



# DELHI PROFESSIONAL COURSES ACADEMY

C-BLOCK, Preet Vihar, New Delhi, 110092

Contact - 8882505290

Reg. No. – DL-02-0056072

## Admission Form

Date: - .....

Course: - .....

Student Name: - .....

Father Name: - .....

Mother Name: - .....

Date Of Birth: - .....

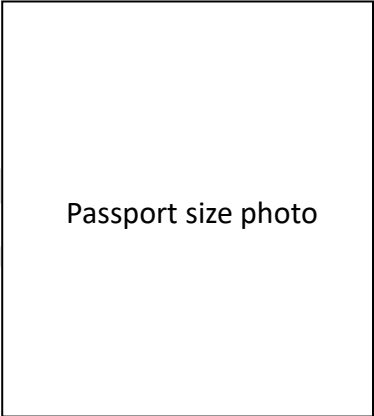
Higher Education: - .....

Father Occupation: - .....

Mobile No.: - .....

Alternate Mobile No.: - .....

Address: - .....



Name of the Institution Studying/studied: - .....

Class in which studying/studied: - .....

Marks percentage secured in the previous Examination; - .....

Whether Coaching is for: - .....

Where you listen our Course: -  Online  Marketing  Social media

Counsellor  Reference

### Parents Details

Father Name: - .....

Mother Name: - .....

Father Occupation: - .....

Mother Occupation: - .....

Father Contact No.: - .....

Mother Contact No.: - .....

Place: - .....

Date: .....

Students Signature

Parent Signature

## Rules & Regulation for Parents & Students

1. Punctuality: Students must join the online class on time and be present for the entire duration of the session.
2. Dress Code: Students should dress appropriately as if they were attending a physical class to maintain a professional environment.
3. Participation: Active participation is encouraged through answering questions, engaging in discussions, and completing assigned tasks.
4. Respect: Students must show respect towards the teacher and their peers by refraining from disruptive behaviour, using appropriate language, and listening attentively.
5. Technology Etiquette: Ensure a stable internet connection, mute the microphone when not speaking, and use appropriate technology for the online class.
6. Academic Integrity: Plagiarism and cheating are strictly prohibited. All work submitted must be original and abide by academic honesty standards.
7. Communication: Students should communicate any issues or concerns regarding the online class to the teacher promptly.
8. Recording: Students should not record or share any part of the online class without permission from the teacher and fellow students.
9. Environment: Find a quiet and suitable place for attending online classes to minimize distractions and facilitate learning.
10. Feedback: Provide feedback to the teacher about the online class experience to help improve future sessions.

Students Signature

Parents Signature

## Fees Structure

Advance Payment: - ..... Date: - .....

1<sup>st</sup> Installment: - ..... Date: - .....

2<sup>nd</sup> Installment: - ..... Date: - .....

3<sup>rd</sup> Installment: - ..... Date: - .....

4<sup>th</sup> Installment: - ..... Date: - .....

5<sup>th</sup> Installment: - ..... Date: - .....

Students Signature

Parent Signature