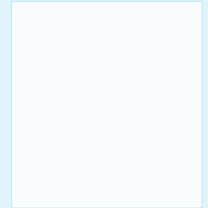




# Application Form

College Registration No.  (for office use only)



Please fill in this application completely and honestly as this will help speed up your application. Any falsified information will result in your application being rejected automatically.

## 1. PERSONAL DETAILS

Family Name  First Name

Date of Birth (A.D.)  Gender (M/F)  Age  Nationality   
DD / MM / YYYY

Residential Address

Permanent Address

Home Phone

Student's Mobile No.  E-mail

Father Name  Occupation

Contact  E-mail

Mother Name  Occupation

Contact  E-mail

Guardian Name  Occupation

Contact  E-mail

Relation to Student

## 2. ACADEMIC QUALIFICATIONS

Grade	Name of Previous School	Exam Board	Period Attended (From-To)	Grade Received
Grade 10				
Grade 09				
Grade 08				

## 3. EXTRA ACTIVITIES

Extra-curricular Activities	Leadership Role	Awards & Recognition

#### 4. FINANCIAL SUPPORT

Please indicate your source of financial support:

- I am supported by my family .....
- I am fully sponsored by .....(Please attach written confirmation from your sponser)

Name of person or organisation

Fee (for invoice purposes)

Address of person or organisation

Telephone  Fax

Office Email

Signature of the Sponsor

#### 5. SELECT THE SUBJECTS AND GROUP

(If you would like to know about course details, please log on to [www.cie.org.uk](http://www.cie.org.uk))

SCIENCE		NON SCIENCE (MANAGEMENT/HUMANITIES)	
<input type="checkbox"/> Group S1	<input type="checkbox"/> Group S2	<input type="checkbox"/> Group NS1	<input type="checkbox"/> Group NS2
<input type="checkbox"/> General Paper	<input type="checkbox"/> General Paper	<input type="checkbox"/> General Paper	<input type="checkbox"/> General Paper
<input type="checkbox"/> Physics	<input type="checkbox"/> Physics	<input type="checkbox"/> Accounting	<input type="checkbox"/> Economics
<input type="checkbox"/> Chemistry	<input type="checkbox"/> Chemistry	<input type="checkbox"/> Economics	<input type="checkbox"/> Sociology
<input type="checkbox"/> Biology	<input type="checkbox"/> Mathematics	<input type="checkbox"/> Business	<input type="checkbox"/> Psychology
<input type="checkbox"/> Additional	<input type="checkbox"/> Additional	<input type="checkbox"/> Additional	<input type="checkbox"/> Additional
<input type="checkbox"/> Computer Science	<input type="checkbox"/> Art and Design	<input type="checkbox"/> Computer Science	<input type="checkbox"/> Art and Design
<input type="checkbox"/> Mathematics	<input type="checkbox"/> Computer Science	<input type="checkbox"/> Mathematics	<input type="checkbox"/> Business

#### 6. SUPPORTING DOCUMENTS

Please submit the following documents along with this Application Form:

1. Photocopy of the class 10 final exam result/Equivalent (Sent-up result)
2. Document from school (Transfer/character Certificate)
3. 4 PP Size Photos
4. Citizenship copy (if the student doesn't have this then guardian's citizenship copy)
5. Photocopies of the documents related to any rewards, certificates, and special contributions.



# Refund Policy

1. After the successful completion of the admission procedure the student needs to pay Admission charges according to their subject. After Admission charges are paid, the student will be registered for the A Level programme.
2. Admission fees and security deposit will be charged only in first year. The tuition fee will be charged for a period of twelve months per year.
3. If any students require the college transportation, the fee for a year must be deposited after receiving a transportation bill. Transportation fee will be charged for 10 months per year.
4. Monthly fees will be collected in four installments; each installment comprises 3 months' tuition fees. The first Installment bill also includes yearly Lab charges for Science students and yearly transportation charges.
5. The Admission charge include Rs.15000/ Security Deposit; which is refundable only after the successful completion of the 2 year A Level course at BMC.
6. The fee structure does not include the CIE exam registration cost.
7. 1% education service tax on Admission fees, Annual fees and Monthly fees will be charged under Income Tax Act of Nepal.
8. Fees are non-refundable if, after the commencement of the course, the student stops attending or leaves the course before its completion or is suspended by the College due to non-attendance, misconduct etc.
9. Nepalese students may claim a refund of the admission fee paid (NPR 20,000.00 will be deducted) provided a written notice of cancellation is received by the college at least one month before the commencement date of the course. If the notice is not received in time, the yearly fee will be deducted before a refund is made.
10. If any student becomes ill and needs to withdraw from the course permanently due to the illness, medical certificates and a certified letter from a licensed doctor must to be submitted to the College. With verification from Account Dept. that there are no due payments the student has returned College ID and other BMC property, then the student can apply for a security deposit refund. If the same student wants to continue the A Level programme in the next session, he/ she has to go through the whole process from the beginning.
11. A minimum of 4 weeks is needed for the processing of refunds.
12. No interest is paid on any refund payments.
13. For international students, if the visa authorities are supplied with fake papers, documents, and subsequently the visa is refused, no refund will be granted.
14. All refunds are made subject to the prior approval of the CEO.
15. The College reserves the right to withdraw an advertised course for which insufficient numbers of students enroll and to close any class if low numbers make it no longer viable.

# Parental Consent Form

Full Name of Student

I the father/mother/guardian of the above student, authorise BMC to make any inquiries they deem appropriate, to any person, institution, college, or the like to verify his/her previous qualifications.

Parent/Guardian Name

Signature

(Father/Mother/Guardian)

Date

Signature

Witness

Full Name