



**For office use only**

Name:

Admission Form No.

Stream:

College Roll No. / Registration No.:

SRP Code:  
(if applicable)

**Admission Form  
(Session: 2020 - 21)**

**Checklist**

Sl. No.	Document Name	Original	Xerox
1.	CET Form		
2.	X <sup>th</sup> Marksheet		
3.	XII <sup>th</sup> / Intermediate Marksheet		
4.	XII <sup>th</sup> / Intermediate Provisional / Original Certificate		
5.	TC / CLC		
6.	Migration Certificate (12 <sup>th</sup> / Intermediate)		
7.	Colour Photographs (4)		
8.	Caste Certificate (If Needed)		
9.	Photo Id Proof:- (Xerox Copy) (i) Aadhaar Card (ii) PAN Card (iii) Other		

Name & Signature of  
Admission In- charge with date

Name & Signature of  
Verifying Official with date

(Student must fill all the information in his/her own handwriting with a blue/black ball point pen.  
Cutting / overwriting is not allowed)

Please affix  
your duly  
signed recent  
photograph

Stream Name with Code:

1. Student's Details	Name :																					
	Contact No. :																					
	WhatsApp No.:																					
	Email Id. :																					
	Gender :	Male				Female				Others												
	Date of Birth :	D	D	M	M	Y	Y	Y	Y													
2. Father's Name																						
Occupation																						
Contact No.	(i)											(ii)										
3. Mother's Name																						
Occupation																						
Contact No.	(i)											(ii)										
4. Address Details Permanent Address	Address of Communication:						Local Guardian Address:															
5. Local Guardian's Details	Name :																					
	Specify Relation :																					
	Contact No. :																					
6. Nature of Id proof attached																						
7. Identification Marks	(i)																					
	(ii)																					
8. Caste - Category (attach caste certificate if applicable )																						
9. Differently abled (PH)- attach certificate																						
10. Family Income (Annual)																						

11. Previous Educational Record (attach self attested photocopies of marksheets and certificates):

Sl. No.	Class	Name of the Institution	Board	Subject/Stream	% of Marks/CGPA/ Division	Year of Passing
1						
2						
3						

12. Details of Co-curricular activities:-

Interested/ Participated (Attach Self Attested Xerox of Certificates,(if any))	
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13. You are interested in NSS Volunteer.

Yes

No

14. Details of IMPACT CET - 2020 :

Roll No. :		Date of CET :	
Marks obtained :			

15. You want to avail given facilities (Put tick  Mark):

Hostel

Transport

DRCC

**Declaration**

I, ....., declare that all the above information filled in this form is correct to the best of my knowledge and belief. College may take necessary action, if any information is found incorrect.

I have gone through rules & regulations established by the institution and I make sure to abide by them throughout my studies at Impact College.

Student's signature with Date

\_\_\_\_\_  
(Hindi)

\_\_\_\_\_  
(English)

Enclosures:

- (i)
- (ii)
- (iii)
- (iv)
- (v)

**Self-Declaration**  
**"ZERO" TOLERANCE POLICY**  
**Declaration**

I, ..... hereby declare that I am a student of .....Course, Session....., Roll No. .... will abide by rules and regulations made by the College from time to time in order to maintain peaceful and harmonized environment within the campus.

I will not involve in activities which generate unhealthy environment on College campus such as:

- Ragging Activities
- Smoking & Tobacco-chewing within the premises
- Damaging College property

I will take care of ethical responsibility to use esteemed College as a learning platform to celebrate our future as a grand success and become a successful person.

Sincerely Yours,

Student's Name: .....

College Roll No.: .....

Course : .....

Contact No. : .....

