Student Admission and Registration Policy

Student Admission Policy

1. Eligibility Criteria:
    - Applicants must have completed Grade 12 or equivalent.
    - Applicants must meet specific vocational training prerequisites for their chosen course.
2. Application Process:
    - Complete the online application form available on the institute's registration portal.
    - Submit required documents: educational transcripts, identification proof, and any specific course prerequisites.
3. Evaluation and Selection:
    - Applications are reviewed based on academic performance and course-specific requirements.
    - Selected candidates will be called for an interview or assessment test if applicable.
4. Admission Offer:
    - Successful candidates will receive an official admission offer via email.
    - Candidates must accept the offer and pay the required deposit to confirm their seat.
5. Special Considerations:
    - The institute will admit students of determination (mild to moderate cases) and provide necessary learning support as needed

Student Registration Policy

1. Registration Process:
    - Accepted students must complete the registration form on the institute's registration portal
    - Pay the registration fees and submit the necessary documentation, including previous academic records and identification.
2. Orientation:
    - New students must attend an orientation session to familiarize themselves with institute policies, resources, and facilities.
3. Course Enrollment:
    - Students will enroll in their chosen vocational courses and receive their class schedules.
4. Re-enrollment:
    - Current students must meet with designated school officials for evaluation of their academic progress and circumstances before re-enrollment
5. Withdrawal and Termination:
    - Students wishing to withdraw must submit a formal withdrawal request.
    - Termination of enrollment will be considered for students failing to meet academic or behavioral standards.