



Udaan School of Photography
Ajay Business Centre
T. H. Kataria Marg, Matunga (west)
Mumbai 400016 India
Ph : +91 22 65566655 +91 9619315130
Email : enquiry.udaan@gmail.com <http://www.udaan.org.in>
UNIT OF UDAAN VISUAL ARTS EDUCARE PVT LTD

APPLICATION FORM

(FOUR-MONTHS COURSE IN DOCUMENTARY PHOTOGRAPHY)

PERSONAL DETAILS

NAME : _____

DATE OF BIRTH : _____

PARENT'S NAME : _____

NATIONALITY : _____

PASSPORT DETAILS : _____

(for non-Indian nationals)

PERMANENT ADDRESS: _____

PRESENT ADDRESS: _____

(if different from permanent address)

RESIDENCE PHONE : _____

MOBILE : _____

EMAIL ID : _____

ALTERNATIVE CONTACT PERSON : _____

MOBILE NUMBER OF ALTERNATIVE CONTACT PERSON : _____

DO YOU HAVE ANY KNOWN PHYSICAL/MENTAL HEALTH CONDITION ?

(If yes, please state the details - it is just for the safety of the participants/students)

please affix your photo

HAVE YOU EVER BEEN CONVICTED ANY CRIME ?

(If yes, please state the details)

IDENTITY DOCUMENTS SUBMITTED :

(You require to submit documents for identity and residence proof)

- Passport
- Voters ID Card
- Latest MTNL bill
- School leaving certificate / Board Exams result sheet
- Any valid government ID card
- If any other card, pls state the details _____
- Pan Card
- Aadhar Card
- Birth Certificate

COURSE ENROLLMENT

SELECT THE COURSE YOU WOULD LIKE TO JOIN

- Four-months Documentary Photography Course

ENROLLMENT FOR BATCH :

(for eg, if the course is starting in February 2017, then mention February 2017)

WHAT DO YOU SEEK FROM THE COURSE ?

WHAT PHOTOGRAPHY EQUIPMENT DO YOU OWN ?

SELF ASSESSMENT OF YOUR PHOTOGRAPHIC LEVELS :

- Taken pictures at home and vacations
- Serious amateur, experiment with photography
- Professional

WHERE DID YOU GET TO KNOW ABOUT THE INSTITUTE (UDAAN) AND THE COURSE ?

ARE YOU MEMBER OF ANY PHOTOGRAPHIC GROUP, CLUB OR ORGANISATION ?

(If yes, please state the details)

ARE YOUR PICTURES (SHOT BY YOU) AVAILABLE ONLINE IN THE PUBLIC DOMAIN ?

(If yes, please mention the web address / link)

COURSE FEE

TOTAL COURSE FEE FOR THE MODULE YOU HAVE OPTED FOR* : Rs _____

Total course fee due to institute as on the date of submitting this form - Please call Udaan office if you do not know the exact fee.

Mode of payment : [] cheque** [] Demand Draft [] Bank Transfer [] Cash

Amount Paid : INR / USD _____

Cheque / Demand Draft Number : _____

(if payment is made by cheque or demand draft)

Transaction number : _____

(if payment is made by bank transfer)

Centre (the city where the course will be held) : _____

** Please use Udaan website (www.udaan.org.in) or call Udaan office for the fee*

*** Cheque payments are subject to realisation*

The receipt is subject to terms and conditions mentioned ahead in this enrollment form.

