



SAINIK SCHOOL SAMBALPUR **ODISHA**




JOINING INSTRUCTIONS **FOR ADMISSION TO CLASS VI**

ACADEMIC SESSION 2025-2026

CADETS TO REPORT ON 15 JULY 2025

Scholarship & Fee: General, Sc and ST Categories students: State Govt. of Odisha grants scholarship to the General, Sc and ST Categories students of Odisha domicile studying in Sainik School Sambalpur based on the income of the parents. In addition to the State Govt of Odisha Scholarship, the ministry of Defence also grants central Assistance and subsidy to the State Govt Scholarship holders.

Income of parents (Per Annum)	Scholarship	 Type	Scholarship Amount (Rs)		
			State Govt Of Odisha	Central Share from ministry of defence	Ministry of Defence Subsidy
1	2	3	4	5	6
Up to 3,00,000/-	100 % Tuition Fee	Full Scholarship	1,16,294.00	2,000.00	MOD
3,00,001/- to 5,00,000/-	75 % Tuition Fee	$\frac{3}{4}$ Scholarship	87,221.00	1,062.00	MOD
5,00,001/- to 7,50,000/-	50 % Tuition Fee	$\frac{1}{2}$ Scholarship	58,147.00	125.00	MOD
7,50,001 to 10,00,000/-	25 % Tuition Fee	$\frac{1}{4}$ Scholarship	29,074.00	NIL	MOD
10,00,001/- and above	NIL	NIL	NIL	NIL	MOD

Scholarship & Fee: Defence category students: Ministry of Defence, Govt of India grants the following Scholarship to the Defence category students studying in Sainik School Sambalpur based on the rank of the Parents.

Rank of Parents (Army/Navy/Air Force)	Scholarship Amount (Rs)	
	Ministry of Defence	Ministry of Defence Subsidy
<u>1</u>	<u>2</u>	<u>3</u>
Other Ranks (ORs) & NCOs	32,000.00	MOD
JCOs & Equivalent	16,000.00	MOD
Officers	NIL	MOD

**JOINING INSTRUCTIONS FOR ADMISSION OF STUDENTS
FOR THE SESSION 2025**

1. These instructions are issued for guidance of the parents whose son/ward has been selected for admission for the academic session 2025-2026.
2. The following **documents in original are required to be submitted at the time of admission** duly authenticated under the seal & signature of the Competent Authority as stated against each. Certified Photocopy/carbon copies of such documents are not acceptable.

DATE OF BIRTH CERTIFICATE

(a) TC issued by any recognized school where the boy is studying or last attended. This must reflect his date of birth. The transfer certificate should be on the prescribed form and must bear the official seal/stamp of the Institution and signature of the Principal/ Headmaster of the school and **duly countersigned by the District Education Officer in case of State Govt recognized School. Affiliation status of the CBSE affiliated Schools will be verified online by the Sainik School. No admission will be granted in the absence of a valid Transfer Certificate.**

(b) In case of the boys who have not attended any recognized schools (applicable only for Class VI/IX candidates), an extract from the Register of births maintained by the Municipality/Corporation is to be furnished.

(c) In case of serving Defence Personnel and Ex-servicemen, in addition to the documents stated in Para 2(a) above, the date of birth as per DO Part-II (Army)/POR (IAF)/Service Document (IN 271 Revised) (IN) as the case may be of the child must be obtained from the unit presently serving or the Record Office, as the case may be. Children of Defence category will not be admitted in the absence of such certificate.

3. DOMICILE (NATIVITY/PERMANENT RESIDENCE) CERTIFICATE OF PARENTS OF THE CANDIDATES AS PER GOVT. OF ODISHA HOME DEPARTMENT RESOLUTION

(a) The parent is to submit an affidavit on non-judicial stamp paper in the court of competent Magistrate as per **Annexure-3**.

(b) Certificate from the Revenue Authority of Parent's home Tehsil/Sub Division (not below the rank of Tehsildar) as per **Annexure-3A**.

4. **INCOME CERTIFICATE**: Income Certificate in original should be obtained from the competent Revenue Authority of the parents home Tehsil/ Sub Division as per the StateGovt. rules (not below the rank of Tehsildar). **Annexure-4**.

5. **SCHOLARSHIP AGREEMENT FOR ODISHA GOVERNMENT SCHOLARSHIP (ANNEXURE-5)**: This agreement is applicable for those students who are eligible for Odisha Government Scholarship. This agreement is required to be executed on **non-judicial stamp paper of `20/-** to be purchased by the parent/guardian (guarantor) from the authorized stamp vendor. The instructions given in **Annexure-5** are to be carefully noted and complied with. All pages of agreement are to be signed by (1) Student (2) Parent/Legal Guardian (guarantor) (3) Surety No. 1 (4) Surety No. 2 (must be responsible persons). Permanent home addresses are to be recorded on the concluding page of the agreement.

6. **BOND OF AGREEMENT FOR THOSE WHO ARE IN RECEIPT OF FINANCIAL ASSISTANCE FROM GOVERNMENT**: This agreement on the **Non-Judicial stamped paper of `100/-** as per **Annexure-6** is to be executed by all the parents.

- 7. SERVICE AND SALARY CERTIFICATE FOR THE MONTH OF LATEST MONTH FROM THE PRESENT EMPLOYER (ANNEXURE-7):**
- (a) This certificate will be submitted by parents or father/mother or legal guardian, if serving under the Central Govt/State Govt/Autonomous Bodies/Public/Private undertakings (**Annexure-7**).
 - (b) Parents/Legal Guardian who are carrying out private business are to submit a certificate from the respective Income Tax authorities that they are not assessed under Income Tax **2025-2026**. Previous year income tax payment certificate to be furnished.
- 8. SC/ST/OBC CERTIFICATE:** SC/ST/OBC candidates are to submit original Caste Certificate in the name of father/mother or legal guardian as applicable. The parents serving in State/Central Govt organizations are required to submit Caste Certificate from their employer as per the Service Documents in addition to the SC/ST/OBC certificates issued by the Sub Divisional/District administration.
- 9. DEFENCE SERVICE CERTIFICATE (IF PARENTS ARE SERVING OR SERVED IN THE DEFENCE FORCES OF THE COUNTRY):**
- (a) A certified true copy of the Armed Forces Discharge Certificate will be submitted by Ex-servicemen at the time of admission if not already done. In addition, the original Discharge Certificate/PPO will be required for inspection and verification at the time of admission which will be returned after verification. They are also required to submit photocopy of Ex-Serviceman Identity Card issued by Zilla Sainik Welfare Officer/Record Office/Unit.
 - (b) Parents/Guardian already in Defence Services will submit a Service and Salary Certificates, showing service particulars and details of Pay and Allowances drawn under the seal and signature of their Commanding Officer.
 - (c) Extract of service documents/ DO Part-II (Army)/POR (IAF)/Service Document (IN 271 Revised) (IN) where in the name and Date of Birth of the child is entered **must be submitted**.
- 9. INOCULATION & HEALTH CERTIFICATE/BLOOD GROUP (ANNEXURE-8):** Inoculation and vaccination certificates will be submitted from the competent Health Officer / Officer In- charge of the Public Health Centre as per **Annexure-8** at the time of admission. Blood Group and Hemoglobin estimation is to be indicated in the Health Cert/ Blood group certificate.
- 10. UNDERTAKING BY THE PARENTS ON INCREASE OF FEES/INTER SCHOOL TRANSFER (ANNEXURE-9) & WITHDRAWAL / REFUND OF SCHOLARSHIP(ANNEXURE-10):** Parents are required to submit these undertakings at the time of admission as per Annexures-9 & 10.
- 11. AFFIDAVIT BY PARENTS (ANNEXURE-11) AND UNDERTAKING BY THE CADET (ANNEXURE-12) ON RAGGING:**
- (a) Parents are required to submit an affidavit on non-judicial stamp paper (`20/-) as per **Annexure-11**.
 - (b) Undertaking on plain paper signed by the cadet (candidate) and countersigned by the parent (father/mother or legal guardian of the candidate as the case may be) as per **Annexure-12**.
- 12. INDEMNITY CERTIFICATE, ADDRESS PARTICULARS, UNDERTAKING FOR NOT POSSESSING FORBIDDEN ITEMS, REQUEST FOR LIBERTY/OUTPASS, MOVABLE/IMMOVABLE PROPERTIES, FAMILY DETAILS AND DECLARATION FOR CORRECTNESS OF THE DOCUMENTS.** Parents and cadets are required to submit Indemnity Certificate, Address Particulars, Undertaking, Request for Liberty/Out pass, Declarations for Movable/Immovable Properties, Family Details and correctness of the documents at the time of admission as per **Annexures 13, 14, 15, 16, 17, 17A, 18, 19, 20 & 21** respectively.

SAINIK SCHOOL SAMBALPUR**LIST OF CLOTHING ITEMS TO BE PROVIDED BY THE PARENT/GUARDIAN**

Ser No	Name of the Items	Quantity
1	Full Pant (Grey)	01 No
2	Full Shirt (White terrykot)	02 Nos
3	Vest/Banyan cotton (white) without Sleeves	10 Nos
4	Underwear	10 Nos
5	Handkerchief (White)	7 Nos
6	Hawai slipper	01 pair
7	Sports Shoes (White) for PT & Games	01 Pair
8	Shoes Shiner (Black)	02 Nos
9	Socks (White) plain for PT & Games	03 Pairs
10	Socks (Black) plain	03 Pairs
11	Water bottle (Good Quality & Preferably stainless Steel)	01 No
12	Water Bottle (Milton)	01 No
13	Steel GI Sheet Trunk (16 Ltr) (26"x18"x12") Black painted	01 No
14	Good Quality Locks (Medium) for Locking steel trunk (02 Nos key)	02 Nos
15	Travel Bag suitcase (For Holiday Travels)	01 No
16	Shoulder Bag (10 Ltr) (For local outing)	01 No
17	Pens, pencils, Eraser, Geometry Box, Sharpener etc.	As required
18	Dictionary Oxford small size	01 No
19	Tooth paste, tooth brush & Tongue Cleaner	02 Nos
20	Toilet soap & Soap case	01 Set
21	Small Alarm clock with Battery	01 No
22	Stainless Steel Glass drinking (Small)	01 No
23	Comb, Nail Cutter, Hair Oil, Hand Mirror (small) Vaseline, Cold Cream	01 Each
24	Small Tin/ plastic Box Containing white & khaki Threads & Buttons, Scale, Scissors & Permanent Marking ink pen	01 No
25	Decent looking civil cloths (Dark Trousers & plain full Sleeves Shirts)	03 pairs
26	Collared t-shirt and Shorts	02 Nos each
27	Black leather shoes (Oxford pattern)	01 Pairs
28	Hangers with Clip and Clips	12 Nos
29	Night suits	02 pairs
30	Cotton Masks (Non - Disposable)	03 Nos
31	Hand Sanitizer (Small)	02 Nos
32	Sweater (plain Colour) Full sleeves	02 Nos
33	Thermal wear (innners) (Grey colour)	02 Nos
34	Washing soap	3 Nos
35	Bath soap	06 Nos
36	Umbrella	01 No

ON NON JUDICIAL STAMP PAPER OF `20.00

In the Court of Shri _____ Magistrate
_____ Class _____.

AFFIDAVIT OF DOMICILE/ PERMANENT RESIDENCE

(Odisha Government R.U. Resolution No. 38 Reforms dated 18 Jan 1949 as amended)

Whereas, I _____ (Father/Guardian) originally inhabitant of

Vill: _____ PO: _____ PS: _____
_____ Tehsil/Sub Division _____ Distt: _____ &
State: _____

Now residing / permanently settled / domiciled at (mention the name of the place): _____, PS: _____

PO: _____, Tehsil: _____

Distt: _____ & State: _____ desire my son/ward

Name _____ Roll No. _____ to avail the scholarship awarded by the Govt of Odisha for education in Sainik School Sambalpur.

