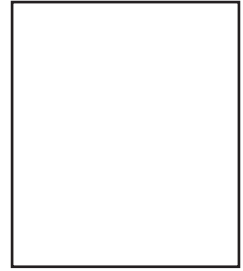




GANDIKOTA BUSINESS SCHOOL

APPLICATION FOR ADMISSION



ROLL NUMBER (For office use only)

1. Name of the Applicant as in the Birth Certificate or Marks Card of Standard 10th exam:

2. Father's Name:

Mother's Name:

3. Date of Birth:

4. Gender

 1. Male
 2. Female

5. Nationality:

6. Complete Address for Correspondence (Do not repeat name)

City:

State:

Pin Code:

7. STD Code:

Phone:

E-mail:

Mobile No.1 (Student)

No. 2 (Parent)

8. Course Applied For:

Second Language: 1. Telugu 2. Hindi 3. Sanskrit

9. DD Number:

DD Date:

Amount (Rs):

11. Name of the Bank:

Payable at Hyderabad

12. Applicant's Permanent Address: (Do not repeat name)

City:

State:

Pin Code:

13. Educational qualifications (From standard X onwards)

Name of the Qualifying Exam	Year of Passing	School / College	University / Board	%age

DECLARATION BY THE APPLICANT

- I hereby declare that all the particulars stated by me in this application are true to the best of my knowledge and belief. I understand that my admission is liable to be cancelled if suppress or distort any information furnished in my application.
- I declare that I am qualified to join the course indicated by me in the application as per the rules and regulations mentioned in the prospectus. I will produce the original certificates as and when required by the university.
- I understand that the University has the right to alter the syllabus, course structure, rules and regulations etc. In accordance with the requirement of the field of study.
- I am aware that the fees once paid will not be refunded.

Place:

Date:

Signature of the candidate

INSTRUCTIONS FOR COMPLETING THE APPLICATION FORM

GENERAL INSTRUCTIONS

- This application is meant only for those seeking fresh admissions to GBS Courses. Photocopies of the application will not be accepted.
- Application must be duly completed only in English, Using black ink.
- Overwriting, striking out or erasure of any kind may lead to rejection of the application/admission.
- Incomplete information or discrepancies if any in the information furnished in the application will lead to rejection/cancellation of admission.
- Boxes are provided for writing alphabets and numbers. Please note that capital letters must be used in all places except for the signatures. Please write only one alphabet/number in a box. While writing ensure that the alphabets or numbers do not touch the edge of the box as shown below.

(correct) (wrong)

Photographs and signature:

A recent passport size photograph (preferably black and white) must be neatly pasted in the space provided at the top right corner of the application form. The photograph must be signed by the applicant. The photographs should not be pinned or stapled or extend beyond the box provided.

DETAILED INSTRUCTION

- Serial No. 1: Write your name in capital letters as it appears on your birth certificate/marks card of standard X. Even minor variations will not be accepted.
- Serial No. 2: Write your father's name and mother's name in capital letters.
- Serial No. 3: Write your date of birth as per the Gregorian (English) calendar.
- Serial No. 4: Write '1' for male and '2' for female.
- Serial No. 5: Mention your nationality. Proof of nationality to be produced if required.
- Serial No. 6: Furnish your complete postal address for correspondence. Do not write your name again. Ensure that the name of the city, state and pin code are filled up.
- Serial No. 7: Write your telephone number, STD code and E-mail ID in their respective columns.
- Serial No. 8: Write the course to which admission is sought, Write your second language for I & II year.
- Serial NO. 9, 10 and 11 Demand Draft Details.

All payments should be made by a demand draft drawn in favour of "GANDIKOTA BUSINESS SCHOOL" payable at Hyderabad. Please note that no other form of payment is acceptable. Individual receipt for the payment of fees will be issued to the applicant, only if his/her application is accompanied by a separate demand draft. Fees once paid will not be refunded. If more than one demand draft is taken for the fee amount, please mention the demand draft number, date, bank code. Demand drafts from any nationalized banks.

