



JOINING INSTRUCTIONS
ADMISSION TO CLASS VI
ACADEMIC SESSION 2022-23

These Joining Instructions are guidelines only and the provisions mentioned herein may vary in accordance with the actual rules and regulations in force and as amended from time to time.

Note:- Candidates will be routed back to their native places after completion of the admission process and will be asked to report to the School in Jun 2022. Online classes would be conducted upto Summer Vacation. Hence, candidates are advised not to bring clothing items, shoes, etc (Refer to Annexure-2) while reporting to the School at the time of admission. However, they have to bring all the requisite documents and submit the same on the day of admission.



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आज़ादी का
अमृत महोत्सव

7077729901 (Principal)
7077729909 (Adm Officer)
8894424284 (Vice Principal)
7077729919 (OS-Main Office)
Fax No: 0674-2581643

Website: www.sainikschoolbhubaneswar.org
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bhubaneswarsainikschool@gmail.com

EMAIL

77
Azadi Ka
Amrit Mahotsav

सैनिक स्कूल भुवनेश्वर
पोस्ट: सैनिक स्कूल, भुवनेश्वर
जिल्ला खोर्दा, ओड़िशा, पिन- 751 005
Sainik School Bhubaneswar
PO- Sainik School, Bhubaneswar
Distt- Khurda
Odisha, PIN 751 005

SSB/ORG/311(EE-22)

Apr 2022

Shri/Smt
F/o/M/o (Roll No)
AT
PO
Dist
State PIN

OFFER OF ADMISSION 2022-23: JOINING INSTRUCTIONS

Dear Parent/Guardian,

1. Reference AISSEE-2022 final merit list published by the School. **Congratulations.** Your son/daughter/ward Roll No Name is hereby offered admission to **Class VI** under Category (**State**) in this residential public School for the academic session 2022-23 subject to payment of the School fees and submission of all documents required for admission.

2. Joining instructions are placed at Appendix for your information and compliance.

3. Parents are required to report to Sainik School Bhubaneswar on (.....) at 0900h along with their son/daughter/ward and the requisite documents as mentioned in the Joining Instructions as well as pay the first installment of the School fees @ **₹ 97,935/ (₹ 96,435/- for SC/ST) in the form of Demand Draft in favour of "Principal, Sainik School Bhubaneswar" payable at any nationalized bank at Bhubaneswar.** The fees can also be paid **ONLINE** in the following Current Bank Account of the School through NEFT/RTGS. In case of payment of fee online, the parents are required to send a copy of Receipt / Unique Transaction Reference (UTR) Number to the email of the School before the date of admission. **The admission offered is provisional and will be confirmed subject to submission of requisite documents, verifications of the same for correctness and medical fitness of the candidate:-**

PRINCIPAL SAINIK SCHOOL BHUBANESWAR
CURRENT A/C NO : 39015049566
BANK NAME : STATE BANK OF INDIA
BRANCH : MANCHESWAR IE, BHUBANESWAR
IFSC CODE : SBIN0007376

4. **Concealing of monthly income:** The monthly income from all sources shown by the parents/guardian in the income certificate is subject to verification from the Government after admission. **Concealing of any information about your income (both the parents i.e. father & mother) will be viewed seriously and the candidature of the student concerned is liable to be rejected at any time.** Further suitable legal action will also be initiated against the offenders.

5. **School Fees:** Parent's share of school fees together with other items of fees and additional charges (**Annexure-1**) be made through Bank Demand Draft drawn in favour of **Principal, Sainik School, Bhubaneswar** payable at any nationalized banks at **Bhubaneswar.** Also some cash be brought for payment in case your bank draft falls short. However, all fees either Draft or Cash will have to be deposited by you in the bank account only.

6. **Kindly note that:-**

(a) Incomplete documentation will debar admission of your son/daughter. **Transfer Certificate in original (duly countersigned by the Inspector of Schools/District Education Officer or concerned Controlling Officer) in respect of the candidates who are studying or last attended a recognized school is essential. In its absence, admission will not be entertained. The candidates who have not attended any recognized school are required to submit the Date of Birth Certificate in original issued by the concerned District/State Authorities. In its absence, admission will not be given to such candidates.**

(b) In case, you fail to deposit the School fee and admit your son/daughter by the due date, the offer will stand cancelled.

(c) Candidates must book-in on the date of admission along with the prescribed clothing listed at **Annexure-2**.

(d) The Ward Boy will ensure that on the day of hostel admission, if any candidate is found suffering from any ailment or infectious/ contagious diseases will be sent to SMO/Nursing Assistant for medical checkup and will be booked out on medical leave with the parents on the same day.

(e) Please bring along **06 passport size latest / recent color photographs** of the student (taken in white/light colored shirt) for school records. Also, please bring a **post card size group photograph of your family**. Please don't bring morphed or edited photographs

(f) Please obtain a certificate from Competent Medical Authority certifying that your ward has been inoculated/vaccinated against all infectious/contagious diseases.

(g) Please observe all available arrangements/facilities in the school before admitting your ward and be satisfied. Complaints will not be entertained at a later stage.

(h) Date of Birth Certificate, Domicile Certificate, Income Certificate, AADHAAR Certificate, Income Affidavit & other documents should be correct in all respect and checked thoroughly before submission.

(j) Do not submit any false documents or give any false or incorrect information deliberately to secure benefits from various sources such as State/Ministry of Defence Scholarships. Submission of forged/false documents would lead to cancellation of the candidate's candidature and legal action.

(k) **DO NOT TRANSACT MONEY WITH ANY ONE EXCEPT THE SCHOOL DUES, WHICH ARE TO BE DEPOSITED AT STATE BANK OF INDIA, MANCHESWAR i.e, BHUBANESWAR BRANCH LOCATED OUTSIDE SAINIK SCHOOL CAMPUS AGAINST A PROPER RECEIPT.**

7. It must be carefully noted that the **admission will be denied/rejected** at any stage, in case it is found that the **candidate/parent/guardian adopted any unfair means for seeking admission to Sainik School or his/her state of domicile/DoB/Category etc. are not matching with the records held with the School**. Parents/Legal Guardians are requested to return the attached acknowledgement slip duly signed immediately on receipt of this letter.

Yours sincerely,

(S Dominic Rayan)
Gp Capt
Principal

Encls: Joining Instructions & Annexures.

LETTER OF ACKNOWLEDGEMENT

(EMAIL: bhubaneswarsainikschool@gmail.com)

Name of the Candidate _____ Roll No: _____
(In block letters)

Name of the Father _____ Category _____

Address: _____

Mobile No: _____ WhatsApp Mobile No: _____

To,

The Principal
Sainik School Bhubaneswar
PO Sainik School
Dist Khurda
Odisha 751 005.

My son / daughter will study (Please strikethrough whatever is not applicable. If a candidate opts for Odia Higher then he can opt for Hindi Lower. Similarly, candidate opting for Odia Lower will be required to study Hindi Higher)

**Odia Higher or Odia Lower &
Hindi Higher or Hindi Lower**

JOINING INSTRUCTIONS FOR NEW ADMISSIONS TO CLASS VI: SESSION 2022-23

Sir,

1. I have the honour to acknowledge the receipt of your School letter/joining instructions No SSB/ORG/311 (EE-22) dated ____ Apr 2022 offering admission to my son/daughter/ward in your esteemed School for the academic session 2022-23.

2. I hereby confirm that I am interested in admitting my son/daughter/ward Roll No _____, Master/Miss _____ in your School. As required, I have deposited first instalment of `90,000/- (Rupees Ninety Thousand only) in the **STATE BANK OF INDIA A/C No 39015049566** of Sainik School Bhubaneswar vide UTR No _____ on _____ through NEFT/RTGS. A copy of receipt issued by _____ is attached for your reference. **OR** I shall pay the School fee in the form of Bank Draft on the date of admission of my son/daughter/ward.

3. I understand that my son's/daughter's/ward's admission will be subject to submission of all requisite documents as well as their correctness and my son's/daughter's/ward's medical fitness as on the date of admission.

Yours faithfully,

Encl: Copy of the Bank Receipt.

Place:

Date:

Note:- Send the original of the acknowledgement to the Principal, Sainik School Bhubaneswar on receipt of the Joining Instructions and after payment of School fees.

**JOINING INSTRUCTIONS FOR ADMISSION OF STUDENTS
FOR THE SESSION 2022-23**

1. These instructions are issued for guidance of the parents whose son/daughter/ward has been selected for admission for the academic session 2022-23.
2. The following **documents in original are required to be submitted at the time of admission** duly authenticated under the seal & signature of the Competent Authority or duly signed by the father (mother in case father is not alive) as applicable as stated against each. Certified Photocopy/carbon copies of such documents are not acceptable.

DATE OF BIRTH CERTIFICATE

(a) TC issued by any recognized school where the candidate is studying or last attended. This must reflect his/her date of birth. The transfer certificate should be on the prescribed form and must bear the official seal/stamp of the Institution and signature of the Principal/ Headmaster of the school and **duly countersigned by the District Education Officer in case of State Govt recognized School. Affiliation status of the CBSE affiliated Schools will be verified online by the Sainik School. No admission will be granted in the absence of a valid Transfer Certificate.**

(b) In case of the candidates who have not attended any recognized schools (applicable only for Class VI candidates), an extract from the Register of births maintained by the Municipality/Corporation is to be furnished.

(c) In case of serving Defence Personnel and Ex-servicemen, in addition to the documents stated in Para 2(a) & 2(b) above, the date of birth of the candidate as per DO Part-II (Army)/POR (IAF)/Service Document (IN 271 Revised) (IN) as the case may be must be obtained from the unit presently serving or the Record Office, as the case may be and submitted. Children of Defence category will not be admitted in the absence of such certificate.

3. DOMICILE (NATIVITY/PERMANENT RESIDENCE) CERTIFICATE OF PARENTS OF THE CANDIDATES AS PER GOVT. OF ODISHA HOME DEPARTMENT RESOLUTION

(a) The parent is to submit an affidavit on non-judicial stamp paper in the court of competent Magistrate as per **Annexure-3**.

(b) Certificate from the Revenue Authority of Parent's home Tehsil/Sub Division (not below the rank of Tehsildar) as per **Annexure-3A**.

4. **INCOME CERTIFICATE**: Income Certificate in original should be obtained from the competent Revenue Authority of the parents home Tehsil/ Sub Division as per the State Govt. rules. **Annexure-4**.

5. SCHOLARSHIP AGREEMENT FOR ODISHA GOVERNMENT SCHOLARSHIP (ANNEXURE-5): This agreement is applicable for those students who are eligible for Odisha Government Scholarship. This agreement is required to be executed on **non-judicial stamp paper of ₹ 20/-** to be purchased by the parent/guardian (guarantor) from the authorized stamp vendor. The instructions given in **Annexure-5** are to be carefully noted and complied with. All pages of agreement are to be signed by the (1) Student (2) Parent/Legal Guardian (guarantor) (3) Surety No. 1 (4) Surety No. 2 and the witnesses (must be responsible persons). Permanent home addresses of the witnesses are to be recorded on the concluding page of the agreement.

