



INDIAN SCHOOL SALALAH

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Circular Dated: 10/12/2017

ADMISSION (2018-2019)

1. REGISTRATION FOR NEW ADMISSION

- 1.1** Registration Form for admission to Class L.K.G to Class IX & XI for the academic year 2018-2019 can be collected from the school office on payment of RO 10/- from January 10, 2018 to January 28, 2018 and the Registration Form completed in all respects should be submitted to the school office latest by January 31, 2018.
- 1.2** Registration can also be done after January 31, 2018, 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, 2018. 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 as follows:-

Class	Date	Time	Subject (s)
L.K.G	15/03/2018	8.30 am to 11.00 am	Interactive session with Child and Parents.
L.K.G	17/03/2018	8.30 am to 11.00 am	Interactive session with Child and Parents.
U.K.G	18/03/2018	8.30 am to 11.30 am	Interactive session with the child
I	14/03/2018	8.30 am to 11.00 am	Interactive session with the child
II to VIII	15/03/2018	8.30 am to 12.00 noon (one hour each subject)	Interactive session with the child / Test
IX	15/03/2018	8.30 am to 12.00 noon (one hour each subject)	Interactive session with the child / Test
XI	08/04/2018 09/04/2018 10/04/2018	8.30 am to 11.30 am	English and Maths for Commerce Students English, Maths & Science for Science Students

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 **UKG to IX on 21/03/2018 and LKG on 22/03/2018]**

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) Original Birth Certificate. **[For Non-Indians]**

(b) **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]****

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

(d) Photocopy of child's passport and father's passport with its First Page, Visa Page and Last Page (where details of the parents are given). In case, the child does not have his/her own passport, then the copy of the passport of mother or father where the child's name is endorsed. **[For all classes]**

(e) Copy of the last Progress Report issued by the previous school. **[For all classes except LKG]**

(f) Photocopy of Immunization record of the child.

(g) Copy of the Aadhar Card (for the students coming from India)

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

- NOC from the respective Embassy
- Undertaking by the Parent

(i) 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.

T. R. BROWN
Principal

