



PODAR PEARL SCHOOL
مدرسه بيرل بودار

(Under the supervision of the Ministry of Education and Higher Education, Qatar)

At Podar Pearl School, we have strived hard to make our admission process transparent and simple as possible. Our objective is to provide an opportunity to every child to get education in line with our vision and mission and country's national vision. Thus, we have established a stress-free application process.

Step 1: Admission Enquiry:

Submit an online Enquiry Form at <https://podarpearlschool.org/admission/>. Our Admissions Team will get back to you to answer your queries and collect the required information.

Step 2: Verification of Age and QID Availability

The child should meet the age criteria as prescribed by the Ministry of Education and Higher Education, Qatar and affiliated body, CBSE as per the attached schedule.

❖ A valid Qatari ID Card of the student is **Mandatory** to secure admission in Podar Pearl School.

Step 3: Registration

Once the admission enquiry is received, depending upon the availability of the seats, the Admission Team will send a link to the registered email ID with the Login Details. The Parent should fill in the application with correct and complete details. Application with incorrect and incomplete details will be rejected.

Step 4: Entrance Test

No admission Test for beginners (KG1)

From KG2 onwards

The Entrance Test syllabus along with list of required Documents are available on the School Website under the Tab "Admissions".

After checking the application and suitability of the child to the stage applied, the Admission Team will notify the Parents / Guardians by sending an invitation email with the date and time to visit the school campus for an entrance test.

Parents / Guardians are required to bring the hard copies of the following documents:

- One Photocopy of QID of the Father, Mother and Child.
- One Photocopy of Passport of the Father, Mother and Child (first & last page)
- One Photocopy of Birth Certificate.
- One Passport Size Photograph each of the Child, Father and Mother.
- Original attested T.C (Attestation from MOFA Qatar is mandatory from Class 2 onwards)
- One Photocopy of Report Card of child's previous class. (all terms from KG2 onwards)
- One copy of Blood Group Certificate.
- One Photocopy of Child's Vaccination.
- One Photocopy of Child's Health Card.

Please Note that no Entrance Test will be conducted without the submission of the hard copies of the above documents.

Step 5: Meeting with Principal/Coordinator

After the evaluation of the Entrance Test, a meeting will be scheduled with the Principal / Academic Coordinator.

If the admission for your ward is confirmed he / she will be allotted the class & section.

Step 6: Meeting with the Transport Coordinator

Parents are requested to meet the Transport Coordinator to check the seat availability in the bus and to know the process on how to apply for transportation through Parent Portal.

Step 7: Payment of Fees

Once the above steps are satisfactorily completed, the parents should pay the fees including registration, caution deposit, Term Tuition fees and Term Transportation fees (if applicable) with Cashier at the same time to confirm the Admission.

Please note that admission will not get processed without payment of fees. If the fees are not paid within one week from the date of granting admission by the Principal/Coordinator, the application will stand cancelled and there will not be any re-admission process.

Step 8: Collection of Vacancy Letter

If the child is a transfer from other school in the country and the Parent requires a Vacancy letter, it can be collected from the Admissions I/Charge after the payment of fees.

Step 9: After the Generation of Admission Number

Once the Fees are paid and admission is granted, you will receive an Admission Confirmation E-mail, from the school along with all the relevant information (Online payment procedure, Parent Portal login, SOP for Microsoft Teams, Transport Application, important contact details, etc.)

Step 10: Payment of Books, Uniform, ID Card Fees

Parents can pay books and uniform fees after receiving an intimation & collect the same from the school stores.

ACCEPTANCE OF ADMISSION:

- a) Students are admitted on First Come, First Served basis depending on vacancies.
- b) 60% marks in entrance test is a requirement to secure admission.
- c) Meeting the age criteria set by the MoE AND CBSE.
- d) Valid Qatari ID.
- e) In all matters pertaining to admission, the decision of the Admission Committee shall be final.

ADMISSION PROCEDURE (Class- XI)

Admissions taken for Grade XI will be considered as "Provisional Admission" until the student's board result for class X is declared.

ADMISSION AGE CRITERIA 2024-2025				
Curriculum	Classes	Academic Year	Maximum	Minimum
			D.O.B From	D.O.B To
CBSE	Class KG1	2024 - 2025	1st Oct 2019	30th Sep 2020
CBSE	Class KG2	2024 - 2025	1st Oct 2018	30th Sep 2019
CBSE	Class 1	2024 - 2025	1st Oct 2016	30th Sep 2018
CBSE	Class 2	2024 - 2025	1st Oct 2015	30th Sep 2018
CBSE	Class 3	2024 - 2025	1st Oct 2014	30th Sep 2017
CBSE	Class 4	2024 - 2025	1st Oct 2013	30th Sep 2016
CBSE	Class 5	2024 - 2025	1st Oct 2012	30th Sep 2015
CBSE	Class 6	2024 - 2025	1st Oct 2011	30th Sep 2014
CBSE	Class 7	2024 - 2025	1st Oct 2009	30th Sep 2013
CBSE	Class 8	2024 - 2025	1st Oct 2008	30th Sep 2012
CBSE	Class 9	2024 - 2025	1st Oct 2007	30th Sep 2011
CBSE	Class 10	2024 - 2025	1st Oct 2006	30th Sep 2010
CBSE	Class 11	2024 - 2025	1st Oct 2005	30th Sep 2009
CBSE	Class 12	2024 - 2025	1st Oct 2004	30th Sep 2008