

## **CERTIFICATE OF UNDERTAKING**

1. The primary objective of the school and of the students is to continuously strive for 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 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 will 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 continue in the school 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 between 0530 to 2230 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 XII Std for any extracurricular activity except for a few CCA events, an occasional Guard of Honour and scheduled sports and Physical activities. 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 rest till 1530 hours 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, special classes/ tests 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) **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.

Signature of Parent/ Guardian

Signature of Cadet

- (d) **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 on every weekend. Frequency will be increased toward 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 as many cadets give that they are not prepared.
- (e) **Monday Assembly is not required.** Monday morning assemblies will help in building my communication skills, which in turns helps in gaining more confidence for attending SSB interviews. When I get to speak in front of the whole school, it gives me a motivation and is therefore a welcome challenge.
- (f) **CCA is not useful for UPSC.** CCA is an essential part of curriculum of any school and it helps in appearing for SSB. All CCA activities are aimed at holistic development of a cadet and I will put my all out efforts to give my best in all the CCA competitions.
- (g) **PT and Roll Calls are a waste of time.** PT is 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 or punished for misconduct. Roll calls are formal musters of the cadets in the school, and will only improve discipline among the cadets.
- (h) **Too many corrective drill/ PT.** Only if I commit mistakes, will I be awarded corrective drill/PT. It depends on the number of offences/ violations of orders by me. All the corrective routines are aimed at improving the overall discipline in the school.
- (j) **Teachers not serious with the classes.** I will not resort to attributing reasons for poor performance to masters. 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.
- (k) **Study leave for UPSC not given.** In class XII I will have to study for NDA/UPSC as well as CBSE Board Exams. School cannot give study holidays for UPSC exams since CBSE portions can't be neglected. Only X, XI and XII cadets are eligible for study leave commencing 10 days prior to the year-end exams only. However they shall observe regular prep in their study rooms (in games dress) and XII Std alone will be exempted the Games Roll Call only, as and when required or ordered by the school management.

(l) **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 show 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 XII Std cadets are also given the freedom to visit on non-Visitors' Day and help relieve their wards of the pressure of studies/ exams.

(m) **CBSE tests before UPSC Exam.** Studying for CBSE Tests help in the UPSC 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 November and begin revisions thereafter. Therefore I shall pay equal attention to both CBSE and UPSC portions in the syllabi.

(n) **Frequent power cuts.** Supply from the generator continues till the 'lights off' time. 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) etc 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 Amaravathinagar and I shall abide by them.

(a) **Homework.** Cadets will submit their homework/ records/ project work/ assignment/ in time. Academic excellence is of paramount importance in the school, and therefore, I shall finish all assigned home work in time and with full interest. 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.

(d) **Promotion & Scholarship Criteria.** The criteria for promotion and retention of scholarship are as follows:-

**Class VI to VIII**

<b>Term I</b>	<b>Weightage</b>	<b>Term II</b>	<b>Weightage</b>
Pre Mid Term Exam	5%	Post Mid Term Exam	5%
Subject Enrichment Activity	5%	Subject Enrichment Activity	5%
Portfolio	5%	Portfolio	5%
Multiple Assessment	5%	Multiple Assessment	5%
Mid Term Exam	80	Annual Examination	80
<b>Total</b>	<b>100</b>	<b>Total</b>	<b>100</b>
<b>Weightage</b>	<b>50%</b>	<b>Weightage</b>	<b>50%</b>

**Annual Exam Weightage = Term I + Term II. Pass mark in each subject is 33%.**

**Class IX & X**

<b>Exams</b>	<b>Weightage</b>
Pre Mid Term Exam, Mid Term and Post Mid Term - Out of the 3 exams, best 2 exams will be considered and converted to	5%
Subject Enrichment Activity	5%
Portfolio	5%
Multiple Assessment	5%
Annual Examination	80
<b>Total</b>	<b>100</b>

**Pass mark in each subject is 33%.**

**Class XI & XII**

<b>Subject</b>	<b>Practical</b>	<b>Theory</b>	<b>Total</b>	<b>Pass %</b>
English	20	80	100	Pass mark is 27/80
Maths	20	80	100	
Physics	30	70	100	Pass mark is 23/70
Chemistry	30	70	100	

Signature of Parent/ Guardian

Signature of Cadet

Biology/Computer Science	30	70	100	
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**Criteria for pass mark: Cadet should obtain 33% marks in theory, 33% in practical and 33% marks in aggregate in order to qualify in that subject.**

In addition, performing poorly in any test of Std XI and XII will be treated as 'Poor Academic Performance'. If I perform poor in academics and fall under the category of 'Poor Performer', I will be forced to not attend games and attend the extra classes plotted to improve my academic performance.

(e) **Criteria for representing School in outdoor competitions/ events and going on liberty.** Any cadet who wishes to take part in competitions outside including South Zone or Inter Zone Games/ Sahodaya Schools competitions (even if they are happening inside the school) 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 have passed the PT/ Swimming Tests.
- (v) Should obey all the instructions imparted from time to time by the class teachers, House Masters and Cadet Appointments.

