

R. No.

Form No.



SYMBIOSIS INSTITUTE OF FOREIGN AND INDIAN LANGUAGES (SIFIL)

Plot No. 419, Model Colony, Gokhale Cross Road, Next to Atur Centre, Pune -16.

ADMISSION FORM

PERSONAL DETAILS

Language : _____ Level : _____

Course Date : _____ to _____

1. Name : _____
(In Capital Letters) (First Name) (Father's /Husband's Name) (Surname)

2. Address : (in Pune) _____

3. Phone (in Pune) : _____ Mobile: _____

4. E-mail ID: _____ 5. Date of Birth : _____ 6. Male/Female: _____

7. Academic Qualification: _____

8. Name of the College/Office: _____

9. Profession: _____

10. Batch I wish to join: (Tick (✓) the appropriate box.)

1. Morning Batch : 8.00 a.m. to 9.30 a.m.
(Mon. to Fri.)

2. Evening Batch : 6.30 p.m. to 8.30 p.m.
(M-W-F or T-T-F)

3. Weekend Batch : (Sat. 3.45 p.m. to 7.00 p.m.)
(Sun 9.30 a.m. to 12.45 p.m.)

4. Afternoon Batch : (2.30 p.m. to 4.30 p.m.)
(Mon. to Fri.)

Fees paid by cash/card/online

Rs.

I have furnished all details to the best of my knowledge. I have read and understood all the rules of the Institute and promise to abide by them.

SYMBIOSIS INSTITUTE OF FOREIGN AND INDIAN LANGUAGES (SIFIL)

Rules and Regulations for Students

1. Counseling (free of charge) is necessary before admission to any course. Fees are non-refundable. Transfers to any other course later on, will not be entertained.
2. Admissions are granted on first come first served basis.
3. Eligibility criteria for the final examination :
 - a. Minimum 75% attendance is a must.
 - b. Both the internal exams should be cleared.
4. The award of certificate will be subject to
 - a] Minimum 85 % attendance. Less than 85% attendance will result in deduction of marks @1 mark per 1% short attendance. Coming late by more than 15 minutes will be considered as absence.
 - b] Individual passing with minimum 60% both in written and oral assessment is mandatory.
 - c] Students who fail to attend minimum 75% of the course are not eligible to appear for the final exam.
 - d] Students are eligible to take the final exam only if they have taken both the internal exams.
 - e] Satisfactory performance in tests and assignments.
5. Students may avail of the library facility from 9.00 am to 7.00 pm. Books will not be issued for home-reading.
6. Students should strictly switch off their mobile phones or put them on silent mode during classes. Use of mobiles during class hours will attract punishment.
7. All Symbiosis Campuses are " Non - Smoking Zones ". Any offender will be fined Rs. 500/-
8. Parking is regulated centrally from the head office of Symbiosis Society for all campuses. Students are requested to obtain a pass from the parking attendant for the duration of the course, at a nominal cost.
9. Violation of the rules or impolite/rude behaviour with staff members will result in cancellation of admission.
10. In all matters of disagreement, the decision of the Director will be final.

I have read and understood all the above rules and promise to abide by them. I also acknowledge that any other rules & terms of discipline as in force at SIFIL from time to time will be binding on me.

Date :

Signature of the Student

Form Fee Rs. 50 = 00