6. **BOND OF AGREEMENT FOR THOSE WHO ARE IN RECEIPT OF FINANCIAL ASSISTANCE FROM GOVERNMENT**: This agreement on the **Non-Judicial stamped paper of ₹ 100/-** as per **Annexure-6** is to be executed by all the parents.

7. SERVICE AND SALARY CERTIFICATE FOR THE MONTH OF MAR 2022 FROM THE PRESENT EMPLOYER (ANNEXURE-7):

(a) This certificate will be submitted by parents or father/mother or legal guardian, if serving under the Central Govt/State Govt/Autonomous Bodies/Public/Private undertakings (**Annexure-7**).

(b) Parents/Legal Guardian who are carrying out private business are to submit a certificate from the respective Income Tax authorities that they are not assessed under Income Tax **2022-23**. Previous year income tax payment certificate to be furnished.

8. SC/ST/OBC (NON CREAMY LAYER- CENTRAL LIST) CERTIFICATE: SC/ST/OBC (Non Creamy Layer - Central List) candidates are to submit original Caste Certificate in the name of father/mother or legal guardian as applicable. The parents serving in State/Central Govt organizations are required to submit Caste Certificate from their employer as per the Service Documents in addition to the SC/ST/OBC certificates issued by the Sub Divisional/District Administration.

9. DEFENCE SERVICE CERTIFICATE (IF PARENTS ARE SERVING OR SERVED IN THE DEFENCE FORCES OF THE COUNTRY):

(a) A certified true copy of the Armed Forces Discharge Certificate will be submitted by Ex-servicemen at the time of admission if not already done. In addition, the original Discharge Certificate will be required for inspection and verification at the time of admission which will be returned after verification. They are also required to submit a photocopy of Ex-Serviceman Identity Card issued by Zilla Sainik Welfare Officer/Record Office/Unit.

(b) Parents/Guardian already in Defence Services will submit a Service and Salary Certificates, showing service particulars and details of Pay and Allowances drawn under the seal and signature of their Commanding Officer.

(c) Extract of service documents/ DO Part-II (Army)/POR (IAF)/Service Document (IN 271 Revised) (IN) where in the name and Date of Birth of the child is entered **must be submitted**.

10. INOCULATION & HEALTH CERTIFICATE (ANNEXURE-8): Inoculation and vaccination certificates will be submitted from the competent Health Officer / Officer In-charge of the Public Health Centre as per **Annexure-8** at the time of admission. Blood Group and Haemoglobin estimation is to be indicated in the Health Certificate.

11. UNDERTAKING BY THE PARENTS ON INCREASE OF FEES/INTER SCHOOL TRANSFER (ANNEXURE-9) & WITHDRAWAL / REFUND OF SCHOLARSHIP (ANNEXURE-10): Parents are required to submit these undertakings at the time of admission as per Annexures-9 & 10.

12. AFFIDAVIT BY PARENTS (ANNEXURE-11) AND UNDERTAKING BY THE CADET (ANNEXURE-12) ON RAGGING:

(a) Parents are required to submit an affidavit on non-judicial stamp paper (` 20/-) as per **Annexure-11**.

(b) Undertaking on plain paper signed by the cadet (candidate) and countersigned by the parent (father/mother or legal guardian of the candidate as the case may be) as per **Annexure-12** is also required to be submitted.

13. INDEMNITY CERTIFICATE, ADDRESS PARTICULARS, UNDERTAKING FOR NOT POSSESSING FORBIDDEN ITEMS, REQUEST FOR LIBERTY/OUTPASS, MOVABLE/IMMOVABLE PROPERTIES, FAMILY DETAILS, DECLARATION FOR CORRECTNESS OF THE DOCUMENTS AND UNDERTAKING. Parents and cadets are required to submit Indemnity Certificate, Address Particulars, Undertaking, Request for Liberty/Out pass, Declarations for Movable/Immovable Properties, Family Details and correctness of the documents at the time of admission as per Annexures 13, 14, 15, 16, 17, 18 & 19 respectively.

SAINIK SCHOOL BHUBANESWAR
FEES & OTHER CHARGES FOR NEW ADMISSION FOR THE YEAR 2022-23

Particulars	Class-VI (New Admission)	
	(GEN / OBC-NCL / DEF)	(SC / ST)
Tuition Fees	₹ 87,846	₹ 87,846
Clothing	₹ 1,500	₹ 1,500
Diet Charges	₹ 38,350	₹ 38,350
Pocket Money	₹ 1,500	₹ 1,500
Incidental Charges	₹ 1,500	₹ 1,500
Caution Money (Refundable)	₹ 3,000	₹ 1,500
Misc Charges	₹ 8,062	₹ 8,062
Total	₹ 1,41,758	₹ 1,40,258

Breakup of Misc Charges

Particulars	Class-VI (New Admission)	
	(GEN / OBC-NCL / DEF)	(SC / ST)
Stationery Charges	₹ 1,700	₹ 1,700
Text Book	₹ 1,537	₹ 1,537
Smart Classroom	₹ 1,500	₹ 1,500
Medi Claim	₹ 325	₹ 325
Extra Clothing	₹ 2,500	₹ 2,500
Swimming	₹ 500	₹ 500
Total	₹ 8,062	₹ 8,062

If Fee paid in One Instalment:-

Particulars	VI (GEN / OBC-NCL / DEF)	VI (SC / ST)
To be paid at the time of admission	₹ 1,41,758	₹ 1,40,258

If Fee paid in Two Instalment:-

To be paid at the time of admission	₹ 97,935	₹ 96,435
To be paid before 15 Oct 22	₹ 44,023	₹ 44,023

NOTE:

(i) Parents are to note that they will have to pay Full Fee as mentioned above irrespective of their income status and Scholarship, if any, received based on their income duly verified will be adjusted for the next year.

(ii) Late payment charges will be imposed on late payment of half yearly fee/dues by due date @ ₹ 5/- per day from the last date given.

(iii) Fee/dues are accepted in the form of Demand Draft of any Nationalized Banks drawn in favour of "**PRINCIPAL, SAINIK SCHOOL BHUBANESWAR**" payable at **BHUBANESWAR** only at the time of admission. **After admission, fee will be accepted only through E-Shiksha ONLINE gateway wef Oct 2022 onwards.**

(iv) In case the parent wants to withdraw his son on any account he must give a notice of withdrawal in writing to the Principal, at least two months before the commencement of the next term i.e. on or before 31 Jan of the same year. Failure to give this notice will entail forfeiture of caution money. Once opted for withdrawal no permission will be granted for rejoining.

(v) If a child withdrawn by the parent voluntarily at any time during the term, the fee will be charged up to the end of that academic session.

(vi) **School Fees will be increased by 10% every year as per the standing directives of Board of Governors, Sainik Schools Society, Ministry of Defence. Diet and Misc. charges will be recovered from Cadets as per actual.**

SAINIK SCHOOL BHUBANESWAR
LIST OF CLOTHING ITEMS TO BE PROVIDED BY THE PARENT/GUARDIAN

S No	Name of Items	Quantity
1.	Half Shirt (White) Terrycot with one chest pocket	02 Nos
2.	Half Pant (White) Terry cot	02 Nos
3.	Half Pant (Navy Blue)	02 Nos
4.	Full Shirt (White) Terrycot	02 Nos
5.	Full Pant (White) Terrycot with two straight side pockets with one plate with belt loops	02 Nos
6.	Vests/Banyans (White) without sleeves	03 Nos
7.	Underwear	04 Nos
8.	Handkerchief White	04 Nos
9.	Towel bath plain colour	03 Nos
10.	Pillow cover white	03 Nos
11.	Pillow (22" x 14") approximately	01 No.
12.	Mosquito Net (white) cotton (preferable) 72"x36"x60"	01 No.
13.	Hawai Slipper	01 Pair
14.	Sports Shoes	01 Pair
15.	Football Boots and stockings	01 Pair
16.	Shoes Polish (black) & brush for black shoes	02 Nos
17.	Socks (white) plain for PT & Games	03 Pairs
18.	Socks (Black) plain	03 Pairs
19.	Black shoes (Oxford pattern)	01 Pair
20.	Bucket Plastic (16 Ltrs) with Mug for bath & washing clothes	01 No.
21.	Water Bottle (Good quality, ie preferably Steel or Copper)	01 No.
22.	Steel GI Sheet trunk (26"x18"x12") black painted	01 No.
23.	Good quality Locks medium for locking steel Trunk with name	02 Nos
24.	Travel Bag suite case for Holiday travel	01 No.
25.	Rain Coat with cap (Black Colour) good quality	01 No.
26.	Pens, Pencil & Erasers	As required
27.	Dictionary Oxford small size	01 No.
28.	Tooth paste, Tooth Brush & Tongue cleaner	01 No.
29.	Soap toilet & Soap Case	01 Set
30.	Soap washing & Soap Case	01 Set
31.	Small Alarm Clock	01 No.
32.	Stainless Steel glass for drinking water (small)	01 No.
33.	Comb, Nail cutter, Hair Oil, Hand Mirror (Small)	01 each
34.	Small tin/plastic box containing needles, white & khaki threads & buttons, scale, scissors & marking ink pen	01 No.
35.	Decent looking civilian clothes	02 Pairs (Minimum)
36.	White Bed Sheets	02 Nos.
37.	Hangers with clips	06 Nos
38.	Night suits (light colour)	02 Pairs
39.	Coir Mattress Size: 6 feet x 3 feet x 3 inch (L x B x H)	01 No.

ON NON JUDICIAL STAMP PAPER OF ` 20.00

In the Court of Shri/Smt _____ Magistrate
_____ Class _____.

AFFIDAVIT OF DOMICILE/PERMANENT RESIDENCE

(Odisha Government R.U. Resolution No. 38 Reforms dated 18 Jan 1949 as amended)

Whereas, I _____ (Father/Guardian)
originally inhabitant of Vill: _____ PO: _____ PS:
_____ Tehsil/Sub Division _____ Distt: _____ &
State: _____

Now residing / permanently settled / domiciled at (mention the name of the place): _____
_____, PS: _____ PO: _____
Tehsil: _____ Distt: _____ & State: _____ desire my
son/daughter/ward Name _____ Roll No. _____ to avail the scholarship
awarded by the Govt of Odisha for education in Sainik School Bhubaneswar.

AND WHEREAS, I am required to make a declaration under the resolution of the
Government of Odisha in the Home Department No. 38 Reforms, dated the 18 Jan 1949, as
amended, to the effect that I am a permanent resident of the State of Odisha.

