

Foster Learning School – Admission Policy

School Mission Statement

At Foster Learning School, our mission is to nurture confident, compassionate, and capable learners who excel academically while upholding strong moral, ethical, and humanitarian values. We strive to create a learning environment that inspires curiosity, creativity, and critical thinking, equipping our students with the skills to adapt to an ever-changing world. Our aim is to develop responsible global citizens who respect diversity, embrace lifelong learning, and contribute positively to their communities, their country, and humanity.

Overview of Admission Process

At Foster Learning School, the admission process includes the following steps:

1. **Registration** based on age criteria.
 2. **Admission assessment** for each applicant.
 3. **Interview** with the principal and both parents/guardians.
 4. **Payment** of Admission & Security fees at the designated bank.
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Age Criteria

Children are placed into classes according to their age at the beginning of the school term.

Class	Age Bracket
Playgroup	4 years – 4 years 11 months
Kindergarten	5 years – 5 years 11 months
Grade 1	6 years – 6 years 11 months

Grade 2	7 years – 7 years 11 months
Grade 3	8 years – 8 years 11 months
Grade 4	9 years – 9 years 11 months
Grade 5	10 years – 10 years 11 months
Grade 6	11 years – 11 years 11 months
Grade 7	12 years – 12 years 11 months
Grade 8	13 years – 13 years 11 months
Pre-IGCSE	14 years – 14 years 11 months
IGCSE 1	15 years – 15 years 11 months
IGCSE 2	16 years – 16 years 11 months

Registration Process

Parents/guardians can obtain the registration form from the Admissions Office or download it from the school's website. The completed form should be submitted along with the following documents:

- Copy of the child's birth certificate issued by NADRA
- Four recent passport-size photographs
- Copy of the last academic year's school report (if applicable)
- Copy of both parents' CNIC (or guardian's CNIC)
- School Leaving Certificate (if applicable)
- Copy of the child's immunization record
- Copy of both parents' or guardian's passport (for foreign nationals)

Note: There is a non-refundable registration fee at the time of registration. Registration does not guarantee admission. Providing false information will result in cancellation of registration.

Admission Assessment & Interview

Following registration, each child undergoes an assessment to evaluate abilities and interests. Applicants receive a response within 7–10 working days. Successful applicants will be invited, along with both parents/guardians, for an interview with the principal.

Interviews may be rescheduled twice. Failure to attend will result in cancellation of registration.

The school reserves the right to make final decisions based on available facilities and the child's needs (as per Inclusion Policy).

Payment of Fees

Once admission is granted, parents will collect the fee bill from the school office and deposit it in the designated bank. An admission confirmation letter will be issued upon payment.

Withdrawal & Security Refund

Parents must notify the admissions coordinator in writing at least one month before withdrawal. An exit interview will be arranged, followed by submission of a withdrawal form. Security refunds will be processed within 10–12 working days, provided:

- All dues are cleared.
 - No damage to school property is outstanding.
 - The refund is claimed within six months of withdrawal.
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Fee Payment Schedule & Policy

- Fees are payable monthly in advance, in Pakistani Rupees, for all 12 months.
 - One-time registration and admission fees (non-refundable) must be paid at the time of admission.
 - Security deposit is refundable upon withdrawal, subject to policy.
 - Late payments incur a surcharge.
 - Fees must be paid by the due date indicated on the Fee Challan.
 - No fee refunds for absence, mid-term withdrawal, or disciplinary suspension.
 - The school reserves the right to withhold academic records for unpaid dues.
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Sibling & Special Discounts

- **30% discount** on admission fee for the third child in a family enrolled at the school (applied to the eldest child).

- **70% discount** on fees for school staff children and orphans.
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Contact Information:

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