

Information Brochure

aim ACADEMY (AIMA)

A Senior Secondary School For XI & XII

SCIENCE, COMMERCE AND ARTS



📍 Opp. Bongaigaon College, Dolaigaon, Bongaigaon-783380

🌐 www.aimacademy.net.in 📧 aimacademy1@yahoo.com

📞 + 91 98540 07071 📱 + 91 98540 07072, 84738 95235 (Off)

ARE YOU THINKING ABOUT
BRIGHT CAREER AFTER 10+2 ?

Education is a challenge, Accept It
Join **ARIES ACADEMY** & Tell the
World, You too Can !

We Guarantee your success
Because We care your aim.



Special Features



- Medical and Engineering Coaching by IIT faculty.
- We follow the methodology of KOTA.
- No Need of Extra Tuition.
- Sufficient Study materials provide in classroom.
- Self Study under Teacher's Guide for both Boys & Girls Hosteller's.
- Visit to Medical College, IIT, Industry to Motivate Students.
- Free Career Counseling by Doctors, Engineers & Entrepreneurs to encourage directly.
- Best Laboratory facility (BIOL, CHEM, PHYS, IT, GEOGRAPHY).
- Course Completion in right time and rapid revision.
- Strict Monthly & Mock Test (Objective & Subjective) and inform parent through Whatsapp.
- Library facilities with News Papers & Science Magazines.
- Separate hostels for both Boys and Girls.
- Individual Concept Clearing Classes.
- Scholarship to meritorious students and poor students.
- We guarantee to obtain better marks in Board examination.





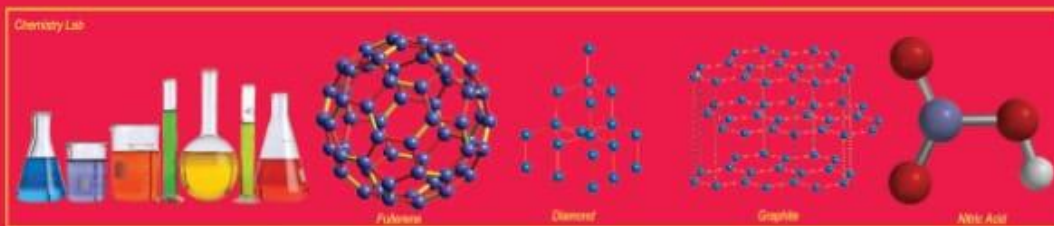
MESSAGE FROM DIRECTOR CUM PRINCIPAL

The sole intention of the **aima** ACADEMY (AIMA) to provide high standard of education based on practical. AIMA provide Schooling as well as Medical and Engineering Coaching by IIT faculty with Hostel guidance facility. We follow best Teaching Methodology by highly experienced faculty. While going through our classroom teaching, students can feel that there is no need for extra TUTION or reference material. Further, students are encouraged to meet us for any difficulties that arise in the course of their study in **aima** ACADEMY (AIMA). Our lines of communication between the teachers and the taught are always open.

Our main thrust has been in the area of preparing students for State Board Examinations (AHSEC) and for various state level as well as national level Entrance examinations like NEET for admission to MBBS, BDS, BAMS, BHMS, Veterinary and other medical & paramedical courses; JEE (Main and Advanced) for admission to Engineering programs (B.E./B.Tech, B.Arch) at NITs, IITs, ISM, IISTs; BITSAT, NERIST, CEE (Assam) etc. for the best performance and of preparing students for other competitive Entrance examinations like NTSE, KVPY, UPSC, APSC, SSC, NDA, CLAT/AILET (for LLB), Bank Exam, RRB Exam, CTET etc for admission to professional courses of study in leading institutes of higher learning. Ample testimony to this effect is provided by the ever increasing rush for enrolment in our various courses.

Parents with ambitions for their children are requested for the earliest opportunity to place their ward under **aima** ACADEMY's care.

