

INSTRUCTIONS FOR PARENTS

(Please read the instructions before approaching the school office to complete the admission formalities.)

- The parents of those students who have cleared the interview/entrance, as listed here, have to complete the admission formalities starting from **26th to 30th March 2021 (last date)** during school office hours. Timings are as follows:
26-3-2021 - **9:00am to 2:00pm**
27-3-2021 - **11:00am to 2:00pm**
30-3-2021 - **11:00am to 2:00pm**
- Admissions have been given provisionally at present. The same will be only confirmed once all the formalities of admissions are completed by the parents.
- **The parents have to confirm the Admission by filling the admission form and depositing the admission fee* along with fee of first quarter on or before the last date. If admission is not confirmed by the last date (30-3-2021), the seat will be offered to the student on the waiting list.** *One-time fee for classes Nursery to 10.
- The parents of those students on the waiting list may contact the school office.
- Those students who failed to clear the interview/entrance are not eligible to re-apply for admission in this session/year. They may apply in the next session.
- Admission form should be strictly filled by the parents only (father or mother of the child).
- Please bring one latest passport size photo of the child, father, mother and guardians, if any.
- The annual fee is payable for the entire 12 months of the year starting from April to March, to be paid quarterly (four installments) latest by 15th of April, July, October & January (without late fee). These four installments have to be paid on or before the last date (15th of the due month to avoid a late fee fine. A late fee will never be waived-off later.
- The admission fee along with fee of first quarter can be deposited in cash or online as well through debit cards and UPI. Details on the same will be made available to the parents at the time of filling the admission form.
- Parents need to fill a request form if conveyance/transport facility is required for their child.
- School uniforms & books will be available at **Mayura Book Store (Ph: 9462673814).**
- **New Session will begin (regular mode/online mode) from Monday, 5th April 2021.** *(Classes will start on regular mode if the Government opens the school for all classes else classes will be given through online mode.)*
- Transfer Certificate (TC) and mark-sheet from the present school have to be deposited in the school office at the earliest. The admission will stand as provisional (not confirmed) in absence of these two documents. If not deposited, after 15 days from the day the new session begins, the provisional admission will be cancelled without further intimation.
- **Fee once paid will not be refunded under any circumstances.**
- For any query, please contact at 9929795626 during office hours.