

NAAC ACCREDITED



तेजस्वि नावधीतमस्तु
ISO 9001:2015 & 14001:2015

FAIRFIELD

Institute of Management & Technology

Session :

Fix One &
Attach
Eight Extra
Identical
Photographs

REGISTRATION FORM

Course _____

University Enrollment No.

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Receipt No. : _____

Amount Rs. : _____

Dated : _____

Issued : _____

A/C



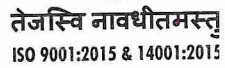
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ISO 9001:2015 & 14001:2015

CHECKLIST FOR DOCUMENTS TO BE ATTACHED WITH FIMT REGISTRATION FORM

GGSIU ADMISSION FORM	- ORIGINAL <input type="checkbox"/>
CET-2018 Admit Card	- ORIGINAL <input type="checkbox"/>
Seat Allotment Letter	- ORIGINAL <input type="checkbox"/>
Migration Certificate	- ORIGINAL <input type="checkbox"/>
Character Certificate	- ORIGINAL <input type="checkbox"/>
Medical Certificate	- ORIGINAL <input type="checkbox"/>
On-line Registration Details Slip	- ORIGINAL <input type="checkbox"/>
On-line Opted Choices Admission Slip	- ORIGINAL <input type="checkbox"/>
Admission Reporting Slip of GGS IP University	- ORIGINAL <input type="checkbox"/>
Fees Slip of Rs. 40,000/- only	- ORIGINAL <input type="checkbox"/>
10th Certificate	- ORIGINAL <input type="checkbox"/>
10th Statement of Marks	- ORIGINAL <input type="checkbox"/>
12th Certificate	- ORIGINAL <input type="checkbox"/>
12th Statement of Marks	- ORIGINAL <input type="checkbox"/>
Graduation/Master's Statement of Marks (all three years) in case of B.Ed.	- ORIGINAL <input type="checkbox"/>
Graduation/Master's Degree (all three years) in case of B.Ed.	- ORIGINAL <input type="checkbox"/>

AFFIDAVITS

Affidavit in case of result awaited students (Provisionally admitted students)	- ORIGINAL <input type="checkbox"/>
Affidavit of Anti-Ragging on Rs. 10/- Court Paper	- ORIGINAL <input type="checkbox"/>
Affidavit for 75% Attendance on Rs. 10/- Court Paper	- ORIGINAL <input type="checkbox"/>
Undertaking on Rs.10/- Court paper for following Rules & Regulations of FIMT	- ORIGINAL <input type="checkbox"/>
10th Statement of Marks	- Photostat <input type="checkbox"/>
10th Certificate	- Photostat <input type="checkbox"/>
12th Statement of Marks	- Photostat <input type="checkbox"/>
12th Certificate	- Photostat <input type="checkbox"/>
Graduation/Master's Statement of Marks (all three years) in case of B.Ed.	- Photostat <input type="checkbox"/>
Graduation/Master's Degree (all three years) in case of B.Ed.	- Photostat <input type="checkbox"/>
Aadhar Card	- Photostat <input type="checkbox"/>
Passport Size photographs	- 08 <input type="checkbox"/>
Book Bank Form	- ORIGINAL <input type="checkbox"/>
Library Form	- FIMT Form <input type="checkbox"/>



Use Blue/Black Pen to fill the Form in BLOCK LETTERS Only

[illegible]

3. Date of Birth

D	D
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M	M
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Y	Y
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[illegible][illegible][illegible][illegible][illegible]



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ISO 9001:2015 & 14001:2015

DECLARATION

(To be filled and signed by the candidate & his/her Guardian)