Check list of enclosures to submit for Admission:

1. 10th Class Marks Memo - Original/Xerox
2. Intermediate Marks Memo - Original/Xerox
3. Intermediate Transfer Certificate/Migration Certificate - Original/Xerox
4. Photographs - 14

RECEIVERS SIGNATURE

RULES OF ADMISSION:

- ✍ The college reserves the right to cancel the admission of a candidate at any stage if and when detected that the admission is against the rules.
- ✍ Candidates should fill in the application forms in their own handwriting.
- ✍ No transfer will be allowed from one group to another after the admission has been finalized.
- ✍ Incomplete forms with incomplete information will be rejected.
- ✍ If a candidate fails to pay the fees within the due date. he/she will not be considered for the subsequent lists.
- ✍ Once Admission fees paid will not be refunded or adjusted to another course or student's fees.

RULES OF ATTENDANCE:

- ✍ Regular students are required to attend atleast 85% of the lectures in each subject.
- ✍ The examination forms of only those candidates will be forwarded to the University who will have put in atleast 85% of the attendance before the date of sending the examination application forms.
- ✍ The college has full authority to stop the student from appearing the Final examinations if he/she fails to secure 85% attendance.
- ✍ Attendance will be counted from the date of the commencement of the classes, not from the date of admission of the student.
- ✍ If any student discontinues his/her studies in the middle with/without informing the Management, He/She will be liable to pay the whole year's fees.
- ✍ Attendance for Industrial Tours, Seminars, Guest Lectures and Examinations are compulsory. Those who absent themselves from the above mentioned without intimation will be fined heavily and shall not be allowed to appear for final examinations.



GANDIKOTA BUSINESS SCHOOL

Andhra Pradesh's first Private Business School

CHECK LIST FOR APPLICATION NO. : _____ (TO BE COMPLETED BY THE STUDENT AND THE LEARNING CENTRE WHILE FORWARDING THE FRESH APPLICATION)

SL. No.	Particulars	Student		Centre Head	
		Yes	No	Yes	No
1	Have you filled the Application meant for Academic Year 2010-11 ?				
2	Have you read all the instructions before filling the Application ?				
3	Is the Application filled with capital letters in English ?				
4	Is the Name of the Applicant mentioned as per Birth Certificate / Marks card of Standard X examination ?				
5	Is the Father & Mother's Name mentioned as per Birth Certificate / Marks card of Standard X examination ?				
6	Is the Date of Birth mentioned as per the English calendar and as mentioned in the Marks card of Standard X / Secondary examination ?				
7	Have you mentioned the Nationality correctly ?				
8	Is the Applicants's address mentioned complete in all respects such as City, State, Pin Code, STD Code, Telephone No's, e-mail ?				
9	Is the Payment made as per the instructions in the form of Demand Draft ?				
10	Are payment Mode and details mentioned ?				
11	Have you paid the correct fee including late fee as applicable ?				
12	Has passport size photograph been affixed ?				
13	Is the signature of the candidate in the declaration certificate / Identify card tallying and are within the box provided ?				
14	Is the qualification of the candidate as per eligibility criteria mentioned in Prospectus ?				
15	For Bachelor's Degree Programs:				
16	Is notary / gazetted officer attested X standard marks card attached ?				
17	Is notary / gazetted officer attested + 2 / 3 Year Diploma Certificate / marks cards attached ?				
18	Is Application signed by the Principal with College Seal ?				
19	Has the photocopy of the filled application and DD been taken for future reference ?				
Name of the Candidate:		Name of the Receiver :			
Signature with date:		Signature with date :			

IMPORTANT DATES

Entrance test by GBS	: 07 June 2010
Group Discussion, Personal Interview	: 07 June 2010
Final Decision	: 07 June 2010
Results will be announced	: 07 June 2010
Classes will be start	: 05 July 2010
1 st term fee last date	: 20 July 2010
2 nd term fee last date	: 20 Nov 2010