

# Admission Information

## Academic Year 2020-21



## Three Stages to the Admission Process

### Stage 1 | Application Form

Admission form can only be downloaded from the 'Admission Process' section of the website [www.lodhaworldschool.com/lsgpalava](http://www.lodhaworldschool.com/lsgpalava).

The completed form along with the medical declaration and undertaking needs to be submitted at the school along with the admission processing fee of Rs. 1000 in cash.

Admission form can be submitted between 9.00 a.m. to 12.00 p.m. and 1.00 p.m. to 2.00 p.m.

### Stage 2 | Orientation

*LWS Montessori Orientation*

The school will notify you about the orientation date with the school personnel at the time of form submission.

At the time of orientation both parents need to accompany the child.

*Main School Class I - VII*

The school will notify you about the interaction date with the Principal at the time of form submission.

### Stage 3 | Confirmation of Admission

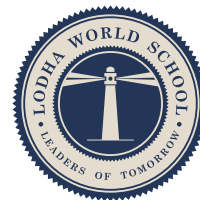
The parents of the candidates whose names appear on the admission list will be required to confirm their admission by paying the admission fee and the first quarter fee at the school.

## Check List (Mandatory to provide all the documents mentioned in the check list at the time of form submission in the order as it is mentioned.)

- 1 Photocopy of birth certificate duly attested by Gazetted officer or medical practitioner (any MBBS/MD/ Paediatrician). If it exists in any other language, an attested translated copy (translated by notary) needs to be submitted.
- 2 Recent photographs of the child - 2.
- 3 Self attested copy of residence proof (Index 2/ Electricity bill for owners and Registered copy of rent agreement for tenants)
- 4 Self attested copy of Aadhar card of the child.
- 5 Self attested copy of Palava smart card or KYC acknowledgment receipt
- 6 Copy of blood group report by a certified pathologist.
- 7 Copy of previous mark sheets (previous year for Pre School and previous last three years for Main School)
- 8 Original School Leaving Certificate and an attested copy of the same before school starts, applicable from Class I onwards.
- 9 Attested copy of Caste Certificate, if applicable.

# Admission Information

## *Academic Year 2020-21*



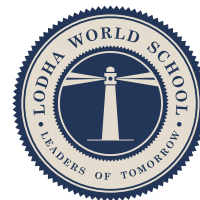
Attested copy of a document means a photocopy of an original document that has been certified by a gazetted officer or the Principal of a Government school as being a 'true copy of the original'. Photocopies of attested true copies will not be accepted.

## Age Criteria for Admissions

<b>Nursery</b>	Born between 1 10 2016 to 30 9 2017.
<b>Junior KG</b>	Born between 1 10 2015 to 30 9 2016.
<b>Senior KG</b>	Born between 1 10 2014 to 30 9 2015.

# Admission for Registration

## Academic Year 2020-21



### Applicant Information

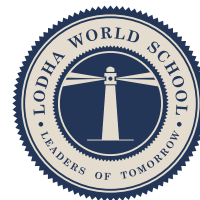
Name	Middle	Surname	
Date of Birth	Gender	Place of Birth	
Place of birth	District	Taluka	State
Nationality	Mother Tongue	Religion	
Caste	Sub Caste		
Previously applied to LWS?	Date of application (if yes)		
Present School Attended.	Grade/Percentage of Present School.		

Child's Aadhar Number	Present School UDISE Number	Present School UID Number
Academic strengths of your child (subjects and other activities)	_____	Other interests of your child (hobbies, sports, music, arts etc.)
Does your child have any learning disability? (eg. dyslexia)	_____	Has your child received any special instruction? (eg. speech therapy)
Has your child been hospitalised for any illness or accident?	_____	Does your child suffer from specific allergies? (eg. dust, food, bites)
Any additional health specific information?	_____	

*All fields are mandatory*

# Admission for Registration

## Academic Year 2020-21



### Family Information

Mother's Name \_\_\_\_\_ Educational Qualifications \_\_\_\_\_

Profession | Designation \_\_\_\_\_ Organisation Name \_\_\_\_\_ Annual Income \_\_\_\_\_

Contact Number \_\_\_\_\_ Email Id \_\_\_\_\_

Father's Name \_\_\_\_\_ Educational Qualifications \_\_\_\_\_

Profession | Designation \_\_\_\_\_ Organisation Name \_\_\_\_\_ Annual Income \_\_\_\_\_