Read & Understood

1. That I and my parents/guardian have carefully understood the rules & regulation of the FIMT College & in case of any decision by the management of college with regard with discipline etc. will be binding on me.
2. That it will be my responsibility to submit all the Re-Registration/ Examination forms, or any other form(s) with fees by the dates specified by the institute or my admission will be cancelled and the Institute will not make any individual correspondence in this regards.
3. That I shall complete 75% (each paper, each semester) as per the ordinance 11 of GGSIPU University, New Delhi.
4. That in case if I am found indulged in any indiscipline activities for which I am penalized by the Disciplinary Committee, (damage to movable or immovable property of FIMT- College, fines, charges, mishandling of books etc.) the amount of penalty shall be deducted from my security amount.
5. That in case if I wish to participate in any activities for which any additional fees/charges are to be paid, the same can be deducted from my security amount on submission of an affidavit by me for the same.
6. That the security amount will only be refunded on submission of my Original Fee Receipt on completion of my course. No Security amount shall be refunded in case if the original receipt is lost, which is clearly mentioned on the Fee Receipt issued by the FIMT-College also.
7. That all the charges payable to FIMT College are on yearly basis only.
8. That in case if I am availing Transportation facility of FIMT-College I am fully aware that it is an additional facility and not a mandatory condition, for which the charges are to be made on yearly basis only. In case if I wish to discontinue the same I shall have to submit an application sixty days prior to discontinuation of transport services.
9. That it will be me and my parents responsibility to contact the Administrative office from time to time and obtain any information in regard to my activities, attendance, examinations etc.. I and my parents shall further make sure that we attend the PTM (Parents -Teachers Meeting), which are organised by FIMT- College. The college shall not be responsible for communicating to my parents separately for any meetings.
10. That I and my parents shall be fully responsible for updating our contact details viz, any change in address, telephone no. or e-mail id's, with Administrative Office.
11. That in case, if I am found indulged in any illegal, anti-social or indiscipline activities suspended from twice during my course of study I shall be rusticated from the FIMT, ND shall be binding on me and my parents in this regard.
12. Any fine to be paid the same will be deducted from the security amount.
13. Books issued are non transferable.
14. In case of repeated violation of instructions regarding Book Bank will result in discontinuation of facility and non refundable of security amount.
15. The foregoing statement are true and correct to the best of my knowledge. I understand that any offer of a place as a student that I may receive from the college/ University be posted upon the information supplied in this form, and if I am found to have given false information, the offer may be withdrawn, I understand that the information supplied on this form will be retained by the University and will be used for the purpose of processing of my application. In the event that my application is successful, I understand that the information will form part of my student record. I agree to abide by the rules and regulation of the Fairfield Institute of Management & Technology/GGSIP University for the time being in force and which will be laid down in future.
16. That I, my parents/guardian shall be fully responsible for all the information, documents provided by me to either to FIMT New Delhi or GGSIP University New Delhi
17. That I my parents/guardian shall be fully responsible for fulfillment of all the eligibility criteria laid by the GGSIP University and for submission of any document/information to the FIMT, New Delhi or GGSIP University New Delhi .
18. That I, my parents/guardian have fully read and understood the various information, rules and regulations, instructions, criteria's for admission in any course of the GGSIP University, New Delhi and shall be fully responsible in case if my admission is cancelled due to any reason by the GGSIP University New Delhi.
19. That in no case FIMT, New Delhi shall be responsible for providing me any information pertaining to my admission and it will be my duty to visit the official website of the FIMT/ University and obtain any information pertaining to class commencement, Parent Teacher Meeting. Notices Term and University Examination, Forms, Results or any other academic information etc.

Read & Understood

Signature of Student

21. That it shall be my responsibility to visit the FIMT Official website and obtain information about commencement of classes internal examination schedule for submission of Assignment/STR's/MPR's and information which are mandatory for successfully completion of my Degree programme.
22. That I and my Parent's/Guardian are fully aware that it is mandatory to attend Parents Teacher Meeting which is held in every semester, for which I am providing the true and correct contact details.
23. That in case if I avail the transport services, I shall not be allowed to leave / discontinue the transport facility, before the completion of one academic year. However, in case if I want to discontinue the services after completion of one academic year I shall have to obtain permission 3 months in advance from month of desired discontinuation of transport services or shall have to deposit a fine by paying three months transportation charges in case if I discontinues the services without prior permission.
24. That in case if I discontinue my education due to any reason at FIMT, the fees or any other charges paid by me shall not be refunded except the security amount paid by me.

I hereby fully endorse the undertaking made by my child / ward.

Signature of the Candidate

Signature of Parents/Guardian

Place.....

Date.....

UNDERTAKING FROM THE STUDENTS AS PER THE PROVISIONS OF ANTI - RAGGING VERDICT BY THE HON'BLE SUPREME COURT OF INDIA

I, Mr./Ms. Roll No.: Program:

Dept..... student of Fairfield Institute of Management & Technology, New Delhi do hereby undertake on this day..... month..... year..... the following with respect to above subject.

1. That I have read and understood the directives of the Hon'ble Supreme Court of India on anti-ragging and the measures proposed to be taken in the above references.
2. That I understand the meaning of Ragging in any form is a punishable offence and the same is banned by the Court of Law.
3. That I have not been found or charged for my involvement in any kind of ragging in the past. However, I undertake to face disciplinary action/legal proceedings including expulsion from the Institute if the above statement is found to be untrue or the facts are concealed, at any stage in future.
4. That I shall not resort to ragging in any form at any place and shall abide by the rules/laws prescribed by the Courts, Govt. of India and the Institute authorities for the purpose from time to time.
5. That I understand I am liable to be dismissed / summarily if found involved in ragging another student.

