

Form No. :

Form Fee : Rs. 250 for First Year
Rs. 200 for Second & Third Year



...Shaping young minds through knowledge and values...

ST. STEPHEN INSTITUTE OF BUSINESS MANAGEMENT & TECHNOLOGY

(English Medium - Self Financed)

Managed by Gujarat Christian Service Society - I. P. Mission Trust
Affiliated to Sardar Patel University, Vallabh Vidyanagar

Registered under the Societies Registration Act. 1860: No. Guj/290/Ahmedabad
and under the Bombay Public Trust Act : 1950 : P.T.R. No. F-372 (Ahmedabad)

Nr. I P Mission Girls' High School, Station Road, Anand Gujarat - INDIA
Phone/Fax : +91 2692-267412 E-mail : principal.sibmt@gmail.com, info@sibmt.edu.in Website : www.sibmt.edu.in

Pls. Paste
Your Passport Size
Photograph

BBA (General) : First Year Second Year Third Year
BCA : First Year Second Year Third Year

____/____/20____

FOR OFFICE USE

Class : _____ Fees Rs.: _____ Receipt No.: _____ Date: _____

Enrollment No.: _____ PEC NO.: _____ FECNO.: _____

PERSONAL INFORMATION

Name : _____

(use capitals)

(as it appears in the HSCE marksheet)

Father's Name : _____

Address : _____

City : _____ State: _____ Pincode No.: _____

Phone No : _____ Res with STD Code _____ Mob.: _____

Email ID : _____

Date of Birth : _____ (DD/MM/YYYY) Place of Birth: _____

Religion : _____ Caste SC/ST/SEBC/General : _____

Nationality : _____ Mother Tongue : _____ Blood Group: _____

Gender : Male Female Passport No.: _____

FAMILY INFORMATION

Father's/Guardian's Full Name : _____

Address : _____

City: _____ State: _____ Pin: _____

Phone No :Res.: _____ Off.: _____ Mob.: _____

Occupation: _____ Annual Income in Rs: _____

ACADEMIC INFORMATION

1. Name and Address of the School last attended: _____

2. Particulars of the examinations appeared and passed: _____

Examination	Board/ Institution	Marks Obtained	Total Marks	Month and Year of passing	Percentage %/ Grade	No of Attempts
SSC (10TH)						
HSCE (12TH)						

3. Particulars of Std. XII or its equivalent examination passed.

Month and year of Passing: _____ Seat No. : _____

Subjects	Marks		Subjects	Marks	
	Obtained	Out of		Obtained	Out of
			Total		

List of documents to be attached with the application form.

1. Original Marksheet of HSC Examination or its equivalent examination.
2. Original School Leaving Certificate.
3. Four certified sets of above mentioned originals and two certified copies of SSCE Marksheet.
4. Four latest passport size photographs.
5. Caste certificate with certified copies wherever necessary.
6. Two certified sets of HSCE Passing certificate and attempt certificate.
7. Photo Copies of certificates of extra curricular / Sports Activities

I hereby declare that the particulars furnished in this form are correct to the best of my knowledge and understanding. If it is found to be incorrect at any stage, my admission will automatically stand cancelled without any notice. I shall abide by code of conduct and all rules mentioned in Undertaking and regulations that may be brought into operation by the college/GCSS/SPU

I know that fees once paid will not be refunded under any circumstances and required to pay whole course fees in case of cancellation of admission for any reason.

Signature:
Name:

Applicant

Signature:
Name:

Guardian / Parent

Signature:
Name:

Checked & Received



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UNDERTAKING

- I will conduct myself in a highly disciplined and decent manner both inside the classroom and in the campus, failing which suitable action may be taken against me as per the rules and regulations of the College.
- I will take prior permission and submit application duly signed by my parents for any kind of leave, late leave from Class Counselor / Principal.
- I will be regular and punctual to all the classes (theory/practical) / visiting and guest lectures and extracurricular co-curricular activities and secure attendance of not less than 80% in each subject as stipulated by SIBMT/SPU. I am fully aware that attendance less than 80% in any of the subjects will make me lose one year and detention from internal and external examinations.
- I will Submit the request letter from my parents and if possible telephonic confirmation from the Parents/Guardians to that effect and medical certificate issued by the Registered Medical Officer of S P University / Doctor for the period for which I may be sick within ten days of the recovery.
- I know that in the event of cancellation of my admission at my request or otherwise, I am required to pay full fees for the whole course. Only the caution money deposit will be refunded on surrendering all the original receipts. No photocopies will be accepted for the purpose.
- I will concentrate on my studies without wasting time in the Campus/Hostel/Residence.
- I will attend all the examinations Unit Tests / First and Second Internal exam / Prelims exam / Practical exams as all exams carry equal weightage in final calculations of internal marks and to secure more than the minimum prescribed marks in each subject. I will submit the assignments and journals given in time to time.
- I will not bring Mobile Phone to the College campus and also, I will not involve in any form of ragging inside or outside the campus. I am fully aware that bringing mobile phone to the campus and involving in Ragging is an offence and punishable as per GCSS / SPU and Government rules/Law.
- I will pay full tuition fees, examination fees and any other dues within the stipulated time as required by the Institute authorities failing which I will not be permitted to attend the classes.
- I will not cause or involve in any sort of violence or disturbance both within and outside the college campus.

- I will bring my Identity Card in the college premises and produce it whenever required to any authorized Institute's or GCSS's person asks for it, failing which I am liable for disciplinary action against me.
- I will submit certificate of absence stating absence due to participation in sports or co-curricular activities within ten days of completion of the event.
- I know that private coaching is prohibited by the college.
- I will inform the college authority for any changes in my residential address, contact numbers.
- I will Undergo Medical check-up and submit the fitness certificate from SPU health department after my admission.

ACKNOWLEDGEMENT

I have gone through carefully the terms of the above undertaking and understand that following these are for my/his/her own benefit and improvement. I also understand that if I/he/she fail to comply with these terms, will be liable to suitable action as per College / university rules and law. I undertake that I/he/she will strictly follow the above terms.

Student's Name : _____

Class : _____

Student's Sign : _____

Guardian's Name : _____

Guardian's Sign : _____

Address : _____

Relation with Student : _____ Contact No : _____

Date : _____ Place : _____