



APEX

GROUP OF INSTITUTIONS

INDRI, KARNAL (HARYANA)

Admission Form

Session 20____ - 20____

Paste Your
Passport Size
Photograph

Course Applied For :-

(Please ✓ tick branch)

Apex Institute of Management & Technology

Techno Apex Polytechnic

M.Tech

Mechanical Engg.

Elect. & Comm. Engg.

Structural Engg.

Computer Sci. & Engg.

B.Tech

Civil Engg.

Mechanical Engg.

Elect. & Comm. Engg.

Computer Sci. & Engg.

Electrical Engg.

Information Technology

Diploma

Civil Engg.

Mechanical Engg.

Electrical Engg.

Elect. & Comm. Engg.

Computer Sci. & Engg.

Name (IN BLOCK LETTERS): _____

Name in Hindi: _____ Gender (Please ✓ tick): Male Female

Father's Name: _____ Occupation: _____

Mother's Name: _____ Occupation: _____

Date of Birth: _____ Place of birth: _____

Marital Status (Please ✓ tick): Married Unmarried

Correspondence Address (In Block Letters): _____

(Phone No. with STD code) _____ Mob No: _____ (self) _____ (father)

Email ID _____

Permanent Home Address: _____

Category (Please ✓ tick): General SC ST OBC Physically Handicapped

Nationality: _____ Blood Group: _____

Hostel accommodation required (Please ✓ tick): Yes No

Transport facility required (Please ✓ tick): Yes No

State of Domicile (attach domicile certificate): _____

Name & Address of school/college/institution last attended: _____

AIEEE/DET Roll No.: _____ Rank/Marks: _____

Educational qualifications (Matric onwards):

Exam Passed	Year of Passing	Marks Obtained	Maximum marks	Percentage (%)	Board/ University	Main Subject
10 th						
12 th						
ITI/10+2 Vocational						
Diploma/B.Sc.						
Other						

Extracurricular activities with achievements: _____

Declaration: I do hereby solemnly declare that all the above information is correct to the best of my knowledge. I shall abide by all the rules and conduct of the college and shall not indulge in any indiscipline/ragging activity. I am fully aware that my admission may be cancelled, at any time, if found involved in any indiscipline activity or concealing any information.

Signature of father/guardian

Signature of student

Date:

Date:

Enclosures Check List (✓ tick whichever is applicable):

1. Matriculation certificate/marksheet.
2. 10+2 certificate/marksheet.
3. Bachelor Degree certificate/marksheet of all semester/ years.
4. ITI/10+2 Vocational/Diploma certificate/marksheet of all semesters.
5. AIEEE/DET-..... Admit Card.
6. AIEEE/DET-..... Rank/Score card.
7. Character certificate.
8. Aadhar Card
9. Scheduled caste/Scheduled Tribe/OBC certificate issued by the Competent authority
10. Proof of income (for SC/ST/OBC candidate)
11. Certificate of medical fitness as per prescribed Performa.
12. Proof of residence (copy of ration card or affidavit).
13. Proof of being bona fide Haryana/Domicile.
14. Affidavit by student as per given format.
15. Affidavit by Parent/guardian as per given format.
16. Migration certificate.
17. 05 latest passport size colour photograph
(Separate from those attached to various forms).



APEX

GROUP OF INSTITUTIONS

INDRI, KARNAL (HARYANA)

(For Office Use)

File No. _____

Application for Bus Pass (New/Renewal)

Paste Your
Latest
Stamp Size
Photograph

Course Admitted: _____

Branch: _____

Name *(IN BLOCK LETTERS)*: _____

Name in Hindi: _____ Gender (Please \checkmark tick): Male Female

Father's Name: _____

Correspondence Address *(In Block Letters)*: _____

(Phone No. with STD code) _____ Mob No: _____ (self) _____ (father) _____

From: (Place) _____ Distance _____ Km

Old Bus Pass No: (if any) _____ Valid Upto: _____

Amount deposited: Rs. _____ Receipt No: _____ dated _____

Declaration: I do hereby solemnly declare that I would maintain proper discipline while traveling in the college bus and shall abide by all the instructions issued time to time, failing which my bus pass will be cancelled and charges paid will be forfeited.

Signature of father/guardian	Signature of student
Date:	Date:
Date:	Date:
Pass Clerk	Administrator
Principal	

APEX GROUP OF INSTITUTIONS

Bus Pass Application Receipt

This is certified that Name _____ S/D/O Sh. _____

Admitted in the course _____ has submitted application along with

for of Rs. _____ Vide Receipt No _____ dated _____ for bus pass (New/Renew)

from (place): _____ on (date): _____.