Now, therefore, in pursuance of the said resolution I do hereby declare that I
_____ son of / daughter of _____ now residing/permanently settled /
domiciled at _____ (mention the name of the place),
PO _____ PS _____ Tehsil/Sub Division _____
in the district _____ of State of Odisha as defined in the Government resolution referred
to above.

Signature of Advocate/Notary Public

Name: _____
Date: _____

Signature of Deponent

Name: _____
Date: _____

Signature of Magistrate

Seal

Class: _____
Date: _____

Note:- Candidates from Other States / UTs will get the affidavits as per their state of domicile / permanent residence.

**CERTIFICATE FROM COMPETENT REVENUE AUTHORITY OF GOVERNMENT OF ODISHA
TEHSILDAR/SDO/COLLECTOR OF THE TEHSIL/SUB DIVISION/DISTRICT RESPECTIVELY
OR NATIVITY / RESIDENCE CERTIFICATE**

Certified that Shri/Smt _____ (Name of the father /
mother of the candidate) son of / daughter of Shri/Smt _____
PS _____ Distt: _____ is a permanent resident of the
State of Odisha by *Birth/ by domicile as defined in resolution No. 38 dated 18 Jan 1949 as
amended from time to time.

*Delete whichever is not applicable.

Office Seal

Signature of Competent Executive
Magistrate/Revenue Authority

NOTE:-

1. Designation-Not below the rank of Tehsildar. Additional Tehsildar's certificate is not acceptable.
2. **Candidates belonging to Other States will submit Domicile Certificate/Nativity/Permanent Resident Certificate issued by the Revenue Officer (Teshildar/SDO/DM of their respective Tehsil/ Sub Division/District of their Home State.**

ON NON-JUDICIAL STAMP PAPER OF ` 20.00
AFFIDAVIT OF INCOME

1. I, *Shri / Smt..... Age..... Yrs son/
daughter/ wife of of Village.....
PO..... PS..... Dist..... State.....

*That I am the biological father / mother of Master/Miss
..... Roll No..... who has been selected for
studying in Sainik School Bhubaneswar in 2022-23 session. (or alternatively)

OR

* Shri/Smt..... the biological father / mother of the student
Master/Miss Roll No....., who has been selected for admission
to class VI in Sainik School Bhubaneswar during 2022-23 session is not alive, and I am the legal
guardian. Relationship (state relationship of the above named student)

2. That I am permanent resident/domicile of the State of Odisha and my profession is
..... I am employed under the Govt. of India / Odisha in
department as (Appointment)

3. That my total combined **monthly income** from all sources that of my wife / husband and the
income from property inherited / owned by the student is Rsper month (Rupees
.....)

4. That the facts stated above are true to the best of my knowledge and belief, and that I have
not concealed or understated my income or any part of my income knowingly / intentionally whichever
is applicable.

5. That I shall submit every year by 30th May, fresh affidavit and the certificate of income to the
School authorities for processing of Government Scholarship claim in favour of my son/daughter/ward
so long as he/she continues to study in the Sainik School. ***Delete whichever is not applicable**

Identified by:-

Signature of Advocate/Notary Public

Signature of Deponent

Name:_____

Name:_____

Date:_____

Date:_____

Signature of Magistrate

Class:_____

Seal

Date:_____

VERIFICATION BY REVENUE AUTHORITY OF THE TEHSIL /
SUB DIVISION/TEHSILDAR OR SDO

The combined monthly income and relevant facts declared by the deponent in the above
affidavit have been verified and are found to be correct to the best of my knowledge and belief.

(Seal of the Office)

(Signature of Tehsildar / SDO)

BELOW TEHSILDAR NOT ACCEPTABLE

Note:-

1. The affidavit is to be executed before a competent Magistrate/Executive Magistrate. It is to be rendered by the
father of the candidate only. If the father is not alive, mother or the legal guardian, as the case may be will execute the
income affidavit. **Affidavit of income from local guardians is not acceptable.**

2. The certificate from the Tehsildar/SDO (of the home Tehsil/Sub Division of the candidate) may be given at the
bottom of the affidavit or a separate income certificate from the Tehsil/SDO corroborating the income declared by the
parent/guardian in the affidavit be attached.

3. A copy of the last Income Tax return and Assessment be attached by all those whose profession is
business/private business.

BOND TO BE EXECUTED BY PARENT'S/GUARDIAN'S OF SCHOLARSHIP HOLDERS OF STATE OF ODISHA (ON NON-JUDICIAL STAMP PAPER OF ` 20.00)

Know ALL MEN BY THESE PRESENTS THAT WE,

(1) Master/Miss _____ (Name of the Student) Aged _____ (Age of the student) Son/daughter of _____ (Name of the father) Vill _____ PO: _____ Tehsil _____ Dist _____ (hereinafter called the bounden) and

(2) Shri/Smt _____ (Name of father) son/daughter of _____ (Name of Grand Father) and _____ (father/mother) (here enter the relationship with the student of the parent/ guardian of _____ (Student) House _____ Town/Vill _____ Tehsil _____ Dist _____ (hereinafter called the parent/ guardian for himself/herself and on behalf of the Bounden/student (Minor).

*(3) Shri/Smt _____ (First Surety) son/daughter/wife of _____ Age _____ Occupation _____ House _____ Town/Vill _____ Tehsil _____ Dist _____ and

#(4) Shri/Smt _____ (Second Surety) son/daughter/wife of _____ Age _____ Occupation _____ House _____ Town/Vill _____ Tehsil _____ Dist _____

(hereinafter called the sureties) do hereby bind ourselves, our heirs, executors, administrators jointly and severally to pay to the Governors of _____ (hereinafter called the Government) on demand, the sum of ` _____ (Rupees _____)

Signed and date this the _____ day of _____ Two thousand _____

Signature of the bounden (Student) _____

Signature of the Guardian/Parent of Student _____

his/her own behalf and on behalf of the minor.

Signature of the First Surety*, i.e of the person whose details are entered at serial no 3 above

Signature of the Second Surety # i.e of the person whose details are entered at serial no 4 above

Witness (should be the person other than those mentioned above):

1. \$ _____

2. ** _____

WHEREAS the bounden applied for admission to the Sainik School at **Bhubaneswar.**

AND WHEREAS the bounden has been granted a Scholarship of ` _____ annually for a period of _____ yrs from Govt. of **Odisha** subject to the condition that:-

(i) The Bounden shall strictly conform to the Rules for the award of Scholarships for student in the Sainik School issued under Government Order of Govt. of Odisha and the instructions which may be issued by the Govt. or by the authorities of the school from time to time (hereinafter referred to on the rules and instructions).

(ii) The bounden shall not discontinue the course, except for reasons beyond his/her control and beyond the control of the parent/guardian and with the written permission of the Principal of the school.

(iii) The Bounden shall confirm to and observe all the rules and conditions regarding the study, discipline and conduct may be prescribed by the authorities of the School from time to time.

(iv) The Bounden shall appear for the Union Public Service Commission Examination for admission to the National Defence Academy/Indian Naval Academy as long as he/she (if permitted) is within age limits and shall join the National Defence Academy/Indian Naval Academy, if selected.

(v) The amount of the scholarship shall vary in case of increase in the annual income of the parents/guardian.

(vi) Provided that the Scholarship shall cease in case the change is such that the bounden is no longer eligible for the Scholarship as per rules.

(vii) In case there is a change in the income group of any party or parents or guardian for purpose of scholarship, the same shall be communicated to the School immediately by the parent or guardian.

Now the condition of the above written obligation is that in the event of the Bounden not conforming to or observing the Rules and instructions and conditions regarding the studies or discontinuing the course without the prior permission in writing of the Principal or continued adverse reports regarding the progress of his/her studies or of his/her conduct or of his/her failure to appear for the Union Public Service Commission's Examination for admission to the National Defence Academy/Indian Naval Academy or of his/her failure to join the National Defence Academy/Indian Naval Academy, if selected or that if for any reason not beyond the control of either the student or the parent/guardians, the student fails to pursue his/her studies at the said school before appearing for selection for entry to any institution as may from time to time be prescribed by the Sainik School authorities for training for entry to the Regular Armed Forces or fails to appear for the said selection or in the event of his/her not succeeding in the said selection, fails to reappear for selection till such time as his/her age permits him/her to do according to the rules and regulations for the time being in force or having been declared successful for at the said selection does not proceed to one of the said institution to which he may be directed to proceed for being trained for entry into the regular Armed Forces or having joined the said institution fail to complete the training there for entry into the regular Armed Forces or fails to join the regular Armed Forces after completing the training at the said institution or of breach of all or any of the conditions mentioned in the previous paragraphs the bounden the parent/guardian and sureties shall forthwith pay to the Govt. a sum of ` _____ (here enter the amount of scholarship plus a sum by way of damages) Rs _____) and upon payment of such sum the above written obligation shall be avoid and no effect, otherwise this school remain in full forces and effect.

Provided further that the Bounden, the parent/guardian & the sureties do hereby agree that all sums found due to the Government under or by virtue of these presents may be recovered jointly, movable and immovable as if such dues were arrears of land revenue under the provisions of the Public Demands Recovery Act 1962, for the time being in forces and in such other manner as the Government may deem fit.

The liability of the parent/guardian and the sureties under this bond shall not be affected by the Government giving time or any other indulgence to the bounden.

In witness whereof the Bounden Master/Miss _____ the parent/guardian, Shri/Smt _____ (Father/Mother/legal guardian as the case may be) on his/her own behalf and on behalf of the Bounden the sureties. Shri _____ (First Surety) and Shri _____ (Second Surety) have herein set their hands the day and year first above written.

Signed by Master/Miss _____ the Bounden (**Student**)

Signed by Shri/Smt _____ the Parent/guardian of the student

Signed by Shri/Smt _____ the First Surety*

Signed by Shri/Smt _____ the Second Surety#

In the presence of the following witnesses:-

1. \$ _____ (Name, father's name, age, occupation and permanent home address of the witness are to be given below their signature).

2. ** _____ (-do-)

PLEASE NOTE:-

(a) The agreement is to be typed on Non-Judicial stamp paper of Rs 20/-.

(b) The Bounden, parent (legal guardian in case the father of the student is dead/insane) the sureties and witness are to affix their signature in ink on all pages of the agreement.

(c) Name & permanent home address of both the witnesses are to be given on the last page of the agreement.

(d) The sureties and witnesses must be responsible citizens & permanent residents/domiciles settled in Odisha State.

(TO BE EXECUTED ON Rs 100/- NON-JUDICIAL STAMP PAPER)

ANNEXURE-6

SAINIK SCHOOL BHUBANESWAR
(ON NON-JUDICIAL STAMP PAPER OF ` 100.00)

THIS AGREEMENT is made this _____ day of _____ (month) **2021** between Shri/Smt _____ (name of father/mother/legal guardian as the case may be) of Village/Town _____ PO _____ PS _____ Dist _____ State _____ (hereinafter called the "Guarantor" which expression shall unless excluded by the context of the meaning thereof deemed to include his/her heirs, executors, administrators and legal representatives) of the one part and the Board of Governors, Sainik Schools Society (hereinafter) called the 'Governors' which expression shall unless excluded by the context or the meaning thereof be deemed to include the Principal of the Sainik School Bhubaneswar on the other part.