Dr. A. Islam (Rohan), M.Sc., LL.B., B. Ed., M.Phil.,
MMCJ, PGDBM, PGDCA, Ph.D
Principal, **aima** ACADEMY



OUR RESULT OF 2019



MOMIN ALI
NEET Qualified
Srihar Medical College



REZZAQ ALI SK
NEET Qualified
(Reappearing)



UZILSAN NARZARY
JEE Qualified



REHAN ANSARY
JEE Qualified



JOHNBIR BORO
JEE Qualified



AFSANA ISLAM
Science 83%



SHONWAR HUSSAIN
Science 87%



RUPAM PANDIT
Science 80%



HEMANATA GHIMIRE
Science 80%



AFIFA ISLAM
Science 78%



AYESHA SIDDIKA
Science 75%



SHABNAM SHEIKH
Science 75%



NAHINI NOOR
Science 75%



SHUMIYA BEGUM
Arts 73%



SOFIUR RAHMAN
Science 70%



ROSHAN CHETRY
Science 69%



IBRAHIM ALI
Commerce 69%



NATHANIEL MOCHAHARY
Commerce 67%



MASUD IQBAL
Science 66%



SURAJ KARKI
Commerce 64%



IFTAQUE HUSSAIN
Science 63%



ANJWRA KHATUN
Arts 63%



RESHMINA BEGUM
Arts 63%



DOLI BARMAN
Science 62%



ROHAN SARKAR
Science 62%



REHAN ANSARY
Science 62%



JESMINA BEGUM
Science 61%



BAKHTIAR ABDULLAH
Science 61%



SAFOQL ISLAM
Commerce 61%



ENAMUL HOQUE
Science 60%

About AIMA

AIMS ACADEMY (AIMA) is a co-educational Senior Secondary School with difference to impart high quality education at 10+2 level. The School has been established in 28th January, 2016 and is running by the auspices of **AIM Foundation Trust**, a not for profit initiative organization. Our aim is to make student more competent to ensure academic excellence by quality teaching and value based education.

Students come from different medium such as Assamese, Bengali, Bodo, English etc. need to be taught differently. Every child is unique. **AIMA's** unique pedagogy provides students with ample opportunities for effective learning aided by unique classroom teaching technique, guest lectures, Workshops, Seminars, Industrial visits and regular tests. At **AIMS ACADEMY** we teach students what makes their brain unique. We follow the methodology of **KOTA**. Our unique teaching program empowers students to face future challenge. The Academy pays special attention to children's health, vocational guidance, extracurricular and co-curricular activities. Special classes for Spoken English and Personality Development are organized.

The sole intention of the academy to provide high standard of education through suitable means to prepare the student for the Board Examination and for various state level as well as national level competitive examinations like NEET for admission to **MBBS, BDS, BAMS, BHMS; JEE (Main and Advanced)** for admission to Engineering programs (**B.E./B.Tech, B.Arch**) at NITs, IITs, ISM, IISTs; BITSAT, COMED-K; CEE (Assam) etc. for the best performance and of preparing students for other competitive Entrance examinations like **NTSE, KVPY, UPSC, APSC, SSC, NDA, CLAT/AILET (for LLB), Bank Exam, RRB Exam** etc. for admission to professional courses of study in leading institutes of higher learning. In-house coaching is given to prepare students for these entrance examinations in collaboration with **BRILLIANTS CAREER POINT (BCP)**, a centre for Medical and Engineering entrance preparation.

The students are motivated by conducting free counseling session by Doctors, Engineers, Toppers, Entrepreneurs and Educational counselors. All possible support is provided to develop a sense of competition, dignity, self respect and right attitude to face the future challenge.

Here the students are encouraged, rewarded and appreciated for their active involvement in maintaining discipline and organizing School activities. The School try to inculcate the feelings of Patriotism, Brotherhood and National Integration among students, with special emphasis on the all round development of the students physical, emotional and intellectual.