I hereby fully endorse the undertaking made by my child / ward.

Signature of the Candidate

Signature of Parents/Guardian

Place.....

Date.....

Read & Understood

Signature of Parents / Guardian

Read & Understood

Signature of Student

INSTRUCTIONS FOR COMPLETING THE REGISTRATION FORM

1. Attach the attested photocopies of the following Academic Qualifications/Certificates with the form. : Certificate & Mark sheet of Class XI Ith & Xth, Migration, Character and Medical Certificate (In Original from MBBS Doctor) University allotment letter (submitted / not submitted)
2. Overwriting, cutting, erasing in any form may lead to rejection of the form and should be avoided, any discrepancies in the statement stand/or submission of incomplete forms will be also lead to rejection of form.
3. Square boxes provided in the forms are only for writing the alphabets in capitals or number. The edge of the box must not be touched by the alphabet or number. Not more than one alphabet or number should be written in any box Paste your recent photograph at the appropriate place on the Application form. Enclose three identical copies of the Photographs with forms (unattested). Photographs with coloured glasses will not accepted.

When completed return this form to the Fairfield Institute of Management & Technology, New Delhi.

UNDERTAKING BY THE STUDENT FOR GENERAL RULES & REGULATIONS

I hereby solemnly affirm & declare that:

1. I shall be regular and punctual throughout each session beginning with the first day of instructions & will have 75% attendance in each subject in semester separately
2. I have taken admission in FIMT at my own will & desire and will not migrate to any other institution/ college before the completion of my course.
3. I shall not be irregular, absent & will not show habitual idleness, Disobedience or unbecoming conduct in the premises will render me liable to be dismissed at any time by the authorities. In such matter, the decision of the Director/Principal will be final.
4. I will not indulge in unfair practice or means in the Examinations or I will be expelled and debarred from appearing in the examinations as per University norms.
5. I do agree to pay the cost of damages caused to the movable and immovable property of the Institute or any Department concerned by me due to negligence/ indiscipline / mishandling / misconduct in / outside the campus.
6. I will be responsible for the books, equipments, tools and other instruments used by me and shall be responsible on their loss or damage.
7. I understand that FIMT, New Delhi does not take any responsibility for any injury sustained by the student though all precautions will be taken to avoid any accident.
8. I understand that it is compulsory to participate in the field visits, educational tours & other establishments of historical values. Though all precautions and safety measures will be taken but the candidates, their Parents / Guardians shall be fully responsible for any Natural or Un-natural cause and the FIMT, New Delhi does not takes any responsibility for the same.
9. Fees of the course must be paid by the student as per the rules & regulations. After the due date the students name shall be struck off from the roll.
10. I am aware that Fees, once paid, is neither refundable nor adjustable in any circumstances. The Institute will not be responsible for any change in circumstances or family's economic condition or conflicts, disputes or decision to discontinue the study or any other reason(s).
11. I have clearly understood that the security amount of Rs. 5000/- deposited by me at the time of admission will only be refunded to me on submission of the original fee receipt issued by the FIMT against the said amount.
12. In case of any dispute during and after training period, Theoretical / Practical / Field Visits / STR's / Internship etc. the decision of the Management Committee will be final.
13. The FIMT, New Delhi will reserve its right to change, delete, alter and add of the rules and regulations as and when necessary without prior information.
14. I will not leave the campus before the completion of last class in any case. I am mentally and physically fit and do not suffer from any psychological ailment or any communicable disease.
15. I shall be willing to serve in any Department of the Institute or outstation at any time during my theory and practical training classes / field practice at my own expenses.
16. I shall extend my full co-operation and agree to abide by the decisions Instructions of the Principal/ Director/Secretary of the Institute and shall have no objection if fine is imposed for any act of misbehavior, disobedience and for being absent from the class and I will not proceed in any court of law or Consumer's Forum/Association in any part of the country against any decision of the Management in this respect.
17. I shall not take part in any kind of illegal, political activities and Student's Union/Association/Action Committee etc. of the FIMT or any other Institution/College etc. and if found so, the Management is free to take any deterrent action.
18. That I hereby agree to abide by Rules and Regulations/ Terms and Conditions of the FIMT, New Delhi as mentioned in the Prospectus and have obtained consent of my parents/ guardian to join this course and noted that Fees, once paid is neither refundable nor adjustable in any circumstances.
19. That FIMT is a "TOBACCO FREE" zone and I shall not use any type of Intoxicants/ Drugs or Tobacco, in any form, or Pan/Pan-Masala etc. in the premises of the Hostel and the Institute and I assure to maintain high standard of character, behavior and hygiene during my stay & training period in the Institute.
20. That carrying of any type of sharp articles viz. knives, arms

