

R. No.



Form No.

ENGLISH LANGUAGE TEACHING INSTITUTE OF SYMBIOSIS (ELTIS)

Plot No.419, Model Colony, Gokhale Cross Road, Next to Atur Centre, Pune-16.

ADMISSION FORM 2018

Application by the Student

Course Date : From _____ to _____

Course Name : _____

Course Timings : _____ To _____ / _____ Weekend Batch

PERSONAL DETAILS

1. Name : _____
(In Capital Letters) (First Name) (Father's/ Husband's Name) (Surname)

2. Address : _____

3. Phone : _____ Mobile: _____ 4. Gender : M / F _____

5. E-mail ID : _____ 6. Date of Birth : _____

7. Academic Qualification: _____

8. Name of College / Office: _____

9. Designation / Profession: _____

10. How did you come to know about ELTIS courses? : Word of mouth / through friends / relatives /
Online / ELTIS website / newspaper (tick the correct answer)

If through a newspaper, which one? _____

- Fees paid by me Online / Card / in cash Rs. _____

Name of the student : _____

Name of the counsellor : _____

Course Prescribed : _____

Signature of counsellor : _____

Counselling Date : _____

I am aware of the following rules and I promise to abide by them:

1. Fees are non – refundable.
2. Transfers to any other course or any other timings later on, may not be entertained.
3. The award of certificate will be subject to:-
 - a) Minimum 85% attendance. Coming late by more than 10 minutes will be considered as absence.
 - b) Satisfactory performance in all tests and assignments.
4. Students may avail the library facility from 9.00 am to 8.00 pm. Books can be issued for home-reading if the student takes library membership.
5. Students should strictly switch their mobile phones off or put them on silent mode during the classes. The use of mobiles during class hours or in the Library will attract punishment.
6. All Symbiosis Campuses are "Non-Smoking Zones". Any offender will be fined Rs. 500/.
7. Parking is regulated centrally from the head office of Symbiosis Society for all campuses. Students are requested to obtain a pass from the parking attendant for the duration of the course, at a nominal cost.
8. Violation of the rules or impolite / rude behaviour with staff members will result in cancellation of admission.
9. In all matters of disagreement, the decision of the Director will be final.

I also acknowledge that any other rules & terms of discipline as in force at ELTIS from time to time will be binding on me.

Date: _____

Signature of student: _____

Receiver's Signature _____

SCHEDULE OF SPEAKFAST COURSES

(June 2018 to November 2018)

Batch	Dates	No. of hrs/day	Days
Regular	Wed. June 20, 2018 to Thu. Aug.16, 2018	1.5 hrs/day	Monday to Friday
Weekend	Sat. July 21, 2018 to Sat. Oct. 6, 2018	3 hrs/day	Saturday & Sunday
Regular	Wed. July 25, 2018 to Fri. Sept. 21, 2018	1.5 hrs/day	Monday to Friday
Regular	Wed. Aug. 29, 2018 to Fri. Oct. 26, 2018	1.5 hrs/day	Monday to Friday
Regular	Wed. Sept. 26, 2018 to Thu. Nov. 29, 2018	1.5 hrs/day	Monday to Friday
Weekend	Sat. Oct. 20, 2018 to Sun. Dec. 23, 2018	3 hrs/day	Saturday & Sunday
Regular	Wed. Nov.21, 2018 to Fri. Jan.18, 2019	1.5 hrs/day	Monday to Friday

Batch timings:

1.	Regular: 1.5 hrs/day	8 am to 9.30 am / 9.30 am to 11 am 4 pm to 5.30 pm / 5.30 pm to 7 pm / 7 pm to 8.30 pm
2.	Weekend: 3 hrs/day	Sat: 3.45 pm to 7.00 pm and Sun: 9.30 am to 12.45 pm