WHEREAS Master/Miss _____ (Name of the student) son/daughter/ward of Shri/Smt _____ (hereinafter called the student) is the son/daughter/ward of the guarantor and has at the request of the guarantor been selected for admission to the Sainik School Bhubaneswar inter alia on the terms and conditions hereinafter appearing for the purpose of receiving education with a view to making the Regular Armed Forces, his/her profession in life, if considered by the appropriate authority to be suitable and if there is any vacancy and if he/she be selected.

NOW IT IS HEREBY AGREED BY AND between the parties hereto as follow:-

That in consideration of the student being admitted by the Governors to the Sainik School for the purpose of the aforesaid education at the request of the Guarantor, covenants with Governors that the student will attend the Sainik School regularly and will observe and comply with all the rules and regulations thereof for the prescribed period or until he is declared fit for the admission to any institution as may from time to time prescribed by the Governors, for training for entry to the Regular Armed Forces and that he, the guarantor shall pay to the Governors regularly and promptly and whenever called upon to do so all the fees as prescribed, if he/she is not in receipt of any scholarship. That even after passing out from the School after Class XII, the student will make sincere attempts to join the Armed Forces by appearing in the UPSC conducted NDA & NA Written Exams and subsequent Services Selection Board Interviews (if qualified for the same). As a proof of his/her attempts, the student will submit copies of e-Admit Cards issued by the UPSC to the Sainik School for claiming refund of surplus money, if any in the cadet's individual account.

That if for any reason not beyond the control of either the student or the guarantor the student fails to pursue his/her studies at the said school before appearing for selection for entry to any institution as may from time to time be prescribed by the Governors for training for entry to the Regular Armed Forces or fails to appear for the said selection or in the event of his/her not succeeding in the said selection, fails to reappear for selection, till such time as his/her age permits him/her to do so, according to the rules and regulations, the guarantor shall forthwith pay/refund to the Sainik School, the total Scholarship amount he/she has received from the State Government/Central Government for the period he/she, the student was at the said school.

For the time being in force or having been declared successful at the said selection does not proceed to one of the said Institutions to which he/she may be directed to proceed for being trained for entry into the Regular Armed Forces or having joined the said Institutions fails to complete the training there at for entry into the Regular Armed Forces or fails to join the Regular Armed Forces after completing the training at the said Institutions, then and if any such case the guarantor shall forthwith pay to the Sainik School in cash the sum of the Scholarship amount the student received/enjoyed from the State Government/Central Government for the period the student was at the said School.

That if after admission, any of the following viz proof of Domicile, certificate of age, statement of income supplied by the guarantor, is found to be false in any way or not in order, the guarantor shall forthwith pay to the Governors/Sainik School in cash the sum amount of the Scholarship the student has received from the school or the State Government/Central Government (the value of the Scholarships he has received) for the period the student was at the said School.

That if after admission, the student is found to be medically unfit in any way at the time which might, according to the opinion of the appropriate medical authority, render him/her unfit for his/her future entry to the Regular Armed Forces, the student will be withdrawn at once, but it would be open to the Guarantor to retain him/her at the school on payment of full fee prescribed by the Governors from the date student is found medically unfit, provided the student does not constitute a health hazard to other students, in which case he/she will be withdrawn from the School at once.

That if, after admission, the guarantor (father/mother/guardian) of the student seek premature withdrawal (withdrawal on parents own request) of his/her son/daughter/ward he/she shall forthwith pay to the Principal, Sainik School Bhubaneswar in cash the sum the student has received from the School, the State Govt and/or the Central Govt (the value of the scholarships he has received) for the period the student was at the said School.

That the Government will not be liable for any damages/charges on account of injuries which may be sustained by the student at any time during his/her stay in the school while taking part in sports, swimming or other extra-curricular or co-curricular activities of the school. All expenses that may be incurred in treatment of such injuries will be borne by the parent/guardian as provided in the rules of the said school.

And if there is any dispute as to the effect or meaning of these presents or in any way touching or arising out of these presents, the same shall be referred to the sole arbitration of the Board of Governors, Sainik Schools, whose decision shall be final.

IN WITNESS WHERE OF Shri/Smt _____ (name of father/mother/legal guardian as the case may be) has set his/her hand and the Principal, Sainik School Bhubaneswar by orders and directions of the Board of Governors has set his/her hand the day and year first above written.

Signature of Parent/Guardian
in the presence of

Signed by Principal, SS Bhubaneswar
for and on behalf of the Board of
Governors, Sainik Schools in the
presence of

Witness: _____
(Gazetted Officer)

Witness: _____
(Gazetted Officer)

PLEASE NOTE:-

- (a) The agreement is to be duly stamped. The necessary **stamped paper for ` 100.00 is to be purchased by the guarantor from the Local Revenue Officer.**
- (b) The **signature of the guarantor is to be witnessed by any Government servant of Gazetted Status.**
- (c) The **space provided for the date in the first para of the Agreement form should not be filled in by the guarantor. This will be filled in on the date which the agreement will be signed by the Principal, Sainik School Bhubaneswar.**

**SALARY CERTIFICATE OF PARENTS/GUARDIANS OF CENTRAL GOVERNMENT/
ODISHA GOVERNMENT EMPLOYEES AS WELL AS EMPLOYEES OF GOVT.
UNDERTAKING/AUTONOMOUS BODIES/ PRIVATE/ PUBLIC UNDERTAKING
GOVERNMENT OF INDIA / ODISHA**

Department _____

Service/Salary Certificate _____ Dated _____

Certified that Shri/Smt _____ (Parent / Guardian
of the student) son/wife of _____ Vill _____
PO: _____ PS _____ Dist _____ of
_____ state is a servant of the Government of India/Odisha in the Office of
(Head of Office/ Department) the _____. He/She is working as _____
(appointment)

His/Her total monthly emoluments is ` _____, Rupees _____
_____ (in words) including the following:

Basic Pay as on 31 Mar 2022	-	` _____
Grade Pay	-	` _____
Dearness Allowance	-	` _____
Other Allowances (excluding House Rent Allowances & other local compensatory allowances)	-	` _____
Total	-	` _____

(Signature of Government
Servant parent/guardian
*delete which ever is not applicable

(Signature of the Head of the Office/
Deptt
Designation _____

Office Seal

SAINIK SCHOOL BHUBANESWAR

VACCINATION AND BLOOD GROUP CERTIFICATE
(ON LETTER HEAD / PLAIN PAPER)

1. It is hereby certified that Master/Miss _____,
S/o/D/o Shri/Smt _____ resident of _____
who has been selected by the Sainik School Bhubaneswar to the best of my knowledge and belief
has not suffered from any infectious diseases during the preceding month, nor is suffering from any
infectious disease as on date. He/she is not suffering with colour blindness or night blindness.

2. It is also hereby certified that the child is vaccinated against Hepatitis "A" & "B", Typhoid,
Measles-Rubella (MR), Chicken-pox, _____, _____,
_____, _____ (strike-off if not administered and include, if
vaccinated for protection against any other contagious diseases).

3. His/her Blood Group is _____ and RH Typing is _____ (**Enclose
Blood Group Certificate issued by authorised Diagnostic Laboratory**).

(Signature of the Student)

(Signature of the Medical Officer)
with Rubber Stamp
Regd No: _____

Date:

SAINIK SCHOOL BHUBANESWAR

**UNDERTAKING BY THE PARENTS OF CANDIDATES BEFORE THE NEW STUDENTS
ARE ADMITTED FOR THE SESSION 2022-23 AND THEREAFTER
(ON PLAIN PAPER)**

1. I, _____, Father/Mother/Legal Guardian of Roll No _____
Master/Miss _____, acknowledge that I am aware that there will
be minimum 10% increase of the School fees & allied charges every year. I do hereby undertake to
pay the increase in School Fees and other charges as revised by Sainik Schools Society as per the
directives of the Board of Governors, Sainik Schools Society from time to time in respect of my
son/daughter/ward till the completion of his/her studies in Sainik School Bhubaneswar (Odisha).

2. I further undertake to make myself available in the School whenever required by the School
and report to the Principal, Sainik School Bhubaneswar or any officer/employee nominated by the
Principal whenever asked to do so. I shall attend all the Parents' Teachers' Meets and other School
activities/functions whenever invited for the same. In case of my failure to report to the School on the
specified dates, I accept and obey the decision of the Principal, Sainik School Bhubaneswar related
to my son's/daughter's/ward's academic, co-curricular, extra-curricular or any other training activities
or administrative matters related to the School.

3. I also undertake to inform the School immediately in case of change of my correspondence
address or contact telephone/mobile number.

4. I also undertake that I will not make any request for Inter Sainik School Transfer of my
son/daughter/ward during the course of his/her study in the School.

Signature of the Parent/Guardian

Place:

Address

Date:

.....

.....

Signed by the Parent/Guardian in my presence:-

Witnesses:-

1. _____

Date: _____

Name _____

Address _____

2. _____

Date: _____

Name _____

Address _____

UNDERTAKING

I do hereby undertake to educate my son/daughter/ward on Full Fee Payment, if he/she is not getting:-

(a) **General/Defence**. 45% marks in individual subject & 55% in aggregate or else in case of withdrawal to this effect, I shall refund the Scholarship amounts spent by the Government for education of my son/daughter/ward.

(b) **SC/ST**. 40% marks in individual subject & 50% in aggregate or else in case of withdrawal to this effect, I shall refund the Scholarship amounts spent by the Government for education of my son/daughter/ward.

Place:

(Signature of the Parent/
Legal Guardian)

Date:

AFFIDAVIT BY PARENT/GUARDIAN
(10.00 NON JUDICIAL STAMP PAPER EXECUTED BEFORE A NOTARY)

1. I, Mr/Mrs _____ (full name of parent/ guardian) father/mother/guardian of Master/Miss _____ (full name of student with admission/registration/enrolment number), having been admitted to Sainik School Bhubaneswar.
2. I am fully aware of what constitutes ragging.
3. I am also 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 indulging in or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that:-
 - (a) My ward will not indulge in any behaviour or act that may be constituted as ragging.
 - (b) My ward will not participate in or abet or propagate any act of commission or omission that may be constituted as ragging.
5. I hereby accept that, if found guilty of ragging, my son/daughter/ward is liable for punishment without prejudice to any other criminal action that may be taken against him/her under any penal law or any law for the time being in force.
6. I hereby declare that my son/daughter/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 son/daughter/ward is liable to be cancelled. Declared this _____ day of _____ month of _____ year.

