



## **DELHI PUBLIC SCHOOL, BANGALORE SOUTH**

### **ADMISSION POLICY**

#### **INTRODUCTION**

DPS Bangalore South works to provide the best learning experiences for children who seek to explore and are on a trajectory to realize their potential. Our strength is the well-trained faculty who establish a strong partnership with children and motivate them to achieve exemplary results in the academic assessments. Opportunities to enhance leadership skills, internships and career guidance programmes are some of the focal points besides the robust and comprehensive academic program for students of grades 11 and 12.

We believe in education with competence and our approach is holistic and student centred. Our mission is to create a school system that is built on sound fundamentals and instil a sense of civic responsibility in a global perspective. The intent is to strive towards excellence by responding to changing needs and expectations of the digitally active global community. Our curriculum is inclusive and encompasses the brilliance of academics, skill training and values to enhance intellectual competence, dynamism, versatility, and character.

The School Admissions Policy ensures a fair and straightforward admissions system that promotes equity and fair access for all. This policy helps parents understand how the admission decisions will be made.

#### **AIMS AND OBJECTIVES**

- To harmonise the objectives of the school with the ambitions and aptitudes of the student.
- Zero tolerance on discrimination with a very transparent admissions process.
- Set a decorum of similar and high standard core values for our students and all stake holders.
- This document reinstates the importance of the commitment of the school management to ensure fair, transparent, and ethical practices in the implementation of the admissions program.
- The IBCP program is open to all students, regardless of previous educational experience, (the student can be from ICSE, CBSE or State Board) and is an extension of the school's mission to promote the development of world citizens.
- To empower our children with cognitive skills required to keep pace with evolving trends
- To inculcate a high moral fibre, a spirit of inquiry and a scientific temper in our students to give them the competitive edge.

#### **ADMISSIONS COMMITTEE**

The School Admission Committee consists of one representative of the Administrative

Department, the IBCP co-ordinator, the relevant class teacher and if need be, the school counsellor.

The roles of each of these members are defined clearly in this policy document as below

- **Programme Coordinators:** ensures that the student applying for admission meets the basic eligibility criteria listed in this document. and conduct the interaction session sometimes along with the class teacher. They ensure that parents understand the school pedagogy and concur with the school philosophy. The programme coordinators also facilitate the understanding of the IB philosophy and core values to parents / guardians and students.
- **Class Teacher:** conducts the interaction session along with the programme coordinator. They ensure that the parents understand the school pedagogy and assent to the school philosophy as well the IB philosophy.
- **School Counsellor:** participates in the interaction session to assess any Special Education Needs of the student seeking admission. The counsellor also briefs the students on the course curriculum as well as its structure.

#### **PRE-ADMISSION PROCEDURE (IB career-related programme)**

- New admissions are not granted to IBCP year 2 (grade 12<sup>th</sup>) students.
- Parents are required to purchase the Prospectus from the School Reception.
- A registration form is filled by parents willing to proceed with the admission formalities. If desired, the parents may have a guided tour of the school
- Admission to IBCP for students of Delhi Public School, Bangalore South is offered through one-on-one counselling sessions with the student and parent. Students interested in the IB career-related program are called for an interview to get an overall view of their interest and aptitude in the field of the chosen CRS programme after the completion of grade X examination and also to understand their ability to meet the demands of the course.
- Interested students and parents undergo a counselling session as part of the onboarding process to acclimatize themselves with the IBCP philosophy, programmes, CRS modules and where applicable, the necessary subject pre-requisites for the corresponding CRS program of choice.
- All students are eligible for admission if it is believed that the school can provide an educational programme that can meet their particular needs. However, the school holds the rights to grant or refuse admission to any student on basis of merit and/ or eligibility criteria.

The parents / guardians could be notified of the results via telephone or e- mail, whichever was set as the parent/ guardian's favoured method of communication at the time of registration.

School makes use of various methods including consultations and overview of preceding grades to assesses the language proficiency of the student. Where need be, the student is given complete support from the school to make sure that the student is comfortable with the language of instruction (English). The aid consists of online classes and weekly assessment with the English teacher for any queries.

