



ENVIROSKILLS
ACADEMY™

ESA INTERNATIONAL HOTEL MANAGEMENT INSTITUTE

Admission Form

☐ Goa ☐ Guhawati ☐ Nepal ☐ _____ ☐ Others

Course Type : ☐ 1 Year Diploma Domestic (001) ☐ 1 Year Diploma International (002) ☐ SSLTI ☐ BHM

Section A - Personal Details:

Applicants Title ☐ Mr ☐ Ms ☐ Mrs ☐ Others

Applicants Name

Date of Birth – dd/mm/yy - Gender

Father/Guardian Name Father/Guardian Occupation

Nationality - Telephone Number -

Passport Number - Passport Type -

Passport Expiry Date - Visa If Any -

Permanent Address –

Current Address –

Mobile Number Pan Card

Aadhar Card/ Nagrikta Card Details

*** To be Filled in Upper Case in Black Ink**

Section B– Qualifications:

Certificate/ Degree	Year of Passing	Marks Obtained	Board/University
SSC	<input type="text"/>	<input type="text"/>	<input type="text"/>
HSSC	<input type="text"/>	<input type="text"/>	<input type="text"/>
BA/BSC/BCOM	<input type="text"/>	<input type="text"/>	<input type="text"/>
MA/MSC/MCOM	<input type="text"/>	<input type="text"/>	<input type="text"/>
Others	<input type="text"/>	<input type="text"/>	<input type="text"/>

Section D – Payment Information:

Mode of Payment : ☐ Cash ☐ Cheque/ DD ☐ Bank Transfer

Paid Amount in Cash -

PDC/ DD Details -

Payment Detail	Bank Name	Branch Details	DD/Cheque No.	Date	Amount
First Installment	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Second Installment	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

ENVIROSKILLS

Available Account Details :-

Bank Name- Axis Bank

Account Name- Enviroskills Academy Pvt Ltd

Account No- 919020064060315

IFSC Code- UTIB0000097

Signature of Parent's Guardian

Signature of Administrator

Fee Refund Process:-

1. The student if wants to leave the course within 7 days of joining, then 25% of the fee will be deducted and the rest will be returned back. This will be part of total fees.
2. If the student leaves within 7-10 days than the student will be liable to receive only 50% of the fee while the rest of the fee will be deducted.
3. In case the student wants to quit after 10 days there will be no refund in the course fee and the student has to born the loss of late decision.

The student can be rusticated in case of the underlying reasons: -

1. Not attending the classes as per the instruction – if 2 or more classes are not attended, the student will be issued a warning letter and the second warning will lead to rustication. In case of rustication, the student will not be allowed to continue with the hotel property also.
2. Not attending the exams
3. In case of no payment of the installment within the scheduled time period.
4. In case of constant complains from the hotel/ Institute
5. Misbehavior with the Institute staff or hotel staff under any circumstances
6. In case the hotel/Institute is not happy with the learning or performance of your ward
7. In case of absconding / leaving the internship without any Prior intimation & approval from the institute and hotel

PARENT'S GUARDIAN CERTIFICATE

I, Mr./Ms. _____ certify that my son/ daughter/ ward is applying for the course of _____ at the Campus _____ with my permission and undertake that I will be responsible for his/ her good behavior during his/her education tenure at the Campus and will accept all decision of the Campus authorities in matters of admission and discipline. I further undertake that he/ she who has furnished the above undertaking shall comply with it in case he/ she violates the same, he/ she shall face punishment under the Campus Regulations.

Signature of Parent's Guardian

Signature of the Applicant

Contract Details – This is a contract between ESA & Student/Guardian to be at a comfortable position of understanding all the below stated points and once signed it would be deemed to be followed as per the processions.

Enviroskills Academy International Hotel Management Institute

Thank You for registering with Enviroskills Academy International Internship Program for India, UAE, Maldives, Mauritius & Australia

Hereby, we confirm that we have received your Registration form for the Internship & Placement program. All Enviroskills Academy Internship Programs provide Single Internship Opportunity with basic stay and shift wise food.

This includes:

Enviroskills Academy Certificate for International Experience and Exposure Completion certificate for internship by the company that you will be interning with.

