

THE ORCHID SCHOOL
BANER, PUNE

Circular No. TOS/FRO/CIR/FS/18-19/30

Date: 13th November 2018

ADMISSION FOR STD I – 2019-20

Important dates:

Online Registration Opens: 26th November 2018 at 12 Noon and closes once the available number of seats get registered because there are not many seats in general category.

Admission Process: Family Meet and Student Interaction to understand the readiness for Class I on 2nd December 2018

Admission Announcement: 03rd December 2018.

Eligibility Criteria for STD I Admission:

- Who will be completing minimum **6 years of age as on 30th September 2019**. (Age criteria strictly adhered as per following GR <https://www.maharashtra.gov.in/1145/Government-Resolutions> GR No. 201701251739123421 dated: 25/01/2017, GR. No. 201501231709356421 dated: 23/01/2015, GR. No. 201501191704208321 dated: 21/01/2015)
- Who has attended formal preparatory school, studying in Sr. KG or equivalent of preprimary education

Documents Required for Admission:

- Birth Certificate
- Copy of Student's Aadhar Card/ Aadhar Enrollment Document
- Sr. KG Mid Term Report card or equivalent that elaborates the child's learning level
- 1 Passport Size Photograph of Student
- If with special needs, any special report / diagnostic reports.
- Submission of end of Academic Year Report is a must before the session starts.

Admission process will not commence if you fail to produce any of the document mentioned above.

Admission procedure:

Before submitting the form online, please read and understand

- Fees structure
- Admission process, the norms and changes in eligibility, criteria, withdrawal policy, Refund Policy etc.
- Time line
- Mandatory steps as given below

Mandatory requirements:

- Both the parents need to be present for Admission Process
- Parents need to adhere to the given time slots.
- On the day of admission parents must submit documents at the “Document Verification Desk”.
- Only if you have all the documents as per requirement you will be further guided to procure the admission form and brochure for Rs.1000/- at the accounts desk.
- One parent with the help of IT desk fills off line form, takes a print out, affixes the photo and keeps the document ready.
- During/ after this time student meets the teacher along with one/ both the parent.
- **Teacher engages with the student to understand the student’s readiness for class 1.**
- **Class 1 requires that student be proficient at minimum required level in spoken language skills, reading, comprehension skills, numeracy and conceptual skills. Hence this process is crucial, and parent can observe their child’s readiness level and competence.**
- When student finishes meet with teacher, both parents meet the Principal for a family meet to ask or clarify if there are any queries.
- Final list will be displayed in school office on given date.

Note:

School cannot be held responsible if registration is not successful due to Technical snag / delay in internet connection / poor network or failure for final submission.

- Registration is not a guarantee for admission confirmation.
- Failure to turn up for the admission meet cancels the registration.
In case of cancellation of admission because of any given reason, there will be no refund of the amount paid against admission fee.
- **School management reserves the Final decision to grant admission**

Fee Structure: One time Non-Refundable Admission Fee: Rs 75,000/-

Level	Annual Fees	40% At the time of admission	20% June 2019	20% October 2019	20% January 2020
STD I	1,17,000/-	46800/-	23400/-	23400/-	23400/-

***Note:** The total annual fee for Intelligence Surveillance System is Rs.7080/- (to be paid in quarters along with fee installments)

Total Fees to be paid at the time of admission

One-time Admission Fee	40% of the Annual Fee	Sports Program Amount	Intelligence Surveillance System (1 st quarter)	Total
75,000/-	46,800/-	2700	1770	1,26,270/-

- Parents to read and clarify all policies related to refund and admission process. No arguments / requests will be entertained after the process is completed.
- Intelligence Surveillance System will help the school to monitor the safety and security of the students while they are in the school premises and is compulsory.

Prepared By

Approved By

Authorized By

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Vice Principal

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Principal

****As it is a computer-generated document, it does not require signatures***