

RULES AND REGULATIONS

1. Fees once paid will not be refunded under any circumstances. Also it will not be adjusted towards any other student or towards any subsequent year.
2. Attendance in all the tests and lectures is absolutely compulsory. Be present 10 minutes prior for test and lecture.
3. A particular batch will be allotted to every student at the beginning of the academic year. Students should make it a point to attend only the batch which has been allotted to them. Change in batch will not be entertained and students will not be allowed to attend any other batch than the one already fixed.
4. It is obligatory on the students to complete in time, on a regular basis, the home work allotted by the Classes from time to time.
5. **In case of illness of a student, only students' parents / guardian should contact or get in touch with Prof. S.S. Vengsarkar between 10.00 - 11.00 p.m. at his residence.** A student's telephone / approach will not be taken as authentic in this matter and students will not be entertained for this purpose.
6. Mobile phones / Cell phones should be kept in silent or off mode.
7. Students not abiding by the rules of the Classes or not observing discipline at the Classes will be expelled from the Classes forthwith.
8. No fees will be refunded if a student is expelled for any reason whatsoever.

UNDERTAKING BY THE STUDENT AND PARENT / GUARDIAN

I have carefully read the above rules and regulations of the Classes and hereby give an undertaking that I will abide by the rules and regulations and will not create any dispute in any respect - either financial or administrative. I also totally agree that the decision of the Class Management will be final in this respect.

Student's Signature

My ward will abide by the rules and regulations and I shall stand surety for him / her.

Parent's / Guardian's Signature

Date : _____