

## **Admission Policy**

### **2011 – 2012 School Year**



***Note: Where stated, "parent" refers to the custodial parent or legal guardian of the child.***

1. A student must be no less than five years of age and no greater than fifteen years of age on or before June 1st of the school year.
2. Before a student can be enrolled, the new student application form and fee of Rs. 25.00 must be submitted. When the file is complete, the Academic Coordinator must conduct an assessment of the student. The fee for this assessment is Rs. 300.00 and is paid at the time of testing. Following the assessment, the parents and School Administrator will meet to discuss the results and determine how the student can be best served at Beautiful Gate Special School.
3. The School Administrator will review the file when it is complete. The parents will be notified of enrollment and have one week to return the registration fee of Rs. 300.00, to hold the placement.
4. If the student has previously been tested or enrolled at Beautiful Gate Special School, past testing results and academic progress will be considered in determining placement. The Administration reserves the right to require a current admissions, or other testing as needed.
5. Beautiful Gate Special School does not guarantee admission to any applicant. It is the desire of Beautiful Gate Special School to provide a quality education to all of its students. From time to time there may be applicants who would require extraordinary attention that would reduce the resources available to other students or that may pose a potential risk to other students. Beautiful Gate Special School must consider the best interest of all its students and, therefore, reserves the right to not accept such applicants or dismiss such students. The School Administrator / Management Board will be the final authority regarding this policy.
6. Beautiful Gate Special School admits students of any caste, creed, nationality and ethnic origin to all the programs, and activities generally accorded students at the school. It does not discriminate in its educational policies, admissions policies, or scholarship programs.
7. Parents must provide Emergency contact information annually. Emergency contact forms are available from the school office.
8. Registration/Enrollment Fees are non-refundable unless the family is not being granted enrollment due to waiting list or other school-determined reason.