

SOUTH POINT SCHOOL

ADMISSION POLICY FOR CLASSES TRANSITION ONWARDS : ACADEMIC SESSION 2012-13

1. Minimum age of a child will be 5+ as on April 1, 2012 for admission to Transition.
2. The applicants will be categorized as follows:
 - i. Sibling – Applicants who have their own brother or sister (not cousin) presently studying in South Point School or South Point High School. The School considers it to be a very important factor for admission, as the parents of existing students form a bonding with the school.
 - ii. Alumni – For the children of ex-students (mother/father) of South Point High School.
 - iii. Resident of Neighbourhood – For those who stay under the following pincodes:

Kolkata 700014 - Entally	Kolkata 700045 - Lake Gardens
Kolkata 700015 - Tangra	Kolkata 700046 - Gobinda Khatik Rd
Kolkata 700016 - Park Street	Kolkata 700047 - Naktala
Kolkata 700017 - Circus Avenue	Kolkata 700053 - New Alipore
Kolkata 700019 - Ballygunge	Kolkata 700068 - Jodhpur Park
Kolkata 700020 - Elgin Road	Kolkata 700070 - Bansdroni
Kolkata 700025 - Bhowanipore	Kolkata 700075 - Santoshpur
Kolkata 700026 - Kalighat	Kolkata 700078 - Haltu
Kolkata 700027 - Alipore	Kolkata 700084 - Garia
Kolkata 700029 - Sarat Bose Road	Kolkata 700086 - Bagha Jatin
Kolkata 700031 - Dhakuria	Kolkata 700092 - Regent Estate
Kolkata 700032 - Jadavpur University	Kolkata 700094 - Panchasayar
Kolkata 700033 - Tollygunge	Kolkata 700095 - Golf Green
Kolkata 700038 - Sahapur	Kolkata 700099 - Kalikapur
Kolkata 700039 - Tiljala	Kolkata 700100 - V.I.P. Nagar
Kolkata 700040 - Regent Park	Kolkata 700107 - East Kolkata Township
Kolkata 700042 - Kasba	

- iv. General – All those who do not fall in any of the above categories
 - v. Management – Admission to be granted at the school management's discretion.
3. The general public will be informed through advertisement/notification in the newspapers/school notice board/school website about the commencement of the admission process.
 4. Prospectus and Registration forms will be available from the School Office against a stipulated amount for a specified period, with the objective to inform the parents about various activities, facilities provided in the School and the admission criteria of the School.
 5. Parents are required to submit self-attested copies of the following documents with the registration form:
 - i. Birth Certificate of the candidate issued by the Municipal Corporation or other competent authority
 - ii. Residence Proof (Passport, Bank Statement, Electricity Bill, Voter Identity Card or Driving Licence of either parent)
 - iii. Sibling's ID Card or previous year's progress report (in case the child is a brother/sister of an existing student of SPS /SPHS)
 - iv. Parent's Madhyamik Marksheets/Certificate, in case he and/or she is an alumni of South Point High School
 - v. Marksheet of the Half Yearly / Second Term Examination 2011-12.

Non-submission of required documents may render the application invalid.

6. The Registration Form will not be transferable. If any information on the Registration Form is found to be incomplete, false or incorrect, the application is liable to be rejected without intimation. If two forms are received in a child's name, only one form will be considered, at the discretion of the School.
7. The registration form along with documents in a sealed envelope, is to be deposited in the School Office in the boxes provided for this purpose for a specified period.
8. Selection of candidates for admission will be done by the School, applying a random selection method or on lottery basis. There will be no profiling of parents based on their educational qualifications or any other criteria, nor will the child be subjected to any screening procedure.
9. First list of selected candidates in each category will be published on the date notified. Further lists will be published depending on the vacancies, applying the above selection method.
10. If an applicant falls under more than one category, the applicant will be considered under each category in the order of priority decided by the School, e.g., if a candidate falls in the category of sibling, alumni and resident of neighbourhood, then he will be considered for random selection first in the sibling category. If not selected he will be considered in the alumni category and still if not selected, he will be reconsidered in the 'resident of neighbourhood' category, and lastly, if still not selected, then his application will be considered in the general category, depending on vacancies.
11. The admission process has been carefully designed to provide equal opportunity to all the applicants and to maintain transparency in the admission procedure.
12. This admission policy is applicable only to fee-paying students.