(f) **Preparation for NDA.** Cadets will begin their preparation for NDA earnestly in terms of attending special UPSC classes, giving mock tests, maintain the NDA book in a proper manner and 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.

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

- (i) 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. All cadets are to compulsorily maintain class notes religiously, which will be used for preparation during the exams.
- (ii) Read the lesson before attending the class.

Signature of Parent/ Guardian

Signature of Cadet

- (iii) 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.
  - (iv) Form study groups with buddies in the hostel and quiz each other on the lessons covered. Regular assessment by own self and other members to improve the proficiency.
  - (v) Write down doubts/ queries and ask the teachers without fail
  - (vi) Ask teachers to conduct regular tests.
  - (vii) Never do any malpractice in exams.
  - (viii) Don't be impatient. Spend the full time in the exam hall pondering over the answers. Do not sleep during the examination time.
  - (ix) Write down the correct answers to the questions which you could not answer at least 10 times each.
  - (x) Make notes regularly point wise, as this aids in preparation of the exam and also helps to improve one's hand writing.
- (h) **Participation in Co Scholastic Areas.** Cadets will take part in CCA, 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 XII Std will exhibit exemplary conduct themselves and exercise proper control over their juniors including 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/ hostel Supdt/ House master. The junior cadets are not to be summoned to the Senior Hostels. Senior cadets are not to visit the Junior/ Feeder Hostels without obtaining permission of the House Master concerned. No cadet will visit any other hostel without the explicit permission of the House Master. Mentoring every junior is an extremely important and honourable task that is required to be undertaken every day.
- (k) **Misdemeanours.** *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, 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) **Cleanliness and Kit Layout.** Cadets will maintain proper kit layout in the dorms 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. No cadet is allowed to wear other cadet's dress at any time. This might lead to skin diseases in the long run.

(m) **Banned Items.** Cadets should not be in possession of electronic gadgets like mobile phone, i-pod, radio, camera, jewelry and also will not keep valuables or money worth more than Rs 200/- (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. If any cadet is caught with a mobile phone, it will be confiscated or broken and returned only when he/ she passes out after class XII. It is the responsibility of every cadet to conserve electricity at all times and at all locations.

(n) **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 toward 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 Hostel Superintendent/ House Master or the School Authorities) According to the Supreme Court of India, " Ragging is any 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 undisciplined 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 marks awarded in the paper and dismissal from school/  
appropriate discipline action initiated against the cadet.
- (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 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 / breaking of item and a fine of Rs 5000 (for mobile  
phone) and Rs 2000 (for other electronic/ electrical items)
- (v) Possession/ Use of alcoholic beverage or narcotic substance  
Expulsion from school
- (vi) Visiting 'Out of Bound' Area (including other Hostels, Residences  
of Staff, Local Market etc) without prior permission  
A fine of Rs 1000/-
- (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/ Registrar/ Headmaster/ Principal if a  
cadet is facing any problem like homesickness, teasing/  
manhandling by seniors/ peers, inability to cope with training etc.
- (viii) Cooking noodles or eating food bought from local shops etc in the  
hostel  
A fine of Rs 500/- (apart from the fine on the heating appliance)
- (xi) Rearing animals/ pets in their dorms or cabins  
A fine of Rs 500/- (apart from losing the pet)
- (xii) Trading or selling any item (Gifting items is legitimate).

A fine of Rs 500/- on both Seller and Buyer (and confiscation of the item)

(xiii) Other minor demeanours 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 (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).

(o) **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, making them slaves who are bound to do as they are bid, 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 Tuck Shop, 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 a tough act to follow.

(p) **Visitor's Card**. Cadets will entertain only authorized visitors with Visitor's Card (ie parents and guardian) only on specified days (as mentioned by school). However their presence in the school should not hamper any assembly/ activity the cadet is required to attend.

(q) **Vacation**. Cadets are allowed to go on vacation after lunch on specified days (after cleaning and organising their dorms/ cupboards and after 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 IX Std and above are permitted to travel by themselves. Similarly the cadets are required to report back from vacation on a Sunday (to be specified) before 1600 hours (if they are late they will be suspended for a period of one week) and book in at the Front Gate only. 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 will be charged a fine of Rs 2500/-. 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 1715 hrs after arrival will be 'Prep Dress'.

(r) **Vacation Classes**. During vacation, it is mandatory for cadets, especially of XI and XII, to attend any class or workshop or tour 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 toward food and electricity during vacation.

(s) **Fee for Workshop/ Extra Coaching**. Cadets will jointly bear the charges to be paid to resource persons during any workshop (Math, Drama, Handwriting, Yoga, Music etc) or extra coaching (vacation classes) organised at the school.

(t) **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. For all other events permission is given only on the following conditions:-

(i) It should be an important event (since the school authorities won't be in a position to judge its importance, a minimum 10 days leave will be granted. If that event is worth losing 10 days of classes, then there is no objection in sending the boy on leave.

