



OXFORD PUBLIC SCHOOL, RANCHI, JUNIOR WING

ADMISSION RULES – GUIDELINES FOR PARENTS (2017-18)

- Utmost care must be taken while filling up the admission forms.
- The Date of Birth once declared in the form will not be changed under any circumstance.
- Minimum age required for **Class Prep**: 4½ yrs & **Class I**: 5½ yrs as on **31st March 2017**.
- For admission to **Classes Prep to V**, **Xerox copy of Date of Birth Certificate from the Municipality along with UID (Aadhar) Card** must be submitted at the time of admission.
- **Please bring the original copies of UID & Birth Certificate for verification.**
- **Original Transfer Certificate (T.C.) from the previous school is a must for classes II to V.**
- In case if T.C. is unavailable at the time of admission, a Bonafide Certificate issued by the same school has to be submitted with an undertaking for Provisional admission. The **original T.C.** must be submitted before **31.03.2017**.
- In case of transfer from any other state , the T.C. must be countersigned by the **D.E.O.** (District Education Officer) or Education Department. (Applicable only if T.C. is not from any affiliated school)
- The **Report Card** of the previous class must also be submitted positively by **31.03.2017**.
- The Bus-Routes displayed on the Notice Board must be checked before taking admission. For details contact the Transport Department.
- Tampering of forms is not allowed. In case of any mistake, a fresh form has to be bought by paying the same amount and filled up neatly again.

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