Why to join AIMS ACADEMY

AIMA provide Integrated **MEDICAL & ENGINEERING** Coaching as **KOTA**. **AIMS ACADEMY**, Career builder for career conscious students, have an excellent level and very good technique which teach students how to study effectively, how to manage time, how to improve mind concentration and gives every revision tips that you need to crack the best result. **AIMS ACADEMY** conduct Monthly Unit Test Examination (MUTE) and Mock Test (MOCT) regularly. After completion of the course in right time at least two Mock Test of the each Subject ahead of the final Board examination is hold.

Individual Concept Clearing Classes is done and practises all the previous year questions and model test papers from Board examination. Our faculty explains the topic lucidly and strengthens your concepts formation and thereby giving you confidence to crack the goal. We will turn your aspirations into day time reality through our modern teaching methodology supported by systematic and specialized inside Classroom Coaching conducted by highly experience, qualified and committed IIT faculty.



Extreme care taken for all round development of students including academic and extra- curricular activities. An Evaluation Card or Progress Report Card will be issued to every student whose periodical reports will keep parents informed of their children. We report all activities to the parent through Whatsapp messages.

Other's just teach and examine you

But,

Do they clear concepts ?

Do they offer you Doubt Removal Classes ??

Do they motivate & encourage you towards your Goal ???

COME ! JOIN **aIII ACADEMY**
AND FULFIL YOUR DREAMS OF BECOMING A
DOCTOR OR ENGINEER,
ADMINISTRATOR OR ENTREPRENEUR.

LOCATION

The School is located in front of Bongaigaon College Hostel, Dolaigaon, Ward No. 14, Bongaigaon, PIN - 783380. It is situated at a distance of 2 km from New Bongaigaon Railway station and 2 km from bus station.

STREAM OF STUDY

The School offers **Science, Arts and Commerce** streams with some special subject like Information Technology, Computer Science and Application, Geography, Sociology etc., MIL in Assamese, Bengali, Bodo, Hindi etc. The student of the School enjoys all the facilities and amenities of a thriving institution.

MEDIUM OF INSTRUCTION

In Commerce stream the medium of instruction is English only. But in Science and Arts stream the medium of instructions are both English and Assamese. There are separate batches for English and Assamese medium students.

CURRICULUM

The **aIII ACADEMY** follows the curriculum and syllabus prescribed by the Assam Higher Secondary Education Council (AHSEC), Bamunimaidam, Guwahati.

ATTENDANCE

A student must have minimum attendance of 80 % failing which, he/she is liable to be debarred from appearing in the Assam Higher Secondary Education Council (AHSEC) Examinations.



SCHOOL HOURS

The college hour is from 8.45 am to 3.15 pm.

SUBJECTS OF STUDY

A student must have to offer two core subjects and three elective subjects from the following available alternatives. In addition he/she may offer a fourth elective subject. A student shall choose their elective subjects keeping in view their future courses of higher studies in general and other professional courses. Syllabus for Mathematics, Economics, Geography, Information Technology and Computer Science and Application of Science, Commerce and Arts stream are same.

STREAM	CORE SUBJECTS	ELECTIVE SUBJECTS
SCIENCE	1. ENGLISH 2. MIL : ALT ENGLISH / ASSAMESE / BENGALI / BODO / HINDI 3. ENVIRONMENTAL EDUCATION	1. PHYSICS 2. CHEMISTRY 3. MATHEMATICS 4. BIOLOGY OR GEOGRAPHY OR COMPUTER SCIENCE & APPLICATION
COMMERCE	1. ENGLISH 2. MIL : ALT ENGLISH / ASSAMESE / BENGALI / BODO / HINDI 3. ENVIRONMENTAL EDUCATION	1. ACCOUNTANCY 2. BUSINESS STUDIES 3. BANKING OR COMPUTER SCIENCE & APPLICATION 4. ECONOMICS OR MATHEMATICS OR CMST.
ARTS	1. ENGLISH 2. MIL : ALT ENGLISH / ASSAMESE / BENGALI / BODO / HINDI 3. ENVIRONMENTAL EDUCATION	1. POLITICAL SCIENCE 2. HISTORY OR EDUCATION 3. ECONOMICS OR MATHEMATICS OR ADV. ASSAMESE 4. GEOGRAPHY OR COMPUTER SCIENCE & APPLICATION OR SOCIOLOGY

ADMISSION PROCEDURE

For admission into HS First year, students will have to apply in the prescribed form with necessary qualification. Form with Information Brochures can be obtained personally from the college by paying Rs. 300/- in cash or through post by sending a Demand Draft of Rs. 350/- in



favour of the Director, **AIMI ACADEMY**, Dolaigaon, Bongaigaon, Assam, payable at Bongaigaon. Application form may also be downloaded from the college website www.aimacademy.net.in. In this case the form should be submitted along with Rs.300/- to the School office.

