

TERMS & CONDITIONS

1. Incomplete Form will be rejected. It is compulsory to attach self attested photocopy of marksheet of last attended examination. **CB CLASSES** reserves the right to use the photograph and name for publicity in case the student succeeds in same examinations. Student should also staple additional two recent passport size photographs along with the form.
2. An applicant, after being enrolled with the Institute, shall be deemed to be a student.
3. An applicant who is enrolled with **CB CLASSES**, will have to work regularly. He has to appear in the weekly proficiency tests, phase tests, mock tests. If a student is found to be absent in three consecutive tests, he will not be allowed to appear in the weekly tests thereafter.
4. If a student, for some reason, is absent in two consecutive weeks without prior information, has to come along with parent in the third class.
5. The parents can meet respective subject teachers for any information about their ward's progress or any other problem concerning their ward with prior appointment only.
6. Any change of address and phone number should be notified in writing to the office within 7-10 days.
7. A student who is late by 20 minutes for classes/tests without prior information, will not be allowed to enter the classroom.
8. A student is not allowed to carry mobile phone / I-pod in the classes. If at all, he/she carries mobile phone in the classes, then it should be kept in silent mode. The Institute is not responsible for any loss/theft of mobile phone in the Institute premises.
9. **CB CLASSES** reserves the right to make any change in its programs without any prior notice to anybody.
10. If there be any change in the applicable rate of service tax, the same shall be imposed on and from the date as determined by the respective statute; and the students shall be liable to pay the same.
11. After depositing money towards 'Admission, Examinations and Tuition Fees' if a student becomes disinterested in the institute due to any reason whatsoever and wants to take his/her money back, the institute will not refund the money. However, if a student applies for refund before the commencement of classes, only monthly tuition fees will be refunded.
12. The institute will issue an identity card cum fees book. The entry to the classes will be only with the said card. If the I-card of a student is lost / misplaced, a duplicate I-card can be issued from the Institute against payment of ₹ 100/-.
13. If any student does not pay the monthly fee on the due date i.e. 10th every month, will be treated as defaulter in the fee payment. He/She will be stopped from attending the classes.
14. It is mandatory for the student to submit photocopies of the Admit cards of the examination, he/she will be appearing for.
15. If any student/parent insists on lump sum payment of fee, the institute can accept the fee in lump sum also. The refund policy for such students will be applicable as mentioned for students, who pay the fee in installments.
16. Any study material given during the classes or otherwise, will not be given to those students, who are absent without prior application from the parents. No request / personal appointments in this regards shall be entertained.
17. Once the name of a student is struck-off due to non-payment of fee for more than 4 weeks from the due date, the student shall have to pay ₹ 500 for re-admission.
18. It is compulsory/mandatory to provide e-mail ID/Mobile No. of the student / father / guardian. The result of tests or any other information of the institute will be sent to the student by SMS and on his/her e-mail ID. Institute shall not be responsible for any information regarding result or anything else is not received by the student if he/she has not given his/her e-mail ID/mobile no. in the Admission Form at the time of admission.
19. In any type of mishap occurs in the premises of **CB CLASSES** because of situations beyond control or any natural calamity of any type such as earthquake, floods, fire, electric short circuit etc. the institute shall not be responsible in any manner whatsoever.
20. In case if any parent/guardian misbehaves with any staff member of the Institute, his/her ward can be rusticated from the institute and no claim of refund of such student will be entertained.

I have read the "Terms and Conditions" of the Institute mentioned in above.

Checklist : 1. It is compulsory to attach a photocopy of marksheet of the last examination passed.

2. It is compulsory to attach two extra passport size (attested in the back) photographs along with the form.

(Signature of Parent / Guardian)*

(Signature of the student)*

**It is mandatory for student & Parent to sign at the appropriate places failing which admission from will not be processed and will be rejected.*

For Office use only

Program : Class : Student UID : Password :

Batch Alloted : **PHYSICS** **CHEMISTRY**

MATHEMATICS **BIOLOGY** **COMPUTER SCIENCE**

Payment Mode : Cheque No. & Date :

Initial downpayment : ₹

Remarks (if any) :

*Authorised Signatory
with Seal*

.....