AND WHEREAS, I am required to make a declaration under the resolution of the Government of Odisha in the Home Department No. 38 Reforms, dated the 18 Jan 1949, as amended, to the effect that I am a permanent resident of the State of Odisha.

Now, therefore, in pursuance of the said resolution I do hereby declare that I
_____ son of _____ now residing/permanently settled / domiciled at
_____ (mention the name of the place), PO _____
PS _____ Tehsil/Sub Division _____ in the
district _____ of State of Odisha as defined in the Government resolution
referred to above.

Signature of Advocate/Notary Public

Signature of Deponent

Name: _____ Name: _____

Date: _____ Date: _____

Signature of Magistrate

Class: _____

Seal

Date: _____

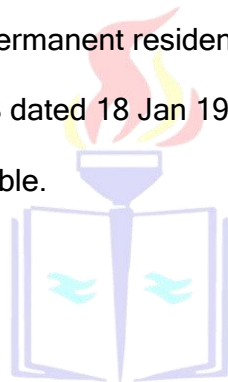
**CERTIFICATE FROM COMPETENT REVENUE AUTHORITY OF GOVERNMENT OF ODISHA
TEHSILDAR/SDO/COLLECTOR OF THE TEHSIL/SUB DIVISION/DISTRICT RESPECTIVELY
OR NATIVITY / RESIDENCE CERTIFICATE**

Certified that Shri _____ (Name of the father of
the candidate) son of Shri _____ PS _____

Distt: _____ is a permanent resident of the State of Odisha by *Birth/ by
domicile as defined in resolution No. 38 dated 18 Jan 1949 as amended from time to time.

*Delete whichever is not applicable.

Office Seal



Signature of Competent Executive
Magistrate/Revenue Authority

NOTE:-

1. Designation-Not below the rank of Tehsildar. Additional Tehsildar certificate is not acceptable.
2. **Candidates belonging to Other States will submit Domicile Certificate/Nativity/Permanent Resident Certificate issued by the Revenue Officer (Tehsildar/SDO/DM of their respective Tehsil/ Sub Division/District of their Home State.**

ON NON-JUDICIAL STAMP PAPER OF `20.00
AFFIDAVIT OF INCOME (FATHER)

1. I, *Shri / Smt..... Age.....Yrs son/
 daughter/ wife ofof Village.....
 PO..... PS..... Dist.....
 State.....

*That I am the biological father of Master Roll No.....
 who has been selected for studying in Sainik School Sambalpur in 2021-22 session. (or alternatively)

OR

* Shri..... the biological father of the student Master
 Roll No....., who has been selected for admission to class VI
 in Sainik School Sambalpur during 2025-26 session is not alive, and I am the legal guardian.
 Relationship(state relationship of the above named student)

2. That I am permanent resident/domicile of the State of Odisha and my profession is
 I am employed under the Govt. of India / Odisha in
 department as (Appointment)

3. That my total combined **monthly income** from all sources that of my wife / husband and the
 income from property inherited / owned by the student is Rsper month (Rupees
)

4. That the facts stated above are true to the best of my knowledge and belief, and that I have not
 concealed or understated my income or any part of my income knowingly / intentionally whichever is
 applicable.

5. That I shall submit every year by 30th May, fresh affidavit/certificate of income to the School
 authorities for processing of Government Scholarship claim in favour of my son/ward so long as he
 continues to study in the Sainik School. *Delete whichever is not applicable

Identified by:-

Signature of Advocate/Notary Public

Signature of Deponent

Name:

Name:

Date:

Date:

Signature of Magistrate

Class:

Seal

Date:

VERIFICATION BY REVENUE AUTHORITY OF THE TEHSIL /
SUB DIVISION/TEHSILDAR OR SDO

The combined monthly income and relevant facts declared by the deponent in the above
 affidavit have been verified and are found to be correct to the best of my knowledge and belief.

(Seal of the Office)

(Signature of Tehsildar / SDO)

BELOW TEHSILDAR NOT ACCEPTABLE

Note:-

1. The affidavit is to be executed before a competent Magistrate/Executive Magistrate. It is to be rendered by the father
 of the boy only. If the father is not alive, mother or the legal guardian, as the case may be will execute the income affidavit.
Affidavit of income from local guardians not acceptable.

2. The certificate from the Tehsildar/SDO (of the home Tehsil/Sub Division of the boy) may be given at the bottom of the
 affidavit or a separate income certificate from the Tehsil/SDO corroborating the income declared by the parent/guardian in
 the affidavit be attached.

3. A copy of the last Income Tax return and Assessment be attached by all those whose profession is business/private
 business.

**BOND TO BE EXECUTED BY PARENT'S/GUARDIAN'S OF SCHOLARSHIP HOLDERS
OF STATE OF ODISHA (ON NON-JUDICIAL STAMP PAPER OF `20.00)**

Know ALL MEN BY THESE PRESENTS THAT WE,

(1) Master _____ (Name of the Student) Aged _____ (Age of the student) Son of _____ Vill _____
PO: _____ Tehsil _____ Dist _____

(hereinafter called the bounden) and (2) Shri _____ son/daughter of _____ and _____ (here enter the relationship with the student of the parent/ guardian of _____ House _____ Town/Vill _____ Tehsil _____ Dist _____) (hereinafter called the parent/ guardian for himself and on behalf of the Bounden/student (Minor).

*(3) Shri _____ son/daughter/wife of _____ Age _____ Occupation _____ House _____ Town/Vill _____ Tehsil _____ Dist _____

and #(4) Shri _____ son/daughter/wife of _____ Age _____ Occupation _____ House _____ Town/Vill _____ Tehsil _____ Dist _____ (hereinafter called the sureties)

do hereby bind ourselves, our heirs, executors, administrators jointly and severally to pay to the Governors of _____ (hereinafter called the Government) on demand, the sum of ` _____ (Rupees _____)

Signed and date this the _____ day of _____ Two thousand _____

Signature of the bounden (student) _____

Signature of the Guardian/Parent of _____ his own behalf and on behalf of the minor.

Signature of the First Surety* _____

Signature of the Second Surety# _____

Witness: 1. _____

2. _____

WHEREAS the bounden applied for admission to the Sainik School at **Sambalpur.**

AND WHEREAS the bounden has been granted a Scholarship of _____ annually for a period of _____ yrs from Govt. of **Odisha** subject to the condition that:-

(i) The Bounden shall strictly confirm to the Rules for the award of Scholarships for student in the Sainik School issued under Government Order of Govt. of Odisha and the instructions which may be issued by the Govt. or by the authorities of the school from time to time (hereinafter referred to on the rules and instructions).

(ii) The bounden shall not discontinue the course, except for reasons beyond his control and beyond the control of the parent/guardian and with the written permission of the Principal of the school.

(iii) The Bounden shall confirm to and observe all the rules and conditions regarding the study, discipline and conduct may be prescribed by the authorities of the School from time to time.

(iv) The Bounden shall appear for the Union Public Service Commission Examination for admission to the National Defence Academy/Indian Naval Academy as long as he is within age limits and shall join the National Defence Academy/Indian Naval Academy, if selected.

(v) The amount of the scholarship shall vary under rule 10 of the rules in case of increase in the annual income of the parents/guardian.

(vi) Provided that the Scholarship shall cease in case the change is such that the bounden is no longer eligible for the Scholarship under the said rule.

(vii) In case there is change in the income group of any party or parents or guardian for purpose of rule 10, the same shall be communicated to the School immediately by the parent or guardian.

Now the condition of the above written obligation is that in the event of the Bounden not conforming to or observing the Rules and instructions and conditions regarding the studies or discontinuing the course without the prior permission in writing of the Principal or continued adverse reports regarding the progress of his studies or of his conduct or of his failure to appear for the Union Public Service Commission's Examination for admission to the National Defence Academy/Indian Naval Academy or of his failure to join the National Defence Academy/Indian Naval Academy, if selected or that if for any reason not beyond the control of either the student or the parent/guardians, the student fails to pursue his studies at the said school before appearing for selection for entry to any institution as may from time to time be prescribed by the Sainik School authorities for training for entry to the Regular Armed Forces or fails to appear for the said selection or in the event of his not succeeding in the said selection, fails to reappear for selection till such time as his age permits him to do according to the rules and regulations for the time being in force or having been declared successful for at the said selection does not proceed to one of the said institution to which he may be directed to proceed for being trained for entry into the regular Armed Forces or having joined the said institution fail to complete the training there for entry into the regular Armed Forces or fails to join the regular Armed Forces after completing the training at the said institution or of breach of all or any of the conditions mentioned in the previous paragraphs the bounden the parent/guardian and sureties shall forthwith pay to the Govt. a sum of ` _____ (here enter the amount of scholarship plus a sum by way of damages) Rupees _____ and upon payment of such sum the above written obligation shall be avoid and no effect, otherwise this school remain in full forces and effect.

Provided further that the Bounden, the parent/guardian & the sureties do hereby agree that all sums found due to the Government under or by virtue of these presents may be recovered jointly, movable and immovable as if such dues were arrears of land revenue under the provisions of the Public Demands Recovery Act 1962, for the time being in forces and in such other manner as the Government may deem fit.

The liability of the parent/guardian and the sureties under this bond shall not be affected by the Government giving time or any other indulgence to the bounden.

In witness whereof the Bounden Master _____ the parent/guardian, Shri _____ (Father/Mother/legal guardian as the case may be) on his own behalf and on behalf of the Bounden the sureties. Shri _____ (First Surety) and Shri _____ (Second Surety) have herein set their hands the day and year first above written.

Signed by Master _____ the Bounden (Student)
Signed by Shri/Smt _____ the Parent/guardian
Signed by Shri/Smt _____ the First Surety*
Signed by Shri/Smt _____ the Second Surety#

In the presence of the following witnesses: -

1. _____

(Name, father's name, age, occupation and permanent home address of the witness are to be given below their signature).

(-do-)

2. _____

PLEASE NOTE:-

- The agreement is to be typed on Non-Judicial stamp paper of Rs 20/-.
- The Bounden, parent (legal guardian in case the father of the student is dead/insane) the sureties and witness are to affix their signature in ink on all pages of the agreement.
- Name & permanent home address of both the witnesses are to be given on the last page of the agreement.
- The sureties and witnesses must be responsible citizens & permanent residents/domiciles settled in Odisha State.

(TO BE EXECUTED ON Rs 100/- NON-JUDICIAL STAMP PAPER)

SAINIK SCHOOL SAMBALPUR
(ON NON-JUDICIAL STAMP PAPER OF `100.00)

THIS AGREEMENT is made this _____ day of _____ (month) **2025**
between Shri/Smt _____ (name of father/mother/legal
guardian as the case may be) of Village/Town _____ PO
_____ PS _____ Dist
_____ State _____ (hereinafter called the
“Guarantor” which expression shall unless excluded by the context of the meaning thereof
deemed to include his heirs, executors, administrators and legal representatives) of the one
part and the Board of Governors, Sainik Schools Society (hereinafter) called the „Governors”
which expression shall unless excluded by the context or the meaning thereof be deemed to
include the Principal of the Sainik School Sambalpur on the other part.

WHEREAS Master _____ son of
Shri/Smt _____ (hereinafter called the student) is the
son/ward of the guarantor and has at the request of the guarantor been selected for
admission to the Sainik School Sambalpur inter alia on the terms and conditions hereinafter
appearing for the purpose of receiving education with a view to making the Regular Armed
Forces, his profession in life, if considered by the appropriate authority to be suitable and if
there is any vacancy and if he be selected.