Students may also apply online through the School own website www.aimacademy.net.in paying necessary fees online.

For HS First Year Science, an **admission test** would be conducted. The selection of student will be strictly on admission test cum merit (Score of Science and Mathematics) basis.

However, no admission test will be conducted for Admission into HS First Year Arts and Commerce stream. The selection list will be prepared on merit cum category basis.

One can apply for Admission into HS First year who attain the minimum qualifying marks (%) as follows :

STREAM	AGGREGATE PERCENTAGE
SCIENCE	70%
COMMERCE	60%
ARTS	50%

OTHER ADMISSION RULES

- Duly filled in forms must be deposited in the School within the prescribed date along with the relevant documents mentioned below:
 - One copy of Class X Mark Sheet (HSLC or CBSE or Equivalent).
 - One copy of Admit Card.
 - One copy of pass certificate from Head of the Institution last attended.
 - Provisional Certificate.
 - Registration Certificate.
 - Original migration Certificate.
 - Four passport size photograph (To be affixed on the form).
- Selected candidates must bring all original documents at the time of admission.
- Students migrating from other Boards than SEBA, shall have to produce migration certificate within one month of the admission.
- No student will be admitted in more than one stream.



5. Students who pass the qualifying examination earlier than current year will have to submit a "Gap Certificate" by the head of the institution last attended or by any gazetted officer at the time of admission.
6. In case of online application, the hard copy of necessary documents must reach to the School office within prescribed date.

SCHOOL UNIFORM

Students must come to School in proper uniform following the uniform code as set by the School. The following patterns of uniforms are prescribed by the School.

STREAM	BOYS	GIRLS
SCIENCE ARTS COMMERCE	Striped pink coloured shirt with half or full sleeves and one pocket with School Emblem affixed. Maroon coloured pant with two pockets.	Striped pink coloured Kamez with full sleeves having School Emblem affixed. Maroon coloured Pyjama or Salwar with Dotted dupatta.
FOR ALL CLASSES	Black shoes with laces and Maroon coloured Socks. Black Coat, Maroon Sweaters, Pink Laboratory Coat, House T-Shirt, Belt, Tie, etc. to be arranged by the School.	Black shoes with laces and Maroon coloured Socks. Black Coat, Maroon Sweaters, Pink Laboratory Coat, House T-Shirt, Belt, Tie, etc. to be arranged by the School.

EVALUATION/EXAMINATION/ASSESSMENT

The Academy will hold regular Monthly Unit Test Examination (MUTE) as per the Academic Calendars of the Academy. After completion of the course there will be at least two Mock Test (MOCT) of the each Subject ahead of the final examination. 30% marks will be added in the final/Annual Test Result for their selection to the Board examination or promotion to the higher classes. Absence in any test will be considered as securing zero mark. An Evaluation Card or Report Card will be issued to every student. Periodical reports will keep parents informed of their children. These reports are to be signed by the parents and are to be returned.

DISCIPLINE

Discipline is the bridge between goals and accomplishment. Every student will have to maintain strict discipline and must not indulge in any activity or behaviour which may cause damage to the property or



reputation of the institution or harm the academic environment. The Principal may in the interest of the School, order withdrawal of a student from the School, should the ward's conduct, behaviour or influence in the opinion of the Principal, be detrimental to the general discipline/ interest of the School. In such a case, no refund of any fee shall be made under any circumstances.