Contact Number \_\_\_\_\_ Email Id \_\_\_\_\_

Present Address Flat No. \_\_\_\_\_ Building Name \_\_\_\_\_  
(Palava address) Cluster name \_\_\_\_\_

Address for \_\_\_\_\_  
Correspondence (if \_\_\_\_\_  
different from above) \_\_\_\_\_

Telephone (R) 1. \_\_\_\_\_ 2. \_\_\_\_\_  
(with area code)

#### **Emergency Contacts** (other than parent)

Name 1 \_\_\_\_\_ Contact Number \_\_\_\_\_

Name2 \_\_\_\_\_ Contact Number \_\_\_\_\_

#### **Family Doctor's Details**

Name \_\_\_\_\_ Contact Number \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

# Admission for Registration

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### Sibling Information

Siblings studying at LWS	Name and Class of sibling
Any other reference studying at LWS	Name and Class of reference

### Understanding

*I understand and agree that the registration of my child/ward does not guarantee admission to the school and that the admission processing fee is neither transferable nor refundable. I also agree that the information provided in this form is correct and I will submit all original and attested supporting documents and certificates required.*

Signature of Mother/Guardian Date	Signature of Father/Guardian Date
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### For Office Use Only

Application received on \_\_\_\_\_

Registration number \_\_\_\_\_

Class \_\_\_\_\_

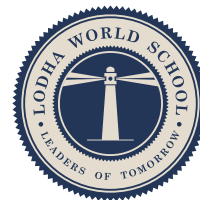
Roll Number \_\_\_\_\_

Remarks



# Medical Undertaking

## Academic Year 2020-21



### Medical Details – To be filled by a medical paediatrician only

Name	Middle	Surname
Gender	Height	Weight
Blood Group	Blood Pressure	
ENT (Status)	Remarks	
Eyes (Status)	Remarks	
Receiving any long term medication	Remarks	
Immunization received (please tick)	<input type="radio"/> Polio	<input type="radio"/> DPT
	<input type="radio"/> MMR	<input type="radio"/> Cholera
	<input type="radio"/> Typhoid	<input type="radio"/> Hepatitis A
		<input type="radio"/> Hepatitis B
Any Other		

Any other health specific information you think the school may require in case of a medical emergency

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Name of the Doctor	Date of Examination	Signature and Stamp of the Doctor
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### Declaration

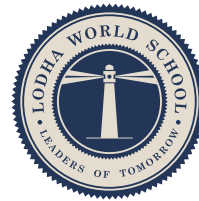
*In the event of an emergency or accident, we authorize Lodha World School to take my child to the nearest hospital/clinic or consult their panel of doctors.*

*We shall also keep the nurse at school updated of any changes in the above information relating to our ward at all times. We declare that we have provided the school relevant information to the best of our knowledge.*

Signature of Mother/Guardian Date	Signature of Father/Guardian Date
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# Undertaking

## Academic Year 2020-21



I, Mr. /Mrs. \_\_\_\_\_ parent/guardian of  
\_\_\_\_\_ understand that my ward has been granted

### admission to Lodha World School on the following terms and conditions:

- My ward is being admitted to Lodha World School at our request for the sole purpose of education and shall observe and comply with all the rules and regulations.
- I agree to abide by the rules and regulations or any substitutions for or modifications in them, which may be made by the school from time to time.
- I will deposit the fees on or before the prescribed date. In case of non-compliance, at the end of 30 days, the name of the student will be struck off the register.
- A particular student may be removed from the institute for - bullying, assaulting and ragging in any form whatsoever, physically harming other students, stealing from other students, non-payment of fees, using unfair means, immorality, contempt of authority or damaging school property, maligning / defaming the school.
- Although the school undertakes to exercise all due diligence and care in all its dealings, procedures and activities, I understand that Lodha World School, its staff and associates shall not be held responsible in the case of an accident or injury that should befall my child when in school.
- I shall be solely and personally responsible to make good any damage or loss of property to the school / associated clubs caused by my ward and I shall indemnify the said club / school against all such claims.
- The school will do its best in providing formal medical aid but the school will not be held responsible for any accidental mishaps beyond control.
- No valuables like watches, rings, and gold chains or any electronic items like cell phones, ipad etc to be given to the student and school does not take responsibility for the loss of any such valuables. Electronic items if found in possession will be immediately confiscated by the school authorities.
- The school is permitted to use my child's photo/video in school and its publications and promotion materials.
- I have no objection at the school changing the curriculum or following curriculum at the sole discretion of the school.
- I understand and acknowledge that any subsidizing law, quota or scheme, implemented or enforced, any time now or in future, by central govt./state govt./municipal corporation/statutory authority will pose an extra-ordinary, unforeseen, unavoidable, irreparable and permanent liability on the school's operating expenses, thereby constraining the school to, in such event, pass the said liability on to existing parents by increasing tuition fees, which I hereby solemnly agree to bear and pay wilfully when called upon to do so, without any delay.
- I will co-operate to take external help in the form of shadow teachers, counsellors if my child is identified with any kind of a learning difficulty.
- I will make sure books are brought to the school, assigned work is completed, date of submission of project is adhered to, my ward wears the ID card, any leave my ward takes will be after notifying the teacher on producing a written application signed by me.
- The school is run by a charitable trust and an annual revision of the school fees is permitted as per the effective inflation rates in line with the RBI changes.
- The school holds the right to taking action against any student or parent found posting any inappropriate information of the school or the school staff on any of the social media sites.