 Signature of Deponent
 (Father/Mother/Legal Guardian)
 Name:
 Address:
 Telephone/Mobile No:

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
 (Father/Mother/Legal Guardian)

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

OATH COMMISSIONER

UNDERTAKING BY THE CADET
(ON PLAIN PAPER)

1. I, _____ (full name of student) Roll No _____
S/o/D/o Shri/Smt. _____ having been admitted to
Sainik School Bhubaneswar am fully aware of what constitutes ragging.

2. I am fully aware of the penal and administrative action that is liable to be taken against
me in case I am found guilty of indulging in or abetting ragging, actively or passively, or being
part of a conspiracy to promote ragging.

3. I hereby solemnly aver and undertake that:-

(a) I will not indulge in any behaviour or act that may be constituted as ragging.

(b) I will not participate in or abet or propagate through any act of commission or
omission any act that may be constituted as ragging.

4. I hereby affirm that, if found guilty of ragging, I am liable for punishment 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.

5. Declared this _____ day of _____ month of _____ year.

Signature of Deponent
(Candidate/Student)

VERIFICATION

Verified that the contents of this undertaking are true to the best of my knowledge and no
part of the undertaking is false and nothing has been concealed or misstated therein. Verified
at _____ (place) on this the _____ (day) of _____
(month) _____ (year).

Signature of Father/Mother/Legal Guardian

SAINIK SCHOOL BHUBANESWAR

INDEMNITY CERTIFICATE
(ON PLAIN PAPER)

1. In consideration of my son/daughter/ward Roll No _____, Name _____ being allowed for the following at his/her/my request:-

- (a) To travel alone during winter/mid-term/summer vacation.
- (b) To participate in organised educational/motivational tours.
- (c) When called on leave with or without escort.
- (d) To swim in swimming pool inside the School campus or outside.
- (e) To participate in shooting, horse riding, adventure training, trekking, cycling, participating in Obstacles activities or competitions, etc.
- (f) To participate in any organised academic, co-curricular and extra-curricular training activities and competitions inside the School or outside the School including activities/training related to preparation for Services Selection Board Interview.

2. I undertake and agree that neither I nor my executor nor my administrator will make any claim against the Government of India or the State Government of Odisha or against any Officer, Instructor/Employee or any person in the service of Sainik School Bhubaneswar or the Sainik Schools Society in respect of any loss or injury including the death which he/she may suffer while travelling during winter/mid-term and summer vacations or during any organised trips like educational/motivational tours and when called on leave with or without escort, while swimming in swimming pool, participating in shooting, horse riding, adventure training, trekking, cycling, participating in Obstacles activities/competitions or while participating in any organised academic, co-curricular, extra-curricular training activities or competitions inside the School campus or outside including activities/training related to preparation for Services Selection Board Interview, I understand that no compensation will be paid by the Government of India or Government of Odisha or any other agency for any loss or injury including death and I agree so as to bind myself, executors and administrators to indemnify the Government of India or Government of Odisha or any Officer (Defence Services Officers) or Instructors (including Army Physical Training Corps PTIs and NCC PI Staff) of Employees of Sainik School Bhubaneswar or Sainik Schools Society against any claim.

Signature of the Parent/Guardian

Place: Address

Date:

Signed by the Parent/Guardian in my/our presence:-

Witnesses:-

1. _____ Date: _____
 Name _____
 Address _____

2. _____ Date: _____
 Name _____
 Address _____

SAINIK SCHOOL BHUBANESWAR

ADDRESS PARTICULARS

Name of the Student : _____
(NAME IN CAPITALS)

Name of the Father : _____
(NAME IN CAPITALS)

Name of the Mother : _____
(NAME IN CAPITALS)

Address :

PERMANENT ADDRESS	CORRESPONDENCE ADDRESS
House No :.....	House No :.....
Village:.....	Village:.....
Block/Tehsil:.....	Block/Tehsil:.....
Post Office:.....	Post Office:.....
District:	District:
State: Pin Code:.....	State: Pin Code:.....

Nearest Railway Station and distance from the place of residence Kms.

Nearest Police Station and distance from the place of residence Kms.

Mobile Nos & Email Id : (a) Father: _____

(b) Mother: _____

(c) Email Id: _____

I request that all communication pertaining to my above named son/daughter/ward be sent to the above correspondence address. I will intimate the Sainik School Bhubaneswar about change in address and contact mobile numbers as and when necessary.

Place: _____ Signature of the Parent/Guardian

Date: _____ Name:

Relation with Student:

SAINIK SCHOOL BHUBANESWAR

UNDERTAKING BY CADET

1. I, _____ (full name of student) with Roll No _____, S/o/D/o Shri / Smt _____, having been admitted to Sainik School Bhubaneswar am fully aware of the facts that I will not be permitted to possess cash, costly items, Laptops, Transistor, Walkman, Mobile Phone, IPod, MP3 Player, Pen Drive, Memory Card, SIM Card, etc with me while my stay at Sainik School Bhubaneswar in the dormitories/ hostels/ houses/ classrooms, etc.
2. I am also aware that I will not be permitted to borrow or lend money and exchange any article which is forbidden in the School campus with anybody while my stay at Sainik School Bhubaneswar.
3. I am aware that defacing, damaging or stealing of School property or property of any student or staff by me will invite serious disciplinary action against me.
4. I hereby solemnly aver and undertake that:-
 - (a) I will not possess/keep cash, costly items, Laptops, Transistor, Walkman, Mobile Phone, iPod, MP3 Player, Pen Drive, Memory Card, SIM Card, etc with me while my stay at Sainik School Bhubaneswar.
 - (b) I will not borrow or lend money or exchange any article which is forbidden in the School with anybody while my stay at Sainik School Bhubaneswar.
 - (c) I will not deface, damage or steal the School property or property of any student or staff.
5. I hereby affirm that, if found guilty of indulging in any of the activities as mentioned above or any other activity which is considered as misconduct and forbidden in the School or amounts to unbecoming of gentlemen cadet of Sainik School Bhubaneswar, I am liable for punishment including my withdrawal from the School as per the rules and regulations of the School.

Place:

(Signature of the Student)

Date:

Name of the Student:

Place:

(Countersignature of the Father/Mother):

Date:

Name of the Father/Mother:

REQUEST/ CONSENT FOR LIBERTY/ OUTPASS FOR SON/DAUGHTER/WARD

1. I am Mr/ Mrs _____ (Mobile No _____
parent of Roll No _____ Cadet _____ of _____
House who is a student of Class _____.

2. I am aware that cadets of Classes IX, X, XI & XII are being permitted to go on liberty/ outpass to Bhubaneswar town for recreation (watching movie, eating at a restaurant etc) or on study related work (projects, photocopies, etc) or personal work (booking tickets, appointment with doctors, etc) by the school authorities on an occasional Sunday/holiday depending on the training schedule and his/her personal conduct including completion of assigned tasks. This, I understand, apart from allowing him/her the essential freedom, will provide him/her the necessary exposure to the world outside the school and the interaction / transaction with other people will build his/her confidence.

3. I request that my son/daughter/ward be permitted to go on liberty / outpass whenever eligible or required or whenever the authorities on the request of the cadets wish to allow them. I am aware of the risks and pitfalls of leaving the campus. I hereby undertake that I will not hold the school responsible for any mishap or problem which happens during my son's/daughter's/ward's liberty/ time of outpass. I also promise to advise my son/daughter/ward to follow the under mentioned conditions, rules and regulations failing which both he/she and I are prepared to accept any penalty which the school is bound to impose on him/her:-

- (a) My son/daughter/ward will adhere to proper dress code (Muftis)
- (b) My son/daughter/ward will report back from liberty/ outpass in time (if late he/she should be fined as per the system in vogue)
- (c) My son/daughter/ward will not visit out of bound areas of the town (including Hotel Kishore).
- (d) My son/daughter/ward will not purchase any unauthorized item (electronic gadgets including mobile phone, camera pen drive, CD or pornographic literature or unhygienic food or items which are hazardous to health etc)
- (e) My son/daughter/ward will follow all traffic rules and safety norms. He/she will not indulge in riding himself/herself or driving any private vehicle since he/she doesn't have a driving license.
- (f) His/her conduct and behaviour while he/she is outside the school will be exemplary and praiseworthy. He/she will not do or speak such deeds or words which will invite complaints from any quarter and bring down the reputation of the School.
- (g) My son/daughter/ward will not go to any other place than Bhubaneswar city.

Signature of Parent/ Guardian

Name:.....

Place:

Date:

Signature of Cadet

Name:.....

Roll No:

Place:

Date:

DECLARATION BY THE PARENT

1. I, _____ father/mother/guardian of Roll No. _____
Name _____ hereunder furnish possession of the Land and other
immovable properties possessed during the year 2021-22:-

S No	Land	Survey	Dry / Wet	Extent (decimal/acres)
(a)				
(b)	Other Properties:-			

2. I further furnish the following information pertaining to my employment during the year 2020-21:-

- (a) Nature of Employment & Designation : _____
- (b) Basic Pay drawing : ₹ _____
- (c) Place of employment : _____
- (d) Full address of the employer : _____

(b) Details of Family Members:- Composition of my family is as mentioned below:-

S No	Name	Relation (Self/spouse/son/daughter/ grandfather/grandmother)	Date of Birth	Present Occupation
(a)		Self		
(b)		Spouse		
(c)		Son/Daughter		
(d)		Son/Daughter		
(e)				
(f)				

3. I hereby solemnly declare that the information furnished above is true to the best of my knowledge and belief and that nothing is kept concealed.

Place:

Signature of the Parent/Guardian

Date:

Name in full

FAMILY GROUP PHOTOGRAPH

Roll No....., Candidate, Class

PASTE YOUR FAMILY GROUP PHOTOGRAPH IN THE BOX
--

Specimen signatures of the Family Members:-

S No	Name	Relation (Self/spouse/son/daughter/ grandfather/grandmother)	Specimen Signature of the Individual
(a)		Self	
(b)		Spouse	
(c)		Son/Daughter	
(d)		Son/Daughter	
(e)			
(f)			

Place:

Signature of the Parent/Guardian

Date:

Name in full

SAINIK SCHOOL BHUBANESWAR

DECLARATION

1. I, Mr/Mrs _____, Father/Mother of Roll No _____, Master/Miss _____ do hereby solemnly declare that the particulars given by me in the application form submitted for the All India Sainik Schools Entrance Examination (AISSEE) 2022 in respect of my above named son/daughter/ward are true and no information asked to be given has been concealed. All documents submitted by me for my son/daughter's/ward's admission in Sainik School Bhubaneswar are correct and genuine.

2. In the event of the above information having been found incorrect at any time, I undertake to refund the full amount of the Scholarship enjoyed by my son/daughter/ward immediately, on demand and without demur and will have no objection to my above named son/daughter/ward being immediately removed/withdrawn from the School.

