

Admission Policy & Procedure

AGE CRITERIA FOR ACD. YEAR 2023-24

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| Nursery | 1 st January, 2020 to 31 st December, 2020 |
| Junior KG | 1 st January, 2019 to 31 st December, 2019 |
| Senior KG | 1 st January, 2018 to 31 st December, 2018 |
| Grade I | 1 st January, 2017 to 31 st December, 2017 |
| Grade II onwards | 1 st January, 2016 to 31 st December, 2016 |

- Iris International School serves the educational needs of the local community of the area. Admission is open to all students on first come, first serve basis but are subject to availability of the seat.
- Iris international school welcomes all learners who identify with the vision, mission and values of the school as part of it's family.
- Learners are eligible for admission in Iris international school only if they satisfy the school's age eligibility criteria.
- Parents must agree to the school admission policy before enrollment. By signing the admission application, the parents are bound to the terms and conditions stated below.
- Decisions with respect to
 - Initial grade placement
 - Promotion from one grade to another
 - Retention in a particular grade
 - continued attendance in the schoolare based on academic, personal, social and emotional aspects of student's current / previous school records.
- Learners are placed in a class compatible with their age, development and previous school records.

Procedure

- Step 1 : Admission Inquiry
- Step 2 : Admission Form Filling
- Step 3 : Form & Document Submission
- Step 4 : Meeting Principal
- Step 5 : Payment of Fees
- Step 6 : Admission Done

Documents

| Sr. No. | Grade / Class | Documents |
|---------|----------------------|---|
| 1. | Nursery | Original / Notarised copy of Birth Certificate and copy of Aadhar cards of both parents and child. 3 – Photos of Child and 2 Photos of each parents |
| 2. | JR & SR KG & Grade I | Original / Notarised copy of Birth Certificate & a copy of previous years report card and copy of Aadhar Cards of both parents and child. 3 - Photos of Child and 2 Photos of each parents |
| 3. | Grade II onwards | Original School Leaving Certificate, a copy of previous years report card and a copy of Aadhar Cards of both parents and child. 3 - Photos of Child and 2 Photos of each parents |

General Guidelines

1. Presence of parents along with the child is mandatory at the time of admission.
2. Admissions are subject to vacancy. Registration is not the confirmation of admission.
3. Pre-Primary Section is running in two shifts. Availability of preferred shift is subject to vacancy.
(I Shift : 8:30 am to 11:30 am II Shift : 12:00 noon to 3:00 pm)
4. Student ID and UDISE Number must be cited in the Original School Leaving Certificate issued by the previous school (for Grades II and above).
5. Any Medical need & Medical issue of child must be informed to Admission Counseling otherwise parents are responsible for the same.

School Fees

1. Fee structure is put on the School Notice Board.
2. Fees can be paid through local cheque / draft / Credit / Debit Card swipe and also NEFT Bank of Baroda
Fee paid through cheque is subject to realization.
3. Details to be written on the cheque will be given at the time of admission.
4. Dishonored cheque would lead to cancellation of admission.
5. Fees once paid are non-refundable.
6. PDC for II & III Installment must be submitted.

School Transport

1. Parents must fill up the School Transport form if they opt for School Bus Facility for their ward/s. For the details of bus route and School Transport Fees one must contact the School Transport Department on the ground floor.

Contact

1. Admission Counseling : 8087015008 / 8087006551
2. Email-Id : irisinternational2014@gmail.com
3. For details visit us at www.irisinternationalschool.org