-A student who decides to participate in the IBCP Program, is expected to:

- demonstrate self-discipline and responsibility
- develop a serious work ethic
- approach tasks with a sense of purpose
- learn from fellow students as well as teachers
- share with, and contribute to, the community

### **ADMISSION DOCUMENTATION**

1. **Application form**

Application forms are available from the school administration office or from the School website.

2. **Closing date**

All applications that have been submitted by the closing date as decided for the session will be reviewed by the Admissions committee and short-list of suitable applicants on basis of the eligibility criteria will be displayed on the school website.

3. **Late applications**

Late applications will not be processed until all timely applications have been allocated.

4. **Relevant accompanying documents**

- Signing of a Declaration of understanding of the IBCP school pedagogy and philosophy
- Consent form for sports activities
- Consent form for the Career-related studies
- Original birth certificate plus one photocopy of the birth certificate (original to be returned back to parent / guardian after verification)
- Previous class report cards / records (inclusive of 10<sup>th</sup> grade or equivalent certificate and marksheets).
- Special academic or psychological evaluation reports (if applicable)
- 1 passport-size photo of student and 1 set of passport-size photos of parent(s) / legal guardian

### **POST ADMISSION PROCEDURES**

-The existing as well as new students have to undergo the same process of admission as per the guidelines mentioned above.

-Parents undergo an orientation programme to acquaint themselves with the IB program. (please refer to section ORIENTATION FOR PARENTS AND STUDENTS for further information)

-Upon successful selection for admission based on merit and eligibility, the parents/ guardians are required to deposit the corresponding fee (as per fee structure mentioned in the prospectus)

-Parents / guardians are required to submit the following documents.

1. Original transfer certificate. (A report / marks of the last assessment given will also be required)
2. Photocopies of all achievement certificates in the field of Academics, Sports, Extra-Curricular activities etc.
3. Photocopy of Passport (if available) or any other national identity card. Passport is mandatory for foreign students.
4. The admission documentation booklet must be completed and signed by Parent / parents/ guardian. This information would ensure the facilitation of a smooth relationship between the parents / guardian and the school.
5. Post receiving an Admission Confirmation Letter from the school, the parents/ guardians shall pay the corresponding fee and complete any further formalities, if any.
6. Parents can contact the school admission counsellor in case of any queries.
7. School books can be purchased from the School Uniform & Book shop respectively. The schoolbook shop has been equipped with the list of books required. Alternatively, the list of books can be collected from the administration block
8. A new student would be allocated his/ her class & division on their first day of school. The timetable for the year is handed over to him/her by the teacher on the same day.
9. Parents/ guardians will have to notify the school regarding the joining date of the student to make sure a smooth and seamless transition- Teachers will help new students with the syllabus covered within the class till their date of joining to catch them up to speed if need be

### **ORIENTATION FOR PARENTS AND THE STUDENTS**

Bearing in mind that the IB Career- related Program (IBCP) is a new curriculum for many parents/ guardians and students, the school offers an orientation programme for parents/ guardians and students to acquaint them with the IB philosophy.

The orientation programme includes a presentation detailing the requirements and expectations of the IB Career-related Programme, the IB philosophy and emphasises on the role of parents to the success of the student's learning journey.

The orientation programme will also emphasise on the importance of international mindedness and outline all the ways that the school will provide support to the students and parents towards this goal.

The orientation will follow a short question and answer session to clarify doubts. Individual counselling, to shed more light on the same, can be arranged post the orientation.

### **CORE COMPONENTS**

The four core requirements of the IBCP – personal and professional skills, language development, reflective project, and service learning- are compulsory for students following the IB Career- related Programme.

-The admission policy is subject to review annually by the principal / head of school, coordinators, and heads of departments in consultation with subject teachers.

-All school policies are communicated to the teachers, students and parents through regular communication and are uploaded on the school website.

### **CONTRACT**

Parents are required to read and sign the admission policy as stated above.

By signing the document, parents/ guardians accept the terms and conditions for their ward to be considered for admission to the IB Career-related programme at Delhi Public School, Bangalore South.

Name of the Student: .....

Name of the Parent: .....

Date: .....

Signature of the Parent: .....