The enrolment of the participants to any programs designed, provided, supervised, undertaken, marketed, distributed by Enviroskills Academy (further referred to as ESA) shall make the participants, end consumer, subscribers or the applicants subject to the following terms and conditions which are effective from the enrolment, participation or application of the participants to any program of ESA which are stated as below,

1. The participants are bound to send the correct and true information in the application form and updated resume to ESA as the participant's best of the knowledge and belief. If any information is found to be false or incorrect, the participant's program will be terminated immediately on such discovery by ESA, in addition to which, a penalty may also be attracted for misrepresentation to ESA.
2. ESA shall specify the city names where the students will be offered the internship but is not bound to specify the company names and other details to the participants till the commencement of the internship program.
3. The participants are expected, from the time of their arrival in India, UAE, Maldives, Mauritius & Australia till their departure to the native country, to abide by the laws of the country
4. This would also require them to adhere to the guidelines provided by their embassy. ESA shall not be responsible for any consequences arising out of the violation of any law or regulation by the participant. ESA shall reserve the right to immediately terminate the program of any participant who violates the laws.
5. The participants are expected to arrive at the specified airport of the destination on the specific date provided to them as per the schedule of the program. The participant, on failing to do so, shall be responsible for their own transfers and accommodation till the date of the program. In case, the participants arrive later than on the day specified by ESA, the participants shall be responsible for their own transfers but ESA shall not be held responsible if the internship program is terminated by the Company.

1. ESA shall brief participants on the details of the program and other guidelines at the commencement of the program. The participants are expected to follow the guidelines and abide by the regulations set by ESA for the common benefit of the participant.
2. ESA shall not be responsible for the conduct of the participants during the internship tenure. If any participant displays any kind of misconduct or misbehavior, ESA has the right to terminate the program and expel the participant.
3. In a case of termination of any participant, for whatever reasons, the participant will not be entitled to any experience certificate, transfer, accommodation or any services from ESA.
4. ESA assumes no responsibility if any participant fails to follow the internship program schedule provided to them. The participants are expected to arrive before the program on a specified date and depart immediately on the completion of the program. ESA will not take any responsibility for the consequences arising out of any stay, travel or activity carried out by the participants anywhere in the country apart from the program provided by ESA.
5. As per the performance exhibited during the screening and the Interviews, it will be ESA's prerogative to assign Internship department to the student and also to change the department in case required.
6. ESA shall not be responsible in case of any injury caused to the participant due to non- observance of the safety guidelines or otherwise or the instructions of ESA or supervisor, if any, provided to the participants in any company. If the participant is found not complying with the rules of the assigned internship company, the company may terminate the internship and as a consequence, program shall stand terminated by ESA. In such a circumstance, the participant will be required to leave ESA accommodation immediately (if applicable) and also no refund will be granted to the participant by ESA.
7. Each and every participant has to ensure that they fill up the Log books provided by ESA (which is a part of the curriculum) and also attend the classes (in case of India Internship) with respect to the schedule else the Placement will not be applicable.
8. ESA shall not be responsible for changes or cancellations to the Program in the circumstances of war or threat of war, terrorism, fire, environmental or climate concerns, government or local authority action, or any event which amounts to a force majeure and no refund or compensation for any loss will be given to the participants by ESA.
9. ESA shall not be responsible if the participants face any injury or damage due to an accident, natural calamity, criminal acts, force majeure, riots and other acts of a threat to personal safety.
10. The ESA shall not be responsible towards the participants once the participants complete their program as per ESA schedule.
11. The participants are bound to write the feedback on the services of ESA on the completion of their respective programs before their departure from the country of their internship.
12. ESA does not take any responsibility for any illegal activity of the participants or any activity outside the scope of the program. The participants hereby agree that they shall not indulge in illegal activities or any conduct prohibited by the country laws.
13. In case of activities objectionable from the Internship Hotel Property/ Country Laws/ESA laws ESA will have the full authority to expel/rusticate/banish the student with immediate effect

1. The participants shall carry valid passports, travel documents, currency, adequate insurance cover and other belongings at their own risk. ESA is not responsible if any participant loses any of the above documents under any circumstances.
2. During the internship in India they will be provided with Signature classes for the first 5 Days (at the max 7 days depending on the student ASK) and will also follow-up with the property for extra classes incase required.
3. For India Internship the student will be provided with a minimum stipend amount of Rs. 6000/- which can go up to other amounts depending on students' performance and interaction with the properties.



PARENT'S GUARDIAN Acceptance & Authorization

I, Mr./Ms. _____ certify that my son/ daughter/ ward is applying for the course of _____ at the Campus _____ with my permission and undertake that I will be responsible for his/ her good behavior during his/her education tenure at the Campus and will accept all decision of the Campus authorities in matters of admission and discipline. I further undertake that he/ she who has furnished the above undertaking shall comply with it in case he/ she violates the same, he/ she shall face punishment under the Campus Regulations.

I also authorize ESA to take the command and start its operational duties relevant for this program and support the student to set up the best possible future of my ward.

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Signature of Parent's Guardian

Signature of the Applicant