Place:

Signature of the Parent/Guardian

Date:

Name in full

Address:

.....

.....

CERTIFICATE OF UNDERTAKING

1. The primary objective of the school and of the students is to continuously strive for an all round excellence (including academics) by making the best use of available time and resources and become eligible to join the armed forces. Achievements of two students studying in the same school and under exactly the same set of conditions may greatly differ due to difference in attitude and commitment and not so much due to their individual capabilities/ intelligence.

2. I understand that this undertaking is intended to constantly remind me to remain committed and excel rather than do poorly and give excuses for my poor performance.

3. Sainik School is known for its special character and is very different from any other boarding school. I am well aware of the physically demanding nature of academic and training activities and strict daily routine. It may be easier for me to score good marks in some other school where I can dedicate more time to studies. Despite knowing this, I wish to join/continue in Sainik School Bhubaneswar and, I shall study with utmost sincerity and always try to improve my academic performance. I will not take recourse to the following excuses for performing poorly or failing in any examination.

(a) **No time for studies.** I am aware that, I will have to follow the laid down time table of the school from 0500 to 2200 hrs every day. There is sufficient time in between classes, free periods, daily evening prep, holidays etc for studies and homework. School does not engage Class XII for any extracurricular activity except for a few CCA events and an occasional Guard of Honour. I will be able to manage time for self studies and all other activities within the existing routine of the school.

(b) **No rest in the afternoon.** Cadets are required to take rest from 1410 h till 1510 h unless they are on corrective drill or detailed for weak cadets classes; yet cadets despite cautioning are found going to the playground by 1500 hours; the senior cadets have time only for a short nap because they have to attend laboratory and also if they sleep for a long time in the afternoon, they tend to keep awake in the night. I am aware that lab periods, extra classes, mock tests etc will mostly be organised during non regular hours eg. afternoon, after dinner or on holidays.

(c) **Called on Holidays to Instructional Block for Self Study.** Senior Cadets (X to XII Std) should remember that the students of their age outside devote a major portion of their holidays too on studies. Therefore, cadets who aim to perform well in the UPSC NDA exam and CBSE exams, should be prepared to sacrifice at least two hours (0930 to 1130 hrs) on holidays to carry out concentrated studies at the Academic Block instead of in their own hostel where they would tend to relax in their cots or indulge in idle chitchat or simply loiter and fritter away precious time.

(d) **Not allowed to study in the night.** I shall be early to bed and early to rise which will not only help me be hale and healthy, but also enable me to wake up early for PT and keep me alert during classes.

(e) **Large Number of Mock Tests before UPSC.** I am aware that a majority of cadets never say that they are well prepared even the day before the exam. I also know that tests should be taken seriously and positively because practice will make cadets perfect. Mock tests will be conducted regularly every week. Frequency will be increased towards the end. I will therefore be prepared for any test as soon as the lesson is completed. I will not resort to the perennial excuse many children give that they are not prepared.

(f) **Attendance in School Assembly is not required.** Other schools have daily assembly and participating in assemblies will build my confidence.

Signature of Parent/Guardian

Signature of Cadet

(g) **CCA/ Literary Activity is not useful for UPSC.** CCA/ Literary Activities are essential part of curriculum of any school and it helps me in preparation for my SSB.

(h) **PT. Games and Roll Calls are a waste of time.** PT and Games are necessary to remain fit and ready for SSB; Roll Calls are necessary to check absentees, uniform etc; Roll Calls can get over quickly if the Houses assemble fast and therefore I shall not only be in time and conduct myself properly during the roll call but also impress upon my peers to do the same so that we all are not detained for more time or punished for misconduct.

(j) **Too many corrective drill/ PT/ Imposition.** Only if I commit mistakes, I will be awarded corrective drill/PT/Imposition. It depends on the number of offences/ violation of orders by me.

(k) **Masters not serious with the classes.** I will not resort to attributing reasons for poor performance to teachers. I will clarify my doubts about the topic as early as possible. In case I still need further guidance which is not forthcoming from teachers due to any reason, I will discuss the matter with Vice Principal/Principal to find a solution rather than waiting till the last moment or after the damage has been done.

(l) **Study leave for UPSC not given.** In class XII I will have to study for NDA/UPSC as well as CBSE. School cannot give study holidays for UPSC exams since CBSE portions can't be neglected during my preparation for UPSC exams.

(m) **Stress due to summoning parents/ guardian to school.** I know that it is customary for schools to call parents/ guardian to discuss poor academic performance and indiscipline. The onus is on me to display good behaviour and better performance in academics so that there is no need for my parents/ guardian to be summoned to the school. If I don't meet the academic and discipline standards of the school which are clear to me and my parents/ guardian from the beginning, then I alone am responsible for any inconvenience/ distress which might be caused to my parents/ guardian or me on account of their being summoned to the school. Neither I nor they can blame the school. Also my parents/ guardian can't absolve themselves of the responsibility of participating in the Counselling Process whenever the school initiates. Parents/ guardian of Class XII cadets are also given the freedom to visit on non Visitors' Day and help relieve their son/daughter/wards of the pressure of studies/ exams.

(n) **CBSE tests before UPSC Exam.** Studying for CBSE Tests help me in the NDA & NA Exams preparation since the syllabus is not vastly different. Also if the CBSE studies (including tests) are stopped before the UPSC (NDA) Exam, it will be difficult to complete the portions by December and begin revisions thereafter. Therefore I shall pay equal attention to both CBSE and UPSC portions in the syllabi.

(o) **Duties & Responsibilities of an Appointment.** I know that being an appointment is part of the training given to a future leader. I shall not shirk from the responsibility bestowed on me as an appointment by giving lame excuses such as "I need more time for studies", "I am not fit for the job", "Someone else is more interested and he/she will be better", "Seniors will pressurize me as a Junior Appointment to be harsh with the juniors which may invite drastic disciplinary action" etc. On the other hand I shall seize the opportunity for my growth, honour the trust and confidence placed in me and wholeheartedly fulfill my duties and responsibilities as an Appointment/ Senior Cadet. A senior appointment has the support of his/her House Master, Tutors and subordinate appointments. His/her duty is to guide the School, House or Group by primarily being a role model and doing the right thing (mainly keeping punctuality and the dress code and never hurting the juniors physically or emotionally). The same routine is being followed at the school since its inception in 1962. Those who aspire for success are committed and work extremely hard to attain glory for themselves, their parents/ guardian and the school.

On the other hand, those who are lazy and forever give lame excuses, fail to achieve the desired goals and begin blaming the system, curriculum, authorities (for being rigid with the rules) et al instead of holding themselves responsible for the lack of ambition and dedicated effort. I am already aware of the regimen and the rigours of the school and yet I am passionate about studying at this school. I shall wholeheartedly accept any additional task related to academics and other activities since it will contribute to my success in the exams and tests (under CCE/ AISSE/ AISSEE/ UPSC/ SSB).

4. I hereby certify that I have read and understood the following guidelines/rules/ and norms of Sainik School Bhubaneswar and I shall abide by them.

(a) **Homework**. Cadets will submit their homework/ records/ project work/ assignment/ in time. Not doing so will result in withdrawal of the cadets on grounds of "Poor Academic Performance" (Rule 3.37 of SSS Rules & Regulations)

(b) **Exams Compulsory**. Cadets will not skip any test/ exam under any pretext. If they do so, they will be awarded zero in that particular test/ exam. No retest will be conducted except on medical grounds or absence with prior approval.

(c) **Promotion & Scholarship Criteria**. Promotion as per CBSE norms. Award/retention of Scholarship will be as per the Sainik Schools Society Rules and Regulations.

In addition, performing poorly in any test of Std XI and XII will be treated as "Poor Academic Performance".

(d) **Criteria for representing School in outdoor competitions/ events and going on liberty**. Any cadet who wishes to take part in competitions outside including Central Zone or Inter Zone Games (even if they are happening inside the school) or go to Bhubaneswar on liberty should meet the following criteria:-

- (i) Should be proficient in the game/talent/activity (for competitions).
- (ii) Minimum 50 % marks in each subject in every exam conducted from the start of the academic year.
- (iii) Should not have been suspended from the school for any major violation of order Eg. Ragging, Malpractice etc.
- (iv) Should not have any disciplinary enquiry against him/her.
- (v) Should have passed the PT/ Drill/ Swimming Tests.
- (vi) Should have completed all his/her homework, assignments within their stipulated time.
- (vii) Parent should have signed their consent.

(e) **Preparation for NDA**. Cadets will begin their preparation for NDA earnestly in terms of writing the UPSC exam, developing their communication skills through active participation in the class and assembly talks/ Group Discussions, SSB training, reading books, writing, travel, etc. All cadets are to maintain a Vocabulary Notebook (a word a day from story books/ newspaper, with parts of speech, meaning, sentences etc) and a Quiz Notebook (10 pieces of information gleaned from the newspaper everyday) and submit them one day in the week for the Vice Principal's/ Principal's perusal.

(f) **Tips to Improve in Academics**. Cadets are to keep the following in mind to improve their academic performance:-

- (i) Don't prevaricate or postpone any task (not only homework, project etc but also personal chores like washing clothes etc).

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Signature of Cadet

- (ii) Keep a practice notebook during study period to write and learn. This will help the cadets to concentrate better and find out gaps in the knowledge.
 - (iii) Keep a "Deeds Diary" wherein before going to bed, a cadet may pen down specific academic tasks (Subject-Chapter-Exercise) performed under the title "Today's Work" and also write "Tomorrow's Plan". This will enable the cadets to meet short-term goals and maintain the habit of studies.
 - (iv) Borrow textbooks from seniors (since the issue of new textbooks may be delayed) as soon as the final exams are completed and begin studying them.
 - (v) Read the lesson before attending the class.
 - (vi) Do / Write and learn. During Prep and Self Study, read the lesson first till it is understood and then write down the salient points/ work out the problems without referring to the text. Later rectify the mistakes.
 - (vii) Form study groups with buddies in the hostel and quiz each other on the lessons covered.
 - (viii) Write down doubts/ queries and ask the teachers without fail.
 - (ix) Ask teachers to conduct regular tests.
 - (x) Never cheat in exams.
 - (xi) Don't be impatient. Spend full time in the exam hall pondering over the answers.
 - (xii) Manage time in the exam. Attempt questions (in terms of matter to be written) as per the marks allotted. Avoid pondering over a single question for too long resulting in paucity of time towards the end.
 - (xiii) Write down the correct answers to the questions which you could not answer at least 10 times each.
- (g) **Tips to Improve Communication Skills (English)**. Cadets are to keep the following in mind to improve their academic performance:-
- (i) Read at least two books per month (try reading fictional novels, biographies, nonfiction, essays, poetry, comics, magazines, newspapers etc regularly)
 - (ii) Read/ reread slowly and deliberately observing the style and structure of sentences.
 - (iii) Try reading aloud observing pauses (especially poetry).
 - (iv) Improve your vocabulary by writing down difficult words and nice phrases in your vocabulary book. Find out their meanings from the dictionary. Copy down the original sentence and make own sentences.
 - (v) Converse with friends and teachers in English as far as possible.
 - (vi) Write down important tidbits from newspaper in the Quiz notebook.
 - (vi) Listen to/ Watch the English news. Observe the diction and pronunciation.

