

**INSTRUCTIONS FOR FILLING ONLINE APPLICATION FORM FOR ADMISSION IN
2017-18**

1. **Filling of online application form : 17 Oct 2016 to 18 Nov 2016.**
2. Last Date for receipt of completed application form to the office of Sainik School Satara is **30 Nov 2016 up to 1700 hrs. The LATE application forms will not be accepted and no correspondence in this matter will be entertained.** A copy of school prospectus is available in PDF format on the school website (www.sainiksatara.org).
3. The details of fees are as under: -
 - (a) **For General / Defence / VJ / NT / SBC / OBC category, fees is Rs. 450/-**
 - (b) **For SC (Scheduled Caste) and ST (Scheduled Tribe) category, fees is Rs. 300/-**

PAYMENT WILL BE ACCEPTED THROUGH DEMAND DRAFT ONLY.

Please attach the demand draft of prescribed amount of any Nationalised Bank drawn in favour of **“THE PRINCIPAL, SAINIK SCHOOL, SATARA”** payable at **SATARA ONLY** alongwith completed application form. The wrong demand draft will not be accepted and candidate’s candidature will be rejected and in this case no any request / correspondence will be entertained at any stage.
4. **Please attach self addressed and postal stamped (Rs. 40/-) cloth bound / plastic coated envelope of size 10 inch x 12 inch for dispatch of sample question paper (Please write your full address with correct PIN code on the envelope).**
5. Candidates belonging other than Maharashtra State will be treated as **GENERAL CATEGORY** candidates.
6. (a) It is mandatory to submit two certified true copies of caste certificate of scheduled caste / scheduled tribe candidate. Caste certificate of Father / Mother / Guardian will not be considered in any case. Please note that candidates of **VJ/NT/OBC/SBC** categories will be treated as **GENERAL CATEGORY CANDIDATES.**

(b) If SC/ST candidate is unable to produce caste certificate alongwith admission form, he can apply as GENERAL CATEGORY and in this case he has to pay Rs. 450/-. **The difference amount will not be refunded as well as his category will not be changed from GENERAL TO SC / ST even if he submits his caste certificate at later stage.**
7. If candidate wishes to apply through **DEFENCE CATEGORY** (Army, Navy, Air Force) he has to attach:-
 - (a) Certified true copy of discharge certificate for retired Defence personnel.
 - (b) Serving certificate for Serving Defence personnel alongwith copy of part II order mentioning date of birth of candidate.
8. **Bulk application forms (more than 01) through any school / coaching academy / Person will not be accepted and all such bulk forms will be rejected and total amount received through all such demand drafts will be forfeited.**
9. **Duly filled in and signed Application Form through fax or email will not be accepted.**
10. **The examination hall tickets will be sent to parents by post and candidate will not be permitted to appear for entrance examination without hall ticket hence please write your full correspondence address with correct PIN code on the envelopes mentioned at para No. 14 (iv).**
11. Boys who will qualify in the written examination will be called for medical test and interview according to their merit. The exact date will be intimated later on.
12. Total income from all sources given by the parents is subject to verification by the Government.

13. Application form is of 04 pages. Candidate's information page is fifth page. Please use A4 size paper for printing. Print all pages (page 1 to 5) on separate pages.

14. **Checklist of enclosures [Please give due attention to para 14 (i) to para 14 (x)]**

(i) Application form on **A4 SIZE PAPER**

(ii) Self addressed envelope mentioned in para 4 above.

(iii) Demand Draft of prescribed amount **(Please ensure that DD was neatly printed, signed by Bank Officer, amounting to applicable amount and payable at SATARA).**

(iv) Two self addressed and postal stamped (Rs. 5/-) envelopes of size 9" x 4" size (please write your correct address on the envelopes as these self addressed envelopes will be used for dispatch of Examination Hall Ticket and dispatch of Medical & Interview letter)

(v) Two latest photographs (size 3.5 cms x 4.5 cms) of candidate (write name of candidate on reverse side of photograph) **Please keep both the photographs in any one envelope mentioned at paragraph 14 (iv).**

(vi) Caste certificate (two copies) in respect of SC / ST candidates as mentioned in para 6 (a).

(vii) Certificate mentioned in para 7 (a) or 7 (b) as applicable for Defence Category candidates.

(viii) Duly filled Candidate's Information Form.

(ix) If father of candidate is not alive, attach his death certificate. If Mother is not alive, attach her death certificate.

(x) If Father or Mother of candidate is separated, please attach Legal documents / Court Orders alongwith application form. If you don't have Legal documents / Court Orders, submit an affidavit on hundred rupees stamp paper, stating that you will submit such documents at the time of admission of your son.

15. **Paste the candidate's photograph on first page and it is necessary to attest it by signature of Headmaster and school's stamp where candidate is presently studying. The certificate printed on third page should be certified by the signature of Headmaster with school's stamp where candidate is presently studying.**

16. **Please read your son's application form thoroughly and confirm that it was completed as per instructions before final submission to office of Sainik School Satara.**

17. The overage / underage application forms will be rejected. No correspondence in this regard will be entertained and no amount will be refunded.

18. Candidate's candidature will be rejected if (a) incomplete application form is received. (b) you fail to produce applicable enclosures mentioned at para 14 (i) to 14 (x).

19. Please note your application number for future reference which is printed on the top of first page.

20. **Address of School** : The Principal, Sainik School Satara, Sadar Bazar, Satara, Pin – 415 001, Maharashtra.

I have read the above mentioned instructions carefully.

Signature of the Father, if father is not alive Mother,

If both the parents are not alive then only Guardian.

Date (तारीख) : _____

वडीलांची सही, वडील हयात नसल्यास आईची, आईवडील हयात नसतील तर पालकांची सही