INFORMATION FOR PAYMENTS TO BE MADE BY CHEQUE OR DEMAND DRAFT :

The cheque / demand draft needs to be made in favour of **Udaan Visual Arts Educare Pvt Ltd** and sent/deposited to the following address :

Udaan School of Photography
Ajay Business Centre
T.H. Kataria Marg,
Matunga (west),
Mumbai 400016, India

INFORMATION FOR ONLINE PAYMENTS & BANK TRANSFERS :

Name of Account holder : Udaan Visual Arts Educare Pvt Ltd
Bank Name : ICICI
Bank Address : Chembur, Mumbai
Account Number : 623905034106
IFSC : ICIC0006239
SWIFT code : ICICINBBCTS

Name of Account holder : Udaan Visual Arts Educare Pvt Ltd
Bank Name : Yes Bank
Bank Address : Mulund West, Mumbai
Account Number : 019583800003741
IFSC : YESB0000195
SWIFT code :

For online bank transfer, you can pay to either of the above banks, according to your convenience. After making the transfer please inform the school at +91 9836968988 or +91 619315130 or send a mail to admissions.udaan@gmail.com. On confirmation of the transfer, the institute will send a digital receipt to the student, followed by a hard copy through courier.

TERMS AND CONDITIONS

- 1 The student/ participant must be above the age of 18 years
- 2 The student needs to send two passport size photographs (one pasted and cross signed on this form) and the other one pinned along with this application form. The completed form along with photostat copies of the required name/age/address proof documents should be sent to the following address

Udaan School of Photography
Ajay Business Centre
T.H. Kataria Marg,
Matunga (west),
Mumbai 400016, India

On receiving the above, the school shall send the student a receipt for the course/registration fee received, and the enrollment process will be complete. However, admission is at the institute's discretion.

One may also enroll by sending scanned copies of the necessary documents, including the application form through email to admissions.udaan@gmail.com, provided the necessary fee payment have been made through online bank transfer and the transaction number mentioned in the email. On the completion of the above, the institute shall send a receipt for for the course/registration fee received through bank transfer.

For any clarification regarding the enrollment process you can call the admission in-charge on +91 9619315130 / +91 22 65566655 or send a mail to admissions.udaan@gmail.com

- 3 For submitting the hard copy of the application form, one would need to take a print out

of the application form, fill it and send to the above mentioned address. The application form will need to be accompanied by necessary documents and the course fee.

4. The course fee is non-refundable, except if a student has been refused a visa for entry to India or for any serious medical reason, that occurred to the student after the completion of the enrollment process. On submission of proper (verifiable) medical documents or refusal of visa documents, to the school, a refund of the course fee may be made to the student (prior to the commencement of the course), on the sole discretion of the school management. In this case, a processing fee of Rs 2500 (\$ 50) shall be deducted.

No refund of the course fee shall be made whatsoever, after the course begins, except for security deposit, if any. (Security Deposit is taken only in longer courses)

5. If a course is cancelled by the school than the entire fee will be refunded.
6. While the school takes all necessary safety measures regarding the health and safety of students, teachers and all equipments, Ms Udaan Visual Arts Educare Pvt Ltd shall not be legally or financially responsible for the same and in the event of any mishap or damage to health or equipment, legal proceedings shall not be initiated against the school or Ms Udaan Visual Arts Educare Pvt Ltd
7. Ms Udaan Visual Arts Educare Pvt Ltd shall not be responsible for any accident or mishap that occurs while students are shooting outdoors on their own or with school staff, and in the event of any such occurrence Ms Udaan Visual Arts Educare Pvt Ltd shall not be legally or financially responsible for the same and legal proceedings shall not be initiated against the school or Ms Udaan Visual Arts Educare Pvt Ltd
8. Students are responsible for any damage they cause to school equipment, furniture or property and will have to reimburse the cost of the damage.
9. The school may video record the classes/teaching sessions for its own promotion and for enhancement of its courses in the future. The school may use all photographs/graphics created by students during the course, for its own promotion and for enhancement of its courses in the future
10. The school can cancel the admission of any student for unruly behaviour if he or she violates the school rules and the terms and conditions. No refund shall be made in such cancellations of admission.

TERMS AND CONDITIONS

I hereby declare that the information provided above by me is true to the best of my knowledge and I have read and agree to comply with the Terms & Conditions mentioned in this form

Date :

Signature of Applicant