



Institute of Hotel Management  
APPLICATION FORM

Please fill up the details clearly and completely Affix one latest passport size photo here

1. Personal Details

First Name ..... Surname .....  
Gender:  Male  Female. Date of Birth [ ][ ][ ][ ][ ][ ][ ][ ][ ]  
Address : .....  
..... City .....  
Pin..... State.....Country.....  
Father's / Guardian (s) Name : .....  
Occupation : ..... Ph.Off..... Resi.....  
Mobile: ..... E-mail: .....  
Mother's Name:..... Occupation .....  
Mobile : ..... Ph. Off..... Resi.....

2. Program Applying To:

- 2 Years MAHM Degree in Hotel Management from - MGU India
- 3 Years BAHM Degree in Hotel Management from - MGU India
- 2 Years Advance Diploma in Hotel Management from-MGU India
- 1 Year Diploma in Hotel Management from-MGU India
- 1 Year Certificate Course from AHLEI
- 2 Years Diploma in Hotel Management from AHLEI

3. Applicant's Educational Record (Mention from Class 10th onwards)

Class	School / College	Board/University	Year (From & To)	Marks Obtained	% age

4. Language Proficiency

1. ....  Read  Write  Speak  
2. ....  Read  Write  Speak  
3. ....  Read  Write  Speak

5. Work / Organization Experience

State here your work experience, especially your experience in hotels, restaurants and catering. State the name of company and period you worked there. By organizational experience we mean any experience you have in organizing at or outside school. Enclose reference from employers, if applicable.

Company Name	Position	From	Until

6. How did you hear about (HIHM) Hayes Institute of Hotel Management?

- Career Fair(s) Newspaper / Magazine
- Hotel School Student Family Friends
- Presentation at my School
- Internet

7. Your application form will only be considered if the following are enclosed along with the fee.

Submit the educational documents in set of two. Xerox copies of all the certificates must be duly attested by gazetted or a notarized officer. All education certificates must be carried in original along with the Xerox copies.

- 4 Passport size recent photographs
- Residence Proof
- Medical Certificate including Blood Group Report
- Class 10th Certificate
- Class 12th Certificate
- Graduation Degree

- Date of Birth Certificate
- Work Experience Certificate (applicable to working candidates only)

9. Interested in International Internship

- Yes
- No

10. Fees Payment Details

- By Cash/Demand Draft

Cash only collected at Institute in Zirakpur. No other person is authorized to collect the cash on behalf of Hayes Institute of Hotel Management except directors.

- Demand Draft

The Demand Draft will be made in favor of "HAYES Education Pvt. Ltd." Payable at Chandigarh/Panchkula.

Terms & Conditions:-

- Fees once deposited are not refundable in any circumstances
- Admission is secured on first come first serve basis.
- HAYES IHM reserves the right to cancel the admission under any the following listed situations:-
  - If candidate does not join the specified course by the stipulated date.
  - If fees are not deposited by the mentioned dates
  - If candidate submits wrong information about his credentials
  - In case the candidate is a result awaited admission gets compartment, his admission stands valid until he clear his eligibility criterion exam. If he fails to clear this exam at later stage no refunds are made.

Signature of Candidate

Date

Signature of Parent/Guardian

Date

Declaration of Undertaking

- I \_\_\_\_\_ Parent /Guardian of candidate \_\_\_\_\_ state that all the information provided in this admission form and the documents attached are authentic. I understand that if my daughter/son gets admission to HIHM she/he shall abide by all the conditions mentioned to us.
- I agree to pay the fee of Rs. \_\_\_\_\_ per year as by HIHM fee structure. I am aware that fee and charges include University fee, Admission fee, Tuition fee, Trainings fee, Practical cost, Food material cost, Books, continuation fees and University Examination fees.
- I agree to follow the rules & regulations of HIHM.
- I am aware that 85% is the least attendance required for me to be eligible of any training sessions-Theory, Practical or Vocational. In case of failure of the same, I am aware that I shall not be allowed to appear in University Exams.
- I am aware that Fee charges are exclusive of Uniform, accommodation and educational tours/visits.
- I am aware that use of Mobile phones, smoking, alcohol, drugs, pan masala are prohibited. Use of same in the premises by me will lead to strict disciplinary action against me.
- I hereby affirm to the fact that Institute provides complete placement support and assistance. My placement eventually depends on my efforts/learnings/academies performance/sincerity and disciplined behavior in the institute.

(Sign of Candidate)

Date:-

(Sign of Parent/Guardian)

Date:-

(FOR OFFICE USE ONLY)

COURSE ENROLLED IN \_\_\_\_\_ SESSION \_\_\_\_\_ BATCH \_\_\_\_\_

FEE DEPOSITD \_\_\_\_\_ RECEIPT # \_\_\_\_\_ DTD. \_\_\_\_\_

SCHOLARSHIP OFFERED (IF ANY) \_\_\_\_\_

REMARKS \_\_\_\_\_

Signature of Counselor

Signature of Principal

• Declaration & Agreement

I ..... Parent(s) / Guardian(s) of ..... Certify that all the information provided above and attachments are authentic and correct. I understand that my son / daughter if admitted in HIHM - Hayes Institute of Hotel Management he / she shall:

1. Abide by the rules of HIHM
2. Must pay the fees as mentioned in the schedule
3. Must follow by the uniform rules of HIHM
4. Must complete at least 80% attendance in all the trainings including - Practical exposure at Hotel Marc Royale and other trainings being held by HIHM

I Certify that the statements made by me in answers to above details are true, complete and & accurate to the best of my knowledge and I have carefully studied the financial overview.

.....  
Parent(s) / Guardian(s)  
Signature

.....  
Applicant's Signature

Date :

Remarks .....  
.....