



Form No:

ADMISSION FORM

(TO BE FILLED IN BY THE CANDIDATE IN HIS/HER OWN HANDWRITING IN BLOCK LETTERS)

Admission No / Student ID

Date:

D D M M Y Y Y Y

Study Mode : ☐ Online ☐ Offline ☐ Hybrid

PERSONAL INFORMATION

Full Name :

Father's Name :

Full Address :

State : Postcode :

Place of Birth : Date of Birth :

D D M M Y Y Y Y

Mobile No : Alternate No :

Email :

Status : ☐ Single ☐ Married ☐ Divorce ☐ Others

Nationality : Blood Group :

Gender : ☐ Female ☐ Male ☐ Transgender

Aadhaar No : Pan / Voter's ID :

Educational Qualification : ☐ Below 8th ☐ Below 10th ☐ HSC ☐ UG ☐ PG

Current Status : ☐ Student ☐ Working Professional ☐ Homemaker ☐ Entrepreneur ☐ Others: _____

School / College Details

Degree / Course	Year	Name & Address of the Institutes	Score

Exp in Fashion :

5 Year Goal :

How would you rate your current skill level in the following areas (1 = Beginner, 5 = Expert)?

- Fashion Design : (1/2/3/4/5)
- Pattern Making : (1/2/3/4/5)
- Garment Construction : (1/2/3/4/5)
- Sketching and Illustration : (1/2/3/4/5)

Course Applying For:

Major Courses

- ☐ Fashion Designing – 3 Months
- ☐ Fashion Designing – 6 Months
- ☐ Diploma in Fashion Designing – 12 Months
- ☐ Advance Diploma in Fashion Designing – 2 Months
- ☐ B. Voc Fashion Designing – 3 Years

Short Courses

- ☐ Costume Designing – 7 Days
- ☐ Fashion Illustration – 7 Days

Preferred Batch Timing:

- ☐ Weekdays, Mon - Friday (9.30 -12.30)
- ☐ Weekends, Saturday & Sunday (9.30 - 3.00)
- ☐ Flexible

Preferred Batch Timing:

- ☐ Offline
- ☐ Online
- ☐ Hybrid

Total Fee Paid:

Payment Mode:

- ☐ UPI
- ☐ Bank Transfer
- ☐ Cash
- ☐ Card
- ☐ EMI Option

Declaration

I hereby declare that the information provided above is true to the best of my knowledge. I understand that the course fee is non-refundable and that I agree to abide by the policies of SSFC.

Signature of Applicant:

Date:

Guardian Signature (if below 18):

Sowbarnika School of Fashion & Costume (SSFC) - Terms & Conditions

Welcome to SSFC! These Terms & Conditions ("T&C") govern your enrollment, participation, and relationship with Sowbarnika School of Fashion & Costume ("SSFC" or "we"). By enrolling in any SSFC program or using our services, you agree to these T&C. Please read them carefully.

1. Definitions

- "Student": Any individual who registers for or attends an SSFC course or workshop.
- "Course(s)": Any full-time, part-time, short-term, certificate, masterclass, or online program offered by SSFC.
- "Enrollment": The process of registering for a Course by submitting required forms and payment.

2. Enrollment & Eligibility

1. Eligibility: Open to candidates aged 15 and above who have passed at least 8th grade.
2. Application: Students must complete the SSFC admission form accurately and submit valid identification.
3. Acceptance: Enrollment is confirmed only upon receipt of payment and verification of eligibility.

3. Fees & Payment

4. Course Fees: Fees are published on the SSFC website and promotional materials.
5. Payment Modes: UPI, bank transfer, credit/debit card or EMI (where available). We don't take Cash Payments
6. Due Dates: Full payment is due before course commencement unless an approved installment plan exists.

4. Refunds & Cancellation

7. No Refund Policy: Course fees are non-refundable under any circumstances, including change of mind, inability to attend, or incomplete attendance.
8. Course Postponement by SSFC: If SSFC postpones a Course, students may:
 - Transfer to the next available batch without extra charge
 - Receive a full fee credit for another SSFC Course (valid for 6 months).
9. Student-Initiated Withdrawal:
 - Notice must be given in writing at least 7 days before Course start: eligible for a 50% course credit (valid for 6 months).
 - Less than 7 days' notice or after Course start: no credit or refund.

5. Attendance & Discontinuation

10. Minimum Attendance: Students must attend at least 75% of sessions to earn certification.
11. Discontinuation by Student:
 - Voluntary discontinuation without written notice: no eligibility for credits or certificates
 - Discontinued students may request Course materials at their own cost.
12. Discontinuation by SSFC: SSFC reserves the right to discontinue a student's enrollment for:
 - Non-payment of fees.
 - Violation of code of conduct.
 - Misbehavior or academic dishonesty.

6. Code of Conduct

13. Respect & Safety: Students must maintain respectful behavior towards faculty, staff, and peers.
14. No Plagiarism: All work submitted must be original. SSFC may take disciplinary action for plagiarism.
15. Property: Students are responsible for SSFC equipment and materials issued to them.
16. Dress Code: Practical dress code guidelines apply in workshops and labs for safety.

7. Intellectual Property

17. Course Materials: All lectures, handouts, and digital resources are SSFC's intellectual property.
18. Student Creations: Designs and projects created by students remain their property but may be used by SSFC for promotional purposes with attribution.

8. Liability & Indemnity

19. Liability: SSFC is not liable for any personal injury or loss of property while on campus or during offsite activities.
20. Indemnity: Students agree to indemnify SSFC against any claims, damages, or expenses arising from their actions.

9. Privacy & Data Protection

- Data Collection: SSFC collects personal data (e.g., name, contact, academic details) for administrative purposes.
- Usage: Data is used only for Course delivery, communications, and compliance.
- Sharing: SSFC does not sell personal data. Information may be shared with third parties only for accreditation or legal needs.

10. Amendments

SSFC may update these T&C at any time. Students will be notified of changes via email and on the SSFC website. Continued participation after changes constitutes acceptance.

11. Governing Law

These T&C are governed by the laws of India. Any disputes shall be subject to the jurisdiction of courts in Chennai, Tamil Nadu.

For questions or clarifications, please contact: hello@ssfc.in or call +91-80154 45505

Thank you for choosing SSFC. Let's create magic together!

Acknowledgement Receipt of Terms & Conditions

I, the undersigned, hereby acknowledge that I have read, understood, and agreed to abide by the Terms & Conditions of Sowbarnika School of Fashion & Costume (SSFC). I understand that these terms include important policies related to enrollment, fees, refunds, attendance, code of conduct, intellectual property, liability, and data privacy.

I acknowledge that:

- The course fee is non-refundable under any circumstances.
- I must maintain the required attendance to be eligible for certification.
- Discontinuation of the course without prior notice does not entitle me to any refund or course credit.
- I am responsible for any damages caused to SSFC property or equipment.
- SSFC may use my designs or creations for promotional purposes with appropriate credit.

By signing this, I accept and agree to comply with all the stated rules and regulations.

Student Name: _____

Admission No: _____

Course Enrolled: _____

Mobile Number: _____

Email ID: _____

Signature: _____

Date: _____