



# Admission Process

If you are interested in joining Edopia, our Admissions Team wants to meet you. Before submitting an application, make sure you have taken the time to explore our website to learn everything you need to know about Edopia. Details of our ideology, pedagogy, and policies are all available online at [www.edopia.org](http://www.edopia.org). Once you feel knowledgeable about our vision and practices, follow the simple steps below to ensure a successful admissions process:

1. Wait-list your child with Edopia.
2. A member of our Admissions Team will get in touch with you to set up a registration appointment.
3. Within five working days of registering your child with Edopia and having met the Head of the School, you will be given a date for the placement test. We will also administer an interview to learn more about your family.
4. After the results have been processed and if we believe Edopia is the right fit for you and your family, you will receive a grade placement for your child and a conditional/unconditional offer from our Admissions Team.
5. You would be asked to submit your application online. In order to keep your child's spot, you would be required to pay a non-refundable registration fee, which would be 50% of the admission fee, within the next 20 days. Your seat will be held for 20 days, starting from the date of official acceptance.
6. To secure the admission, the remaining amount of the admission fee should be submitted along with one month's tuition fee within the next 15 days.
7. If you submit the application with less than 35 days left before the commencement of the academic year, you would be required to pay all the dues in full before your child starts school at Edopia.
8. Parents are required to submit the following documents with the online application
  - 3 Passport size pictures
  - Copies of CINC of both Parents
  - Copies of B form/Passport of the applicant
  - Most recent class report
  - Any records of learning support and/or behavioural issues
  - Signed Health and Liability form
  - Signed Code of Conduct form
  - School leaving certificate from the previous institution.

Once the payment and documentation have been completed, you will receive an official acceptance from our Admissions Team and your tuition invoice from our finance team.

\*Edopia reserves the right to deny admission, withholding 40% of the admission fee, if a School Leaving Certificate and the most recent Class Report issued by the previous school is not provided (Not applicable for RE 1 and playgroup).

\*Our Admission Policy is available online at [www.edopia.org/admission](http://www.edopia.org/admission)