

## STUDENT DATA SHEET

Student Name : \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Contact No.: \_\_\_\_\_  
Email id : \_\_\_\_\_  
Address \_\_\_\_\_  
City: \_\_\_\_\_ Pincode: \_\_\_\_\_

### Academic /Professional Qualification

COURSE	DEGREE/ BOARD	SCHOOL/ COLLEGE	STREAM	YEAR OF PASSING	MEDIUM
10TH					
12TH					
GRADUATION					
POST GRADUATION					

### Employment Details

NAME OF ORGANIZATION	DESIGNATION	DURATION

How did you know about us:-

Friends _____	News paper _____	Website _____
Justdial _____	Others _____	Sulekha _____
Reference (if any ):Name _____ Contact No. _____		

### For office use

Date: _____	Name of Counselor _____
Course interested for _____	
Remarks _____	

# KONEEZ Academy

(A unit of Versatile Network Pvt Ltd.)

Reg No.

## REGISTRATION FORM

(To be completed in the students own handwriting)

1.Name:

First Name	Middle Name	Last Name
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2.Date of Birth:

DD	MM	YYYY
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3.Address:

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4.City:

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PIN Code:

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5.Contact No:

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Alternate No.

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6.Email ID

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### Academic Record

Examination Level	Qualification	Board/University/ institute	Medium of instruction	Secured % grade	Year of Passing	Documents Attached
XII Class						
Bachelor's degree						
Master's degree						
Professional						
Others						

OCCUPATION DETAILS (To be filled only by those candidates who are employed)

NAME OF ORGANIZATION	DESIGNATION	DURATION

Name of course	Duration	Day	Commencement Date

### Payment Plan: Cheque / Draft

1. Remittance through Demand Draft or Cheque should be drawn in Favour of Versatile Network Pvt Ltd

D/D Cheque No.	Name of Bank	Branch	Date	Amount in Rs.

Payment option  one time  Instalments

Installment	Due Date	Amount	Receipt	Installment	Due Date	Amount	Receipt

### Terms And Conditions:

- Candidates to submit 2 passport size recent colour photographs along with the registration form.
- True Photocopies of all the certificates / documents as per the eligibility conditions for the course opted for should also be submitted.
- Reexamination is permissible at the end of the course/ semester, subject to the prescribed payment.
- Certificate/ diploma would be awarded subject to obtaining of "no dues certificate "through the course coordinator".
- The academy provides placement assistance , however does not guarantees jobs.

### Payment of Fees:

- Fees to be paid as per the guidelines and rules for Koneez Students.
- A fine of Rs.100/ day will be charged if payment is not paid before the last date.
- Rs 1000 will be charged as penalty in case of dishonor of cheque due to any reasons. Appropriate legal action may be initiated.
- Student will not be allowed to attend the class if fees is not paid within the due date specified.
- Receipt shall be produced by the student as proof of payment.
- Fees once paid is non refundable.
- The commencement date of the course, as intimated is subject to change is within a reasonable time frame, at the management discretion.

### Attendance:

- To appear for examinations , a student should have a minimum attendance of 80 %
- Any student who does not attend the class continuously for 3 days, without prior intimation in writing , will be considered as a drop out .
- All fees paid by him/her will be forfeited and student will have to re register with full payment.
- A request for switching between batches will not be entertained.

I have read and understood the terms and conditions as set forth by Koneez and agree to abide by the same. I have also received a copy of the guidelines and rules for Koneez academy students and have read and understood the same and agree to abide by the same

I declare that all details and documents provided by me are true and correct.

Student signature

Signature of Parent / Guardian

Initiated by	Approved by

Place \_\_\_\_\_ Date \_\_\_\_\_(Mandatory)