

INSTRUCTIONS FOR ADMISSION TO PRE-SCHOOL AND PRE-PRIMARY SESSION 2017-18

1. New session for Pre School and Pre Primary will commence on 6 April (Thursday) 2017.
2. School timings:- (7.40 a.m. - 12.00 noon).
3. Children using own conveyance (self children) must be picked up at 11:40 a.m. & route children will leave at 12.10 p.m.
4. Fees is to be paid by (Cheque/DD) on 8 March (Wednesday), 9 March (Thursday) & 10 March (Friday) 2017 between 9:00 a.m. to 11:00 a.m. after verification of original documents.
5. If any parent wishes to withdraw the name of the child before 31 March 2017 complete amount paid will be refunded after deducting ₹200/- as registration fees. If any parent wishes to withdraw the child's name from 1 April 2017(Saturday) to 29 April 2017(Saturday) ₹200/- (Registration fees) and one month tuition fees will be deducted.
6. Books & Uniform will be available on Monday, 27 March 2017 between 8:30 a.m. to 1.00 p.m.
7. An Orientation Programme will be held for the parents of Pre School children on Thursday, 30 March 2017. Details of the programme, date & time will be made available to the parents by post/telephone.
8. Confirmation of route, pick up points, timings and section will be displayed at the school reception on Thursday, 30 March 2017.
9. Parents must submit books and notebooks duly covered and labelled to the Class Teacher on Thursday, 30 March 2017 after the Orientation Programme.

General Instructions For Admission to Pre – School & Pre – Primary Class

- Original documents will be verified on 8 March (Wednesday), 9 March (Thursday) and 10 March (Friday) 2017 from 9:00 a.m. to 11:00 a.m.
- The photocopied documents submitted should be self-attested. It is compulsory for both the parents of the selected child to be present along with the child at the time of verification of documents and paying fees. Fees will be accepted on the same day after verification.