

Kingston College Lahore Registration Form



Student's Details:

Student's First Name: _____ Gender Male Female

Student's Last Name: _____ Place of Birth: _____

Date of Birth:

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Age: _____

Nationality: _____ Blood Group: _____

Admission Applying for Class: _____

School(s) Attended Before: _____

Student's Residential Address _____

Parents'/ Guardian details: Father Guardian

Father's/Guardian Name and Occupation: _____ / _____

Father's /Guardian CNIC Number:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Father's Mobile Number: _____

Father's office address: _____

Mother's Name and Occupation: _____ / _____

Mother's CNIC Number:

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Mother's Mobile Number: _____

Mother's Office Address: _____

Other Information:

Emergency Contacts: (I) _____ (II) _____

Emergency Contacts' Names: (I) _____ (II) _____

Relations with the Emergency Contacts: (I) _____

(II) _____

Signature: _____ Signature: _____
Principal/Vice Principal Parent/ Guardian

TERMS AND CONDITIONS

1. Acceptance of the application form is only valid after the payment of Registration Fee (Non-Refundable) and only means that a child is eligible to apply for admission and does not guarantee admission
2. Admission is only confirmed after the payment of Admission Fee (Non-Refundable) and Security Fee (Refundable after the completion of withdrawal process and one academic year)
3. The school fee is payable quarterly and for all the twelve months of the year and to be deposited in the bank where the school operates its accounts. However, fee for the summer vacation is payable in advance before the closure of school. Dues paid after the due date is subject to a daily fine. If no fee is received till the end of the month, the student will be struck off from the college rolls and a re-admission fee will be charged if re-admission is possible.
4. In case of withdrawal, one month's notice is required to be given in writing or one month's fee in lieu of notice period will be charged. If a withdrawal is made after the 10th of every month, then the fees are payable for the whole of that month. Students withdrawn on completion of an academic session in May, with or without notice, are liable to pay the school fees for the summer vacation.
5. While the school takes every precaution possible to prevent accidents on school premises and during field trips, accidents and injuries occasionally do occur, in such eventuality, we request the parents to give an undertaking absolving the school authorities from any liability and responsibility beyond that of normal supervision. Your signature on this form is your signed "release" to the school
6. The School is allowed/not allowed to take photographs of your child.

(The photos are used to keep a journal of activities, to share during power point presentations and/or reports for promotional purposes including flyers, brochures, newspaper and on the internet.)
7. Admission remains provisional and is not confirmed unless the following documents are submitted.
 - a. School leaving certificate and progress report card from the previous school attended (if applicable)
 - b. Copy of the birth certificate. (Original certificates should be produced at the time of interview).
8. The report card of the student is withheld, if school dues are outstanding.
9. The school leaving certificate is issued when all the school dues are cleared and the student has completed at least one academic year.
10. The school fee is reviewed annually or time to time with or without notice due to inflation and increase in direct and indirect costs.
11. All type of concessions or waivers will be applicable for one academic year.

I have carefully read the rules, regulations and the financial terms of Kingston College and agree to abide by them and to co-operate with the school authorities in every way required.

I hereby undertake not to ask for or make a claim for the refund of admission fee, once paid/deposited in the bank, under any reason whatsoever

Parent/Guardian Signature _____ Date: _____

FOR OFFICE USE ONLY

Date of Admission _____

Class/Section to which admitted: _____

Head of School: _____

Date of Joining : _____



KINGSTON COLLEGE LAHORE
APPLICATION FOR E-TAG

Card Type: Student Staff Vendor/ Supplier

Applicant Name: _____ Contact #: _____

ID card Number: _____

- If a parent, Child name & class 1. _____ 2. _____
3. _____ 4. _____

Date of admission of student : _____

- If vendor / supplier Company Name: _____

Driver Detail: Applicant Signature _____ Date: _____

Name: _____

CNIC # : _____ Contact #: _____

Relation to the applicant : _____

Vehicle Detail:

Number: _____ Color: _____

Make: _____ Model: _____

Sent to accounts department on (Date) : _____

Accounts

Security

Vice Principal

Date : _____

Student Directory Form

Kingston College encourages keeping an up-to-date directory of its students .To facilitate the efforts, we request you to fill this form and return it to the college at the earliest. Please inform the college in writing if the information below changes in future. Thanks for your cooperation.

Student Profile			
Surname:		First Name:	
Roll No:		Class/Section:	
Date of Birth:		Blood Group:	

Father's Profile			
Full Name:		CNIC No:	
Contact No:		Email Address:	
Occupation:		Company:	
Designation		Office Tel:	
Office Address:			

Mother's Profile			
Full Name:		CNIC No:	
Contact No:		Email Address:	
Occupation:		Company:	
Designation		Office Tel:	
Office Address:			

Residence			
Residential Address:			
Postal Address:			
Phone Number(s):			
Mode of Transport to school	Own []	Private Pool []	School Van []

Emergency Contact			
Name:		Phone No:	
Address:			
Relation to the student:			

Date: _____

Filled By: _____