

ANNEXURE 'A'



Beaconhouse School System

RULES PERTAINING TO ADMISSIONS

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I) GENERAL

Parents are requested to fully acquaint themselves with the criteria and procedure for admission. The parents admitting their child/children will be deemed to have agreed to abide by the criteria and procedure. No appeal shall lie against it.

II) REGISTRATION FEE

All the prospective candidates seeking admission are required to pay a registration fee to register themselves, however, registration does not guarantee admission which is subject to the candidate's clearing admission challan.

III) PAYMENT OF FEES

- A non-refundable Admission Fee
 - A refundable Security Deposit
 - Tuition Fee
 - Computer Charges (wherever applicable)
 - Laboratory fee (wherever applicable)
- a) The fees are payable in advance on a two monthly basis, through the specified branches of a local bank. In view of constant inflationary pressure, the fees are subject to review from time to time.
- b) Tuition fees challan is normally issued with a "DUE DATE" of 20-30 days. After the expiry of "DUE DATE" the challan can be deposited with the 'late fee' fine which is charged on a daily basis, till the expiry of the "VALIDITY DATE" which is normally 15 days from the expiry of the "DUE DATE"
- c) Students whose fees remain payable after expiry DUE/VALIDITY dates are issued periodic reminders and ultimately the 'FINAL' reminder, whereafter the student's name will be struck off the school roll and all outstanding dues adjusted against the security deposit.
- d) Parents/ Guardians defaulting on fees payment, run the risk of making their children/wards liable to being struck off the roll. The security deposit of children is adjusted against their unpaid of tuition fee balance. In such cases, re-admission is subject to vacancy and repayment of both the admission fee and security deposit at the prevailing rates. However, no admission fee will be charged and security deposit at the prevailing rates. However, no admission fee will be charged if application for re-admission is made within thirty days from the date of withdrawal.

- e) The Security Deposit is refundable in full at the time of the withdrawal of the child after completion of studies or otherwise provided that the student has paid all his/her dues and the school has no justifiable claim outstanding. The parent will be deemed to have given his/her prior consent to the Company for utilizing the Security Deposit for school development purposes, without in any way affecting the parents' claim for its refund as described above.

IV) RULES PERTAINING TO WITHDRAWAL OF STUDENTS

If parents wish to withdraw their child from the school, one month's notice in writing must be given to the school. Alternatively, one month's fee must be paid to the school in lieu of such notice. However, no notice is required if a student is withdrawn one month from the date of completion of the final examination. If, however, the withdrawal takes place after the said period, a month's notice must be given or fee paid in lieu thereof.

In case (i), (ii), (iii), and (iv) below outstanding fees shall be adjusted against the security deposit paid to the school, and balance, if any due, shall be recoverable from the parents/guardian of the child.

- i) He/she has not attended the school for a period of one month, unless arrangements for such absence have been agreed to by the Head of the concerned branch of the School;
- ii) His/her fees have remained unpaid for two consecutive months;
- iii) He/she has been asked to withdraw from the school due to disciplinary reason. The school in the event of such withdrawal, shall not be required to give any notice before enforcing its decision which shall be within the absolute and sole discretion of the school;
- iv) He/she has failed in the same class for two consecutive years or, has failed to qualify for promotion on two different occasions in his/her school career.

A student shall be deemed to be enrolled in the School until he/she completed his/her normal education, having taken his/her final public examination (Matriculation 'O' levels / 'A' levels, and all his/her dues with the School have been finally settled, in which case he/she shall only be considered to be withdrawn after the outstanding fees/ other dues (if any) payable up to the last month during which he/she appears for his/her last public examination paper, are fully settled.

V) RULES PERTAINING TO INTER-CITY TRANSFER OF STUDENTS

Beaconhouse offers inter-city transfer facility. A student is eligible to apply for inter-city transfer, provided that:

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