NOW IT IS HEREBY AGREED BY AND between the parties hereto as follow:-

That in consideration of the student being admitted by the Governors to the Sainik
School for the purpose of the aforesaid education at the request of the Guarantor, covenants
with Governors that the student will attend the Sainik School regularly and will observe and
comply with all the rules and regulations thereof for the prescribed period or until he is declared
fit for the admission to any institution as may from time to time prescribed by the Governors, for
training for entry to the Regular Armed Forces and that he, the guarantor shall pay to the
Governors regularly and promptly and whenever called upon to do so all the fees as
prescribed, if he is not in receipt of any scholarship. That even after passing out from the School
after Class XII, the student will make sincere attempts to join the Armed Forces by appearing
in the UPSC conducted NDA & NA Written Exams and subsequent Services Selection Board
Interviews (if qualified for the same). As a proof of his attempts, the student will submit copies
of e-Admit Cards issued by the UPSC to the Sainik School for claiming refund of surplus money,
if any in the cadet’s individual account.

That if for any reason not beyond the control of either the student or the guarantor the
student fails to pursue his studies at the said school before appearing for selection for entry
to any institution as may from time to time be prescribed by the Governors for training for
entry to the Regular Armed Forces or fails to appear for the said selection or in the event of
his not succeeding in the said selection, fails to reappear for selection, till such time as his age
permits him to do so, according to the rules and regulations, the guarantor shall forthwith
pay/refund to the Sainik School, the total Scholarship amount he has received from the State
Government/Central Government for the period he, the student was at the said school.

For the time being in force or having been declared successful at the said selection does
not proceed to one of the said Institutions to which he may be directed to proceed for being
trained for entry into the Regular Armed Forces or having joined the said Institutions fails to
complete the training there at for entry into the Regular Armed Forces or fails to join the Regular
Armed Forces after completing the training at the said Institutions, then and if any such case
the guarantor shall forthwith pay to the Sainik School in cash the sum of the Scholarship amount
the student received/enjoyed from the State Government/Central Government for the period
the student was at the said School.

That if after admission, any of the following viz proof of Domicile, certificate of age, statement of income supplied by the guarantor, is found to be false in any way or not in order, the guarantor shall forthwith pay to the Governors/Sainik School in cash the sum amount of the Scholarship the student has received from the school or the State Government/Central Government (the value of the Scholarships he has received) for the period the student was at the said School.

That if after admission, the student is found to be medically unfit in any way at the time which might, according to the opinion of the appropriate medical authority, render him unfit for his future entry to the Regular Armed Forces, the student will be withdrawn at once, but it would be open to the Guarantor to retain him at the school on payment of full fee prescribed by the Governors from the date student is found medically unfit, provided the student does not constitute a health hazard to other students, in which case he will be withdrawn from the School at once.

That if, after admission, the guarantor (father/mother/guardian) of the student seek premature withdrawal (withdrawal on parents own request) of his son/ward he shall forthwith pay to the Principal, Sainik School Sambalpur in cash the sum the student has received from the School, the State Govt and/or the Central Govt (the value of the scholarships he has received) for the period the student was at the said School.

That the Government will not be liable for any damages/charges on account of injuries which may be sustained by the student at any time during his stay in the school while taking part in sports, swimming or other extra-curricular or co-curricular activities of the school. All expenses that may be incurred in treatment of such injuries will be borne by the parent/guardian as provided in the rules of the said school.

And if there is any dispute as to the effect or meaning of these presents or in any way touching or arising out of these presents, the same shall be referred to the sole arbitration of the Board of Governors, Sainik Schools, whose decision shall be final.

IN WITNESS WHEREOF Shri/Smt _____ (name of father/mother/legal guardian as the case may be) has set his/her hand and the Principal, Sainik School Sambalpur by orders and directions of the Board of Governors has set his hand the day and year first above written.

Signature of Parent/Guardian
in the presence of

Signed by Principal, SS Sambalpur
for and on behalf of the Board of
Governors, Sainik Schools in the
presence of

Witness: _____ Witness: _____
(Gazetted Officer) (Gazetted Officer)

PLEASE NOTE:-

- (a) The agreement is to be duly stamped. The necessary **stamped paper for `100.00 is to be purchased by the guarantor from the Local Revenue Officer.**
- (b) The **signature of the guarantor is to be witnessed by any Government servant of Gazetted Status.**
- (c) The **space provided for the date in the first para of the Agreement form should not be filled in by the guarantor. This will be filled in on the date which the agreement will be signed by the Principal, Sainik School Sambalpur.**

**SALARY CERTIFICATE OF PARENTS/GUARDIANS OF CENTRAL GOVERNMENT/
ODISHA GOVERNMENT EMPLOYEES AS WELL AS EMPLOYEES OF GOVT.
UNDERTAKING/AUTONOMOUS BODIES/ PRIVATE/ PUBLIC UNDERTAKING
GOVERNMENT OF INDIA / ODISHA**

Department_____

Service/Salary Certificate_____Dated_____

Certified that Shri/Smt_____ (Parent/ Guardian
of the student) son/wife of_____ Vill_____ PO_____ PS_____ Dist_____ of
_____state is a servant of the Government of India/Odisha in the Office of
(Head of Office/ Department) the_____. He/She is working as (appointment)

His/Her total monthly emoluments is _____, Rupees_____
_____(in words) including the following:

Basic Pay as on MAY/JUN 2025	-	_____
Grade Pay	-	_____
Dearness Allowance	-	_____
Other Allowances (excluding House Rent Allowances & other local compensatory allowances)	-	_____
Total	-	_____

(Signature of Government
Servant parent/guardian
*delete which ever is not applicable

(Signature of the Head of the Office/
Deptt
Designation_____

Office Seal

श्रद्धावान् लभते ज्ञानम्

SAINIK SCHOOL SAMBALPUR

**INOCULATION & HEALTH AND BLOOD GROUP
CERTIFICATE(ON LETTER HEAD / PLAIN PAPER)**

1. It is hereby certified that Master _____,
S/o Shri _____ resident of _____ who has
been selected by the Sainik School Sambalpur to the best of my knowledge and belief has not suffered
from any infectious diseases during the preceding month, nor is suffering from any infectious disease
as on date. He is not suffering with colour blindness or night blindness.

2. It is also hereby certified that the child is vaccinated against Hepatitis "A" & "B", Typhoid,
Measles-Rubella (MR), Chicken-pox, _____,
_____, _____ (strike off if not
administered and include, if vaccinated for protection against any other contagious diseases).

3. His Blood Group is _____ and RH Typing is _____ (Enclose
Blood Group Certificate issued by authorized Diagnostic Laboratory).

(Signature of the Student)

(Signature of the Medical Officer)

with Rubber Stamp

Regd No: _____

Date: _____

श्रद्धावान् लभते ज्ञानम्

SAINIK SCHOOL SAMBALPUR**UNDERTAKING BY THE PARENTS OF CANDIDATES BEFORE THE NEW STUDENTS
ARE ADMITTED FOR THE SESSION 2025-26 AND THEREAFTER
(ON PLAIN PAPER)**

1. I, _____, Father/Mother/Legal Guardian of Roll No _____
Master _____, acknowledge that I am aware that there will be
minimum 10% increase of the School fees & allied charges every year. I do hereby undertake to pay
the increase in School Fees and other charges as revised by Sainik Schools Society as per the directives
of the Board of Governors, Sainik Schools Society from time to time in respect of my son/ward till the
completion of his studies in Sainik School Sambalpur (Odisha).

2. I further undertake to make myself available in the School whenever required by the School and
report to the Principal, Sainik School Sambalpur or any officer/employee nominated by the Principal
whenever asked to do so. I shall attend all the Parents' Teachers' Meets and other School
activities/functions whenever invited for the same. In case of my failure to report to the School on the
specified dates, I accept and obey the decision of the Principal, Sainik School Sambalpur related to my
son's/ward's academic, co-curricular, extra-curricular or any other training activities or administrative
matters related to the School.

3. I also undertake to inform the School immediately in case of change of my correspondence
address or contact telephone/mobile number.

4. I also undertake that I will not make any request for Inter Sainik School Transfer of my son/ward
during the course of his study in the School.

Signature of the Parent/Guardian

Place:

Address _____

Date:

Signed by the Parent/Guardian in my presence:-

Witnesses:-

1. _____ Date: _____

Name _____

Address _____

2. _____ Date: _____

Name _____

Address _____

UNDERTAKING

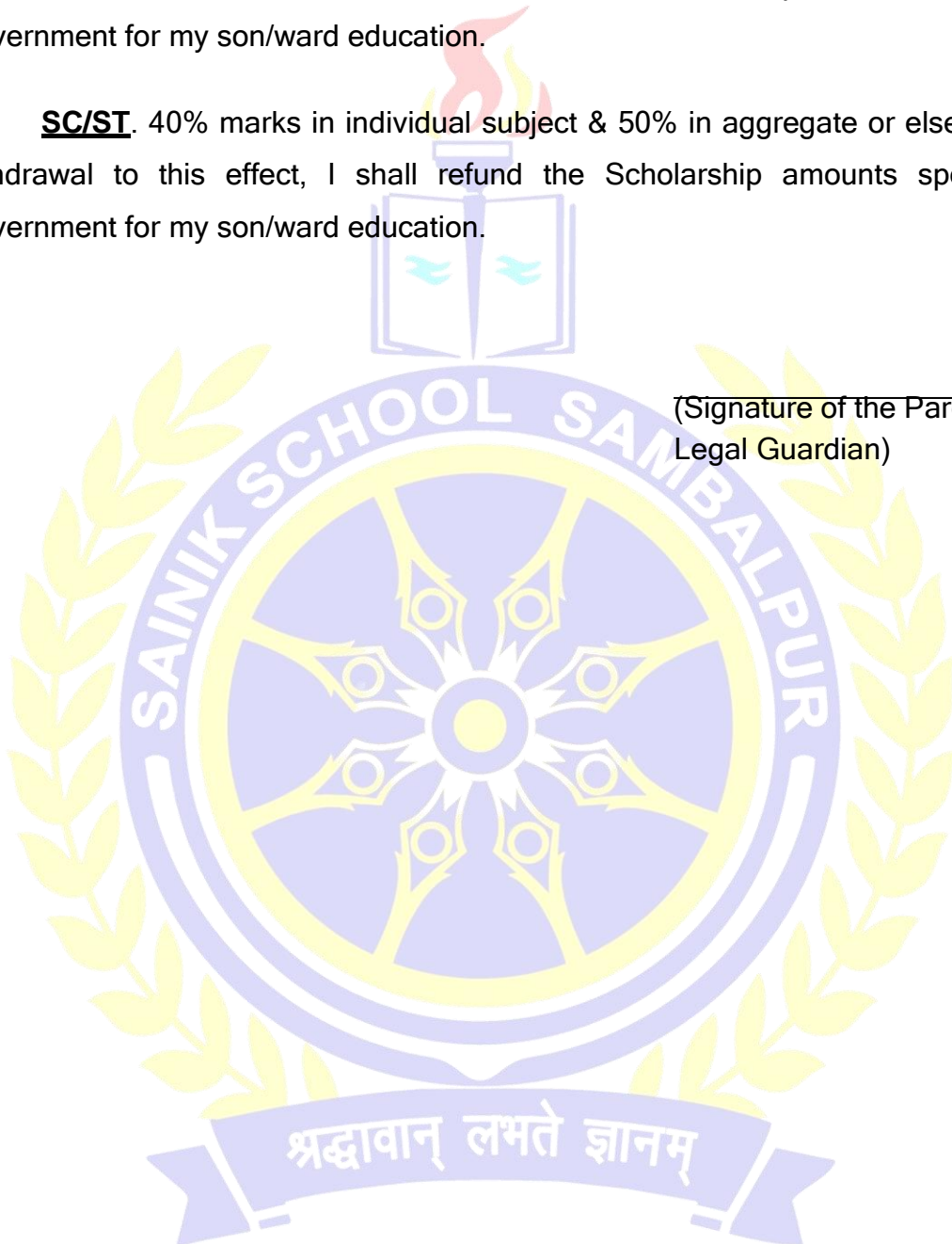
I do hereby undertake to educate my son on Full Fee Payment, if he is not getting: -

- (a) **General/Defence**. 45% marks in individual subject & 55% in aggregate or else in case of withdrawal to this effect, I shall refund the Scholarship amounts spent by the Government for my son/ward education.
- (b) **SC/ST**. 40% marks in individual subject & 50% in aggregate or else in case of withdrawal to this effect, I shall refund the Scholarship amounts spent by the Government for my son/ward education.