FEE STRUCTURE

Tuition Fees are payable from MAY to APRIL for twelve months without break. Following fees are to be paid as stream wise:

H.S. SCIENCE:

1. Admission Fees (Per Annum) (Adm. Fee, Library Fee, Electricity Fee, Establishment Fee, College Exam Fee, Games & Sports Fee etc.)	:	Rs. 18,000.00
2. Monthly Tuition Fees for 12 months (@2400x12)	:	Rs. 28,800.00
3. Laboratory Fees (Per Annum)	:	Rs. 6,000.00
Total Fees (Per Annum)	=	Rs. 52,800.00

MEDICAL ENTRANCE COACHING (UNDER BCP):

1. Registration Fee for Coaching	:	Rs. 3,000.00
2. Tuition Fees for 8 months for BCP (@1000x8x3)	:	Rs. 24,000.00
Total Fees (Per Annum)	=	Rs. 27,000.00

H.S. COMMERCE :

1. Admission Fee (Adm. Fee, Library Fee, Electricity Fee, Establishment Fee, College Exam Fee, Games & Sports Fee etc.)	:	Rs. 16,000.00
2. Monthly Tuition Fees for 12 months (@1800x12)	:	Rs. 21,600.00
Total Fees (Per Annum)	=	Rs. 37,600.00
3. Laboratory Fees For ITES/CSCA (Per Annum)	:	Rs. 2,000.00



H.S. ARTS :

1. Admission Fee (Adm. Fee, Library Fee, Electricity Fee, Establishment Fee, College Exam Fee, Games & Sports Fee etc.)	:	Rs. 14,000.00
2. Monthly Tuition Fees for 12 months (@1500x12) Total Fees (Per Annum)	:	Rs. 18,000.00 Rs. 32,000.00
3. Laboratory Fees for GEOG/TTBS/CSCA (Per Annum)	:	Rs. 2,000.00

HOSTEL FEE :

1. Admission Fee (Per Year)	:	Rs. 6,000.00
2. Monthly Mess dues & House Rent for 12 months(@5000x12) Total Fees (Per Annum)	:	Rs. 60,000.00 Rs. 66,000.00

PAYMENT OF SCHOOL FEE

1. Monthly tuition fee is to be paid for the academic session from May to April.
2. Monthly tuition fee is due on the first day of each month with a grace period up to 10th of each month.
3. A late fine of Rs. 5.00 per day will be charged after 10th of each month.
4. Tuition fee for the months from December to APRIL will have to be paid in **one installment** in the month of December.
5. Student failing to pay tuition fee for two consecutive months will have his/her name **struck off** the rolls. They may be re admitted only after they pay all dues along with a prayer from the guardian stating the reason.
6. Advance fee on half yearly and annual basis is also accepted with a **discount**.

SCHOLARSHIP

1. Students who have secured above **90% or 10 CGPA** marks in Board Examination will get up to 50% fee rebate in college fees.
2. Students who have secured **80 to 90%** or above 9 CGPA marks in Board Examination will get up to 25% fee rebate in college fees.
3. Students who secured **Top 10 Positions** in H.S. First Year Examination will get Free Admission in H. S. Second Year.
4. Students under BPL category will get up to 25% fee rebate in college fees (Subject to application by Parents and proper verification).
5. **School Toppers** who secured above 80% Marks in Class X will get 50% fee rebate in School fees.

Note: No fees rebate will entertain for Hostel fees.



