

## **ADMISSION GUIDLINES**

All prospective candidates seeking admission to any class are required to register their names in the school office. The dates of registration will be intimated to the parents/Guardians at the proper time.

The school is open for admission to both boys and girls irrespective of caste and creed, provided the child fulfills the requirement, and the parents are ready to abide by the rules and regulations set by the school management.

Admission is granted by the principal after the child qualifies in a written test or oral test. The type of examination and mode of selection are fixed by the principal.

No students from other schools will be admitted to the school without a transfer certificate. For the first admission to the school, the original date of birth certificate (laminated) of the child from competent authority has to be submitted along with application form.

The admission shall be renewed when the students from class UKG are promoted to class I, for which a fee equal to 50% of current admission charges will have to be paid.

If a student has to be withdrawn from the school, one calendar month's notice, in writing, shall have to be given to the office by the parents/guardians. Discharge certificate shall be issued after recovering all dues.

The principal reserves the right to discharge any student who deemed unsatisfactory with regard to studies, general conduct and discipline, and those who are repeated for two consecutive years in the same class.

Irregular attendance, disobedience, disrespect towards members of the staff and disrepute to the school are sufficient reasons for the dismissal of a student. The decision of the principal in all matters pertaining to admission and withdrawal of students shall be final and binding.