Transport Clerk Transport Incharge



APEX

GROUP OF INSTITUTIONS

INDRI, KARNAL (HARYANA)

(For Office Use)

File No. _____

Application for Identity Card

Paste Your
Latest
Passport Size
Photograph

Course Admitted: _____

Branch: _____ **Reg./Roll No** _____

Name *(IN BLOCK LETTERS)*: _____

Name in Hindi: _____

Sex (Male/Female): _____

Father's Name: _____

Blood Group: _____

Correspondence Address *(In Block Letters)*: _____

(Phone No. with STD code) _____ Mob No: _____ (self) _____ (father)

Signature of the student: _____ Date: _____

APEX GROUP OF INSTITUTIONS

Temporary Identity card

(To be used and retained by the student till permanent identity card is issued)

Paste Your
Latest
Passport Size
Photograph

This is certified that Name _____ S/D/O Sh. _____

has been admitted in the course _____.

He/She has submitted application for Identity card on (date): _____

Dealing Clerk

Principal

Date:

Date:



APEX

GROUP OF INSTITUTIONS

INDRI, KARNAL (HARYANA)

(For Office Use)

File No. _____

Application for Hostel Accommodation

Paste Your
Latest
Passport Size
Photograph

Course Admitted: _____

Branch: _____

Name (IN BLOCK LETTERS): _____

Name in Hindi: _____ Gender (Please ✓ tick): Male Female

Father's Name: _____

Correspondence Address (In Block Letters): _____

(Phone No. with STD code) _____ Mob No: _____ (self) _____ (father)

Hostel Fee deposited: Rs. _____ Receipt No: _____ dated _____

Declaration: I do hereby solemnly declare that I would maintain proper discipline in the hostel and shall abide by all the instructions issued time to time, failing which I will be debarred from hostel facility and fee deposited will be forfeited.

Signature of Father/Guardian

Signature of student

Date:

Date:

Date:

Warden

Chief Warden/Administrator

Principal

APEX GROUP OF INSTITUTIONS

Hostel Accommodation Allotment Receipt

This is certified that Name _____ S/D/O Sh. _____ admitted in the course _____ has submitted application along with fee or Rs. _____ vide Receipt No _____ dated _____ for hostel accommodation on (date): _____ and has been allotted with Room No _____ on _____ floor in Boys/Girls hostel.

Warden

CHECK LIST

LIST OF DOCUMENTS TO BE ATTACHED WITH ADMISSION FORM

The Candidate must bring the following Original Certificate/Documents/Testimonials (for verification) and submit three sets of duly attested photocopies of these on the time of admission. The admission of the candidate will remain provisional until he/she produces all the documents/testimonials not submitted within stipulated date.

1. Matriculation certificate/mark sheet.
2. 10+2 certificate/mark sheet.
3. Bachelor Degree certificate/mark sheet of all semester/ years.
4. ITI/10+2 Vocational/Diploma certificate/mark sheet of all semesters.
5. AIEEE/DET-..... Admit Card.
6. AIEEE/DET-..... Rank/Score card.
7. Character certificate.
 - a) Regular Candidates: The candidates who passed their qualifying exam from School/College as regular students are required to submit the Character Certificate as per prescribed Performa.
 - b) Private Candidates: Candidates, who have passed the qualifying examination as private candidates should submit their Character Certificate, duly signed by a First Class Magistrate.
8. Aadhar Card
9. Scheduled caste/Scheduled Tribe/OBC certificate issued by the Competent authority
10. Proof of income (for SC/ST/OBC candidate)
 - a) For employers: In terms of salary certificate issued by the employer.
 - b) For non-employers: In terms of affidavit signed by the First Class Magistrate.
11. Certificate of medical fitness as per prescribed Performa.
12. Proof of residence (copy of ration card or affidavit).
13. Proof of being bona fide Haryana/Domicile (if applicable).
14. Affidavit by student as per given format.
15. Affidavit by Parent/guardian as per given format.
16. Migration certificate.
17. 05 latest passport size colour photograph (separate from those attached to various forms).

CHARACTER CERTIFICATE

(To be obtained from the school/college/institution last attended)

Certified that Mr./Miss/Mrs. _____ Son/daughter of Shri _____ has been a bona fide student of this institution during the period _____. He/She appeared in the _____ under Roll No. _____ and *passed obtaining _____ Marks out of _____ marks or *failed/*placed under compartment in the subject of _____.

1. Academic Distinction, if any _____.
2. Co-curricular activities, if any _____.
3. Brief particulars of disciplinary action by Institution/Board/University including punishment such as Expulsion, warning, fined for violation of hostel rules. UMC/Disqualification, if any _____.
4. General Conduct during stay in the institution: **Good/Satisfactory/Unsatisfactory.**
5. He/She bears **good/bad** Character.

No. _____

Signature of the Principal

(With Office Seal)

Date: _____

*Strike out whichever is not applicable

CERTIFICATE OF MEDICAL FITNESS

(To be obtained only from gazetted Government Medical Officer/Medical Officer of a Government undertaking.)
Please note that is no other form this certificate will be accepted. Medical Certificate issued by private medical practitioners will not be accepted.

