

## The Admission Procedure consists of the following STEPS:

- 1) Admission will be granted for Grade III to IX & XI (Commerce)
- 2) Download the Admission form from the school website.
- 3) Fill out the downloaded admission form and visit the school campus for the following:
  - a) To have your child see the campus where he is going to spend some amazing years of his school life.
  - b) For us to be able to assess his preparedness in securing admission to the next grade, every child will have to appear for the entrance exam. e.g. If the student is seeking admission for grade 6 then he will be tested in the syllabus of grade 5.
  - c) Grade III students will have **English and Mathematics** subjects for the entrance exam whereas from Grade IV to Grade IX will have **English, Hindi & Mathematics** subjects. Grade XI will have direct admission based on the student's Grade X result.
- 4) Appointments are available from Monday to Friday between 9:00 am to 4:00 pm & on Saturday between 9:00 am to 12:00 pm. You may seek an appointment by contacting the school office at 02168 - 240313 / 241584 via phone or by writing us at [admission@peterspanchgani.org](mailto:admission@peterspanchgani.org). Parents are advised to be punctual for the given appointment.
- 5) The School Prospectus is available at the school office and can be purchased for Rs. 500 (Five Hundred Only). The original admission form shall be filled in and submitted before the entrance exam.
- 6) The entrance exam fees to be paid before the exam is Rs. 2500/- (Two Thousand and Five Hundred Only)
- 7) Admission is confirmed upon the completion of the Entrance Exam, with a remark of clear admission or that the student will be put into remedial to improve upon his weak subject/subjects.
- 8) The evaluation questions will be such that any student who is studying either of the following streams will be able to answer them without much difficulty. (Maharashtra State Board, C.B.S.E., I.C.S.E.) The approximate duration of this test is 2 and 1/2 hours.
- 9) Interaction of Parents and Students with the Principal.
- 10) An offer letter will be issued once the Principal approves the admission.

### List of Documents:

**The documents required to initiate the admission process of a new student are as follows:**

- 1) Previous year's report card - Original & Copy
- 2) Student's Aadhar Card - Original & Copy
- 3) Student's Birth Certificate - Original & Copy
- 4) Student's Recent Passport Size Photo - 2nos
- 5) A Non-Refundable fee of Rs.20,000/- (Twenty Thousand Only) to be paid for securing a seat and confirming the admission from your end, post the Entrance Test (this amount will be adjusted in the first installment of fees)

**Required documents after the confirmation of admission.**

- 1) Parents Aadhar Card - Original & Copy
- 2) Parent's Passport Size Photo - 2 each
- 3) Student's Passport Size Photo - 5nos
- 4) Family Photograph - 1
- 5) Medical Report - Refer to the form given in the school prospectus.
- 6) Previous year's School Leaving Certificate - Original

**To register your son any time you wish, you can write to us on the below details:**

**Dr. Wilfred Noronha**  
Principal

Email: [principal@peterspanchgani.org](mailto:principal@peterspanchgani.org)

**Mr. Jatin Kukreja**

Executive Assistant to the Principal

Email: [admission@peterspanchgani.org](mailto:admission@peterspanchgani.org)

**St. Peter's School, Panchgani**

Tel: 02168 - 240313 / 241584. Email: [stpsoffice@peterspanchgani.org](mailto:stpsoffice@peterspanchgani.org)