



Oxford Public School, Ranchi

Important Admission Rules and Guidelines for Parents (2024-25)

- ◆ **Accuracy in Admission Forms:** Please ensure that all information provided in the admission form is accurate and complete.
- ◆ **Date of Birth Declaration:** Once the date of birth is declared in the form, it cannot be changed under any circumstance.
- ◆ **Age Criteria:** Please ensure that your child meets the age requirements for the respective classes as of March 31, 2024:
 - Pre-Nursery: 2½ to 3½ years
 - Nursery: 3½ to 4½ years
 - Prep: 4½ to 5½ years
 - Class I: 5½ to 6½ years
- ◆ **Document Submission:**
 - **For admission to Classes Nursery to V,** please submit a self-attested photocopy of the date of birth certificate from the municipality along with the Aadhaar card. Please bring the original copies of the Aadhaar card and birth certificate for verification.
 - **Original transfer certificate (T.C.)** from the previous school is mandatory for Classes II to V. In case the T.C. is unavailable at the time of admission, a bona fide certificate issued by the same school must be submitted with an undertaking for provisional admission. The original T.C. must be submitted before March 31, 2024. If transferring from another state, the T.C. must be countersigned by the District Education Officer (D.E.O.) or Department.
 - Ensure that the report card of the previous class is submitted no later than **March 31, 2024.**
- ◆ **Bus Route Information:**
 - Please check the bus routes displayed on the notice board prior to admission. For more details, please contact the Transport Department.
 - Please note that there is no bus facility available for Class Pre-Nursery and Nursery.
- ◆ **Tampering of Forms:** Tampering of admission forms is strictly prohibited. In case of any mistakes, please purchase a fresh form and fill it out neatly.

We look forward to welcoming your child to Oxford Public School!