Place:

(Signature of the Parent/
Legal Guardian)

Date:



AFFIDAVIT BY PARENT/GUARDIAN
(`10.00 NON JUDICIAL STAMP PAPER EXECUTED BEFORE A NOTARY)

1. I, Mr/Mrs _____ (full name of parent/ guardian)
father/mother/guardian of Master _____ (full name of student with
admission/registration/enrolment number), having been admitted to Sainik School Sambalpur.
2. I am fully aware of what constitutes ragging.
3. I am also fully aware of the penal and administrative action that is liable to be taken against
my ward in case he is found guilty of indulging in or abetting ragging, actively or passively, or being part
of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that:-
 - (a) My ward will not indulge in any behavior or act that may be constituted as ragging.
 - (b) My ward will not participate in or abet or propagate any act of commission or omission
that may be constituted as ragging.
5. I hereby accept that, if found guilty of ragging, my son/ward is liable for punishment without
prejudice to any other criminal action that may be taken against him under any penal law or any law for
the time being in force.
6. I hereby declare that my son/ward has not been expelled or debarred from admission in any
institution in the country on account of being found guilty of, abetting or being part of a conspiracy to
promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission
of my son/ward is liable to be cancelled. Declared this _____ day of _____ month
of _____ year.

Signature of Deponent
(Father/Mother/Legal Guardian)
Name:
Address:
Telephone/Mobile No:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the
affidavit is false and nothing has been concealed or misstated therein. Verified at
_____ (place) on this the _____ (day) of _____ (month)
_____ (year).

Signature of Deponent
(Father/Mother/Legal Guardian)

Solemnly affirmed and signed in my presence on this the _____ (day) of
_____ (month) _____ (year) after reading the contents of this affidavit.

OATH COMMISSIONER

UNDERTAKING BY THE CADET
(ON PLAIN PAPER)

1. I, _____ (full name of student with Roll Number) S/o/D/o Shri/Smt. _____ having been admitted to Sainik School Sambalpur am fully aware of what constitutes ragging.
2. I am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of indulging in or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
3. I hereby solemnly aver and undertake that:-
 - (a) I will not indulge in any behaviour or act that may be constituted as ragging.
 - (b) I will not participate in or abet or propagate through any act of commission or omission any act that may be constituted as ragging.
4. I hereby affirm that, if found guilty of ragging, I am liable for punishment without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
5. Declared this _____ day of _____ month of _____ year.

Signature of Deponent
(Candidate/Student)

VERIFICATION

Verified that the contents of this undertaking are true to the best of my knowledge and no part of the undertaking is false and nothing has been concealed or misstated therein. Verified at _____ (place) on this the _____ (day) of _____ (month) _____ (year).

Signature of Father/Mother/Legal Guardian

SAINIK SCHOOL SAMBALPUR**INDEMNITY CERTIFICATE**
(ON PLAIN PAPER)

1. In consideration of my son/ward Roll No _____, Name _____ being allowed for the following at his/my request:-

- (a) To travel alone during winter/mid-term/summer vacation.
- (b) To participate in organised educational/motivational tours.
- (c) When called on leave with or without escort.
- (d) To swim in swimming pool inside the School campus or outside.
- (e) To participate in shooting, horse riding, adventure training, trekking, cycling, participating in Obstacles activities or competitions, etc.
- (f) To participate in any organised academic, co-curricular and extra-curricular training activities and competitions inside the School or outside the School including activities/training related to preparation for Services Selection Board Interview.

2. I undertake and agree that neither I nor my executor nor my administrator will make any claim against the Government of India or the State Government of Odisha or against any Officer, Instructor/Employee or any person in the service of Sainik School Sambalpur or the Sainik Schools Society in respect of any loss or injury including the death which he may suffer while travelling during winter/mid-term and summer vacations or during any organised trips like educational/motivational tours and when called on leave with or without escort, while swimming in swimming pool, participating in shooting, horse riding, adventure training, trekking, cycling, participating in Obstacles activities/competitions or while participating in any organised academic, co-curricular, extra-curricular training activities or competitions inside the School campus or outside including activities/training related to preparation for Services Selection Board Interview, I understand that no compensation will be paid by the Government of India or Government of Odisha or any other agency for any loss or injury including death and I agree so as to bind myself, executors and administrators to indemnify the Government of India or Government of Odisha or any Officer (Defence Services Officers) or Instructors (including Army Physical Training Corps PTIs and NCC PI Staff) of Employees of Sainik School Sambalpur or Sainik Schools Society against any claim.

Signature of the Parent/Guardian

Place:

Address

Date:

.....

Signed by the Parent/Guardian in my/our presence:-

Witnesses:-

1. _____

Date: _____

Name _____

Address _____

2. _____

Date: _____

Name _____

Address _____

SAINIK SCHOOL SAMBALPUR**ADDRESS PARTICULARS**

Name of the Student: _____
(NAME IN CAPITALS)

Name of the Father : _____
(NAME IN CAPITALS)

Name of the Mother : _____
(NAME IN CAPITALS)

Address :

PERMANENT ADDRESS	CORRESPONDENCE ADDRESS
House No :	House No :
Village:	Village:
Block/Tehsil:	Block/Tehsil:
Post Office:	Post Office:
District:	District:
State:	State:
Pin Code:	Pin Code:

Nearest Railway Station and distance from the place of residence.....Kms.

Nearest Police Station and distance from the place of residence.....Kms.

Mobile Nos & Email Id : (a) Father:

(b) Mother:

(c) Email Id:

I request that all communication pertaining to my above named son/ward be sent to the above correspondence address. I will intimate the Sainik School Sambalpur about change in address and contact mobile numbers as and when necessary.

Place:

Signature of the Parent/Guardian

Date:

Name:

Relation with Student:

SAINIK SCHOOL SAMBALPUR**UNDERTAKING BY CADET**

1. I, _____ (full name of student) with Roll No _____, S/o Shri / Smt _____, having been admitted to Sainik School Sambalpur am fully aware of the facts that I will not be permitted to possess cash, costly items, Laptops, Transistor, Walkman, Mobile Phone, I Pad, MP3 Player, Pen Drive, Memory Card, SIM Card, etc with me while my stay at Sainik School Sambalpur in the dormitories/hostels/houses/classrooms, etc.
2. I am also aware that I will not be permitted to borrow or lend money and exchange any article which is forbidden in the School campus with anybody while my stay at Sainik School Sambalpur.
3. I am aware that defacing, damaging or stealing of School property or property of any student or staff by me will invite serious disciplinary action against me.
4. I hereby solemnly aver and undertake that:-
 - (a) I will not possess/keep cash, costly items, Laptops, Transistor, Walkman, Mobile Phone, iPod, MP3 Player, Pen Drive, Memory Card, SIM Card, etc with me while my stay at Sainik School Sambalpur.
 - (b) I will not borrow or lend money or exchange any article which is forbidden in the School with anybody while my stay at Sainik School Sambalpur.
 - (c) I will not deface, damage or steal the School property or property of any student or staff.
5. I hereby affirm that, if found guilty of indulging in any of the activities as mentioned above or any other activity which is considered as misconduct and forbidden in the School or amounts to unbecoming of gentlemen cadet of Sainik School Sambalpur, I am liable for punishment including my withdrawal from the School as per the rules and regulations of the School.

Place:

(Signature of the Student)

Date:

Name of the Student:

Place:

(Countersignature of the Father/Mother):

Date:

Name of the Father/Mother:

REQUEST/ CONSENT FOR LIBERTY/ OUTPASS FOR SON/SON/WARD

1. I am Mr/ Mrs _____ (Mobile No _____) parent of Roll No _____ Cadet _____ of _____ House who is a student of Class _____.

2. I am aware that cadets of Classes X, XI & XII are being permitted to go on liberty/ out pass to Sambalpur town for recreation (watching movie, eating at a restaurant etc) or on study related work (projects, photocopies, etc) or personal work (booking tickets, appointment with doctors, etc) by the school authorities on an occasional Sunday/holiday depending on the training schedule and his personal conduct including completion of assigned tasks. This, I understand, apart from allowing him the essential freedom, will provide him the necessary exposure to the world outside the school and the interaction / transaction with other people will build his confidence.

3. I request that my son/ward be permitted to go on liberty / outpass whenever eligible or required or whenever the authorities on the request of the cadets wish to allow them. I am aware of the risks and pitfalls of leaving the campus. I hereby undertake that I will not hold the school responsible for any mishap or problem which happens during my son's / son/ward's liberty/ time of out pass. I also promise to advise my son/ward to follow the under mentioned conditions, rules and regulations failing which both he and I are prepared to accept any penalty which the school is bound to impose on him:-

- (a) My son/ward will adhere to proper dress code (Muftis)
- (b) My son/ward will report back from liberty/ outpass in time (if late he should be fined as per the system in vogue)
- (c) My son/ward will not visit out of bound areas of the town.
- (d) My son/ward will not purchase any unauthorized item (electronic gadgets including mobile phone, camera pen drive, CD or pornographic literature or unhygienic food or items which are hazardous to health etc)
- (e) My son/ward will follow all traffic rules and safety norms. He will not indulge in riding himself or driving any private vehicle since he doesn't have a driving license.
- (f) His conduct and behaviour while he is outside the school will be exemplary and praiseworthy. He will not do or speak such deeds or words which will invite complaints from any quarter and bring down the reputation of the school.
- (g) My son/ward will not go to any other place than Sambalpur city.

Signature of Parent/ Guardian

Signature of Cadet

Name:

Name:

Roll No:

Place:

Place:

Date:

Date:

श्रद्धावान् लभते ज्ञानम्

DECLARATION BY THE PARENT

1. I, _____ father/guardian of Roll No. _____
Name _____ hereunder furnish possession of the Land and other immovable properties possessed during the year 2025-26:-

S No	Land	Survey	Dry / Wet	Extent (decimal/acres)
(a)				
(b)	Other Properties: -			

2. I further furnish the following information pertaining to my employment during the year 2025-2026 (Father & Mother) .

- (a) Nature of Employment/Appt & Designation : _____
- (b) Basic Pay drawing (Per Month) : ₹ _____
- (c) Place of Employment/Office Name : _____
- (d) Full address of the employer/Office : _____
- (e) Details of Family Members:- Composition of my family is as mentioned below:-

S No	Name	Relation (Self/spouse/son/daughter/grandfather/grandmother)	Date of Birth	Present Occupation
(a)		Self		
(b)		Spouse		
(c)		Son/Daughter		
(d)		Son/Daughter		
(e)				
(f)				

3. I hereby solemnly declare that the information furnished above is true to the best of my knowledge and belief and that nothing is kept concealed.

