

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 2017-18

Application by the Student

Course Date : From \_\_\_\_\_ to \_\_\_\_\_

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

Course Timings : \_\_\_\_\_ To \_\_\_\_\_ /Regular/Weekend-Batch/Rapid/Other Courses  
( ✓ your choice )

### 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 the student 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**  
(April 2017 to December 2017)

Batch	Dates	No. of hrs/day	Days
Regular	Wed. May 31, 2017 to Wed. July 26, 2017	1.5 hrs/day	Monday to Friday
Weekend	Sat. June 10, 2017 to Sun. Aug. 13, 2017	3 hrs/day	Saturday & Sunday
Regular	Wed. June 14, 2017 to Thu. Aug. 10, 2017	1.5 hrs/day	Monday to Friday
Regular	Fri. July 28, 2017 to Wed. Sept. 27, 2017	1.5 hrs/day	Monday to Friday
Weekend	Sat. Aug. 19, 2017 to Sun. Oct. 29, 2017	3 hrs/day	Saturday & Sunday
Regular	Wed. Aug. 23, 2017 to Fri. Oct. 27, 2017	1.5 hrs/day	Monday to Friday
Regular	Fri. Sept. 29, 2017 to Fri. Dec. 01, 2017	1.5 hrs/day	Monday to Friday
Regular	Wed. Nov. 01, 2017 to Tue. Dec. 26, 2017	1.5 hrs/day	Monday to Friday
Regular	Wed. Dec. 06, 2017 to Tue. Feb. 06, 2018	1.5 hrs/day	Monday to Friday

**Batch timings:**

1.	<b>Regular:</b> 1.5 hours per day	8 am to 9.30 am / 9:30 am to 11.00 am 4 pm to 5.30 pm / 5.30 pm to 7 pm / 7 pm to 8.30 pm
2.	<b>Rapid:</b> 2 hours per day	8 am to 10.00 am / 10 am to 12.00 pm 4 pm to 6.00 pm / 6.00 pm to 8 pm
3.	<b>Weekend:</b> 3 hours per day	Sat: 3.45 pm to 7.00 pm <b>and</b> Sun: 9.30 am to 12.45 pm