**Student's Signature with date**

**Rules to be followed**

1. 75% attendance is compulsory for filling up the examination form as per University norms.
2. Late Fine: if the student will not pay the tuition fee on or before date prescribed by College, late fine as mentioned below will be charged:
  - a) Rs. 1000/- (Rs. One Thousand Only) for first seven days.
  - b) Rs. 2000/- (Rs. Two Thousand Only) for next five days.
  - c) If you fail to follow the above rule 2(b) additional amount of Rs.50/ (fifty) per-day will be charged as late fine.
  - d) Semester tuition fee + late fine (if) and other miscellaneous fee will be paid before the filling-up examination form.
3. Semester Fee may be same for all semesters, if Semester fee changes in the interest of College, you are bond to follow.
4. At the time of admission, entire fee for 1st semester is taken by College, and for the following semesters you are required to comply with the semester fee structure, handed over to you.
5. Upcoming semester fee will be taken during running/current semester before filling-up End Semester University Examination form.
6. The student will have to pay full course fee if he/she leaves the college after the beginning of classes of first semester.
7. Each student shall be bound by all rules and regulations made by the College and University from time to time.
8. College has every right to cancel the admission of any student if he/she is found breaking the rules and regulations of the College and the University.
9. Any student found misbehaving on the campus or behaving arrogantly, violently towards the faculties, staff or fellow students will be liable for disciplinary action.
10. Smoking, use of alcohol, tobacco or narcotic drugs, illegal possessions or use of weapons is strictly prohibited in the College premises.
11. Students are required to take good and reasonable care of College property.
12. Ragging is totally prohibited. Any student found indulging in ragging directly or indirectly within or outside the campus will face strict disciplinary action. Every student should behave with discipline and must reflect a sense of responsibility within and outside the campus.

Date: .....

Student Name: .....

Signature:

(In Hindi) .....

(In English).....

**Guardian Signature with Date**

Date: \_\_\_\_\_

**Declaration**

Dear Sir,

I \_\_\_\_\_ do hereby declare that I will continue depositing tuition fee or any kind of College/University fee in time given by IMPACT College, affiliated to Aryabhata Knowledge University, Patna, even the government withdraws or cancels student credit card facility or any other financial facilities availed by me to support my study at this College.

Disciplinary action or monetary punishment is likely if I do fail to meet the deadline of fee deposit.

Yours faithfully,

Name of the student:

Stream:

Semester:

College Roll No.:

Registration No.:

Signature of Student with date

Signature of Parent with name and date

Date: \_\_\_\_\_

To  
The Director  
IMPACT College, Patna

Subject: Seeking permission to submit relevant documents and certificates at a later time

Respected Sir,

I, \_\_\_\_\_ S/o \_\_\_\_\_ would like to draw your kind attention towards not submitting important documents \_\_\_\_\_ at the time of admission at IMPACT College, Patna.

I sought admission in BBA/BCA/BCP/BMC stream for session 2020-23 and can only be allowed to attend classes regularly with allotted Registration / College Roll No. after the submission of relevant documents and certificates as a requirement to prove the veracity of claims made by me during the time of admission.

The deposit amount will not be refunded if I fail to submit aforementioned documents within the prescribed date latest by \_\_\_\_\_ and my admission is considered to be invalid. I will raise no objection in this regard.

Thanking you.

Yours faithfully,

Signature

Contact No.

## Student Id-Card

Please affix your  
duly signed recent  
photograph

Student's Name:

DOB:

College Roll No:

Course:

Contact No:

Blood Group:

Father's Name:

Mother's Name

Address:

Signature of Student

## Request Application for Hostel Accommodation

Date: \_\_\_\_\_

To  
The Director  
IMPACT College, Patna

Subject: Requesting to grant me seat at your College hostel

Respected Sir,

I, \_\_\_\_\_ a BCA/BBA/BCP/BMC student of IMPACT College, Patna for academic session \_\_\_\_\_ my registration number \_\_\_\_\_ and roll number \_\_\_\_\_ are allotted by University and College respectively. My permanent address is being given below:

C/O :  
House Name :  
Street Name :  
Village Name :  
Block Name :  
Police Station :  
District Name :  
Pin code :  
Contact Number :

I am desperately in need of hostel accommodation to continue my study properly. Therefore, you are requested to grant me a seat at your College hostel and oblige thereby. I hope you would be generous enough to take decision in my favour. I ensure that I comply with hostel's rules and regulations made by hostel authority from time to time.

Thanking you.