Place:

Signature of the Parent/Guardian

Date:

Name in full

FAMILY GROUP PHOTOGRAPH

Roll No....., Candidate, Class



PASTE YOUR FAMILY GROUP PHOTOGRAPH IN THE BOX

Specimen signatures of the Family Members:-

S No	Name	Relation (Self/spouse/son/daughter/ grandfather/grandmother)	Specimen Signature of the Individual
(a)		Self	
(b)		Spouse	
(c)		Son/Daughter	
(d)		Son/Daughter	
(e)			
(f)			

Place:

Signature of the Parent/Guardian

Date:

Name in full

SAINIK SCHOOL SAMBALPUR**DECLARATION**

1. I, Mr/Mrs _____, Father/Mother of Roll No _____, Master _____ do hereby solemnly declare that the particulars given by me in the application form submitted for the All India Sainik Schools Entrance Examination 2021 in respect of my above named son/ward are true and no information asked to be given has been concealed. All documents submitted by me for my son's/ward's admission in Sainik School Sambalpur are correct and genuine.

2. In the event of the above information having been found incorrect at any time, I undertake to refund the full amount of the Scholarship enjoyed by my son/ward immediately, on demand and without demur and will have no objection to my above named son/ward being immediately removed/withdrawn from the School.

Place:

Signature of the Parent/Guardian

Date:

Name in full

Address:

.....

.....

श्रद्धावान् लभते ज्ञानम्

CERTIFICATE OF UNDERTAKING

(To be given at the time of admission to Class VI / Class IX and again before promotion to Class XI)

1. The primary objective of the school and of the students is to continuously strive for an all round excellence (including academics) by making the best use of available time and resources and become eligible to join the armed forces.
2. I understand that this undertaking is intended to constantly remind me to remain committed and excel rather than do poorly and give excuses for my poor performance.
3. Sainik School is known for its special character and is very different from any other boarding school. I am well aware of the physically demanding nature of academic and training activities and strict daily routine. It will be easier for me to score good marks in some other school where I can dedicate more time to studies. Despite knowing this, I wish to join/continue in Sainik School Sambalpur and, I shall study with utmost sincerity and always try to improve my academic performance. I will not take recourse to the following excuses for performing poorly or failing in any examination.
 - (a) **No time for studies.** I am aware that, I will have to follow the laid down time table of the school from 0500 to 2200 hrs every day. There is sufficient time in between classes, free periods, daily evening prep, holidays etc for studies and homework. I will be able to manage time for self studies and all other activities within the existing routine of the school.
 - (b) **No rest in the afternoon.** Cadets are required to take rest from 1410 h till 1510 h (Tentative) unless they are on corrective drill or detailed for weak cadets classes; yet cadets despite cautioning are found going to the playground by 1500 hours; the senior cadets have time only for a short nap because they have to attend laboratory and also if they sleep for a long time in the afternoon, they tend to keep awake in the night. I am aware that lab periods, extra classes, mock tests etc will mostly be organised during non-regular hours eg. afternoon, after dinner or on holidays.
 - (c) **Called on Holidays to Instructional Block for Self Study.** Senior Cadets (X to XII Std) should remember that the students of their age outside devote a major portion of their holidays too on studies. Therefore, cadets who aim to perform well in the UPSC NDA exam and CBSE exams, should be prepared to sacrifice at least two hours (0930 to 1130 hrs) on holidays to carry out concentrated studies at the Academic Block instead of in their own hostel where they would tend to relax in their cots or indulge in idle chitchat or simply loiter and fritter away precious time.
 - (d) **Not allowed to study in the night.** I shall be early to bed and early to rise which will not only help me be hale and healthy, but also enable me to wake up early for PT and keep me alert during classes.
 - (e) **Large Number of Mock Tests before UPSC.** I am aware that a majority of cadets never say that they are well prepared even the day before the exam. I also know that tests should be taken seriously and positively because practice will make cadets perfect. Mock tests will be conducted regularly every week. Frequency will be increased towards the end. I will therefore be prepared for any test as soon as the lesson is completed. I will not resort to the perennial excuse many children give that they are not prepared.

Signature of Parent/Guardian

Signature of Cadet

- (f) **Attendance in School Assembly is not required.** Other schools have daily assembly and participating in assemblies will build my confidence.
- (g) **CCA/ Literary Activity is not useful for UPSC.** CCA/ Literary Activities are essential part of curriculum of any school and it helps me in preparation form SSB.
- (h) **PT, Games and Roll Calls are a waste of time.** PT and Games are necessary to remain fit and ready for SS Sambalpur; Roll Calls are necessary to check absentees, uniform etc; Roll Calls can get over quickly if the Houses assemble fast and therefore I shall not only be in time and conduct myself properly during the roll call but also impress upon my peers to do the same so that we all are not detained for more time or punished for misconduct.
- (i) **Too many corrective drill/ PT/ Imposition.** Only if I commit mistakes, I will be awarded corrective drill/PT/Imposition. It depends on the number of offences/ violation of orders by me.
- (k) **Masters not serious with the classes.** I will not resort to attributing reasons for poor performance to teachers. I will clarify my doubts about the topic as early as possible. In case I still need further guidance which is not forthcoming from teachers due to any reason, I will discuss the matter with Vice Principal/Principal to find a solution rather than waiting till the last moment or after the damage has been done.
- (l) **Study leave for UPSC not given.** In class XII I will have to study for NDA/UPSC as well as CBSE. School cannot give study holidays for UPSC exams since CBSE portions can't be neglected during my preparation for UPSC exams.
- (m) **Stress due to summoning parents/ guardian to school.** I know that it is customary for schools to call parents/ guardian to discuss poor academic performance and indiscipline. The onus is on me to display good behaviour and better performance in academics so that there is no need for my parents/ guardian to be summoned to the school. If I don't meet the academic and discipline standards of the school which are clear to me and my parents/ guardian from the beginning, then I alone am responsible for any inconvenience/ distress which might be caused to my parents/ guardian or me on account of their being summoned to the school. Neither I nor they can blame the school. Also my parents/ guardian can't absolve themselves of the responsibility of participating in the Counselling Process whenever the school initiates.
- (n) **CBSE tests before UPSC Exam.** Studying for CBSE Tests help me in the NDA & NA Exams preparation since the syllabus is not vastly different. Also if the CBSE studies (including tests) are stopped before the UPSC (NDA) Exam, it will be difficult to complete the portions by December and begin revisions thereafter. Therefore I shall pay equal attention to both CBSE and UPSC portions in the syllabi.
- (o) **Duties & Responsibilities of an Appointment.** I know that being an appointment is part of the training given to a future leader. I shall not shirk from the responsibility bestowed on me as an appointment by giving lame excuses such as "I need more time for studies", "I am not fit for the job", "Someone else is more interested and he will be better", "Seniors will pressurize me as a Junior Appointment to be harsh with the juniors which may invite drastic disciplinary action" etc. On the other hand I shall seize the opportunity for my growth, honour the trust and confidence placed in me and wholeheartedly fulfill my duties and responsibilities as an Appointment/ Senior Cadet. A senior appointment has the support of his House Master, Tutors and subordinate appointments. His duty is to guide the School, House or Group by primarily being a role model and doing the right thing (mainly keeping punctuality and the dress code and never hurting the juniors physically or emotionally). Those who aspire for success are committed

Signature of Parent/Guardian

Signature of Cadet

and work extremely hard to attain glory for themselves, their parents/ guardian and the school. On the other hand, those who are lazy and forever give lame excuses, fail to achieve the desired goals and begin blaming the system, curriculum, authorities (for being rigid with the rules) et al instead of holding themselves responsible for the lack of ambition and dedicated effort. I am already aware of the regimen and the rigours of the school and yet I am passionate about studying at this school. I shall wholeheartedly accept any additional task related to academics and other activities since it will contribute to my success in the exams and tests (under CCE/ AISSE/ AISSEE/ UPSC/ SSB).

4. I hereby certify that I have read and understood the following guidelines/rules/ and norms of Sainik School Sambalpur and I shall abide by them.

(a) **Homework**. Cadets will submit their homework/ records/ project work/ assignment/ in time. Not doing so will result in withdrawal of the cadets on grounds of "Poor Academic Performance" (Rule 3.37 of SSS Rules & Regulations)

(b) **Exams Compulsory**. Cadets will not skip any test/ exam under any pretext. If they do so, they will be awarded zero in that particular test/ exam. No retest will be conducted except on medical grounds or absence with prior approval.

(c) **Promotion & Scholarship Criteria**. Promotion as per CBSE norms. Award/retention of Scholarship will be as per the Sainik Schools Society Rules and Regulations.

In addition, performing poorly in any test of Std XI and XII will be treated as "Poor Academic Performance".

(d) **Criteria for representing School in outdoor competitions/ events and going on liberty**. Any cadet who wishes to take part in competitions outside including Central Zone or Inter Zone Games (even if they are happening inside the school) or go to Sambalpur on liberty should meet the following criteria:-

- (i) Should be proficient in the game/talent/activity (for competitions).
- (ii) Minimum 50 % marks in each subject in every exam conducted from the start of the academic year.
- (iii) Should not have been suspended from the school for any major violation of order Eg. Ragging, Malpractice etc.
- (iv) Should not have any disciplinary enquiry against him.
- (v) Should have passed the PT/ Drill/ Swimming Tests.
- (vi) Should have completed all his homework, assignments within their stipulated time.
- (vii) Parent should have signed their consent.

(e) **Preparation for NDA**. Cadets will begin their preparation for NDA earnestly in terms of writing the UPSC exam, developing their communication skills through active participation in the class and assembly talks/ Group Discussions, SSB training, reading books, writing, travel, etc. All cadets are to maintain a Vocabulary Notebook (a word a day from story books/ newspaper, with parts of speech, meaning, sentences etc) and a Quiz Notebook (10 pieces of information gleaned from the newspaper everyday) and submit them one day in the week for the Vice Principal's/ Principal's perusal.

(f) **Tips to Improve in Academics**. Cadets are to keep the following in mind to improve their academic performance:-

- (i) Don't prevaricate or postpone any task (not only homework, project etc but also personal chores like washing clothes etc).

Signature of Parent/Guardian

Signature of Cadet

- (ii) Keep a practice notebook during study period to write and learn. This will help the cadets to concentrate better and find out gaps in the knowledge.
- (iii) Keep a "Deeds Diary" wherein before going to bed, a cadet may pen down specific academic tasks (Subject-Chapter-Exercise) performed under the title "Today's Work" and also write "Tomorrow's Plan". This will enable the cadets to meet short-term goals and maintain the habit of studies.
- (iv) Borrow textbooks from seniors (since the issue of new textbooks may be delayed) as soon as the final exams are completed and begin studying them.
- (v) Read the lesson before attending the class.
- (vi) Do / Write and learn. During Prep and Self Study, read the lesson first till it is understood and then write down the salient points/ work out the problems without referring to the text. Later rectify the mistakes.
- (vii) Form study groups with buddies in the hostel and quiz each other on the lessons covered.
- (viii) Write down doubts/ queries and ask the teachers without fail.
- (ix) Ask teachers to conduct regular tests.
- (x) Never cheat in exams.
- (xi) Don't be impatient. Spend full time in the exam hall pondering over the answers.
- (xii) Manage time in the exam. Attempt questions (in terms of matter to be written) as per the marks allotted. Avoid pondering over a single question for too long resulting in paucity of time towards the end.
- (xiii) Write down the correct answers to the questions which you could not answer at least 10 times each.

