

BRIEF ADMISSION PROCEDURE

Inquiry Form to be filled in by the parent. (As available at Admin office) in school & issue of Registration form

Submission of duly filled Registration form along with

1. True copy of Birth Certificate of the student
2. L.C. Issued by Previous School.
3. Photocopy of the Report Card of Previous Class.

Issuing of Prospectus and schedule of entrance test will be given along with syllabus of entrance exam.

Written test will be conducted for class Sr. Kg to IX on the Scheduled dates.
Oral Interaction for Nursery / Jr. Kg / Sr. Kg, by Co-ordinator and panel

Admission order recommending this case, issued by Admission Incharge.

Meeting with Educational Advisor followed by meeting with Vice-principal / Principal

Declaration of Merit List on the third day from the Admission test conducted.

Submission of required documents as per mentioned in Admission Form.

1st Quarter Fee should be deposited in the Accounts Department and submission of Admission Form, Transportation form, Medical form and Indemnity Bond to be filled in and date of Induction meeting will be informed..

Uniform, books, stationery, etc. to be procured.

Induction Meeting will be conducted on scheduled date

Joining the School as per the Scheduled date and time.

Allotment of Registration No., Class , Section and Houses.

Issue of Identity Card and Bus Pass.

Registration Rules & Formalities

1. Age Eligibility :- as on 1st April,2014.

- Nursery : 2.5 Years
- Jr. Kg. : 3.5 Years
- Sr. Kg : 4.5 Years
- Class I : 5.5 Years
- Class II onwards on the basis of previous class

Registration

A Duly filled Registration form available from the school to be submitted within 7 days from the date of issue of form or the last date given. The date for Admission test will be given on day of submission of form.

- * Attested copy of Birth Certificate.
 - * Photocopy of the Report Card of previous class must be submitted.
- Please note that the submission of Registration form does not guarantee admission.

Admission Test

- * The Children who have registered will have to appear for admission test which may be written or oral as laid down by the school, for different levels.
- * The selection of the candidates will depend upon the child's performance in the Admission test score / interview and on the availability of seats in the concerned class.
- * The date of the result of the interview & the last date for the submission of fee will be specified at the time of admission test / interview the school reserves all the rights to admit or reject any applicant for admission without assigning any reason. The decision of the Principal/Management will be final for all the matters of related to admission.

Admission

- * The names of the children who are selected as per the admission procedure will be displayed on the notice board through merit list
- * The Students offered admission must complete the following formalities before joining the school or the offer will stand cancelled.
- * Submission of Birth Certificate [Attested copy]
- * Report Card showing passing of last class or promotion to present class.
- * Original school leaving certificate from the previous school, countersigned by the DEO if transferred from other States / Boards.
- * Proof of residence of the child. (Copy of Ration Card / Voter's ID / etc.)

Payment of Fee

- * Payment of fee will be on Quarterly basis.
- * Payment will be made at par cheques only in favour of "Atmiya Vidyapeeth", Adipur.
- * For Transportation fee, cheques only in favour of 'Sarveshwar Educational Trust'.

➔ For further details Contact: (M) 9099394500 (O) (02836) 257350,257360

➔ You can send mail / Log in (info@atmiyavidyapeeth.org)