

Enrolment for Correspondence Course for GRE® Test _____



HO: 95-B, 2nd Floor, Siddamsetty Complex, Park Lane, Secunderabad - 500 003. Tel: **40088300 / 400**

1. Name (Capital letters) :

2. Father's Name :

3. Parents' Occupation :

	Name of the Organisation	Designation
Father		
Mother		

Please submit 3 stamp size photographs. Write your name behind the photograph.

4. Address for sending material (Capital letters)

5. Permanent Address

6. Res. Telephone No :

7. Mobile No :

8. e-mail in capital letters:

9. Date of Birth :

D	D	M	M	Y	Y
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

10. Sex: M F

11. Educational Background :

	10 th Std.	Plus Two	Degree	Others
Education	State Board/ICSE/ CBSE	State Board/CBSE/ISC		
School/College				
City/Town				
Month/Year of Completion				
Main Subjects				
Overall Marks (%)				

12. Total Work Experience : _____ Yrs. _____ months
 Currently working as : _____ Company : _____

13. How did you come to know of T.I.M.E.'s Correspondence course?
 Newspaper Advt Posters Pamphlet T.I.M.E. office T.I.M.E. Website Others (.....)

Date :

Signature of Student

Received the lot of study materials Not received study materials

Signature of

RULES AND REGULATIONS

ALL STUDENTS OF THE INSTITUTE MUST FOLLOW THE FOLLOWING RULES AND REGULATIONS

RECEIPT FOR YOUR PAYMENT

Please demand a receipt for all payments made. **T.I.M.E.** is not responsible if any payment is made without a proper receipt issued by the office.

IDENTITY CARD

The card will serve the purpose of identity for the Mock Tests during the course. The student will have to carry the card with him/her to the test without which he/she will not be allowed to attend the tests. It is to be produced on demand by the faculty member or any of our representatives failing which the student will be asked to leave the hall.

CARD LOST

If this card is lost, the student will have to pay a fine of **Rs.100/-** for issuance of a duplicate card.

DISCIPLINE

Students should be in their seats by the time specified for the test. The faculty member may not allow students coming late. Any student indulging in any form of indiscipline or obstructing the progress of the test will be asked to leave the classroom/premises. If any student indulges in activities that are against the interests of the other students or hampers smooth running of the tests, the student's enrolment will be terminated and no fees will be refunded. The decision of the course director is final in all such cases.

Severe action will be taken against students found causing damage to furniture, fittings etc. in the premises where classes are conducted.

FEE REFUND

Fees once paid will not be refunded under any circumstances.

LIBRARY TIMINGS

Students can use the library at any of our offices for REFERENCE purposes from 10:00 am to 5:00 pm on any working day.

To

The Director,
T.I.M.E. Secunderabad

I have read the above rules and regulations. I thank you for enrolling me as a student for the GRE® Test training. I will abide by the rules and regulations of the institute. I understand that in all the issues pertaining to the course, the decision of the director is final.

I will be providing **T.I.M.E.** with details of my GRE® Test date and the Official Score card. Since I am a bonafide student of **T.I.M.E.**, **T.I.M.E.** will be entitled to take credit for my success in the GRE® Test. I have no objection in **T.I.M.E.** publishing my photographs in newspapers and other promotional materials while claiming the results / scores.

STUDENTS NAME :
(IN FULL)

Signature :

Receipt No.:

Date:

Amount :

Name:

Signature