**Admission Procedure:**

* Click the Enquiry Button to fill the online enquiry form with the following details
* School office will communicate with you to fix the entrance exam date.
* Syllabus copy of entrance test will be sent to you.
* Visit school by 10 am as per the appointment date and write entrance test.
* Based on the result of entrance test (minimum shore is 35%) provision admission will be granted.
* Filling of Application and submitting following documents are mandatory.
* Aadhaar card of the Student and Parents
* Student Photos(4 no)
* Mark card of the Previous Class
* Transfer Certificate / Birth Certificate

**Important Information**

**PAYMENT OF FEES**

Term Fees should be paid in advance as per the following schedule:-

->1st April to 30th April - For the 1st Term Fee

-> 1st September to 30th September - For the 2nd Term Fee

**TRANSPORTATION:**

* School bus will stop only at the designated points
* Buses will not wait for latecomers
* Students should not discard trash inside or outside the bus
* No one should board/leave the bus till it makes a complete stop
* When the bus is in motion, no part of the body should be taken out by the commuters.
* Any sort of unruly behavior inside the bus will amount to strict disciplinary action.

**WITHDRAWAL:**

* A calendar months’ notice in writing must be given before the end of the academic year requesting for the issue of Transfer Certificate
* In case of mid-term withdrawal/admission, fee charged shall be of the full amount to be paid for the year.
* School academic year - 1st week of April to 31st March

**VISITING HOURS**

* Principal:
* Monday / Wednesday / Friday: 4:00pm to 5:00pm
* Saturday: 12:00 noon to 1:00 pm

Parents are requested to take prior appointment from the school office to meet the principal.

**Academic Coordinator / Teachers**

* Monday to Friday: 4:15 pm to 5:00 pm
* Saturday: 3:00 pm to 4:00 pm

**Parents Teacher Meeting are scheduled on the second and last Saturday of every month from 10:00 am to 1:00 pm, if it not a calendar holiday. In case of any charges, a notice will be sent to parents.**