

HV CREATOR'S COURSES INSTITUTE

GUJRANWALA
(SMC-PVT LIMITED)

ADMISSION FORM

BATCH NUMBER 13th (25)

Past your
resent
Passport size
Photo here

RG No......
(Only Office Use)

PART – A – TO BE FILLED IN BY THE PARENTS / GUARDIAN
(Please fill the form in BLOCK CAPITALS)

1. **Name of the Students**
2. Date of Birth..... Nationality..... Mother Tongue.....
3. Name of Father.....
4. Occupation
5. Father Cnic.....Student B/Form **OR** Cnic.....
6. Which course do you want to pursue? (Write his name).....
7. Hafiz Quran Any Disability.....
8. a) Postal Address.....
.....
b) Email Address
- c) Phone No(s)
9. Permanent Address
10. Number of real Brother(s) /Sister(s) studying in Insitute (Name, RG.No.& Class) :
Name RG .No. Class
11. Name and address of the local guardian (if any)
..... Phone No(s)

Applicant signature.....

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PART – B – FOR OFFICIAL USE ONLY

1. **Name of the Students**
2. RG.No. AllottedClass.....DOA.....
3. BatchAny Disability..... Please Specify
4. Fee Status Admission Status..... User Name

Signature & Stamp head of Institute

HV CREATOR'S COURSES INSTITUTE GUJRANWALA

Terms and conditions

Dear Parents,

Thank you for considering Hv creators courses institute for your ward's skills. Please read the following carefully and sign.

- Duly Original copy of challan form should be accompanied with a for the following fee payable on any Branch at **MCB Islamic Bank** OR **lms online pay** in favour of Hv creators courses institute
 - a) **Admission Fees**
 - b) **Security Deposit**
 - c) **Course Fee**

Admission will be confirmed after the receipt of all relevant requirements stated above.

- The Institute reserves the right to refuse admission if any of the documents mentioned here are incomplete or if the fee challan is not confirmed here.
- If the parents or guardians do not send their child to the institute after admission, they will be responsible and the fee will not be refunded.
- The security fee is refundable when the student has completed his/her course and has the certificate, then he/she is eligible to collect his/her security fee. Before that, the security fee will be non-refundable.
- If a student is absent from the course for three days without informing, his/her name will be removed. A readmission fee will have to be paid to retake the course. If a student is absent for one day, he/she will be fined.
- The institute only charges course and entrance fees, any additional expenses will be borne by the student himself.
- The institute will not issue a certificate until the student passes the course exam.

MEMORENDUM OF UNDERSTANDING

I,father/mother/guardian of Master/Miss.....declare that the information provided herein by me is true and I agree to abide by the rules of the institute and to pay the fees and other dues on behalf of the child within due date.

Name

Relation with the Child

Signature

Date