SL NO.	NAME OF FACULTY	QUALIFICATION	SUBJECTS TAUGHT	EXPERIENCE
01	Dr. M. A. Islam	M.Sc, B.Ed, MPhil, MMCJ, LLB, PGDBM, PGDCA, Ph.D	HOD, Chemistry	20 Years Exp. In Science College & Coaching
02	Mr. Keshab Sharma	M.Sc, B.Ed	HOD, Physics	8 Years Exp. Ex Faculty of K.K. Handique Jr. College
03	Mrs. Jasmin Mohazerin	M.Sc, B.Ed	HOD, Botany	6 Years Exp. Ex Faculty of Science Academy, Goalpara
04	Mr. P.L. Paul	M.Sc, B.Ed	Chemistry	18 Years Exp at NEET, JEE Coaching Centre.
05	Mr. H. A. Talukdar	M.Sc, B.Ed	Physics	3 Years Exp at ADMA
06	Mr. D. Adhikary	M.Sc, BEd	Zoology	3 Years Exp at ADMA
07	Miss. D. Chakraborty	B.Tech	Mathematics	3 Years Exp at ADMA
08	Mr. J. Alom	M.Sc.	Mathematics	2 Years Exp at ADMA
09	Mr. Kundan Kumar	B.Com, M.B.A.	Business Studies	9 Years Exp. Ex Faculty of S.R. Academy & L.R. Academy
10	Mrs. Jyoti Sen	M.A, B.Ed	HOD, English	3 Years Exp at ADMA
11	Mr. K. A. Sheikh	M.A, B.Ed	English	2 Years Exp at ADMA
12	Mrs. Gitanjali Kalita	M.A., PGDCA	HOD, Assamese	9 Years Exp. Ex Faculty of S.R. Academy
13	Mr. M. Basumatary	M.A., B.Ed, NET (UGC)	Bodo	3 Years Exp at ADMA
14	Miss. Z. P. Sultana	M.A.	Geography	3 Years Exp at ADMA
15	Mrs. M. Kalita	M.Com	Accountancy	3 Years Exp at ADMA
16	Prof. O. P. Agarwal (Retd)	M.Com	Accountancy	Retd. Associate Prof. Bonggaigon College
17	Miss. A. Ray	M.C.A.	Computer Science	2 Years Exp at ADMA
18	Miss. C. Nath	M.A., B.Ed	Pol. Science	6 Years Exp. Ex Faculty of S.R. Academy & Bonggaigon College
19	Mrs. Mili Dutta	MA, B.Ed	Education	4 Years Exp at ADMA
20	Mr. J. Das	M.A.	Economics	6 Years Experience.
21	Miss. P. Das	M.Com	Banking	1 Year Exp at ADMA
22	Mrs. S. Mallik	MA, B.Ed	Bengali	3 Years Experience
23	Mrs. M. Sarkar	M.A.	Adv. Assamese	5 Years Exp at ADMA
24	Miss. S. Das	M.A.	Hindi	2 Years Exp at ADMA
25	Mr. N. Barman	M.A.	History	2 Years Exp at ADMA
26	Miss L. Brahma	MSW	Sociology	1 Year Exp at ADMA

** Visiting Faculties are available from different Institutions like College, IIT etc.



LABORATORIES

The School has well equipped and modern laboratories in BIOLOGY, CHEMISTRY, PHYSICS & COMPUTER SCIENCE. The students have access to the Internet in the computer laboratories to understand the various competitive examinations like Medical, Engineering, Banking, Railway etc.

FINES

1. A fine of Rs. 500.00 (Five Hundred) will be charged for guilty of unauthorized writing of anything on the Desk, Bench, Wall, Board etc.
2. A fine of Rs. 1000.00 (One Thousand) will be charged for guilty of using mobile phone in the School Campus.
3. A fine of Rs. 100.00 (One Hundred) will be charged per day for absence.
4. A fine of Rs. 100.00 (One Hundred) per subject will be charged for absent in MUTE or MOCT Examination.
5. A proper fine will be charged for any damage done in the Laboratory (Apparatus).
6. **Loitering** outside the campus in uniform during School hours is liable to punish or to pay a fine of Rs. 500.00.

FACULTIES

The Academy has a team of highly qualified, young, dynamic and enthusiastic teaching faculties. Most of them have guaranteed teaching quality and are considered to be the best in the profession. The dedicated and experienced teachers with their friendly and affectionate care have made the School campus student friendly. It pursues an adaptive methodology catering to the different needs of the students.

LIBRARY

The School has a library containing a large numbers of Text Books, Reference Books, News Papers, Science magazines, Periodicals, Journals etc. serving the needs of the students. The students look forward to quench their thirst for knowledge which enhances their academic pursuits. The library is managed by a set of rules constituted for the purpose.