Name

(in Block Letters)

Father's Name : Sh.....

Height: Weight

Chest:

Heart and Lungs:

Vision: L: R:

Colour Vision: Blood Group

Hearing:

Hernia/Hydrocele/Piles:

Remarks:

I certify that I have carefully examined

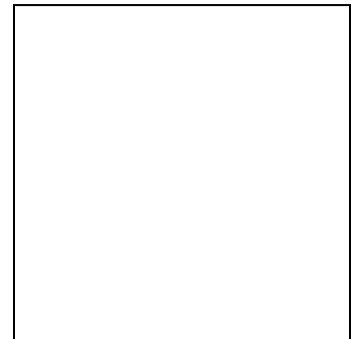
Mr./Ms. son/daughter of Shri

who has signed in my presence. He/she has no mental and physical disease and is FIT.

Signature of Candidate

Latest photograph
of the candidate
duly attested by the
Medical Officer

Left hand thumb Impression
of the Candidate



Signature of the Medical Officer

Station

Date:

With legible Seal

AFFIDAVIT BY PARENT/GUARDIAN

(On non judicial stamp paper of Rs. 10/-)

- 1) I, Mr./Mrs./Ms. _____ Resident of _____
Father/mother/guardian of Name _____ Registration/Roll No. _____
having been admitted to _____ Institutions, in the course _____ have
received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational
Institutions, 2009 (hereinafter called the 'Regulations') carefully read and fully understood the
provisions contained in the said Regulations.
- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes
ragging.
- 3) I have also, in particular, perused clause 7 and 9.1 of the Regulations and am fully aware of the penal
and administrative action that is liable to be taken against my ward in case he/she is found guilty of
or abetting raging, actively or passively, or being part of a conspiracy to promote raging.
- 4) I hereby solemnly aver and under take that
 - a) My ward will not indulge in any behavior or act that may be constituted as raging under
clause 3 of Regulations.
 - b) My ward will not participate in or abet propagate through any act of commission or omission
that may be constituted as raging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause
9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my
ward under any penal law or any law for the time being in force.
- 6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in
the country on account of being found guilty of, abetting or being part of a conspiracy to promote,
ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my
ward is liable to be cancelled.
- 7) I hereby declare that I shall regularly visit the institution to know the progress of my ward. I owe the
responsibility to deposit the semester/annual fee of my ward, in time, as mentioned in the
information brochure/prospectus else shall pay the late fee fine incurred thereon due to any reason
what so ever. I am also aware that my ward may be barred from appearing in the final
semester/annual exam for not maintaining required attendance or non payment of fees or
involvement in any indiscipline act.

Declared this _____ day of _____ month of _____ year.

Signature of deponent

Verification

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the
affidavit is false and nothing has been concealed or misstated therein.

Verified at (Place) _____ on this the _____ (day) of _____ (month) _____ (year)

Signature of deponent

Solemnly affirmed and signed in my presence on this the _____ (Day) of _____ (month)
_____ (year) after reading the content of this affidavit.

OATH COMMISSIONER

AFFIDAVIT BY PARENT/GUARDIAN

(On non judicial stamp paper of Rs. 10/-)

- 1) I, Name _____ Registration/Roll No. _____
S/o/D/o Sh. _____ Resident of _____
having been admitted to _____ Institutions,
in the course _____ have received a copy of the UGC Regulations on Curbing
the Menace of Ragging in Higher Educational Institutions, 2009 (hereinafter called the
'Regulations') carefully read and fully understood the provisions contained in the said Regulations.
- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes
ragging.
- 3) I have also, in particular, perused clause 7 and 9.1 of the Regulations and am fully aware of the penal
and administrative action that is liable to be taken against me in case I am found guilty of or abetting
ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and under take that
- a) I will not indulge in any behavior or act that may be constituted as raging under clause 3 of
Regulations.
 - b) I will not participate in or abet propagate through any act of commission or omission that
may be constituted as raging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause
9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me
under any penal law or any law for the time being in force.
- 6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in
the country on account of being found guilty of, abetting or being part of a conspiracy to promote,
ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my
admission is liable to be cancelled.
- 7) I hereby declare that I shall abide by all Rules/Regulations as mentioned in the information
brochure/prospectus or which are issued time to time by the institution and university/board to which
the institute is affiliated to, failing which strict disciplinary action may be initiated against me or
even my admission may be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of deponent

Verification

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the
affidavit is false and nothing has been concealed or misstated therein.

Verified at (Place) _____ on this the _____ (day) of _____ (month) _____ (year)

Signature of deponent

Solemnly affirmed and signed in my presence on this the _____ (Day) of _____ (month)
_____ (year) after reading the content of this affidavit.

OATH COMMISSIONER