(viii) Don't leave any opportunity. Volunteer and participate in any public speaking/ acting/ recitation competitions. The aim is to gain practice and confidence, not to win prizes. Eventually you will start winning prizes and the hearts of the audience.

(ix) Use simple and uncomplicated language. Speak or write from your heart and be sincere in your style.

(x) Don't feel shy of making mistakes. Nobody is perfect.

(xi) Don't be discouraged by friends who tease or don't cooperate. You should know what is good for you.

(xii) Practice shall make you a perfect, knowledgeable (you will acquire more exposure, information and vocabulary) and confident person.

(h) **Participation in Co Scholastic Areas**. Cadets will take part in CCA/ Literary Activity, PT, Games, Hobby Club, NCC, sports, earnestly and other school activities whenever called upon to do so. They will also not refuse any appointment-ship granted to them or any task entrusted to them.

(j) **Guiding Juniors**. Cadets of Class XII will exhibit exemplary conduct and exercise proper control over their juniors including cadets of Class XI without resorting to manhandling or use of abusive language. In case a junior cadet does not follow the instruction of senior cadets, the matter will be reported first to the concerned appointments/House Master. The junior cadets are not to be summoned to the Senior Hostels. Senior cadets are not to visit the Junior Hostels without obtaining permission of the House Master concerned.

(k) **Misdemeanors**. Cadets will not indulge in acts of indiscipline like ragging of juniors or peers, malpractice in exams, vandalism (destruction/damage of property), late coming, absenteeism/ missing roll call, improper turnout, improper marching, non submission of homework, neglecting and not caring about textbooks and notebooks, lying, cheating, forgery, theft, laziness, carelessness, sexual acts/ sodomy, ganging up, quarrelling, causing disturbance, chatting or sleeping or playing or reading non prescribed material in the class/ study room, sleeping in class, not speaking in English, improper table manners, skipping meals, coming late to mess, wasting food, malingering, hiding illness or real cause of injury or distress, littering the area with paper or plastic, disrespect to elders/ seniors, disobedience of orders etc.

(l) **Dress and Deportment**. Cadets are to adhere to the dress code and wear only the prescribed pattern of dress. Only formal wear is to be worn on holidays and birthday (jeans, baggies, cargos, Bermudas, T- Shirt etc are not permitted). Cadets should be mindful of their uniform in the following respects:-

(i) Uniform Shirt and Pants (khakis, NCC, White dress, blue-grey, flaps, PT/ Games dress, night dress etc) not dirty or crumpled

(ii) Shoes - polished shoes and shoes which are not torn or damaged

(iii) Socks (including stockings) which don't sag or which are clean and not torn

(iv) Name tab (not damaged, correct spellings indicating own name etc)

(v) Lanyard

(vi) Beret (with blue patch and emblem)- to be worn even without shoes; to be carried in the hand only if there is a wound on the head

- (vii) Belt
 - (vii) Epaulettes (in case of School/house appointments)
 - (viii) Rank Badge & Insignia
 - (ix) Tie & Tie Pin
 - (x) Haircut (cadets are not to keep long locks, beard etc)
 - (xi) Trimming of Nails
 - (xiii) Handkerchief (white, neatly folded in the right trouser pocket)
 - (xiv) Vest
 - (xv) No talisman, amulet, sacred thread (if worn is to be concealed), rings, ornaments or religious symbols are to be worn on the body.
- (m) **Cleanliness and Kit Layout.** Cadets will maintain a proper kit layout in the dorms (including beds, cupboards, study desks, hanging lines etc) and cleanliness in the classrooms, corridors, living area, playground, drill square and the rest of the campus. They will bathe and wash their undergarments daily.
- (n) **Banned Items.** Cadets should not be in possession of electronic gadgets like mobile phone, i-pod, radio, camera and also will not keep valuables or money worth more than Rs 100/- (entirely at own risk of being confiscated or stolen). Camera may be used with written permission for a specific event and later is to be returned to the Housemaster for custody.
- (o) **Offences and Penalty.** The following are the consequences of a few wrong doings (besides an adverse entry in the Cumulative Record and deduction of valuable Cock House points towards discipline, in extreme cases there will be a ban on participation/ representation in events, suspension from attending classes, withholding/ withdrawing scholarship etc):-
- (i) Ragging (including causing physical or mental harassment through violent acts including sexual acts and abusive and offensive words, insults, intimidation, extortion, wrongful restraint and confinement, running errands for seniors, offences against property, abetment and instigation and even being a mute spectator or victim without reporting the matter to the House Master or the School Authorities). According to the Supreme Court of India, "Ragging is an disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness to any student, indulging in rowdy or indiscipline activities which cause or likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the psyche of a fresher or a junior student."
- FIR with police and expulsion from school
- (ii) Malpractice in Exams
- Zero in the paper and dismissal from school
- (iii) Willful Damage or Destruction of School or Private Property (Causing mishaps (intentional or accidental) by playing unauthorized/ risky games/ sports, playing with fire (candles, matchsticks etc), attempting to experiment or innovate with electrical fittings and

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causing injury/ loss of life or property of self or others or sustaining injuries due to careless movements

Cost of the item & Labour + 100 % fine (if cadet doesn't own up the mistake, then the entire group will be fined) and dismissal from school

(iv) Possession / Use / Carrying of mobile phones and other electrical (eg heater etc) and electronic gadgets including external devices like pen drive, i-pod, radio, camera etc

Confiscation of item and counselling to both parent and cadet

(v) Reporting Late after Vacation/ Leave/ Liberty/ Course

Fine as decided by the School administration.

(vi) Possession/ Use of alcoholic beverage or narcotic substance.

Expulsion from school.

(vii) Attempting to Escape/ Run Away/ Abscond from Campus

Dismissal from school

(It is always advisable to report to the Hostel Superintendent/ House Master/ Senior Master/ Adm Offr/ Vice Principal / Principal if a cadet is facing any problem like homesickness, teasing/ manhandling by seniors/ peers, inability to cope with training etc).

(viii) Visiting "Out of Bound" Area (including other Hostels, Residences of Staff, Local Market etc) without prior permission

Punishment as recommended by Disciplinary Committee

(ix) Preparing, buying or consuming any food other than authorized by the school (Eg making noodles in the hostel or buying parathas from the local shops etc is an offence)

Punishment as recommended by Disciplinary Committee

(x) Rearing animals/ pets in their dorms or cabins, feeding stray dogs and other animals

Punishment as recommended by Disciplinary Committee

(xi) Trading or selling any item (Gifting items is legitimate).

Punishment as recommended by Disciplinary Committee

(xii) Other misdemeanours like late coming, absenteeism/ missing roll call, improper turnout, improper marching, non submission of homework, neglecting and not caring about textbooks and notebooks, lying, cheating, forgery, theft, laziness, carelessness, ganging up, quarrelling, causing disturbance, chatting or sleeping or playing or reading non prescribed material in the class/ study room, sleeping in class, not speaking in English, improper table manners, skipping meals, wasting food, malingering, hiding illness or real cause of injury or distress, littering the area with paper or plastic etc, disrespect to elders/ seniors, disobedience of orders etc. will invite corrective drill/ PT

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(in the case of homework and turnout, the cadet will stop attending the corrective drill/ PT only after he has completed the task or rectified the error), Kit issue and if the violations are repeated, the cadet will be dismissed from the school for indiscipline.

(p) **Bad Traditions**. It is easy to follow incorrect, wrongful and meaningless ways in the name of "tradition" and "seniority". Eg. Using violence (including foul language) against juniors, writing dirty graffiti on the walls and road, breaking and burning things, plunging into the swimming pool or water tank to celebrate a victory, lying to show "team spirit", listening to loud and crude songs, running away to town in the night, smuggling banned items into the school, spraying ink on each other, wearing sandals (to Cafeteria, Games Roll Call and even Laboratory), wearing coloured/ civil clothes or being half naked in the dormitory, not tucking in T-Shirt/ Uniform, not standing in a squad, skipping PT and Drill, jumping walls and taking shortcuts, slumbering in the afternoon through the games period, keeping awake till late at night, challenging authority etc. These bad traditions are strengthened by the stories spun by a few alumni who share their "exploits" and experiences as if they were heroic. Cadets should eschew all such atrocious behaviour. On the other hand they should build good traditions by excelling in academics, sports and extra-curricular activities, doing homework, speaking in English, marching in squads, maintaining standards in drill and turnout, punctuality, table manners, being kind to juniors, being respectful to all, planting trees, doing social service, joining the NDA in large numbers etc. though these are tough act to follow.

(q) **"Seniority"**. "Seniority" should mean being a role model to the juniors, leading by example, giving knowledge and guidance, showing compassion, solving problems, willing to spare time, sacrificing own happiness, playing and having fun and "Seniority" is certainly not the power to cause physical or mental hurt to the junior cadets.

(r) **Visitors**. Cadets will entertain only authorized visitors only on specified days (mostly on Second Sundays, PTA Meeting and on birthdays if permitted). However, their presence in the school should not hamper any assembly/ activity the cadet is required to attend.

(s) **Vacation**. Cadets are allowed to go on vacation on the day after the last working day (after cleaning and organising their dorms/ cupboards and booking out in the House Register/ Gate Book out Register. If they are proceeding on personal leave, then a leave application from the parent is to be submitted. Only Cadets of Class IX and above are permitted to travel by themselves. Similarly the cadets are required to report back from vacation on the specified day before 2000 hours and book in at the Front Gate only (if they are late they will be fined). If they attempt to enter the campus through any other route and without following proper procedure, then it will be construed that they are trying to smuggle in a banned item and disciplinary action will be initiated. The dress code at the time of departure from and arrival back at the school will be **formals**. The dress for the roll call at 1800 hrs after arrival will be "Dinner Dress".

(t) **Vacation Classes**. During vacation, it is mandatory for cadets, especially of Class XI and Class XII, to attend any class, camp, workshop or tour whenever organised by the school. They will not cite the excuse that they or their parents/ guardian have already made arrangements for tuition classes during vacation etc. The school also reserves the right to postpone or cancel any scheduled programme during vacation. All the cadets of a particular class will equally bear the cost of any training and the cost towards food and other charges during vacation.

