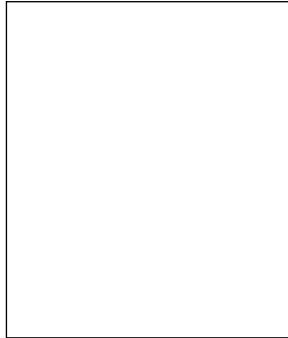


## **REGISTRATION FORM**

To,  
The Director,  
B. D. SOMANI INSTITUTE OF ART  
& FASHION TECHNOLOGY,  
Mumbai - 400 005.



Dear Sir / Madam,

I desire to get admission in \_\_\_\_\_

\_\_\_\_\_

### DETAILS ABOUT THE STUDENT :

1. Name in full : \_\_\_\_\_

(SURNAME) (FIRST NAME)

2. Date of Birth : \_\_\_\_\_ Age : \_\_\_\_\_

3. Name & Address of last School / College attended :

\_\_\_\_\_

\_\_\_\_\_

4. Last examination appeared : \_\_\_\_\_

\_\_\_\_\_

### OTHER DETAILS :

1. Parent / Husband / Guardian : \_\_\_\_\_

\_\_\_\_\_

2. Professional Status : \_\_\_\_\_

3. Address (Res.) : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

4. Address (Off.) : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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



**Requirement for Admission:**

- \* The xerox of the marksheet of S. S. C. or its equivalent examination.
- \* 3 passport size photographs.
- \* School leaving certificate for age proof or any other valid document for age proof.
- \* Elementary & Intermediate drawing grade certificate will be considered as an asset.

**Rules & Regulations :**

1. Student should carry their Identity Card issued by the Institute
2. Students have to report 15 minutes before class timings.
3. Students who wish to avail of Study Leave for exam have to submit their applications 15 days before desired dates (Kindly enclose Exam Hall tickets)
4. Students who fail to submit their assignments on the scheduled dates will be marked on 80% if submitted within a week of submission date and 50% only if submission after 7 days of submission date only.  
(The reason will be accepted at the discretion of the respected subject teachers)
5. The student will be eligible to appear for the Final Examination if only they have fulfilled required attendance and obtained 50% in their portfolio submission and other projects.
6. Student must have minimum 75% attendance and 50% in portfolio submission.
7. The Institute reserves the right to suspend or dismiss any student at any time when the administration demands strict action in the interest of the student.
8. Students have to bear all costs towards stationary and any other materials for Exhibition display or projects.
9. Students who fail to switch off their mobiles during class hours will have their mobiles confiscated for a week and pay a fine of Rs.500.
10. No personal calls unless an absolute emergency will be entertained.  
P.N. (This applies to parents also)
11. No Smoking or Drinking is permitted in Institution premises or on Field trips.
12. No refund of fees.
13. The course fee is subject to change at the discretion of the management.
14. The institute offers placement services to each student provided the students meet the professional levels set by the institute & at the discretion of management & faculties.
15. I have read the rules and regulations laid down and I agree to abide by them. I will be responsible for my behaviour.

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Guardian Signature

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Applicant Signature