



Udaan School of Photography  
Ajay Shopping Centre,  
T.H.Kataria Marg  
Matunga (west), Mumbai 400011 India  
Ph : +91 9619315130 +91 22 23020880  
Email : enquiry.udaan@gmail.com  
<http://www.udaan.org.in>  
UNIT OF UDAAN VISUAL ARTS EDUCARE PVT LTD

## APPLICATION FORM

(FOR SHORT-TERM COURSE IN FASHION & COMMERCIAL PHOTOGRAPHY)

### PERSONAL DETAILS

NAME :

DATE OF BIRTH :

PARENT 'S NAME :

NATIONALITY :

PASSPORT DETAILS :

(for non-Indian nationals)

PERMANENT ADDRESS :

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PRESENT ADDRESS :

(If different from permanent address)

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RESIDENCE PHONE :

MOBILE :

EMAIL ID :

ALTERNATIVE CONTACT PERSON :

MOBILE NUMBER OF ALTERNATIVE CONTACT PERSON:

Please affix your photograph

**HAVE YOU EVER BEEN CONVICTED OF ANY CRIME ?**

(if yes, please state the details)

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**DO YOU HAVE ANY PHYSICAL DISABILITY OR KNOWN PHYSICAL/MENTAL CONDITION ?**  
(If yes please state the details)

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I, \_\_\_\_\_ hereby declare that apart from what I have mentioned above, I have no other known physical or mental health condition that would prevent me from satisfactorily completing the course in the stipulated time period.

**IDENTITY DOCUMENTS SUBMITTED :**

(you are required to submit documents for identity and residence proof)

- Passport       Pan Card
- Voters ID card     Latest MTNL bill
- Ration Card       Birth certificate
- School leaving certificate / Board Exams Results
- Aadhar Card or any valid govt ID card
- Pan Card
- If any other ID card, please state the details \_\_\_\_\_

**COURSE ENROLLMENT**

**SELECT THE COURSE YOU WOULD LIKE TO JOIN :**

- One month Product Photography Course
- One month Fashion Photography Course
- Two-months Commercial Photography Course
  
- Include a Three-day Basic Photography Course (Rs 3000/- plus taxes)

**ENROLLMENT FOR BATCH :** \_\_\_\_\_

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

**WHAT DO YOU SEEK FROM THIS COURSE ?**

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WHAT PHOTOGRAPHY EQUIPMENT DO YOU OWN ?

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SELF ASSESSMENT OF YOUR PHOTOGRAPHIC LEVEL :

Taken pictures at home and vacations

Serious amateur, experimenting with photography

Professional

WHERE DID YOU GET TO HEAR ABOUT THE SCHOOL AND THE COURSE ?

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

(if yes, please state the details)

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ARE YOUR PICTURES AVAILABLE ONLINE IN THE PUBLIC DOMAIN ?

(if, yes please mention the web address)

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## 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 fees)

Mode of payment :  cheque \*\*  Demand Draft  Bank transfer  Cash

Amount paid : Rs / 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 see Udaan website (<http://www.udaan.org.in>) or ask Udaan office for the fee.

\*\* Cheque payments are subject to realisation

The receipt is subject to terms and conditions mentioned ahead in the application form

The cheque/demand draft needs to be made in favour of "UDAAN VISUAL ARTS EDUCARE PVT LTD" and sent to the following address :

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

For online bank transfers, following are the bank details :

Name of Account holder : Udaan Visual Arts Educare Pvt Ltd  
Bank Name : ICICI  
Bank Address : Chembur, Mumbai 400021, India  
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 400080, India  
Account Number : 019583800003741  
IFSC : YESB0000195  
SWIFT code : YESINBB

For online bank transfer, you can pay to either of the above bank, according to your convenience. After making the transfer please notify the school at +9619315130 or send a mail to admissions.udaan@gmail.com. On confirmation of the transfer, the school will send a digital receipt to the student, followed by a hard copy through courier.

## TERMS AND CONDITIONS

- 1 The student must be above the age of 18 years
- 2 All students are required to bring their own DSLR camera with at least a wide angle lens (prime or zoom) and a laptop. Preferably, the student should also own a telephoto lens (prime or zoom) and a tripod, but its not mandatory.
- 3 The student needs to send two passport size photographs (one pasted and cross signed on this form) along with this application form. The completed form along with photostat copies of the required name/age/address proof documents. They should be sent to the following address

Admission in-charge  
Udaan School of Photography  
Ajay Shopping 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 enrolment process will be complete. However, enrolment is at the institute's discretion.

One may also enrol by sending scanned copies of the necessary documents, including the application form through email to [admissions.udaan@gmail.com](mailto: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 completion of the above, the school shall send a receipt for the course/registration fee received through bank transfer

For any clarifications regarding the enrolment process, you can call the admission in-charge on +91 9619315130 or send a mail to [admissions.udaan@gmail.com](mailto:admissions.udaan@gmail.com).

4. 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.
- 5 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 enrolment 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 the security deposit.
- 6 If a course is cancelled by the school than the entire fee will be refunded.
- 7 While the school takes all necessary safety measures regarding the health and safety of students, teachers and all equipment, 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 Udaan Visual Arts Educare Pvt Ltd.
- 8 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 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 Udaan Visual Arts Educare Pvt Ltd
- 9 Students are responsible for any damage they cause to school equipment, furniture or property and will have to reimburse cost of the damage.
- 10 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
- 11 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.

## DECLARATION

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

Date :

SIGNATURE OF THE APPLICANT