



**ADMISSION FORM**

Application No.: .....

Program: BBA  BBA-BI

Please fill all fields in your own handwriting, using capital letters

**PERSONAL INFORMATION**

**Applicant's** Academic Session .....

Name: Mr./Ms./Mrs..... Gender: Male  Female

Name in Devanagari:.....

Date of Birth:..... AD..... BS

Place of Birth:..... Nationality:..... Religion (Optional):.....

E-mail Address:..... Cell No.:..... Phone (Home):.....

**Family's**

Father's Name:..... Profession:.....

Organization:..... Designation (Optional):.....

E-mail Address:..... Cell No.:..... Phone (Office):.....

Address (Office):.....

Mother's Name:..... Profession:.....

Organization:..... Designation (Optional):.....

E-mail Address:..... Cell No.:..... Phone (Office):.....

Address (Office):.....

**Local Contact**

Guardian's Name:..... Relation:.....

Local Address:..... Phone No.:..... Cell No.:.....

Office Address:..... Phone No.:.....

Emergency Contact Name: .....Phone No.:..... Cell No.:.....

**ACADEMIC BACKGROUND**

Certificate/ Degree	School/College/ Institute	Registration No.	Board/ University	Passed Year	Grade/ GPA/ Division	Marks	
						Obtained	%
SEE or Equivalent							
10+2 / PCL							
Bachelor							

**HOBBIES & INTERESTS**

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## DECLARATION

I, hereby, certify that the information provided by me in this application is correct and true. I take full responsibility if there is any misstatement and incorrect information over me. I clearly understand that accepting my application, appearance in admission test and selection in interview do not mean approval of my admission.

I, hereby, declare to forgo the right of reclaiming all forms of payment including the caution money in the case of leaving the college before completing the degree for which I have sought admission.

I, hereby, agree to abide by all the rules and regulations of the Excel Business College, Pokhara University and Government of Nepal as applicable currently and revised, updated or enforced in the future.

Date:.....

Applicant's Signature.....

I wish my son/daughter/relative to be educated in accordance with ideals and aims of Excel Business College. I understand and agree that she/he is liable to immediate dismissal for inadequacy in his /her studies for misconduct of behavior, non-payment of fees when due or any other reasons which the college administration considers his/ her continuation in the college undesirable.

Name of Guardian/Parents: Mr./Ms. .... Relation: .....

Date:.....

Signature of Guardian/parent: .....

## DOCUMENTS ATTACHED (PLEASE TICK)

- Photocopies of SEE / SLC Certificate and Mark-sheets
- Photocopies of 10+2 / PCL Certificate and Mark-sheets
- Two Passport Size Color Photographs
- Photocopy of the Admit Card (for result awaiting candidates)
- Letter of Recommendation from Principal/Head of Previous Institution Attended (for result awaiting candidates only)
- Original Migration Certificate
- Photocopy of Equivalence Certificate (for candidates with A-Level or other International Degree from foreign university)
- Copy of Citizenship Certificate

## FOR OFFICIAL USE ONLY

Admission Test Score: General Awareness  Quantitative Ability  Logical  Reasoning  Essay  Total

Performance in Interview: ..... Recommendation for Admission: Yes  No

### Scholarship

Pokhara University ..... % .....

Merit Scholarship ..... % .....

Others ..... & .....

.....  
Received By

.....  
Authorized By

.....  
Approved By