Sophia Shree Basant Kumar Somani Memorial Polytechnic

Bhulabhai Desai Road, Mumbai - 400 026

ADMISSION FORM

(Please fill in a separate form for each Course that you wish to join)

Application No.

DDGM /SCM / T&T
HAFT
HOBBY COURSES

Please complete this form in BLOCK LETTERS

NAME OF THE COURSE _____

PERSONAL DETAILS _____

1. _____
   Surname   Name   Father's Name   Mother's Name

2. Date of Birth : _____ Place of Birth _____
   Day   Month   Year

3. Nationality   : _____

4. Marital Status: _____

5. Religion   : _____

   If a member of scheduled caste/schedule tribe/community   **SC ST NT DT** OTHER
   classified as backward class, tick off the appropriate columns
   and attach a supporting State Government certificate.

6. Name and residential address of parent/husband :- _____
   _____
   _____ Phone : _____

7. Father's/husband's occupation/ designation: _____
   _____ Phone : _____

8. Name of father's/husband's organisation and address : _____
   _____ Phone : _____

9. Father's/husband's income : _____

10. Mother's occupation/designation :_____
    Phone : _____

11. Name of mother's organisation and address : _____
    _____ Phone : _____

12. Mother's income : _____

13. Candidate's Mumbai address : _____
    _____ Phone : _____
    Email : _____

14. Candidate's permanent address: _____
    _____ Phone : _____

Candidates must complete details required overleaf

ACADEMIC QUALIFICATIONS						
Examination	Name and Address of School / College University/Institution	Year of Passing	Marks Obtained/ Out of	%	Class/ Division
S.S.C./I.C.S.E. Std X	Name : _____ Address: _____				
H.S.C./Std.XII	Name : _____ Address: _____				
*Bachelors' Degree	Name : _____ Address: _____				
Post Graduate Degree/Other	Name : _____ Address: _____				

*If Bachelors' degree results are awaited, please fill in Second Year Degree marks and percentage.

✓ Mark

LANGUAGE PROFICIENCY	Read	Write	Speak
English			
Hindi			
Regional Language(Specify)			
Any other			

SPECIAL ACHIEVEMENTS _____

ACADEMIC : _____

EXTRA CURRICULAR : _____

HOBBIES : _____

COURSE PARTICULARS

1.   Have you taken any Courses at this Institution before? Yes _____ No _____ If yes, name them:

    1. _____ Year : _____

    2. _____ Year : _____

2.   Have you applied for any other course in this Institution or elsewhere this year?

    Yes _____ No _____ If yes, name them :

    1. _____

    2. _____

    3. _____

3.   Is hostel accommodation needed? Yes _____ No _____ (Please tick) If yes, please fill in a separate hostel form.

PLEASE ATTACH TO YOUR APPLICATION FORM :

Attested photocopies of certificates in support of the information supplied

i)   Mark Sheet of qualifying exam for course selected

ii)   Certificates: School Leaving Certificate, Certificates of Additional Qualifications, Work Experience or Training, with name of establishment, institution, nature of duties, duration.

Iii)   The form has to be handed in to the administrative office for registration.

FOR SOCIAL COMMUNICATIONS MEDIA COURSE :

i)   Typed biodata

ii)   **Please write an essay on yourself and include your PERSONAL reasons for applying to this course. Avoid writing on the media in general. (The essay should be written on a separate piece of paper, in your OWN handwriting and in NOT MORE THAN 500 words)**

All candidates selected for the Interview should bring with them :

1.   Any certificate or letter of recommendation that they may have.

2.   Clippings of their published material, if any.

3.   Samples of their creative work even if unpublished - e.g. short stories, articles, poems, photographs etc.

4.   Samples of their artistic endeavors such as handicrafts, fabric painting (or photographs of the same if they are difficult to carry)

    I hereby certify that the above mentioned information is true to the best of my knowledge. I agree to abide by the Rules and Regulations laid down in the Prospectus and those which may be formulated later.

Date   Signature of Applicant

Admission is not confirmed until the fees are paid.

For Office Use Only : _____   Reg. Fee paid on _____

Interviewed on : _____   Adm./Not Adm./W.L. Sign _____

Admission finalised on : _____   Sig. Director _____

1st Term Fees pd. on : _____   Sig. of Cashier _____

2nd Term Fees pd. on: _____   Sig. of Cashier _____