



## RULES AND REGULATIONS

- ❶ The entire fees must be deposited at the time of registration.
- ❷ Fees will not be refunded whatever the circumstances.
- ❸ The institute maintains a strict time schedule and code of conduct / discipline.
- ❹ Attend your classes punctually in decent / proper clothes.
- ❺ Students must maintain strict discipline inside the classroom.
- ❻ The student must maintain a proper code of conduct. Language and behaviour have to be correct. Students behaving indecently or using obscene language will be expelled.
- ❼ Talking, laughing, disturbing others, and not paying attention are all acts of indiscipline and will be dealt with suitably.
- ❽ Silence must be maintained in the corridors of the building. During the class break the students should not make undue noise or indulge in unruly/unbecoming behaviour.
- ❾ Food / Beverages are not allowed inside the institute/classrooms. Students should avoid chewing gum.
- ❿ Our Institute will not be held responsible for those students who do not attend their classes regularly.
- ⓫ Smoking or consumption of drugs and alcohol are strictly prohibited.
- ⓬ Students must carry their ID cards while at the institute.
- ⓭ Students must appear in all tests conducted by the institute and do all assignments given to them.
- ⓮ The property of the institute must be protected. If a student is found breaking the property of the institute, he'll/she'll be fined heavily.
- ⓯ Permission is hereby deemed to be given by all individual students for using their photographs in any matter produced by the Institute now or later.
- ⓰ In case of complaints, the student has to address his complaint to the complaint desk/officer alone. Joint complaints or formation of groups to pressurize the administration/faculty in an undue or indisciplined manner will be treated as an act of gross indiscipline. Individual complaints/grievances, on the other hand, if genuine/worthwhile and routed through the proper channel are welcome.
- ⓱ All the rules and regulations laid by the institute must be followed.

I /We have read the above rules and regulations and also received a copy of the Student Handbook for compliance and I promise to abide by them fully. I/We will be held responsible for disobeying any of the above rules and regulations.

.....  
Applicant's Signature

.....  
Signature of Parent/Guardian

## FOR SENT-UP TOPPERS ONLY

If you are school sent-up topper or second topper, you are entitled to 50% & 25% scholarship respectively. Please note that INTEL gives ONLY 50 Scholarships on first-come-first basis.

☐ School Topper      ☐ School Second Topper

Name & Address of School: \_\_\_\_\_

Name & Contact Number of Principal: \_\_\_\_\_

**Attention: Bring your sent-up result duly attested by the Principal.**

## FOR OFFICIAL USE ONLY

ID NO.: \_\_\_\_\_ Bill No.: \_\_\_\_\_

Group: \_\_\_\_\_ Date of Admission: \_\_\_\_\_

Remarks: \_\_\_\_\_