Read & Understood

Signature of Parents / Guardian

Read & Understood

Signature of Student

- and ammunition, crackers, explosive or any other articles which is under the category of hazardous material, is strictly prohibited.
21. That in case if I am indulged in any illegal activities or in case of any complaints of indiscipline are found against me, I have clearly understood that I am liable to be rusticated, suspended from FIMT & decision of the Disciplinary Committee shall be binding to me or my parents/ guardian.
 22. That in case if at any point of time during my study at FIMT I am booked under law or in case any criminal / civil case is filed against me I shall be rusticated, suspended from FIMT & decision of the Disciplinary Committee shall be binding to me or my parents/ guardian.
 23. That in case if I drop out or have year back/ result not qualified, fee or any other charges paid by me will neither be refunded nor adjusted in any case.
 24. I hereby agree to make my own boarding and lodging arrangements in case hostel facilities are not available.
 25. That the students are not allowed to bring mobile phones/iPods/cameras etc. into the Institute. These gadgets, if found in possession of the students within the Institute Campus, will be confiscated.
 26. I hereby certify that the particulars submitted are correct and also understand that the admission may be granted on the rules, regulations, terms and conditions of the Institute and University. I also understand that the admission may be cancelled and fees paid by me will be forfeited if any of the particulars given by me at the time of admission or during study are found incorrect, concealed or false.
 27. I am aware that as per the instructions by the Honible Supreme Court of India Ragging in any form is banned and a criminal FIR will be lodged and fine may be imposed in case I am found involved in ragging case and even my admission will also be cancelled and I shall not be able to take admission anywhere in India.
 28. I confirm that I have submitted the original certificates to the Institute on my own will and the same shall be returned to me after the verification either by the Institute or the University. In case if I discontinue or decides to leave the Institute or discontinue the study in between the Course I shall have to pay the fee for remaining duration of the Course. Failing to do so the Institute can take suitable legal action against me.
 29. I agree to pay revised fee structure within the given time frame of any such notification , in case if any present fee structure is changed: I understand that full one year/semester fee as applicable depending upon the course of study has to be paid in advance at the time of admission.
 30. That care will be taken of all Institute's property, and in case if I am found scratching or spoiling the desks or charts or damaging any furniture, writing or drawing on the wall or damage things belonging to the Institute, or my parents shall have to made good by paying the fine imposed.
 31. That Management provides the best possible amenities and facilities to its students and staff but may be compelled by circumstances to withdraw/discontinue any of the facilities e.g. A.C., Cold Purified water etc. at any time at very short notice.
 33. In case if I avail the Institute transport facility, the Institute is not responsible for any mishap or discontinuation of bus service. I shall be availing the transport facility at my own will, risk and responsibilities. The necessary undertaking in this regard shall be submitted as and when I start availing the transport facility.
 34. I am aware that the University Examination Forms are filled in the beginning of the Session. I also understand that minimum 75% attendance of full course of lectures delivered in each subject, tutorial and practical separately for being eligible to appear in the University examinations as per University rules. I shall be filling the University examination form with a clear understanding that if at a later stage I am found having shortage of attendance, the Principal/ Director is well within the rights to detain and debar me from appearing in the University examinations in accordance with the rules of the University.
 35. That in case if I discontinue my education due to any reason at FIMT, the fees or any other charges paid by me shall not be refunded except the security amount paid by me..
 36. That in case if I avail the transport services ,I shall not be allowed to leave / discontinue the transport facility, before the completion of one academic year. However, in case if I want to discontinue the services after completion of one academic year I shall have to obtain permission 3 months in advance from month of desired discontinuation of transport services or shall have to deposit a fine by paying three months transportation charges in case if I discontinues the services without prior permission.
 37. Parent/ Guardian will fill in the application form with accuracy . The signing of the form will constitute an agreement of the part on the Parent/ Guardian and candidate to abide by the Rules & Regulations of the Institute as laid down in the Prospectus and from time to time.
 38. That during my stay in the hostel the room or tower allotted to me can be changed at any point of time and I agree to abide by the instructions and rules and regulations which will be issued from time to time in the Hostel. I also undertake that in case if I have any grievances/ complaints of any nature I shall approach the high authorities with evidence with in 24 hrs. of incident. I have further understood that any complaint (s) / allegation, if brought by me in the knowledge of the higher authorities after the given time frame it will be treated as null and void and will not be entertained at any cost.
 39. Any fine to be paid by the student will be deducted from the security amount.
 40. Book issued are non transferable .
 41. In case of repeated violation of instructions regarding Book Bank will result in discontinuation of facility and non refundable of security amount
 42. That in case if I am found indulged in any indiscipline activities for which I am penalized by the Disciplinary Committee, (damage to movable or immovable property of FIMT-College, fines, charges, mishandling of books etc.) the amount of penalty shall be deducted from my security amount.
 43. That in case if I wish to participate in any activity for which any additional fees/charges are to be paid the same can be

