



INDIAN SCHOOL SALALAH

ONLINE PROCESS AY 2021 - 2022

ADMISSION FORM – SUBMISSION PROCESS

- Form can be downloaded from School Website
- Forward duly filled form with below documents to ismail@indianschoolsalalah.com
- The following documents to be mailed to above mentioned e-mail id.
 - i) Scanned copy of Passport front and back page
 - ii) Scanned copy of Visa page
 - iii) Transfer certificate from the previous school
 - iv) Report card issued by the previous school
 - v) Electricity Bill

ONLINE ENTRANCE PROCESS

- After the form is verified by the office, the staff will intimate about the date of entrance /interview date.
- The applicant should attend the entrance /interview
- Once the applicant is qualified, the staff will intimate to your email-id and phone number about the admission process.

ADMISSION PROCESS

- Online payment should be done as per the instructions given
- The applicant will be provided with a GRNO and the section will be allotted , which will be intimated through the email-id
- The student will be provided with the school generated id to join the respective Google Classroom
- The student will be added in the class groups and the invitation to join the respective Google Classrooms will sent to the email-id provided by school

ONLINE PAYMENT

- 1) Payment through Bank Muscat Mobile App – **Bank Muscat Customers, who enabled mobile App, can transfer School fees without any extra charges.**
- 2) Bank Transfer – **to below mentioned school account.**
- 3) Physical cash deposit – **at any Bank Muscat & Bank Of Baroda branches.**
- 4) Online Internet banking – **amount transfer to the below mentioned School Bank account number from any of your bank account.**

BANK NAME : BANK MUSCAT	BANK NAME : BANK OF BARODA
ACCOUNT NAME : INDIAN SCHOOL SALALAH	ACCOUNT NAME : INDIAN SCHOOL SALALAH
ACCOUNT NO : 0397-00412603-001-7	ACCOUNT NO : 9013-02-00000007
BANK BRANCH : SALALAH	BANK BRANCH : SALALAH

AFTER ONLINE PAYMENT

Important Note: **Submission of below details by e-mail to accounts@indianschoolsalalah.com after completion of payment through any above channels is **mandatory**.**

- A) Bank deposit acknowledgement scanned copy with date and time of transaction.
- B) Screenshot of acknowledgement during Mobile payments with date and time of transaction.
- C) Student Name.
- D) Student GR NO.
- E) Parent GSM Contact No.
- F) Fee paid Instalments details.

REFUNDABLE & CIF REFUND REQUEST

- A) Form can be downloaded from School Website
- B) Complete filled application with signature (Scanned copy) to be sent by e-mail to accounts@indianschoolsalalah.com
- C) After process completion, school will notify the appointment schedule to the parent to collect the Cheque.

BOOKS NOT REQUIRED

A) Form can be downloaded from School Website

B) Complete filled application with signature (Scanned copy) to be sent on manoj@indianschoolsalalah.com

TC APPLICATION

A) Online Form can be downloaded from School Website

B) Complete filled application with signature (Scanned copy) to be sent on ismail@indianschoolsalalah.com

C) After process completion, school will notify the appointment schedule to the parent to collect the TC.

CONTACT NUMBERS - Timing 7:30 am to 1:00 pm

Admission & TC Queries : Mr. Ismail Cell No 99084622

Fee Enquiry : Mr. Mathai Cell No 79775862 / Mr. Hari Cell No 92872795

Book Enquiry : Mr. Manoj Cell No - 99678576