



St. John's school, Hebbal, Kempapura

Admissions Policy

Our admissions process is designed to identify students who will benefit from our rigorous academic curriculum and supportive learning environment. We welcome applicants who are motivated, curious, and eager to explore new opportunities for growth and development.

General Information

- Our admission process ensures that we have a transparent process that does not allow for any kind of discrimination.
- Our admission process involves the Admissions officer, academic coordinators and Management.
- The Admissions officer ensures that the student applying for admission meets the eligibility criteria set in this document. She also clarifies any doubts the parents may have regarding the curriculum or the school.
- The block supervisor and the class teacher may interact with the child to understand the student's needs and if the curriculum is appropriate for the child.

Before Admission

- Parents can collect the prospectus from the school Administration department.
- Application form has to be filled by the parents for proceeding with the admission formalities.
- To ensure fair assessment and suitability for admission, students will undergo an entrance test tailored to their grade level. Students seeking admission for grades 3, 4, and 5 will be assessed in English and Mathematics, while those seeking admission for grades 6 to 8 will also be evaluated in Science in addition to English and Mathematics. Additionally, students up to grade 3 will engage in a casual interaction with the Admissions Officer to gauge their readiness for school.
- For candidates unable to attend in person, an online interview will be conducted.

- All students are welcome to apply for admission to our school. Admission decisions are made based on whether we can effectively meet the educational needs of the student. However, the school reserves the right to accept or decline admission based on merit and/or eligibility criteria.
- Students who seek admission in our school are expected to:
 - Have a growth mindset and willingness to learn
 - Have a strong work ethic
 - Display positive character traits such as integrity, responsibility, and respect
 - Show readiness to actively engage in the school community and contribute positively

Admission documentation

- 1. Application form** – Application forms are available from the school administration department.
- 2. Documents needed** –
 - One photocopy of birth certificate
 - Previous class report card
 - Two passport size photos of student

After Admission

The existing as well as new students have to undergo the same process of admission as per the guidelines mentioned above.

1. Upon successful selection for admission based on merit and eligibility, the parents/guardians are required to deposit the corresponding fee. (as per fee structure mentioned in the fee challan)
2. Parents / guardians are required to submit the following documents.
 - Original transfer certificate. (Report card / Marks of the last assessment given will also be required).
 - Photocopies of all achievement certificates in the field of Academics, Sports, Extra-Curricular activities etc.
3. The Admission documentation must be completed and signed by Parent / Guardian.
4. Parents can contact the school Admissions officer in case of any queries.

All school policies are communicated to the teachers, students and parents through regular communication and are uploaded on the school website.

CONTRACT

Parents are required to read and sign the admission policy as stated above. By signing the document, parents/ guardians accept the terms and conditions for their ward to be considered for admission to St. John's School.