ACADEMIC AND CO-CURRICULAR ACTIVITY

To develop scientific temperament and skill of the student Seminars and popular talks on various science topics will be organized by the School on regular basis. Motivation and interaction sessions with Doctors, Engineers, Entrepreneurs, Educational Counselors and other Professionals are organized regularly.

A science Exhibition with Charts and Models are held annually. The best entry received attractive prize. A Quiz competition is held jointly for both streams annually.

The co-curricular activities are organized dividing all students into four Houses namely PROTON, NEUTRON, ELECTRON & POSITRON where the students get ample opportunities to exhibit their talents. Library, Elocution, Debates, Essay Writing, Declamation, Quiz, Extempore speech, Calligraphy, Social and cultural Dance, Music, Drama, Art and Sculpture etc. are conducted.

Sports are an integral part of our education system. AIMA provides indoor and outdoor games like Carrom, Chess, Badminton, Tennis, Football, Volleyball, Cricket etc. Yoga classes are arranged to enable students to be physically & mentally strong. To encourage sportsmanship, AIMA organizes 'AIMA WEEK' annually.



AIMA has various clubs like Sahitya Club, Career Club, Science Club, Cultural Club, Sports Club, English Club etc for managing co-curricular activities on the campus and to encourage student's interest. These clubs provide platform for all students to discover and subsequently nurture their latent talents, thus assisting in the development of their overall personality.

Educational/Adventure trips are organized annually.

MANAGEMENT

The School has an Advisory Council formed by some optimistic, experienced educationists, Doctors, Engineers, Administrators, Entrepreneurs and Social Workers. They advise in all academic and administrative matters for the smooth running of the School.

The Director of the School controls the overall day to day administration, while the Principal looks after the academic administration of the School.

SCHOOL RULE

1. If any student fails to attend classes within 15 days of commencement of session without information and permission shall forfeit his/ her seat.
2. All students must attend classes regularly with Proper School Uniform and they must bring Identity Card issued by the School daily.
3. Students found guilty of involving in any form of Ragging will be punished.
4. Use or possession of Mobile, Laptops, CD, Musical instruments, Arms & explosives may lead to temporary/permanent expulsion from the School.
5. Consumption or possession of any toxic substances like Guthka, Bidi, Cigarettes, Opium, Alcoholic beverages etc. are strictly prohibited and violation of it may lead to expulsion of the student on temporary or permanent basis as decided by the Authority of the School.
6. Student found engaging in unlawful activities in and around the campus will be terminated without any prior notice.
7. Students having attendance less than 80 % will be liable to be disallowed to sit in the final Examinations.
8. Winter Uniform must be used from 1st December to 28th February.
9. Students are not allowed to go out during School hours.
10. Loitering outside the campus in uniform during School hours is liable to punish or to pay a fine of Rs. 500.00.
11. Students found indulging in improper behavior towards teachers, vandalism, immoral activities damage of School properties may cause to suspension from classes or expulsion from the School depending on the nature and extent of the misconduct.
12. Student expelled from the Academy on disciplinary ground shall not get back to the Academy.
13. Any damage done to the property of the School shall have to be compensated individually or collectively as may be the case.
14. In matter of any disciplinary action, the decision of the authority of the School shall be final and binding.
15. If any document or information produced by the student at the time of admission is found incorrect or false he/she forfeit his/her seat immediately. Fees taken for admission will not be refunded.



16. All students must abide by the rules and regulations of the Academy and any other order that may be issued from time to time by the Authority.
17. The School authority shall have the right to check day scholars before entering the gate as and when felt necessary.
18. Students irregular in theory classes will be debarred from doing practical classes.
19. Submission of Practical Note Book after every experiment is a must. Failure to submit note books regularly will invite punishment including expulsion from practical class.
20. The authority reserves the right to amend the rules and regulations as and when felt necessary.
21. Parent-Teacher Meet is held regularly. Parents/Guardians must attend at the Parent Teacher Meeting in the interest of the child as well as of the Academy. However the child's performance is appraised to parents on a regular basis during the Second Saturday of every month.
22. No reduction in fees for the students joining late.

