

We fully understand and accept the discussed terms and conditions and agree to abide by the same and our son/daughter/ward will strictly observe the code of conduct HiAST.



Father's Name:	Mother's Name:
Occupation:	Occupation:
Employer:	Employer:
Office Address:	Office Address:
Tel No:	Tel No:
Mobile No:	Mobile No:
Email:	Email:



## Admission Form

Name and Signature  
of the applicant

Name and Signature  
of the Parents/Guardian

### FOR USE BY ADMISSION COMMITTEE

Fee Structure: \_\_\_\_\_

Remarks (if any): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Seat No: _____
Entry Test Result: _____
Interview Result: _____
Remarks: _____
_____

Recommended / Not Recommended for admission

Member 1

Member 2

Registrar

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

Name: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Surname/Family Name: \_\_\_\_\_

Program: \_\_\_\_\_

Registration No: \_\_\_\_\_

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

## ACADEMIC CREDENTIAL

Last Institute Attended	Certificate/ Degree Year	Result Obtained		Board/ University
		Division/Class / Grade/CGPA	Percentage	
School: _____ _____				
College: _____ _____				
University _____ _____				

▶ Is there anything else you would like to share about yourself with the Admission Committee?  
(Interest, talents or impediments)

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▶ What community services have you been a part of? Give details.

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▶ Why have you applied in HiAST? What are your expectations from HiAST?

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▶ Which other institutes are you applying, mention in order of priority?

1. .... 2. ....

3. .... 4. ....

• How did you learn about HiAST? (Tick the relevant box):

- a. Newspaper
- b. Social Media
- c. FM Radio
- d. Banner
- e. Family / Friend
- f. Hand Bills
- g. Hoarding

\_\_\_\_\_  
Signature of Applicant

### FOLLOWING DOCUMENTS TO BE SUBMITTED

Please tick (✓) the relevant box

- Five recent colored passport size photographs. (Write name on reverse)
- Attested Copies of Pass Certificate and Marks sheets
- (SSC, HSC, Bachelor, which ever is applicable)
- Leaving Certificate for admission
- Migration Certificate (if applicable)

### FOR OFFICE USE

- Complete
- Incomplete

**PART – 1**  
**APPLICATION FORM**

This form must be filled in student's own hand.



FALL/SPRING SESSION: 20 \_\_\_\_\_ Program Applied for: BS(CS)

Admission Form No. \_\_\_\_\_

Student's name as it appears on the Secondary School Certificate:

<b>FIRST NAME</b>	<b>MIDDLE NAME</b>	<b>LAST NAME</b>

Student's Date of Birth: \_\_\_\_\_ Nationality: \_\_\_\_\_ Blood Group: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Mobile No: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Present Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_

If employed, state designation: \_\_\_\_\_ Employer: \_\_\_\_\_ Tel: \_\_\_\_\_

Office Address: \_\_\_\_\_

EMERGENCY CONTACT: Name \_\_\_\_\_

Tel No \_\_\_\_\_ Mobile No. \_\_\_\_\_ Relationship with Applicant \_\_\_\_\_

**PART – II**  
**TO BE COMPLETED BY THE PARENTS/GUARDIANS**  
**(This information will remain confidential)**

Name of Parent / Guardian \_\_\_\_\_ In the interest of student, it is imperative that parents are honest when completing this form. We need to have complete information in order to help and guide your child better specially regarding health issues.

1. Detailed information of children:

	Name	Age	School, College, Current Institution, Attending / Others

2. Name and year child/children who has/have studied / are studying at HiAST.

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3. Which parent has parenting responsibility? Both  Mother  Father

Details if any:

.....

4. Is there any history of mental emotional stress in the applicant's life? If so, does it affect his/her life at present?

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5. Detailed information on your child's medical condition and health problems: if any, please list names of medicines regularly taken and if he/she is allergic to any medicine. Please specify and provide us with permission, name and dosage medication used in times of emergency.

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6. Has the applicant ever experienced problems with learning? If so has there been a formal diagnosis? Please share your concerns and diagnosis if any.

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7. What special qualities would you like to share with us about your child?

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# STANDARD TERMS AND CONDITIONS

FALL/SPRING SESSION: 20\_\_\_\_\_

Staple the remaining 4 Photos in a small clear Plastic pack here.

## I UNDERSTAND ACCEPT THE FOLLOWING:

1. That all fees, admission and tuition, are not refundable
2. That HiAST reserves the right to withdraw a student from the institution at any time, for specified reasons. HiAST is duty bound to inform other institutions to which the student applies, about the conduct of the student at HiAST including any misdemeanours, suspension or expulsion.
3. There will be an annual increase of 5% in tuition fee. I agree to pay all fee as revised by HiAST and payable on the date of payment.
4. That I have read the student's code of conduct and accept all the conditions required to be eligible to appear in semester examination.
  - a) If a student's attendance falls short of 75% then he/she will not be allowed to appear in semester examination.
  - b) A student may be asked to leave the institute on major breach of conduct or disciplinary ground.
  - c) I accept all the decisions of HiAST in the matter of admission and pursuit of education in HiAST and will not question the same on any forum except within the institute's administrative set up.
5. That if any incorrect information has been given in this form, the admission offer will be withdrawn.
6. That these standard terms and conditions may be revised by HiAST from time to time, as the circumstances require.
7. I understand that HiAST is not responsible for the conduct of my child/ward outside its premises or at events not organized by the institute.
8. I allow HiAST to take my child/ward to a hospital for immediate first aid in any emergency.

## Special Notes For Parents/students:

1. We do not address, the clarification, academic progress etc on phone.
2. Parents may see Registrar/Director Academics/Controller of Examinations on prior appointment only.
3. Do not call the institute to speak your son/daughter on phone. Emergency message will however, be attended at the Information Office.
4. We only entertain student's parents/guardian. Other relation will not be attended too.
5. The students are not allowed to leave the campus before the classes are over.
6. There is no concept of leave HiAST. Attendance less than 75% may lead to cancellation of Admission/disqualification to appear in examination.
7. Use of mobile phone inside the building is not allowed.
8. HiAST will not be responsible for the loss of student's personal things including mobile nor will it initiate any inquiry in this regard.
9. **Eating GUTKA, PAN, SUPARI or SMOKING etc will lead to cancellation of admission.**