

VIVEK HIGH SCHOOL, SECTOR 38-B, CHANDIGARH
ADMISSION FORMALITIES FOR NEW ADMISSIONS

TODDLERS

SESSION 2018-19

1. Admission charges to be paid from January 04 2018 till January 12, 2018 between 12.30 p.m to 3.00 p.m. in the Accounts Office of the School, **failing which the seat of your child will automatically stand forfeited and will be offered to other applicants.**
2. **Please bring the original Birth Certificate, and the Aadhar card of your ward along with a Photostat copy of the same duly notarized or attested by Gazetted officer**

Please note: (BIRTH CERTIFICATE issued by the Municipality/ or from the office of the Births and Death will be accepted only)

CERTIFICATE FROM HOSPITALS WILL NOT BE ACCEPTED)

3. 3 Passport size photographs of your ward and Blood Group Report from a registered medical practioner.
4. Photocopy of Aadhar Card duly attested.
5. Indemnity Bond typed on Rs.20/- Stamp Paper to be NOTARIZED. (Please refer to the prospectus)
6. Fees to be paid by only **Local Cheque or Bank Draft** payable at Chandigarh in **favour of the Principal, Vivek High School, Chandigarh.** The payment can also be made via Debit/Credit cards.

NO CASH WILL BE ACCEPTED

7. Parents can deposit the School Fee for the whole Academic Year.
8. Fee/ Academic charges once paid will not be refunded.

Dated: 03 January, 2018

Ms. Renu Puri
(Principal)

**WELCOME TO VIVEK HIGH SCHOOL,
SECTOR 38-B, CHANDIGARH**

**FEE STRUCTURE
NEW ADMISSION
TODDLERS
SESSION 2018-19**

FEE STRUCTURE FOR TODDLERS

ADMINISTRATIVE /ADMISSION CHARGES	Rs. 30,000.00
CONSOLIDATED QUARTERLY FEE	Rs . 25,000.00
TOTAL FEE PAYABLE AT THE TIME OF ADMISSION	Rs. 55,000.00

(Rupees Fifty Five Thousand Only)

1. **All Fees are to be paid by Account Payee Local Cheque or Bank Draft in favour of “Principal, Vivek High School, Chandigarh” at Vivek High School, Accounts Office.** The payment can also be made via Debit/Credit cards.
2. Please mention your contact number and the name and class of your ward on the reverse of the cheque.
3. **Administrative/ Admission Charges are Non-refundable.**
4. Parents can deposit the School Fee for the whole Academic Year.
5. **No CASH will be accepted.**
6. **This is the proposed fee structure for 2018-19. However, this may be increased during the year for reasons of any legal instructions or increases beyond our control.**

Note:- ALL ADMISSION FORMALITIES MUST BE COMPLETED FROM JANUARY 04, 2018 TILL JANUARY 12, 2018 FAILING WHICH THE SEAT OF YOUR CHILD WILL AUTOMATICALLY STAND FORFEITED

TIMINGS: - 12.30 PM- 3.00 PM

Dated: 03 January, 2018

**Ms. Renu Puri
Principal**

IMPORTANT INSTRUCTIONS FOR WITHDRAWAL

SESSION 2018- 2019

WITHDRAWAL: Notice of withdrawal should be given in writing, one month in advance of the next quarter or else the fee for the following quarter will be charged. Such a request / notice should be given by the parent/ guardian and not by the student himself/herself.

1st Quarter: April to June

2nd Quarter: July to September

3rd Quarter: October to December

4th Quarter: January to March

Dated: 03 January, 2018

**Ms . Renu Puri
(Principal)**