Read & Understood

Read & Understood

Signature of Student

Security amount shall be refunded in case if the original receipt is lost, which is clearly mentioned on the Fee Receipt issued by the FIMT College also.

45. That all the charges payable to FIMT College are on Yearly basis only.
46. That I shall complete 75% (each paper, each semester) as per the ordinance 11 of GGSIPU University, New Delhi..
47. That in case if I am availing Transportation facility of FIMT-College I am fully aware that it is an additional facility and not a mandatory condition, for which the charges are to be made on yearly basis only. In case if I wish to discontinue the same, I shall have to submit an application sixty days prior to discontinuation of transport services.
48. That it will be me and my parents responsibility to contact the Administrative Office from time to time and obtain any information in regard to my activities, attendance, examinations etc.. I and my parents shall further make sure that we attend the PTM (Parents — Teacher Meeting), which are organised by FIMT-College. The College shall be no where responsible for communicating to my parents separately for any meetings.
49. That I and my parents shall be fully responsible for updating our contact details viz, any change in address, telephone no. e-mail Id's, with Administrative Office.
50. That in case, if I am found indulged in any illegal, anti-social or indiscipline activities suspended from twice during my course of study I shall be rusticated from the FIMT-College and the final decision of the Management of FIMT, ND shall be binding on me and my parents in this regard.
51. That I, my parents/guardian shall be fully responsible for all the information, documents provided by me either to FIMT New Delhi or GGSIP University New Delhi.
52. That I my parents/guardian shall be fully responsible for fulfillment of all the eligibility criteria laid by the GGSIP University and for submission of any document/information to the FIMT, New Delhi or GGSIP University New Delhi.
53. That I, my parents/guardian have fully read and understood the various information, rules and regulations, instructions, criteria's for admission in any course of the GGSIP University, New Delhi and shall be fully responsible in case if my admission gets cancelled due to any reason by GGSIP University New Delhi.
54. That in no case FIMT, New Delhi shall be responsible for providing me any information pertaining to my admission and it will be my duty to visit the official website of the FIMT, New Delhi and obtain any information pertaining to classes commencement, Parent Teacher Meeting and Term End University Examination etc.
55. It will be my duty to inform FIMT New Delhi in case if I am not promoted or declared Year back to inform FIMT New Delhi, MY status and future course of action.
56. That it shall be my responsibility to visit the FIMT Official website and obtain information about commencement of classes internal examination schedule for submission of Assignment/STR's/M PR's and information which are mandatory for successfully completion of my Degree programme.
57. That I and my Parent's/Guardian are fully aware that it is mandatory to attend parents Teacher Meeting which is held every semester for which I

58. I will never involve myself in any act of indiscipline, misconduct, misbehavior with any staff member, student of FIMT or with any other organization employee or involve in groupism physical violence of any nature, betting, gambling, sexual or racial comments, thefts or, in any other activities which are considered as immoral or unlawful.

Name of Student

Course

Signature of Student with Date

DECLARATION BY STUDENTS/PARENTS/GUARDIANS

I, My Son/Daughter/Wife have gone through the above mentioned particulars and allow my Son/Daughter/Wife to join above stated Course of the FIMT and I assure you that my Son/Daughter/Wife will obey the instructions/orders issued by the Secretary / Director /Principal or by any authorized person of the FIMT. I take responsibility of payment of fees on time by the candidate and I am aware that fees once paid is neither refundable nor adjustable in any circumstances.

Date Place

Signature of Father/Guardian/Husband

Name

Relationship with the Applicant

We hereby certify that the applicant and his/her guardian / parents / husband have signed this form in our presence and they are not related to any of them.

1.

Signature

Address

Date

2.

Signature

Address

Date

Read & Understood

Read & Understood

Signature of Student