HOSTEL ADMISSION AND RULES

1. Separate Hostels for Boys and Girls managed by **JEEVA ACADEMY** are available. Proper academic environment is maintained under strict supervision of the authority of the School.
2. Hostel seats are allotted on merit basis. Necessary fees must be paid at the time of admissions.
3. Hostel dues must be paid regularly within first week of every month.
4. Hostel Fees is to be paid for the whole session from MAY to APRIL. No one is allowed to leave Hostel at the middle of the session.
5. The authority of the college reserves the right to refuse or cancel admission without assigning any reason.
6. In no circumstances hostellers are allowed to go out of campus. In case of emergency prior permission must be taken from Warden or Principal.
7. The hostel Warden is empowered to take sudden attendance/check at any moment. The absence in the attendance or laxity in discipline shall be taken due action deemed appropriate by the Principal.
8. The hostel Warden reserves the right to allot any room to any student and to shift a student from one room to another at any time at his discretion without showing any reason.
9. Each student shall be provided a mentor from teaching faculty of the institution. The students overall development shall be mentored by the mentors.
10. A student must follow Hostel Time table strictly scheduled by the authority.
11. Boarders will be supplied three meals a day, in the Morning, at Evening and at Night. There will be red tea in the evening.
12. Tea and meals will be served in time and no student will be served tea or meals after the scheduled time. Moreover, a student will not be allowed to take tea or meals outside the Hostel.
13. Consumption of any toxic substances like Guthka, Bidi, Cigarettes, Opium, Alcoholic beverages etc. is strictly prohibited.
14. Use or possession of mobile, laptops, Heater, CD, musical instruments, arms & explosives is strictly prohibited.
15. No gossiping will be allowed within the Hostel Campus or inside the room after 6 pm.
16. Students found guilty of involving in Ragging will be punished.



17. Visitors are not allowed to enter a student's room.
18. Entrance of female to the boy's hostel and males to the Girl's hostel is strictly prohibited.
19. The School authority will not take responsibility if any boarder is involved in any unwanted incident after he goes out of the hostel with or without permission.
20. No application for refund of money will be entertained in case of Boarder leaving or being ordered to leave the hostel before the end of an Academic Session.
21. Parents / Guardians can communicate to the ward through phone of Hostel Warden in emergency.
22. Parents and authorized Local Guardians are permitted to visit the ward only on Second and Fourth Sundays between 9.00 A.M. and 5.00 P.M.
23. For any complaint against a fellow student, a hostel bearer or anybody else a student, must approach the Warden and in no case a student should quarrel with or assault anybody.
24. Damage to any property of the Hostel by any student must be compensated by the concerned parents/guardians.

PARENT'S CO-OPERATION

Parents / guardians are requested to co-operate with School authorities in maintaining discipline and the traditions of School like initiative, upright behavior and courtesy. This is possible only if the parents strengthen our hands by –

- (i) Attending promptly to the College circulars regarding fees, leave, and progress reports and complying with instructions regarding extra attention to student's studies during vacations.
- (ii) Refraining from asking for leave of absence for the ward to attend wedding and other social or religious functions.
- (iii) Not visiting the wards except on the days mentioned in Hostel Admissions and Rules 22.
- (iv) Not sending eatables to the ward.
- (v) Meeting the School authorities when specifically requested to come to the Academy.
- (vi) Equipping the ward correctly with all his/her clothing requirement and other necessary items, as prescribed by the School.
- (vii) Insisting that the ward rejoin at the time and on the date the term starts except in cases where wards are suffering from an infectious/contagious disease. In such cases the wards should be sent only after they are completely cured. But Academy must be informed and Medical Certificate sent, well in advance.
- (viii) Mentioning the Name, School Roll No, Class and the House of the students in all correspondence concerning the ward.
- (ix) Writing letters/telephone regularly to their child/ward.
- (x) Sending their suggestions from time to time for the improvements of the School.

