



## **INDIAN SCHOOL SALALAH**

P O BOX. 2305, SALALAH – 211, SULTANATE OF OMAN

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**Circular Dated: 10/12/2018**

**ADMISSION (2019-2020)**

### **1. REGISTRATION FOR NEW ADMISSION**

- 1.1** Registration Form for admission to Class L.K.G to Class IX & XI for the academic year 2019-2020 can be collected from the school office on payment of RO 10/- from January 10, 2019 to January 28, 2019 and the Registration Form completed in all respects should be submitted to the school office.
- 1.2** Registration can also be done after January 28, 2019, by paying a late fee of RO 5/- in addition to the normal registration fee (i.e. Total RO 15/-), **if seats are available.**
- 1.3** For Non-Indians, registrations will be done on availability of seats. They have to produce NOC from their respective Embassy for registration and also give an undertaking with the Registration Form.

### **2. AGE LIMIT**

For admission to L.K.G., a child should have completed 3 ½ years, for U.K.G. 4 ½ years and for Class I, 5½ years as on June 30, 2019. A corresponding minimum age limit is fixed for successive classes.

### **3. INTERACTIVE SESSION / ADMISSION TEST FOR STUDENTS FROM SCHOOLS OTHER THAN THE CBSE AFFILIATED.**

- 3.1** After submission of the Registration Form, an Admission Slip will be issued by the Office Clerk, which is to be handed over to the Teacher in charge for admission on the day of interactive session.
- 3.2** Interactive Session with the Teachers / Test will be conducted.
- 3.3** Question paper in a subject will be set on the syllabus of the previous class. Duration of the written test for each subject will be one hour for Classes II to IX ( for those from schools other than CBSE affiliated schools).
- 3.4** List of candidates selected for admission will be put on the school notice board at 11.00 am for **KG to IX on 25/03/2019.**

#### **4. ADMISSION – PROCEDURE & REQUIREMENTS**

**4.1** On declaration of a candidate being eligible for admission, the parent can collect the **Admission Form** from the Fee Counter by paying RO 2/- only.

**4.2 Admission Form** completed in all respects, along with the following documents should be submitted to the Office Clerk with the relevant fees between 8.00 am and 11.00 am.

(a) **TRANSFER CERTIFICATE:** Transfer Certificate should be issued only under the signatures of the regular Principal /Vice Principal and it should be countersigned by an Officer not below the rank of District Inspector of Schools / Deputy Director of Education / Education Officer of the Education Department of the State / Union Territory concerned. In case of a student migrating from a CBSE affiliated School, the schools shall mention in the Transfer Certificate **AFFILIATED TO THE CENTRAL BOARD OF SECONDARY EDUCATION** below the name and address of the school along with the

**Affiliation Code No. [Applicable for the admission to Class II to XII only]**

(b) One recent passport size photograph of the child. **[For all classes]**

(c) Photocopy of child's passport and parent's passport with its First Page, Visa Page and Last Page and copies of Resident Card. **[For all classes]**

(d) Copy of the last Progress Report issued by the previous school. **[For classes II onwards]**

(e) Photocopy of Immunization record of the child.

(f) In addition to the above for Non-Indian Students, the following documents to be submitted.

- NOC from the respective Embassy
- Undertaking by the Parent (will be given from school)

(g) If any document is found invalid, admission will be cancelled without any explanation.

**4.3** The Fee Receipt given by the Office Clerk should be handed over to the Class Teacher of the student at the time of joining the school.

#### **5. School Monitored Safe Transport System**

We would like to invite the new students to use the School Monitored Safe Transport System. As a responsible institution, we are committed towards the safety of our children which is our prime concern and we appeal to you to join us in this effort in creating a safe environment for our children. **We request you to kindly enroll your ward for the School Monitored Safe Transport System for the best interest of our children.** The Consent Slip is available in Indian School Website.

For any enquiries, please contact Mr. Nobin M G, Administrative Officer, GSM: 99671891