accept the judgment decided by Chanakya authority in any circumstance.**

Signature: \_\_\_\_\_ (Student)

Signature: \_\_\_\_\_ (Parents/ Guardians)



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