



## Application

1. The academic year of the school is from April to March. Admission to classes lower K.G. and upper K.G. are taken in March -April.
2. Application to other classes will be entertained only at the instance of vacancies in those classes.
3. The prospectus with Application form shall be available from school office during the prescribed hours.

### *Requirements for Admission in L.K.G. Eligibility*

1. A child who has completed three and a half years on March 31st of the year of admission.

### *Birth Certificate*

1. Baptism Certificate from the parish priest, (In case of Christian children)
2. Birth Certificate from the competent authority, such as: Panchayat / Nagarpalika.
  - A. No other Certificate from whatever source it be, will be accepted.
  - B. **Date of birth once given shall not be changed on any account whatsoever.**
3. Stamp-size photographs to be affixed on the Application form

### *Interaction*

1. Interaction with the child for admission shall be taken on the date informed.

*The interest and AVAILABILITY of the parents in helping the child will be specially counted in the selection of children.*

## **REQUIREMENT FOR ADMISSION- CLASS I TO VIII**

1. Transfer certificate from the school where the students was studying.
2. Prospectus and Application form can be obtained from office of the school during the fixed hours for those classes in which vacancies are declared.
3. Stamp-size photographs of the student to be affixed on the Application form and interview slip.
4. The parents of the student shall necessarily be presented to submit the Application form in the school.
5. **Date of Birth shall not be changed at any stage later.**

### *Written Test and Interviews*

1. Written Test will be taken in English, Mathematics, General Science/Physics, Chemistry, Biology, Computer and Hindi.
2. List of the students selected will be displayed on the school notice board.
3. The following documents are required at the time of interview:-
  - A. The interview slip.
  - B. The original Report Card (mark list) of the qualifying examination.
  - C. A birth certificate from the School, where the Candidate is studying.

*Admission will be strictly on the Basis of the written test and Interview*

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## **ADMISSION**

1. The list of the children selected for admission will be published on the school notice board on the date given.
2. The parents shall deposit the first installment of the fees at the time of admission.
3. Admission of the selected children shall be taken on the assigned days. Those who fail to respond shall forfeit their chance.
4. Certificate and reports: The following documents are essential at the time of admission.
  - I. Transfer Certificate from the school last attended.
  - II. A Xerox copy of mark List (Report card) along with the original.
  - III. Medical Fitness Certificate, certified by physician in Govt. Service.
  - IV. The presence of the parents of the student to be admitted is compulsory. No representation will be accepted.

## **ADMISSION TO CLASS XI**

1. Admission to class XI of the ISC course is not automatic for candidates who appeared/passes ICSE examination from this institution. Students are selected to class XI on the basis of:
  - I. Their consistent and good academic performance in the previous class IX AND X.
  - II. **A minimum of 60% of marks in the board exam.**
  - III. A good conduct and behaviour, and other social and personal qualities.
  - IV. At least a 'B' grade awarded in the SUPW and community service.
  - V. Having at least 80% attendance in classes IX and X.
  - VI. At least 70% of marks in each subject opted for the ISC course.
2. Duly filled registration forms shall be submitted in the office of the school within the stipulated time along with the necessary requirements. The requirements are: Attested copies of:
  - I. Statements of marks – ICSE exams.
  - II. Progress report of class-IX
  - III. Progress Report of class-X
  - IV. Character Certificate from the school last attended.
3. There are two streams offered in ISC COURSE  
1-English,Physics,Chemistry, Maths, Hindi 2- English,Physics,Chemistry, Hindi, Biology. The groups will be decided on the basis of the marks scored by the candidates in the subjects in the ICSE Board Examination.
4. The principal reserves the right to refuse admission to anybody without assigning any reason.
5. Applications of the students from outside will be considered only in the case of vacancy that is after considering the students from this institution. Students who have passed ICSE examination apply for registration provided (they obtained 70% marks in the opted subjects, . And (II) the selection committee finds them suitable.)
6. Students from other boards will be considered; provided
  - I. There is availability of seats
  - II. They secure stipulated marks in the subjects they opt. for
  - III. They pass in the written test in English, Physics, Chemistry, Maths/Biology
  - IV. The selection committee finds them suitable (IV) after they obtain Eligibility certificate from the Council for the Indian school certificate Examination (New Delhi).
7. Interaction with the students and parents will be on the day prescribed for it.



8. Admission of the selected students will be taken on the scheduled day. Parents of the candidates shall be present along with the candidate to take the admission.
9. Transfer Certificate (original) shall be submitted at the time of the admission.
10. If students from other boards are selected, they shall submit the Migration Certificate (In original) at the time of admission.
11. Two extra photographs of passport size of the candidate shall be submitted with the transfer certificate.

**Important :** All admission to class XI for entry of the Indian school certificate (year – 12) Examination are to be positively regularized by 31 July, of the academic year, no applications for admission without a clearance certificate are to be registered by the school