



# POLE STAR PUBLIC SCHOOL

Sector-7 (Extn.) Gurugram (HR.)

## ADMISSION POLICY

Admissions are open for the academic session 2023-2024. The academic year will commence from the month of April to March of the following year. Enquiry Call on 9971717976 to talk to us or visit the school from 9 AM to 3 PM. Monday - Saturday (2nd Saturday Off).

### **Registration**

After the initial Enquiry, this step requires parents/guardians to register their child or ward after paying registration amount. Registration is not an assurance of admission.

### **Admission Test and Interaction**

Here is the 2 steps process for the admission test or interaction:

#### **Step 1:**

- A personal interview with the Principal is held for Class I .
- A written test is conducted for admission in higher grades (class II onwards). If a child clears test it is followed by interaction with the Principal.

#### **Step 2:**

- If the student clears the admission test and interaction, the student is invited for admission.

**Documents Acceptance and Verification:** On confirmation of admission, the following documents have to be submitted :

- Filled application form
- Progress Report of the last class attended (for Class II and above)
- Two recent passport size photographs of the student
- Two recent passport size photographs of both the parents or the guardian

- Proof of residence (Electricity Bill, Lease Deed, rent agreement ownership document, passport)
- Copy of Parents Aadhaar Card
- Copy of Aadhaar card of the student
- Parivar Pehchan Patra
- Transfer Certificate from the previous school along with SRN No. (for Classes 2nd onwards)
- Medical History / Transport Form to be filled (if opting for School Transportation)