(g) **Tips to Improve Communication Skills (English).** Cadets are to keep the following in mind to improve their academic performance:-

- (i) Read at least two books per month (try reading fictional novels, biographies, nonfiction, essays, poetry, comics, magazines, newspapers etc regularly)
- (ii) Read/ reread slowly and deliberately observing the style and structure of sentences.
- (iii) Try reading aloud observing pauses (especially poetry).
- (iv) Improve your vocabulary by writing down difficult words and nice phrases in your vocabulary book. Find out their meanings from the dictionary. Copy down the original sentence and make own sentences.
- (v) Converse with friends and teachers in English as far as possible.
- (vi) Write down important tidbits from newspaper in the Quiz notebook.

Signature of Parent/Guardian

Signature of Cadet

- (vii) Listen to/ Watch the English news. Observe the diction and pronunciation.
- (viii) Don't leave any opportunity. Volunteer and participate in any public speaking/ acting/ recitation competitions. The aim is to gain practice and confidence, not to win prizes. Eventually you will start winning prizes and the hearts of the audience.
- (ix) Use simple and uncomplicated language. Speak or write from your heart and be sincere in your style.
- (x) Don't feel shy of making mistakes. Nobody is perfect.
- (xi) Don't be discouraged by friends who tease or don't cooperate. You should know what is good for you.
- (xii) Practice shall make you a perfect, knowledgeable (you will acquire more exposure, information and vocabulary) and confident person.
- (h) **Participation in Co Scholastic Areas**. Cadets will take part in CCA/ Literary Activity, PT, Games, Hobby Club, NCC, sports, earnestly and other school activities whenever called upon to do so. They will also not refuse any appointment-ship granted to them or any task entrusted to them.
- (j) **Guiding Juniors**. Cadets will exhibit exemplary conduct and exercise proper control over their juniors without resorting to manhandling or use of abusive language. In case a junior cadet does not follow the instruction of senior cadets, the matter will be reported first to the concerned appointments/House Master. The junior cadets are not to be summoned to the Senior Hostels. Senior cadets are not to visit the Junior Hostels without obtaining permission of the House Master concerned.
- (k) **Misdemeanors**. Cadets will not indulge in acts of indiscipline like ragging of juniors or peers, malpractice in exams, vandalism (destruction/damage of property), late coming, absenteeism/ missing roll call, improper turnout, improper marching, non-submission of homework, neglecting and not caring about textbooks and notebooks, lying, cheating, forgery, theft, laziness, carelessness, sexual acts/ sodomy, ganging up, quarrelling, causing disturbance, chatting or sleeping or playing or reading non prescribed material in the class/ study room, sleeping in class, not speaking in English, improper table manners, skipping meals, coming late to mess, wasting food, malingering, hiding illness or real cause of injury or distress, littering the area with paper or plastic, disrespect to elders/ seniors, disobedience of orders etc.
- (l) **Dress and Deportment**. Cadets are to adhere to the dress code and wear only the prescribed pattern of dress. Only formal wear is to be worn on holidays and birthday (jeans, baggies, cargos, Bermudas, T- Shirt etc are not permitted). Cadets should be mindful of their uniform in the following respects:-
- (i) Uniform Shirt and Pants (khakis, NCC, White dress, blue-grey, flaps, PT/Games dress, night dress etc) not dirty or crumpled
 - (ii) Shoes - polished shoes and shoes which are not torn or damaged
 - (iii) Socks (including stockings) which don't sag or which are clean and not torn
 - (iv) Name tab (not damaged, correct spellings indicating own name etc)
 - (v) Lanyard

- (vi) Beret (with blue patch and emblem)- to be worn even without shoes; to be carried in the hand only if there is a wound on the head
- (vii) Belt
- (viii) Epaulettes (in case of School/house appointments)
- (ix) Rank Badge & Insignia
- (x) Tie & Tie Pin
- (xi) Haircut (cadets are not to keep long locks, beard etc)
- (xii) Trimming of Nails
- (xiii) Handkerchief (white, neatly folded in the right trouser pocket)
- (xiv) Vest
- (xv) No talisman, amulet, sacred thread (if worn is to be concealed), rings, ornaments or religious symbols are to be worn on the body.

(m) **Cleanliness and Kit Layout.** Cadets will maintain a proper kit layout in the dorms (including beds, cupboards, study desks, hanging lines etc) and cleanliness in the classrooms, corridors, living area, playground, drill square and the rest of the campus. They will bathe and wash their undergarments daily.

(n) **Banned Items.** Cadets should not be in possession of electronic gadgets like mobile phone, i-pod, radio, camera and also will not keep valuables or money worth more than Rs 100/- (entirely at own risk of being confiscated or stolen). Camera may be used with written permission for a specific event and later is to be returned to the Housemaster for custody.

(o) **Offences and Penalty.** The following are the consequences of a few wrong doings (besides an adverse entry in the Cumulative Record and deduction of valuable Cock House points towards discipline, in extreme cases there will be a ban on participation/ representation in events, suspension from attending classes, withholding/ withdrawing scholarship etc):-

- (i) Ragging (including causing physical or mental harassment through violent acts including sexual acts and abusive and offensive words, insults, intimidation, extortion, wrongful restraint and confinement, running errands for seniors, offences against property, abetment and instigation and even being a mute spectator or victim without reporting the matter to the House Master or the School Authorities). According to the Supreme Court of India, " Ragging is any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing , treating or handling with rudeness to any student , indulging in rowdy or indisciplined activities which cause or likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the psyche of a fresher or a junior student."

FIR with police and expulsion from school

- (ii) Malpractice in Exams

Zero in the paper and dismissal from school

(iii) Willful Damage or Destruction of School or Private Property (Causing mishaps (intentional or accidental) by playing unauthorized/ risky games/ sports, playing with fire (candles, matchsticks etc), attempting to experiment or innovate with electrical fittings and causing injury/ loss of life or property of self or others or sustaining injuries due to careless movements

Cost of the item & Labour + 100 % fine (if cadet doesn't own up the mistake, then the entire group will be fined) and dismissal from school

(iv) Possession / Use / Carrying of mobile phones and other electrical (eg heater etc) and electronic gadgets including external devices like pen drive, i-pod, radio, camera etc

Confiscation of item and counselling to both parent and cadet

(v) Reporting Late after Vacation/ Leave/ Liberty/ Course

Fine as decided by the School administration.

(vi) Possession/ Use of alcoholic beverage or narcotic substance.

Expulsion from school.

(vii) Attempting to Escape/ Run Away/ Abscond from Campus

Dismissal from school

(It is always advisable to report to the Hostel Superintendent/ House Master/ Senior Master/ Adm Offr/ Vice Principal / Principal if a cadet is facing any problem like homesickness, teasing/ manhandling by seniors/ peers, inability to cope with training etc.

(viii) Visiting "Out of Bound" Area (including other Hostels, Residences of Staff, Local Market etc) without prior permission

Punishment as recommended by Disciplinary Committee

(ix) Preparing, buying or consuming any food other than authorized by the school (Eg making noodles in the hostel or buying parathas from the local shops etc is an offence)

Punishment as recommended by Disciplinary Committee

(x) Rearing animals/ pets in their dorms or cabins, feeding stray dogs and other animals

Punishment as recommended by Disciplinary Committee

(xi) Trading or selling any item (Gifting items is legitimate).

Punishment as recommended by Disciplinary Committee

(xii) Other misdemeanours like late coming, absenteeism/ missing roll call, improper turnout, improper marching, non submission of homework, neglecting and not caring about textbooks and notebooks, lying, cheating, forgery, theft, laziness, carelessness, ganging up, quarrelling, causing disturbance, chatting or sleeping or playing or reading non prescribed material in the class/ study room, sleeping in class, not speaking in

Signature of Parent/Guardian

Signature of Cadet

English, improper table manners, skipping meals, wasting food, malingering, hiding illness or real cause of injury or distress, littering the area with paper or plastic etc, disrespect to elders/ seniors, disobedience of orders etc. will invite corrective drill/ PT (in the case of homework and turnout, the cadet will stop attending the corrective drill/ PT only after he has completed the task or rectified the error), Kit issue and if the violations are repeated, the cadet will be dismissed from the school for indiscipline.

(p) **Bad Traditions**. It is easy to follow incorrect, wrongful and meaningless ways in the name of “tradition” and “seniority”. Eg. Using violence (including foul language) against juniors, writing dirty graffiti on the walls and road, breaking and burning things, plunging into the swimming pool or water tank to celebrate a victory, lying to show “team spirit”, listening to loud and crude songs, running away to town in the night, smuggling banned items into the school, spraying ink on each other, wearing sandals (to Cafeteria, Games Roll Call and even Laboratory), wearing coloured/ civil clothes or being half naked in the dormitory, not tucking in T-Shirt/ Uniform, not standing in a squad, skipping PT and Drill, jumping walls and taking shortcuts, slumbering in the afternoon through the games period, keeping awake till late at night, challenging authority etc. These bad traditions are strengthened by the stories spun by a few alumni who share their “exploits” and experiences as if they were heroic. Cadets should eschew all such atrocious behaviour. On the other hand they should build good traditions by excelling in academics, sports and extra-curricular activities, doing homework, speaking in English, marching in squads, maintaining standards in drill and turnout, punctuality, table manners, being kind to juniors, being respectful to all, planting trees, doing social service, joining the NDA in large numbers etc. though these are tough act to follow.

(q) **“Seniority”**. “Seniority” should mean being a role model to the juniors, leading by example, giving knowledge and guidance, showing compassion, solving problems, willing to spare time, sacrificing own happiness, playing and having fun and “Seniority” is certainly not the power to cause physical or mental hurt to the junior cadets.

(r) **Visitors**. Cadets will entertain only authorized visitors only on specified days (mostly on Second Sundays, PTA Meeting). However, their presence in the school should not hamper any assembly/ activity the cadet is required to attend.

(s) **Vacation**. Cadets are allowed to go on vacation on the day after the last working day (after cleaning and organising their dorms/ cupboards and booking out in the House Register/ Gate Book out Register. If they are proceeding on personal leave, then a leave application from the parent is to be submitted. Only Cadets of Class IX and above are permitted to travel by themselves. Similarly the cadets are required to report back from vacation on the specified day before 2000 hours and book in at the Front Gate only (if they are late they will be fined). If they attempt to enter the campus through any other route and without following proper procedure, then it will be construed that they are trying to smuggle in a banned item and disciplinary action will be initiated. The dress code at the time of departure from and arrival back at the school will be **formals**. The dress for the roll call at 1800 hrs after arrival will be “Dinner Dress”.

(t) **Vacation Classes**. During vacation, it is mandatory for cadets, especially of Class XI and Class XII, to attend any class, camp, workshop or tour whenever organised by the school. They will not cite the excuse that they or their parents/ guardian have already made arrangements for tuition classes during vacation etc. The school also reserves the right to postpone or cancel any scheduled programme during vacation. All the cadets of a particular class will equally bear the cost of any training and the cost towards food and other charges during vacation.

(u) **Leave**. Cadets may take leave for a period not exceeding 3 days (maximum) only in the event of death of own kin or wedding of own sibling. If however, leave is unavoidable for

any other reason, a minimum of 10 days leave may be applied for. The parents/ guardian would have to decide if the leave is worth missing 10 days of classes. However, grant of leave even in extraordinary circumstances is purely at the discretion of the School authority. Loss of academics in such cases will have to be made good by the Cadet on his own, the school cannot be held responsible for the same. The parent should specifically apply for such leave, well in advance, mentioning the above responsibility clause.

