

## ADMISSION PROCEDURE

The admission procedure is simple and parent friendly.  
Follow these easy steps to be a part of GNES.

1(a): Download the admission form.

Or

(b) Visit the school office on any working days between 9 AM to 12 Noon and collect the admission form and the prospectus on payment of fee.

### 2: REGISTRATION

Submit the duly filled in form with affixed photo of the candidate for registration and be informed of the admission test date (for classes UKG to IX)/interaction with the school team (class LKG).

Documents required for registration:

- I. Self-attested Date of Birth certificate.
- II. Photo copy of Adhaar card of the parents and the candidate.

### 3: INTERACTION/ADMISSION TEST

The candidate requires to qualify the test to be eligible for admission. However selection is subject to availability of seats and merit.

### 4: ADMISSION.

Selected candidates will be required to make the fee payment within 7 days of the declaration of the result. The following documents need to be submitted for admission.

1. Copy of the Birth Certificate
2. Copy of Report Card of previous year (only needed for admission to class 1 onwards)

List of documents required at the time of admission:

1. Evidence of having graduated from the previous class.
2. 4 photographs of the student
3. 2 parents photographs
4. Original TC from the previous school (for students seeking admission from class 2 onwards)
5. Proof of residence .
6. Original Certificates may be produced at the time of admission for verification
7. Photocopies of all achievement certificates in the field of Academics, Sports, Extra Curricular activities.
9. The Admission documentation booklet must also be completed and duly signed by both Parents. It contains information which will assist you in your relationship with the School.

Acceptance of Admission:

1. Students are admitted on First Come, First Served basis depending on vacancies
2. We conduct no formal interviews with the child or the parent.
3. Selected candidates will be required to make the fee payment within 7 days of the declaration of the result.

**The school reserves the right to admissions. In all matters pertaining to admission, the decision of the Admission Committee will be final. Fees submitted cannot be refunded under any circumstances.**

You will be intimated of the date and time of uniform & textbook issue.

There will be a parent orientation program before the beginning of the new academic session. This program will acquaint the parents with the Vision, Mission & Ethos of the school.