



Excellence is our goal

REGENCY

COLLEGE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY

6-3-60/A/6, Hilltop Colony, Near Taj Krishna, Erramanzil,
Khairatabad, Hyderabad - 500 082.

SINCE
1994

1. COURSE APPLYING FOR

- ☐ 3 years Bachelor's in Hotel Management & Catering Technology
☐ 1 ½ Year Certificate Course (Food Production)

2. FOR OFFICE USE ONLY

Application Form No :

Receipt No :

Date of Registration :

Date of Admission :

Fee Receipt :

Signature of Principal :

Affix your Latest
Passport Size
colour
Photograph

3. PERSONAL INFORMATION (To be filled in by the candidate)

i. Name: Mr. / Miss.

ii. Sex M ☐ F ☐ Date of Birth (in figures)

iii. Parent's / Guardian's Name:

iv. Occupation of the Parent / Guardian:

v. Father's / Guardian's Income per annum:

vi. Address (Office)

vii. Mobile Telephone

viii(A).Email ID-Student Parent

viii(B).Address (Res) Temporary / Permanent

(with Xerox copy of address proof)

ix. Mobile Telephone

x. Permanent Address

xi. Mobile Telephone

xii. Local Guardian Name & Address

xiii. Mobile Telephone

xiv. Relationship with Guardian

xv. Nationality & State Mother Tongue

xvi. Do you belong to SC/ST or any backward class?

(A Certificate attested by a Gazetted officer must be attached)

4. EDUCATIONAL RECORD

Name of the institution	Address (street, city ,state)	Major subjects	Grade class secured	Year of completion	% of marks scored
High School					
Pre University/ Intermediate/XII					
University					
Other Qualification					

5. WORK EXPERIENCE (IF ANY)

S. No	Name of the organization	Designation	Duration

6. LANGUAGES KNOWN

Name of Language	Speak	Read	Write

7. EXTRA CURRICULAR ACTIVITIES

S.No	Particulars	Level	Sponsored by

8. HOBBIES / OTHER INTERESTS

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9. ADDITIONAL INFORMATION

- Providing this information will not affect your admission prospects
- Have you attended seminars / Lecturers about the Hotel Industry?

Yes ☐ No ☐ If Yes Please Specify

- Have you read any books/ Magazines about Hotel Industry?

Yes ☐ No ☐ If Yes Please Specify

If you applied any catering College, please specify (Name & Address)

How did you learn about the Regency College of Hotel Management & Catering Technology?

Through Paper ads ☐ Website ☐ Seminar ☐

Others please specify

10. CERTIFICATION OF PHYSICAL FITNESS

(To be filled in by registered Medical Practitioner)

As the training in the institute involves a large amount of food handling the applicant must produce this certificate undergoing a thorough check up. I Dr. _____ Reg. No. _____

Certify that Mr. / Mrs./Miss. _____

S/o /D/o _____ is not suffering from any of the diseases mentioned below, nor from other disease which may be harmful infections or contagious to others.

1. Epilepsy or any type of convulsions

2. Tuberculosis

3. Trachoma

4. Venereal diseases

5. Infectious diseases

6. Any physical or mental disability that may hinder his /her education.

Date:

Place :

Signature of the registered Medical Practitioner
(With Seal & Address)

11. RULES OF CONDUCT

1. Strict punctuality should be observed and discipline should be maintained in the class.
2. Students should be neatly dressed in proper uniforms for practical Classes
3. Students are forbidden from loitering in the college during the working hours
4. The students should cooperate to keep the college neat and clean.
5. If any students fail to put the required attendance of 75% his/her name shall be struck off the rolls
6. Every student should invariably bring the college identity card daily and produce it on demand.
7. Fee once paid will not be refunded under any circumstances. If He/She discontinuing the course for any reason is Liable to pay the entire course fee.
8. Caution deposit will be refunded by cheque only subject to deduction applicable at the time of refund after completion of 3 Years.

12. CERTIFICATION

I Certify that the information given in this application is true and accurate to the best on my knowledge, and I understand that any misrepresentation may result in my application being rejected, I am prepare to appear for an examination and interview. In the event of securing admission, I agree to abide by all relevant Rules & Regulations of the college.

Date:

Signature of the Candidate

13. DECLARATION BY THE PARENT

I agree to the admission of my son/daughter/ward to The Regency College of Hotel Management and Catering Technology. I shall be responsible for his/her good conduct and behavior during the period He/she remains on the rolls of the college. I am fully aware that there will be no students union in the college, and if my ward/child ever takes part in any such activity he/she may be expelled. If my ward fails to put in 75%attendance, he/she may be removed from the rolls without any notice. May be I agree if my ward fails to abide by the rules of conduct of the college he/she will be liable for suspension or dismissal from the college. I will visit the college periodically and also whenever called and ascertain the progress of my ward from authorities. The declaration made by the son/daughter/ward is true and correct, and if any wrong statement has been given by him or her the name may be struck off the rolls. I will ensure that he/she will abide by the directions of his/her lecture's and fulfill all the assignments as and when given. I am fully responsible and liable to clear all his/her dues pertaining to college fees, library etc. whenever due or called upon to do so.

Date:

Signature of the Parent

14. INSTRUCTIONS

- 1.All entries should be in candidates own handwriting and the candidate shall be personally responsible for incorrect entries made.
- 2.The Application forms which are incomplete or have no relevant certificates are liable to be rejected.
- 3.The college reserves the right to cancel admission of the candidate at any stage when it is detected that the admission is against the rules.
- 4.Admission is granted subject to submission of all certificates. Original documents to be submitted after the admission is confirmed will not be returned till the completion of the course

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|--|--------------------------|-------------------------|--------------------------|---|--------------------------|
| 1. 10+2 Certificate & Marks Memo | <input type="checkbox"/> | 2.Migration Certificate | <input type="checkbox"/> | 3.Conduct Certificate | <input type="checkbox"/> |
| 4. Bonafide Certificate | <input type="checkbox"/> | 5 .Transfer Certificate | <input type="checkbox"/> | 6.Other Certificates (Sports. NCC, Caste, etc.) | <input type="checkbox"/> |
| 7. Attested copy of address proof permanent / present address proof <input type="checkbox"/> | | | | | |

No of Enclosures _____

Date:

Authorized Signatory