(v) **Medical Treatment.** Cadets are normally treated for all minor illnesses within the school. Counselling sessions are also arranged for cadets who feel stressed or unable to focus on studies or show tendencies towards indiscipline. Treatment for dental problem, fracture etc is also organized under the arrangement of the school. Medical leave will be granted after the required investigation and with the advice of the local specialist doctor in the following cases only:-

- (i) Communicable disease like chicken pox (conjunctivitis is treated within the school)
- (ii) Major ailments like typhoid, jaundice (viral hepatitis)
- (iii) If the movement is severely restricted due to fracture (needing surgery) or other forms of injury.
- (iv) Any other case which merits a longer period of treatment/ surgery followed by/ or rest and recuperation/ convalescence.

Parents are to complete the treatment for any skin allergy/ ailment or surgical procedure for corn on the feet etc during the vacation itself. Commencing any other long drawn treatment (including dental) should be with the concurrence of the school.

5. I understand that there are rules and regulations which are to be followed by the parents/ guardians also. Parents are the primary role models for the children. Therefore, they need to be law abiding in terms of being punctual, tidy, orderly, considerate, patient and peaceful. The following are some important guidelines that I shall urge my parents/ guardian to follow:-

- (a) **Visits.** Parents/ guardian are to attend all PTMs conducted at the school. Parents/ guardian are allowed to meet their son/wards in the School only on Visitor's Day preferable on Second Sunday of the month or on any other day decided as per convenience only within the specified duration. Parents will be asked to meet the teachers post PT-I, II, III Exams.
- (b) **Parking.** Parents/ guardians are to park their vehicles (at own risk, the security of the vehicle being the owner's responsibility) in the specified place. Vehicles are not to be parked on the main Road.
- (c) **No Argument or Fight.** Parents/ guardians are not to get involved in any argument or quarrel with other parents/ guardians, cadets or staff of the Sainik School.
- (d) **Out of Bound.** Residences of Staff, Hostels, Cadets Mess and Infirmary are strictly "out of bound" for parents/ guardians. They are also not to take their son/wards outside the school limits.
- (e) **Permission to Stay.** There is no provision of staying in the school beyond 1700 hrs, whatsoever. However, the parents visiting the School in response to School's call and who are further located in terms of distance and time will be permitted provided the parents guest room being available during such time at a cost as specified by the School.

Signature of Parent/Guardian

Signature of Cadet

- (f) **Littering**. Parents/ guardians/ guests are not to litter the campus with plastic, paper and other trash.
- (g) **Taking Shortcuts or Jumping Wall**. Since vehicles are not permitted inside the Hostel area, parents/ guardians might resort to jumping the compound wall in order to get heavy articles inside. Parents/ guardians/ guests are not expected to jump walls or take shortcuts to enter the campus or while moving from one place to another. This is setting a wrong example to their own son/wards.
- (h) **Telephone Calls**. Parents/ guardians are allowed to make phone calls to their son/wards between 1400 h and 1530 h & 2045 h to 2145 h, on all working days and 0900 h to 1700 h on holidays (excluding meal time and any important event).
- (i) **Performance Counselling**. Parents/ guardian are to meet the Class Teacher, see the answer sheets of their son/wards and sign the report card and Counselling Register during their visit (Second Saturday). The parents/ guardians are to maintain discipline and decorum while meeting the teachers. They should patiently wait for their turn. They are also not to carry on conversation with a particular teacher for more than three minutes, especially when other parents/ guardians are waiting.
- (k) **Monitoring Academic Progress**. It is the responsibility of the parents/ guardian to keep themselves abreast of the results and the performance of their son/ward. After every FA or Unit Test, the results will be posted on the website. After each Summative Test or Term Test, the school will also upload the results on the School website. The parents" will be permitted to visit the School and meet the teachers to know their ward's performance.
- (l) **Poor performance in academics/ discipline and counselling to parents/ guardian.** Parents/ guardian will meet the Class Teacher/ House Master/ Senior Master or the School Administration whenever asked to do so (mainly for academic, disciplinary or non-payment of fee reasons). Parents/ guardian are requested to fully involve themselves in all aspects concerning to their son"/ward's performance and be responsible for their son/ward's growth. They will not take cover under the excuse that they had handed over their son/ward to the school and therefore they have no more role to play or that they have to travel a long distance or that they don't have leave or that they/family members are ailing etc. The parents/ guardian will continue to be responsible for the actions/ misdemeanours of the son/ward and should actively participate in every opportunity of counselling that is given to them. Even a reason like the distance and time of travel involved, difficulty of obtaining permission for leave from the department concerned or ill health will not be entertained though it may be genuine (since it would be mandatory for either of the parents to come during counselling). If after all the efforts of the school and the parents/ guardian the cadet doesn't show improvement/ progress, then the cadet will have to be withdrawn from the school, in accordance with the rules.
- (m) All schools call parents/ guardian to brief them on the poor academic performance or indiscipline of son/wards. The School works for the academic excellence of your son/ward. Sometimes parents/ guardian themselves do not keep the best interest of the child in mind. Parents/ guardian are requested to support the school in preparing their child. The parents/ guardian are to be involved for the following reasons also:-
- (i) To inform them about the results and to enable them to advise their son/wards to sincerely work harder.
- (ii) As a warning that if the performance continues to be poor in spite of the best efforts of teachers, their son/ward will have to be withdrawn from the School.
- (iii) Calling the parents/ guardian often spurs the student to become more serious about studies.

Signature of Parent/Guardian

Signature of Cadet

- (iv) The growth of a child is a social responsibility-we all have a stake. The parents/ guardian cannot wash off their responsibility though they may not be living with their children.

A forum like the Parents-Teachers Committee is therefore an excellent idea as long as parents/ guardian are willing to spare their valuable time, interact with other parents/ guardians and project points which are for the benefit of the school.

(n) **Counselling Son/wards on Ragging.** Parents/ guardian are expected to counsel their son/wards on better academic performance and the evils of ragging and their dire consequences. They should ask their son/wards not to hide any instance of ill treatment by senior cadets. If the son/ward has confided in the parents, then the parents are duty bound to inform the authorities about the incident or act. Parents/ guardian of senior cadets (ie Class IX and above) must warn their son/wards not to indulge in ragging.

(o) **Counselling Son/wards on Malpractice.** At the school, malpractice in exams is not tolerated. If caught cheating or indulging in UFM (or Unfair Means), the students will be given zero in that paper. Cadets will also face expulsion from the school. So it is better to fail than to cheat and get dismissed from the school. Parents/ guardian will have to impress this on their son/ward.

(p) **Withdrawal.** I/we shall not use the School as platform to pursue careers other than the Armed Forces. The parent/ guardian should ideally take an early decision about withdrawing his/ her son/ward from the school after monitoring his progress in academics or on medical grounds etc instead of at a later stage when a bigger amount of scholarship may have to be returned to the school or before it is too late. In this regard the parents/ guardian should overcome the emotions of the son/ward who will be keen on continuing in the school due to his attachment to friends and the campus. On the other hand, parents/ guardian of promising cadets who have a bright chance of joining NDA/ Armed Forces, should give their son/ward an opportunity to appear in the requisite exams before admitting him into other professional colleges. I/we understand that premature withdrawals lead to misutilisation of government resources which are specifically to be utilised for improving induction of Sainik School Sambalpur cadets to NDA/NA. By withdrawing high performing cadets after Class X deprives many of those deserving children who otherwise would have had utilised the same resources to achieve the governments' goals. Withdrawals citing the reasons that my child wants to pursue other fields and professions are lame excuses expose misintentions. So, I/we shall avoid giving such excuses which would mislead as well as misguide the students to follow similar wrong paths in their future endeavors.

(q) **Escorting son/wards after Suspension/ Dismissal.** If the parents/ guardian don't report to the school on the specified date to take their son/ward home after suspension/ dismissal, the administration will have no choice but to send him with a school escort. The expenditure towards the travel, food and accommodation for two will be deducted from the son/ward's account.

(r) **Sending Items by Courier/ Online Shopping.** Parents/ guardians/ friends/ acquaintances are advised not to send items by courier or order items through internet, certainly not items like the following which either goes stale (in the case of food) or can be lost in transit :-

- (i) **Food.** It will be distributed among the housemates if it is already not stale.
- (ii) **Medicines.** They will be handed over to the Infirmary. It can be given only after consulting doctors from the school's panel.

(iii) **Electronic Items.** Parents/ guardian are not to provide mobile phones or other electronic gadgets to their son/wards. If the cadets are found to be in possession of these, the items will be confiscated (never to be returned) and the cadet will be suspended with warning. Repetition of such mistakes will lead to expulsion from the School on disciplinary grounds.

(iv) **Sports Equipment.** It will have to be handed over to the Sports Section for issue during Games Period only.

(v) **Cash and Expensive Items.** Money or expensive items are not to be kept by any cadet. The school is not responsible for their safety. On the other hand, the item/ cash is liable to be confiscated. A moderate sum of money (not exceeding Rs 100/-) may be entrusted to the House Master till the need arises.

(vi) **Clothes.** Only formal wear is to be worn on holidays and birthday (jeans, baggies, cargos, Bermudas, T-Shirt etc are not permitted)

Do not send these attractive items which can be a source of temptation for the others.
Instead please send items like books, magazines, etc.

(s) **Payment of Fee.** Parents/ guardians will remit fee and dues within the stipulated time and in advance. Non-payment of fee on the pretext that his son/ward will receive scholarship is not acceptable. The scholarship amount will be adjusted only after it has been received from the Government.

(t) **Updating Personal Information.** It is the responsibility of the parents/ guardians to notify the school about any change in telephone numbers or address etc to avoid complaints later that they have not received the communiqué/ message sent by the school. Similarly any application or request for name change etc should be accompanied by proper document (gazette notification, court order etc).

(u) **Leave.** Leave can be granted-not more than one day- for the wedding of own brother or sister (the names on the wedding card will be verified with the details in the official record) or the death of a near family member.

6. If I break any of the aforementioned rules, I am prepared to accept any action which the school administration deems fit to take against me including suspension and dismissal from the school. I also undertake to acquaint myself with the regulations and orders governing and changes if any incorporated from time-to-time.

Signature of Parent/Guardian

Name:

Place:

Date:

श्रद्धावान् लभते ज्ञानम्
Signature of Cadet

Name:

Roll No:

Place:

Date:

ADOPTION DEED (IF APPLICABLE)

THIS DEED of adoption made on this _____ day of _____ between Sh. _____, s/o _____, r/o _____ (hereinafter called "the adoptive father") of one part AND Sh. _____ s/o _____ r/o _____, (hereinafter called "the natural father") of the other part.

WHEREAS

1. The adoptive father has no issue, male or female, and having regard to his circumstances, he has no expectation of having any issue.
2. The adoptive father and his wife want to adopt a child as their son/daughter.
3. The natural father has three children, all sons.
4. The adoptive father, with the consent of his wife, has approached the natural father for giving in adoption one of his sons named _____ aged _____ (name of the child).
5. The natural father has, with the consent of his wife, consented to his said son being given in adoption.
6. The ceremony of giving and taking in adoption has been duly performed along with other religious ceremonies customary with the parties on the day of _____.
7. The parties considered it expedient and necessary that a proper deed of adoption be executed as an authentic record of adoption.

NOW THIS DEED WITNESSETH AS FOLLOWS:

1. Declaration of Adoption The parties hereto do hereby declare that the adoptive father has duly adopted the said child as his son from the day of _____ i.e. the day on which ceremony of giving and taking in adoption has been duly performed along with other religious ceremonies customary with the parties.
2. Legal rights and liabilities of adopted son The said son has been transferred to the family of adoptive father and shall have, from the date of adoption, all the legal rights and liabilities of an adopted son.
3. Maintenance, etc. of adopted son The adoptive father shall be liable for the maintenance, education and other expenses of the adopted son and shall bear all such expenses in accordance with his status.

