



# INTERNATIONAL BUSINESS COLLEGE, PATNA

(An Affiliated Unit of Magadh University, Bodh-Gaya)

## Admission Form

Photograph  
black & white

Form No.....

### BCA / BBM

To,  
**The Director/Co- Ordinator,  
International Business College,  
Patna.**

Signature of Candidate

Sir,

I want to take admission in BCA  BBM  Hons. Course. I have read the terms & conditions of the college and agree to abide by the same. My particulars are given below.

1. Name of the Applicant ( in CAPITAL LETTERS).....

2. Date of Birth(dd/mm/yy)..... Religion.....

3. Name & Occupation of Parents/Guardian

Mother's Name..... Occupation.....

Father's Name..... Occupation.....

Guardian's Name..... Occupation.....

(If parents not alive)

Annual Income of Parent Rs..... in word(.....)

4. Nationality..... 5. Sex Male  Female

6.Caste (Put √ mark ) 

SC		ST		BCI		BCII		GENERAL	
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7.Postal Address:

a) Permanent .....

..... PIN 

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Telephone/ Mobile No. 

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b) Present .....

..... PIN 

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Telephone/ Mobile No. 

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8. Educational Qualification.

Exam Passed	University /Board	Year	% marks	Class/ Div.
Matriculation				
+2/Intermediate				
Extra				

9. List of Enclosures (Please Tick)

- (i) Marksheet(Matric/+2/ Intermediate)
- (ii) Date of Birth Certificate
- (iii) Caste Certificate ( If applicable)
- (iv) CLC/TC
- (v) Migration Certificate (If applicable)

NOTE :- Incomplete application form will not be considered. Any incorrect information given by the candidate will automatically lead to rejection of application form.

**DECLARATION**

I hereby undertake to abide by the rules and regulation as laid down by the Institution and further modification there of. If I am admitted to this course , I am aware that I have to pay the fees as fixed by the Institution and abide by the revisions therein. After admission to the courses I will not leave the course midway. And in case I discontinue , I shall not be entitled for any refund. The informations furnished are true to my knowledge and belief.

Date:.....

Place:.....

.....  
Signature of Applicant

**UNDERTAKING**

I declare that my ward / son /daughter will abide by the rules and regulations of the college. In case of any irregularity / indiscipline the Principal / Co-ordinator may take appropriate disciplinary action . I also under take to pay the fees and other charges of the course in time.

.....  
Signature of the Parent / Guardian

**OFFICE USE ONLY**

Total Fees

a) First Year

b) SecondYear

c) Third Year

**Course Co-ordinator**

**Receiving Incharge**

**To**

**The Director,  
International Business College,  
Patna.**

I \_\_\_\_\_ have read the rules and regulation for my Admission to \_\_\_\_\_ Courses.

1. I do here by declare that I will not
  - a. Cause any damage to any properties of the college such as furniture, switch, lab equipment, library items such as books, magazine, newspaper etc. and any property in the vicinity of the college else where
  - b. Deface the desk, chairs wall of the college, class room, black board, toilets, etc with any writing what so ever. This also include all properties of college not mentioned here.
2. I will be regular to all my classes throughout the year and will maintain minimum 80% attendance as per the rule of university. If for any unforeseen reason I am forced to be absent from the class for long time without prior information to the Principal, I shall submit a valid explanation at the earliest. I am aware that if 80% attendance is not maintained in each subject, I will not allow appearing in annual examination.
3. I shall attend all the test & examination conducted by the college without fail. I shall attend the preparatory examination as and when conduct by the college.
4. I shall complete all assignment, record books, and home assignment in the entire subject throughout the year. I promise to stay back in the college to complete the assigned work, if I am unable to submit the same within the stipulated period.
5. I shall keep up the good name of the college in all my thoughts, behavior and action in the class room as well as in the campus.
6. I shall commit myself to be disciplined and devote to the chosen course of study.
7. I shall not indulge in ragging or in any kind of misbehavior.
8. I will not use any obscene or unparliamentarily language anywhere, especially with the staff of the college.

I will submit the certificates due within 30 days of admission.

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

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

Signature of the candidate