(u) **Leave**. Cadets may take leave for a period not exceeding 3 days (maximum) only in the event of death of own kin or wedding of own sibling. If however, leave is unavoidable for any other reason, a minimum of 10 days leave may be applied for. The parents/ guardian would have to decide if the leave is worth missing 10 days of classes. However, grant of leave even in extraordinary circumstances is purely at the discretion of the School authority. Loss of

Academics in such cases will have to be made good by the Cadet on his/her own, the school cannot be held responsible for the same. The parent should specifically apply for such leave, well in advance, mentioning the above responsibility clause.

(v) **Medical Treatment.** Cadets are normally treated for all minor illnesses within the school. Counseling sessions are also arranged for cadets who feel stressed or unable to focus on studies or show tendencies towards indiscipline. Treatment for dental problem, fracture etc is also organised under the arrangement of the school. Medical leave will be granted after the required investigation and with the advice of the local specialist doctor in the following cases only:-

- (i) Communicable disease like chicken pox (conjunctivitis is treated within the school)
- (ii) Major ailments like typhoid, jaundice (viral hepatitis)
- (iii) If the movement is severely restricted due to fracture (needing surgery) or other forms of injury.
- (iv) Any other case which merits a longer period of treatment/ surgery followed by/ or rest and recuperation/ convalescence.

Parents are to complete the treatment for any skin allergy/ ailment or surgical procedure for corn on the feet etc during the vacation itself. Commencing any other long drawn treatment (including dental) should be with the concurrence of the school.

5. I understand that there are rules and regulations which are to be followed by the parents/ guardians also. Parents are the primary role models for the children. Therefore, they need to be law abiding in terms of being punctual, tidy, orderly, considerate, patient and peaceful. The following are some important guidelines that I shall urge my parents/ guardian to follow:-

- (a) **Visits.** Parents/ guardian are to attend all PTMs conducted at the school. Parents/ guardian are allowed to meet their son/daughter/wards in the School only on Visitor's Day preferable on Second Sunday of the month or on any other day as decided as per convenience only within the specified duration. Parents will be asked to meet the teachers post PT-I, II, III Exams.
- (b) **Parking.** Parents/ guardians are to park their vehicles (at own risk, the security of the vehicle being the owner's responsibility) in the specified place (near main gate). Vehicles are not to be parked on the Main Road (in front of the school).
- (c) **No Argument or Fight.** Parents/ guardians are not to get involved in any argument or quarrel with other parents/ guardians, cadets or staff of the Sainik School.
- (d) **Out of Bound.** Residences of Staff, Hostels, Cadets Mess and Infirmary are strictly "out of bound" for parents/ guardians. They are also not to take their son/daughter/wards outside the school limits.
- (e) **Permission to Stay.** There is no provision of staying in the school beyond 1700 hrs, whatsoever. However, the parents visiting the School in response to School's call and who are fartherly located in terms of distance and time will be permitted provided the parents guest room being available during such time at a cost as specified by the School.
- (f) **Littering.** Parents/ guardians/ guests are not to litter the campus with plastic, paper and other trash.

Signature of Parent/Guardian

Signature of Cadet

(g) **Taking Shortcuts or Jumping Wall.** Since vehicles are not permitted inside the Hostel area, parents/ guardians might resort to jumping the compound wall in order to get heavy articles inside. Parents/ guardians/ guests are not expected to jump walls or take shortcuts to enter the campus or while moving from one place to another. This is setting a wrong example to their own son/daughter/wards.

(h) **Telephone Calls.** Parents/ guardians are allowed to make phone calls to their son/daughter/wards between 1400 h and 1530 h & 2045 h to 2145 h, on all working days and 0900 h to 1700 h on holidays (excluding meal time and any important event).

(j) **Performance Counseling.** Parents/ guardian are to meet the Class Teacher, see the answer sheets of their son/daughter/wards and sign the report card and Counselling Register during their visit (Second Saturday). The parents/ guardians are to maintain discipline and decorum while meeting the teachers. They should patiently wait for their turn. They are also not to carry on conversation with a particular teacher for more than three minutes, especially when other parents/ guardians are waiting.

(k) **Monitoring Academic Progress.** It is the responsibility of the parents/ guardian to keep themselves abreast of the results and the performance of their son/daughter/ward. After every FA or Unit Test, the results will be posted on the website. After each Summative Test or Term Test, the school will also upload the results on the School website. The parents' will be permitted to visit the School and meet the teachers to know their ward's performance.

(l) **Poor performance in academics/ discipline and counseling to parents/ guardian.** Parents/ guardian will meet the Class Teacher/ House Master/ Senior Master or the School Administration whenever asked to do so (mainly for academic, disciplinary or non-payment of fee reasons). Parents/ guardian are requested to fully involve themselves in all aspects concerning to their son's/daughter'/ward's performance and be responsible for their son/daughter/ward's growth. They will not take cover under the excuse that they had handed over their son/daughter/ward to the school and therefore they have no more role to play or that they have to travel a long distance or that they don't have leave or that they/family members are ailing etc. The parents/ guardian will continue to be responsible for the actions/ misdemeanors of the son/daughter/ward and should actively participate in every opportunity of counseling that is given to them. Even a reason like the distance and time of travel involved, difficulty of obtaining permission for leave from the department concerned or ill health will not be entertained though it may be genuine (since it would be mandatory for either of the parents to come during counseling). If after all the efforts of the school and the parents/ guardian the cadet doesn't show improvement/ progress, then the cadet will have to be withdrawn from the school, in accordance with the rules.

(m) All schools call parents/ guardian to brief them on the poor academic performance or indiscipline of son/daughter/wards. The School works for the academic excellence of your son/daughter/ward. Sometimes parents/ guardian themselves do not keep the best interest of the child in mind. Parents/ guardian are requested to support the school in preparing their child. The parents/ guardian are to be involved for the following reasons also:-

(i) To inform them about the results and to enable them to advise their son/daughter/wards to sincerely work harder.

(ii) As a warning that if the performance continues to be poor in spite of the best efforts of teachers, their son/daughter/ward will have to be withdrawn from the School.

(iii) Calling the parents/ guardian often spurs the student to become more serious about studies.

(iv) The growth of a child is a social responsibility-we all have a stake. The parents/ guardian cannot wash off their responsibility though they may not be living with their children.

A forum like the Parents-Teachers Committee is therefore an excellent idea as long as parents/ guardian are willing to spare their valuable time, interact with other parents/ guardians and project points which are for the benefit of the school.

(n) **Counseling Son/daughter/wards on Ragging.** Parents/ guardian are expected to counsel their son/daughter/wards on better academic performance and the evils of ragging and their dire consequences. They should ask their son/daughter/wards not to hide any instance of ill treatment by senior cadets. If the son/daughter/ward has confided in the parents, then the parents are duty bound to inform the authorities about the incident or act. Parents/ guardian of senior cadets (ie Class IX and above) must warn their son/daughter/wards not to indulge in ragging.

(o) **Counseling Son/daughter/wards on Malpractice.** At the school, malpractice in exams is not tolerated. If caught cheating or indulging in UFM (or Unfair Means), the students will be given zero in that paper. Cadets will also face expulsion from the school. So it is better to fail than to cheat and get dismissed from the school. Parents/ guardian will have to impress this on their son/daughter/ward.

(p) **Withdrawal.** I/we shall not use the School as platform to pursue careers other than the Armed Forces. The parent/ guardian should ideally take an early decision about withdrawing his/ her son/daughter/ward from the school after monitoring his/her progress in academics or on medical grounds etc instead of at a later stage when a bigger amount of scholarship may have to be returned to the school or before it is too late. In this regard the parents/ guardian should overcome the emotions of the son/daughter/ward who will be keen on continuing in the school due to his/her attachment to friends and the campus. On the other hand, parents/ guardian of promising cadets who have a bright chance of joining NDA/ Armed Forces, should give their son/daughter/ward an opportunity to appear in the requisite exams before admitting him/her into other professional colleges. I/we understand that premature withdrawals lead to mis-utilisation of government resources which are specifically to be utilised for improving induction of Sainik School Bhubaneswar cadets to NDA/NA. By withdrawing high performing cadets after Class X deprives many of those deserving children who otherwise would have had utilised the same resources to achieve the governments' goals. Withdrawals citing the reasons that my child wants to pursue other fields and professions are lame excuses expose mis-intentions. So, I/we shall avoid giving such excuses which would mislead as well as misguide the students to follow similar wrong paths in their future endeavors.

(q) **Escorting son/daughter/wards after Suspension/ Dismissal.** If the parents/ guardian don't report to the school on the specified date to take their son/daughter/ward home after suspension/ dismissal, the administration will have no choice but to send him/her with a school escort. The expenditure towards the travel, food and accommodation for two will be deducted from the son/daughter/ward's account.

(r) **Sending Items by Courier/ Online Shopping.** Parents / guardians / friends / acquaintances are advised not to send items by courier or order items through internet, certainly not items like the following which either goes stale (in the case of food) or can be lost in transit :-

(i) **Food.** It will be distributed among the housemates if it is already not stale.

(ii) **Medicines.** They will be handed over to the Infirmary. It can be given only after consulting doctors from the school's panel.

(iii) **Electronic Items.** Parents/guardian are not to provide mobile phones or other electronic gadgets to their son/daughter/wards. If the cadets are found to be in possession of these, the items will be confiscated (never to be returned) and the cadet will be suspended with warning. Repetition of such mistakes will lead to expulsion from the School on disciplinary grounds.

(iv) **Sports Equipment.** It will have to be handed over to the Sports Section for issue during Games Period only.

(v) **Cash and Expensive Items.** Money or expensive items are not to be kept by any cadet. The school is not responsible for their safety. On the other hand the item/ cash is liable to be confiscated. A moderate sum of money (not exceeding Rs 100/-) may be entrusted to the House Master till the need arises.

(vi) **Clothes.** Only formal wear is to be worn on holidays and birthday (jeans, baggies, cargos, Bermudas, T-Shirt etc are not permitted)

Do not send these attractive items which can be a source of temptation for the others. Instead please send items like books, magazines, etc.

(s) **Payment of Fee.** Parents/ guardians will remit fee and dues within the stipulated time and in advance. Non-payment of fee on the pretext that his/her son/daughter/ward will receive scholarship is not acceptable. The scholarship amount will be adjusted only after it has been received from the Government.

(t) **Updating Personal Information.** It is the responsibility of the parents/ guardians to notify the school about any change in telephone numbers or address etc to avoid complaints later that they have not received the communiqué/ message sent by the school. Similarly any application or request for name change etc should be accompanied by proper document (gazette notification, court order etc).

(u) **Leave.** Leave can be granted-not more than one day- for the wedding of own brother or sister (the names on the wedding card will be verified with the details in the official record) or the death of a near family member.

6. If I break any of the aforementioned rules, I am prepared to accept any action which the school administration deems fit to take against me including suspension and dismissal from the school. I also undertake to acquaint myself with the regulations and orders governing and changes if any incorporated from time-to-time.

Signature of Parent/Guardian

Signature of Cadet

Name:

Name & Roll No:

Place:

Place:

Date:

Date: