



# Procedure

## TECHNO INDIA GROUP PUBLIC SCHOOL, KALYANI

### ADMISSION NORMS

#### Procedure to be followed during admission.

1. Collect prospectus and registration form from school office.(On payment of Rs. 600/- in cash)
2. Fill up registration form and stick two colour photographs of child on the form. Submit the form along with photocopy of birth certificate and report card (duly attested) of school last attended. Submission of family photograph along with the registration form is mandatory.
3. Date of interaction with interview panel to be taken from school office.
4. *Interaction of child with parents/guardian with the interview panel on the date given.*
5. List of selected candidates will be put upon the school notice board.
6. Parents of selected candidates fill up Admission Form after submitting the following :
  - a. Stamp size colour photographs of child, mother and father(or local guardian) – 1 copy each.
  - b. Photocopy of last report card of last school attended(not applicable for children enrolling in school for the first time)
  - c. Photocopy of birth certificate(original birth certificate to be brought for verification)
  - d. For bank draft –please see Annexure.
7. Contact details of pool car operators can be provided.
8. Measurement for school uniform, collection of books, orientation for new parents and the official welcome to the Techno India Group family will be organized by the school – dates will be notified.
9. School starts on and from first week of April.