IN WITNESS WHERE OF, the parties hereunto have signed this deed this _____ day of _____.

WITNESS:

1. _____

ADOPTIVE FATHER _____

2. _____

NATURAL FATHER _____



UDISE + STUDENT ADMISSION FORM



To be filled Main office

Previous School UDISE Code: * _____ School Address : At -Basanapur, Ps Burla, Sambalpur

Previous School Permanent Education No (PEN No) _____

School Name: * Sainik School, Sambalpur (Odisha)

Session : 2025-2026

Date of admission: * _____

Class of Admission : Class - VI

Section: * _____

A - B - C

School Adm No : _____

APAAR ID NO- _____

If the student was studying in another school, please capture the following information, if available:

Please enter names in ALL CAPITAL LETTERS as (FIRST NAME, MIDDLE NAME, LAST NAME)
TO FILLED BY PARENT'S

Cadet Aadhar Card No: * _____ Previous School (State UDISE+ Code): _____

Previous School Permanent Education Number (PEN No) _____

APAAR ID NO : _____

Previous School TC Number : _____ Date _____

Student Name _____ Date of Birth _____

Fathers /Guardian Name* (☐ Mrs. ☐ Ms. ☐ Dr ☐ Prof) _____

Mother's Name: * (☐ Mrs. ☐ Ms. ☐ Dr ☐ Prof) _____

Student's/Parent's Address: * Village: _____ Po: _____ Ps: _____

Teh/Block: * _____ District: * _____ Pin: _____ State _____

Father Aadhaar Number: _____ Aadhaar type: ☐ UID ☐ VID ☐ EID
(tick any one)

Mother Aadhaar Number: _____ Aadhaar type: ☐ UID ☐ VID ☐ EID
(tick any one)

Mother tongue: * ☐ Odia ☐ Bengali ☐ Assamese ☐ Urdu ☐ Hindi, ☐ Telugu ☐ Other
(if other, enter code from page 2)

Religion: * ☐ Hindu ☐ Muslim ☐ Christian ☐ Sikh ☐ Buddhist ☐ Parsi ☐ Jain ☐ Others

Social category: * ☐ General ☐ SC ☐ OBC ☐ ST ☐ Other
(tick any one)

Students Height _____ Weight _____

Blood Group _____

Education Qualification Parents _____

Is the Student BPL?* YES/NO

Kilometer from School to Home _____

Mobile Number _____ Email Address _____

Class Studied in the Previous Year _____ Medium of Instruction of School _____

Signature of Cadet _____

Signature of Father _____



CONSENT BY FATHER/MOTHER/LEGAL GUARDIAN
OF STUDENT FOR APAAR ID GENERATION



School Name : SAINIK SCHOOL SAMBALPUR (ODISHA)

Roll No. Class Sec House Name(TO BE FILL BY SCHOOL)

I, <Parents Name > as the

<Natural/Legal Guardian> of <Name of Student.....>

with my Identity Proof as <AADHAAR> and Identity Proof Number <Parents Aadhar Card

No.....> voluntarily give my consent to share his/her Aadhaar Number and demographic information issued by UIDAI with Ministry of Education for the sole purpose of creation of APAAR ID and opening of DIGILOCKER account of my child for the following intents and purposes.

I understand that my APAAR ID may be used and shared for limited purposes as may be notified by Ministry of Education from time-to-time for educational and related activities. Further I am also aware that my personal identifiable information (Name, Address, Age, Date of Birth, Gender and Photograph) may be made available to entities engaged in various educational activities such as UDISE+ database, scholarships, maintenance academic records, other stakeholders like Educational Institutions and recruitment agencies.

I authorize Ministry of Education to use my Aadhaar number for performing Aadhaar based authentication with UIDAI as per provision of the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits, and Services) Act, 2016 for the aforesaid purpose. I understand that UIDAI will share my e-KYC details, or response of "Yes" with Ministry of Education upon successful authentication.

I understand that the information shared by me shall be kept Confidential and shall not be divulged to any third party except as may be required by law.

I understand that I can withdraw my consent for all or any of the purposes at any time by and on withdrawal of my consent, the processing of my shared information will stop, however, any personal data already been processed shall remain unaffected on such withdrawal of consent.

Date of Physical Consent: <Date>

Place of Physical Consent: <Place> (Signature)

Mobile No (to link in APAAR ID)

I, as Head of the School or any authorized teacher/staff hereby Declare that the Natural/Legal Guardian of <Student

Name.....> as mentioned above has given the Consent for Providing AADHAAR to create APAAR ID, opening of DIGILOCKER Account and Identity Verification in UDISE Plus.

Date.....

.....
(Signature of Principal)

12. Monthly income of the Parent / Guardian
(Basic Pay in case of employees)

13. Are you willing to send your son / ward to any other
Sainik School in which seats are available other than the
three options mentioned in the online application form? . **Yes / No**
After admission, no Inter School Transfer will be allowed.
An undertaking to this effect is to be submitted at the time of admission.

14. Full **PERMANENT HOME ADDRESS & LETTER CORRESPONDENCE** (In Block Letters & all fields mandatory)
House No Street Village / Town.....
Tehsil Post Office Police Stn
District State **Pin Code No.**
Mobile (**WhatsApp**) No.(Father)..... Email id:

15. Address to which all **CORRESPONDENCE IS TO BE ADDRESSED** (In Block Letters & all fields mandatory)
House No Street Village / Town.....
Tehsil Post Office Police Stn.....
District State **Pin Code No.**
Mobile (**WhatsApp**) No.(Mother) **Email id:**

16. I solemnly declare that the particulars given above are true and no information required to be given has been
concealed. If any of the above information is found incorrect at any time, I undertake to refund full amount of the
scholarship immediately without any delay and will have no objection to my above-named son/ward removed from
the School.

17. I undertake that I will not dispute the decision given by the School with regard to the evaluation and the other
procedure followed for admission of candidates and that the decision given by the School will be accepted as final
verdict.

Place

Date



* (**Signature of the Parent**)

Application is to be signed by father of the boy. If the father is not alive, the mother should sign it. A guardian may
only sign the application when both father and mother are not alive, as per Para 5(f)

Note :

- (i) Age should be written both in figures and words.
- (ii) Admissions will be offered in the order of final Merit subject to medical fitness.

List of enclosures

- (i) Original/Photocopy Date of Birth Certificate issued by State Govt/Central Govt.
- (ii) Original/Photocopy Transfer Certificate issued by last School duly mentioning date of birth.
- (iii) Original/Photocopy Domicile /Permanent Residence Certificate for domicile quota. (Parent & Cadet Both)
- (iv) Original/Photocopy Caste Certificate (In case of SC/ST/OBC) by State Govt/Central Govt (Parent & Cadet Both).
- (v) Original/Photocopy In case of Service Personnel - Service Certificate & ESM Certificate from District Sainik Welfare Officer & Zilla Sainik Board stating their eligibility under the Defence Personnel category to be enclosed.

*(Signature of the Cadet)

* (**Signature of the Parent**)

Cadet WhatsApp No,/ (Name of Father/Mother)

CHECK LIST FOR ADMISSION
SAINIK SCHOOL SAMBALPUR (ODISHA)
ADMISSIONS FOR THE ACADEMIC SESSION - 2025-26

1. **Name of the Candidate** _____ 2. **Class: VI Sec:** _____ 3. **Roll No:** _____
 (Capital letters only) (AISSEE)
4. **School Admission No.** _____ 5. **Date of Admission** _____ 6. **Date of Birth** _____
7. **State of Domicile Odisha/Other State** _____ 8. **Category/Quota** _____
9. **Occupation of Parent:** (Father/Mother) _____ (Central Govt./State Govt./Private service/Business/Farmer/House Wife)
10. **List of documents (to be placed in the Cadet personal file/dossier in the same sequence as shown below) :-**

Ser	Documents Details	Annexure Details	Submitted/Not Submitted	Index No
(a)	Original Application Admission Form		Submitted/Not Submitted	
(b)	Original Cadet Medical Exam Report/Medical Certificate		Submitted/Not Submitted	
(c)	The School Leaving Certificate (Transfer Certificate Original) countersigned by the DEO of the district from the School last attended/ Original Mark Sheet & Progress Report Card Previous school		(i) Submitted/ Not Submitted (ii) Signed by DEO (iii) Date of Birth is not legible /Correctly mentioned.	
(d)	Date of Birth Certificate Original & 01-Self attested photocopy /Xerox of the student are to submit. (Original Cert will be returned after scrutiny)		Submitted/Not Submitted	
(e)	Cast Certificate (For SC/ST/OBC-NCL Cadet) Father & Student	(Signed by Tehsildar)	Submitted/Not Submitted	
(f)	Original Domicile Certificate (Nativity/Permanent Residence for Domicile Quota) Student & Father (Both) (as Per Govt. Of Odisha Home Department Resolution)	(Affidavit) Annexure-3 Annexure-3A	Submitted/Not Submitted (i) Residence Cert (Signed by Tehsildar)	
(g)	Original Income Certificate (Father) for all Candidates signed by Tahsildar & Govt Scholarship Purpose & Original income Affidavit (Executive Magistrate & Tehsildar for Odisha State candidates only)	(i) Income Certificate (Signed by Tehsildar) (ii) Annexure-4	(i) Submitted/Not Submitted (ii) Not signed by the competent authority (Tehsildar) (iii) Signed by the Gazetted Officer/Special Executive Magistrate & linked with the supporting document issued by the Tehsildar	
(h)	Scholarship Agreement for Odisha Government (only for Odisha state cadet)	Annexure - 5	Submitted/Not Submitted	
(i)	Bond of Agreement for those who are in receipt of Financial Assistance from Government	Annexure - 6	Submitted/Not Submitted	
(k)	Original Salary Certificate for the Month of Latest Month from the present employer & Part- II Order /Service Certificate/Ex Serviceman Certificate (ESM) from Zila Sainik Board and Discharge Certificate for availing Defence Quota. (PPO/Discharge Book).	Annexure - 7	Submitted/Not Submitted	
(l)	Inoculation & Health Certificate/ Certificate of Blood Group	Annexure-8	Submitted/Not Submitted	
(m)	Undertaking by the Parents on Increase of fees / Inter School Transfer & Withdrawal / Refund of Scholarship	Annexure-9 & Annexure-10)	Submitted/Not Submitted	
(n)	Affidavit by Parents & Undertaking by the Cadet on Ragging	Annexure-11 & Annexure-12	Submitted/Not Submitted	
(o)	Indemnity Bond Certificate (Annexure 13 to 20 Both Side Print Out Copy)	Annexure-13	Submitted/Not Submitted	
(p)	Address Particulars	Annexure-14	Submitted/Not Submitted	
(q)	Undertaking for not caring any gadget by cadet	Annexure-15	Submitted/Not Submitted	
(r)	Undertaking request consent for liberty/Out pass, Movable/Immovable properties for not possessing Forbidden items	Annexure-16	Submitted/Not Submitted	
(s)	01- Family Group Photograph Details & Declaration for correctness of the documents at the time of admission	Annexure-17 & Annexure-17A	Submitted/Not Submitted	
(t)	Declaration for AISSEE (Admit Card /Score Card)	Annexure-18	Submitted/Not Submitted	
(u)	Certificate of Undertaking for schools Rules & Regulations	Annexure-19	Submitted/Not Submitted	
(v)	Adoption Deed (if Applicable)	Annexure-20	Submitted/Not Submitted	
(w)	UDISE+ Admission Entry Form (Permanent Education Number PEN NO & APAAR ID NO & Consent Form)	Annexure-21	Submitted/Not Submitted	

(Signature of Parents/Guardian)

Mob No-..... Email Id :.....

(Signature of Admission Clerk)

Dated :-