(ii) The cadet should have obtained 50 % marks in all the subjects in the last test/ exam.

5. I understand that there are rules and regulations which are to be followed by the parents/ guardians also. The following are some important ones 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 wards in the School only on Visitor's

Signature of Parent/ Guardian

Signature of Cadet

Day (0900 hrs to 1700 hrs) (as promulgated by the School) and Birthdays (1530 hrs to 1630 hrs) **(request letter is to be mailed in advance). Normally they are not permitted to take their wards out of the campus.**

(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 (mentioned by school).

(c) **Visitor's Card.** Parents/ Guardians are to be in possession of the Visitor's Card when they visit the school and should produce the same at the front gate. If there are other visitors, they should be accompanied by anyone mentioned/ whose picture is affixed in the Visitor's Card. **Please get a new card made if the old one is misplaced or lost.**

(d) **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 Sri SPK Public Senior Secondary School - Sainik Division, Kadachanallur, Namakkal District, Tamil Nadu.

(e) **Out of Bound.** Residences of Staff, Hostels and MI Room are strictly 'out of bound' for parents/ guardians. They are also not to take their wards to the local market, dam or any spot outside the school limits.

(f) **Littering.** Parents/ guardians/ guests are not to litter the campus with plastic, paper and other trash.

(g) **Telephone Calls.** Parents/ guardians are not allowed to make direct phone calls to their wards or even through the members of the staff. All cadets will use the facility arranged by school to call their parents.

(k) **Performance Counselling.** Parents/ guardian are to meet the Class Teacher, see the answer sheets of their wards and sign the report card and Counselling Register during their visit. 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.

(l) **Knowing Results.** It is the responsibility of the parents/ guardian to keep themselves abreast of the results and the performance of their ward. After each Test, the results will be posted on the website.

(m) **Poor performance in academics/ discipline and counselling 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 nonpayment of fee reasons). Parents/ guardian are fully involved and responsible for their ward's growth. They will not take cover under the excuse that they had handed over their ward to the school and therefore they have no more role to play. The parents/ guardian will continue to be responsible for the actions/ misdemeanours of the ward and should actively participate in every opportunity of counselling that is given to them. 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 rule 3.30, 3.34 and 3.37. All schools call parents/ guardian to brief them on the poor academic performance or indiscipline of wards. The School works for the academic excellence of your 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 your 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 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 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. All parents who are from out-of -TN State must attend these PTMs to completely understand the progress of the cadet and not doing so is an indication irresponsible parenting.

(n) **Counselling Wards on Ragging.** Parents/ guardian are expected to counsel their wards on better academic performance and the evils of ragging and their dire consequences. They should ask their wards not to hide any instance of ill treatment by senior cadets. Parents/ guardian of senior cadets (ie IX and above) must warn their wards not to indulge in ragging.

Signature of Parent/ Guardian

Signature of Cadet

(o) **Counselling 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 marks in that paper. Cadets will also face expulsion from the school. So it is better to get fail marks than to cheat and get dismissed from the school. Parents/ guardian will have to impress this on their ward.

(p) **Withdrawal of Ward.** The parent/ guardian should ideally take an early decision about withdrawing his/ her ward from the school after monitoring his 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 not be overcome by the emotions of the ward who will be keen on continuing in the school due to his 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 ward an opportunity to appear in the requisite exams before admitting him into other professional colleges. Neither the parents/ guardian nor the ward should not have a reason to regret at a later stage.

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

(r) **Sending Items by Courier.** Parents/ guardians/ friends/ acquaintances are advised **not** to send items by courier, 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 MI Room. 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 wards. If the cadets are found to be in possession of these, the items will be confiscated (never to be returned) and a fine will be imposed to the tune of Rs 2500/- for mobile phones and Rs 2000/- for other items like camera, i-pod, pen drive etc.)

(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.

(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, quiz and current affairs etc.

(s) **Payment of Fee.** Parents/ guardians will remit fee and dues within the stipulated time and in advance. Term I fee is to be paid in full on the day the school reopens/ cadet reports back from vacation. The second term fee is to be paid in full as informed by school. If not, the cadet’s name will be struck off the rolls of the school/ will be sent back home in accordance with Rule 3.34 of SSS Rules & Regulations. **Moreover, the school will not be in a position to issue Tuition Fee Certificate for Income Tax exemption to the fee defaulters.**

(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/ SMS sent by the school. Similarly any application or request for name change etc should be accompanied by proper document (gazette notification, court order etc).

6. If I break any of the aforementioned rules, I am prepared to accept any action the school administration deems fit to take against me including suspension and dismissal from the school.

Signature of Parent/ Guardian  
Name: \_\_\_\_\_

Signature of Cadet  
Roll No. \_\_\_\_\_  
Name \_\_\_\_\_

Place: \_\_\_\_\_

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Parent/ Guardian

Signature of Cadet