Yours faithfully,

Signature with date

Name:



## **Hostel rules and regulations**

**Following are rules and regulations of IMPACT hostel that must be followed by residents, pursuing undergraduate course from IMPACT College, Patna.**

1. The student shall pay hostel fee for three months in advance at the time of admission to the hostel. Hostel fee will be paid quarterly in advance.
2. The residents are required to inform the hostel superintendent/authority in writing at least three months before vacating College hostel.
3. The student shall keep their rooms, verandah and surrounding areas tidy, neat and clean at all times and shall not throw anything including garbage in such places or any premises in the hostel, except in the dustbin.
4. Keeping the hostel room clean and dirt-free rest with the residents and they are expected to give good cooperation in maintaining hostel clean and tidy.
5. Ragging in any form whatsoever is strictly banned.
6. Guests are allowed in hostel only with prior permission of the hostel superintendent/authority.
7. The students are strictly prohibited to bring, store, possess, consume or drink any alcohol, intoxicating drink, drug or substance of any kind. The same shall apply to visitors also.
8. Possessions, distribution and use of fire-arms, lethal weapons, blunt, harmful and illicit objects, air gun etc. are strictly prohibited in the hostel.
9. Residents are not allowed to keep electric appliances such as heater, iron, oven, etc in the rooms without obtaining written permission from authority.
10. Vandalism is a very serious offence. Strict action will be taken against students if found guilty of committing such offence.
11. In case of damage to or loss of hostel property, the cost will be recovered from the wrongdoers or responsible persons.
12. Any act of uploading derogatory remarks and image or ridiculing a person will invite disciplinary action.
13. Use of wifi facility for academic purpose only.
14. Residents are not allowed to shift from room allotted to them to another without written permission.
15. Residents are not permitted to entertain the visitors at the hostel gate.
16. Hostel authority reserves the right to break open the room in case of emergency and violation of rules.
17. Students are advised to not keep heavy cash and valuable items in the room and they are responsible for their belongings.
18. Play of loud music is not allowed and ensure your any of activity does not disturb the inmates and others outside premises.

19. Rooms are allotted to students on their personal responsibility.
20. Suggestions and complaints should be either deposited in the Suggestion Box or entered in the Suggestion Register kept in the hostel premises.
21. Upholding the dignity of IMPACT College, all residents are required to maintain discipline on the campus and they must reflect sense of responsibility within and outside of hostel premises.
22. The residents will have their breakfast in the morning, lunch and dinner at night, according to the menu which has been put on hostel notice board.
23. Residents are not allowed to enter the kitchen.
24. Residents are advised to follow the rules and regulations made by Superintendent/authority from time to time for the betterment of the hostel.
25. All the residents are instructed to go along with the hostel rules and regulations strictly. The Hostel superintendent/authority reserves the right to terminate the occupancy of hostel students for any willful disobedience or defiance of authority, non-observance of hostel rules, causing damage to person or property or indulging in anti-social, anti-national or undesirable activities.

Name & Signature of the Student

College Roll No. / Registration No.

Contact No.:

Name & Signature of the Guardian

Contact No.:

## Student's Declaration

Date: \_\_\_\_\_

I \_\_\_\_\_ do hereby declare that I have gone through aforesaid hostel's rules and regulations and make sure to comply with them strictly without exception. The mentioned rules and regulations are particularly important to me and violation, thereof, will be regarded as cause of disciplinary or even legal action.

Name :  
Stream :  
Session :  
Registration No. :  
College Roll No. :  
Contact No. :  
Details of local guardian (if any):

Yours faithfully,

Signature of Student

## Undertaking by Guardian

I \_\_\_\_\_ do hereby declare that my **Son/Daughter/Ward** \_\_\_\_\_ is a **First Semester/Second Semester/Third Semester/Fourth Semester/Fifth Semester/Sixth Semester** student of **BBA/BCA/BCP/BMC** at IMPACT College, affiliated to Aryabhata Knowledge University, Patna.

**His/her** Registration No./College Roll No. is: \_\_\_\_\_ for academic session \_\_\_\_\_

Before she/he is granted a seat at hostel, I had gone through all hostel's rules and regulations **and agreed with them under no pressure.**

I ensure my good cooperation with hostel authorities and I will provide all medical information if any, related to my **Son/Daughter/Ward** to the hostel superintendent/authority or official concerned.

I will be available on call and my promise of visiting the College hostel and taking care of my **Son/Daughter/Ward** as and when required will be maintained.

The present status of health conditions of my **Son/Daughter/Ward** are being provided below:

With Regards

Guardian's Signature :

Guardian's Name :

Permanent Address :

Relationship with student :

Specify the medical conditions of your Son/Daughter/Ward (if any):

Contact No./Whatsapp No. :

Email :

**Details of local guardian (if any) -**

Address :

Contact No. / Whatsapp No. :