Signature of Mother/Guardian  
Date

Signature of Father/Guardian  
Date

# Fee Policy

## Academic Year 2020-21



### Fee Details

- The fee needs to be paid in the modes offered by the school only.
- The fee needs to be paid every quarter as per the schedule mentioned in the school communication through circulars and in the pupil Handbook
- One-time, non-refundable admission fees will be applicable for all new applicants across classes.
- Fees once paid are non-transferable/ non-refundable/ non-adjustable under any circumstances and are subject to the exceptions as set out in the refund policy.
- On non-payment of fees, the school reserves the right to disallow a student from participating in the activities for which the fees remain unpaid, to not issue reports/ certificates/ recommendations for future institutes.

### Withdrawals and Refund Policy

- Admission fee once paid will not be refunded under any circumstances for any reason whatsoever, including withdrawal of admission before the scheduled commencement of year.
- If a student withdraws admission before commencement of term, refund if any, of fees will be subject to the following provisions:
  - If a student withdraws admission within 60 working days from the date of admission and has not commenced schooling, tuition fees will be refunded.
  - If a student withdraws admission more than 60 working days from the date of admission, tuition fees will not be refunded.
  - If a student withdraws admission after commencement of term, whether or not the student joins the class, under no circumstance will the fees paid to the school for that term be refunded. The school leaving certificate will be provided only after clearance of all dues.

### Note:

- Submission of application to the school does not guarantee admission.
- Certified true copy of a document means a photocopy of an original document that has been certified by a gazetted officer as being a 'true copy of the original'; photocopies of attested true copies will not be accepted.
- Signatures of parents/legal guardians are compulsory on the form.
- Admissions are granted at the sole discretion of the management. Use of influence/pressure will not be entertained and could lead to cancellation of the application.
- If the Pre School runs in two shifts, the allotment of the shift is done on lottery system basis. The school cannot therefore commit to the shift that the student gets.
- Incomplete forms will not be accepted.

*The rules and regulations formulated by Lodha World School construe for smooth and effective functioning of the school. Lodha World School reserves all rights to amend the fee and set regulations when needed and found necessary. The information given in the school's prospectus and application form is an indication of Lodha World School's intent as on the date of publication of this document. The contents of this policy should not be construed as a binding contract upon Lodha World School and cannot be legally challenged.*

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Signature of Mother/Guardian  
Date

Signature of Father/Guardian  
Date



# School Fee

## Academic Year 2020-21



### Fee structure

Fee	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Total
Term Fee	3100		3100		6200
Tuition Fee	17000	17000	17000	17000	68000
Total	20100	17000	20100	17000	74200

Admission fee of INR 30,000 to be paid - on date of admission for new students

INCLUDES :- STUDENT HANDBOOK, ID CARDS, NEWSPAPER, USAGE OF COMPUTER LAB & INTERNET FACILITIES, USAGE OF SCHOOL LABORATORIES, LIBRARY, LANGUAGE LAB EXPERIENTIAL LEARNING (I ONWARD), SPORTS & ENRICHMENT ACTIVITIES.

EXCLUDES:- UNIFORM, BOOKS, CANTEEN, TRANSPORTATION CHARGES, EXTERNAL EXAMINATIONS, CONSUMABLES IN COURSES SUCH AS ART & CRAFT ETC., DOMESTIC & INTERNATIONAL LEISURE TOURS, COSTUMES FOR EVENTS, PARENT HANDBOOK.