

ADMISSION PROCEDURE :

Registration for admission to Singhania Global Academy is available on all days including Sunday through the Academy Admission Office. Admission are generally possible during the first term of the academic year after appropriate tests and assessment. Admission at other times during the academic year will be at absolute discretion of the Principal depending on the assessment of the student's ability to reasonably cope-up with the rigours of the Academy's academic and co-curricular programmes and activities. Students of any nationality who have been so assessed would be admitted. Priority may be given to the siblings already studying in the Academy. Admission decision by the Principal is final.

ADMISSION DOCUMENTS :

Fully completed Admission Form must be submitted together with the Payment of NON REFUNDABLE REGISTRATION, ADMISSION AND OTHER FEES OF ATLEAST 6 MONTHS through Cash/DD/RTGS in favour of SINGHANIA GLOBAL ACADEMY Payable at per alongwith following documents :

- Two Xerox copies of student's passport with Indian Residence Visa (for overseas students) and the Original to be handed over in the Academy office when the child reports for academic session. The same shall be made available when the child goes for vacation.
- Two copies of birth certificate.
- Eight recent passport size photographs in colour.
- Recent passport size photographs of parents and guardians to be placed to be placed properly on the admission form as may be indicated.
- Latest progress report card of the previous school attended alongwith original transfer certificate from the previous school.
- The Academy may ask for medical certificate in certain cases.

VISITORS & VISITING RULES:

Parents, Guardians or authorized Local Guardians may visit on Saturday and Sundays to meet their wards in the designated Visitor's Room. In case of emergency, visits can be arranged with the permission of the Principal/Director of the Academy on any day between dawn to dusk.